

City of Conroe, Texas Annual Budget Fiscal Year 2018-2019



*"To protect and serve the citizens of Conroe
and exceed their expectations"*



MISSION STATEMENT



From left to right, seated are Councilman Jody Czajkoski, Mayor Toby Powell, and Councilman Seth Gibson, standing are Councilman Raymond McDonald, Mayor Pro Tem Duke W. Coon, and Councilman Duane Ham.

**“Protect And Serve The Citizens Of Conroe
And Exceed Their Expectations”**





(This page intentionally left blank.)

S.B. 656 Notice

“This budget will raise more revenue from property taxes than last year’s budget by an amount of \$3,324,148, which is a 10.5% percent increase from last year’s budget. The property tax revenue to be raised from new property added to the tax roll this year is \$1,125,134.”

On August 23, 2018, the members of the governing body voted on the Fiscal Year 2018-19 Budget as follows:

| | | |
|------|------------------|---------------|
| FOR: | Duke W. Coon | Mayor Pro Tem |
| | Jody Czajkoski | Councilman |
| | Seth M. Gibson | Councilman |
| | Raymond McDonald | Councilman |
| | Duane M. Ham | Councilman |

| | |
|----------|------|
| AGAINST: | None |
|----------|------|

| | | |
|-------------------------|-------------|-------|
| PRESENT and not voting: | Toby Powell | Mayor |
|-------------------------|-------------|-------|

| | |
|---------|------|
| ABSENT: | None |
|---------|------|

Tax Rate Comparison

| | <u>FY 17-18</u> | <u>FY 18-19</u> |
|--------------------------|-----------------|-----------------|
| Total Property Tax Rate: | \$0.4175 | \$0.4175 |
| Effective Tax Rate: | \$0.4169 | \$0.3965 |
| Effective M&O Tax Rate: | \$0.2994 | \$0.2853 |
| Rollback Tax Rate: | \$0.4620 | \$0.4469 |
| Debt Tax Rate: | \$0.1250 | \$0.1250 |

Total Municipal Debt Obligations (secured by property taxes):

\$144,115,000

\$326,115,000

*Local Government Code 102.007





(This page intentionally left blank.)

Government Finance Officers Association of the United States and Canada



**The Government Finance Officers Association
of the United States and Canada**

presents this

CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION

to

**Steve Williams
Assistant City Administrator/CFO
City of Conroe, Texas**



The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards.

Executive Director

Christopher P. Morill

Date **April 12, 2018**

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Presentation to the City of Conroe for its annual budget for the fiscal year beginning October 1, 2017.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.





(This page intentionally left blank.)

**City of Conroe
2018- 2019**

Listing of City Officials

Elected Officials

| | |
|-----------------------------------|------------------|
| Mayor | Toby Powell |
| Councilman Place 1 | Duane Ham |
| Councilman Place 2 | Seth Gibson |
| Councilman Place 3 – Mayor ProTem | Duke W. Coon |
| Councilman Place 4 | Raymond McDonald |
| Councilman Place 5 | Jody Czajkoski |
| Municipal Court Judge | Mike Davis |

Appointed Officials

| | |
|---|---------------------|
| City Administrator | Paul Virgadamo, Jr. |
| City Secretary | Soco Gorjon |
| City Attorney | Marcus Winberry |
| Assistant City Administrator/Chief Financial Officer | Steve Williams |
| Director of Capital Projects/Transportation | Tommy Woolley |
| Police Chief | Jeff Christy |
| Fire Chief | Ken Kreger |
| Director of Human Resources | Andre Houser |
| Director of Parks & Recreation | Mike Riggins |
| Director of Public Works | Norman McGuire |
| Director of Community Development | Nancy Mikeska |
| Executive Director of Conroe Industrial Development Corporation | Danielle Scheiner |





(This page intentionally left blank.)

City of Conroe

2018-2019 Annual Operating Budget

Table of Contents

Page Number(s)

Introduction

| | |
|---|----|
| Mayor's Message | 1 |
| Conroe Strategic Plan 2018 | 14 |
| City of Conroe Organization Chart | 18 |
| Reader's Guide | 19 |
| City Limits Map | 22 |
| Guide to Using the Annual Budget | 23 |
| Overview of the Budget Process | 25 |
| Budget Preparation Calendar | 29 |
| Tax Rate and Budget Ordinances | 33 |
| Budget Summary Tables..... | 40 |
| Statistical Analysis of Budget | 54 |
| Tax Collection History | 67 |
| Proposed Ad Valorem Tax Structure | 68 |

OPERATING BUDGET

GENERAL FUND

| | |
|---|-----|
| Budget Summary | 70 |
| Budget Summary by Category | 71 |
| Supplemental Requests | 72 |
| Revenues – 1020 | 76 |
| Administration | |
| Administration – 1041 | 78 |
| Mayor and City Council – 1042..... | 83 |
| Transportation – 1044 | 88 |
| Legal – 1060 | 93 |
| Municipal Court – 1070 | 97 |
| Finance – 1100 | 101 |
| CDBG Administration – 1110 | 106 |
| Purchasing-Warehouse – 1120 | 111 |
| Information Technology – 1130 | 115 |
| Human Resources – 1160 | 120 |
| Police | |
| Police Administration – 1201 | 125 |
| Police Support Services – 1202..... | 129 |
| Police Patrol – 1203 | 133 |
| Police Investigative Services – 1204..... | 138 |
| Police Animal Services – 1206 | 143 |
| Commercial Vehicle Enforcement Program – 1209 | 148 |
| Fire – 1300..... | 152 |
| Parks & Recreation Administration – 1400 | 157 |
| C. K. Ray Recreation Center – 1410 | 161 |
| Aquatic Center – 1440 | 166 |
| Park Operations – 1450 | 171 |
| Community Development – 1500 | 176 |
| Drainage Maintenance – 1530 | 181 |
| Street Maintenance – 1540 | 186 |
| Signal Maintenance – 1550..... | 191 |
| Sign Maintenance – 1560..... | 195 |
| Engineering – 1570..... | 200 |
| General Fund Non-Departmental – 1800 | 205 |



City of Conroe

2018-2019 Annual Operating Budget

Table of Contents

WATER AND SEWER OPERATING FUND

| | |
|--|-----|
| Budget Summary | 210 |
| Budget Summary by Category | 211 |
| Supplemental Requests | 212 |
| Revenues – 2000 | 214 |
| Utility Billing – 2800 | 215 |
| Public Works – 2810 | 220 |
| Water – 2820 | 225 |
| Surface Water – 2821 | 230 |
| Wastewater Treatment Plant – 2881 | 232 |
| Sewer – 2882 | 237 |
| Pump and Motor Maintenance – 2883 | 242 |
| Water and Sewer Fund Non-Departmental – 2900 | 247 |

GENERAL OBLIGATION DEBT SERVICE FUND

| | |
|--|-----|
| Budget Summary | 250 |
| Revenues – 0000 | 251 |
| Expenditures – 1010 | 252 |
| Schedule of Requirements - All Tax Bonds | 253 |

WATER AND SEWER DEBT SERVICE FUND

| | |
|--|-----|
| Budget Summary | 283 |
| Revenues – 0000 | 285 |
| Expenditures – 6000 | 286 |
| Schedule of Requirements – All Water & Sewer Revenue Bonds | 287 |

CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) DEBT SERVICE FUND

| | |
|---|-----|
| Budget Summary | 300 |
| Revenues – 0001 | 301 |
| Expenditures – 9200 | 302 |
| Schedule of Requirements – All CIDC Bonds | 303 |

CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) REVENUE CLEARING FUND

| | |
|---------------------------|-----|
| Budget Summary | 310 |
| Revenues – 0002 | 311 |
| Expenditures – 9400 | 312 |

CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) GENERAL FUND

| | |
|-----------------------------|-----|
| Budget Summary | 314 |
| Supplemental Requests | 315 |
| Revenues – 0000 | 316 |
| Expenditures – 9000 | 320 |

CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) INDUSTRIAL PARK LAND SALES FUND

| | |
|-----------------------------|-----|
| Budget Summary | 324 |
| Supplemental Requests | 325 |
| Revenues – 0000 | 326 |
| Expenditures – 9000 | 327 |



City of Conroe
2018-2019 Annual Operating Budget
Table of Contents

VEHICLE AND EQUIPMENT REPLACEMENT FUND

| | |
|-----------------------------|-----|
| Budget Summary | 330 |
| Revenues – 0000 | 331 |
| Expenditures – 3010 | 332 |
| Supplemental Requests | 333 |

WATER & SEWER VEHICLE AND EQUIPMENT REPLACEMENT FUND

| | |
|-----------------------------|-----|
| Budget Summary | 336 |
| Revenues – 0000 | 337 |
| Expenditures – 4500 | 338 |
| Supplemental Requests | 339 |

HOTEL OCCUPANCY TAX FUND

| | |
|-----------------------------|-----|
| Budget Summary | 342 |
| Supplemental Requests | 343 |
| Revenues – 0000 | 344 |
| Expenditures – 4010 | 348 |

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT FUND

| | |
|---------------------------|-----|
| Budget Summary | 352 |
| Revenues – 0000 | 353 |
| Expenditures – 2400 | 354 |

THE CONROE TOWER FUND

| | |
|-----------------------------|-----|
| Budget Summary | 356 |
| Revenues – 0000 | 357 |
| Supplemental Requests | 358 |
| Expenditures – 2500 | 362 |

TRANSPORTATION GRANTS FUNDS

| | |
|--|-----|
| FY13 Section 5307 Grant Fund..... | 367 |
| FY14 Section 5307 Grant Fund..... | 370 |
| FY15 Section 5307 Grant Fund..... | 373 |
| FY15-16 Section 5339 Grant Fund..... | 376 |
| FY13-14 Section 5310 Grant Fund..... | 379 |
| FY15-16 Section 5310 Grant Fund..... | 382 |
| FY16 Section 5307 Grant Fund..... | 385 |
| State Public Transportation Appropriations | 388 |

OSCAR JOHNSON, JR. COMMUNITY CENTER FUND

| | |
|-----------------------------|-----|
| Budget Summary | 393 |
| Supplemental Requests | 394 |
| Revenues – 0000 | 395 |
| Expenditures – 3000 | 399 |

MUNICIPAL COURT SPECIAL REVENUE FUNDS

| | |
|---|-----|
| Municipal Court Technology Fund..... | 403 |
| Municipal Court Building Security Fund..... | 406 |
| Municipal Court Juvenile Case Manager Fund..... | 409 |
| Municipal Court Efficiency Fee Fund..... | 412 |
| Municipal Court Truancy Prevention Fund | 417 |



City of Conroe
2018-2019 Annual Operating Budget
Table of Contents

FLEET SERVICES FUND

| | |
|-----------------------------|-----|
| Budget Summary | 422 |
| Supplemental Requests | 423 |
| Revenues – 0000 | 424 |
| Expenditures – 5200 | 428 |

SELF-FUNDED INSURANCE FUND

| | |
|---------------------------|-----|
| Budget Summary | 432 |
| Revenues – 0000 | 433 |
| Expenditures – 8100 | 435 |

WEDGEWOOD FALLS PID FUND

| | |
|---------------------------|-----|
| Budget Summary | 438 |
| Revenues – 0000 | 439 |
| Expenditures – 8310 | 441 |

ANIMAL SHELTER RESERVE FUND

| | |
|-----------------------------|-----|
| Budget Summary | 444 |
| Supplemental Requests | 445 |
| Revenues – 0000 | 446 |
| Expenditures – 1206 | 448 |

CAPITAL IMPROVEMENT PROGRAM

| | |
|--|-----|
| Mayor's Message | 451 |
| Summary of Operating Budget Impact | 455 |
| Ordinance for Adopted CIP Budget | 456 |
| Summary of Multi-Year Plan for Funding | 461 |

APPENDIX

| | |
|--|-----|
| Financial Management Policy | 465 |
| Basis of Budgeting & Accounting | 490 |
| Statutory Requirements | 492 |
| Property Tax Rates | 494 |
| Personnel Summary | 495 |
| Compensation Ranges | 504 |
| Chart of Accounts | 508 |
| Glossary | 516 |
| Statistical Section | 535 |
| How Does the City of Conroe Compare? | 576 |





October 1, 2018

To the Members of the City Council of the City of Conroe, Texas:

In accordance with the Texas Local Government Code and the Charter of the City of Conroe, the Annual Budget for the fiscal year beginning October 1, 2018, and ending September 30, 2019, is herewith presented as approved by the City Council.

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. Typically, the needs, wants and desires of the City Council, staff and citizens outweigh the amount of revenue that will be available under existing rates for taxes and fees. The Council must then prioritize spending decisions and determine the appropriate rates for taxes and fees.

This budget for FY 18-19 is a balanced, conservative plan that continues our previous commitments toward quality services, infrastructure, facilities, and addresses opportunities for additional improvements. The total operating budget for FY 18-19 is \$204,488,539; however, exclusive of interfund transfers that are effectively counted twice, the actual budget is \$154,626,057. What follows is an outline of the key components of this budget and a discussion of the salient changes between it and the previous year's budget.

PRIORITIES & GOALS

In 2005, the City adopted a Strategic Plan as a part of an on-going planning process of defining a desired future for Conroe. Many of the initiatives and supplemental funding requests approved in this budget are designed to achieve the goals included in the Strategic Plan. The following are the nine strategic issues facing the Conroe:

- **Strategic Issue 1:** (Economic Development) Enhance economic development opportunities.
- **Strategic Issue 2:** (Utilities) Dependable, long-range water supply.
- **Strategic Issue 3:** (Governance/Financial) Budget is highly dependent on fluctuating local sales tax revenue.
- **Strategic Issue 4:** (Utilities) Growing pressure to fund aging infrastructure (water, sewer, streets).
- **Strategic Issue 5:** (Governance/Financial) Plan for growth in Conroe rather than reacting.
- **Strategic Issue 6:** (Environmental) Support environmental improvement programs.
- **Strategic Issue 7:** (Governance/Financial) Information Technology
- **Strategic Issue 8:** (Housing) Developing partnerships between key stakeholders in housing

The 2018 updated Strategic Plan, including specific goals and strategies, can be seen immediately following this cover letter.



POPULATION GROWTH & NEW DEVELOPMENT

The City of Conroe was named the fastest growing large city (population of 50,000 or more) in the nation, by the U.S. Census Bureau, based on 7.8% population growth from 2015 to 2016. According to most recent census estimate (2017), our population is 84,378, representing an additional 3.4% in growth.

New residential and commercial development is ongoing throughout the city. In addition, the Conroe Economic Development Council is focused on attracting bioscience, high-tech and advanced manufacturing industries to Deison Technology Park and Conroe Park North Industrial Park. These attractive business locations, the city's low taxes and business incentives, along with a qualified workforce and an outstanding quality of life, make Conroe a great place to live, learn, work, and play.



ECONOMIC CLIMATE

The following economic commentary covers the situation and circumstances within the state of Texas; however, it provides some basis for the assumptions that were used for the creation of the FY 18-19 budget.

The Texas economy rebounded in 2017 and has continued to expand in the first quarter of 2018 with growth across most regions and industries. Major leading indicators, such as job growth and sales tax continue to trend higher. Texas unemployment rates are near historical lows, although they are slightly higher than the national rate. The outlook is positive, yet cautious, as the impact of a tight labor market, rising home prices, and national policies may slow down the pace of economic growth.

According to the Federal Reserve Bank of Dallas's 2018 First Quarter report, Texas jobs are expected to increase at a rate of approximately 3 percent in 2018, in comparison to 1.9 percent in 2017. Employment has grown at an annualized rate of 3.6 percent through May 2018. Job growth continues to be led by the energy, manufacturing, and construction sectors. Among the major metro areas of Texas, Houston has taken the lead in job growth primarily with the energy sector and post hurricane rebuilding activity. Oil and gas employment and drilling activity has increased; however, future growth may be restricted due to pipeline capacity and worker availability constraints due to a tight labor market. In May 2018, the Texas unemployment rate was 4.1% compared to the national rate of 3.8%.

Local sales tax for June 2018 totaled \$710.4 million in the State of Texas, an increase of 11% compared to June 2017. Increases in business and consumer spending are partially attributed to the Tax Cuts and Jobs Act of 2017 which provided a modest reduction in the individual income tax rate schedule, established a lower corporate tax rate, and allows business investments to be deducted sooner. Other changes in national policies, such as the renegotiation of the North American Free Trade Agreement, may adversely affect the Texas economy considering half of the state's exports go to Mexico and Canada. The Texas economy, which has benefitted from the migration of companies and people to the state, has a steady demand for housing and house prices continue to appreciate.

In the City of Conroe, our taxable assessed value has increased through appraisals as well as new construction. New construction has increased with the number of building permits issued in Conroe up by 8.5% and single family housing starts up 27.3% through May 2018. The value of construction has increased by 5.2% over this same time period. Our unemployment rate was at 3.6% in May 2018, and has been comparable to regional levels and slightly lower than national levels over the past year. The overall decrease in unemployment in Conroe is 1.2% as of May 2018 compared to June 2017. The labor market is anticipated to continue to grow in and around our community.



Sales Tax

Revenues are often tied to economic activity, and sales tax is the largest revenue source for the City of Conroe. The City collects 2% from all taxable sales within the City limits. One percent is authorized for any general government use and ½% must be used to maintain a lower property tax. The other ½% is given to the Conroe Industrial Development Corporation (CIDC) for economic development.

Sales tax is a highly volatile revenue source that will rise and fall unpredictably. To offset its volatility, we try to forecast its growth conservatively and maintain a higher than normal General Fund reserve. This budget conservatively assumes that there will be a 2% increase (excluding significant one-time audit collections) over the previous year's estimate in sales tax revenue for the upcoming year. As compared to the previous year's adopted budget, sales tax revenue is anticipated to increase by 10.4%.

Property Tax

This budget maintains the tax rate at 41.75¢ per hundred dollars of value. The 41.75¢ tax rate translates into a \$41.75 tax levy for each \$10,000 worth of property value. For example, the average home value in the City of Conroe this year is \$217,851. The City tax levy on that amount will be \$909.53. This is a monthly cost of \$75.79; less than the cost of any of the expanded cable packages.

Of course, property owners are subject to tax rates set by other local governments, such as the county and the school district. The City's portion of the property tax bill in 2018 is 18%. Below is a breakdown of the 2018 property tax rates for most areas within the City limits. (Some areas of the city are in the Willis ISD or Montgomery ISD and some areas are also in the boundaries of municipal utility districts.) The table also shows how much each levy would be at the 2018 tax rates; however, it does not reflect the various exemptions that are available for residential property.

| Entity | 2018 Tax Rate | Levy on Avg. Home |
|-------------------------------------|-----------------|-------------------|
| Conroe Independent School District | \$1.2800 | \$2,788.49 |
| Montgomery County | 0.4667 | 1,016.71 |
| City of Conroe | 0.4175 | 909.53 |
| Lone Star College | 0.1078 | 234.84 |
| Montgomery County Hospital District | 0.0599 | 130.49 |
| Total | \$2.3319 | \$5,080.07 |

Each year, the City actually sets two tax rates. The Debt Service rate is calculated to raise enough revenue to make the payments on bonded debt for the upcoming twelve months. The Maintenance and Operation (M&O) rate is used to fund general government functions. The rate structure for the upcoming year is 12.5¢ for the Debt Service rate and 29.25¢ for the M&O rate.

The tax rate is imposed on all property within the City that is classified as real (land), improvements (homes, stores and other buildings) and business personal property (machinery and equipment used for commercial purposes as well as business inventories). The Montgomery Central Appraisal District is charged with determining the market value for all of the property and maintaining records for all of the exemptions and deductions allowed by state law. This is known as our property tax roll. The tax is assessed in October and due by the end of January. The Montgomery County Tax Assessor and Collector's Office bills and collects our taxes via an interlocal agreement.



The 41.75¢ rate compares favorably to other communities in our area. The following is a list of cities in Montgomery County and Texas with their 2018 tax rates.

| Montgomery County Property Tax Rates | | | |
|---|----------|---------------|-----------------|
| Panorama Village | \$0.6748 | Conroe | \$0.4175 |
| Willis | 0.6697 | Montgomery | 0.4055 |
| Magnolia | 0.4675 | Shenandoah | 0.1799 |
| Oak Ridge North | 0.4508 | | |

| Other Texas Cities Property Tax Rates | | | |
|--|----------|---------------|---------------|
| Baytown | \$0.8220 | Missouri City | 0.6300 |
| Desoto | 0.7214 | Victoria | 0.6224 |
| Pearland | 0.7092 | Galveston | 0.5610 |
| Temple | 0.6772 | League City | 0.5638 |
| Bryan | 0.6299 | Conroe | 0.4175 |
| San Marcos | 0.6139 | | |

The property tax roll can increase in several ways. New improvements can be built or additional business personal property can be located within the city. Exempt property can lose its exemption through a change of use. Market conditions can increase the value of existing property and improvements. The City can also annex additional territory. Of course, the roll can decrease as well when the opposite happens in the examples above.

According to the Montgomery Central Appraisal District, our tax roll will increase this year by \$796,203,275, or 10.5%. New improvements and new personal property added over \$213,458,428 to the roll. Newly annexed property added approximately \$67,727,270 of value to the roll.

Water and Sewer Sales

Another major revenue source for the City is water and sewer sales. These revenues fund the operating cost of our water and sewer utility system as well as the debt service on water and sewer bonds. Water consumption varies each year in proportion to the amount of rainfall. During a dry year water sales will increase; they will decrease in a wet year.

To estimate revenues, we assume average consumption during the year. In the event of a dry year, our revenues will increase, and we will set aside the surplus to fund capital projects or equipment. This practice helps minimize rate increases and avoid paying interest when funding capital items. If the rainfall amounts greatly exceed the normal amount, we likely will not realize the projected revenue. We keep a large enough surplus on hand, however, to fund our operations adequately in a wet year.

For residential/sprinkler and commercial customers, the budget includes a 4% increase in water rates and a 15% increase in sewer rates over the previous fiscal year. The Lifeline water and sewer rate discounts for customers over age 65 and/or disabled will not change. The City worked with NewGen Strategies in performing a water and sewer rate study to determine if our rates are set at the appropriate level to fund our ongoing operations and proposed Capital Improvement Program.

The City has raised its rates each year since FY 04-05. Prior to fiscal year 02-03, the City's water and sewer rates were highly subsidized through the use of the ½ cent 4B economic development sales tax for system-related capital improvements. Effective May 1, 2010, the City implemented conservation oriented water rates, which are designed to encourage saving water. Since then, the rates have been changed each fiscal year. The following charts display the increased water and sewer rates beginning in FY 15-16.



Minimum Monthly Base Charge by Meter Size

| | FY | FY | % | FY | % | FY | % |
|------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | <u>15-16</u> | <u>16-17</u> | <u>Incr.</u> | <u>17-18</u> | <u>Incr.</u> | <u>18-19</u> | <u>Incr.</u> |
| 5/8 inches | \$12.00 | \$12.00 | 0.0% | \$12.00 | 0.0% | \$12.48 | 4.0% |
| 1 inch | 18.00 | 18.00 | 0.0% | 18.00 | 0.0% | 18.72 | 4.0% |
| 1.5 inches | 25.00 | 25.00 | 0.0% | 25.00 | 0.0% | 26.00 | 4.0% |
| 2 inches | 35.00 | 35.00 | 0.0% | 35.00 | 0.0% | 36.40 | 4.0% |
| 3 inches | 46.00 | 46.00 | 0.0% | 46.00 | 0.0% | 47.84 | 4.0% |
| 4 inches | 65.00 | 65.00 | 0.0% | 65.00 | 0.0% | 67.60 | 4.0% |
| 6 inches | 90.00 | 90.00 | 0.0% | 90.00 | 0.0% | 93.60 | 4.0% |
| 8 inches | 145.00 | 145.00 | 0.0% | 145.00 | 0.0% | 150.80 | 4.0% |
| 10 inches | 250.00 | 250.00 | 0.0% | 250.00 | 0.0% | 260.00 | 4.0% |

Residential & Sprinkler Rates Inside City Limits

| | FY | FY | % | FY | % | FY | % |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | <u>15-16</u> | <u>16-17</u> | <u>Incr.</u> | <u>17-18</u> | <u>Incr.</u> | <u>18-19</u> | <u>Incr.</u> |
| Water Rates (1,000 gallon units) | | | | | | | |
| 0 - 3 (minimum charge) | \$0.00 | \$0.00 | n/a | \$0.00 | n/a | \$0.00 | n/a |
| 4 - 10 | 2.56 | 2.56 | 0.0% | 2.56 | 0.0% | 2.66 | 4.0% |
| 11 - 15 | 3.15 | 3.15 | 0.0% | 3.15 | 0.0% | 3.28 | 4.0% |
| 16 - 25 | 3.74 | 3.74 | 0.0% | 3.74 | 0.0% | 3.89 | 4.0% |
| 26 - 35 | 4.27 | 4.27 | 0.0% | 4.27 | 0.0% | 4.44 | 4.0% |
| 36 and up | 7.47 | 7.47 | 0.0% | 7.47 | 0.0% | 7.77 | 4.0% |
| Sewer Rates | | | | | | | |
| 0 - 3 (minimum charge) | \$23.25 | \$25.58 | 10.0% | \$28.14 | 10.0% | \$32.36 | 15.0% |
| 4 and up | 2.84 | 3.12 | 10.0% | 3.43 | 10.0% | 3.94 | 15.0% |
| Maximum Charge at 10,000 gallons | 43.13 | 47.42 | 10.0% | 52.15 | 10.0% | 59.94 | 15.0% |

Lifeline Rates - Over 65 and/or disabled customers

| | Rates | Lifeline | % |
|--|---------------------|---------------------|------------------------|
| | <u>18-19</u> | <u>18-19</u> | <u>Discount</u> |
| Minimum Monthly Base, meter - 5/8 inches | \$12.48 | \$9.36 | 25% |
| Water Rates (1,000 gallon units) | | | |
| 0 - 3 (minimum charge) | \$0.00 | \$0.00 | |
| 4 - 10 | 2.66 | \$2.13 | 20% |
| 11 - 15 | 3.28 | \$2.79 | 15% |
| 16 - 25 | 3.89 | \$3.89 | 0% |
| 26 - 35 | 4.44 | \$4.44 | 0% |
| 36 and up | 7.77 | \$7.77 | 0% |
| Sewer Rates | | | |
| 0 - 3 (minimum charge) | \$32.36 | \$24.28 | 25% |
| 4 and up | 3.94 | \$3.16 | 20% |
| Maximum Charge at 10,000 gallons | 59.94 | \$46.40 | 23% |



| Commercial Rates Inside City Limits | FY 15-16 | FY 16-17 | % Incr. | FY 17-18 | % Incr. | FY 18-19 | % Incr. |
|--|---------------------|---------------------|--------------------|---------------------|--------------------|---------------------|--------------------|
| Water Rates (1,000 gallon units) | | | | | | | |
| 0 - 3 (minimum charge) | \$0.00 | \$0.00 | n/a | \$0.00 | n/a | \$0.00 | n/a |
| 4 - 10 | 2.79 | 2.79 | 0.0% | 2.79 | 0.0% | 2.90 | 4.0% |
| 11 - 15 | 3.29 | 3.29 | 0.0% | 3.29 | 0.0% | 3.42 | 4.0% |
| 16 - 25 | 3.91 | 3.91 | 0.0% | 3.91 | 0.0% | 4.07 | 4.0% |
| 26 - 35 | 4.46 | 4.46 | 0.0% | 4.46 | 0.0% | 4.64 | 4.0% |
| 36 - 100 | 7.81 | 7.81 | 0.0% | 7.81 | 0.0% | 8.12 | 4.0% |
| 101 - 150 | 7.81 | 7.81 | 0.0% | 7.81 | 0.0% | 8.12 | 4.0% |
| 151 and up | 2.57 | 2.57 | 0.0% | 2.57 | 0.0% | 2.67 | 4.0% |
| Sewer Rates | | | | | | | |
| 0 - 3 (minimum charge) | \$23.25 | \$25.58 | 10.0% | \$28.14 | 10.0% | \$32.36 | 15.0% |
| 4 and up | 2.84 | 3.12 | 10.0% | 3.43 | 10.0% | 3.94 | 15.0% |
| Surface Water Conversion Fee | FY 15-16 | FY 16-17 | % Incr. | FY 17-18 | % Incr. | FY 18-19 | % Incr. |
| Rate per 1,000 gallons | \$2.95 | \$2.85 | -3.4% | \$3.15 | 10.5% | \$3.15 | 0.0% |

Beginning in FY 09-10, the City implemented a surface water conversion fee as a part of the agreement with the San Jacinto River Authority (SJRA) for the reduction of groundwater usage and transition to surface water as the primary source of water. For FY 18-19, the fee will remain at \$3.15 per \$1,000 gallons consumed. The fee is set to cover SJRA fees and is based on historical water consumption. Additionally, the City passes on to customers the Lone Star Groundwater Conservation District's fee of \$0.06 per \$1,000 gallons consumed. The fee funds the Lone Star Groundwater Conservation District. The District's mission is to conserve, protect, and enhance the groundwater in Montgomery County.

Each year, the Texas Municipal League conducts a survey of water and sewer rates. The chart below compares Conroe's rates to other cities reported in the survey (some rates obtained directly from the cities).

| Monthly Average Residential Bill - 10,000 gallons | | | | | | |
|--|-------------------|----------------|----------------|-------------------|---------------|-----------------|
| City | Water Rate | SWC Fee | LSG Fee | Sewer Rate | Total | Proposed |
| Baytown | \$ 65.53 | \$ - | - | \$ 61.39 | \$ 126.92 | \$ - |
| Willis | 59.40 | - | 1.10 | 59.40 | 119.90 | - |
| Conroe | 29.92 | 31.50 | 0.60 | 52.15 | 114.17 | 123.14 |
| Pearland | 50.78 | - | - | 62.74 | 113.52 | - |
| Deer Park | 48.59 | - | - | 51.39 | 99.98 | - |
| Oak Ridge North | 22.44 | 30.30 | 1.15 | 45.89 | 99.78 | - |
| Huntsville | 47.69 | - | - | 51.96 | 99.65 | - |
| Average of cities 50,000 – 75,000 population | 48.74 | - | - | 50.76 | 99.50 | - |
| Tomball | 25.15 | 34.00 | - | 38.31 | 97.46 | - |
| Sugar Land | 36.83 | 18.80 | - | 41.40 | 97.03 | - |
| Panorama Village | 38.80 | - | - | 48.68 | 87.48 | - |
| Average of cities 75,000 – 100,000 population | 38.63 | - | - | 38.30 | 76.93 | - |
| Pasadena | 36.47 | - | - | 37.49 | 73.96 | - |
| Friendswood | 35.80 | - | - | 36.30 | 72.10 | - |
| La Porte | 31.79 | - | - | 33.75 | 65.54 | - |
| Humble | 28.39 | - | - | 36.31 | 64.70 | - |
| Shenandoah | 30.80 | 5.50 | 1.05 | 23.00 | 60.35 | - |



Gross Receipts Tax

Gross receipts taxes are also known as franchise fees. These fees are charged to utility companies who locate their equipment in the City's right-of-way. To compensate the citizens of Conroe for that use, they pay a fee that is typically equivalent to 3% to 5% of their gross receipts. Fees are collected for electricity, telephone service, natural gas, cable television, and commercial garbage collection.

The electric utility provider, Entergy, pays the largest fee the City receives, which is actually a cost power factor that is multiplied against the amount of kilowatt-hours (kWh) consumed by all Conroe customers. The City is projecting a 3.3% increase in electricity gross receipts for FY 18-19 based on historical collections.

Commercial solid waste service within the City of Conroe operates in an open market whereby customers may contract with any company to provide this service. Any company providing this service within the City must obtain a franchise and pay 3% of gross revenues for the use of the City's streets, alleys, and rights-of-way. The City is anticipating a 7.6% increase in revenues for this program due to growth.

Other Revenues

Revenues from residential and commercial building permits are anticipated to decrease in FY 18-19 by 2.4%. This is a conservative estimate which plans for both ongoing building activity and fluctuations in total construction values. Through May 2018, building permit values have increased 5.2% as compared to last year.

Revenues from traffic and criminal fines are expected to decrease by 7.7% for FY 18-19 compared to the prior year's budget, based on historical trends. Traffic and criminal fines include fees which are restricted for specific types of expenditures such as salaries, equipment, and training. These restricted revenues are also anticipated to decline and are reported separately in the Municipal Court Restricted Revenue Funds.

Parks and recreation fees are anticipated to decrease by 2.5% in FY 18-19 compared to last year's budget based on actual trends. The City has a number of parks facilities such as the C.K. Ray Recreation Center, Kasmiersky Park, Martin Luther King, Jr. Park, and Candy Cane Park. The Aquatic Center is scheduled for construction during FY 18-19 which may temporarily impact these user fees.

Several years ago, the City started receiving payments from the Westwood Magnolia Special Improvement District. The agreement between the City and District states that, in exchange for not annexing the area, the City is to receive 50% of sales and use tax revenues from the district. Due to this agreement, we are budgeting \$1,757,612 in FY 18-19, which is an increase of \$34,463 from last year's estimated figure. Sales figures in this area have grown over the last several years, and we anticipate this trend to continue in FY 18-19.

FUND SUMMARIES

The City's budget consists of many different funds. The funds account for the various functions or projects of the government. Some revenue sources, like water and sewer sales, are dedicated for a specific purpose, so a fund is established to record that activity. Each fund is a stand-alone operation and audited as an individual unit. The following is a summary of activity in each fund.

General Fund

The General Fund is our largest fund. Any function that does not need to be accounted for separately is located here. The General Fund budget is a balanced budget, and requests for new personnel, programs, travel and training, and capital were carefully scrutinized.



In FY 18-19, the significant increase in Personnel Services costs is for twenty-one (21) new full-time positions, as well as, additional part-time hours for the Recreation Center. The total increase in salaries and fringe benefits is \$1,533,950. Positions authorized for hire effective on October 1, 2018, include a Secretary/Records Coordinator, Transportation Aide, Municipal Court Prosecutor, PC Support Specialist, Human Resources Clerk, Evidence Technician, Video Evidence Technician, six (6) Firefighters, Parks Crew Leader, Parks Laborer, Building Inspector/ Plan Reviewer, Code Enforcement Officer, Permits and Plan Intake Coordinator, Sign Department Foreman, and Assistant Sign Technician (2). Included in the base budget for each department is a 2.9% increase for Health Insurance (contribution rate of \$16,929 per full-time employee) and funding for step/merit increases to be based on performance.

In all, \$16,700,003 of additional items were requested for FY 18-19, and only \$5,957,152 were funded plus \$1,115,125 in base budget increases. Below is a listing of the major new initiatives in the General Fund (\$50,000 or more):

In the area of Public Safety, the Police department budget includes increased funding for upgrading seven (7) vehicle replacements to Tahoe Patrol cars. The Animal Shelter's contract services has been increased based on an agreement with the City of Huntsville to service their area. The Fire Department received increases for vehicle repairs and operations, as well as more maintenance funds for the new Fire Station #7 and Fire Training Facility. Additional funding was also provided to the Fire Department for materials and equipment required for six (6) new Firefighters.

Funding is provided to the Administration Department for a strategic plan update and for grant writer services. The Parks and Recreation department received funding for a gymnasium wood floor at the Recreation Center. Additional funding was also provided to Park Operations for a vehicle required for the new Parks Crew Leader.

Information Technology funding is provided for a storage replacement program and software maintenance contract increases. Engineering received funding for consultant and professional services for special projects, in addition to a design study for an Alligator Creek Riverwalk. Community Development received additional funding for two (2) vehicles required for the new Building Inspector/Plan Reviewer and Code Enforcement Officer positions.

Transportation services will be expanding during FY18-19, to include a new Park and Ride commuter bus service to Houston. This service is projected to begin in October 2018, and will provide additional revenue in ticket sales. Transportation services funded by the City are also eligible for a portion of costs to be reimbursed by federal and state grants. The Transportation division in the General Fund includes the City's local match portion and grants are reported in separate funds.

In Public Works, the Street Maintenance department is allocated \$1,000,000 for asphalt and \$250,000 for downtown lighting. Also, the Drainage department received \$500,000 to fund materials to address isolated drainage problems.

The approval of these funding requests addresses immediate needs to provide City services as well as implement the 2018 Strategic Plan.

Water and Sewer Operating Fund

The Water and Sewer Operating Fund accounts for the operation of the City's water and sewer utility system; from the production and distribution of drinking water to the collection and treatment of sewage. Its primary revenue source is water and sewer fees that are collected monthly from the customers of the system.



In FY 18-19, the significant increase in Personnel Services costs is for eight (8) new full-time positions. The total increase in salaries and fringe benefits is \$636,445. Positions authorized for hire effective on October 1, 2018, include a Utility Billing Account Representative, Asset Management Specialist, Maintenance Tech I, Crew Leader II, Maintenance Tech (2), Assistant WWTP Superintendent, and WWTP Maintenance Foreman. Included in the base budget for each department is a 2.9% increase for Health Insurance (contribution rate of \$16,929 per full-time employee) and funding for merit increases to be based on performance.

Supplemental budget requests were approved in the Water and Sewer Operating Fund to support the service delivery of the system. The Utility Billing division received funding for scanners, data collectors, submersible pumps, and utility service analyzers. The Public Works Administration received funding for legal services in anticipation of ongoing litigation in dispute of rate increases by the San Jacinto River Authority.

The Water division received funding for unregulated contaminant monitoring, water well security maintenance, TCEQ annual fees, infrastructure repairs, and water meter equipment. The Sewer division funding includes a new program for utility easement and right of way maintenance. The Waste Water Treatment Plant division received funding for a truck, digester blowers, maintenance utility vehicle, equipment maintenance, and an increase for overtime. Pump and Motor Maintenance funding includes an upgrade for truck replacement and a change to Flygt pumps at the Crighton Road lift station.

In all, \$6,030,593 of supplemental items were requested for Water and Sewer operations, and \$2,990,800 were funded plus \$113,198 in base budget increases.

General Obligation Debt Service Fund

The General Obligation 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 is made for bonds that are sold to benefit the Tax Increment Reinvestment Zone (TIRZ) #3. 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. That money is used to pay the principal and interest of the bonds. Bonds have been issued in previous fiscal years for street projects in TIRZ #3, including design, easement, and construction costs for widening and improving portions of League Line Road, Longmire Road, Ed Kharbat Drive, Crighton Road, and Gladstell Road.

Beginning in FY 18-19, transfers in from the Longmire Creek Estates PID Fund and the Wedgewood Falls PID Fund cover the principal and interest cost for bonds to be issued in 2018 for infrastructure to serve these developments. A transfer is also made from the Conroe Industrial Development Corporation (CIDC) Fund. This transfer will cover the principal and interest costs for bonds (years 2008 & prior) that were issued to make improvements in the park system. The CIDC Fund is made up of revenues from a ½ cent sales tax for economic development. These capital items qualify as permissible projects for this particular sales tax.

Major General Government CIP projects slated for construction in FY 18-19 include: Streets Projects – Longmire Road (Phase 2B & 3); Camelot Street; Conroe Park Drive; Pollok Drive; Tanglewood/Briarwood Phase IA; Milltown Area Phase II; Underground Utilities SH 105; Facility Projects – Fleet Services Facilities; Parks Projects – Aquatic Center Improvements; Carl Barton, Jr. Park Improvements; Drainage Projects – Rehab – Crighton Ridge, and various traffic signal improvements throughout the city.

The Conroe Industrial Development Corporation (CIDC) is providing funding for street rehabilitation projects including Conroe Park Drive, Pollok Drive, Underground Utilities SH 105, as well as for the Aquatic Center Improvements.



Water and Sewer Debt Service Fund

We have outstanding bond series that were issued with a pledge to repay bondholders from water and sewer revenues. The payments on those bonds are accounted for in the Water and Sewer Debt Service Fund. Its main revenue source is an annual transfer of money from the Water and Sewer Operating Fund.

Major Water & Sewer CIP projects slated for construction in FY 18-19 include: Water Projects - Jasper Water Well & Tank Rehab - Robinwood; Water Line Extension - SH 105 West; Jasper Water Well & Ground Storage Tank - FM 1488; Water Line Extension - Seven Coves SH 75 to Farrel; Water Line Rehab - 3rd Street; Water Line Rehab - Adkins Area; Sewer Projects - Treatment Plant - Construction of New Plant (Phase IV); Sewer Rehab - SH 105/IH-45 Phase III; Sewer Rehab - Forest Estates and Wroxton; and various water and sewer line improvements throughout the city.

The City's long-range, 10-year Capital Improvement Program (CIP) encompasses major capital street, facility, drainage, parks, water, and sewer projects that are planned for the next ten fiscal years. The City produces a separate CIP Budget document, which includes detailed information on each capital project. Also, a brief version of the CIP can be found in the "Capital Improvements Program" section in this budget document.

Conroe Industrial Development Corporation Fund

In 1994, Conroe voters adopted a ½ cent sales tax for economic development. That money is controlled by a non-profit entity known as the Conroe Industrial Development Corporation (CIDC). The board for the CIDC is appointed by the City Council.

The CIDC's budget consists of four funds: Clearing Fund, Debt Service Fund, Industrial Park Land Sales Fund, and the CIDC General Fund. This complex system was established as a pledge to creditors who purchased the bonds issued by the CIDC. It assures them that the appropriate amount is withdrawn from the clearing fund each month and deposited to the debt service fund. Then, and only then, can any excess amount be transferred to the CIDC General Fund to be used for any lawful purpose.

The CIDC manages and sells property in the Conroe Park North Industrial Park and Deison Technology Park. The CIDC issued debt to design and construct both parks, which are designed to attract businesses to Conroe. Each park is important to the economic growth and development of the city and its residents. In 2018, the industrial park was expanded with the purchase of 610 acres of adjacent land. The Capital Improvement Program (CIP) includes major capital projects that are planned by the CIDC for construction in FY 18-19 to provide infrastructure for this land.

The CIDC offers incentives to companies that will expand in or relocate to Conroe. A list of previously approved incentives can be found in the CIDC General Fund section of this budget.

In FY 18-19, the CIDC is funding Streets CIP projects including rehabilitation on Conroe Park Drive, Pollock Drive, underground utilities on SH 105 from IH45 to SH75, as well as a road extension for Freedom Boulevard. Aquatic Center improvements at the C.K. Ray Recreation Center are also being funded by the CIDC. The CIDC pays principal and interest costs for debt that was issued prior to 2009 to benefit the park system, as well as water well debt.

Vehicle and Equipment Replacement Fund

This fiscal year, the budget proposes the purchase of all fleet and equipment replacements from the vehicle and equipment replacement funds. In some instances, additional funding was approved this year within departments for vehicle upgrades to meet operational requirements.



The Vehicle and Equipment Replacement Fund covers general government-type activities (GTA) vehicles and equipment. Contributions are made from the General, Conroe Tower, and Fleet Services Funds to pay for the FY 18-19 replacements, as well as for those to occur in the future. The City will transfer excess fund balance from the General Fund in FY 17-18 to cover the majority of the transfer that would occur in FY 18-19.

Water and Sewer Vehicle and Equipment Replacement Fund

The Water and Sewer Vehicle and Equipment Replacement Fund accounts for the funding of replacement vehicles and equipment for the City's water & sewer utility system. Contributions are made from the Water and Sewer Operating Fund to pay for the FY 18-19 replacements, as well as for those that will occur in the future.

Hotel Occupancy Tax (HOT) Fund

The City of Conroe levies a 7% hotel occupancy tax, which by law must be used to promote the tourism and convention industry. The City has an agreement with Montgomery County in which it remits 2/7 of the tax to the County to help fund the Lone Star Convention Center. The City retains the remaining proceeds in the HOT Fund. The HOT Fund expenses include the Convention and Visitors Bureau (CVB). Additional funding for FY 18-19 is provided for marketing and grants.

Community Development Block Grant Entitlement Fund

The City receives an annual payment from the US Department of Housing and Urban Development for participation in the Community Development Block Grant (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.

In past years, we have spent CDBG funds to rehabilitate substandard housing, install first time water and sewer service to impoverished neighborhoods, and to improve parks. The program currently funds housing reconstruction, administrative overhead, and demolition and clearance of hazardous conditions. This fund also includes principal and interest payments for the Section 108 Home Loan debt for facade renovation loans. The loan will be completely repaid in 2022.

Transportation Grants Funds

Transportation Grants Funds account for federal and state grant awards for Conroe's public transit program. Individual special revenue funds are established for each grant award. The City's local match is accounted for in the Transportation division within the General Fund. In FY 18-19, the budget includes funding from the Federal Transit Administration's Urbanized Area Formula Funding program (Section 5307), Enhanced Mobility of Seniors & Individuals with Disabilities (Section 5310), and Bus and Bus Facilities Infrastructure Investment program (5339). A State Public Transportation Appropriations grant, through the Brazos Transit District, is also included in the budget.

Pending federal grant awards, including funding from the Congestion Mitigation and Air Quality Improvement Program (CMAQ), which is administered by the Federal Highway Administration, are noted within the Transportation Grants budget. The fixed route and ADA bus service, the new commuter bus service at the Park and Ride, and a portion of administrative costs are partially paid for by these grant funds.

Conroe Tower Fund

The Conroe Tower Fund primarily accounts for the rental income and expenses of operating the Conroe Tower. Approximately 15,000 square feet of excess space in the Tower is leased to private businesses. In addition to the Conroe Tower, this fund includes revenue and expenses for the Owen Theatre and maintenance for the Madeley



Building and the old Police Department building. This division received additional funding for utilities and contracts, as well as maintenance and security costs.

Fleet Services Fund

The Fleet Services Fund provides for an internal “garage” to service the City’s fleet. Fleet Services manages the service and maintenance of the City’s fleet, as well as implements interlocal agreements with other governmental entities to service their vehicles. Fleet Services staff, all of whom are ASE Certified, perform vehicle and equipment repairs and maintenance. Since 2007, Fleet Services has consistently received the “Blue Seal of Excellence” from the ASE and has been in the top 100 Best Fleets for North America. Fleet Services received additional funding for a Fleet Technician and Parts/Inventory/Data Specialist to replace the part-time Data Entry Clerk.

Self-Funded Insurance Fund

The City’s Self-Funded Insurance Fund (SFIF) is anticipated to end FY 17-18 with premium and re-insurance income that exceeds claims and administrative costs. The City increased the contribution rate for the employer from \$11,520 to \$16,450 per full-time employee in FY 17-18 to meet the rising costs of health care. For FY 18-19, the contribution will increase by 2.9% to \$16,929. The City anticipates some employee dependent premiums to increase as well. The accumulated fund balance is intended to cover excess claims.

Municipal Court Special Revenue Funds

In FY 16-17, the City established separate funds to account for municipal court fees. These fees are paid at the time an individual pays a fine for a Class C misdemeanor case, and they can only be spent on purposes specifically authorized by State law. These cases are for traffic, non-traffic, City of Conroe ordinances, and juvenile school violations that occur within the Conroe city limits. The separate funds are: Municipal Court Technology Fund, Municipal Court Building Security Fund, Municipal Court Juvenile Case Manager Fund, Municipal Court Efficiency Fee Fund, and Municipal Court Truancy Prevention Fund.

PERSONNEL ISSUES

City employees are divided into two groups for the purposes of compensation. The pay structure for police officers and firefighters is governed by a civil service system that is administered according to state law. The budget includes funding for step raises for Civil Service employees (effective with the employee’s anniversary date). Civil Service employees at the top of the pay grade will receive a lump sum payment.

All other employees are part of a classification system that attempts to establish a pay structure that maintains equity within the organization (equal pay for equal work). This budget includes funding for up-to a 3.5% merit-based pay adjustment resulting from an employee’s evaluation (effective with the employee’s anniversary date). Non-Civil Service employees at the top of the pay grade will receive a lump sum payment.

LONG-RANGE FINANCIAL PLAN

The City’s Financial Management Policy requires an annual long-range plan of operating revenues and expenditures during budget preparation. The Multi-Year Financial Projection Summary included in this budget document includes all funds and is a conservative estimate based on an analysis of trends and the continuation of current programs and services. Projections vary by fund type, and the analysis of major funds is supported by additional review of consultants and advisors. Major assumptions for the General Fund include a 4% annual increase in the property tax roll, 2% annual growth in sales taxes, personnel costs rising by 2.5% per year, ongoing costs for maintenance of streets and drainage, as well as support for new programs. The Water and



Sewer Operating Fund forecast includes future rate increases that will be sufficient to cover operation and maintenance costs, provide a minimum of 90 days working capital reserve, and maintain a debt coverage ratio of 125% to 140%. The financial impact of the proposed Capital Improvement Program is factored in for all affected funds.

RESERVES

Each fund has a reserve balance that is used to manage our cash flow and to fall back on in the event of a fiscal crisis. We strive to maintain a larger than average reserve balance in the General Fund since we rely heavily on sales tax revenue. When reserves accumulate above the target amount, we typically use them to make capital purchases and other non-recurring expenses.

This budget projects that the General Fund will have a year-end surplus on September 30, 2019, of \$25,146,407, which is equivalent to 117.8 days of operating expenditures (also stated as a 32.3% reserve). This amount exceeds the threshold of 90 days established in the City's Financial Management Policy and is considered more than adequate by our auditors and our financial advisor.

The Water and Sewer Operating Fund reserve is estimated at \$14,957,009, which is 121.2 days of operating expenditures, or 33.2%. This amount exceeds the threshold of 90 days (60 day reserve plus 30 day budget contingency) established in the City's Financial Management Policy and is also considered more than adequate by our auditors and our financial advisor.

The City's other operating funds' reserve amounts can be seen in the summary schedule entitled "FY 18-19 Projected Fund Balances."

SUMMARY

The budget is a conservative plan to improve our community and our workplace while maintaining the current property tax rate. It includes funding to maintain competitive salaries and benefits for retaining and attracting staff, to replace and upgrade vehicles and equipment for operational requirements, and to expand and improve public facilities for the needs of our growing community.

Budget preparation takes a lot of time, energy and hard work by the City staff, City Administrator, and City Council. As the Mayor of the City of Conroe, I would personally like to thank all City personnel and the City Council for their time and commitment to the citizens of Conroe.

Respectfully submitted,

Toby Powell

Toby Powell
Mayor



Conroe Strategic Plan - 2018

The Strategic Plan for the City of Conroe was originally adopted in 2005 as a part of an on-going planning process of defining a desired future for Conroe, expressed by an adopted Mission and by addressing current strategic issues facing Conroe. This update of the Strategic Plan is a continuation of that process. The 1-3 year issues, goals and strategies in the Plan reflect a response to the weaknesses, opportunities and threats to Conroe, indicated by current trends and events in the City, region and nation. It is intended that the Strategic Plan will be a working policy document, used by both the City Council and City administration to bring about change, measure results and establish accountability. The Plan should be reviewed and updated on a 2-3 year cycle.

Mission

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

Strategic Issue 1: (Economic Development) Enhance economic development opportunities.

Goal 1.0 - Coordinate with all Conroe economic development entities to excel in business retention, business attraction and industrial development.

Strategy 1.1 - Facilitate corporate relocations to Conroe. (ongoing)

Strategy 1.2 - Promote an active business retention and expansion program. (ongoing)

Strategy 1.3 - Support industrial park/technology park development. (ongoing)

Strategy 1.4 - Support airport improvements and development. (in progress)

Strategy 1.5 - Consider retail recruitment and incentives on a case by case basis. (ongoing)

Strategy 1.6 - Coordinate efforts to make downtown Conroe a vibrant arts, entertainment and cultural district.

- *Increase awareness of the arts and entertainment opportunities in Downtown.
(in progress - Arts Alliance)

- * Enhance the image of downtown with gateways, signage, landscaping, fountains, art benches and planters. (ongoing)

- * Establish incentives for artist and residential relocation to downtown.
(in progress)

- * Establish a Saturday morning Farmer's Market in downtown.
(complete - SaAM)

Strategy 1.7 - Support visitor attractions events and festivals.

- * Work with the Chamber of Commerce and City Convention and Visitors



Bureau staff to assist with marketing for Conroe area downtown.
(in progress)

Strategic Issue 2: (Utilities) Dependable, long-range water supply.

Goal 2.0 - Secure long-range water supply resources to allow Conroe to remain competitive in growth and development. (ongoing)

Strategy 2.1 - Complete a long-range water supply study to outline alternative, dependable water supply options for Conroe. (complete)

Strategy 2.2 - Get legislative support to control private water system takeover/monopoly of Regional water systems. (CCNs) (Continue to support legislative effort)

Strategic Issue 3: (Governance/financial) City budget is highly dependent on fluctuating local sales tax revenue.

Goal 3.0 - Enhance alternative revenue sources to reduce dependency on local sales tax revenue.

Strategy 3.1- Complete annexation of several areas to the City of Conroe to increase the tax base.

- * Crighton Ridge (complete)
- * Longmire/ League Line Road (complete)
- * 830/Little Egypt (complete)
- * S.H. 105 West (in progress)
- * MUD 42 (Westlake) (in progress)
- * April Sound (complete)
- * Piney Shores (complete)

Strategy 3.2- Develop a parkland dedication process as part of new subdivision plat approval.
(on hold)

Strategic Issue 4: (Utilities) Growing pressure to fund aging infrastructure (water, sewer, streets).

Goal 4.0 - Develop dedicated long-term funding sources to upgrade deteriorating infrastructure.

Strategy 4.1- Develop an infrastructure study based on age of pipes, streets, manhole, equipment, etc., along with a time table and plan for each area of action. (ongoing)

Strategy 4.2 - Strengthen the Public Works Department to plan and implement the rehabilitation program, utilizing the latest new technology to replace the aging infrastructure with minimum disturbance to citizens and business. (ongoing – SSOI)

Strategy 4.3 - Participate in and track the progress of the SJRA Water and Transition Plan.
(in progress)

Strategy 4.4 - Update the City's General CIP and Water and Sewer CIP to address current priorities. (ongoing)

Strategy 4.5 - Investigate the feasibility of storm water drainage fees as a means of funding storm water system improvements. (no action)



Strategic Issue 5: (Governance/financial) Plan for growth in Conroe rather than reacting.

Goal 5.0 - Establish on-going initiatives to make Conroe a “City of Planned Growth”.

Strategy 5.1- Continue to update Conroe’s Comprehensive Land Use Plan. (in progress)

Strategic Issue 6: (Environmental) Support environmental improvement programs.

Goal 6.0 - Improve environmental quality in Conroe by implementing “Green” initiatives.
(in progress)

Strategy 6.1 - Encourage “hybrid vehicles”. (in progress)

Strategy 6.2 - Encourage alternative sources of fuel and energy. (ongoing)

Strategy 6.3 - Design and implement “Green” design standards for city buildings and new development. (in progress)

Strategy 6.4 - Conroe “Lean” program. (complete and ongoing)

Strategy 6.5 - Research implementation of curb-side recycling. (complete)

Strategic Issue 7: (Governance/financial) Information Technology

Goal 7.0 - Update and improve information technology in the City of Conroe’s administration and operations.

Strategy 7.1 - Implement the City of Conroe’s 5-Year IT Strategic Plan. (ongoing)

Strategy 7.2 - Implement PEG Channel program/web streaming council meeting. (ongoing)

Strategic Issue 8: (Housing) Developing partnerships between key stakeholders in housing development. (i.e. Developers, Habitat for Humanity, County, etc.)

Goal 8.0 - Ensure that all Conroe citizens have access to safe, affordable and decent housing.

Strategy 8.1 - Develop a Comprehensive Housing Policy for Low to moderate income citizens.
(ongoing)

Strategy 8.2 - Develop a strategy to reduce homeless population.

Strategic Issue 9: (Public Safety) There is a need to establish a stand-alone City of Conroe Emergency Operations Center. (in progress)

Goal 9.0 - Investigate the feasibility of building and operating a City of Conroe Emergency Operations Center. (In progress)

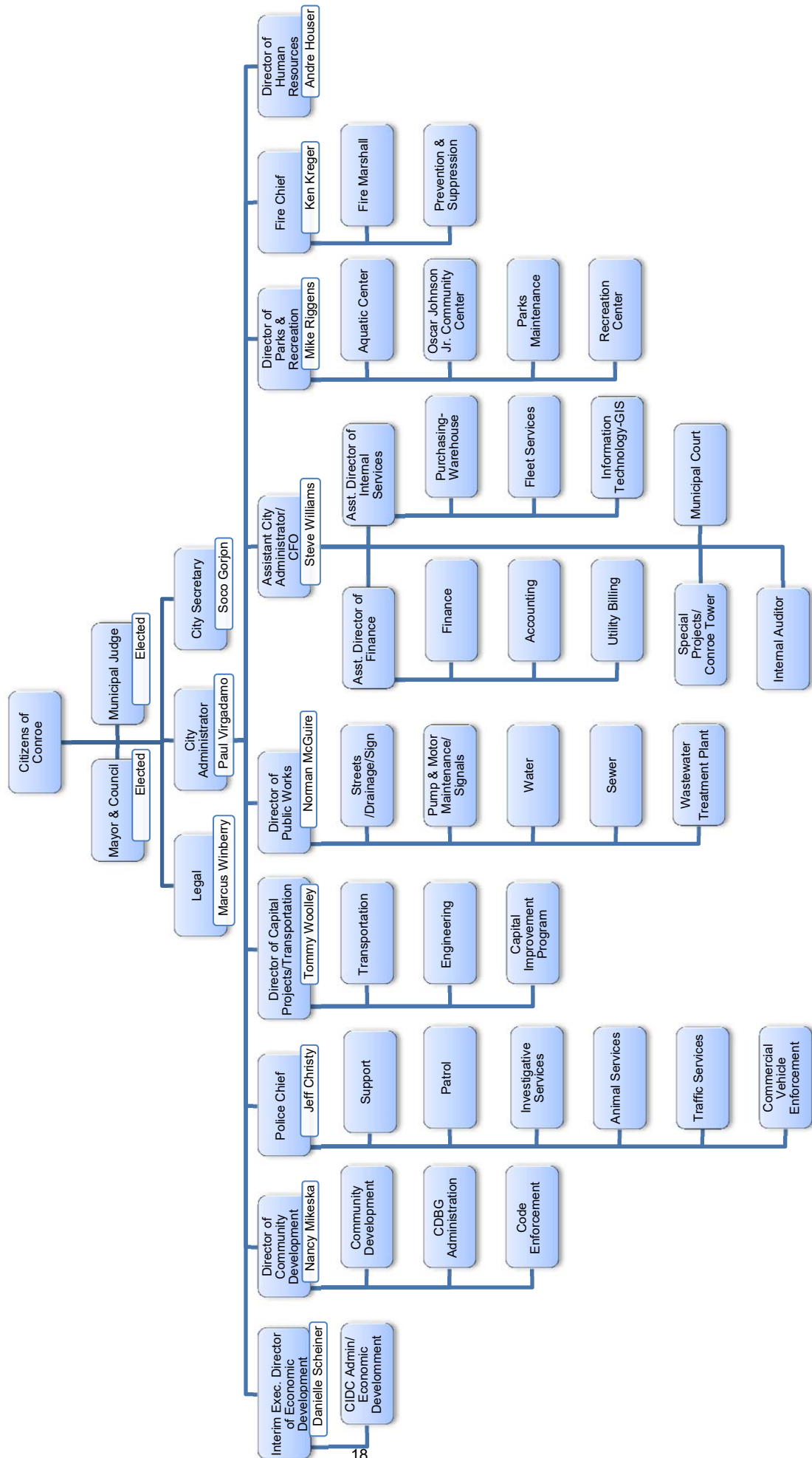


Secondary Strategic Issues

- (Transportation) - Maintain leadership and representation on the Transportation Policy Council (TPC) of the H-GAC.
- (Transportation) - Make systematic improvements in Conroe's congested, near-capacity transportation system. (on-going)
- (Governance/Financial) - Develop and implement "succession planning" to get maximum benefit from promoting existing qualified employees.
- (Governance/Financial) - Implement Human Resources policies and benefit packages to attract and hold key city employees.
- (Economic Development) - Seek corporate and private sector sponsorships for City festivals and activities for citizens and visitors.



City of Conroe, Texas Organization Chart



READER'S GUIDE

History of the City of Conroe

In 1881, Houston lumberman Isaac Conroe established a sawmill on Stewart's Creek two miles east of the International Great Northern Railroad's Houston-Crockett line on a tract of land in the J. Smith survey, first settled in the late 1830's. A small tram line connected the mill to the track, but Conroe soon transferred his operations down the tracks to the rail junction, where his new mill became a station on the I-GN. In January 1884, a post office was established at the mill commissary, and, at the suggestion of railroad official H.M. Hoxey, the community took the name Conroe's Switch, in honor of the Northern-born, former Union cavalry officer who founded it and served as its first postmaster; within a decade the name was shortened to Conroe.

In the mid 1880's the Gulf, Colorado and Santa Fe Railway extended its Navasota Montgomery spur eastward through the town, which thus became the only junction of major rail lines in the county. A lumber boom beginning in the late nineteenth century in the Piney Woods of eastern and central Montgomery County attracted scores of settlers to Conroe. In 1889, Conroe replaced Montgomery as the county seat. A residence donated by Isaac Conroe served as a temporary courthouse until a permanent brick structure could be erected in 1891.

By 1892 the community had become a shipping center for lumber, cotton, livestock and bricks. It had five steam-powered saw and planing mills, several brickyards, a cotton gin, a gristmill, and several hotels and general stores. The Conroe Independent School District was established and by 1896 the community's first weekly newspaper, the Courier, had been founded.

By 1900, Conroe was Montgomery County's largest community. It was incorporated in 1904 with a population of 1,009, and its first mayor and city council were elected the following year. In 1906, the first electric lighting appeared in the town when an electrical generating plant was constructed on nearby Stewart's Creek.

The prosperity of the local agriculture and timber industries in the early twentieth century enabled Conroe to continue its rapid early growth despite severe fires in 1901 and 1911, which destroyed much of the business district near the courthouse square. After a few years of sustained growth, the town's prosperity was threatened in the late 1920's by the dwindling of the improperly managed local timber supply. Then in 1930, the spreading effects of the Great Depression struck Montgomery County, drastically curtailing lumber production and forcing many mills to close. In November 1930, Conroe's only bank abruptly failed and pushed many residents and institutions into financial doldrums for many years.

The community's fortunes improved on December 13, 1931, when George W. Strake discovered oil seven miles southeast of town, thus marking the opening of the Conroe Oilfield and triggering an oil boom in the county. Within weeks the local economy had revived, and the Conroe school district, rescued from financial distress by the discovery of oil within its boundaries, became one of the wealthiest in the state.



The oil revenues and population influx of the 1930s lent Conroe a boomtown atmosphere. It briefly claimed more millionaires per capita than any other town in the United States. During the early 1930s, the streets were paved for the first time and US Highway 75 was extended through the town. The ornate Creighton Theatre was erected on the courthouse square in 1935 and in 1936, a new courthouse was constructed. These structures still stand today as a testament to the town's early history.

Location

The City of Conroe is located in Montgomery County, one of the fastest growing counties in Texas. Conroe, population 84,378, is located approximately 40 miles north of downtown Houston. It surrounds Interstate Highway 45 (IH-45) that connects Dallas and Houston. IH-45 serves as Conroe main north to south corridor. Texas Highway 105 bi-sects the city east to west and connects the city to Lake Conroe to the west. Loop 336 serves to connect the remaining parts of the city. The city limits extend to the west side of Lake Conroe. The city limits of Conroe have a land area of approximately 72 square miles. Conroe takes pride in being a leader in managed growth, quality of life, and environmental awareness. Conroe offers a tremendous diversity of lifestyles in which to live, work, and play.

Climate

The Conroe area has an average annual temperature of 68 degrees. Yearly highs average 80 degrees and lows average 57 degrees. Conroe has an abundance of sunshine, with more than 205 sunny days, annually. The City receives annual rainfall of slightly more than 48.7 inches.

Lifestyle of Residents

Residents of Conroe enjoy a low tax rate, an outstanding school system, and safe neighborhoods. A tremendous quality of life index reflects a plethora of recreational activities, beautifully maintained parks, extensive trail systems and outstanding lake access for fishing, boating, and family outings.

Conroe has received the TRAPS Gold Medal for Excellence in Parks & Recreation for its establishment of an outstanding parks system. Recreational options are plentiful, and include the City's award-winning bike and nature trails.

City officials strive to ensure the proper balance between residential development and business parks. Furthermore, goals have been set to analyze and recommend plans for land use, infrastructure and regulatory systems. The goals for the City of Conroe are to provide ongoing quality development in Conroe while maintaining the City's environmental assets, which are highly valued by the residents.

State-of-the-art health care is provided by Conroe Regional Medical Center, CHI St. Luke's Health-Lakeside Hospital and Memorial Hermann Hospital of the Woodlands. Locally, there are many medical professional centers, providing urgent care, extended or primary care, and specialization in physical therapy, sports medicine, radiology, and occupational treatment.



Conroe offers a diversity of shopping opportunities and several large malls located nearby. Conroe also has an Outlet Mall with many hotels and restaurants conveniently located just down the road. Several world-class golf courses are within the City limits.

Education

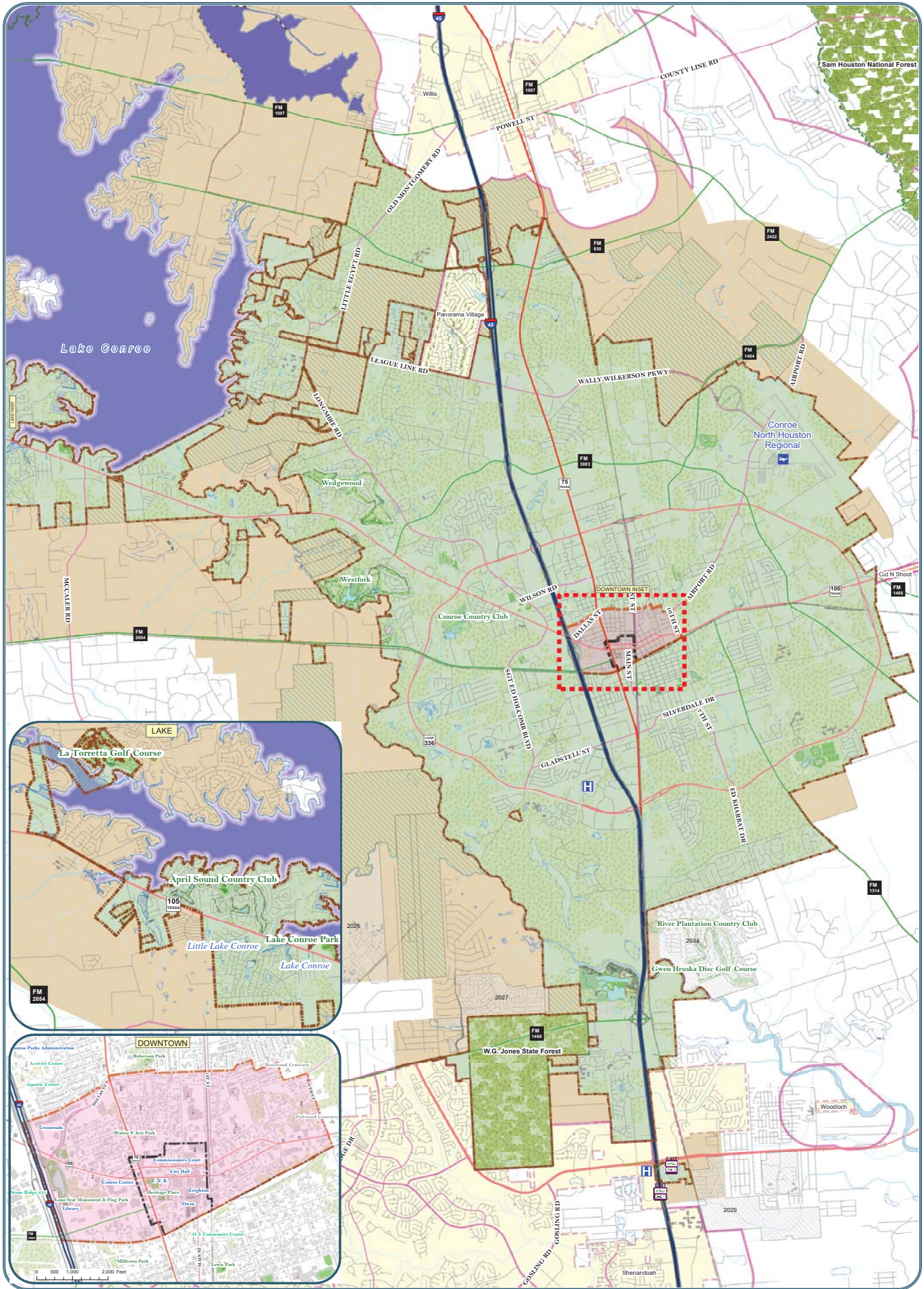
Education is an important factor for Conroe businesses and residents. The City's highly rated school system provides top-quality instruction for the younger generation. Many schools in Conroe are rated "Recognized" or above by the Texas Education Agency.

Conroe is served by the Conroe Independent School District (CISD). CISD encompasses 61 schools, more than 3,447 teachers with a growing number of students expected to pass 61,000 for the upcoming school year.

Infrastructure and Utilities

Conroe's rapid growth has been enhanced by its infrastructure development including a superior water supply and quality roads. The utility companies serving Conroe include Entergy Electric, Centerpoint Energy (Natural Gas), and Consolidated Communications for the telecommunications. The cable franchise includes Suddenlink Cable Television. Water and sewer services are provided by the City of Conroe.





CITY LIMITS THROUGH JANUARY 2018 **CITY OF CONROE, TEXAS**

LAND AREA: 72.0 sq.mi. CITY 2010 POPULATION ESTIMATE: 82,919

CITY OF CONROE, TEXAS
 WWW.CITYOFCONROE.ORG



GUIDE TO USING THE FY 2018-2019 ANNUAL BUDGET

The City of Conroe's FY 2018-2019 annual budget is the result of many hours of deliberation as well as response to both internal and external forces that have imposed fiscal constraints in its preparation. The budget provides information on all aspects of the City's financial operations. The budget document is organized logically and is designed to help the reader locate information, both financial and non-financial, with ease. The "Guide To Using The 2018-2019 Annual Budget" section has been added to assist readers with using this document. The FY 2018-2019 budget document contains important information that helps the reader to better understand the structure of the City of Conroe, and the issues it faces. The discussion that follows sets forth and summarizes the contents of this document.

Introduction discusses major initiatives, concerns, and issues considered in developing the Proposed Budget, as well as summary information on all revenues and expenditures, and a statistical analysis explaining the revenue assumptions for FY 2018-2019. It also includes a "Fund-by-Fund" synopsis of expenditures for the General Fund, Water & Sewer Operating Fund, and Debt Service Funds. The "Fund-by-Fund" analysis allows one to get a general feel for overall changes, and provides information that assists in assessing significant changes between years. The City of Conroe has 51 departments. There are 28 departments that fall within the General Fund, 8 departments in the Water & Sewer Operating Fund, 3 departments in the Debt Service Funds, and 12 departments in the Other Funds section of the budget.

General Fund contains the General Fund Summary of Revenues and Expenditures, department organizational charts, a description of all General Fund departments/divisions, personnel summary, expenditure summary, and a summary of the supplemental requests.

Water & Sewer Operating Fund contains information similar to the General Fund section for the Water and Sewer Operating Fund.

Debt Service Funds contains a summary of all debt revenues and expenditures and a detailed listing of the General Obligation Debt Service Fund, Water and Sewer Debt Service Fund, and Conroe Industrial Development Corporation (CIDC) Debt Service Fund, debt service requirements, and a detailed listing of all debt schedules by issue.

Other Funds includes information on the Vehicle and Equipment Replacement, Water and Sewer Vehicle and Equipment Replacement, CIDC Revenue Clearing Fund, CIDC General Fund, CIDC Industrial Park Land Sales Fund, HOT Fund, CDBG Entitlement Fund, The Conroe Tower, Transportation Grants, Oscar Johnson, Jr. Community Center (OJJCC) Fund, Municipal Court Special Revenue Funds, Fleet Services Fund, Self-Funded Insurance Fund, Longmire Creek Estates PID Fund, Wedgewood Falls PID Fund, and Animal Shelter Reserve Fund. This section also includes a summary of revenues and expenditures, and information similar to that included in the General Fund.

Capital Improvement Program includes Capital Improvement Program (CIP) materials and an explanation of each project's proposed funding sources. (A separate CIP Budget document with more detailed information is also available.)



Appendix includes information supporting the budget information, such as the financial and budgetary policies, pay plans, glossary of terms, and chart of accounts.



OVERVIEW OF THE BUDGET PROCESS

The City of Conroe's budget process is the mechanism that changes taxpayer requests and resources into government services and expenditures. Again this year, the City of Conroe has made a great commitment to setting community goals, performance measures, and priorities. The following is the budget process of the City.

DEFINITION AND AUTHORITY

The budget is a financial plan for a fiscal year of operations that matches all planned revenues and expenditures with the services provided to the residents of the City, based on established budgetary policies. The City Charter establishes that the City's fiscal year shall begin on the first day of October and end on the last day of September of each calendar year. Such fiscal year shall also constitute the budget and accounting year. The City Charter requires that the Mayor shall, between sixty (60) and ninety (90) days prior to the beginning of each fiscal year, submit to the City Council a Proposed Budget, which shall provide a complete financial plan for the fiscal year, and shall contain, but not be limited to the following:

- A budget message outlining the proposed financial policies of the City, changes from previous years in expenditures and revenues, and any major changes in financial policy.
- A consolidated statement of anticipated receipts and proposed expenditures of all funds.
- An analysis of property valuations and the tax rate, tax levies and collections by years for the past five (5) years.
- General fund and Special fund resources in detail, summary of proposed expenditures by function, department and activity, detailed estimates of expenditures shown separately for each activity to support summary previously mentioned.
- Revenue and expense statements for all types of bonds, a description of all bond issues outstanding, showing rate of interest, date of issue, maturity date, amount authorized, amount issued and amount outstanding, schedule of requirements for the principal and interest of each issue of bonds; the appropriation ordinance and the tax levying ordinance.

BUDGET PREPARATION PROCESS

The City Administrator's Office, the Management Team, and the Finance & Administration Department performed the function of preparing and analyzing the FY 2018-2019 budget. The process of developing and preparing the Annual Budget of the City begins during February of each year, at which time an initial operating and capital budget kickoff meeting is held with all department heads and administrative budget staff. The purpose of this meeting is to distribute and review the budget preparation schedule and departmental budget request forms and accompanying instructions. During the kickoff meeting, the Assistant City Administrator/CFO distributes and reviews the budget calendar, budget preparation manual, department budget request forms, and accompanying instructions. The Assistant City Administrator/CFO also introduces members of the Finance Department who serve as the Budget Team. The Budget Team provides assistance to departments as they complete their budget submittals.

All department heads subsequently submit completed departmental base budgets, travel and training reports, membership reports, and supplemental request packages (with departmental rankings).



Supplemental request packages are submitted for every program or capital item above and beyond the base budget request. After careful re-estimation of the current year's expenditures and revenues, each projected line item is justified. The preliminary appraisal roll is provided by the Montgomery Central Appraisal District during this process. The appraisal roll is utilized by the City in the calculation of the City's second largest revenue source, ad valorem taxes. The Chief Appraiser certifies the appraisal roll.

After the departmental budgets have been reviewed by the Finance Department, the total package is then submitted to the City Administrator. The City Administrator, along with the Management Team (consisting of the Department Heads) evaluates the base budget and supplemental requests; then the City Administrator ranks and submits items for consideration in the final recommendation to the Mayor and City Council

A series of City Council Workshops on the operating and capital budgets is held throughout July and into early August. During these meetings, the City Administrator and the Assistant City Administrator/CFO present the Proposed Budget together with the base budgets, to the City Council for their review and discussion. Information regarding revenue projections is also given to the Council at this time.

Upon completion of the budget workshops with the Mayor and Council, public notice is both posted at City Hall and published in the official newspaper of the City of Conroe to notify the general public of the time and place of the required public hearing on the Proposed Budget. This notice also advises the public of the availability of the Proposed Budget for review and inspection prior to the scheduled public hearing, which is generally held in August. Upon receipt of the Proposed Budget, the City Council is required to set a date and place for a public hearing to discuss the budget.

According to the City's Charter:

Section 9.06 Notice of Public Hearing on Budget.

"At the meeting of the City Council at which the budget is submitted, the City Council shall fix the time and place of a public hearing on the budget and shall cause to be published in the official newspaper of the City of Conroe, a notice of the hearing setting forth the time and place thereof at least ten (10) days before the date of such hearing."

Section 9.07 Public Hearing on Budget.

"At the time and place set forth in the notice required by Section 9.06 or at any time and place to which such public hearing shall from time to time be adjourned, the City Council shall hold a public hearing on the budget submitted and all interested persons shall be given an opportunity to be heard for or against any item or the amount of any item therein contained."

Prior to the public hearing, the proposed budget is a Public Record as stated by:

Section 9.05 Budget as Public Record.

"The budget and budget message and all supporting schedules shall be a public record in the office of the City Secretary, open to public inspection by anyone. The Mayor shall cause sufficient copies of the budget and budget message to be prepared for distribution to interested persons."



At the hearing, the City Council gives all interested persons an opportunity to be heard, for or against, any expenditure account or revenue estimate. After the public hearing, the City Council, by ordinance, adopts the Proposed Budget and establishes the tax rate for the corresponding tax year. The Adopted Budget is then filed with the City Secretary. Copies of the Adopted Budget are made available to all department heads, media, appropriate financial institutions, debt rating agencies, investment and financial advisors, regulatory agencies, intergovernmental grantors, and other interested citizens and parties.

According to:

Section 9.09 Vote Required for Adoption.

“The budget shall be adopted by the favorable vote of a majority of the members of the whole City Council.”

Section 9.10 Date of Final Adoption.

“The budget shall be finally adopted not later than fifteen (15) days prior to the beginning of the fiscal year, and should the City Council fail to so adopt a budget, the then existing budget together with its tax-levying ordinance and its appropriation ordinance shall be deemed adopted for the ensuing fiscal year.”

Section 9.11 Effective Date of Budget; Certification of Copies; Copies Made Available.

“Upon final adoption, the budget shall be in effect for the fiscal year. A copy of the budget, as finally adopted, shall be filed with the person performing the duties of City Secretary, the County Clerk of Montgomery County and the State Comptroller of Public Accounts at Austin. The final budget shall be printed, mimeographed or otherwise reproduced and copies shall be made available for the use of all offices, departments, and agencies, and for the use of interested persons and civic organizations.”

MULTI-YEAR FINANCIAL PLAN

Multi-year projections have become an integral part of the budget process as estimates of future financial operating conditions are provided to the City Council. Historical data, as reconciled to the Comprehensive Annual Financial Report (CAFR), plus growth assumptions for each line item are combined to provide projections that indicate the future fiscal position of the City. The multi-year projections identify any potential problem in matching projected revenues with anticipated growth in expenditures. One important result of the multi-year financial overview has been the ability to project when tax-supported bonds can be sold without affecting the tax rate; therefore, drawing together the operating budgets and the Capital Improvement Program.

BUDGET AMENDMENT PROCESS

Amendments to the budget can be made after adoption. According to Section 9.16 of the City Charter, during the fiscal year the City Council shall have the power to transfer funds allocated by the budget to one activity, function or department to another activity, function or department, and to re-estimate revenues and expenditures. The budget may be amended by using the following criteria for evaluation of requests:



1. Is the request necessary?
2. Why was the item not budgeted in the normal budget process?
3. Why can a transfer not be made within the department?

In addition, the following conditions must be met:

1. The Assistant City Administrator/CFO certifies that there are available revenues in excess of those estimated in the Budget; and
2. The City Council approves the budget amendment.

BUDGETARY CONTROL

Budgetary control is established and maintained after adoption of the budget by the preparation of monthly revenue and expenditure statements, which provide monthly and year-to-date amounts and percentages of budgeted appropriations expended by fund, department/division, and line items. These monthly statements are distributed to the Mayor, City Council and all department heads. The City Administrator is authorized to transfer budgeted amounts within a department to any line item within the same department; however, any amendments or revisions to the Adopted Budget that alter the total expenditures for any department must be approved by the City Council.



City of Conroe FY 2018-2019 Budget Preparation Calendar

| <u>Date</u> | <u>Activity</u> | <u>Participants</u> |
|-----------------------------|---|---|
| February 1, 2018 | Finalize the Budget Preparation Manual | A.D. of Finance, Finance Manager, Accountant |
| February 6, 2018 | Operating & Capital Budget Kickoff Orientation & Overview: - Provide explanations and instructions for preparing the budget submissions - Distribute and discuss Budget Preparation Manual - Location: City Council Chambers - Time: 9:00 - 10:30 a.m. Budget Training - McLainDSS Location: EOC Time: 2:00 - 3:30 p.m. | City Administrator, ACA/CFO A.D. of Finance, Management Team, all other personnel involved in budget preparation ACA/CFO, A.D. of Finance all personnel involved in budget preparation (if necessary) |
| February 12 - March 9, 2018 | Meet individually with all departments and provide assistance in preparing their budget(s), if needed | ACA/CFO, Finance Department staff, department personnel |
| February 22, 2018 | Vehicle & Equipment Replacement Fund (VERF) Committee meeting | VERF Committee, Finance Manager |
| March 9, 2018 | Operating & CIP Budget submissions due to Finance | Department Directors, designated staff |
| March 19, 2018 | Departmental supplemental list to Department Directors | Finance Manager, Accountant |
| March 19 - 30, 2018 | Technical Reviews of Operating Budget submissions | Budget Team Leaders |
| March 23, 2018 | Departmental supplemental rankings due to Finance | Department Directors |
| April 3, 2018 | Send City Council the Budget Preparation Calendar | Finance Manager |
| April 5, 2018 | Overall supplemental list to Department Directors | Finance Manager, Accountant |
| April 3 - April 12, 2018 | Technical Reviews of CIP Budget submissions | CIP Project Managers |
| April 12, 2018 | Supplemental rankings due to Finance | Department Directors |
| April 18 - 19, 2018 | Operating Budget Submittal Meetings with the City Administrator and Department Directors | City Administrator, ACA/CFO, A.D. of Finance, Finance Manager, Department Directors |
| May 15, 2018 | Operating Budget Meeting with City Administrator | City Administrator, ACA/CFO A.D. of Finance, Finance Manager |
| May 15, 2018 | CIP Budget Meetings with City Administrator Location: EOC | City Administrator, ACA/CFO, A.D. of Finance, Finance Manager, CIP Project Managers |
| May 16, 2018 | Preliminary Appraisal Roll due from Montgomery Central Appraisal District (MCAD) | Chief Appraiser |



City of Conroe FY 2018-2019 Budget Preparation Calendar

| <u>Date</u> | <u>Activity</u> | <u>Participants</u> |
|------------------|---|--|
| June 1, 2018 | Submit Preliminary 2018 Tax Rate Calculation Data to Montgomery County Tax Office | Finance Manager |
| June 7, 2018 | Budget Meeting with City Administrator | City Administrator, ACA/CFO, A.D. of Finance, Finance Manager |
| June 20, 2018 | Distribute CIDC Proposed Budget to the CIDC Board and the GCEDC | Finance Manager |
| June 25, 2018 | Meet to Discuss Proposed Budget with Mayor Location: 3rd Floor Conference Room Time: 9:00 a.m. - 12:00 p.m. | Mayor, City Administrator, ACA/CFO, A.D. of Finance, Finance Manager |
| June 28, 2018 | CIDC Board Review of CIDC Proposed Budget Location: City Council Chambers Time: 4:00 p.m. | CIDC Board, City Administrator, CIDC ED, ACA/CFO, A.D. of Finance |
| July 9, 2018 | Submit Final 2018 Tax Rate Calculation Data to Montgomery County Tax Office | Finance Manager |
| July 9-11, 2018 | Meetings to Discuss Proposed Budget with Council Members | Council Member, City Administrator, ACA/CFO, A.D. of Finance, Finance Manager |
| July 12, 2018 | Vote to schedule a Public Hearing on the Budget on August 9, 2018 (Charter Requirement, 9.06; L.G.C. 102.006(c)) Location: Council Chambers Time: 6:00 p.m. | City Council |
| July 19, 2018 | Proposed Budget submitted to the City Council and placed on file with the City Secretary (Charter Requirement, 9.02; L.G.C. 102.005(a)) Proposed Budget posted on the City website (L.G.C. 102.005(c)) | Mayor, City Administrator, ACA/CFO Finance Manager, Accountant |
| July 19-20, 2018 | Council Retreat Location: City EOC Time: 8:00 a.m. - 3:30 p.m. | City Council, City Administrator Management Team, A.D. of Finance, Finance Manager |
| July 19, 2018 | Chief Appraiser certifies the appraisal roll | Chief Appraiser |
| July 25, 2018 | Calculate the Effective & Roll Back tax rates | Montgomery County Tax Assessor/Collector, Finance Manager |
| July 25, 2018 | Council Budget Workshop (if needed) Location: Council Chambers Time: 11:00 a.m. - 2:00 p.m. | City Council, City Administrator Management Team, A.D. of Finance, Finance Manager |
| July 26, 2018 | Council CIP Workshop (if needed) Location: Council Chambers Time: 1:00 p.m. - 5:00 p.m. | City Council, City Administrator Management Team, A.D. of Finance, Finance Manager |



City of Conroe

FY 2018-2019

Budget Preparation Calendar

| <u>Date</u> | <u>Activity</u> | <u>Participants</u> |
|----------------|---|---|
| July 28, 2018 | Publish "Notice of Public Hearing" on Budget in newspaper. May not be published earlier than 30 days or later than 10 days before the date of the hearing. (Charter Requirement, 9.06; L.G.C.. 102.0065(b)) | Finance Manager |
| | Post "Notice of Public Hearing on Budget" on the City website and the City t.v. channel | Finance Manager |
| July 31, 2018 | Submission of the Effective and Rollback Tax Rates to the City Council (T.C. 26.04(e)) | City Council, Tax Assessor/Collector, ACA/CFO |
| | Special City Council Meeting Location: Council Chambers Time: 9:30 a.m. | |
| | Vote to consider a tax increase (if needed) and to schedule two Public Hearings on Proposed Tax Rate on August 9, 2018, and August 20, 2018 Location: Council Chambers Time: 9:30 a.m. | City Council, ACA/CFO |
| | Submission of the Certified Collection Rate (T.C. 26.04(b)) Location: Council Chambers Time: 9:30 a.m. | City Council, ACA/CFO |
| | Provide Tax Assessor/Collector with the City Council vote on the proposed tax rate and public hearings, along with purpose of any tax increase, for their office to prepare and publish the simplified notice of proposed tax rate | Finance Manager |
| August 2, 2018 | Publish "Notice of 2018 Tax Year Proposed Property Tax Rate for City of Conroe" in newspaper at least seven days in advance of the 1st Public Hearing (L.G.C. 140.010(b)) | Tax Assessor/Collector |
| | Post "Notice of 2018 Tax Year Proposed Property Tax Rate of City of Conroe" on the City website and the City t.v. channel | Finance Manager |
| August 9, 2018 | 1st Public Hearing on Proposed Tax Rate (if needed) Location: Council Chambers Time: 6:00 p.m. | City Council |
| | Public Hearing on the Budget. Hearing must be held at least 15 days after the budget is filed with the City Secretary, but before the City makes its Tax Levy. (L.G.C. 102.006(b)) Location: Council Chambers Time: 6:00 p.m. | City Council |
| | Following the Public Hearing, take action to delay the adoption of the budget until August 23, 2018 (L.G.C. 102.007(a)) Location: Council Chambers Time: 6:00 p.m. | City Council |



City of Conroe

FY 2018-2019

Budget Preparation Calendar

| <u>Date</u> | <u>Activity</u> | <u>Participants</u> |
|-------------------|--|--|
| August 20, 2018 | 2nd Public Hearing on Proposed Tax Rate (if needed) Hearing must be held between 7 and 14 days from the 1st Public Hearing on Proposed Tax Rate. Adoption must be set between 3 to 14 days from this date. (T.C. 26.06(e)) Special City Council Meeting Location: Council Chambers Time: 9:30 a.m. | City Council |
| August 23, 2018 | Vote to Ratify the Property Tax Increase (if needed) (L.G.C. 102.007 (c)) Location: Council Chambers Time: 9:30 a.m. | City Council |
| | City Council adopts the FY 18-19 Annual Budget Location: Council Chambers Time: 9:30 a.m. | City Council |
| | Council adopts the FY 18-19 Annual Tax Rate Location: Council Chambers Time: 9:30 a.m. | City Council |
| | Council adopts the Capital Improvement Program Location: Council Chambers Time: 9:30 a.m. | City Council |
| August 24, 2018 | Provide Tax Assessor/Collector with the City Council Order and Resolution setting the Ad Valorem Tax Rate | Finance Manager |
| | Post the Adopted Tax Rate Statement on the City Website | Finance Manager, Accountant |
| September 1, 2018 | Budget and Tax Rate must be adopted no later than this date or the 30th day after receipt of the certified appraisal roll from the Montgomery County Tax Assessor/Collector | City Council |
| September 7, 2018 | Initialize Adopted Budget into Incode (the City's financial system) | Accounting Manager |
| October 1, 2018 | Fiscal Year begins | |
| October 12, 2018 | Distribute the "Budget-In-Brief" document | A.D. of Finance, Finance Manager, Accountant |
| October 31, 2018 | Print Adopted Budget | Finance Manager, Accountant |
| | Adopted Budget posted on City Website (L.G.C. 102.008) | Finance Manager, Accountant |
| November 21, 2018 | Adopted Budget to GFOA by this date; 90 days after adoption | A.D. of Finance, Finance Manager, Accountant |



CERTIFICATE FOR ORDINANCE

I.

On the 23rd of August, 2018, the City Council of the City of Conroe, Texas consisting of the following qualified members, to-wit: **Toby Powell, Mayor; Duke W. Coon, Mayor Pro Tem, Council Members Jody Czajkoski, Seth Gibson, Duane Ham and Raymond McDonald**, did convene in public session in the Council Chambers of the City Hall at 300 West Davis in Conroe, Texas. The roll being first called, a quorum was established, all members being present. The Meeting was open to the public and public notice of the time, place and purpose of the Meeting was given, all as required by Chapter 551, Texas Government Code.

II.

WHEREUPON, AMONG OTHER BUSINESS transacted, the Council considered adoption of the following written Ordinance, to-wit:

ORDINANCE NO. 2419-18

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, SETTING THE AD VALOREM TAX RATE OF THE CITY OF CONROE FOR THE YEAR 2018 AT A RATE OF \$0.41750 PER ONE HUNDRED DOLLARS (\$100.00) VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF CONROE AS OF JANUARY 1, 2018, SPECIFYING SEPARATE COMPONENTS OF SUCH RATE FOR OPERATIONS AND MAINTENANCE AND FOR DEBT SERVICE; LEVYING AN AD VALOREM TAX FOR THE YEAR 2018; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; PROVIDING FOR COLLECTION AND ORDAINING OTHER RELATED MATTERS.

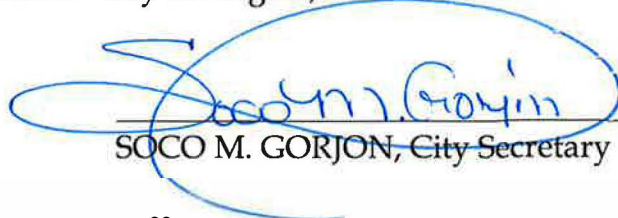
III.

Upon motion of Mayor Pro Tem Coon, seconded by Council Member Gibson all members present voted for adoption of the Ordinance, except the following: Council Member Ham. A majority of those Council Members present having voted for adoption, the presiding officer declared the Ordinance passed and adopted.

IV.

A true, full and correct copy of the Ordinance adopted at the Meeting is attached to and follows this Certificate.

SIGNED AND SEALED this 23rd day of August, 2018.


SOCO M. GORJON, City Secretary



ORDINANCE NO. 2419-18

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, SETTING THE AD VALOREM TAX RATE OF THE CITY OF CONROE FOR THE YEAR 2018 AT A RATE OF \$0.41750 PER ONE HUNDRED DOLLARS (\$100.00) VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF CONROE AS OF JANUARY 1, 2018, SPECIFYING SEPARATE COMPONENTS OF SUCH RATE FOR OPERATIONS AND MAINTENANCE AND FOR DEBT SERVICE; LEVYING AN AD VALOREM TAX FOR THE YEAR 2018; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; PROVIDING FOR COLLECTION AND ORDAINING OTHER RELATED MATTERS.

* * * * *

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

Section 1. That an ad valorem tax rate of \$0.4175 per one hundred dollars (\$100.00) assessed valuation is hereby adopted for the 2018 calendar year, such rate consisting of the following specified components:

- (a) For operations and maintenance, \$0.2925 per one hundred dollars (\$100.00) assessed valuation.
- (b) For payment of principal and interest on bonds, \$0.1250 per one hundred dollars (\$100.00) assessed valuation.

Section 2. That an ad valorem tax for the 2018 calendar year in the amount established by the rate hereinabove provided is hereby levied and assessed on all taxable property, real, personal and mixed, situated within the corporate limits of the City of Conroe, Texas, and not otherwise exempt under the Constitution and laws of the State of Texas.

Section 3. That all taxes levied by virtue of this Ordinance shall be due and payable not later than the 31st day of January, 2019, and if then not paid, shall be subject to penalties and interest in the manner provided by law.

Section 4. That the Montgomery County tax assessor-collector is hereby authorized to assess and collect the taxes of the City of Conroe, Texas, employing the above tax rate.

Section 5. That all ordinances and parts of ordinances in conflict with this ordinance be and the same are hereby repealed to the extent of said conflict.



Section 6. That this ordinance shall take effect immediately of and from the date of adoption.

PASSED AND APPROVED this 23rd day of August, 2018.


TOBY POWELL, Mayor

APPROVED AS TO FORM:


MARCUS L. WINBERRY, City Attorney

ATTEST:


SOCO M. GORJON, City Secretary



CERTIFICATE FOR ORDINANCE

I.

On the 23rd of August, 2018, the City Council of the City of Conroe, Texas consisting of the following qualified members, to-wit: **Toby Powell, Mayor; Duke W. Coon, Mayor Pro Tem, Council Members Jody Czajkoski, Seth Gibson, Duane Ham and Raymond McDonald**, did convene in public session in the Council Chambers of the City Hall at 300 West Davis in Conroe, Texas. The roll being first called, a quorum was established, all members being present. The Meeting was open to the public and public notice of the time, place and purpose of the Meeting was given, all as required by Chapter 551, Texas Government Code.

II.

WHEREUPON, AMONG OTHER BUSINESS transacted, the Council considered adoption of the following written Ordinance, to-wit:

ORDINANCE NO. 2418-18

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, ADOPTING A MUNICIPAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019; APPROPRIATING FUNDS IN ACCORDANCE WITH THE BUDGET; PROVIDING FOR EFFECTIVE DATE AND ORDAINING OTHER RELATED MATTERS.

III.

Upon motion of Council Member Czajkoski, seconded by Council Member Gibson, all members present voted for adoption of the Ordinance, except the following: No one voted against and no one abstained. A majority of those Council Members present having voted for adoption, the presiding officer declared the Ordinance passed and adopted.

IV.

A true, full and correct copy of the Ordinance adopted at the Meeting is attached to and follows this Certificate.

SIGNED AND SEALED this 23rd day of August, 2018.


SOCO M. GORJON, City Secretary



ORDINANCE NO. 2418-18

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, ADOPTING A MUNICIPAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019; APPROPRIATING FUNDS IN ACCORDANCE WITH THE BUDGET; PROVIDING FOR EFFECTIVE DATE AND ORDAINING OTHER RELATED MATTERS.

* * * * *

WHEREAS, the Mayor of the City of Conroe, Texas, has submitted to the City Council a proposed budget for the fiscal year beginning October 1, 2018, and ending September 30, 2019; and

WHEREAS, the proposed budget sets out in detail the resources and estimated revenues of the general fund and each special fund, together with the proposed expenditures within each such fund, all in accordance with the applicable provisions of the Home Rule Charter; and

WHEREAS, notice having been first given in the manner provided by law, the City Council did conduct a public hearing upon such proposed budget; and

WHEREAS, the City Council has considered the proposed budget and made such changes as it considers warranted by law and in the best interest of the municipal taxpayers:

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

Section 1. That such proposed budget, including the estimated revenues and proposed expenditures within the General Fund and each Special Fund is hereby approved and adopted as the Municipal Budget for the Fiscal Year beginning October 1, 2018 and ending September 30, 2019.

Section 2.

- a. That, as provided in Subsection (c) of this section, the monies hereinafter set out within each fund are hereby appropriated out of each such respective Fund for the payment of expenses lawfully attributable to such Fund, all as itemized in the budget.
- b. That, as provided in Subsection (c) of this section, a contingent appropriation not exceeding three percent (3%) of the total budget is hereby made out of all the funds for the payment of unforeseen items of expenditure resulting from an established emergency.



c. That the following funds are hereby appropriated:

OPERATING BUDGET:

| | |
|---|----------------------|
| General Fund | \$77,923,123 |
| Water/Sewer Operating Fund | 45,046,355 |
| General Obligation Debt Service Fund | 14,726,398 |
| Water/Sewer Debt Service | 11,962,293 |
| CIDC Debt Service Fund | 5,247,941 |
| CIDC Revenue Clearing Fund | 11,752,066 |
| CIDC General Fund | 13,691,939 |
| CIDC Industrial Park Land Sales | 4,923,000 |
| Vehicle & Equipment Replacement | 1,177,627 |
| Water & Sewer Vehicle & Equipment Replacement | 23,948 |
| Hotel Occupancy Tax | 1,060,121 |
| Community Development Block Grant Entitlement | 632,204 |
| Conroe Tower | 675,007 |
| Transportation Grants | 522,053 |
| Oscar Johnson Jr Community Center | 1,276,433 |
| Municipal Court Special Revenue Funds | 83,237 |
| Fleet Services Fund | 1,862,686 |
| Self Funded Insurance Fund | 11,727,228 |
| Longmire Creek Estates PID | 55,283 |
| Wedgewood Falls PID | 106,597 |
| Animal Shelter Reserve | 13,000 |
| Total Expenditures | \$204,488,539 |
| Contingent Appropriation (3%) | 6,134,656 |
| TOTAL APPROPRIATION | \$210,623,195 |

Section 3. The City of Conroe has entered into employment contracts with certain heads of department and other key employees. Within the funds appropriated to the General Fund and budgeted for salaries and other personnel services there has been included a sum which is not less than two percent (2%) of the aggregate maximum obligation thereon (including interest) to all employees possessing such contracts. During each year while there is any liability by reason of any such employment contract the City Council shall compute and ascertain the rate and amount of ad valorem tax, based on the latest approved tax rolls of the City, with full allowances being made for tax delinquencies and costs of tax collection which will be sufficient to raise and produce the money required to pay any sums which may be or become due during any such year, in no instance to be less than two percent (2%) of such obligation, together with all interest thereon. Said rate and amount of ad valorem tax shall be levied against all taxable property within the City for each year while any liability exists by reason of such contracts of employment, and said ad valorem tax shall be assessed and collected in each such year until all of the obligations therein incurred have been discharged and no liability remains.



Section 4. That the budget may be amended from time to time as provided by law for the proposes of authorizing emergency expenditures or for municipal purposes, provided however, no obligation shall be incurred or any expenditure made except in conformity with the budget.


Section 5. That the Assistant City Administrator/Chief Financial Officer may, at any time with the consent of the City Administrator, transfer any unencumbered appropriation from one line item to another line item within the same Department, provided however, that no unencumbered appropriation may be transferred from one Department or Fund to another except upon the express approval of the City Council.

Section 6. That this ordinance shall be effective immediately of and from adoption.


PASSED AND APPROVED this the 23rd day of August, 2018.


TOBY POWELL, Mayor

APPROVED AS TO FORM:


MARCUS L. WINBERRY, City Attorney

ATTEST:


SOCO M. GORJON, City Secretary



FY 18-19 Projected Budget Summary

| Revenues | FY 16-17 Actual | FY 17-18 Budget | FY 17-18 Estimated | FY 18-19 Proposed |
|--|----------------------------|----------------------------|-------------------------------|------------------------------|
| General Fund | \$ 71,723,230 | \$ 71,849,194 | \$ 76,146,866 | \$ 77,146,191 |
| Water & Sewer Operating | 36,439,848 | 45,704,944 | 52,721,367 | 41,100,390 |
| General Obligation Debt Service | 14,078,706 | 20,449,125 | 12,762,961 | 14,806,433 |
| Water & Sewer Debt Service | 8,114,556 | 8,930,638 | 8,607,438 | 11,962,293 |
| CIDC Debt Service | 2,520,819 | 3,666,467 | 3,645,748 | 5,247,941 |
| CIDC Revenue Clearing | 10,717,053 | 10,920,962 | 11,713,734 | 11,752,066 |
| Conroe Industrial Development Corporation (CIDC) | 12,218,776 | 7,293,641 | 13,086,983 | 6,815,146 |
| CIDC Industrial Park Land Sales | - | 4,588,731 | 4,588,731 | - |
| Vehicle & Equipment Replacement | 1,571,311 | 2,796,051 | 2,963,919 | 242,980 |
| Water & Sewer Vehicle & Equipment Replacement | 313,004 | 424,626 | 439,036 | 304,579 |
| Hotel Occupancy Tax | 1,183,152 | 1,042,895 | 1,516,099 | 1,487,603 |
| Community Development Block Grant Entitlement | 611,708 | 623,759 | 577,772 | 632,204 |
| Conroe Tower | 467,670 | 600,856 | 464,441 | 674,850 |
| Transportation Grants | 802,198 | 886,990 | 496,962 | 522,053 |
| Oscar Johnson Jr Community Center | 1,304,924 | 1,521,884 | 1,644,184 | 1,276,986 |
| Municipal Court Technology | 34,975 | 32,856 | 33,919 | 33,852 |
| Municipal Court Building Security | 26,231 | 24,642 | 25,409 | 25,372 |
| Municipal Court Juvenile Case Manager | 95,210 | 32,794 | 33,896 | 33,800 |
| Municipal Court Efficiency Fee | 177,192 | 22,814 | 10,177 | 9,728 |
| Municipal Court Truancy Prevention | 18,586 | 7,671 | 16,457 | 16,432 |
| Fleet Services | 1,952,468 | 1,664,986 | 1,888,571 | 1,861,574 |
| Self Funded Insurance | 13,403,059 | 11,088,855 | 11,268,416 | 12,000,576 |
| Longmire Creek Estates PID | 30,591 | 59,679 | 59,679 | 64,000 |
| Wedgewood Falls PID | 102,471 | 163,000 | 162,435 | 163,000 |
| Animal Shelter Reserve | - | 89,700 | 89,700 | 119,600 |
| Total Revenues | \$ 177,907,738 | \$ 194,487,760 | \$ 204,964,900 | \$ 188,299,649 |

| Expenditures | FY 16-17 Actual | FY 17-18 Budget | FY 17-18 Estimated | FY 18-19 Proposed |
|--|----------------------------|----------------------------|-------------------------------|------------------------------|
| General Fund | \$ 70,764,946 | \$ 75,924,934 | \$ 75,643,860 | \$ 77,923,123 |
| Water & Sewer Operating | 35,857,040 | 50,243,105 | 51,575,445 | 45,046,355 |
| General Obligation Debt Service | 13,866,098 | 21,652,678 | 13,491,112 | 14,726,398 |
| Water & Sewer Debt Service | 8,138,870 | 8,930,638 | 8,607,438 | 11,962,293 |
| CIDC Debt Service | 2,495,741 | 3,666,467 | 3,645,748 | 5,247,941 |
| CIDC Revenue Clearing | 10,791,211 | 10,920,962 | 11,713,734 | 11,752,066 |
| Conroe Industrial Development Corporation (CIDC) | 3,822,287 | 10,871,652 | 10,039,593 | 13,691,939 |
| CIDC Industrial Park Land Sales | - | 90,000 | 90,000 | 4,923,000 |
| Vehicle & Equipment Replacement | 1,545,873 | 886,961 | 794,577 | 1,177,627 |
| Water & Sewer Vehicle & Equipment Replacement | 317,807 | 288,184 | 288,130 | 23,948 |
| Hotel Occupancy Tax | 927,871 | 1,072,748 | 1,068,463 | 1,060,121 |
| Community Development Block Grant Entitlement | 611,958 | 623,759 | 577,772 | 632,204 |
| Conroe Tower | 574,214 | 748,177 | 674,420 | 675,007 |
| Transportation Grants | 802,198 | 886,990 | 496,962 | 522,053 |
| Oscar Johnson Jr Community Center | 1,306,507 | 1,304,989 | 1,413,951 | 1,276,433 |
| Municipal Court Technology | 19,314 | 5,000 | 5,000 | 5,000 |
| Municipal Court Building Security | 21,389 | 26,250 | 26,250 | 26,250 |
| Municipal Court Juvenile Case Manager | 74,885 | 42,987 | 42,987 | 42,987 |
| Municipal Court Efficiency Fee | 146 | 2,000 | 2,000 | 4,000 |
| Municipal Court Truancy Prevention | 9,131 | 5,000 | 5,200 | 5,000 |
| Fleet Services | 1,893,061 | 2,424,243 | 2,487,651 | 1,862,686 |
| Self Funded Insurance | 11,155,864 | 11,087,014 | 10,392,316 | 11,727,228 |
| Longmire Creek Estates PID | 3,616 | 98,184 | 104,185 | 55,283 |
| Wedgewood Falls PID | 6,670 | 255,000 | 259,678 | 106,597 |
| Animal Shelter Reserve | - | - | - | 13,000 |
| Total Expenditures | \$ 165,006,697 | \$ 202,057,922 | \$ 193,446,472 | \$ 204,488,539 |



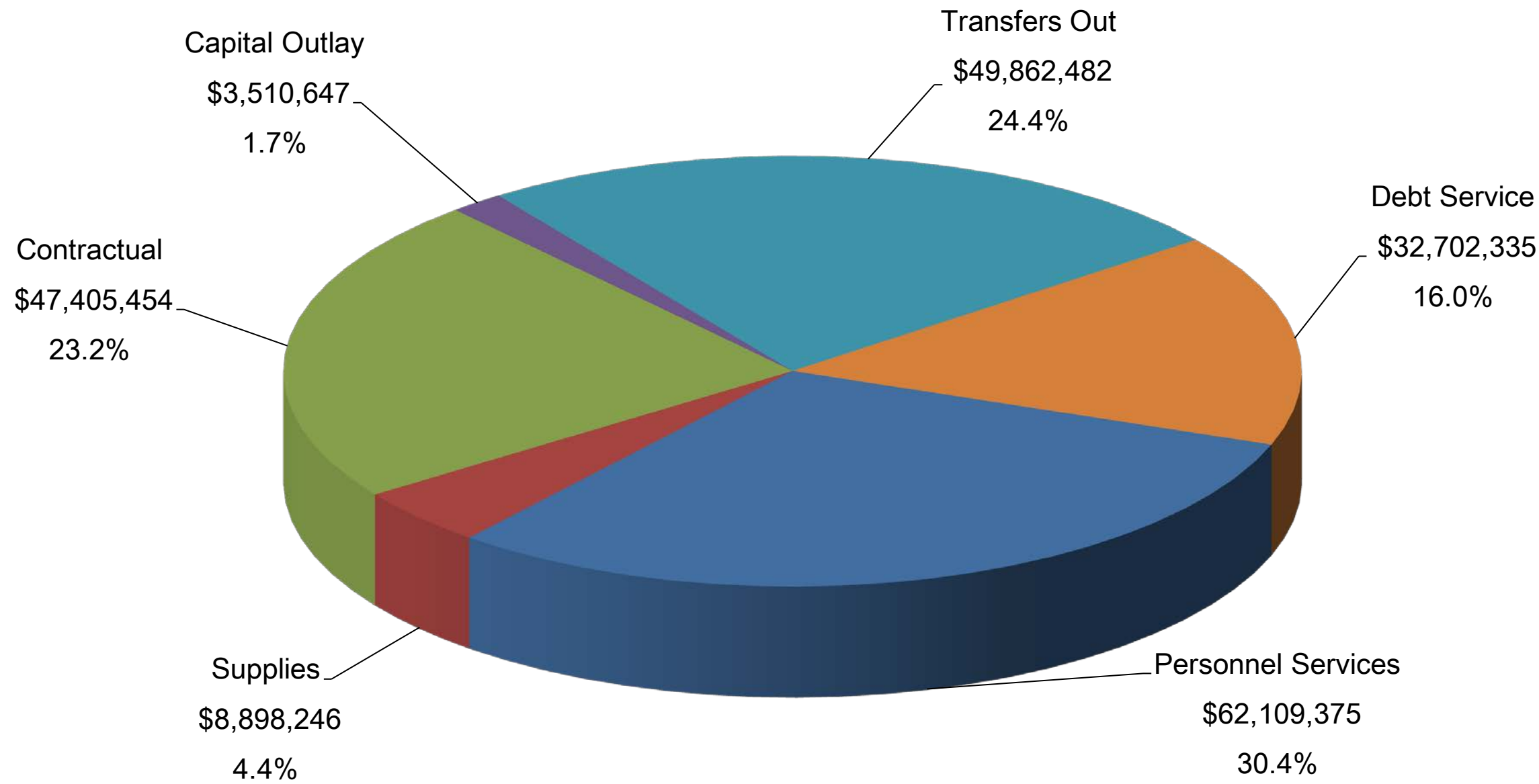
FY18-19 Projected Fund Balances

| | Fund Balance/ Working Capital 10/1/2017 | Estimated Revenues 2017-2018 | Estimated Expenditures 2017-2018 | New Fund Balance 9/30/2018 | Proposed Revenues 2018-2019 | Proposed Expenditures 2018-2019 | Projected Fund Balance 9/30/2019 | % Incr From 10/1/17 to 9/30/19 |
|--|---|------------------------------------|--|----------------------------------|-----------------------------------|---------------------------------------|--|--------------------------------------|
| General Fund | \$ 25,420,333 | \$ 76,146,866 | \$ 75,643,860 | \$ 25,923,339 | \$ 77,146,191 | \$ 77,923,123 | \$ 25,146,407 | -1.1% |
| Water & Sewer Operating | 17,757,052 | 52,721,367 | 51,575,445 | 18,902,974 | 41,100,390 | 45,046,355 | 14,957,009 | -15.8% |
| General Obligation Debt Service | 11,569,373 | 12,762,961 | 13,491,112 | 10,841,222 | 14,806,433 | 14,726,398 | 10,921,257 | -5.6% |
| Water & Sewer Debt Service | - | 8,607,438 | 8,607,438 | - | 11,962,293 | 11,962,293 | - | N/A |
| CIDC Debt Service | - | 3,645,748 | 3,645,748 | - | 5,247,941 | 5,247,941 | - | N/A |
| CIDC Revenue Clearing | - | 11,713,734 | 11,713,734 | - | 11,752,066 | 11,752,066 | - | N/A |
| Conroe Industrial Development Corporation (CIDC) | 27,365,552 | 13,086,983 | 10,039,593 | 25,257,201 | 6,815,146 | 13,691,939 | 18,380,408 | -32.8% |
| CIDC Industrial Park Land Sales | 606,947 | 4,588,731 | 90,000 | 5,105,678 | - | 4,923,000 | 182,678 | -69.9% |
| Vehicle & Equipment Replacement | 4,057,409 | 2,963,919 | 794,577 | 6,226,751 | 242,980 | 1,177,627 | 5,292,104 | 30.4% |
| Water & Sewer Vehicle & Equipment Replacement | 1,555,205 | 439,036 | 288,130 | 1,706,111 | 304,579 | 23,948 | 1,986,742 | 27.7% |
| Hotel Occupancy Tax | 2,588,421 | 1,516,099 | 1,068,463 | 3,036,057 | 1,487,603 | 1,060,121 | 3,463,539 | 33.8% |
| Community Development Block Grant Entitlement | 2,814 | 577,772 | 577,772 | 2,814 | 632,204 | 632,204 | 2,814 | 0.0% |
| Conroe Tower | 213,004 | 464,441 | 674,420 | 3,025 | 674,850 | 675,007 | 2,868 | -98.7% |
| Transportation Grants | - | 496,962 | 496,962 | - | 522,053 | 522,053 | - | N/A |
| Oscar Johnson Jr Community Center | (226,877) | 1,644,184 | 1,413,951 | 3,356 | 1,276,986 | 1,276,433 | 3,909 | -101.7% |
| Municipal Court Technology | 15,661 | 33,919 | 5,000 | 44,580 | 33,852 | 5,000 | 73,432 | 368.9% |
| Municipal Court Building Security | 4,842 | 25,409 | 26,250 | 4,001 | 25,372 | 26,250 | 3,123 | -35.5% |
| Municipal Court Juvenile Case Manager | 20,325 | 33,896 | 42,987 | 11,234 | 33,800 | 42,987 | 2,047 | -89.9% |
| Municipal Court Efficiency Fee | 177,046 | 10,177 | 2,000 | 185,223 | 9,728 | 4,000 | 190,951 | 7.9% |
| Municipal Court Truancy Prevention | 9,455 | 16,457 | 5,200 | 20,712 | 16,432 | 5,000 | 32,144 | 240.0% |
| Fleet Services | 766,888 | 1,888,571 | 2,487,651 | 167,808 | 1,861,574 | 1,862,686 | 166,696 | -78.3% |
| Self Funded Insurance | - | 11,268,416 | 10,392,316 | 876,100 | 12,000,576 | 11,727,228 | 1,149,448 | N/A |
| Longmire Creek Estates PID | 44,642 | 59,679 | 104,185 | 136 | 64,000 | 55,283 | 8,853 | -80.2% |
| Wedgewood Falls PID | 102,532 | 162,435 | 259,678 | 5,289 | 163,000 | 106,597 | 61,692 | -39.8% |
| Animal Shelter Reserve | - | 89,700 | - | 89,700 | 119,600 | 13,000 | 196,300 | N/A |
| TOTAL | \$ 92,050,624 | \$ 204,964,900 | \$ 193,446,472 | \$ 98,413,311 | \$ 188,299,649 | \$ 204,488,539 | \$ 82,224,421 | -10.7% |

Note:
The Projected Fund Balance in the CIDC General Fund as of September 30, 2018, is reduced by \$5,155,741 for Debt Service Reserve.



Consolidated Budget Summary Expenditures by Category and Department



| | Personnel Services | Supplies | Contractual | Capital Outlay | Transfers Out | Debt Service | Totals |
|---|-----------------------|---------------------|----------------------|---------------------|----------------------|----------------------|-----------------------|
| Administration | \$ 514,173 | \$ 8,409 | \$ 237,180 | \$ - | \$ - | \$ - | 759,762 |
| Mayor and Council | 558,658 | 18,168 | 70,633 | - | - | - | 647,459 |
| Transportation | 179,505 | 21,900 | 1,188,277 | - | - | - | 1,389,682 |
| Legal | 666,059 | 4,000 | 125,534 | - | - | - | 795,593 |
| Municipal Court | 735,520 | 38,599 | 535,756 | - | - | - | 1,309,875 |
| Finance | 1,572,169 | 24,095 | 635,304 | - | - | - | 2,231,568 |
| CDBG Administration | 89,947 | 10,300 | 54,286 | - | - | - | 154,533 |
| Purchasing-Warehouse | 365,666 | 23,105 | 24,768 | - | - | - | 413,539 |
| Information Technology | 1,330,175 | 132,800 | 1,408,488 | 75,000 | - | - | 2,946,463 |
| Human Resources | 845,916 | 23,005 | 94,309 | - | - | - | 963,230 |
| Police Administration | 1,187,055 | 68,767 | 237,924 | - | - | - | 1,493,746 |
| Police Support | 1,246,525 | 110,917 | 184,204 | - | - | - | 1,541,646 |
| Police Patrol | 10,587,953 | 1,045,097 | 45,274 | 51,030 | - | - | 11,729,354 |
| Police Investigative Services | 3,810,106 | 213,476 | 45,062 | - | - | - | 4,068,644 |
| Police Animal Services | 160,687 | 18,800 | 559,573 | - | - | - | 739,060 |
| Commercial Vehicle Enforcement | 116,988 | 14,800 | 2,450 | - | - | - | 134,238 |
| Fire | 14,584,036 | 1,022,410 | 914,761 | - | - | - | 16,521,207 |
| Parks & Rec Administration | 647,000 | 12,500 | 312,231 | - | - | - | 971,731 |
| Recreation Center | 680,145 | 97,163 | 489,253 | 90,000 | - | - | 1,356,561 |
| Aquatic Center | 998,233 | 165,845 | 308,051 | - | - | - | 1,472,129 |
| Park Operations | 908,114 | 230,995 | 1,014,297 | 60,000 | - | - | 2,213,406 |
| Community Development | 1,991,359 | 152,325 | 159,572 | 60,000 | - | - | 2,363,256 |
| Drainage Maintenance | 707,588 | 214,118 | 76,526 | 500,000 | - | - | 1,498,232 |
| Street Maintenance | 2,285,755 | 550,075 | 1,101,073 | 1,250,000 | - | - | 5,186,903 |
| Signal Maintenance | 401,003 | 355,350 | 449,779 | - | - | - | 1,206,132 |
| Sign Maintenance | 645,723 | 93,750 | 4,000 | - | - | - | 743,473 |
| Engineering | 2,424,640 | 84,987 | 836,183 | - | - | - | 3,345,810 |
| GF Non-Departmental | 2,216,364 | 38,900 | 2,901,545 | - | 4,493,903 | 75,179 | 9,725,891 |
| Utility Billing | 802,390 | 184,384 | 166,768 | 2,310 | - | - | 1,155,852 |
| Public Works | 836,865 | 92,840 | 1,230,810 | - | - | - | 2,160,515 |
| Water | 1,377,989 | 1,414,782 | 1,941,304 | 55,000 | - | - | 4,789,075 |
| Surface Water | - | - | 10,495,494 | - | - | - | 10,495,494 |
| Wastewater Treatment Plant | 1,197,876 | 702,525 | 861,108 | 315,932 | - | - | 3,077,441 |
| Sewer | 1,184,336 | 437,059 | 623,581 | - | - | - | 2,244,976 |
| Pump & Motor Maintenance | 907,745 | 171,119 | 292,978 | 35,500 | - | - | 1,407,342 |
| W/S Non-Departmental | 396,678 | 36,000 | 1,367,662 | - | 17,347,585 | 567,735 | 19,715,660 |
| Debt Service | - | - | 30,500 | - | - | 31,906,132 | 31,936,632 |
| CIDC | 575,135 | 11,400 | 2,108,086 | - | 27,672,384 | - | 30,367,005 |
| Vehicle & Equipment Replacement | - | - | 185,700 | 991,927 | - | - | 1,177,627 |
| Water & Sewer Vehicle & Equipment Replacement | - | - | - | 23,948 | - | - | 23,948 |
| Convention & Visitors Bureau | 362,559 | 20,350 | 677,212 | - | - | - | 1,060,121 |
| CDBG Operations | - | - | 352,475 | - | 126,440 | 153,289 | 632,204 |
| Conroe Tower | 89,050 | 60,945 | 522,517 | - | 2,495 | - | 675,007 |
| Transportation Grants | - | - | 522,053 | - | - | - | 522,053 |
| Oscar Johnson Jr Community Center | 998,535 | 81,143 | 196,755 | - | - | - | 1,276,433 |
| Municipal Court Fees | - | 7,650 | 15,350 | - | 60,237 | - | 83,237 |
| Fleet Services | 923,155 | 870,393 | 61,580 | - | 7,558 | - | 1,862,686 |
| Self Funded Insurance | - | - | 11,727,228 | - | - | - | 11,727,228 |
| Longmire Creek Estates PID | - | - | 5,000 | - | 50,283 | - | 55,283 |
| Wedgewood Falls PID | - | - | 5,000 | - | 101,597 | - | 106,597 |
| Animal Shelter | - | 13,000 | - | - | - | - | 13,000 |
| TOTALS | \$ 62,109,375 | \$ 8,898,246 | \$ 47,405,454 | \$ 3,510,647 | \$ 49,862,482 | \$ 32,702,335 | \$ 204,488,539 |

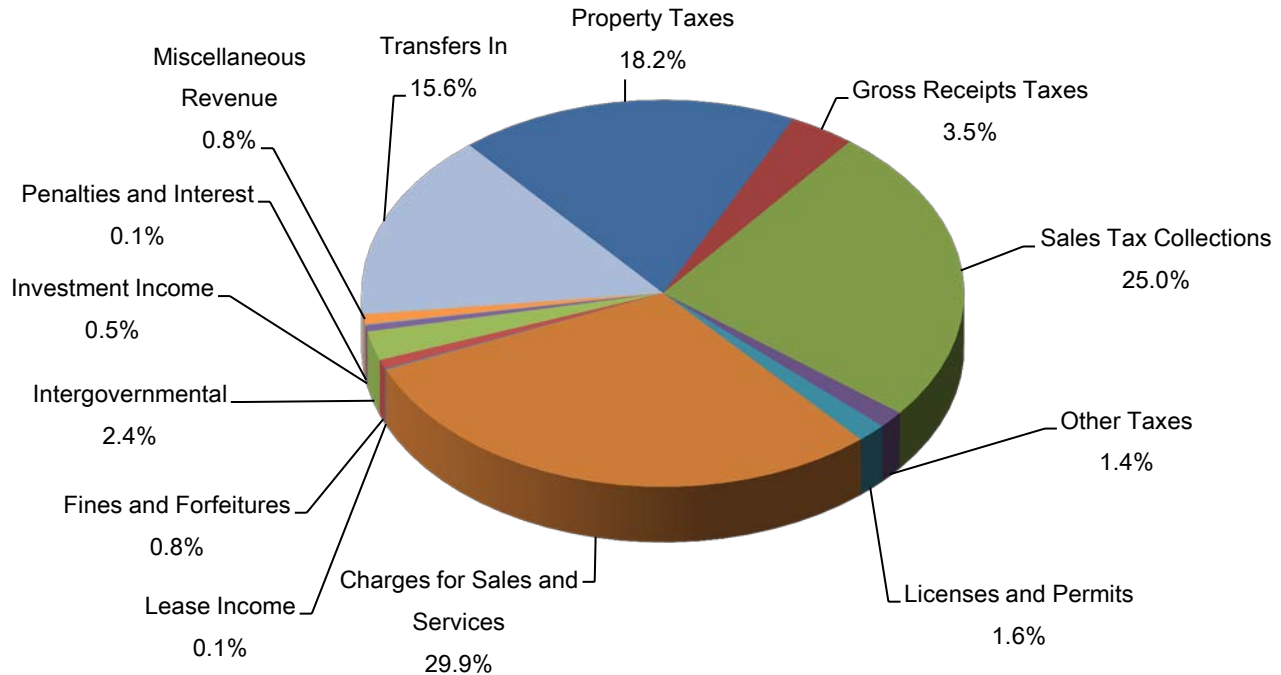


Consolidated Budget Summary by Fund Group

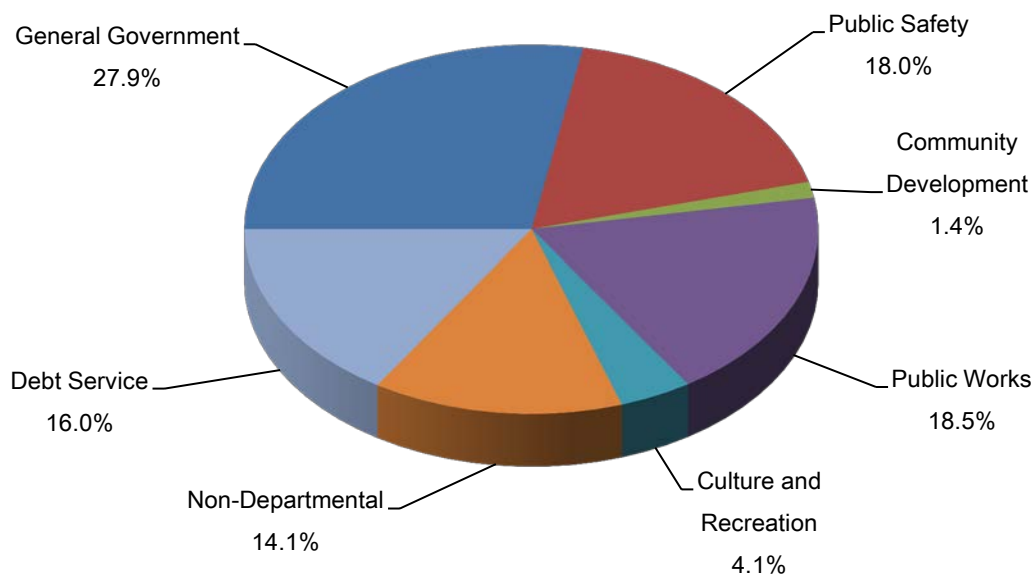
| | General Fund | Water & Sewer Operating | Debt Service | Other Funds | Grand Total |
|---|-----------------------|-------------------------------|----------------------|----------------------|-----------------------|
| Revenues: | | | | | |
| Property Taxes | \$ 24,034,099 | \$ - | \$ 10,289,990 | \$ - | \$ 34,324,089 |
| Gross Receipts Taxes | 6,649,955 | - | - | - | 6,649,955 |
| Sales Tax Collections | 35,256,197 | - | - | 11,752,066 | 47,008,263 |
| Other Taxes | 1,196,814 | - | - | 1,487,603 | 2,684,417 |
| Licenses and Permits | 2,978,117 | - | - | - | 2,978,117 |
| Charges for Sales and Services | 2,591,866 | 39,867,543 | - | 13,862,150 | 56,321,559 |
| Lease Income | 191,224 | - | - | - | 191,224 |
| Fines and Forfeitures | 1,298,793 | - | - | 119,184 | 1,417,977 |
| Intergovernmental | 2,194,146 | 604,782 | - | 1,775,857 | 4,574,785 |
| Investment Income | 287,801 | 181,925 | 155,254 | 350,425 | 975,405 |
| Penalties and Interest | 135,656 | - | - | - | 135,656 |
| Miscellaneous Revenue | 144,846 | 38,750 | 102,825 | 1,309,836 | 1,596,257 |
| Transfers In | 186,677 | 407,390 | 21,468,598 | 7,379,280 | 29,441,945 |
| Total Revenues | \$ 77,146,191 | \$ 41,100,390 | \$ 32,016,667 | \$ 38,036,401 | \$ 188,299,649 |
| Beginning Fund Balances | \$ 25,923,339 | \$ 18,902,974 | \$ 10,841,222 | \$ 42,745,776 | \$ 98,413,311 |
| Total Available Resources | \$ 103,069,530 | \$ 60,003,364 | \$ 42,857,889 | \$ 80,782,177 | \$ 286,712,960 |
| Expenditures: | | | | | |
| General Government | \$ 11,611,704 | \$ - | \$ - | \$ 45,399,096 | \$ 57,010,800 |
| Public Safety | 36,227,895 | - | - | 580,270 | 36,808,165 |
| Community Development | 2,363,256 | - | - | 508,715 | 2,871,971 |
| Public Works | 11,980,550 | 25,330,695 | - | 604,505 | 37,915,750 |
| Culture and Recreation | 6,013,827 | - | - | 2,336,554 | 8,350,381 |
| Non-Departmental | 9,650,712 | 19,147,925 | 30,500 | - | 28,829,137 |
| Debt Service: | | | | | |
| Principal | 66,930 | 505,443 | 15,945,000 | 123,000 | 16,640,373 |
| Interest | 8,249 | 62,292 | 15,651,782 | 30,289 | 15,752,612 |
| Administrative Fees | - | - | 309,350 | - | 309,350 |
| Total Expenditures | \$ 77,923,123 | \$ 45,046,355 | \$ 31,936,632 | \$ 49,582,429 | \$ 204,488,539 |
| Ending Fund Balances | \$ 25,146,407 | \$ 14,957,009 | \$ 10,921,257 | \$ 31,199,748 | \$ 82,224,421 |
| Total Fund Commitments/ Fund Balance | \$ 103,069,530 | \$ 60,003,364 | \$ 42,857,889 | \$ 80,782,177 | \$ 286,712,960 |



Consolidated Summary of Revenues by Source



Consolidated Summary of Expenditures by Function



FY 18-19 Projected Budget Summary
By Category

Major Funds

| | General Fund | | | | Water & Sewer Operating | | | |
|---|----------------------|----------------------|----------------------|----------------------|-------------------------|----------------------|----------------------|----------------------|
| | FY 16-17 | FY 17-18 | FY 17-18 | FY 18-19 | FY 16-17 | FY 17-18 | FY 17-18 | FY 18-19 |
| | Actual | Budget | Estimated | Proposed | Actual | Budget | Estimated | Proposed |
| Revenues | | | | | | | | |
| Property Taxes | \$ 20,659,928 | \$ 21,771,495 | \$ 21,751,782 | \$ 24,034,099 | \$ - | \$ - | \$ - | \$ - |
| Gross Receipts Taxes | 6,323,185 | 6,335,156 | 6,584,112 | 6,649,955 | - | - | - | - |
| Sales Tax Collections | 32,151,159 | 31,933,188 | 35,141,202 | 35,256,197 | - | - | - | - |
| Other Taxes | 1,065,689 | 1,087,608 | 1,117,277 | 1,196,814 | - | - | - | - |
| Licenses and Permits | 3,236,949 | 3,021,987 | 2,978,117 | 2,978,117 | - | - | - | - |
| Charges for Sales and Services | 2,328,436 | 2,081,450 | 2,179,460 | 2,591,866 | 35,025,871 | 35,837,583 | 37,643,257 | 39,867,543 |
| Lease Income | 143,640 | 171,755 | 249,346 | 191,224 | - | - | - | - |
| Fines and Forfeitures | 1,609,202 | 1,407,440 | 1,298,793 | 1,298,793 | - | - | - | - |
| Intergovernmental | 2,717,426 | 2,353,506 | 2,615,570 | 2,194,146 | 697,566 | 524,701 | 633,626 | 604,782 |
| Investment Income | 238,883 | 154,568 | 287,801 | 287,801 | 106,365 | 98,001 | 181,925 | 181,925 |
| Net Change in Fair Value of Investments | (96,916) | - | - | - | (6,785) | - | - | - |
| Penalties and Interest | 290,916 | 155,190 | 135,656 | 135,656 | - | - | - | - |
| Miscellaneous Revenue | 849,815 | 409,841 | 841,740 | 144,846 | 135,672 | 8,613,219 | 13,631,119 | 38,750 |
| Transfers In | 204,918 | 966,010 | 966,010 | 186,677 | 481,159 | 631,440 | 631,440 | 407,390 |
| Total Revenues | \$ 71,723,230 | \$ 71,849,194 | \$ 76,146,866 | \$ 77,146,191 | \$ 36,439,848 | \$ 45,704,944 | \$ 52,721,367 | \$ 41,100,390 |
| Expenditures | | | | | | | | |
| Personnel Services | \$ 45,532,579 | \$ 50,162,261 | \$ 49,675,937 | \$ 52,457,062 | \$ 5,577,492 | \$ 5,844,713 | \$ 5,793,503 | \$ 6,703,879 |
| Supplies | 5,575,906 | 4,926,752 | 5,223,241 | 4,794,656 | 2,676,440 | 3,511,419 | 3,869,818 | 3,038,709 |
| Contractual | 11,047,194 | 13,256,200 | 13,375,380 | 14,016,293 | 15,223,076 | 25,520,634 | 29,113,754 | 16,979,705 |
| Capital Outlay | 1,205,745 | 1,121,280 | 1,056,507 | 2,086,030 | 391,536 | 2,072,234 | 1,423,584 | 408,742 |
| Transfers Out | 7,328,344 | 6,383,262 | 6,237,616 | 4,493,903 | 11,420,761 | 12,726,370 | 10,807,051 | 17,347,585 |
| Debt Service | 75,178 | 75,179 | 75,179 | 75,179 | 567,735 | 567,735 | 567,735 | 567,735 |
| Total Expenditures | \$70,764,946 | \$ 75,924,934 | \$ 75,643,860 | \$77,923,123 | \$ 35,857,040 | \$ 50,243,105 | \$ 51,575,445 | \$ 45,046,355 |

Notes: Major funds each comprise at least 10% of the total appropriated budget.



FY 18-19 Projected Budget Summary By Category

Non-Major Funds

| | Other Funds | | | | Total All Funds | | | |
|---|----------------------|----------------------|-----------------------|----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | FY 16-17 Actual | FY 17-18 Budget | FY 17-18 Estimated | FY 18-19 Proposed | FY 16-17 Actual | FY 17-18 Budget | FY 17-18 Estimated | FY 18-19 Proposed |
| Revenues | | | | | | | | |
| Property Taxes | \$ 9,033,286 | \$ 9,313,718 | \$ 9,302,509 | \$ 10,289,990 | \$ 29,693,214 | \$ 31,085,213 | \$ 31,054,291 | \$ 34,324,089 |
| Gross Receipts Taxes | - | - | - | - | 6,323,185 | 6,335,156 | 6,584,112 | 6,649,955 |
| Sales Tax Collections | 10,717,053 | 10,920,962 | 11,713,734 | 11,752,066 | 42,868,212 | 42,854,150 | 46,854,936 | 47,008,263 |
| Other Taxes | 1,163,561 | 1,042,751 | 1,487,603 | 1,487,603 | 2,229,250 | 2,130,359 | 2,604,880 | 2,684,417 |
| Licenses and Permits | - | - | - | - | 3,236,949 | 3,021,987 | 2,978,117 | 2,978,117 |
| Charges for Sales and Services | 11,946,881 | 12,753,841 | 13,145,014 | 13,862,150 | 49,301,188 | 50,672,874 | 52,967,731 | 56,321,559 |
| Lease Income | - | - | - | - | 143,640 | 171,755 | 249,346 | 191,224 |
| Fines and Forfeitures | 126,201 | 120,777 | 119,184 | 119,184 | 1,735,403 | 1,528,217 | 1,417,977 | 1,417,977 |
| Intergovernmental | 1,979,594 | 2,360,487 | 2,074,351 | 1,775,857 | 5,394,586 | 5,238,694 | 5,323,547 | 4,574,785 |
| Investment Income | 340,428 | 132,164 | 561,542 | 505,679 | 685,676 | 384,733 | 1,031,268 | 975,405 |
| Net Change in Fair Value of Investments | (45,074) | - | - | - | (148,775) | - | - | - |
| Penalties and Interest | - | - | - | - | 290,916 | 155,190 | 135,656 | 135,656 |
| Miscellaneous Revenue | 5,461,128 | 9,255,991 | 6,272,596 | 1,412,661 | 6,446,615 | 18,279,051 | 20,745,455 | 1,596,257 |
| Transfers In | 29,021,602 | 31,032,931 | 31,420,134 | 28,847,878 | 29,707,679 | 32,630,381 | 33,017,584 | 29,441,945 |
| Total Revenues | \$ 69,744,660 | \$ 76,933,622 | \$ 76,096,667 | \$ 70,053,068 | \$ 177,907,738 | \$ 194,487,760 | \$ 204,964,900 | \$ 188,299,649 |

| | | | | | | | | |
|---------------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expenditures | | | | | | | | |
| Personnel Services | \$ 2,745,387 | \$ 2,804,536 | \$ 2,790,147 | \$ 2,948,434 | \$ 53,855,458 | \$ 58,811,510 | \$ 58,259,587 | \$ 62,109,375 |
| Supplies | 1,178,633 | 1,132,180 | 1,232,937 | 1,064,881 | 9,430,979 | 9,570,351 | 10,325,996 | 8,898,246 |
| Contractual | 15,966,882 | 17,771,156 | 16,224,172 | 16,409,456 | 42,237,152 | 56,547,990 | 58,713,306 | 47,405,454 |
| Capital Outlay | 1,739,294 | 1,342,629 | 1,292,692 | 1,015,875 | 3,336,575 | 4,536,143 | 3,772,783 | 3,510,647 |
| Transfers Out | 12,118,857 | 18,467,416 | 18,826,188 | 28,020,994 | 30,867,962 | 37,577,048 | 35,870,855 | 49,862,482 |
| Debt Service | 24,635,658 | 34,371,966 | 25,861,031 | 32,059,421 | 25,278,571 | 35,014,880 | 26,503,945 | 32,702,335 |
| Total Expenditures | \$ 58,384,711 | \$ 75,889,883 | \$ 66,227,167 | \$ 81,519,061 | \$ 165,006,697 | \$ 202,057,922 | \$ 193,446,472 | \$ 204,488,539 |

Notes:
Major funds each comprise at least 10% of the total appropriated budget.



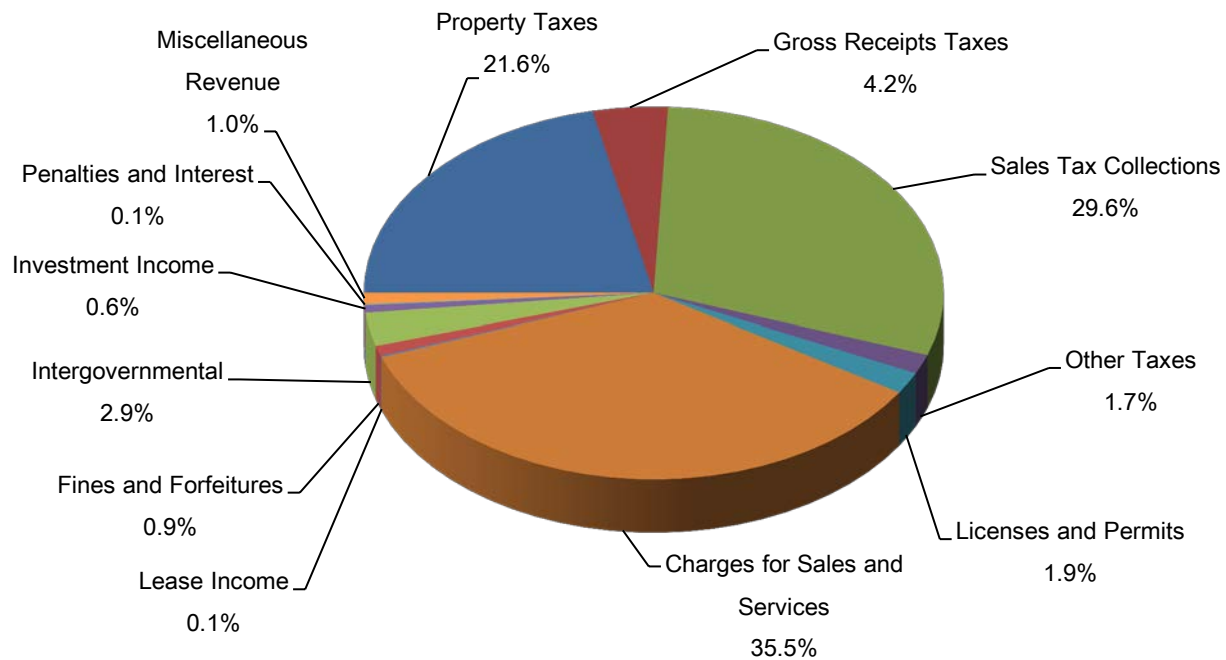
Consolidated Budget Summary by Fund Group (Net of Interfund Transfers)

| | General Fund | Water & Sewer Operating | Debt Service | Other Funds | Grand Total |
|---|----------------------|-------------------------------|----------------------|----------------------|-----------------------|
| Revenues: | | | | | |
| Property Taxes | \$ 24,034,099 | \$ - | \$ 10,289,990 | \$ - | \$ 34,324,089 |
| Gross Receipts Taxes | 6,649,955 | - | - | - | 6,649,955 |
| Sales Tax Collections | 35,256,197 | - | - | 11,752,066 | 47,008,263 |
| Other Taxes | 1,196,814 | - | - | 1,487,603 | 2,684,417 |
| Licenses and Permits | 2,978,117 | - | - | - | 2,978,117 |
| Charges for Sales and Services | 2,591,866 | 39,867,543 | - | 13,862,150 | 56,321,559 |
| Lease Income | 191,224 | - | - | - | 191,224 |
| Fines and Forfeitures | 1,298,793 | - | - | 119,184 | 1,417,977 |
| Intergovernmental | 2,194,146 | 604,782 | - | 1,775,857 | 4,574,785 |
| Investment Income | 287,801 | 181,925 | 155,254 | 350,425 | 975,405 |
| Penalties and Interest | 135,656 | - | - | - | 135,656 |
| Miscellaneous Revenue | 144,846 | 38,750 | 102,825 | 1,309,836 | 1,596,257 |
| Total Revenues | \$ 76,959,514 | \$ 40,693,000 | \$ 10,548,069 | \$ 30,657,121 | \$ 158,857,704 |
| Transfers In | \$ 186,677 | \$ 407,390 | \$ 21,468,598 | \$ 7,379,280 | \$ 29,441,945 |
| Total Revenues After Transfers In | \$ 77,146,191 | \$ 41,100,390 | \$ 32,016,667 | \$ 38,036,401 | \$ 188,299,649 |
| Expenditures: | | | | | |
| General Government | \$ 11,611,704 | \$ - | \$ - | \$ 17,504,542 | \$ 29,116,246 |
| Public Safety | 36,227,895 | - | - | 580,270 | 36,808,165 |
| Community Development | 2,363,256 | - | - | 382,275 | 2,745,531 |
| Public Works | 11,980,550 | 25,330,695 | - | 604,505 | 37,915,750 |
| Culture and Recreation | 6,013,827 | - | - | 2,336,554 | 8,350,381 |
| Non-Departmental | 5,156,809 | 1,800,340 | 30,500 | - | 6,987,649 |
| Debt Service: | | | | | |
| Principal | 66,930 | 505,443 | 15,945,000 | 123,000 | 16,640,373 |
| Interest | 8,249 | 62,292 | 15,651,782 | 30,289 | 15,752,612 |
| Administrative Fees | - | - | 309,350 | - | 309,350 |
| Total Expenditures | \$ 73,429,220 | \$ 27,698,770 | \$ 31,936,632 | \$ 21,561,435 | \$ 154,626,057 |
| Transfers Out | \$ 4,493,903 | \$ 17,347,585 | \$ - | \$ 28,020,994 | \$ 49,862,482 |
| Total Expenditures After Transfers Out | \$ 77,923,123 | \$ 45,046,355 | \$ 31,936,632 | \$ 49,582,429 | \$ 204,488,539 |



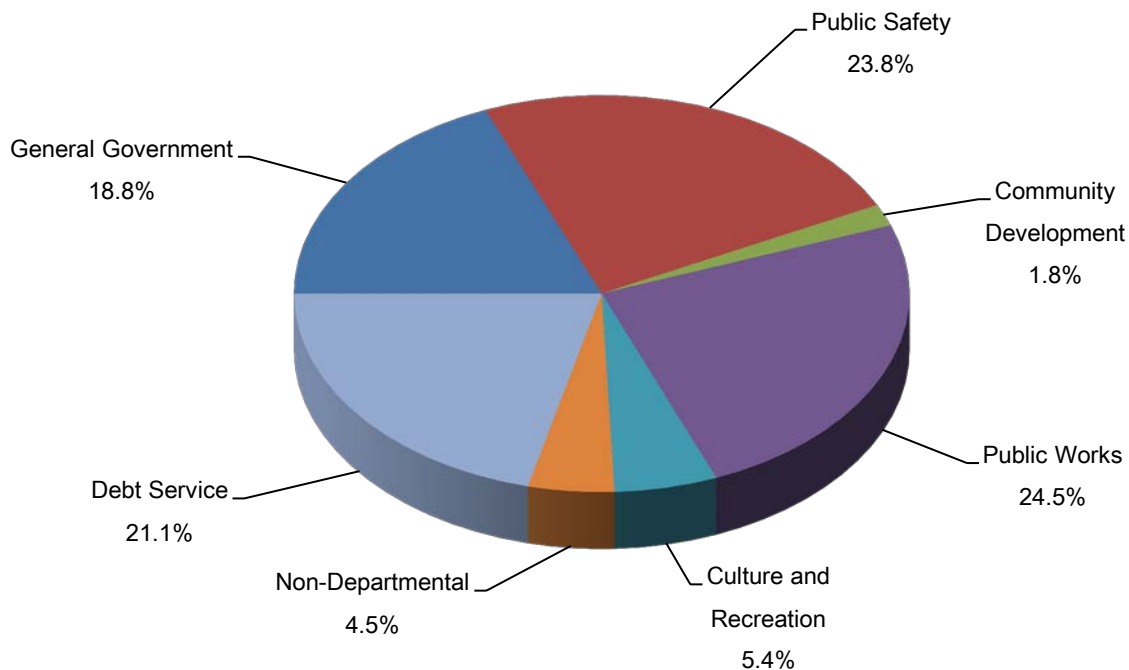
Consolidated Summary of Revenues by Source

(Net of Interfund Transfers)



Consolidated Summary of Expenditures by Function

(Net of Interfund Transfers)



FY 18-19 Projected Budget Summary (Net of Interfund Transfers)

| Revenues | FY 16-17 Actual | FY 17-18 Budget | FY 17-18 Estimated | FY 18-19 Proposed |
|--|----------------------------|----------------------------|-------------------------------|------------------------------|
| General Fund | \$ 71,518,312 | \$ 70,883,184 | \$ 75,180,856 | \$ 76,959,514 |
| Water & Sewer Operating | 35,958,689 | 45,073,504 | 52,089,927 | 40,693,000 |
| General Obligation Debt Service | 9,289,189 | 17,243,105 | 9,560,588 | 10,548,069 |
| Water & Sewer Debt Service | 6 | - | 366 | - |
| CIDC Debt Service | - | - | - | - |
| CIDC Revenue Clearing | 10,717,053 | 10,920,962 | 11,713,734 | 11,752,066 |
| Conroe Industrial Development Corporation (CIDC) | 3,948,382 | 39,146 | 5,018,997 | 311,021 |
| CIDC Industrial Park Land Sales | - | - | - | - |
| Vehicle & Equipment Replacement | 390,096 | 10,265 | 178,133 | 26,303 |
| Water & Sewer Vehicle & Equipment Replacement | 14,497 | 83,072 | 97,482 | 13,101 |
| Hotel Occupancy Tax | 1,183,152 | 1,042,751 | 1,515,955 | 1,487,603 |
| Community Development Block Grant Entitlement | 611,708 | 623,759 | 577,772 | 632,204 |
| Conroe Tower | 252,080 | 345,116 | 283,701 | 307,850 |
| Transportation Grants | 802,198 | 886,990 | 496,962 | 522,053 |
| Oscar Johnson Jr Community Center | 1,304,924 | 1,518,528 | 1,644,184 | 1,276,986 |
| Municipal Court Technology | 34,975 | 32,856 | 33,919 | 33,852 |
| Municipal Court Building Security | 26,231 | 24,642 | 25,409 | 25,372 |
| Municipal Court Juvenile Case Manager | 34,662 | 32,794 | 33,896 | 33,800 |
| Municipal Court Efficiency Fee | 18,806 | 22,814 | 10,177 | 9,728 |
| Municipal Court Truancy Prevention | 11,702 | 7,671 | 16,457 | 16,432 |
| Fleet Services | 1,952,468 | 1,664,986 | 1,888,571 | 1,861,574 |
| Self Funded Insurance | 9,997,867 | 11,088,855 | 11,268,416 | 12,000,576 |
| Longmire Creek Estates PID | 30,591 | 59,679 | 59,679 | 64,000 |
| Wedgewood Falls PID | 102,471 | 163,000 | 162,435 | 163,000 |
| Animal Shelter Reserve | - | 89,700 | 89,700 | 119,600 |
| Total Revenues | \$ 148,200,059 | \$ 161,857,379 | \$ 171,947,316 | \$ 158,857,704 |
| Transfers In | \$ 29,707,679 | \$ 32,630,381 | \$ 33,017,584 | \$ 29,441,945 |
| Total Revenues after Transfers In | \$ 177,907,738 | \$ 194,487,760 | \$ 204,964,900 | \$ 188,299,649 |

| Expenditures | FY 16-17 Actual | FY 17-18 Budget | FY 17-18 Estimated | FY 18-19 Proposed |
|--|----------------------------|----------------------------|-------------------------------|------------------------------|
| General Fund | \$ 63,436,602 | \$ 69,541,672 | \$ 69,406,244 | \$ 73,429,220 |
| Water & Sewer Operating | 24,436,279 | 37,516,735 | 40,768,394 | 27,698,770 |
| General Obligation Debt Service | 13,866,098 | 21,652,678 | 13,491,112 | 14,726,398 |
| Water & Sewer Debt Service | 8,138,870 | 8,930,638 | 8,607,438 | 11,962,293 |
| CIDC Debt Service | 2,495,741 | 3,666,467 | 3,645,748 | 5,247,941 |
| CIDC Revenue Clearing | - | - | - | - |
| Conroe Industrial Development Corporation (CIDC) | 2,693,692 | 4,286,252 | 3,888,193 | 2,694,621 |
| CIDC Industrial Park Land Sales | - | - | - | - |
| Vehicle & Equipment Replacement | 1,545,873 | 886,961 | 794,577 | 1,177,627 |
| Water & Sewer Vehicle & Equipment Replacement | 317,807 | 288,184 | 288,130 | 23,948 |
| Hotel Occupancy Tax | 927,871 | 1,072,748 | 1,068,463 | 1,060,121 |
| Community Development Block Grant Entitlement | 566,173 | 498,833 | 452,846 | 505,764 |
| Conroe Tower | 571,961 | 745,924 | 672,167 | 672,512 |
| Transportation Grants | 770,106 | 886,990 | 496,962 | 522,053 |
| Oscar Johnson Jr Community Center | 1,306,507 | 1,304,989 | 1,413,951 | 1,276,433 |
| Municipal Court Technology | - | 5,000 | 5,000 | 5,000 |
| Municipal Court Building Security | - | 6,250 | 6,250 | 6,250 |
| Municipal Court Juvenile Case Manager | 5,305 | 2,750 | 2,750 | 2,750 |
| Municipal Court Efficiency Fee | 146 | 2,000 | 2,000 | 4,000 |
| Municipal Court Truancy Prevention | 9,131 | 5,000 | 5,200 | 5,000 |
| Fleet Services | 1,884,423 | 1,740,605 | 1,804,013 | 1,855,128 |
| Self Funded Insurance | 11,155,864 | 11,087,014 | 10,392,316 | 11,727,228 |
| Longmire Creek Estates PID | 3,616 | 98,184 | 104,185 | 5,000 |
| Wedgewood Falls PID | 6,670 | 255,000 | 259,678 | 5,000 |
| Animal Shelter Reserve | - | - | - | 13,000 |
| Total Expenditures | \$ 134,138,735 | \$ 164,480,874 | \$ 157,575,617 | \$ 154,626,057 |
| Transfers Out | \$ 30,867,962 | \$ 37,577,048 | \$ 35,870,855 | \$ 49,862,482 |
| Total Expenditures After Transfers Out | \$ 165,006,697 | \$ 202,057,922 | \$ 193,446,472 | \$ 204,488,539 |



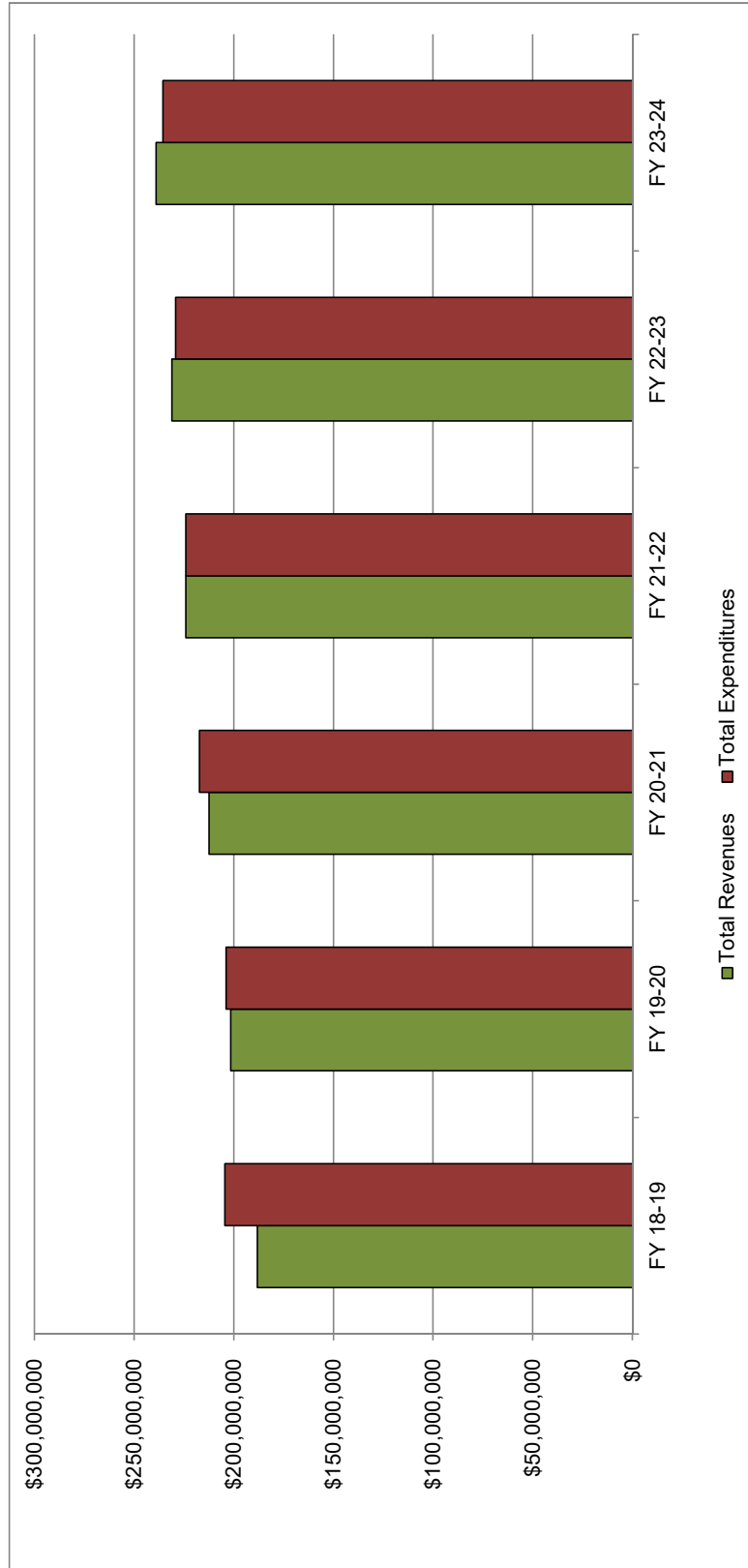
FY 18-19 Multi-Year Financial Projection Summary

| | FY 18-19 Adopted | FY 19-20 Projected | FY 20-21 Projected | FY 21-22 Projected | FY 22-23 Projected | FY 23-24 Projected |
|-----------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Revenues | | | | | | |
| General Fund | \$ 77,146,191 | \$ 79,866,249 | \$ 82,146,432 | \$ 84,497,683 | \$ 86,922,389 | \$ 89,423,017 |
| Water/Sewer Operating Fund | 41,100,390 | 45,028,352 | 49,717,578 | 55,196,251 | 56,104,571 | 58,926,228 |
| General Obligation Debt Serv Fund | 14,806,433 | 15,225,871 | 15,584,602 | 16,223,171 | 17,373,555 | 17,259,709 |
| Water/Sewer Debt Service | 11,962,293 | 15,580,045 | 17,898,003 | 20,007,926 | 20,976,330 | 22,007,187 |
| CIDC Debt Service Fund | 5,247,941 | 7,023,437 | 6,874,261 | 7,057,945 | 7,055,696 | 7,056,121 |
| CIDC Revenue Clearing Fund | 11,752,066 | 11,869,587 | 11,988,283 | 12,108,165 | 12,229,247 | 12,351,539 |
| CIDC General Fund | 6,815,146 | 5,160,281 | 5,431,294 | 5,370,665 | 5,497,200 | 5,622,305 |
| CIDC Industrial Park Land Sales | - | - | - | - | - | - |
| Hotel Occupancy Tax Fund | 1,487,603 | 1,532,231 | 1,578,198 | 1,625,544 | 1,674,310 | 1,724,540 |
| CDBG Entitlement Fund | 632,204 | 632,204 | 632,204 | 632,204 | 632,204 | 632,204 |
| Conroe Tower Fund | 674,850 | 695,096 | 715,948 | 737,427 | 759,550 | 782,336 |
| Vehicle & Equipment Fund | 242,980 | 2,837,948 | 2,837,948 | 2,837,948 | 2,837,948 | 2,837,948 |
| Water/Sewer Vehicle & Equipment | 304,579 | 304,579 | 304,579 | 304,579 | 304,579 | 304,579 |
| OJJCC Fund | 1,276,986 | 1,315,296 | 1,354,754 | 1,395,397 | 1,437,259 | 1,480,377 |
| Transportation Grants Funds | 522,053 | 1,412,483 | 1,374,165 | 884,427 | 887,272 | 913,890 |
| Fleet Services Fund | 1,861,574 | 1,917,421 | 1,974,944 | 2,034,192 | 2,095,218 | 2,158,074 |
| Self Funded Insurance Fund | 12,000,576 | 10,721,415 | 11,650,885 | 12,675,086 | 13,804,624 | 15,047,040 |
| Longmire Creek Estates PID | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 |
| Wedgewood Falls PID | 163,000 | 163,000 | 163,000 | 163,000 | 163,000 | 163,000 |
| Animal Shelter Reserve | 119,600 | 119,600 | 119,600 | 119,600 | 119,600 | 119,600 |
| Municipal Court Funds | 119,184 | 119,184 | 119,184 | 119,184 | 119,184 | 119,184 |
| Total Revenues | \$ 188,299,649 | \$ 201,588,278 | \$ 212,529,862 | \$ 224,054,395 | \$ 231,057,736 | \$ 238,992,879 |

| | FY 18-19 Adopted | FY 19-20 Projected | FY 20-21 Projected | FY 21-22 Projected | FY 22-23 Projected | FY 23-24 Projected |
|-----------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expenditures | | | | | | |
| General Fund | \$ 77,923,123 | \$ 81,724,393 | \$ 83,827,891 | \$ 85,949,212 | \$ 88,027,192 | \$ 89,877,610 |
| Water/Sewer Operating Fund | 45,046,355 | 45,530,152 | 50,428,644 | 54,075,980 | 56,315,495 | 58,473,560 |
| General Obligation Debt Serv Fund | 14,726,398 | 16,228,003 | 16,605,051 | 18,047,103 | 18,270,011 | 18,270,713 |
| Water/Sewer Debt Service | 11,962,293 | 15,580,045 | 17,898,003 | 20,007,926 | 20,976,330 | 22,007,187 |
| CIDC Debt Service Fund | 5,247,941 | 7,023,437 | 6,874,261 | 7,057,945 | 7,055,696 | 7,056,121 |
| CIDC Revenue Clearing Fund | 11,752,066 | 11,869,587 | 11,988,283 | 12,108,165 | 12,229,247 | 12,351,539 |
| CIDC General Fund | 13,691,939 | 3,402,707 | 6,236,661 | 3,338,172 | 3,171,629 | 3,315,753 |
| CIDC Industrial Park Land Sales | 4,923,000 | - | - | - | - | - |
| Hotel Occupancy Tax Fund | 1,060,121 | 1,091,925 | 1,124,682 | 1,158,423 | 1,193,176 | 1,228,971 |
| CDBG Entitlement Fund | 632,204 | 632,204 | 632,204 | 632,204 | 632,204 | 632,204 |
| Conroe Tower Fund | 675,007 | 695,096 | 715,948 | 737,427 | 759,550 | 782,336 |
| Vehicle & Equipment Fund | 1,177,627 | 4,228,002 | 3,875,052 | 3,135,265 | 1,953,469 | 1,000,919 |
| Water/Sewer Vehicle & Equipment | 23,948 | 109,148 | 313,419 | 399,281 | 6,849 | 505,948 |
| OJJCC Fund | 1,276,433 | 1,314,726 | 1,354,168 | 1,394,793 | 1,436,637 | 1,479,736 |
| Transportation Grants Funds | 522,053 | 1,412,483 | 1,374,165 | 884,427 | 887,272 | 913,890 |
| Fleet Services Fund | 1,862,686 | 1,917,421 | 1,974,944 | 2,034,192 | 2,095,218 | 2,158,074 |
| Self Funded Insurance Fund | 11,727,228 | 10,721,415 | 11,650,885 | 12,675,086 | 13,804,624 | 15,047,040 |
| Longmire Creek Estates PID | 55,283 | 63,031 | 65,125 | 65,415 | 65,567 | 65,685 |
| Wedgewood Falls PID | 106,597 | 122,100 | 126,172 | 126,596 | 126,736 | 126,802 |
| Animal Shelter Reserve | 13,000 | 119,600 | 119,600 | 119,600 | 119,600 | 119,600 |
| Municipal Court Funds | 83,237 | 119,184 | 119,184 | 119,184 | 119,184 | 119,184 |
| Total Expenditures | \$ 204,488,539 | \$ 203,904,657 | \$ 217,304,343 | \$ 224,066,397 | \$ 229,245,685 | \$ 235,532,872 |



FY 18-19 Multi-Year Financial Projection Summary



| | FY 18-19 | FY 19-20 | FY 20-21 | FY 21-22 | FY 22-23 | FY 23-24 |
|---------------------------|----------------|------------------|------------------|------------------|------------------|------------------|
| Total Revenues | Adopted | Projected | Projected | Projected | Projected | Projected |
| | \$ 188,299,649 | \$ 201,588,278 | \$ 212,529,862 | \$ 224,054,395 | \$ 231,057,736 | \$ 238,992,879 |
| Total Expenditures | | | | | | |
| | \$ 204,488,539 | \$ 203,904,657 | \$ 217,304,343 | \$ 224,066,397 | \$ 229,245,685 | \$ 235,532,872 |



FY 18-19 Multi-Year Financial Projection Summary (Net of Interfund Transfers)

| | FY 18-19 Adopted | FY 19-20 Projected | FY 20-21 Projected | FY 21-22 Projected | FY 22-23 Projected | FY 23-24 Projected |
|-----------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Revenues | | | | | | |
| General Fund | \$ 76,959,514 | \$ 79,673,972 | \$ 81,948,386 | \$ 84,293,696 | \$ 86,712,282 | \$ 89,206,608 |
| Water/Sewer Operating Fund | 40,693,000 | 44,612,570 | 49,293,231 | 54,793,162 | 55,662,560 | 58,475,112 |
| General Obligation Debt Serv Fund | 10,548,069 | 10,699,688 | 11,001,187 | 11,311,897 | 12,420,836 | 12,654,090 |
| Water/Sewer Debt Service | - | - | - | - | - | - |
| CIDC Debt Service Fund | - | - | - | - | - | - |
| CIDC Revenue Clearing Fund | 11,752,066 | 11,869,587 | 11,988,283 | 12,108,165 | 12,229,247 | 12,351,539 |
| CIDC General Fund | 311,021 | 314,131 | 317,273 | 320,445 | 323,650 | 326,886 |
| CIDC Industrial Park Land Sales | - | - | - | - | - | - |
| HOT Fund | 1,487,603 | 1,532,231 | 1,578,198 | 1,625,544 | 1,674,310 | 1,724,540 |
| CDBG Entitlement Fund | 632,204 | 632,204 | 632,204 | 632,204 | 632,204 | 632,204 |
| Conroe Tower Fund | 307,850 | 317,086 | 326,598 | 336,396 | 346,488 | 356,883 |
| Vehicle & Equipment Fund | 26,303 | 53,000 | 53,000 | 53,000 | 53,000 | 53,000 |
| Water/Sewer Vehicle & Equipment | 13,101 | 13,101 | 13,101 | 13,101 | 13,101 | 13,101 |
| OJJCC Fund | 1,276,986 | 1,315,296 | 1,354,754 | 1,395,397 | 1,437,259 | 1,480,377 |
| Transportation Grants Funds | 522,053 | 1,412,483 | 1,374,165 | 884,427 | 887,272 | 913,890 |
| Fleet Services Fund | 1,861,574 | 1,917,421 | 1,974,944 | 2,034,192 | 2,095,218 | 2,158,074 |
| Self Funded Insurance Fund | 12,000,576 | 10,721,415 | 11,650,885 | 12,675,086 | 13,804,624 | 15,047,040 |
| Longmire Creek Estates PID | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 |
| Wedgewood Falls PID | 163,000 | 163,000 | 163,000 | 163,000 | 163,000 | 163,000 |
| Animal Shelter Reserve | 119,600 | 119,600 | 119,600 | 119,600 | 119,600 | 119,600 |
| Municipal Court Funds | 119,184 | 119,184 | 119,184 | 119,184 | 119,184 | 119,184 |
| Total Revenues | \$ 158,857,704 | \$ 165,549,968 | \$ 173,971,993 | \$ 182,912,497 | \$ 188,757,835 | \$ 195,859,128 |

Transfers In

| | | | | | | |
|--|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | \$ 29,441,945 | \$ 36,038,310 | \$ 38,557,870 | \$ 41,141,898 | \$ 42,299,901 | \$ 43,133,751 |
| Total Revenues After Transfers In | \$ 188,299,649 | \$ 201,588,278 | \$ 212,529,862 | \$ 224,054,395 | \$ 231,057,736 | \$ 238,992,879 |

| | FY 18-19 Adopted | FY 19-20 Projected | FY 20-21 Projected | FY 21-22 Projected | FY 22-23 Projected | FY 23-24 Projected |
|-----------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expenditures | | | | | | |
| General Fund | \$ 73,429,220 | \$ 74,903,036 | \$ 76,857,216 | \$ 78,823,561 | \$ 80,740,693 | \$ 82,424,164 |
| Water/Sewer Operating Fund | 27,698,770 | 29,742,646 | 32,320,422 | 33,854,125 | 35,122,500 | 36,246,165 |
| General Obligation Debt Serv Fund | 14,726,398 | 16,228,003 | 16,605,051 | 18,047,103 | 18,270,713 | 18,270,713 |
| Water/Sewer Debt Service | 11,962,293 | 15,580,045 | 17,898,003 | 20,007,926 | 20,976,330 | 22,007,187 |
| CIDC Debt Service Fund | 5,247,941 | 7,023,437 | 6,874,261 | 7,057,945 | 7,055,696 | 7,056,121 |
| CIDC Revenue Clearing Fund | - | - | - | - | - | - |
| CIDC General Fund | 2,694,621 | 2,854,277 | 2,622,284 | 2,791,694 | 2,624,071 | 2,678,334 |
| CIDC Industrial Park Land Sales | - | - | - | - | - | - |
| HOT Fund | 1,060,121 | 1,091,925 | 1,124,682 | 1,158,423 | 1,193,176 | 1,228,971 |
| CDBG Entitlement Fund | 505,764 | 505,764 | 505,764 | 505,764 | 505,764 | 505,764 |
| Conroe Tower Fund | 672,512 | 692,601 | 713,453 | 734,932 | 757,055 | 779,841 |
| Vehicle & Equipment Fund | 1,177,627 | 4,228,002 | 3,875,052 | 3,135,265 | 1,953,469 | 1,000,919 |
| Water/Sewer Vehicle & Equipment | 23,948 | 109,148 | 313,419 | 399,281 | 6,849 | 505,948 |
| OJJCC Fund | 1,276,433 | 1,314,726 | 1,354,168 | 1,394,793 | 1,436,637 | 1,479,736 |
| Transportation Grants Funds | 522,053 | 1,412,483 | 1,374,165 | 884,427 | 887,272 | 913,890 |
| Fleet Services Fund | 1,855,128 | 1,909,863 | 1,967,386 | 2,026,634 | 2,087,660 | 2,150,516 |
| Self Funded Insurance Fund | 11,727,228 | 10,721,415 | 11,650,885 | 12,675,086 | 13,804,624 | 15,047,040 |
| Longmire Creek Estates PID | 5,000 | 5,150 | 5,305 | 5,464 | 5,627 | 5,796 |
| Wedgewood Falls PID | 5,000 | 5,150 | 5,304 | 5,464 | 5,628 | 5,796 |
| Animal Shelter Reserve | 13,000 | 13,000 | 13,000 | 13,000 | 13,000 | 13,000 |
| Municipal Court Funds | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 |
| Total Expenditures | \$ 154,626,057 | \$ 168,506,218 | \$ 176,245,367 | \$ 183,686,433 | \$ 187,611,608 | \$ 192,485,449 |

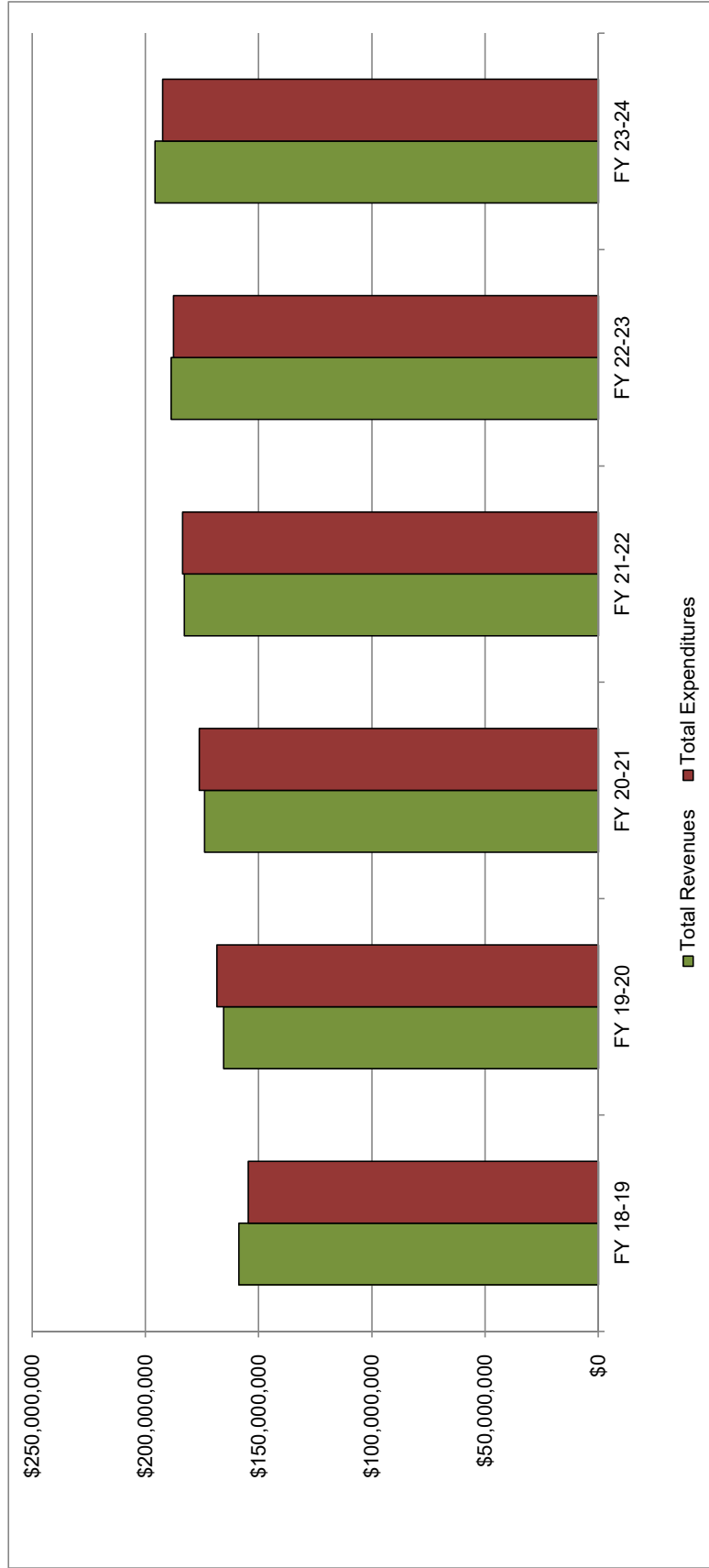
Transfers Out

| | | | | | | |
|---|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | \$ 49,862,482 | \$ 35,398,440 | \$ 41,058,976 | \$ 40,379,963 | \$ 41,634,077 | \$ 43,047,424 |
| Total Expenditures After Transfers Out | \$ 204,488,539 | \$ 203,904,657 | \$ 217,304,343 | \$ 224,066,397 | \$ 229,245,685 | \$ 235,532,872 |



FY 18-19 Multi-Year Financial Projection Summary

(Net of Interfund Transfers)



| | FY 18-19 | FY 19-20 | FY 20-21 | FY 21-22 | FY 22-23 | FY 23-24 |
|---------------------------|----------------|------------------|------------------|------------------|------------------|------------------|
| Total Revenues | Adopted | Projected | Projected | Projected | Projected | Projected |
| | \$ 158,857,704 | \$ 165,549,968 | \$ 173,971,993 | \$ 182,912,497 | \$ 188,757,835 | \$ 195,859,128 |
| Total Expenditures | \$ 154,626,057 | \$ 168,506,218 | \$ 176,245,367 | \$ 183,686,433 | \$ 187,611,608 | \$ 192,485,449 |

Note: The following revenue sources are not included on this graph: Tax Increment Reinvestment Zone (TIRZ) #3 property tax revenues.



Statistical Analysis of the FY 2018-2019 Budget By Fund Type

This executive summary recaps the most significant factors included in the annual budget: revenue assumptions, major initiatives, and a fund-by-fund and category synopsis of expenditures. Please note that any references to comparative increases or decreases are based on estimates for FY 2018-2019.

GENERAL FUND

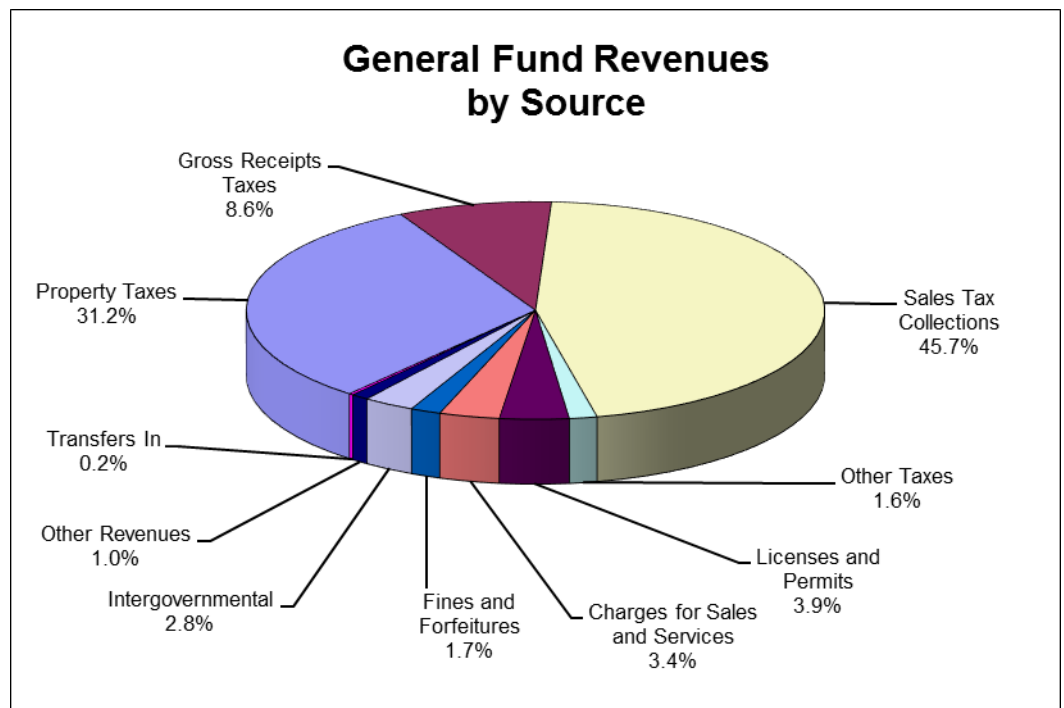
The General Fund is the general operating fund of the City and is used to account for all transactions and operations of governmental units which are not accounted for in another fund and/or which are financed from taxes or other general revenues.

Revenue Assumptions:

The budget document assumes a cautious approach in dealing with revenues, especially growth-oriented revenues. Proposed revenues for FY 2018-2019 assume an overall increase of 1.31 percent from FY 2017-2018 estimates. The revenue projections are net of changes in certain revenue categories, and the primary reasons for the increase are due to growth in property taxes, gross receipts, sales tax, other taxes, and charges for services, which are offset by decreases in intergovernmental revenues, other revenue, and transfers in.

Funding of the City's General Fund operations is derived from 10 major revenue categories. Each of these categories is detailed below with a brief description of how internal and external factors affect revenue amounts and how amounts differ from the prior year.

Property Taxes:
\$24,034,099 (up
\$2,282,317 or 10.49
percent)



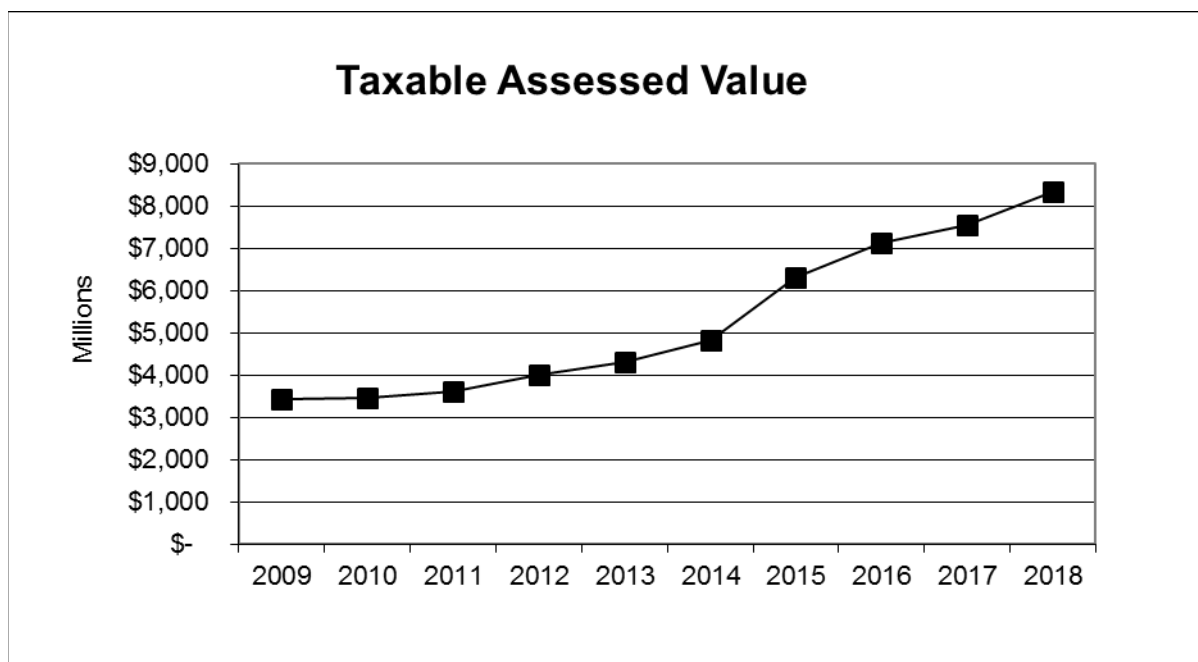
The second largest revenue source of the General Fund is the ad valorem tax (property tax). Property Taxes, including current and delinquent collections, account for 31.2 percent of all General Fund revenues. Property taxes are levied each October 1 on the assessed value listed as of the prior January 1, for all real and business personal property located within the City. Assessed values



represent the appraised value less applicable exemptions authorized by the City Council. Appraised values are established by the Montgomery Central Appraisal District at 100 percent of estimated market values.

Taxes are levied October 1, immediately following the January 1 lien date, and are delinquent after the following January 31. Delinquent taxes incur a penalty and accrue interest for each month the taxes remain unpaid. The City's delinquent tax collection rate is expected to be lower than the previous year.

The property valuations, which are provided by the Montgomery Central Appraisal District (MCAD), totaled \$8,352,329,678 for 2018 (inclusive of over 65/Disabled Freeze amounts). This is an increase of \$796,203,275, or 10.54%, over the 2017 certified tax roll. The tax roll is reflective of all taxable property in the City as of January 1, 2018. Increases in taxable assessed value are due to property assessments rising and new construction.



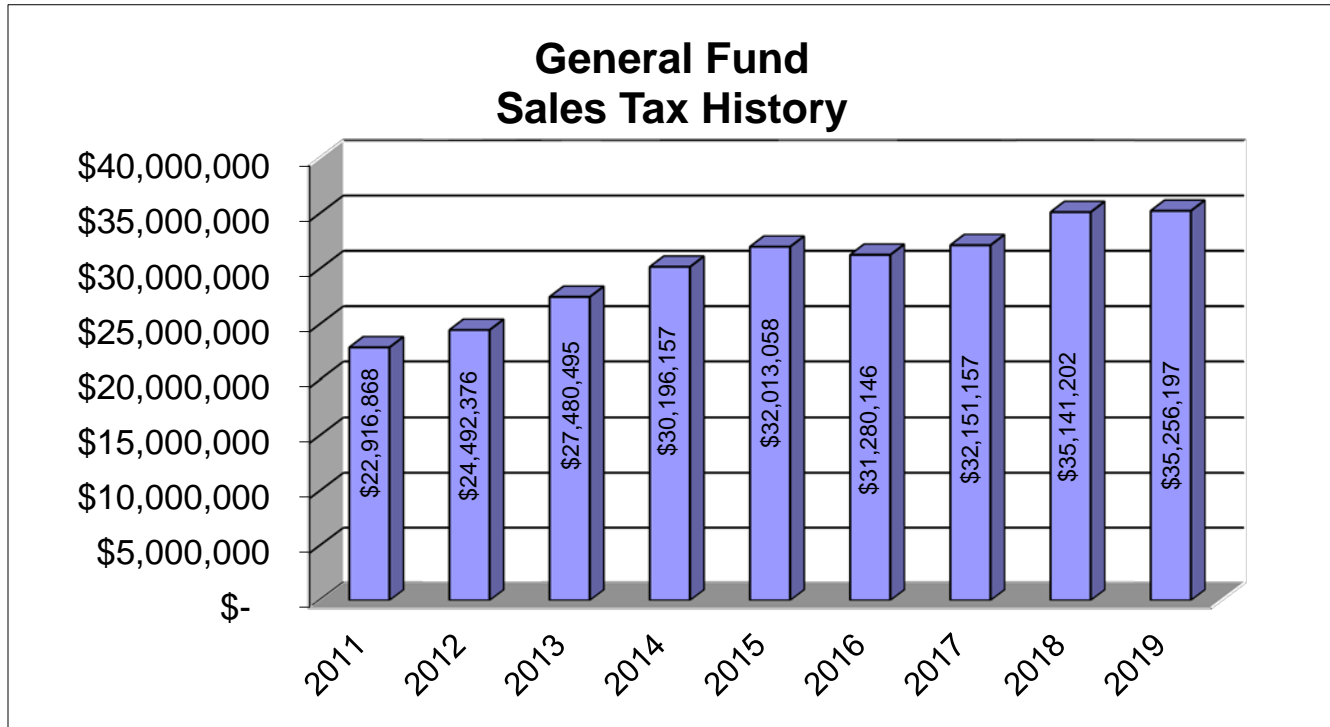
Gross Receipts Taxes: \$6,649,955 (up \$65,843 or 1.00 percent)

Gross Receipts taxes (also called franchise fees) represent those revenues collected from utilities operating within the City's right-of-way to conduct their business (i.e., commercial solid waste services, CenterPoint Gas, Entergy Electric, and Consolidated Communications). Over the past several years, franchise fees have experienced steady growth in some areas. Gross Receipts taxes include an "In Lieu of Franchise Fee" levied against the City's water and sewer utility. The City's Financial Management Policy provides that the Water and Sewer Operating Fund be charged 4 percent of gross revenues, consistent with franchise rates charged to investor-owned utilities franchised to operate within the City. Increased water and sewer revenues resulted in a 4.93 percent increase in this revenue. All other gross receipts taxes are projected to slightly increase or remain flat in this fiscal year. The FY 2018-2019 projections for each franchise fee are based on varying methodologies, according to the type of utility, and are affected by weather conditions and natural gas prices. Gross Receipts Taxes account for 8.6 percent of all General Fund revenues.



Sales Tax Collections: \$35,256,197 (up \$114,995 or 0.33 percent)

The City has experienced an increase in sales tax revenues during FY 2017-2018 compared to the prior year. The FY 2017-2018 sales tax revenue estimate is supported by an upward trend in manufacturing and wholesale segments. All other business segments have either remained stable or increased since 2014. For FY 2018-2019, we conservatively estimate a 2.0 percent increase in sales tax revenues excluding one-time audit collections which results in a 0.33 percent increase. Economic development initiatives have produced a greater diversification in the City's tax base (new commercial retail sales) which also supports sales and use taxes increasing in the future.



Sales tax receipts are the result of a tax levy on the sale of goods and services within the City as authorized by the State of Texas. The maximum sales tax allowed in the City of Conroe is 8¼¢ per dollar on all goods and services deemed taxable, 1½¢ of which is deposited into the General Fund. Sales and use taxes constitute the largest revenue source for the General Fund. This revenue source is conservatively budgeted for the coming fiscal year, as it accounts for 45.7 percent of all General Fund revenues.

Other Taxes: \$1,196,814 (up \$79,537 or 7.12 percent)

Two different revenue sources make up the Other Taxes category: Payment-in-Lieu of Taxes (P.I.L.O.T.) and Mixed Beverage Taxes. For the coming fiscal year, these revenues are anticipated to increase by 7.12 percent. The PILOT includes a payment made by the City's Water and Sewer Operating Fund. The payment is based on applying the City's total property tax rate to the total assets of the Water and Sewer Operating Fund. Total assets increased from \$192,484,924 in 2016 to \$211,535,838 in 2017, which accounts for the increase in this account. Mixed Beverage Taxes are the result of a 6.7 percent tax being applied to all mixed beverage sales within the City. The State Comptroller then remits 10.7143 percent of those tax remittances to the City (approximately 0.072



percent of the total price). An additional 8.25 percent tax is imposed by the State on each mixed beverage sold, prepared, or served, of which the City receives a 10.7143 percent share (or roughly 0.088 percent of the total price). Mixed Beverage Taxes are anticipated to remain flat based on recent trends. Other Taxes account for 1.6 percent of all General Fund revenues.

Licenses and Permits: \$2,978,117 (\$0 or 0.00 percent)

This revenue category includes license and permit revenue fees charged by the City for certain types of operator licenses and permits for construction and other items regulated by City ordinances. Building activity is expected to continue throughout FY 2018-2019 with commercial and residential construction. Total revenues are projected to remain flat next year despite an overall increase in the number and value of permits in FY 2017-2018. Alarm Fee and Excessive Alarm revenues are also anticipated to stay flat for next fiscal year. Licenses and Permits account for 3.9 percent of all General Fund revenues.

Charges for Sales and Services: \$2,591,866 (up \$412,406 or 18.92 percent)

This revenue category accounts for funds earned by the City in exchange for specific types of services provided. These include Refuse Collection Fees, Copy Charges, Planning and Zoning Fees, Code Enforcement Fees, Service Charges, Ticket Sales for bus services, Recreational Programs, Parks Programs, and Animal Shelter Fees. Ticket Sales are anticipated to increase due to new and expanded transportation programs. Planning and Zoning Fees are anticipated to increase based on known trends from Planning staff. Animal Shelter Fees are based on an agreement with the City of Huntsville that began in January 2018, and the increase in FY 2018-2019 is due to a full year of service. All other charges are anticipated to remain flat based on historical trends. Charges for Sales and Services account for 3.4 percent of General Fund revenues.

Fines and Forfeitures: \$1,298,793 (\$0 or 0.00 percent)

Fines and Forfeitures includes revenue generated through the Municipal Court from traffic fines, criminal fines, and commercial vehicle fines. The court is responsible for accepting charges filed on defendants that are observed violating city, county, and state laws within the city limits of Conroe. Overall, these revenues are anticipated to remain flat in FY 2018-2019. Traffic and criminal fines that are for restricted purposes are accounted for in separate funds as follows: Municipal Court Technology Fund, Municipal Court Building Security Fund, Municipal Court Juvenile Case Manager Fund, Municipal Court Efficiency Fee Fund, and Municipal Court Truancy Prevention Fund. Fines and Forfeitures account for 1.70 percent of all General Fund revenues.

Intergovernmental Revenue: \$2,194,146 (down -\$421,424 or -16.11 percent)

Intergovernmental Revenues include funds derived from interlocal agreements, grants, and seized assets distributed by other governments. In FY 2011-2012, the City began receiving sales tax payments from the Westwood Magnolia Special Improvement District. The agreement states that, in exchange for not annexing the area, the City is to receive 50 percent of sales and use tax revenues from the district. The City anticipates this revenue source to increase by 2.0 percent based on historical trends of taxable sales. Other anticipated revenues include an agreement with the County for 9-1-1 services, an Emergency Management Performance Grant, and various other grants. Overall, the decrease in revenue compared to FY 2017-2018 is a result of agreements and grants that are not ongoing, such as FEMA reimbursements and the Internet Crimes Against Children (ICAC) Grant, which are not anticipated to be received again in FY 2018-2019. The City does not budget for Seized Assets due to



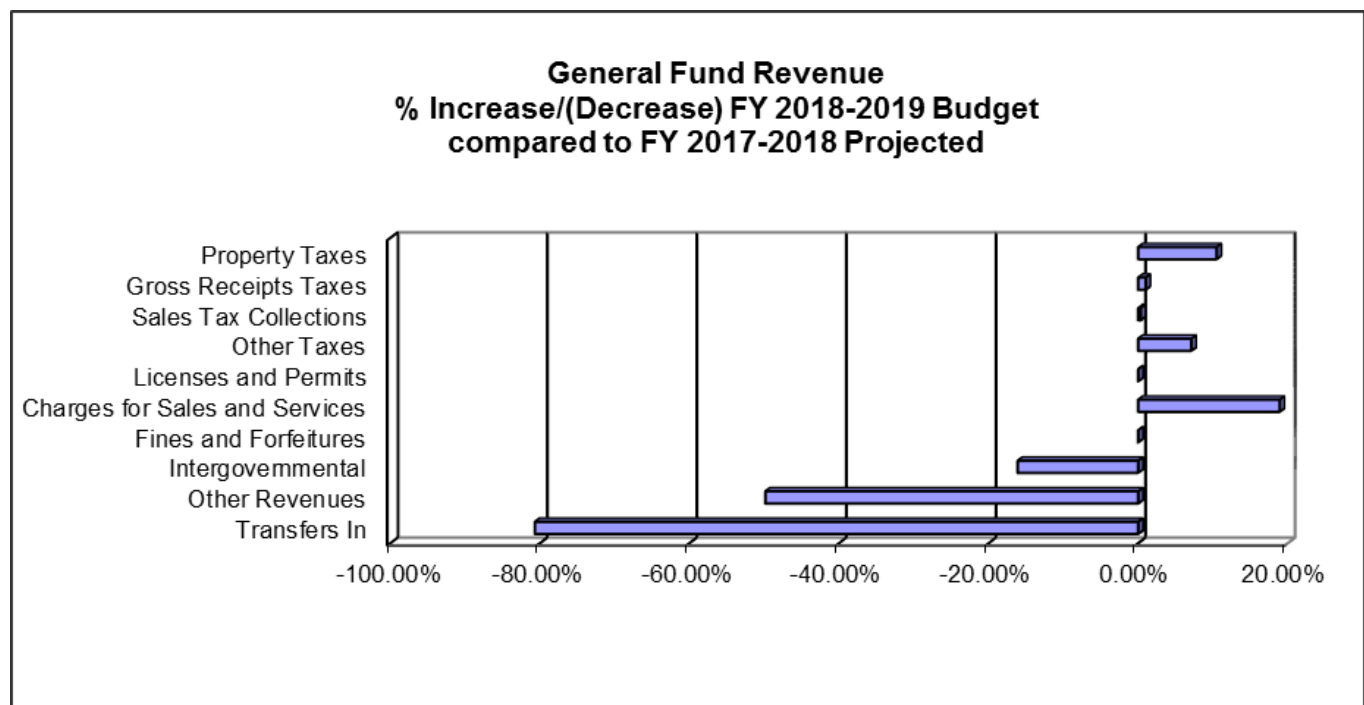
the nature of this revenue source; therefore, resulting in a decrease next fiscal year. Intergovernmental revenues account for 2.8 percent of all General Fund revenues.

Other Revenues: \$759,527 (down -\$755,016 or -49.85 percent)

Other Revenues are made up of various sources, including Lease Income, Interest on Investments, Penalty and Interest (from property taxes), Donations, Tree Mitigation fees, Unanticipated Revenues, Insurance Proceeds, and Other Non-Operating Income. This category will decrease overall in FY 2018-2019 as many of these revenues are non-recurring such as Insurance Proceeds, Donations, and Tree Mitigation. Insurance Proceeds in FY 2017-2018 include reimbursements for repair and replacement costs due to flood damages from Hurricane Harvey in August 2017. Lease Income is primarily from radio tower antenna agreements and is decreasing due to one-time payments. Recurring revenues in this category are conservatively expected to remain flat. Other Revenues account for 1.0 percent of all General Fund revenues.

Transfers In: \$186,677 (down -\$779,333 or -80.68 percent)

Transfers In includes scheduled transfers from Other Funds to the General Fund. Transfers In in FY 2017-2018 included funding received from the Community Development Block Grant (CDGB) Entitlement Fund, Municipal Court Special Revenue Funds, Conroe Industrial Development Corporation (CIDC) Fund, and the Fleet Services Fund. Transfers from the CDGB Entitlement Fund and the Municipal Court Special Revenue Funds are reimbursements for salaries and benefits that are anticipated again in the FY 2018-2019 budget. The decrease in Transfers In is a result of one-time transfers such as the CIDC Fund transfer of \$240,000 in FY17-18 for transportation buses and Fleet Services Fund of \$540,847 for internal services fund savings. Transfers In revenues account for 0.2 percent of all General Fund revenues.



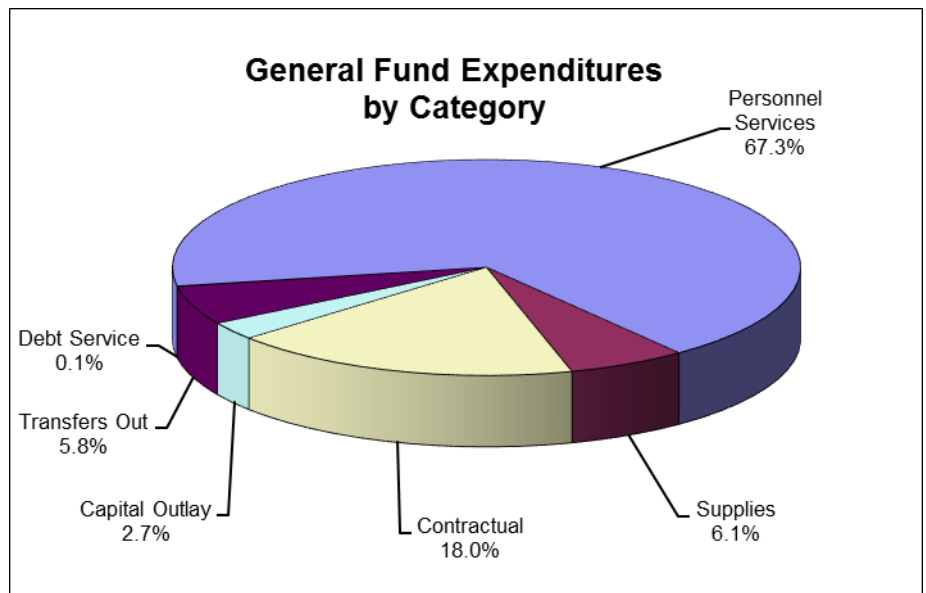
Expenditure Synopsis:

Personnel: \$52,457,062 (up \$2,781,125 or 5.60 percent)

As the single largest expenditure category, personnel expenses account for 67.3 percent of General Fund expenditures. Increases in FY 2018-2019 personnel include twenty-one (21) new full-time positions, more part-time funding for the Recreation Center, and an increase for health insurance. The FY 2018-2019 budget includes increases for the Civil Service Step program. For non-Civil Service staff, the budget includes merit raises. The budget does not include a cost of living adjustment (COLA) increase. In addition to salaries, Personnel expenditures include overtime, social security, retirement contributions, worker's compensation, employee insurance, and physicals. In FY 2018-2019, the City will increase its insurance contribution per full-time employee from \$16,450 to \$16,929, an increase of 2.9 percent. More information on Personnel increases can be found in the Mayor's Message at the front of this budget document.

Supplies: \$4,794,656 (down -\$428,585 or -8.21 percent)

This object classification is for expendable materials and operating supplies necessary to conduct departmental activities. The anticipated decrease for FY 2018-2019 is primarily related to maintaining base budget levels as several departments are projected to exceed their supplies budgets in FY 2017-2018. Expenditures within this classification account for 6.1 percent of all General Fund expenditures.



Contractual: \$14,016,293 (up \$640,913 or 4.79 percent)

These expenditures are for obligations for services rendered by private firms for such things as legal services, travel and training, and other contractual services. The expected increase in these costs is for new contracts to expand and improve services, as well as rising costs for ongoing contractual agreements such as software maintenance. In addition, funding is included for a contractual grant writer, a Strategic Plan update, and a design study for an Alligator Creek Riverwalk. The proposed budget includes the City's local share of a new Park and Ride commuter bus service, effective October 2018, which is partially funded by a grant from H-GAC Congestion Mitigation Air Quality (CMAQ) program. For FY 2018-2019, expenditures within this classification account for 18.0 percent of all General Fund expenditures.

Capital Outlay: \$2,086,030 (up \$1,029,523) or 97.45 percent)

This object classification includes large expenditures for capital items such as vehicles, machinery, equipment, and improvements to infrastructure. In FY 2017-2018, significant capital outlay included



upgrades to nine (9) police patrol vehicles, drainage maintenance, transportation buses, an equipment upgrade for the emergency operations center, the Information Technology Strategic Plan (I.T.S.P.) replacement program for servers, storage and switches, as well as a Voice Over Internet Protocol (VOIP) phone system for the Public Works Service Center. In FY 2018-2019, the funding for drainage infrastructure is \$500,000 and street maintenance is \$1,000,000. The Police Patrol Department will receive funding for seven (7) patrol vehicle replacements to be upgraded and equipped, with the remainder of the funding from the VERF. Other capital items planned include cardio machines and a gymnasium wood floor for the Recreation Center, Information Technology replacement programs, a vehicle for Park Operations, two (2) vehicles for Community Development, and downtown lighting fixtures. Expenditures within this classification account for 2.7 percent of all General Fund expenditures.

Transfers Out: \$4,493,903 (down \$1,743,713 or -27.95 percent)

This object classification includes scheduled transfers from the General Fund to other funds within the City, such as to the Vehicle and Equipment Replacement Fund, Tax Increment Reinvestment Zones (TIRZ) #2 and #3 Funds, Conroe Municipal Management District #1 (CMMD #1) Funds, Water and Sewer Operating Fund, and other Funds. A significant portion of the decrease in Transfers Out is to the Vehicle and Equipment Replacement Fund (VERF), which is on a discretionary basis, and decreased from the prior year. The full amount required to fund the VERF in FY 2018-2019 is pre-funded in the prior fiscal year. The VERF allows the City to replace vehicles and equipment with cash, and save interest costs associated with purchasing these items with debt. The TIRZ #3 payment is anticipated to increase in FY 2018-2019 based on higher values; however, this increase is partially off-set since the final payment for the TIRZ #2 agreement was made in FY 2017-2018.

Beginning in FY 2017-2018, transfers include payments to the CMMD #1 Funds per a Reimbursement Agreement and an Economic Development Agreement. Other transfers include funding provided to the Conroe Tower Fund and an administrative transfer to the Water and Sewer Operating Fund for water usage, net of administrative overhead provided by General Fund Departments. The FY 2018-2019 budget also include one-time transfers to the General Government CIP Fund for the 3rd Bus Route Improvements project and the use of Tree Mitigation reserves for the drainage mitigation at Stewart Creek project. Expenditures within this classification account for 5.8 percent of all General Fund expenditures.

Debt Service: \$75,179 (up \$0 or 0.00 percent)

These expenditures are to pay debt service on the Seimens lease/purchase agreement for energy conservation projects which will mature in 2021. This category is remaining flat for this fiscal year. Expenditures within this classification account for 0.1 percent of all General Fund expenditures.



WATER AND SEWER OPERATING FUND

Enterprise funds are those that fully support their own administration, acquisition of facilities, operation, and maintenance through the collection of user charges such as water and sewer fees. The Water and Sewer Operating Fund is the City of Conroe's primary Enterprise Fund.

Revenue Assumptions:

Proposed revenues for FY 2018-2019 assume an overall decrease of 22.04 percent compared to FY 2017-2018 projections. The decrease is a result of one-time revenues in FY 2017-2018 from insurance proceeds for Hurricane Harvey flooding damages. Excluding the impact of the insurance proceeds, the Water and Sewer Operating Fund revenues are anticipated to increase as a result of the continuing growth of the City and rate increases. This fund derives its revenue from: Water Sales; Sewer Charges; Water & Sewer Taps; Surface Water Conversion (SJRA Pass-through) Fee; Groundwater Conservation Fee; Penalties-Utility Billing; and Pretreatment Fees. The following is a brief description of how internal and external factors affect these revenue sources and how the estimated amounts differ from the previous year.

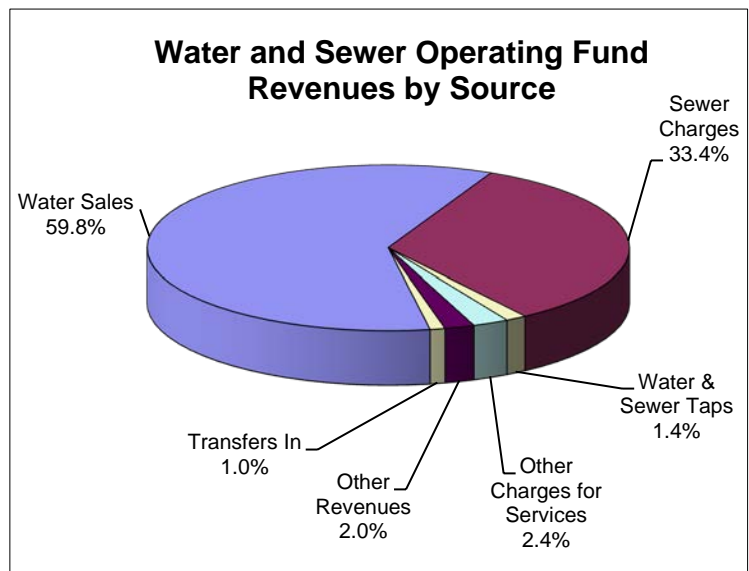
Water Sales: \$24,580,002 (up \$688,669 or 2.88 percent)

The Water Sales category includes charges for water consumption as well as the Groundwater Conservation Fee and the Surface Water Conversion (SJRA Pass-through) Fee.

In FY 2018-2019, water revenues include an increase in residential/sprinkler and commercial rates. The water Lifeline Rate discount, for age 65 and older and/or disabled customers, will continue to be offered. Detailed information about the water rates can be found in the Mayor's Message at the beginning of this budget.

Residential and commercial customer growth is expected to continue to increase in FY 2018-2019; however, actual revenues can vary based on weather conditions. This revenue source has expanded over the past few years due to new development, as well as rate increases in previous fiscal years. The City implemented water conservation rates in April 2010 to encourage customers to conserve water. A long-term water and sewer rate study was performed by NewGen Strategies & Solutions, which looks at the projected costs of operating the water and sewer system and includes the City's 10-year Capital Improvement Program (CIP).

The Groundwater Conservation Fee charge is a pass-through charge of the fee that the City pays to the Lone Star Groundwater Conservation District. The Surface Water Conversion Fee is a fee that was enacted in FY 2009-2010 to recover costs associated with converting the City from ground water to surface water from Lake Conroe. This fee began in May 2010. Customers are currently billed \$3.15



per 1,000 gallons consumed. The City is proposing the same rate based on fees charged to the City for surface water treatment and pumpage fees assessed by the San Jacinto River Authority.

Water Sales account for 59.8 percent of all Water and Sewer Operating Fund revenues.

Sewer Charges: \$13,760,724 (up \$1,535,617 or 12.56 percent)

Revenues in this category are expected to increase by 12.56 percent in FY 2018-2019. Actual revenue can vary depending on weather conditions. These revenues include a proposed sewer rate increase for all customers. The sewer Lifeline Rate discount, for age 65 and older and/or disabled customers, will remain the same. A long-term water and sewer rate study was performed by NewGen Strategies & Solutions which looks at the projected costs of operating the water and sewer system and includes the City's 10-year Capital Improvement Program (CIP). Detailed information about the sewer rates can be found in the Mayor's Message at the beginning of this budget. Sewer Charges account for 33.4 percent of all Water and Sewer Operating Fund revenues.

Water and Sewer Taps: \$559,440 (up \$0 or 0.00 percent)

Revenues in this category are projected to remain flat in FY 2018-2019. Actual revenue can vary depending on residential and commercial development and whether developers choose to install City water and sewer taps. The City is conservatively budgeting water and sewer tap installations based on historical trends. Water and Sewer Taps account for 1.4 percent of all Water and Sewer Operating Fund revenues.

Other Charges for Service: \$967,377 (up \$0 or 0.00 percent)

This revenue category consists of various sources, including the following: Reconnect Fees, Service Charges, Pretreatment Fees, and Penalty & Interest. These revenue sources will remain flat, and they are conservatively budgeted for FY 2018-2019 based on historical averages. Other Charges for Service revenues account for 2.4 percent of all Water and Sewer Operating Fund revenues.

Other Revenues: \$825,457 (down -\$13,621,213 or -94.29 percent)

This revenue category includes Intergovernmental Revenue, Interest on Investments, Unanticipated Revenues, Insurance Proceeds, Recovery of Bad Debts, and Other Non-Operating Income. This revenue source is expected to decrease because of one-time reimbursements in FY 2017-2018 from insurance proceeds for repairs related to the damages sustained during Hurricane Harvey. Intergovernmental Revenues include collections from an agreement with MUD #95 for water and sewer fees at 1.25 times the current water and sewer rates. Other Revenues account for 2.0 percent of all Water and Sewer Operating Fund revenues.

Transfers In: \$407,390 (down -\$224,050 or -35.48 percent)

The remaining revenue source in the Water and Sewer Operating Fund comes from Transfers In, which includes any transfers made from other funds within the City's budget. Each year, the City calculates an administrative transfer between the Water and Sewer Operating Fund and General Fund, to cover any administrative overhead provided by divisions in the General Fund. The administrative transfer includes an adjustment for General Fund water usage for items such as parks and buildings. The result was a net payment from the General Fund to the Water and Sewer Operating Fund. Staff will evaluate this



transfer each fiscal year to “true-up” the costs between the funds to ensure these costs are appropriately accounted for between the funds. Transfers In account for 1.0 percent of all Water and Sewer Operating Fund revenues.

Expenditure Synopsis:

Personnel Services: \$6,703,879 (up \$910,376 or 15.71 percent)

Personnel Services accounts for 14.9 percent of the total Water and Sewer Operating Fund budget. The FY 2018-2019 budget includes eight (8) new full-time positions, merit raises, an increase in health insurance, and no funding for a COLA. In addition to salaries and insurance, Personnel expenditures include social security, retirement contributions, worker’s compensation, and employee insurance. In FY 2018-2019, the City will increase its insurance contribution per full-time employee from \$16,450 to \$16,929, an increase of 2.9 percent. More information on this topic can be seen in the Mayor’s Message at the front of this budget.

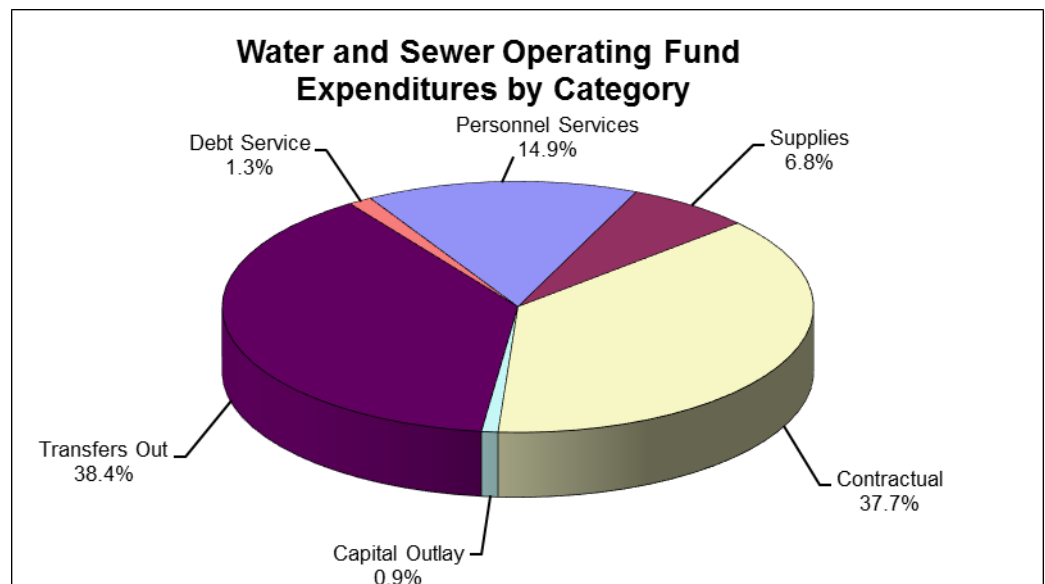
Supplies: \$3,038,709 (down -\$831,109 or -21.48 percent)

This object classification is for expendable materials and operating supplies necessary to conduct departmental activities. The anticipated decrease for FY 2018-2019 is primarily related to one-time expenditures in FY 2017-2018 for Hurricane Harvey flood damage repairs and for sewer line replacement. The purchase of supplies and materials constitutes 6.8 percent of all Water and Sewer Operating Fund expenses.

Contractual: \$16,979,705 (down -\$12,134,049 or -41.68 percent)

Contractual Services accounts for 37.7 percent of the Water and Sewer Operating Fund budget. These expenses are for obligations resulting in services rendered to City activities by private firms for such things as treated water, legal services, travel and training, and other contractual services. The purchase of treated water from the SJRA is included in contractual services. It also

includes a Gross Receipts payment “In Lieu of Franchise Fee” levied against the City’s water and sewer utility that is paid to the General Fund. For FY 2018-2019, the overall decrease is attributed to one-time contractual services approved in FY 2017-2018 related to damages sustained during Hurricane Harvey flooding. Additional contract services approved for FY 2018-2019 include increases for legal services,



utility easement and right of way maintenance, unregulated contaminant monitoring, water wells security annual maintenance, TCEQ water system annual fee, and travel & training increases.

Capital Outlay: \$408,742 (down -\$1,014,842 or -71.29 percent)

This object classification includes large expenditures for capital items such as vehicles, machinery, equipment, and improvements to buildings. The increase in comparison to FY 2017-2018 is due to changes in planned, one-time purchases of capital items such as computer hardware and software, vehicles, machinery and equipment, and other capital items. In FY 2018-2019, funding is included for a digester blower, two (2) vehicles and a golf cart for the Wastewater Treatment Plant, a crew truck for the Water Plant, a vehicle upgrade for Pump and Motor Maintenance, and pumps for Crighton Road Lift Station. Expenditures within this classification account for 0.9 percent of all Water and Sewer Operating Fund expenses.

Transfers: \$17,347,585 (up \$6,540,534 or 60.52 percent)

This object classification includes scheduled transfers from the Water and Sewer Operating Fund to other funds within the City, such as the Water CIP Fund, Sewer CIP Fund, Debt Service Funds, Water and Sewer Vehicle and Equipment Replacement Fund (VERF), and the Conroe Tower Fund. Transfers to cash fund water & sewer CIP projects were \$2,244,000 in FY 2017-2018 and \$3,810,000 in FY 2018-2019. In FY 2018-2019, transfers to Debt Service Funds to cover principal and interest payments increased by \$5,021,531. The increase is both the result of one-time savings in the FY 2017-2018 debt requirement and new debt requirement in FY 2018-2019. Expenditures within this classification account for 38.4 percent of all Water and Sewer Operating Fund expenses.

Debt Service: \$567,735 (up \$0 or 0.00 percent)

These expenditures are to pay debt service on the Seimens energy conservation project which will mature in 2021. This category is remaining flat for this fiscal year. Expenditures within this classification account for 1.3 percent of all Water and Sewer Operating Fund expenses.

GENERAL OBLIGATION DEBT SERVICE FUND

The General Obligation Debt Service Fund provides the funds necessary to retire the outstanding tax-supported bonded indebtedness of the City. Debt in this category primarily consists of certificates of obligation (COs) that are used to pay the cost of various public improvements such as streets, land acquisitions, and the construction of signals, facilities, parks, and drainage improvements. Revenues are generated for the repayment of the certificates primarily through ad valorem property taxes.

The City anticipates issuing bonds in FY 2018-2019 for General Government capital projects which will increase the debt service payment in FY 2018-2019. The bonds will be used to fund construction of: Streets - Railroad Crossing Upgrade - Crighton Road at IH-45; Street Repair - North Thompson - Street Pavers; Roadway Trans - Wilson Road E. Widening (IH-45 to Frazier); Roadway Trans - Grace Crossing Extension; Road Widening & Improvements - Old Conroe Road South Section; Sidewalk & Pedestrian Bridges – Freedom Boulevard; Roadway Extension - Camelot Street; Street Rehab - Westview Boulevard and Montgomery Park Boulevard; Street Rehab - Tanglewood/Briarwood Phase IA; Street Rehab - Brass Nail Road; Street Rehab - Milltown Area Phase II; Roadway Extension - Grace



Crossing Loop; Sidewalk - League Line Road; Sidewalk - Silverdale Drive; Sidewalk - Sgt. Ed Holcomb Blvd; Sidewalk - Semands Street; Sidewalk - Westview Boulevard; Signals - Signal - FM 1488 at Grace Crossing; Signal - SH 75 at Wilson Road; Signal - League Line at MP Clark; Signal - Loop 336 at South Conroe Medical Drive; Signal Upgrades - City Wide Flashing Yellow Arrows; Signal System Upgrades - City Wide Radars; Signal - Bois D'Arc Bend at Walden Road; Signal - Sgt. Ed Holcomb at Camelot; Facilities - Sign Maintenance and Operations Building; Fleet Services Facilities; Parks - Carl Barton, Jr. Park Improvements; Drainage - Flood Protection - Police Training Facility/Gun Range; Flood Protection - Southwest Wastewater Treatment Plant; Mitigation - Stewart Creek; Drainage System - Bois D'Arc Bend at Walden Road; Rehab - Live Oak Creek; Rehab – Crighton Ridge; TIRZ #3 - Longmire Road Phase 2B and 3; Road Widening with Improvements - Old Conroe Road North Section; and PID Infrastructure – Estates of Wedgewood Falls and Longmire Creek Estates – Phase I.

2018-2019 General Obligation Debt Service

Revenues:

| | |
|-------------------------|---------------------|
| Property Taxes | \$10,289,990 |
| Interest on Investments | 155,254 |
| Penalty & Interest | 102,825 |
| Transfers In | <u>4,258,364</u> |
| Total Revenues | \$14,806,433 |

Expenditures: **\$14,726,398**

WATER AND SEWER DEBT SERVICE FUND

The Water and Sewer Debt Service Fund provides the funds necessary to retire the outstanding utility 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 is repaid with revenues collected from utility customers.

The City anticipates issuing bonds in FY 2018-2019 for Water and Sewer capital projects, which will increase the debt service payment in FY 2018-2019. The bonds will be used to fund construction of: Water - Water Line Relocate - Longmire Road Phase 2B; Jasper Water Well & Tank Rehab – Robinwood; Water Line Extension - SH 105 West; Jasper Water Well & Ground Storage Tank - FM 1488; Water Line Extension - Sgt Ed Holcomb; Water Line Extension – Camelot; Jasper Water Well - SH 105 West; Water Line Rehab - Lewis, Roberson, Dallas, and Palestine; Water Line Extension - Water Well No. 24 Blending; Water Line Rehab - West View and Montgomery Park Boulevard; Water Line Rehab - Academy Drive and Pozos Area; Water Line Extension - Seven Coves SH 75 to Farrel; Cooling Towers – Panorama; Decommission Elevated Storage Tank No. 5; Water Line Rehab - 3rd Street; Water Line Rehab - Adkins Area; Water Line Extension - FM 830 to Chase Run; Sewer - Sewer Rehab - SH 105/IH-45 Phase II; Sewer Line - Lift Station Exp & Gravity Sewer Main-State Hwy 242 & FM 1488; SSOI Program; Treatment Plant - Construction of New Plant (Phase IV); Sewer Rehab - SH 105/IH-45 Phase III; Sewer Rehab - River Pointe Area; Lift Station Replacement - Pebble Glen #3; Lift Station Replacement - Pebble Glen #2 Forest Estates; Lift Station & Force Main - Muse Tract to Beech Road; Lift Station & Force Main - Chapel Hill; Sewer Rehab - Forest Estates and Wroxton; Force Main - Carl Barton; Lift Station Replacement - Longmire Point.



2018-2019 Water and Sewer Debt Service**Revenues:**

| | |
|--------------|---------------------|
| Transfers In | <u>\$11,962,293</u> |
|--------------|---------------------|

| | |
|-----------------------|---------------------|
| Total Revenues | \$11,962,293 |
|-----------------------|---------------------|

| | |
|----------------------|---------------------|
| Expenditures: | \$11,962,293 |
|----------------------|---------------------|

CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) DEBT SERVICE FUND

The CIDC Debt Service Fund provides the funds necessary to retire the outstanding sales tax 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 Conroe Park North Industrial Park and Deison Technology Park, and is repaid with a portion of the ½ ¢ sales tax charged within the City.

The City issued sales tax revenue-supported debt to purchase and install infrastructure in 575 acres in the Conroe Park North Industrial Park. In 2010, the City committed to building the 250-acre Deison Technology Park adjacent to the Conroe-North Houston Regional Airport. Additional sales tax revenue-supported debt was issued to widen Conroe Park North & West Streets in the Conroe Park North Industrial Park and to purchase land and install infrastructure in the Deison Technology Park. The City issued \$13,080,000 of sales tax revenue-supported debt during FY 2012-2013, and the proceeds were used to install infrastructure in the Deison Technology Park.

In 2018, the City issued sales tax revenue-supported debt to purchase 610 acres adjacent to the existing Conroe Park North Industrial Park for expansion.

2018-2019 CIDC Debt Service**Revenues:**

| | |
|-------------|--------------------|
| Transfer In | <u>\$5,247,941</u> |
|-------------|--------------------|

| | |
|-----------------------|--------------------|
| Total Revenues | \$5,247,941 |
|-----------------------|--------------------|

| | |
|----------------------|--------------------|
| Expenditures: | \$5,247,941 |
|----------------------|--------------------|

OTHER 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. These funds include the following: Vehicle and Equipment Replacement Fund; Water and Sewer Vehicle and Equipment Replacement Fund; 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 Fund; Fleet Services Fund; Transportation Grants Funds; Self-Funded Insurance Fund; Municipal Court Technology Fund; Municipal Court Building Security Fund; Municipal Court Juvenile Case Manager Fund; Municipal Court Efficiency Fee Fund; Municipal Court Truancy Prevention Fund; Longmire Creek Public Improvement District (PID) Fund; Wedgewood Falls PID Fund; and the Animal Shelter Reserve Fund.



City of Conroe Tax Collection History

Analysis of Property Valuations

| <u>Roll</u> | <u>Real Property</u> | <u>Personal Property</u> | <u>Exemptions, Over 65/Dis. Freeze & Productivity Loss</u> | <u>Taxable Value</u> |
|-------------|----------------------|--------------------------|--|----------------------|
| 2009 | \$3,154,993,562 | \$1,101,005,332 | \$828,644,880 | \$3,427,354,014 |
| 2010 | 3,303,296,062 | 985,264,053 | 838,389,460 | 3,450,170,655 |
| 2011 | 3,468,522,648 | 1,076,071,214 | 913,635,952 | 3,630,957,910 |
| 2012 | 3,795,738,293 | 1,224,422,172 | 1,017,472,186 | 4,002,688,279 |
| 2013 | 4,108,242,252 | 1,444,595,982 | 1,230,012,103 | 4,322,826,131 |
| 2014 | 4,513,081,854 | 1,577,299,368 | 1,260,587,672 | 4,829,793,550 |
| 2015 | 6,140,549,278 | 1,762,388,483 | 1,593,198,016 | 6,309,739,745 |
| 2016 | 6,873,325,110 | 1,765,772,245 | 1,512,848,618 | 7,126,248,737 |
| 2017 | 7,435,324,200 | 1,785,773,366 | 1,664,971,163 | 7,556,126,403 |
| 2018 | 8,259,188,392 | 1,889,881,854 | 1,796,740,568 | 8,352,329,678 |

Analysis of Ad Valorem Tax Rate

| <u>Fiscal Year</u> | <u>General Fund</u> | <u>Debt Service</u> | <u>Total per \$100</u> |
|--------------------|---------------------|---------------------|------------------------|
| 2009-10 | \$0.2450 | \$0.1750 | \$0.4200 |
| 2010-11 | 0.2500 | 0.1700 | 0.4200 |
| 2011-12 | 0.2500 | 0.1700 | 0.4200 |
| 2012-13 | 0.2500 | 0.1700 | 0.4200 |
| 2013-14 | 0.2500 | 0.1700 | 0.4200 |
| 2014-15 | 0.2500 | 0.1700 | 0.4200 |
| 2015-16 | 0.2750 | 0.1450 | 0.4200 |
| 2016-17 | 0.2925 | 0.1250 | 0.4175 |
| 2017-18 | 0.2925 | 0.1250 | 0.4175 |
| 2018-19 | 0.2925 | 0.1250 | 0.4175 |

Current Tax Levy and Collections

| <u>Fiscal Year</u> | <u>Levied</u> | <u>Collected</u> | <u>Percent of Collections</u> |
|--------------------|---------------|------------------|-------------------------------|
| 2009-10 | \$14,378,880 | \$14,164,088 | 99% |
| 2010-11 | 14,452,462 | 14,222,611 | 98% |
| 2011-12 | 15,205,842 | 14,951,252 | 98% |
| 2012-13 | 16,858,196 | 16,610,584 | 99% |
| 2013-14 | 18,076,015 | 17,950,171 | 99% |
| 2014-15 | 20,245,827 | 19,787,780 | 98% |
| 2015-16 | 26,500,907 | 26,080,220 | 98% |
| 2016-17 | 29,752,088 | 29,014,410 | 98% |
| 2017-18 est. | 31,546,828 | 30,915,891 | 98% |
| 2018-19 est. | 34,870,976 | 34,173,557 | 98% |



City of Conroe
Proposed Ad Valorem Tax Structure

2018 Tax Year (Certified)

| | |
|-----------------------------------|-----------------|
| Taxable Assessed Valuation (est.) | \$8,352,329,678 |
| Proposed Rate | \$0.4175 |
| Estimated Levy | \$34,870,976 |
| Estimated Collection Percentage | 98% |
| Estimated Net Ad Valorem Taxes | \$34,173,557 |

Distribution (Current)

| | <u>Rate</u> | <u>Percent</u> | |
|------------------------|-------------|----------------|--------------|
| General Fund | .2925 | 70.06% | \$23,941,953 |
| G.O. Debt Service Fund | .1250 | 29.94% | \$10,231,604 |

Distribution (Delinquent)

| | |
|------------------------|----------|
| General Fund | \$92,146 |
| G.O. Debt Service Fund | \$58,386 |

Distribution (Penalties & Interest)

| | |
|------------------------|-----------|
| General Fund | \$135,656 |
| G.O. Debt Service Fund | \$102,825 |



GENERAL FUND



FY 18-19 Budget Summary

General Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Dollar FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|---|----------------------|----------------------|-----------------------|---------------------|-----------------------|--------------------------|-----------------------|---------------------|------------------|
| Beginning Fund Balance: | | \$ 25,420,333 | \$ 25,420,333 | \$ - | \$ 25,923,339 | \$ - | \$ 25,923,339 | \$ 503,006 | 2.0% |
| General Fund Revenues: | | | | | | | | | |
| Revenues | \$ 71,723,230 | \$ 71,849,194 | \$ 76,146,866 | \$ 4,297,672 | \$ 77,146,191 | \$ - | \$ 77,146,191 | \$ 5,296,997 | 7.4% |
| Total Revenues | \$ 71,723,230 | \$ 71,849,194 | \$ 76,146,866 | \$ 4,297,672 | \$ 77,146,191 | \$ - | \$ 77,146,191 | \$ 5,296,997 | 7.4% |
| Total Resources | \$ 71,723,230 | \$ 97,269,527 | \$ 101,567,199 | \$ 4,297,672 | \$ 103,069,530 | \$ - | \$ 103,069,530 | \$ 5,800,003 | 6.0% |
| General Fund Expenditures: | | | | | | | | | |
| Administration | \$ 623,559 | \$ 808,896 | \$ 675,856 | \$ 133,040 | \$ 584,762 | \$ 175,000 | \$ 759,762 | \$ (49,134) | -6.1% |
| Mayor and Council | 554,088 | 572,605 | 635,848 | (63,243) | 592,388 | 55,071 | 647,459 | 74,854 | 13.1% |
| Transportation | 367,455 | 935,192 | 646,937 | 288,255 | 678,910 | 710,772 | 1,389,682 | 454,490 | 48.6% |
| Legal | 599,764 | 627,484 | 642,117 | (14,633) | 647,530 | 148,063 | 795,593 | 168,109 | 26.8% |
| Municipal Court | 1,149,093 | 1,362,213 | 1,306,530 | 55,683 | 1,309,875 | - | 1,309,875 | (52,338) | -3.8% |
| Finance | 1,979,328 | 2,116,072 | 2,115,771 | 301 | 2,144,026 | 87,542 | 2,231,568 | 115,496 | 5.5% |
| CDBG Administration | 149,242 | 127,613 | 138,230 | (10,617) | 131,174 | 23,359 | 154,533 | 26,920 | 21.1% |
| Purchasing-Warehouse | 351,178 | 399,380 | 404,563 | (5,183) | 413,539 | - | 413,539 | 14,159 | 3.5% |
| Information Technology | 2,312,419 | 2,654,932 | 2,695,950 | (41,018) | 2,515,870 | 430,593 | 2,946,463 | 291,531 | 11.0% |
| Human Resources | 925,318 | 940,324 | 1,016,901 | (76,577) | 905,614 | 57,616 | 963,230 | 22,906 | 2.4% |
| Police Administration | 1,497,676 | 1,535,222 | 1,695,171 | (159,949) | 1,493,746 | - | 1,493,746 | (41,476) | -2.7% |
| Police Support | 1,479,269 | 1,758,221 | 1,557,201 | 201,020 | 1,541,646 | - | 1,541,646 | (216,575) | -12.3% |
| Police Patrol | 11,772,065 | 11,925,270 | 12,513,048 | (587,778) | 11,678,324 | 51,030 | 11,729,354 | (195,916) | -1.6% |
| Police Investigative Services | 3,646,324 | 3,935,724 | 4,049,410 | (113,686) | 3,929,028 | 139,616 | 4,068,644 | 132,920 | 3.4% |
| Police Animal Services | 620,417 | 712,914 | 764,761 | (51,847) | 658,060 | 81,000 | 739,060 | 26,146 | 3.7% |
| Police CVEP | 118,959 | 132,712 | 127,607 | 5,105 | 134,238 | - | 134,238 | 1,526 | 1.1% |
| Fire | 14,009,878 | 16,063,511 | 15,695,299 | 368,212 | 15,739,120 | 782,087 | 16,521,207 | 457,696 | 2.8% |
| Parks & Rec Administration | 803,898 | 848,050 | 856,770 | (8,720) | 971,731 | - | 971,731 | 123,681 | 14.6% |
| Recreation Center | 1,381,992 | 1,348,835 | 1,345,459 | 3,376 | 1,237,373 | 119,188 | 1,356,561 | 7,726 | 0.6% |
| Aquatic Center | 1,416,251 | 1,487,998 | 1,535,024 | (47,026) | 1,469,629 | 2,500 | 1,472,129 | (15,869) | -1.1% |
| Park Operations | 1,605,293 | 2,060,167 | 2,124,100 | (63,933) | 2,019,783 | 193,623 | 2,213,406 | 153,239 | 7.4% |
| Community Development | 1,866,845 | 2,036,219 | 2,134,176 | (97,957) | 2,066,679 | 296,577 | 2,363,256 | 327,037 | 16.1% |
| Drainage Maintenance | 1,404,339 | 1,218,316 | 1,147,445 | 70,871 | 998,232 | 500,000 | 1,498,232 | 279,916 | 23.0% |
| Street Maintenance | 4,509,301 | 4,550,642 | 4,416,615 | 134,027 | 3,936,903 | 1,250,000 | 5,186,903 | 636,261 | 14.0% |
| Signal Maintenance | 946,201 | 1,190,817 | 1,360,290 | (169,473) | 1,206,132 | - | 1,206,132 | 15,315 | 1.3% |
| Sign Maintenance | - | - | - | - | 464,958 | 278,515 | 743,473 | 743,473 | N/A |
| Engineering | 2,645,443 | 2,749,475 | 2,720,220 | 29,255 | 2,770,810 | 575,000 | 3,345,810 | 596,335 | 21.7% |
| GF Non-Departmental | 12,029,351 | 11,826,130 | 11,322,561 | 503,569 | 9,725,891 | - | 9,725,891 | (2,100,239) | -17.8% |
| Total Expenditures | \$ 70,764,946 | \$ 75,924,934 | \$ 75,643,860 | \$ 281,074 | \$ 71,965,971 | \$ 5,957,152 | \$ 77,923,123 | \$ 1,998,189 | 2.6% |
| New Fund Balance: | | \$ 21,344,593 | \$ 25,923,339 | \$ 4,578,746 | \$ 31,103,559 | | \$ 25,146,407 | \$ 3,801,814 | |
| 90-Day Reserve: | | \$ 18,981,234 | \$ 18,910,965 | | \$ 17,991,493 | | \$ 19,480,781 | | |
| Over/(Under): | | 2,363,360 | 7,012,374 | | 13,112,066 | | 5,665,626 | | |
| Breakdown of Transfer In: | | | | | | | | | |
| CDBG Entitlement Fund | | | | | \$ 126,440 | | | | |
| Municipal Court Building Security Fund | | | | | 20,000 | | | | |
| Municipal Court Juvenile Case Manager Fund | | | | | 40,237 | | | | |
| Municipal Court Technology Fund | | | | | - | | | | |
| Transportation Grants | | | | | - | | | | |
| Administrative Transfer (W/S) | | | | | - | | | | |
| HOT Fund | | | | | - | | | | |
| Total | | | | | \$ 186,677 | | | | |
| Breakdown of Transfer Out: | | | | | | | | | |
| TIRZ #2 Fund | | | | | \$ - | | | | |
| TIRZ #3 Fund | | | | | 2,708,032 | | | | |
| CMMD#1 Reimbursement Agreement | | | | | 148,760 | | | | |
| CMMD#1 Economic Development | | | | | 168,847 | | | | |
| CMMD#1 Economic Development - Sales Tax | | | | | 100,000 | | | | |
| Vehicle & Equipment Fund - Police Leases | | | | | 185,700 | | | | |
| Vehicle & Equipment Fund - General and Police | | | | | - | | | | |
| Vehicle & Equipment Fund - Fire | | | | | - | | | | |
| Vehicle & Equipment Fund - Transportation | | | | | 20,924 | | | | |
| Net Administrative Transfer | | | | | 407,390 | | | | |
| Conroe Tower Fund | | | | | 275,250 | | | | |
| Streets CIP - 3rd Bus Route Improvements | | | | | 329,000 | | | | |
| Drainage CIP - Mitigation - Stewart Creek (Tree Mitigation) | | | | | 150,000 | | | | |
| W&S Oper - Rate Stabilization | | | | | - | | | | |
| Total | | | | | \$ 4,493,903 | | | | |



FY 18-19 Budget Summary by Category

General Fund

| | <u>FY 17-18 Budget</u> | <u>FY 17-18 Estimate</u> | <u>Under/ (Over)</u> | <u>FY 18-19 Base</u> | <u>FY 18-19 Supplemental</u> | <u>FY 18-19 Proposed</u> |
|-----------------------|-----------------------------------|-------------------------------------|---------------------------------|---------------------------------|---|-------------------------------------|
| Personnel | \$ 50,162,261 | \$ 49,675,937 | \$ 486,324 | \$ 50,923,112 | \$ 1,533,950 | \$ 52,457,062 |
| Supplies | 4,926,752 | 5,223,241 | (296,489) | 4,392,840 | 401,816 | 4,794,656 |
| Contractual | 13,256,200 | 13,375,380 | (119,180) | 12,080,937 | 1,935,356 | 14,016,293 |
| Capital Outlay | 1,121,280 | 1,056,507 | 64,773 | - | 2,086,030 | 2,086,030 |
| Transfers | 6,383,262 | 6,237,616 | 145,646 | 4,493,903 | - | 4,493,903 |
| Debt Service | 75,179 | 75,179 | - | 75,179 | - | 75,179 |
| Total | <u>\$ 75,924,934</u> | <u>\$ 75,643,860</u> | <u>\$ 281,074</u> | <u>\$ 71,965,971</u> | <u>\$ 5,957,152</u> | <u>\$ 77,923,123</u> |



FY 18-19 Supplemental Requests General Fund

| Department/Division | ID | Dept Rank | Supplemental Request Title | Requested Amount ¹ | FY 17-18 Purchase ² | FY 18-19 Approved ³ | Type |
|---|------|-----------|--|-------------------------------|--------------------------------|--------------------------------|------------------------------|
| 0001-1041 Administration | 4374 | 0 | Strategic Planning | 100,000 | - | 100,000 | Enhanced Program |
| 0001-1041 Administration | 4372 | 1 | Grant Writer | 75,000 | - | 75,000 | New Program |
| Administration Total | | | | \$ 175,000 | \$ - | \$ 175,000 | |
| 0001-1042 Mayor & Council | 1350 | 1 | Secretary I / Records Coordinator | \$ 55,749 | \$ - | \$ 55,071 | New Personnel |
| Mayor & Council Total | | | | \$ 55,749 | \$ - | \$ 55,071 | |
| 0001-1044 Transportation | 3092 | 1 | Transportation Aide | 54,987 | - | 54,314 | New Personnel |
| 0001-1044 Transportation | 3186 | 2 | Transportation Grants Financial Analyst | 60,011 | - | - | New Personnel |
| 0001-1044 Transportation | 3214 | 3 | Fixed Route Operations | 3,507 | - | - | Enhanced Program |
| 0001-1044 Transportation | 3100 | 4 | Commuter Service Operations | 656,458 | - | 656,458 | Enhanced Program |
| 0001-1044 Transportation | 4304 | 5 | Fixed Route Service Expansion Capital Amenities | 200,000 | - | - | Enhanced Program |
| 0001-1044 Transportation | 4356 | 6 | Part Time Transportation Compliance Coordinator | 15,748 | - | - | New Personnel |
| Transportation Total | | | | \$ 990,711 | \$ - | \$ 710,772 | |
| 0001-1060 Legal | 3215 | 1 | Legal Library | 21,561 | - | - | Non-discretionary Adjustment |
| 0001-1060 Legal | 2914 | 2 | Municipal Court Prosecutor | 148,725 | - | 148,063 | New Personnel |
| Legal Total | | | | \$ 170,286 | \$ - | \$ 148,063 | |
| 0001-1070 Municipal Court | 2788 | 1 | Certification Incentive Pay | 3,004 | - | - | Enhanced Program |
| 0001-1070 Municipal Court | 4297 | 2 | Deputy Clerk I I | 59,227 | - | - | New Personnel |
| 0001-1070 Municipal Court | 1143 | 3 | Electronic Ticket Writers (12) | 26,000 | - | - | Replacement Equipment |
| Municipal Court Total | | | | \$ 88,231 | \$ - | \$ - | |
| 0001-1100 Finance and Administration | 1287 | 1 | Montgomery Central Appraisal District Increase | 32,022 | - | 32,022 | Non-discretionary Adjustment |
| 0001-1100 Finance and Administration | 2726 | 2 | Sales Tax Revenue Recovery | 45,020 | - | 45,020 | Non-discretionary Adjustment |
| 0001-1100 Finance and Administration | 4362 | 3 | Certification Incentive Pay | 7,885 | - | - | New Program |
| 0001-1100 Finance and Administration | 3241 | 4 | Hotel Occupancy Tax Collections Audit | 10,500 | - | 10,500 | New Program |
| 0001-1100 Finance and Administration | 1049 | 5 | Grant Accountant | 87,393 | - | - | New Personnel |
| 0001-1100 Finance and Administration | 3113 | 6 | Budget Software | 118,500 | - | - | Enhanced Program |
| 0001-1100 Finance and Administration | 2404 | 7 | Governmental Accounting Training | 4,800 | - | - | New Travel & Training |
| Finance and Administration Total | | | | \$ 306,120 | \$ - | \$ 87,542 | |
| 0001-1110 CDBG Administration | 1691 | 1 | Professional Services For Annual Grant | 20,000 | - | 20,000 | Non-discretionary Adjustment |
| 0001-1110 CDBG Administration | 1690 | 2 | Training Materials And N A H R O Membership | 959 | - | 959 | Non-discretionary Adjustment |
| 0001-1110 CDBG Administration | 2055 | 3 | Printing and publications | 2,400 | - | 2,400 | Non-discretionary Adjustment |
| 0001-1110 CDBG Administration | 1414 | 4 | C D B G Advisory Board Materials And Refreshments | 750 | - | - | Enhanced Program |
| CDBG Administration Total | | | | \$ 24,109 | \$ - | \$ 23,359 | |
| 0001-1120 Warehouse-Purchasing | 4331 | 1 | E-procurement Software Services | 2,000 | - | - | Enhanced Program |
| 0001-1120 Warehouse-Purchasing | 3046 | 2 | Gas Boy Fuel Rings And Data Pass System | 54,000 | - | - | New Equipment |
| Warehouse-Purchasing Total | | | | \$ 56,000 | \$ - | \$ - | |
| 0001-1130 Information Technology | 3150 | 1 | Certification Incentive Pay | 11,891 | - | - | New Program |
| 0001-1130 Information Technology | 3149 | 2 | Reclass G I S Coordinator To G I S Supervisor | 5,514 | - | - | Enhanced Program |
| 0001-1130 Information Technology | 2490 | 3 | P C Support Specialist (Helpdesk) | 83,666 | - | 82,993 | New Personnel |
| 0001-1130 Information Technology | 2367 | 4 | Software Maintenance Increases For I T | 43,900 | - | 43,900 | Non-discretionary Adjustment |
| 0001-1130 Information Technology | 3071 | 5 | Storage Replacement Program | 60,000 | - | 60,000 | Replacement Equipment |
| 0001-1130 Information Technology | 2511 | 6 | P C Replacement Program | 30,000 | - | 30,000 | Replacement Equipment |
| 0001-1130 Information Technology | 1704 | 7 | Server Replacement Program | 20,000 | - | - | Replacement Equipment |
| 0001-1130 Information Technology | 2510 | 8 | Switch Replacement Program | 30,000 | - | 30,000 | Replacement Equipment |
| 0001-1130 Information Technology | 2085 | 9 | G I S Architecture Enhancement Services | 10,000 | - | - | Enhanced Program |
| 0001-1130 Information Technology | 2049 | 10 | I T Security Risk Assessment Services | 23,000 | - | - | New Program |
| 0001-1130 Information Technology | 2300 | 11 | U P S Battery Replacement - City Hall Backup Power | 19,000 | - | - | Replacement Equipment |
| 0001-1130 Information Technology | 4306 | 12 | Wireless Survey Software | 12,500 | - | - | New Program |
| 0001-1130 Information Technology | 3293 | 13 | Software Maint Increase For P D - Spillman, Etc. | 52,900 | - | 52,900 | Non-discretionary Adjustment |
| 0001-1130 Information Technology | 3291 | 14 | Software Maint Increase For Other - Kronos, Incode | 130,800 | - | 130,800 | Non-discretionary Adjustment |



FY 18-19 Supplemental Requests General Fund

| Department/Division | ID | Dept Rank | Supplemental Request Title | Requested Amount ¹ | FY 17-18 Purchase ² | FY 18-19 Approved ³ | Type |
|--|------|-----------|---|-------------------------------|--------------------------------|--------------------------------|------------------------------|
| Information Technology Total | | | | | | | |
| 0001-1160 Human Resources | 4324 | 1 | Human Resources Clerk | \$ 533,171 | \$ - | \$ 430,593 | New Personnel |
| 0001-1160 Human Resources | 4327 | 2 | Reclass Comp/ben Coord To Human Resources Manager | 58,280 | - | 57,616 | Enhanced Program |
| 0001-1160 Human Resources | 4325 | 3 | Overtime | 7,961 | - | - | Enhanced Program |
| 0001-1160 Human Resources | 4328 | 4 | Reclass Empl Spec To Human Resources Generalist | 2,482 | - | - | Enhanced Program |
| 0001-1160 Human Resources | 4329 | 5 | Reclass Admin Coord To Human Resources Generalist | 3,081 | - | - | Enhanced Program |
| 0001-1160 Human Resources | 4329 | 5 | Reclass Admin Coord To Human Resources Generalist | 2,599 | - | - | Enhanced Program |
| Human Resources Total | | | | \$ 74,403 | \$ - | \$ 57,616 | |
| 0001-1202 Police Support Services | 4301 | 1 | H V A C Quarterly Preventative Maintenance | 8,000 | - | - | New Program |
| 0001-1202 Police Support Services | 2019 | 2 | Chill Water Unit Chemical Treatment Program | 5,100 | - | - | Non-discretionary Adjustment |
| 0001-1202 Police Support Services | 3198 | 3 | Maintenance Contract For Two Generators | 500 | - | - | Non-discretionary Adjustment |
| 0001-1202 Police Support Services | 2193 | 4 | Building Fire System Inspection / Maintenance | 3,000 | - | - | Non-discretionary Adjustment |
| 0001-1202 Police Support Services | 3212 | 5 | H V A C Filter Contract Increase | 14,000 | - | - | Non-discretionary Adjustment |
| 0001-1202 Police Support Services | 3201 | 6 | Paint, Cleaning Materials, and Supplies | 17,000 | - | - | Non-discretionary Adjustment |
| 0001-1202 Police Support Services | 3197 | 7 | Pest Control Service Increase | 3,100 | - | - | Non-discretionary Adjustment |
| 0001-1202 Police Support Services | 3170 | 8 | Mowing And Landscaping Increase | 16,000 | - | - | Non-discretionary Adjustment |
| Police Support Services Total | | | | \$ 66,700 | \$ - | \$ - | |
| 0001-1203 Police Patrol | 3284 | 1 | Replacement Police Patrol Vehicles (7) | 51,030 | - | 51,030 | V E R F (upgrade Only) |
| 0001-1203 Police Patrol | 3271 | 2 | Equipment Package For Canine Tahoe | 6,000 | - | - | New Equipment |
| 0001-1203 Police Patrol | 3272 | 3 | New Police Patrol Vehicles And Equipment (7) | 484,554 | - | - | New Equipment |
| Police Patrol Total | | | | \$ 541,584 | \$ - | \$ 51,030 | |
| 0001-1204 Police Investigative Services | 3282 | 1 | Evidence Technician | 59,431 | - | 58,756 | New Personnel |
| 0001-1204 Police Investigative Services | 3283 | 2 | Video Evidence Technician | 58,758 | - | 58,758 | New Personnel |
| 0001-1204 Police Investigative Services | 3281 | 3 | Vigilant Plate Reader Software | 13,995 | - | - | Non-discretionary Adjustment |
| 0001-1204 Police Investigative Services | 3180 | 4 | Additional Copy Machine | 5,078 | - | - | Non-discretionary Adjustment |
| 0001-1204 Police Investigative Services | 2057 | 5 | Lease Vehicle Contract Increase -paid By V E R F | 6,300 | - | - | Non-discretionary Adjustment |
| 0001-1204 Police Investigative Services | 2280 | 6 | Sexual Assault Exams And Kits | 22,102 | - | 22,102 | Non-discretionary Adjustment |
| 0001-1204 Police Investigative Services | 2070 | 7 | Crime Analyst | 13,897 | - | - | New Personnel |
| Police Investigative Services Total | | | | \$ 179,561 | \$ - | \$ 139,616 | |
| 0001-1206 Police Animal Shelter | 2671 | 1 | Care Corp Contract Increase, Huntsville Agreement | 81,000 | - | 81,000 | Non-discretionary Adjustment |
| 0001-1206 Police Animal Shelter | 3168 | 2 | A / C Unit Replacements - paid by AS Reserve Fund | 13,000 | - | - | Replacement Equipment |
| Police Animal Shelter Total | | | | \$ 94,000 | \$ - | \$ 81,000 | |
| 0001-1300 Fire Department | 399 | 1 | Vehicle Repairs Increase | 100,000 | - | 100,000 | Non-discretionary Adjustment |
| 0001-1300 Fire Department | 1304 | 2 | Vehicle Operations Increase | 100,000 | - | 100,000 | Non-discretionary Adjustment |
| 0001-1300 Fire Department | 2576 | 3 | Fire Station #7 Operating And Maintenance | 105,000 | - | 105,000 | Non-discretionary Adjustment |
| 0001-1300 Fire Department | 3143 | 4 | Fire Training Facility Operating and Maintenance | 68,000 | - | 68,000 | Non-discretionary Adjustment |
| 0001-1300 Fire Department | 4355 | 5 | Battalion Chiefs (6), (Funded 3 positions) | 921,314 | - | - | New Personnel |
| 0001-1300 Fire Department | 3146 | 6 | Overtime - Training Department Assistant Duties | 93,083 | - | - | Enhanced Program |
| 0001-1300 Fire Department | 3101 | 7 | 3 Firefighters For 4-man Staffing 1 Apparatus | 252,846 | - | 409,087 | New Personnel |
| 0001-1300 Fire Department | 4320 | 8 | Ongoing Major Maintenance For Fire Facilities | 75,000 | - | - | Non-discretionary Adjustment |
| 0001-1300 Fire Department | 4354 | 9 | Replace Outdated Equipment In E O C | 200,000 | - | - | Replacement Equipment |
| 0001-1300 Fire Department | 3022 | 10 | Fire Station Alerting System, 2 per year | 90,000 | - | - | Replacement Equipment |
| 0001-1300 Fire Department | 4321 | 11 | S C B A Masks & Voice Amps | 30,176 | - | - | Replacement Equipment |
| Fire Department Total | | | | \$ 2,035,419 | \$ - | \$ 782,087 | |
| 0001-1400 Parks and Recreation Admin | 3257 | 1 | Overtime | 869 | - | - | Non-discretionary Adjustment |
| 0001-1400 Parks and Recreation Admin | 3262 | 2 | Conroe Christmas Celebration Increase | 10,000 | - | - | Non-discretionary Adjustment |
| 0001-1400 Parks and Recreation Admin | 2641 | 3 | Master Plan Update | 50,000 | - | - | New Program |
| 0001-1400 Parks and Recreation Admin | 3246 | 4 | Dallas Street Landscaping Enhancements - Design | 45,000 | - | - | New Program |
| Parks and Recreation Admin Total | | | | \$ 105,869 | \$ - | \$ - | |
| 0001-1410 Recreation Center | 4296 | 1 | Contract Fitness Instructors Increase | 3,900 | - | 3,900 | Enhanced Program |



FY 18-19 Supplemental Requests General Fund

| Department/Division | ID | Dept Rank | Supplemental Request Title | Requested Amount ¹ | FY 17-18 Purchase ² | FY 18-19 Approved ³ | Type |
|------------------------------------|------|-----------|--|-------------------------------|--------------------------------|--------------------------------|------------------------------|
| 0001-1410 Recreation Center | 4303 | 2 | Part Time Rec Leaders - New Youth Soccer League | 25,288 | - | 25,288 | New Personnel |
| 0001-1410 Recreation Center | 2528 | 3 | Gymnasium Wood Floor | 78,000 | - | 78,000 | Replacement Equipment |
| 0001-1410 Recreation Center | 555 | 4 | Cardio Machines | 12,000 | - | 12,000 | Replacement Equipment |
| 0001-1410 Recreation Center | 522 | 5 | Height Adjustable Basketball Goals (2) | 12,000 | - | - | New Equipment |
| Recreation Center Total | | | | \$ 131,188 | \$ - | \$ 119,188 | |
| 0001-1440 Aquatics Center | 4295 | 1 | Contract Fitness Instructors Increase | 2,500 | - | 2,500 | Enhanced Program |
| 0001-1440 Aquatics Center | 4298 | 2 | Contract Maintenance | 19,500 | - | - | Enhanced Program |
| 0001-1440 Aquatics Center | 1973 | 3 | Part Time Maintenance Technician | 26,731 | - | - | New Personnel |
| Aquatics Center Total | | | | \$ 48,731 | \$ - | \$ 2,500 | |
| 0001-1450 Parks Operations | 1896 | 1 | Overtime | 12,783 | - | 12,783 | Enhanced Program |
| 0001-1450 Parks Operations | 2964 | 2 | Parks Crew Leader - Facilities | 128,029 | - | 127,357 | New Personnel |
| 0001-1450 Parks Operations | 1906 | 3 | Parks Laborer | 54,160 | - | 53,483 | New Personnel |
| 0001-1450 Parks Operations | 3292 | 4 | Mowing contract for former Wedgewood Golf Course | 63,000 | - | - | Enhanced Program |
| Parks Operations Total | | | | \$ 257,972 | \$ - | \$ 193,623 | |
| 0001-1500 Community Development | 2660 | 1 | Permits And Plan Intake Coordinator | 69,482 | - | 69,482 | New Personnel |
| 0001-1500 Community Development | 2469 | 2 | Building Inspector/ Plan Reviewer | 118,239 | - | 117,566 | New Personnel |
| 0001-1500 Community Development | 2733 | 3 | Code Enforcement Officer | 110,202 | - | 109,529 | New Personnel |
| 0001-1500 Community Development | 1281 | 4 | Contract Urban Forester | 46,100 | - | - | Non-discretionary Adjustment |
| 0001-1500 Community Development | 3079 | 5 | Certification Incentive Pay For Inspectors | 26,034 | - | - | Enhanced Program |
| 0001-1500 Community Development | 2662 | 6 | Code Enforcement Abatement Coordinator | 97,502 | - | - | New Personnel |
| 0001-1500 Community Development | 2885 | 7 | Code Enforcement Abatement | 200,000 | - | - | New Program |
| 0001-1500 Community Development | 3073 | 8 | Code Enforcement Uniforms | 3,700 | - | - | Enhanced Program |
| 0001-1500 Community Development | 2859 | 9 | Overtime | 43,439 | - | - | Non-discretionary Adjustment |
| Community Development Total | | | | \$ 714,698 | \$ - | \$ 296,577 | |
| 0001-1530 Drainage Construction | 4309 | 1 | Reclass 3 Lgt Equip Oper To Maint Crew Ldr I | - | - | - | Enhanced Program |
| 0001-1530 Drainage Construction | 4310 | 2 | Reclass 4 Heavy Equip Oper To Maint Crew Ldr I I | - | - | - | Enhanced Program |
| 0001-1530 Drainage Construction | 4311 | 3 | Reclass 2 Hvy Equip Oper To Maint Crew Ldr I I I | - | - | - | Enhanced Program |
| 0001-1530 Drainage Construction | 2397 | 4 | Materials For Drainage Projects | 500,000 | - | 500,000 | Enhanced Program |
| 0001-1530 Drainage Construction | 3230 | 5 | Drainage Maintenance | 25,000 | - | - | Enhanced Program |
| Drainage Construction Total | | | | \$ 525,000 | \$ - | \$ 500,000 | |
| 0001-1540 Street Maintenance | 3287 | 1 | Concrete, Asphalt , Sod, Barricades | 50,000 | - | - | Enhanced Program |
| 0001-1540 Street Maintenance | 3000 | 2 | Reclass 8 Driver Positions To Maint Crew Ldr I | 13,788 | - | - | Enhanced Program |
| 0001-1540 Street Maintenance | 4312 | 3 | Reclass 5 Oper Position To Maint Crew Ldr I I | - | - | - | Enhanced Program |
| 0001-1540 Street Maintenance | 4319 | 4 | Reclass 3 Oper Position To Maint Crew Ldr I I I | - | - | - | Enhanced Program |
| 0001-1540 Street Maintenance | 3110 | 5 | Reclass 10 Laborer Positions To Maint Tech I | 36,281 | - | - | Enhanced Program |
| 0001-1540 Street Maintenance | 3172 | 6 | Maintenance Technician I I (5) | 12,952 | - | - | Enhanced Program |
| 0001-1540 Street Maintenance | 2561 | 7 | Crew Leader I And Maintenance Technician I | 152,575 | - | - | New Personnel |
| 0001-1540 Street Maintenance | 1173 | 8 | Asphalt | 1,000,000 | - | 1,000,000 | Enhanced Program |
| 0001-1540 Street Maintenance | 2127 | 10 | Street Sweeper | 280,803 | - | - | New Equipment |
| 0001-1540 Street Maintenance | 2126 | 11 | Refuse Crew (3) & Equipment | 559,702 | - | - | New Personnel |
| 0001-1540 Street Maintenance | 4366 | 0 | Downtown Lighting | 250,000 | - | 250,000 | New Program |
| Street Maintenance Total | | | | \$ 2,356,101 | \$ - | \$ 1,250,000 | |
| 0001-1550 Signal Maintenance | 3279 | 1 | Laptop Computers | 12,000 | - | - | Replacement Equipment |
| 0001-1550 Signal Maintenance | 1516 | 2 | Load Switch Tester | 8,500 | - | - | New Equipment |
| 0001-1550 Signal Maintenance | 2732 | 3 | Traffic Signal Battery Backups | 210,000 | - | - | New Equipment |
| 0001-1550 Signal Maintenance | 1511 | 4 | Traffic Signal Replacement Parts | 80,000 | - | - | Replacement Equipment |
| 0001-1550 Signal Maintenance | 3135 | 5 | School Zone Flasher Parts | 75,000 | - | - | New Equipment |
| 0001-1550 Signal Maintenance | 2752 | 6 | Bobcat Compact Excavator | 41,000 | - | - | New Equipment |
| 0001-1550 Signal Maintenance | 2789 | 7 | Upgrade I 45 High Mast Lighting To L E D Bulbs | 160,000 | - | - | Enhanced Program |

FY 18-19 Supplemental Requests General Fund

| Department/Division | ID | Dept Rank | Supplemental Request Title | Requested Amount ¹ | FY 17-18 Purchase ² | FY 18-19 Approved ³ | Type |
|----------------------------------|------|-----------|--|-------------------------------|--------------------------------|--------------------------------|------------------------------|
| 0001-1550 Signal Maintenance | 2790 | 8 | Upgrade I 45 Bridge And Roadside Bulbs To L E D | 48,000 | - | - | Enhanced Program |
| 0001-1550 Signal Maintenance | 1518 | 9 | Journeyman Electrician (2) | 305,241 | - | - | New Personnel |
| 0001-1550 Signal Maintenance | 3131 | 10 | School Zone Journeyman (2) | 305,241 | - | - | New Personnel |
| 0001-1550 Signal Maintenance | 2571 | 11 | Forklift | 47,883 | - | - | New Equipment |
| 0001-1550 Signal Maintenance | 3122 | 12 | Scissor Lift | 36,760 | - | - | New Equipment |
| Signal Maintenance Total | | | | \$ 1,329,625 | \$ - | \$ - | |
| 0001-1560 Sign Maintenance | 3254 | 1 | Sign Maintenance Foreman | 120,188 | - | 119,519 | New Personnel |
| 0001-1560 Sign Maintenance | 3255 | 2 | Assistant Sign Technician (2) | 160,835 | - | 158,996 | New Personnel |
| 0001-1560 Sign Maintenance | 3256 | 3 | Maintenance Technician I | 74,158 | - | - | New Personnel |
| 0001-1560 Sign Maintenance | 3249 | 4 | Vinyl And Sign Supplies | 80,000 | - | - | Enhanced Program |
| 0001-1560 Sign Maintenance | 3250 | 5 | Large scale pavement marking projects | 70,000 | - | - | Enhanced Program |
| 0001-1560 Sign Maintenance | 3275 | 6 | Operations And Safety Training | 2,500 | - | - | New Travel & Training |
| 0001-1560 Sign Maintenance | 3252 | 7 | Furniture And Fixtures For New Sign Building | 20,000 | - | - | New Equipment |
| 0001-1560 Sign Maintenance | 3253 | 8 | Trailer Mounted Thermoplastic Premelter | 53,500 | - | - | New Equipment |
| Sign Maintenance Total | | | | \$ 581,181 | \$ - | \$ 278,515 | |
| 0001-1570 Engineering | 4373 | 0 | Alligator Creek Riverwalk Design Study | 375,000 | - | 375,000 | New Program |
| 0001-1570 Engineering | 3066 | 1 | Consultant and Professional Services | 200,000 | - | 200,000 | Enhanced Program |
| 0001-1570 Engineering | 4348 | 2 | Stormwater Management Program Consultant Services | 31,500 | - | - | New Program |
| 0001-1570 Engineering | 2711 | 3 | Project Engineer | 129,679 | - | - | New Personnel |
| 0001-1570 Engineering | 2996 | 4 | Senior Engineering Inspector | 127,439 | - | - | New Personnel |
| 0001-1570 Engineering | 3148 | 5 | Engineering Aide | 81,667 | - | - | New Personnel |
| 0001-1570 Engineering | 3010 | 6 | Engineering Inspector | 118,457 | - | - | New Personnel |
| 0001-1570 Engineering | 3136 | 7 | Drainage Master Plan & Update Detention Ordinance | 250,000 | - | - | New Program |
| 0001-1570 Engineering | 3184 | 8 | Intelligent Transportation System Plan | 100,000 | - | - | Non-discretionary Adjustment |
| Engineering Total | | | | \$ 1,413,742 | \$ - | \$ 575,000 | |
| 0001-1800 GF Non-Departmental | 4332 | 1 | Health Insurance Inc (Fully Funded in FY18-19 Base Budget by Dept) | 219,861 | - | - | Non-discretionary Adjustment |
| 0001-1800 GF Non-Departmental | 4359 | 2 | Step/Merit Increase (Fully Funded in FY18-19 Base Budget by Dept) | 895,264 | - | - | Enhanced Program |
| 0001-1800 GF Non-Departmental | 4357 | 3 | C O L A, 2% Effective October 1 | 710,110 | - | - | Enhanced Program |
| 0001-1800 GF Non-Departmental | 4314 | 4 | V E R F Contribution - Fire | 970,000 | 970,000 | - | Replacement Equipment |
| 0001-1800 GF Non-Departmental | 4313 | 5 | V E R F Contribution - General | 1,598,271 | 1,598,271 | - | Replacement Equipment |
| GF Non-Departmental Total | | | | \$ 4,393,506 | \$ 2,568,271 | \$ - | |
| Grand Total | | | | \$ 17,248,657 | \$ 2,568,271 | \$ 5,957,152 | |



CITY OF CONROE
FY 2018-2019
0001-1020

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: GENERAL FUND | | DIVISION: REVENUES | | |
|--|---------------------|--------------------------|---------------------|---------------------|--------------|---------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 4010 Current Taxes | \$20,206,227 | \$21,659,636 | \$21,659,636 | \$23,941,953 | \$0 | \$23,941,953 |
| 4020 Delinquent Taxes | \$453,701 | \$111,859 | \$92,146 | \$92,146 | \$0 | \$92,146 |
| PROPERTY TAXES SUBTOTAL | \$20,659,928 | \$21,771,495 | \$21,751,782 | \$24,034,099 | \$0 | \$24,034,099 |
| 4030 Gross Receipts | \$6,323,185 | \$6,335,156 | \$6,584,112 | \$6,649,955 | \$0 | \$6,649,955 |
| GROSS RECEIPTS TAXES SUBTOTAL | \$6,323,185 | \$6,335,156 | \$6,584,112 | \$6,649,955 | \$0 | \$6,649,955 |
| 4040 Sales Tax | \$32,151,159 | \$31,933,188 | \$35,141,202 | \$35,256,197 | \$0 | \$35,256,197 |
| SALES TAX COLLECTIONS SUBTOTAL | \$32,151,159 | \$31,933,188 | \$35,141,202 | \$35,256,197 | \$0 | \$35,256,197 |
| 4050 Hotel Occupancy Tax | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 4070 Mixed Beverage Tax | \$288,851 | \$283,983 | \$313,652 | \$313,652 | \$0 | \$313,652 |
| 4080 P.I.L.O.T. | \$776,838 | \$803,625 | \$803,625 | \$883,162 | \$0 | \$883,162 |
| OTHER TAXES SUBTOTAL | \$1,065,689 | \$1,087,608 | \$1,117,277 | \$1,196,814 | \$0 | \$1,196,814 |
| 4510 Licenses | \$65,437 | \$55,077 | \$67,709 | \$67,709 | \$0 | \$67,709 |
| 4520 Permits | \$2,997,594 | \$2,813,939 | \$2,746,232 | \$2,746,232 | \$0 | \$2,746,232 |
| 4521 Storm Water Permits | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 4530 Miscellaneous | \$1,640 | \$1,135 | \$1,670 | \$1,670 | \$0 | \$1,670 |
| 4532 Alarm Fees | \$120,514 | \$109,472 | \$115,556 | \$115,556 | \$0 | \$115,556 |
| 4533 Excessive Alarms | \$51,764 | \$42,364 | \$46,950 | \$46,950 | \$0 | \$46,950 |
| LICENSES AND PERMITS SUBTOTAL | \$3,236,949 | \$3,021,987 | \$2,978,117 | \$2,978,117 | \$0 | \$2,978,117 |
| 4535 Wrecker Permits | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 5010 Refuse Collection | \$376,825 | \$301,231 | \$364,216 | \$364,216 | \$0 | \$364,216 |
| 5020 Copies | \$11,199 | \$10,943 | \$12,931 | \$12,931 | \$0 | \$12,931 |
| 5040 Planning and Zoning Fees | \$740,371 | \$475,000 | \$550,000 | \$575,000 | \$0 | \$575,000 |
| 5117 Code Enforcement Fee | \$330 | \$0 | \$412 | \$412 | \$0 | \$412 |
| 5150 Service Charges | \$6,034 | \$9,861 | \$2,216 | \$2,216 | \$0 | \$2,216 |
| 5190 Ticket Sales | \$31,904 | \$29,400 | \$24,614 | \$391,920 | \$0 | \$391,920 |
| 6050 Recreational | \$718,179 | \$746,555 | \$722,246 | \$722,246 | \$0 | \$722,246 |
| 6051 Parks Programs | \$438,441 | \$448,160 | \$442,525 | \$442,525 | \$0 | \$442,525 |
| 6053 Animal Shelter Fees | \$5,153 | \$60,300 | \$60,300 | \$80,400 | \$0 | \$80,400 |
| CHARGES FOR SALES AND SERVICES SUBTOTAL | \$2,328,436 | \$2,081,450 | \$2,179,460 | \$2,591,866 | \$0 | \$2,591,866 |
| 6030 Lease Income | \$118,128 | \$171,755 | \$249,346 | \$191,224 | \$0 | \$191,224 |
| 6031 Donated Lease Income | \$25,512 | \$0 | \$0 | \$0 | \$0 | \$0 |
| LEASE INCOME SUBTOTAL | \$143,640 | \$171,755 | \$249,346 | \$191,224 | \$0 | \$191,224 |
| 5510 Traffic and Criminal Fines | \$1,543,953 | \$1,331,610 | \$1,282,559 | \$1,282,559 | \$0 | \$1,282,559 |
| 5530 Traffic Camera Fines | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 5540 Commercial Vehicle Fines | \$65,249 | \$75,830 | \$16,234 | \$16,234 | \$0 | \$16,234 |



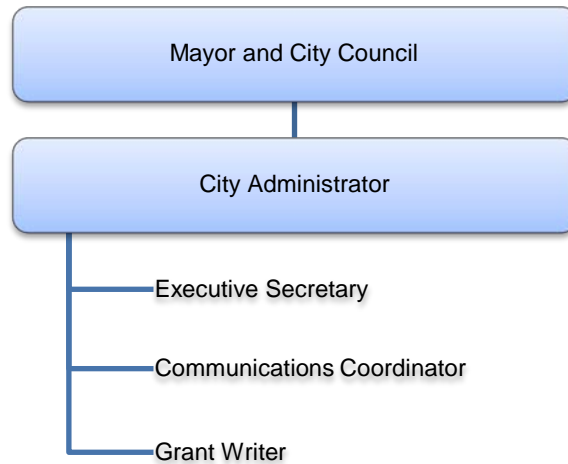
CITY OF CONROE
FY 2018-2019
0001-1020

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: GENERAL FUND | | DIVISION: REVENUES | | |
|---|---------------------|--------------------------|---------------------|---------------------|--------------|---------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| FINES AND FORFEITURES SUBTOTAL | \$1,609,202 | \$1,407,440 | \$1,298,793 | \$1,298,793 | \$0 | \$1,298,793 |
| 6105 Seized Assets | \$567,864 | \$0 | \$225,551 | \$0 | \$0 | \$0 |
| 6106 Intergovernmental | \$2,149,562 | \$2,353,506 | \$2,390,019 | \$2,194,146 | \$0 | \$2,194,146 |
| INTERGOVERNMENTAL SUBTOTAL | \$2,717,426 | \$2,353,506 | \$2,615,570 | \$2,194,146 | \$0 | \$2,194,146 |
| 6010 Interest on Investments | \$238,883 | \$154,568 | \$287,801 | \$287,801 | \$0 | \$287,801 |
| INVESTMENT INCOME SUBTOTAL | \$238,883 | \$154,568 | \$287,801 | \$287,801 | \$0 | \$287,801 |
| 6015 FMV Adjustment - Investments | (\$96,916) | \$0 | \$0 | \$0 | \$0 | \$0 |
| NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL | (\$96,916) | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6020 Penalty & Interest | \$290,916 | \$155,190 | \$135,656 | \$135,656 | \$0 | \$135,656 |
| PENALTIES AND INTEREST SUBTOTAL | \$290,916 | \$155,190 | \$135,656 | \$135,656 | \$0 | \$135,656 |
| 6036 Sales of Cap. Assets | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6052 Parks Donations | \$3,000 | \$0 | \$32,128 | \$0 | \$0 | \$0 |
| 6054 Tree Mitigation | \$221,151 | \$0 | \$108,406 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$117,039 | \$124,675 | \$94,846 | \$94,846 | \$0 | \$94,846 |
| 6070 Short & Over | \$439,532 | \$0 | \$122,712 | \$0 | \$0 | \$0 |
| 6080 Donations | \$48,750 | \$54,975 | \$54,975 | \$50,000 | \$0 | \$50,000 |
| 6100 Other Financing Sources | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6104 CDBG-OJCC | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6110 Insurance Proceeds | \$0 | \$230,191 | \$411,621 | \$0 | \$0 | \$0 |
| 6111 Proceeds for Capital Leases | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6530 Other Non-Operating Income | \$20,343 | \$0 | \$17,052 | \$0 | \$0 | \$0 |
| MISCELLANEOUS REVENUE SUBTOTAL | \$849,815 | \$409,841 | \$841,740 | \$144,846 | \$0 | \$144,846 |
| 6550 Transfer In | \$204,918 | \$966,010 | \$966,010 | \$186,677 | \$0 | \$186,677 |
| TRANSFERS IN SUBTOTAL | \$204,918 | \$966,010 | \$966,010 | \$186,677 | \$0 | \$186,677 |
| TOTAL 0001-1020 | \$71,723,230 | \$71,849,194 | \$76,146,866 | \$77,146,191 | \$0 | \$77,146,191 |



Administration



The Administration Department provides quality customer relations, accurate and timely public information and City Council support, while pursuing grant initiatives that benefit the City of Conroe citizens, customers and employees. This department strives to preserve a unique atmosphere, heritage, and quality of life while cultivating a dynamic economic development for all of the residents of Conroe.

The City of Conroe Administration oversees the day-to-day operations of the city organization by setting goals and objectives for the city staff and serving as a liaison between the City Council and the staff. The Administration also coordinates the city's goals and operations with other governmental entities, agencies and organizations.



Administration

Accomplishments for FY 2017-2018

- ✓ Provided a Project Status Update to Mayor and Council on weekly basis
- ✓ Developed 2018 State of the City Report
- ✓ Changed self-insurance funding through the budget process
- ✓ Attended City Council Workshops and Meetings, Conroe Industrial Development Corporation and Greater Conroe Economic Development Council meetings
- ✓ Completed FY 17-18 Capital Improvement Plan (CIP)
- ✓ Oversaw preparation of FY 17-18 Annual Budget
- ✓ Continued improvement of City's reserve funds

Goals & Objectives for FY 2018-2019

- ❑ Work with Fire Department to decrease response time
- ❑ Work with Police Department to decrease response time
- ❑ Work with Economic Development to increase land sales, land acreage and retail
- ❑ Work with Parks and Recreation Department to increase usage/rental usage and revenues
- ❑ Continue to identify ways to save money throughout all levels of the organization
- ❑ Continue to maintain fiscal integrity of City finances
- ❑ Maintain customer-friendly and business friendly attitudes by all employees
- ❑ Review department staffing and procedures for efficiency and privatization opportunities
- ❑ Provide weekly "Friday Memos" to Mayor and Council and "Items To Note"
- ❑ Continue to review and monitor overtime
- ❑ Expand employee recognition opportunities
- ❑ Update and distribute to Mayor and Council a Project Status Update



City of Conroe General Fund

Administration 0001-1041

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| City Administrator | 1 | 1 | 1 | 1 |
| Communications Coordinator | 1 | 1 | 1 | 1 |
| Executive Secretary | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 3 | 3 | 3 | 3 |
| PT Downtown Liaison (Hours) | 0 | 1,000 | 1,000 | 1,000 |
| PT Management Intern (Hours) | 0 | 0 | 354 | 520 |
| Subtotal hours | 0 | 1,000 | 1,354 | 1,520 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Conduct Bi-Monthly Management Team Meetings | 20 | 20 | 20 | 20 |
| Conduct bi-weekly one-on-one Meeting with Directors | 110 | 115 | 180 | 200 |
| Respond to all citizen inquiries/ complaints in a timely | Yes | Yes | Yes | Yes |
| Maintain sound fiscal health of City of Conroe | Yes | Yes | Yes | Yes |
| Maintain "quality" communications with employees | Yes | Yes | Yes | Yes |



CITY OF CONROE
FY 2018-2019
0001-1041

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: ADMINISTRATION | | DIVISION: EXPENDITURES | | |
|-------------------------------------|------------------|----------------------------|------------------|------------------------|------------------|------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$348,039 | \$354,661 | \$356,386 | \$373,091 | \$0 | \$373,091 |
| 7012 Salaries - Part Time | \$5,950 | \$353 | \$20,400 | \$353 | \$0 | \$353 |
| 7020 Overtime | \$232 | \$0 | \$200 | \$0 | \$0 | \$0 |
| 7025 Social Security | \$20,602 | \$29,994 | \$24,459 | \$28,568 | \$0 | \$28,568 |
| 7030 Retirement & Pension | \$56,771 | \$58,048 | \$58,526 | \$60,601 | \$0 | \$60,601 |
| 7035 Workers Compensation | \$6,123 | \$901 | \$946 | \$773 | \$0 | \$773 |
| 7040 Employee Insurance | \$34,560 | \$49,350 | \$49,350 | \$50,787 | \$0 | \$50,787 |
| PERSONNEL SERVICES SUBTOTAL | \$472,277 | \$493,307 | \$510,267 | \$514,173 | \$0 | \$514,173 |
| 7110 Office Supplies | \$1,967 | \$3,209 | \$3,209 | \$3,209 | \$0 | \$3,209 |
| 7160 Vehicle Operations | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$63,037 | \$5,200 | \$5,200 | \$5,200 | \$0 | \$5,200 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$8,308 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$73,312 | \$8,409 | \$8,409 | \$8,409 | \$0 | \$8,409 |
| 8010 Utilities | \$1,203 | \$1,500 | \$1,500 | \$1,500 | \$0 | \$1,500 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$7,252 | \$11,500 | \$11,500 | \$11,500 | \$0 | \$11,500 |
| 8050 Travel & Training | \$24,777 | \$22,462 | \$22,462 | \$22,462 | \$0 | \$22,462 |
| 8060 Contract Services | \$44,738 | \$271,718 | \$121,718 | \$26,718 | \$175,000 | \$201,718 |
| 8070 Elections | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$77,970 | \$307,180 | \$157,180 | \$62,180 | \$175,000 | \$237,180 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1041 | \$623,559 | \$808,896 | \$675,856 | \$584,762 | \$175,000 | \$759,762 |



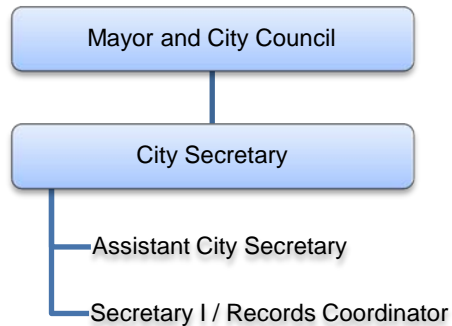
CITY OF CONROE
FY 2018-2019
0001-1041

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|--------------------|----------------------------|------------------------|------------------|
| 4374 | 0 | Strategic Planning | Enhanced Program | 8060 CONTRACT SERVICES | \$100,000 |
| | | | | Request Total | \$100,000 |
| 4372 | 1 | Grant Writer | New Program | 8060 CONTRACT SERVICES | \$75,000 |
| | | | | Request Total | \$75,000 |
| 2 Requests | | | Total for 0001-1041 | | \$175,000 |



Mayor and City Council



The Mayor and City Council Department provides excellent service to all customers, citizens, staff, and visitors with professionalism and efficiency. The responsibilities of this department include coordinating and scheduling City Council meetings, maintaining and preserving the permanent actions taken during City Council meetings, and coordinating the appointment process of City Boards, Commissions and Committees. Responsibilities also include the destruction of outdated records and the preservation of others according to the City's Records Retention Schedule adopted by Council. The public is kept aware of all current and past meetings and actions through the continual updating of the department webpage. This department is responsible for conducting city elections and any additional actions necessary to finalize the process. In compliance with the Public Information Act, all open record requests are processed and tracked for completion according to compliance standards. This department also devotes a great deal of time participating in team building programs with the Administration and Management Team.



Mayor and City Council

Accomplishments for FY 2017-2018

- ✓ Continued on-going assistance in records retention training/organizing with all departments
- ✓ Prepared Council agenda packets and minutes for all Council Meetings
- ✓ Provided updated data to the City website for Council meetings, minutes and agendas
- ✓ Added all approved Ordinances, Resolutions, Agreements, Easements and Deeds to the city common folder for employee convenience
- ✓ Provided electronic retrieval of packets for department directors
- ✓ Successfully responded to a growing volume of open records requests
- ✓ Successfully completed the process of historic preservation of the original Minute Books (dating from 1904) by having four books restored

Goals & Objectives for FY 2018-2019

- ❑ Continue on-going preservation project for early Minute Books
- ❑ Continue search for user-friendly paperless agenda system
- ❑ Work with Council Members to assist in:
 - Individual department functions
 - Open Meetings Act / Public Information Act
 - Scheduling and preparing travel voucher forms for meetings and trips
 - Tracking Continuing Education Units
- ❑ Continue to prepare agenda packets and minutes for all Council Meetings



City of Conroe General Fund

Mayor and City Council 0001-1042

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|-----------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| SPECIAL SERVICES | | | | |
| Mayor | 1 | 1 | 1 | 1 |
| Mayor Pro Tem | 1 | 1 | 1 | 1 |
| Councilmember | 4 | 4 | 4 | 4 |
| TOTAL SPECIAL SERVICES | 6 | 6 | 6 | 6 |
| PERSONNEL SERVICES | | | | |
| City Secretary | 1 | 1 | 1 | 1 |
| Assistant City Secretary | 1 | 1 | 1 | 1 |
| Secretary I / Records Coordinator | 0 | 0 | 0 | 1 |
| TOTAL FULL TIME | 2 | 2 | 2 | 3 |
| PT Secretary I (Hours) | 160 | 0 | 1,000 | 1,000 |
| TOTAL PART TIME HOURS | 160 | 0 | 1,000 | 1,000 |
| | | | | |
| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
| PERFORMANCE MEASURES | | | | |
| Minutes / Agendas / Packets | 105 | 105 | 105 | 105 |
| Open Records Requests | 521 | 562 | 618 | 680 |
| Document Recording | 32 | 35 | 38 | 42 |
| Publications | 119 | 125 | 137 | 150 |



CITY OF CONROE
FY 2018-2019
0001-1042

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: MAYOR AND COUNCIL | | DIVISION: EXPENDITURES | | |
|-------------------------------------|------------------|-------------------------------|------------------|------------------------|-----------------|------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$364,014 | \$385,153 | \$380,677 | \$390,067 | \$29,869 | \$419,936 |
| 7012 Salaries - Part Time | \$0 | \$193 | \$0 | \$15,193 | \$0 | \$15,193 |
| 7020 Overtime | \$28 | \$1,751 | \$1,500 | \$1,751 | \$0 | \$1,751 |
| 7025 Social Security | \$25,418 | \$32,702 | \$28,710 | \$31,136 | \$2,285 | \$33,421 |
| 7030 Retirement & Pension | \$29,115 | \$30,979 | \$31,124 | \$31,555 | \$4,916 | \$36,471 |
| 7035 Workers Compensation | \$6,824 | \$883 | \$1,025 | \$784 | \$315 | \$1,099 |
| 7040 Employee Insurance | \$23,040 | \$32,900 | \$32,900 | \$33,858 | \$16,929 | \$50,787 |
| PERSONNEL SERVICES SUBTOTAL | \$448,439 | \$484,561 | \$475,936 | \$504,344 | \$54,314 | \$558,658 |
| 7110 Office Supplies | \$2,671 | \$3,400 | \$3,400 | \$3,400 | \$0 | \$3,400 |
| 7160 Vehicle Operations | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$27 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$21,617 | \$14,768 | \$14,768 | \$14,768 | \$0 | \$14,768 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$24,315 | \$18,168 | \$18,168 | \$18,168 | \$0 | \$18,168 |
| 8010 Utilities | \$1,199 | \$800 | \$1,200 | \$800 | \$0 | \$800 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$69,752 | \$42,192 | \$70,000 | \$42,192 | \$757 | \$42,949 |
| 8060 Contract Services | \$5,528 | \$10,544 | \$10,544 | \$10,544 | \$0 | \$10,544 |
| 8070 Elections | \$4,855 | \$16,340 | \$60,000 | \$16,340 | \$0 | \$16,340 |
| CONTRACTUAL SUBTOTAL | \$81,334 | \$69,876 | \$141,744 | \$69,876 | \$757 | \$70,633 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1042 | \$554,088 | \$572,605 | \$635,848 | \$592,388 | \$55,071 | \$647,459 |



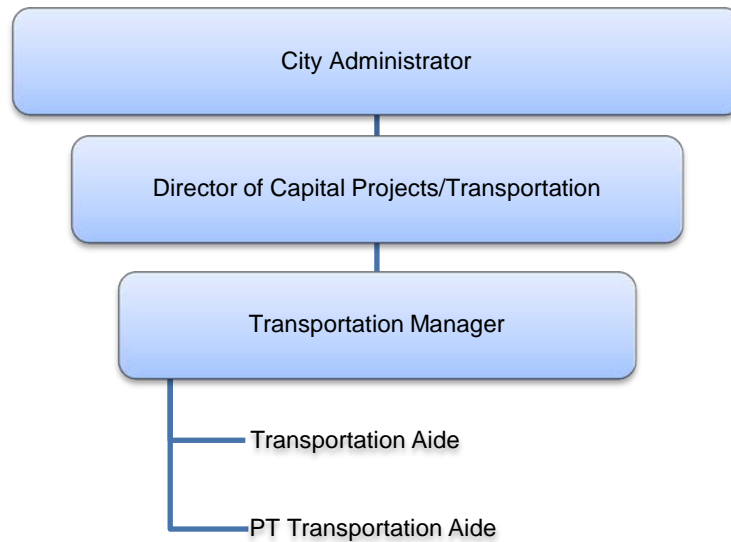
CITY OF CONROE
FY 2018-2019
0001-1042

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|--------------------------------------|----------------------------|---------------------------|-----------------|
| 1350 | 1 | Secretary I / Records Coordinator | New Personnel | 7010 Salaries | \$29,869 |
| | | | | 7025 Social Security | \$2,285 |
| | | | | 7030 Retirement & Pension | \$4,916 |
| | | | | 7035 Workers Compensation | \$315 |
| | | | | 7040 Employee Insurance | \$16,929 |
| | | | | 8050 Travel & Training | \$757 |
| | | | | Request Total | \$55,071 |
| 1 Requests | | | Total for 0001-1042 | | \$55,071 |



Transportation



The City of Conroe Transportation Department was formed in 2013 to meet the transit and mobility needs of all Conroe residents. Our core values are Safety, Service, and Stewardship. We oversee, manage, and execute all activities associated with Conroe Connection Transit (CCT) planning, system design and implementation. Our office is responsible for all grant management and financial oversight of over \$3.5 million in federal and state grant allocations for program compliance. The Transportation Department services include a fixed bus route, ADA paratransit services, local pedestrian improvements, active community partnerships and designing a future Park and Ride commuter service. Public transportation provides personal mobility and freedom for people from every walk of life by providing options to get to work, go to school, visit friends, or go to a doctor's office.



Transportation

Accomplishments for FY 2017-2018

- ✓ Successfully completed year three of public transportation services by providing 31,483 trips; compared to the second full year at 32,380 trips
- ✓ Conducted our second annual Public Transportation System Evaluation Report/Expansion Service Demographics and conducted research for expanded service
- ✓ Recovered \$362,986 in grant reimbursement for operating expenses and over \$1.2 million in capital reimbursements
- ✓ Completed two (2) transit related Texas Department of Transportation construction projects - the Conroe Park & Ride at FM 2854 and IH-45 & SH105 Access Management improvements
- ✓ Re-programmed and constructed Bus Livability grant funding for the Plantation Road sidewalk project
- ✓ Renewed the year one (1) contract extension for Ride Right, LLC operations and maintenance for the Fixed Route with ADA Complementary Paratransit Service
- ✓ Prepared internal controls and documentation for the department's second Triennial Review conducted by the Federal Transit administration to examine grantee performance and adherence to current FTA requirements and policies
- ✓ Added an East/West route to the existing fixed bus transit service to include destinations to additional social services agencies, the library, park and ride lot and the FM 3083 area
- ✓ Acquired funding for the purchase of two (2) transit vehicles from Conroe Industrial Development Corporation
- ✓ Initiate Park and Ride commuter service through a local partnership with METRO and develop a sustainable marketing strategy

Goals & Objectives for FY 2018-2019

- ❑ Promote enhanced marketing and educational campaigns about using the expanded fixed route and the new commuter service
- ❑ Re-program and construct the remaining Bus Livability grant funding for the Wilson Road sidewalk project
- ❑ Anticipate funding for projects submitted to HGAC for the Streets and Sidewalks Program Call
- ❑ Renew year two (2) contract extension with the current transit service contractor or procure a qualified Contractor to provide transit service operations and maintenance for Fixed Route Bus Service with Complementary Americans with Disabilities Act (ADA) Paratransit Service



City of Conroe Transportation Grants Fund

Transportation 0001-1044

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Transportation Manager | 1 | 1 | 1 | 1 |
| Transportation Aide | 0 | 0 | 0 | 1 |
| TOTAL FULL TIME | 1 | 1 | 1 | 2 |
| PT Transportation Aide (Hours) | 1000 | 1040 | 1040 | 1040 |
| TOTAL PART TIME HOURS | 1000 | 1040 | 1040 | 1040 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Ridership | | | | |
| Fixed Route | 32,539 | 26,483 | 28,875 | 31,483 |
| ADA | 1,948 | 3,518 | 4,581 | 5,965 |
| Service Effectiveness - Unlinked Passenger Trips per Vehicle Revenue | | | | |
| Fixed Route | 5.23 | 4.33 | 4.77 | 5.25 |
| ADA | 0.67 | 1.41 | 1.81 | 2.33 |
| Cost Effectiveness - Farebox Recovery Ratio (fares collected/total cost of service) | | | | |
| Fixed Route | 0.10 | 0.07 | 0.05 | 0.05 |
| ADA | 0.03 | 0.05 | 0.05 | 0.05 |



CITY OF CONROE
FY 2018-2019
0001-1044

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: TRANSPORTATION | | DIVISION: EXPENDITURES | | |
|-------------------------------------|------------------|----------------------------|------------------|------------------------|------------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$70,000 | \$70,895 | \$70,195 | \$74,873 | \$29,869 | \$104,742 |
| 7012 Salaries - Part Time | \$12,063 | \$14,219 | \$15,502 | \$14,219 | \$0 | \$14,219 |
| 7020 Overtime | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7025 Social Security | \$5,933 | \$7,165 | \$6,466 | \$6,816 | \$2,285 | \$9,101 |
| 7030 Retirement & Pension | \$11,246 | \$11,607 | \$11,708 | \$12,170 | \$4,916 | \$17,086 |
| 7035 Workers Compensation | \$2,381 | \$213 | \$206 | \$184 | \$315 | \$499 |
| 7040 Employee Insurance | \$11,520 | \$16,450 | \$16,450 | \$16,929 | \$16,929 | \$33,858 |
| PERSONNEL SERVICES SUBTOTAL | \$113,143 | \$120,549 | \$120,527 | \$125,191 | \$54,314 | \$179,505 |
| 7110 Office Supplies | \$2,709 | \$6,500 | \$6,500 | \$6,500 | \$0 | \$6,500 |
| 7160 Vehicle Operations | \$288 | \$5,400 | \$5,400 | \$5,400 | \$0 | \$5,400 |
| 7170 Vehicle Repairs | \$1,735 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$13,837 | \$10,000 | \$10,000 | \$10,000 | \$0 | \$10,000 |
| 7251 Buildings <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$18,569 | \$21,900 | \$21,900 | \$21,900 | \$0 | \$21,900 |
| 8010 Utilities | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$17,407 | \$16,500 | \$16,500 | \$16,500 | \$0 | \$16,500 |
| 8060 Contract Services | \$197,412 | \$515,319 | \$227,086 | \$515,319 | \$656,458 | \$1,171,777 |
| 8350 Legal Newspaper Notices | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$214,819 | \$531,819 | \$243,586 | \$531,819 | \$656,458 | \$1,188,277 |
| 9020 Buildings >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$240,000 | \$240,000 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$240,000 | \$240,000 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$20,924 | \$20,924 | \$20,924 | \$0 | \$0 | \$0 |
| TRANSFERS OUT SUBTOTAL | \$20,924 | \$20,924 | \$20,924 | \$0 | \$0 | \$0 |
| TOTAL 0001-1044 | \$367,455 | \$935,192 | \$646,937 | \$678,910 | \$710,772 | \$1,389,682 |



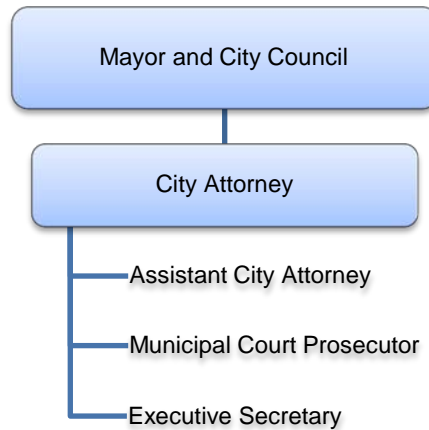
CITY OF CONROE
FY 2018-2019
0001-1044

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|-----------------------------|----------------------------|---------------------------|------------------|
| 3092 | 1 | Transportation Aide | New Personnel | 7010 Salaries | \$29,869 |
| | | | | 7025 Social Security | \$2,285 |
| | | | | 7030 Retirement & Pension | \$4,916 |
| | | | | 7035 Workers Compensation | \$315 |
| | | | | 7040 Employee Insurance | \$16,929 |
| | | | | Request Total | \$54,314 |
| 3100 | 4 | Commuter Service Operations | Enhanced Program | 8060 Contract Services | \$656,458 |
| | | | | Request Total | \$656,458 |
| 2 Requests | | | Total for 0001-1044 | | \$710,772 |



Legal



The Legal Department provides in-house legal services to the City of Conroe and acts as prosecutor in the Municipal Court. Practice areas include open meetings and public information law, land use regulation, civil service and personnel issues, and matters related to economic development. The City Attorney serves as legal counsel to the City Council, Planning Commission and Conroe Industrial Development Corporation and provides advice and support to other boards and commissions as requested.



City of Conroe General Fund

Legal 0001-1060

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| City Attorney | 1 | 1 | 1 | 1 |
| Assistant City Attorney | 1 | 1 | 1 | 1 |
| Municipal Court Prosecutor | 0 | 0 | 0 | 1 |
| Executive Secretary | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 3 | 3 | 3 | 4 |



CITY OF CONROE
FY 2018-2019
0001-1060

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: LEGAL DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$348,005 | \$358,534 | \$357,751 | \$376,304 | \$104,770 | \$481,074 |
| 7012 Salaries - Part Time | \$0 | \$200 | \$200 | \$200 | \$0 | \$200 |
| 7020 Overtime | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7025 Social Security | \$22,278 | \$30,298 | \$24,288 | \$28,803 | \$8,015 | \$36,818 |
| 7030 Retirement & Pension | \$56,809 | \$58,659 | \$58,481 | \$61,123 | \$17,245 | \$78,368 |
| 7035 Workers Compensation | \$6,386 | \$909 | \$952 | \$779 | \$1,104 | \$1,883 |
| 7040 Employee Insurance | \$34,561 | \$49,350 | \$49,350 | \$50,787 | \$16,929 | \$67,716 |
| PERSONNEL SERVICES SUBTOTAL | \$468,039 | \$497,950 | \$491,022 | \$517,996 | \$148,063 | \$666,059 |
| 7110 Office Supplies | \$3,610 | \$3,200 | \$3,200 | \$3,200 | \$0 | \$3,200 |
| 7140 Wearing Apparel | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$300 | \$300 | \$300 | \$0 | \$300 |
| 7200 Operating Supplies | \$50 | \$500 | \$500 | \$500 | \$0 | \$500 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$3,660 | \$4,000 | \$4,000 | \$4,000 | \$0 | \$4,000 |
| 8010 Utilities | \$424 | \$1,100 | \$1,100 | \$1,100 | \$0 | \$1,100 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$84,897 | \$95,000 | \$95,000 | \$95,000 | \$0 | \$95,000 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$5,472 | \$5,995 | \$5,995 | \$5,995 | \$0 | \$5,995 |
| 8060 Contract Services | \$37,272 | \$23,439 | \$45,000 | \$23,439 | \$0 | \$23,439 |
| CONTRACTUAL SUBTOTAL | \$128,065 | \$125,534 | \$147,095 | \$125,534 | \$0 | \$125,534 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1060 | \$599,764 | \$627,484 | \$642,117 | \$647,530 | \$148,063 | \$795,593 |



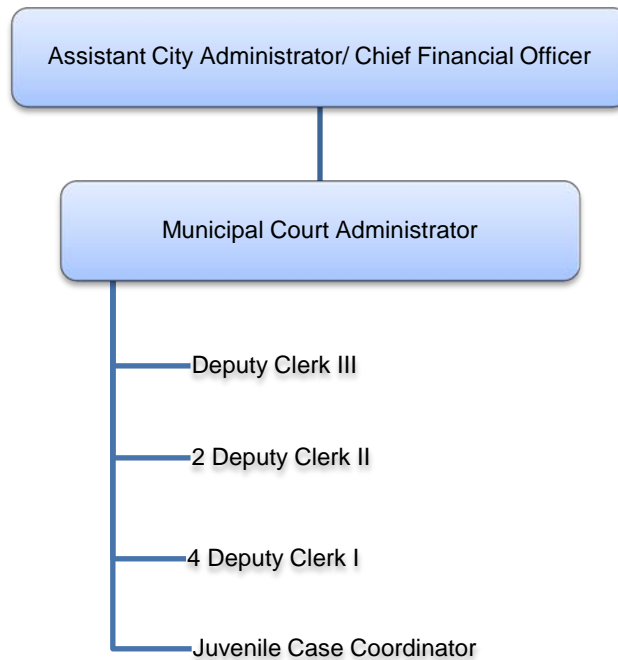
CITY OF CONROE
FY 2018-2019
0001-1060

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|----------------------------|----------------------------|---------------------------|------------------|
| 2914 | 2 | Municipal Court Prosecutor | New Personnel | 7010 Salaries | \$104,770 |
| | | | | 7025 Social Security | \$8,015 |
| | | | | 7030 Retirement & Pension | \$17,245 |
| | | | | 7035 Workers Compensation | \$1,104 |
| | | | | 7040 Employee Insurance | \$16,929 |
| | | | | Request Total | \$148,063 |
| 1 Requests | | | Total for 0001-1060 | | \$148,063 |



Municipal Court



Municipal Court is responsible for accepting charges filed on defendants that are observed violating the city, county and state laws within the city limits of Conroe. The Conroe Police Department Officers, Conroe Independent School District Police Department Officers, Texas Department of Public Safety Troopers, the Montgomery County Sheriff's Department Deputies, Constables, Fire Marshalls, Code Enforcement and citizens file complaints with the Court.

The court must follow the procedure set out by Chapter 45 of the Code of Criminal Procedure on the cases, beginning with the filing to the final disposition. This includes the setting of trial (jury and bench), the collection of fines, the disbursement of fees to the Texas State Comptroller's Office, the proper procedure for citations issued to juveniles and for issuance of the warrants for defendants who fail to appear on their given arraignment date. The court is responsible for filing an activity report with the Office of Court Administration, financial reports for the State Comptroller's Office, and monthly financial reports to the Judge and Assistant City Administrator/CFO.



Municipal Court

Accomplishments for FY 2017-2018

- ✓ Received the 2018 Traffic Safety Initiative Award for the State of Texas for medium size courts
- ✓ Participated in the local Conroe Municipal Court Warrant Round-Up
- ✓ Participated in the Texas Municipal Court Education Center for the Deputy Clerks to obtain their certification
- ✓ Implemented Version X of Incode Software for Court
- ✓ Implemented Version X Document Imaging for the Court
- ✓ Implemented the paperless system of the daily turn-in with Finance
- ✓ Hired & trained 3 new deputy court clerks
- ✓ Distributed traffic safety brochures and associated traffic material at Kidz Fest, National Night Out and in the court lobby
- ✓ Hosted Municipal Courts Week
- ✓ Partnered with the Police Department to promote traffic safety at drivers education classes

Goals & Objectives for FY 2018-2019

- ❑ Earn the 2019 Traffic Safety Initiative Award for the State of Texas for medium size courts
- ❑ Coordinate the Conroe Municipal Court Warrant Round-Up
- ❑ Participate in the Texas Municipal Court Education Center for the Deputy Clerks to obtain their certification
- ❑ Obtain the Tyler Technology Excellence Award
- ❑ Participate in National Night Out and Kidz Fest and distribute traffic safety materials and prizes to the public
- ❑ Host Municipal Courts Week
- ❑ Partner with the Police Department to promote traffic safety at various school functions



City of Conroe General Fund

Municipal Court 0001-1070

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|-------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| SPECIAL SERVICES | | | | |
| Judge | 1 | 1 | 1 | 1 |
| TOTAL SPECIAL SERVICES | 1 | 1 | 1 | 1 |

PERSONNEL SERVICES

| | | | | |
|---------------------------|----------|----------|----------|----------|
| Court Administrator | 1 | 1 | 1 | 1 |
| Deputy Court Clerk III | 1 | 1 | 1 | 1 |
| Deputy Court Clerk II | 2 | 2 | 2 | 2 |
| Deputy Court Clerk I | 4 | 4 | 4 | 4 |
| Juvenile Case Coordinator | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 9 | 9 | 9 | 9 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|-------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of Citations Issued | 17,358 | 17,878 | 14,016 | 14,070 |
| Number of Citations Processed | 16,335 | 17,848 | 17,078 | 13,878 |
| Number of Warrants Issued | 9,894 | 10,192 | 5,448 | 4,611 |
| Amount of Fines Collected | 2,390,469 | 2,462,182 | 2,196,708 | 2,245,532 |
| Amount of State Fees | 769,998 | 793,097 | 664,608 | 660,984 |
| Amount Retained by City | 1,620,471 | 1,669,085 | 1,532,100 | 1,584,548 |



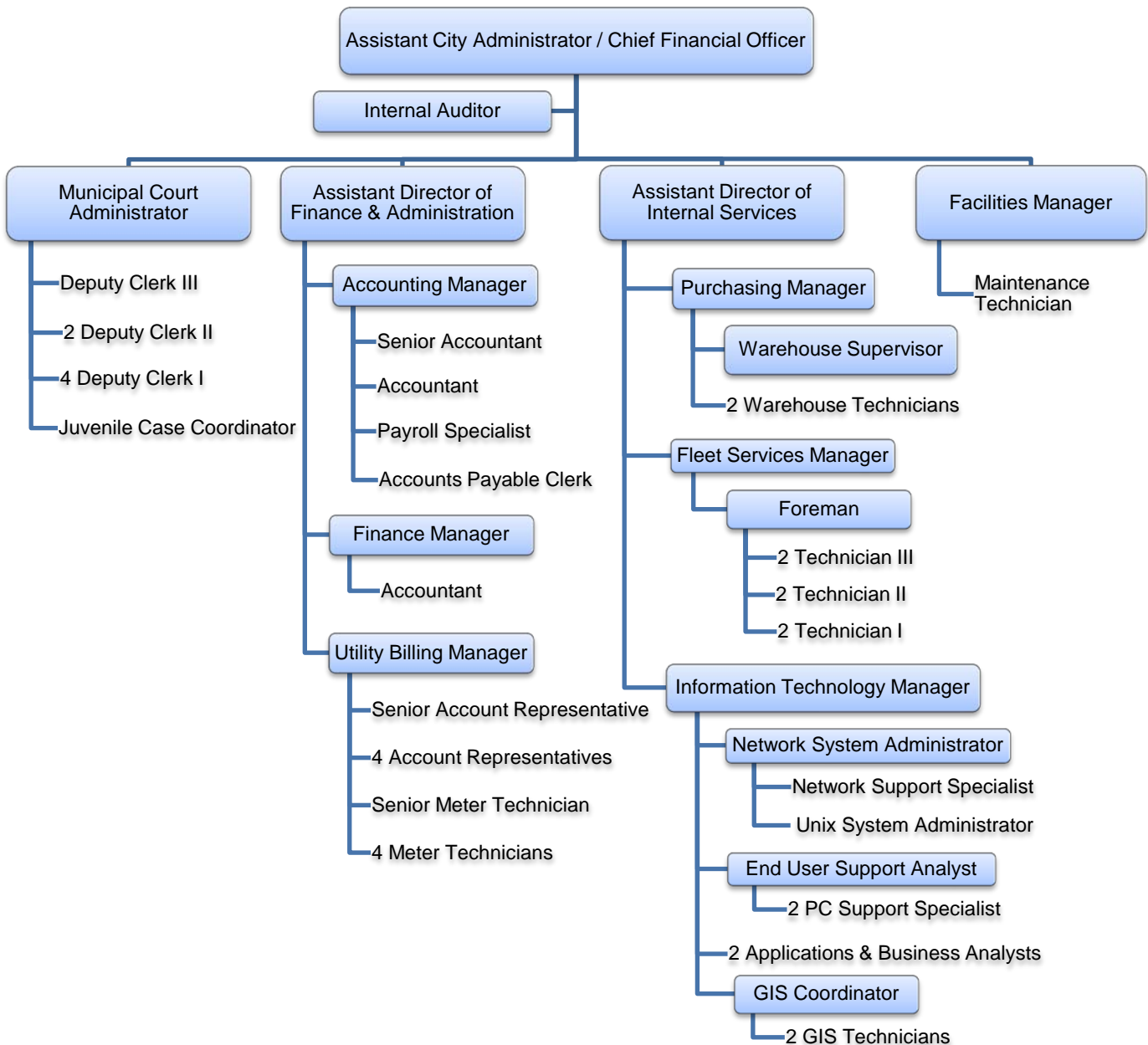
CITY OF CONROE
FY 2018-2019
0001-1070

BUDGET LINE ITEMS

| FUND: GENERAL FUND DEPARTMENT: MUNICIPAL COURT DIVISION: EXPENDITURES | | | | | | |
|---|--------------------|--------------------|--------------------|--------------------|--------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$457,461 | \$484,472 | \$435,776 | \$442,801 | \$0 | \$442,801 |
| 7020 Overtime | \$12,904 | \$33,755 | \$33,755 | \$33,755 | \$0 | \$33,755 |
| 7025 Social Security | \$34,616 | \$43,773 | \$35,900 | \$36,457 | \$0 | \$36,457 |
| 7030 Retirement & Pension | \$68,772 | \$76,611 | \$76,000 | \$69,242 | \$0 | \$69,242 |
| 7035 Workers Compensation | \$8,627 | \$1,197 | \$1,500 | \$903 | \$0 | \$903 |
| 7040 Employee Insurance | \$103,680 | \$148,050 | \$148,050 | \$152,362 | \$0 | \$152,362 |
| PERSONNEL SERVICES SUBTOTAL | \$686,060 | \$787,858 | \$730,981 | \$735,520 | \$0 | \$735,520 |
| 7110 Office Supplies | \$24,065 | \$23,812 | \$23,812 | \$23,812 | \$0 | \$23,812 |
| 7130 Building Supplies | \$329 | \$500 | \$500 | \$500 | \$0 | \$500 |
| 7140 Wearing Apparel | \$1,263 | \$1,400 | \$1,400 | \$1,400 | \$0 | \$1,400 |
| 7160 Vehicle Operations | \$3,468 | \$5,800 | \$5,800 | \$5,800 | \$0 | \$5,800 |
| 7180 Equipment Repairs | \$0 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$1,000 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$8,365 | \$6,087 | \$6,087 | \$6,087 | \$0 | \$6,087 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$1,959 | \$0 | \$1,194 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$39,449 | \$38,599 | \$39,793 | \$38,599 | \$0 | \$38,599 |
| 8010 Utilities | \$107 | \$4,263 | \$4,263 | \$4,263 | \$0 | \$4,263 |
| 8020 Insurance and Bonds | \$1,903 | \$2,000 | \$2,000 | \$2,000 | \$0 | \$2,000 |
| 8030 Legal Services | \$4,036 | \$5,600 | \$5,000 | \$5,000 | \$0 | \$5,000 |
| 8040 Leased Equipment | \$0 | \$19,444 | \$19,444 | \$19,444 | \$0 | \$19,444 |
| 8050 Travel & Training | \$27,463 | \$19,526 | \$20,126 | \$20,126 | \$0 | \$20,126 |
| 8060 Contract Services | \$390,075 | \$484,923 | \$484,923 | \$484,923 | \$0 | \$484,923 |
| CONTRACTUAL SUBTOTAL | \$423,584 | \$535,756 | \$535,756 | \$535,756 | \$0 | \$535,756 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1070 | \$1,149,093 | \$1,362,213 | \$1,306,530 | \$1,309,875 | \$0 | \$1,309,875 |



Finance & Administration



The Finance and Administration Department provides leadership and support for the resolution of all financial matters of the City. The department provides internal management and supervision for the following divisions: General Finance, Accounting, Utility Billing, Fleet Services, Warehouse-Purchasing, Information Technology, Municipal Court, Internal Audit and The Conroe Tower. The Finance and Administration Department is also the primary provider of internal and support services to other City departments. The Internal Auditor reports to the Assistant City Administrator/CFO on a daily/functional basis only. This position's ultimate reporting responsibility is directly to the City Council.



Finance & Administration

Accomplishments for FY 2017-2018

- ✓ Earned the Distinguished Budget Presentation Award for the 2017-2018 fiscal year
- ✓ Earned the Certificate of Achievement for Excellence in Financial Reporting for the fiscal year 2016-2017 Comprehensive Annual Financial Report (CAFR)
- ✓ Earned the Investment Policy Certificate of Distinction from the Government Treasurers' Organization of Texas (GTOT) for the City's Investment Policy
- ✓ Completed year-end close and CAFR for the 10th time with in-house Accounting staff
- ✓ Completed various audits of processes and procedures for improving internal control
- ✓ Compiled and printed the 2017-2018 fiscal year Operating Budget, Capital Improvement Program Budget, Budget-in-Brief document, and the Comprehensive Annual Financial Report (CAFR)
- ✓ Earned the Popular Annual Financial Report Award for the fiscal year 2016-2017
- ✓ Updated the City's Investment Policy
- ✓ Earned the Transparency Stars Award for 2017

Goals & Objectives for FY 2018-2019

- ❑ Earn the Certificate of Achievement for Excellence in Financial Reporting for the 2017-2018 fiscal year Comprehensive Annual Financial Report (CAFR)
- ❑ Earn the Distinguished Budget Presentation Award for the 2018-2019 fiscal year
- ❑ Audit various systems and processes for internal control procedures for improving internal control
- ❑ Earn the Investment Policy Certificate of Distinction from the Government Treasurers' Organization of Texas (GTOT) for the City's Investment Policy
- ❑ Earn the Transparency Stars Award for 2018
- ❑ Earn the Popular Annual Financial Report Award for the fiscal year 2017-2018



City of Conroe General Fund

Finance & Administration 0001-1100

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Assistant City Administrator/CFO | 1 | 1 | 1 | 1 |
| Assistant Director of Internal Services | 1 | 1 | 1 | 1 |
| Internal Auditor | 1 | 1 | 1 | 1 |
| Assistant Director of Finance & Administration | 1 | 1 | 1 | 1 |
| Accounting Manager | 1 | 1 | 1 | 1 |
| Senior Accountant | 1 | 1 | 1 | 1 |
| Accountant | 2 | 2 | 2 | 2 |
| Facility Management Coordinator | 1 | 1 | 0 | 0 |
| Facilities Manager | 0 | 0 | 1 | 1 |
| Payroll Specialist | 1 | 1 | 1 | 1 |
| Accounts Payable Clerk | 1 | 1 | 1 | 1 |
| Finance Manager | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 12 | 12 | 12 | 12 |
| PT Accounting Intern (Hours) | 0 | 480 | 0 | 0 |
| TOTAL PART TIME HOURS | 0 | 480 | 0 | 0 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| General Obligation Bond Rating | AA/Aa2 | AA/Aa2 | AA/Aa2 | AA/Aa2 |
| Water & Sewer System Bond Rating | AA/Aa3 | AA/Aa3 | AA/Aa3 | AA/Aa2 |
| Conroe IDC Bond Rating | A+/Aa3 | A+/Aa3 | A+/Aa3 | A+/Aa3 |
| % of Quarterly Investment Reports completed and filed | 100% | 100% | 100% | 100% |
| % of Monthly Financial Reports completed and filed | 100% | 100% | 100% | 100% |
| Receive GFOA Distinguished Budget Presentation Award | Yes | Yes | Yes | Yes |
| Receive GFOA Certificate of Excellence in Financial Reporting | Yes | Yes | Yes | Yes |
| Receive GFOA Popular Annual Fin Reporting | N/A | Yes | Yes | Yes |
| Average number of working days to close prior accounting period | 10 | 10 | 10 | 10 |
| Number of internal audit projects | 9 | 11 | 10 | 10 |



CITY OF CONROE
FY 2018-2019
0001-1100

BUDGET LINE ITEMS

| FUND: GENERAL FUND DEPARTMENT: FINANCE DIVISION: EXPENDITURES | | | | | | |
|---|--------------------|--------------------|--------------------|--------------------|-----------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$1,045,851 | \$1,026,771 | \$1,045,454 | \$1,082,808 | \$0 | \$1,082,808 |
| 7012 Salaries - Part Time | \$1,798 | \$19,740 | \$0 | \$19,740 | \$0 | \$19,740 |
| 7020 Overtime | \$2,106 | \$3,200 | \$1,252 | \$3,200 | \$0 | \$3,200 |
| 7025 Social Security | \$75,087 | \$88,621 | \$77,155 | \$84,590 | \$0 | \$84,590 |
| 7030 Retirement & Pension | \$171,161 | \$168,518 | \$173,764 | \$176,400 | \$0 | \$176,400 |
| 7035 Workers Compensation | \$18,366 | \$2,655 | \$2,780 | \$2,282 | \$0 | \$2,282 |
| 7040 Employee Insurance | \$138,240 | \$197,400 | \$197,400 | \$203,149 | \$0 | \$203,149 |
| PERSONNEL SERVICES SUBTOTAL | \$1,452,609 | \$1,506,905 | \$1,497,805 | \$1,572,169 | \$0 | \$1,572,169 |
| 7110 Office Supplies | \$21,565 | \$22,035 | \$22,035 | \$22,035 | \$0 | \$22,035 |
| 7130 Building Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7140 Wearing Apparel | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7160 Vehicle Operations | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$122 | \$0 | \$500 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$8,588 | \$2,060 | \$2,060 | \$2,060 | \$0 | \$2,060 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$155 | \$0 | \$500 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$30,430 | \$24,095 | \$25,095 | \$24,095 | \$0 | \$24,095 |
| 8010 Utilities | \$2,635 | \$3,262 | \$3,262 | \$3,262 | \$0 | \$3,262 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$4,465 | \$3,000 | \$3,000 | \$2,350 | \$0 | \$2,350 |
| 8040 Leased Equipment | \$10,350 | \$11,466 | \$11,466 | \$11,466 | \$0 | \$11,466 |
| 8050 Travel & Training | \$43,947 | \$39,613 | \$39,613 | \$39,613 | \$0 | \$39,613 |
| 8060 Contract Services | \$434,892 | \$527,731 | \$535,000 | \$490,421 | \$87,542 | \$577,963 |
| 8350 Legal Newspaper Notices | \$0 | \$0 | \$530 | \$650 | \$0 | \$650 |
| CONTRACTUAL SUBTOTAL | \$496,289 | \$585,072 | \$592,871 | \$547,762 | \$87,542 | \$635,304 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1100 | \$1,979,328 | \$2,116,072 | \$2,115,771 | \$2,144,026 | \$87,542 | \$2,231,568 |



CITY OF CONROE
FY 2018-2019
0001-1100

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|--|------------------------------|--|-----------------------------|
| 1287 | 1 | Montgomery Central Appraisal District Increase | Non-discretionary Adjustment | 8060 Contract Services Request Total | \$32,022 \$32,022 |
| 2726 | 2 | Sales Tax Revenue Recovery | Non-discretionary Adjustment | 8060 Contract Services Request Total | \$45,020 \$45,020 |
| 3241 | 4 | Hotel Occupancy Tax Collections Audit | New Program | 8060 Contract Services Request Total | \$10,500 \$10,500 |
| 3 Requests | | | Total for 0001-1100 | | \$87,542 |



CDBG Administration

Director of Community Development

Assistant Coordinator

The City of Conroe Community Development Block Grant (CDBG) Office provides the administration of the entitlement funds received from the U. S. Department of Housing and Urban Development (HUD) on an annual basis to meet community needs. Entitlement funds are used for eligible activities that include the Housing Programs, Public Services, Downtown Facade Program, Planning and Administration, Public Facility Improvements and Demolition/Clearance Activities. The goal of the CDBG Department is to improve the quality of life for all citizens of the City of Conroe and especially those of low and moderate income.



CDBG Administration

Accomplishments for FY 2017-2018

- ✓ Continued to monitor compliance and repayment of the 108 Funding per loan repayment schedule
- ✓ Completed 2017 Annual Action Plan for submission to HUD
- ✓ Monitored 2016 Annual Action Plan Progress
- ✓ Completed the yearly Consolidated Annual Performance and Evaluation Report and submitted it to the U. S. Department of Housing and Urban Development
- ✓ Environmentally cleared sites for the Reconstruction Program
- ✓ Reviewed the Bid and Reconstruction Process
- ✓ Completed review for demolition/Clean-Up Project for housing in the target area
- ✓ Trained Assistant CDBG Coordinator on procurement & on Section 3
- ✓ Furthered Fair Housing

Goals & Objectives for FY 2018-2019

- ❑ Continue to monitor compliance and repayment of the 108 Funding per loan repayment schedule
- ❑ Complete the yearly Consolidated Annual Performance and Evaluation Report and submit it to the U.S. Department of Housing and Urban Development
- ❑ Establish environmentally clear sites for the Reconstruction Program
- ❑ Review the yearly Bid and Reconstruction Process
- ❑ Complete the yearly demolition/ Clean-Up Project for housing in the target area
- ❑ Complete external audit review
- ❑ Further Fair Housing
- ❑ Complete the CDBG Poster Contest



City of Conroe General Fund

CDBG Administration 0001-1110

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Assistant Coordinator | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 1 | 1 | 1 | 1 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|-----------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of Houses Reconstructed | 3 | 7 | 2 | 2 |
| Number of Youth and Adults Served | 3 | 10 | 2 | 2 |
| Number of Lots Cleaned | 3 | 5 | 2 | 2 |

The Assistant Community Development Director was reclassified as Director of Community Development and the position was transferred to Community Development (1500) in FY15-16.



CITY OF CONROE
FY 2018-2019
0001-1110

BUDGET LINE ITEMS

| FUND: GENERAL FUND DEPARTMENT: CDBG ADMINISTRATION DIVISION: EXPENDITURES | | | | | | |
|---|------------------|------------------|------------------|------------------|-----------------|------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$52,532 | \$54,870 | \$54,500 | \$57,785 | \$0 | \$57,785 |
| 7012 Salaries - Part Time | \$0 | \$1,212 | \$0 | \$1,212 | \$0 | \$1,212 |
| 7020 Overtime | \$1,910 | \$0 | \$2,400 | \$0 | \$0 | \$0 |
| 7025 Social Security | \$3,821 | \$4,734 | \$4,682 | \$4,513 | \$0 | \$4,513 |
| 7030 Retirement & Pension | \$8,858 | \$8,978 | \$8,866 | \$9,386 | \$0 | \$9,386 |
| 7035 Workers Compensation | \$1,221 | \$142 | \$1,300 | \$122 | \$0 | \$122 |
| 7040 Employee Insurance | \$11,520 | \$16,450 | \$16,450 | \$16,929 | \$0 | \$16,929 |
| PERSONNEL SERVICES SUBTOTAL | \$79,862 | \$86,386 | \$88,198 | \$89,947 | \$0 | \$89,947 |
| 7110 Office Supplies | \$3,444 | \$6,200 | \$6,200 | \$6,200 | \$2,400 | \$8,600 |
| 7160 Vehicle Operations | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$2,087 | \$1,700 | \$1,700 | \$1,700 | \$0 | \$1,700 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$5,531 | \$7,900 | \$7,900 | \$7,900 | \$2,400 | \$10,300 |
| 8010 Utilities | \$700 | \$1,274 | \$1,274 | \$1,274 | \$0 | \$1,274 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$60 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$2,214 | \$0 | \$3,800 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$10,775 | \$4,881 | \$4,881 | \$4,881 | \$959 | \$5,840 |
| 8060 Contract Services | \$50,100 | \$27,172 | \$27,172 | \$22,172 | \$20,000 | \$42,172 |
| 8350 Legal Newspaper Notices | \$0 | \$0 | \$5,005 | \$5,000 | \$0 | \$5,000 |
| CONTRACTUAL SUBTOTAL | \$63,849 | \$33,327 | \$42,132 | \$33,327 | \$20,959 | \$54,286 |
| 9010 Land >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1110 | \$149,242 | \$127,613 | \$138,230 | \$131,174 | \$23,359 | \$154,533 |



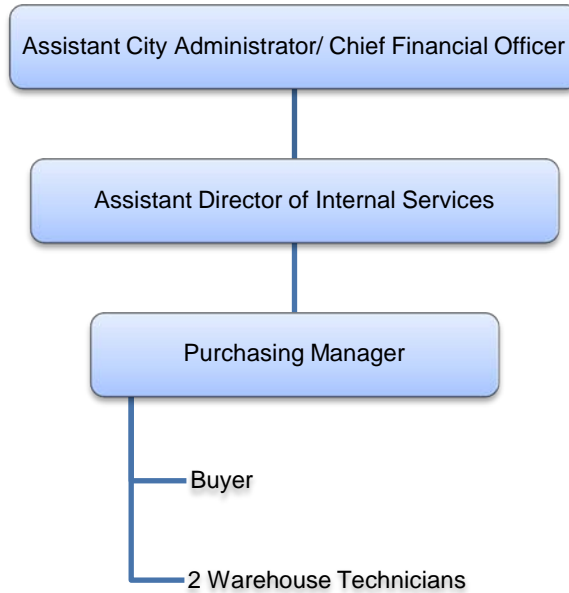
CITY OF CONROE
FY 2018-2019
0001-1110

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|---|------------------------------|--|-----------------------------|
| 1691 | 1 | Professional Services For Annual Grant | Non-discretionary Adjustment | 8060 Contract Services Request Total | \$20,000 \$20,000 |
| 1690 | 2 | Training Materials And N A H R O Membership | Non-discretionary Adjustment | 8050 Travel & Training Request Total | \$959 \$959 |
| 2055 | 3 | Printing And Publications | Non-discretionary Adjustment | 7110 Office Supplies Request Total | \$2,400 \$2,400 |
| 3 Requests | | | Total for 0001-1110 | | \$23,359 |



Purchasing–Warehouse



The Purchasing department's goal is to provide the City with the best value in the acquisition of supplies, equipment, and services, which is critical to effective organizational operations and a key function, both internally for the organization and for the public. Our contact with suppliers produces information needed by finance, line and staff departments, and the elected body to insure that both goods and services are delivered at the right price, the right quality, in a timely and effective manner and doing so within all applicable legal constraints.



Purchasing - Warehouse

Accomplishments for FY 2017-2018

- ✓ Implemented E-Vendor Registry and E-Bid Management
- ✓ Increased the use of blanket purchase orders minimizing sequential purchases
- ✓ Updated the City's purchasing operating procedures and policy to reflect current legislation
- ✓ Maintained year-end inventory adjustments to less than 1% of total inventory
- ✓ Continued cross training program for all Purchasing Department personnel
- ✓ Implemented annual purchasing policy video training for all departments
- ✓ Created Desk Reference Manuals for Purchasing and Warehouse Staff
- ✓ Implement web-based Vendor Registration

Goals & Objectives for FY 2018-2019

- ❑ Implement Scan Bar Inventory System for the Purchasing Warehouse
- ❑ Implement Fuel Rings and Data Pass system for city fuel accountability
- ❑ Continue to streamline purchasing practices toward eligibility for National Procurement Institute Achievement of Excellence in Procurement Award
- ❑ Continue to foster and maintain good working relationships with all departments through a better understanding of their needs
- ❑ Provide information and consultation to staff relative to new products, sources and purchasing options available to them
- ❑ Provide the City with cost effective purchases to enable the city to utilize taxpayer dollars to the best of our ability
- ❑ Implement full E-Procurement practices for Purchasing



City of Conroe General Fund

Purchasing - Warehouse 0001-1120

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Purchasing Manager | 1 | 1 | 1 | 1 |
| Warehouse Supervisor | 1 | 1 | 0 | 0 |
| Buyer | 0 | 0 | 1 | 1 |
| Warehouse Technician | 2 | 2 | 2 | 2 |
| TOTAL FULL TIME | 4 | 4 | 4 | 4 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|----------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of purchase orders issued | 1,273 | 1,292 | 1,200 | 1,200 |
| Value of purchase orders issued | \$116,855,791 | \$127,191,999 | \$127,000,000 | \$127,000,000 |
| Number of bids solicited | 62 | 74 | 75 | 75 |
| Inventory value | \$600,000 | \$626,000 | \$626,000 | \$626,000 |
| Auction Revenues | \$471,744 | \$400,000 | \$450,000 | \$450,000 |



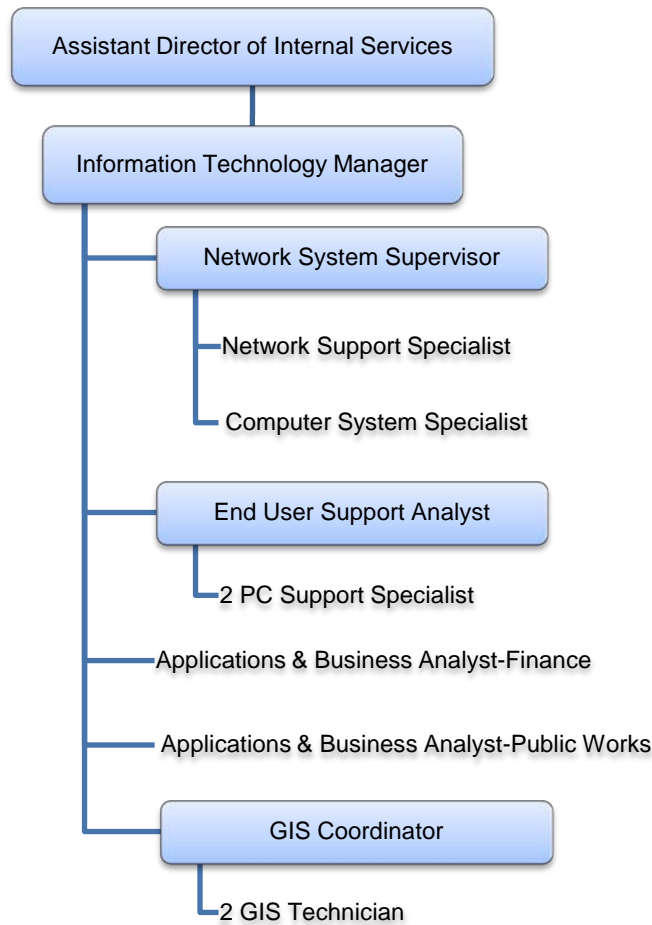
CITY OF CONROE
FY 2018-2019
0001-1120

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: PURCHASING-WAREHOUSE | | DIVISION: EXPENDITURES | | |
|-------------------------------------|------------------|----------------------------------|------------------|------------------------|--------------|------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$214,464 | \$220,872 | \$230,071 | \$232,837 | \$0 | \$232,837 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$511 | \$3,200 | \$327 | \$3,200 | \$0 | \$3,200 |
| 7025 Social Security | \$15,997 | \$18,924 | \$17,612 | \$18,057 | \$0 | \$18,057 |
| 7030 Retirement & Pension | \$35,029 | \$36,661 | \$38,425 | \$38,339 | \$0 | \$38,339 |
| 7035 Workers Compensation | \$3,805 | \$6,050 | \$4,455 | \$5,517 | \$0 | \$5,517 |
| 7040 Employee Insurance | \$46,080 | \$65,800 | \$65,800 | \$67,716 | \$0 | \$67,716 |
| PERSONNEL SERVICES SUBTOTAL | \$315,886 | \$351,507 | \$356,690 | \$365,666 | \$0 | \$365,666 |
| 7110 Office Supplies | \$1,696 | \$1,800 | \$1,800 | \$1,800 | \$0 | \$1,800 |
| 7140 Wearing Apparel | \$905 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$1,000 |
| 7160 Vehicle Operations | \$5,775 | \$5,000 | \$5,000 | \$5,000 | \$0 | \$5,000 |
| 7170 Vehicle Repairs | \$2,017 | \$3,000 | \$3,000 | \$3,000 | \$0 | \$3,000 |
| 7180 Equipment Repairs | \$24 | \$750 | \$750 | \$750 | \$0 | \$750 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$10,484 | \$11,555 | \$11,555 | \$11,555 | \$0 | \$11,555 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$20,901 | \$23,105 | \$23,105 | \$23,105 | \$0 | \$23,105 |
| 8010 Utilities | \$856 | \$2,400 | \$2,400 | \$2,400 | \$0 | \$2,400 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$1,815 | \$2,000 | \$2,000 | \$2,000 | \$0 | \$2,000 |
| 8050 Travel & Training | \$2,151 | \$10,422 | \$10,422 | \$10,422 | \$0 | \$10,422 |
| 8060 Contract Services | \$9,569 | \$9,946 | \$9,946 | \$9,946 | \$0 | \$9,946 |
| CONTRACTUAL SUBTOTAL | \$14,391 | \$24,768 | \$24,768 | \$24,768 | \$0 | \$24,768 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1120 | \$351,178 | \$399,380 | \$404,563 | \$413,539 | \$0 | \$413,539 |



Information Technology



The mission of the Information Technology Department is to oversee and coordinate new and existing technology and GIS resources to ensure reliability, availability, serviceability, and security in a timely and cost effective manner. The provisions are necessary for all departments to effectively accomplish their goal in accordance with the City of Conroe's mission statement.



Information Technology

Accomplishments for FY 2017-18

- ✓ Completed NetMotion VPN installation for Permits
- ✓ Completed upgrade of Police Department video server and storage increase to 1 Petabyte
- ✓ Completed installation of Wi-Fi at all Fire Stations
- ✓ Completed installation of new firewalls at City Hall
- ✓ Completed installation of a redundant internet connection at Police Department
- ✓ Assisted Fire Department with Fire Station 7 technology planning
- ✓ Completed Fire Station 7 hardware installation including the VOIP phone system
- ✓ Completed Public Works migration to the ShoreTel VOIP phone system
- ✓ Completed 6th floor Audio Visual upgrade
- ✓ Complete Incode TCM paperless AP project
- ✓ Completed post Hurricane Harvey network infrastructure rebuild for the Gun Range and the Waste Water Treatment Plant
- ✓ Completed Fire Station 4 mold remediation infrastructure changes
- ✓ Completed several security phishing campaigns
- ✓ Completed Police and Fire modem refresh to prevent malware attack
- ✓ Completed PC refresh for 38 users, saving over \$10K by switching to a new vendor
- ✓ Completed Windows 10 deployment
- ✓ Completed migration of the IT ticketing system to Managed Engine
- ✓ Completed phase one of the GIS architecture plan which included installation of several new servers and upgrades to the existing servers
- ✓ Completed annexation data for management
- ✓ Completed department certifications:
 - CompTIA Network+ Certification
 - Cartegraph Administration
 - CompTIA A+ Certification
 - CompTIA Project+ Certification

Goals & Objectives for FY 2018-19

- ❑ Continue staff training for additional certifications
- ❑ Review and implement GIS architectural recommendations
- ❑ Upgrade InCode TCM paperless AP
- ❑ Complete InCode TCM paperless requisition project
- ❑ Continue with security phishing campaigns



**City of Conroe
General Fund**

**Information Technology
0001-1130**

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|---------------------------------|---|---|--|---|
| PERSONNEL SERVICES | | | | |
| Information Technology Manager | 1 | 1 | 1 | 1 |
| Computer Systems Specialist | 0 | 1 | 1 | 1 |
| Unix System Administrator | 1 | 0 | 0 | 0 |
| Network System Supervisor | 0 | 1 | 1 | 1 |
| Network System Administrator | 1 | 0 | 0 | 0 |
| Network Support Specialist | 1 | 1 | 1 | 1 |
| Applications & Business Analyst | 2 | 2 | 2 | 2 |
| End User Support Analyst | 1 | 1 | 1 | 1 |
| PC Support Specialist | 1 | 1 | 1 | 2 |
| GIS Coordinator | 1 | 1 | 1 | 1 |
| GIS Technician | 2 | 2 | 2 | 2 |
| TOTAL FULL TIME | 11 | 11 | 11 | 12 |

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|-----------------------------|---|---|--|---|
| PERFORMANCE MEASURES | | | | |
| Number of IT service calls | 5,361 | 6,100 | 7,309 | 7,500 |
| Number of GIS service calls | 839 | 840 | 851 | 860 |
| Number of PC's | 610 | 640 | 650 | 660 |



CITY OF CONROE
FY 2018-2019
0001-1130

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: INFORMATION TECHNOLOGY

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------|------------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$837,783 | \$833,011 | \$821,000 | \$850,613 | \$50,960 | \$901,573 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$6,456 | \$4,100 | \$6,500 | \$4,100 | \$1,838 | \$5,938 |
| 7025 Social Security | \$61,332 | \$70,699 | \$63,200 | \$65,385 | \$4,039 | \$69,424 |
| 7030 Retirement & Pension | \$137,386 | \$136,962 | \$137,500 | \$138,831 | \$8,690 | \$147,521 |
| 7035 Workers Compensation | \$14,566 | \$2,522 | \$2,500 | \$2,033 | \$537 | \$2,570 |
| 7040 Employee Insurance | \$126,719 | \$180,950 | \$180,950 | \$186,220 | \$16,929 | \$203,149 |
| PERSONNEL SERVICES SUBTOTAL | \$1,184,242 | \$1,228,244 | \$1,211,650 | \$1,247,182 | \$82,993 | \$1,330,175 |
| 7110 Office Supplies | \$1,213 | \$3,000 | \$2,800 | \$3,000 | \$0 | \$3,000 |
| 7140 Wearing Apparel | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7160 Vehicle Operations | \$1,302 | \$3,000 | \$2,000 | \$3,000 | \$0 | \$3,000 |
| 7180 Equipment Repairs | \$1,616 | \$1,500 | \$1,500 | \$1,500 | \$0 | \$1,500 |
| 7200 Operating Supplies | \$3,742 | \$5,300 | \$5,000 | \$5,300 | \$0 | \$5,300 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$66,791 | \$90,000 | \$88,000 | \$75,000 | \$45,000 | \$120,000 |
| SUPPLIES SUBTOTAL | \$74,664 | \$102,800 | \$99,300 | \$87,800 | \$45,000 | \$132,800 |
| 8010 Utilities | \$16,591 | \$2,500 | \$17,000 | \$2,500 | \$0 | \$2,500 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$18,645 | \$22,000 | \$21,000 | \$22,000 | \$0 | \$22,000 |
| 8060 Contract Services | \$1,018,277 | \$1,156,388 | \$1,205,000 | \$1,156,388 | \$227,600 | \$1,383,988 |
| CONTRACTUAL SUBTOTAL | \$1,053,513 | \$1,180,888 | \$1,243,000 | \$1,180,888 | \$227,600 | \$1,408,488 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$143,000 | \$142,000 | \$0 | \$75,000 | \$75,000 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$143,000 | \$142,000 | \$0 | \$75,000 | \$75,000 |
| TOTAL 0001-1130 | \$2,312,419 | \$2,654,932 | \$2,695,950 | \$2,515,870 | \$430,593 | \$2,946,463 |



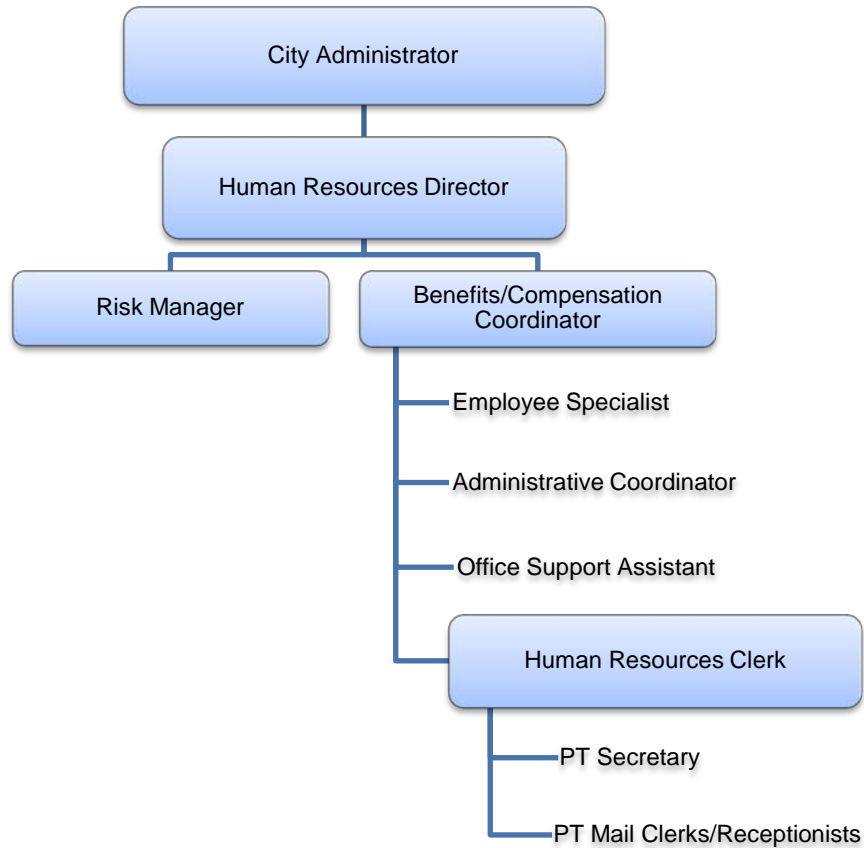
CITY OF CONROE
FY 2018-2019
0001-1130

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|---|---------------------------------|---|---|
| 2490 | 3 | P C Support Specialist (Helpdesk) | New Personnel | 7010 Salaries 7020 Overtime 7025 Social Security 7030 Retirement & Pension 7035 Workers Compensation 7040 Employee Insurance Request Total | \$50,960 \$1,838 \$4,039 \$8,690 \$537 \$16,929 \$82,993 |
| 2367 | 4 | Software Maintenance Increases For I T | Non-discretionary Adjustment | 8060 Contract Services Request Total | \$43,900 \$43,900 |
| 3071 | 5 | Storage Replacement Program | Replacement Equipment | 9050 Machinery & Equipment >\$5,000 Request Total | \$60,000 \$60,000 |
| 2511 | 6 | P C Replacement Program | Replacement Equipment | 7254 Machinery & Equipment <\$5,000 Request Total | \$30,000 \$30,000 |
| 2510 | 8 | Switch Replacement Program | Replacement Equipment | 7254 Machinery & Equipment <\$5,000 9050 Machinery & Equipment >\$5,000 Request Total | \$15,000 \$15,000 \$30,000 |
| 3293 | 13 | Software Maint Increase For P D - Spillman, Etc. | Non-discretionary Adjustment | 8060 CONTRACT SERVICES Request Total | \$52,900 \$52,900 |
| 3291 | 14 | Software Maint Increase For Other - Kronos, Incode | Non-discretionary Adjustment | 8060 CONTRACT SERVICES Request Total | \$130,800 \$130,800 |
| 7 Requests | | | Total for 0001-1130 | | \$430,593 |



Human Resources



The Human Resources Department provides programs and consultation in all areas of Human Resources Management, including recruitment and selection, employment, compensation and benefits, training and development, employee relations, and employee safety. The Human Resources Department interacts with internal customers, external customers, outside agencies, and vendors. The department is dedicated to ethical and quality service, characterized by teamwork, responsiveness, and efficiency.



Human Resources

Accomplishments for FY 2017-2018

- ✓ Supervised 10 exams and assessment centers for Police and Fire Departments
- ✓ Continued online employee training program in cooperation with Texas Municipal League
- ✓ Implemented Cross Training Program for all Human Resources Department employees
- ✓ Served as committee member of the Employee of the Year and Bright and Lean Programs
- ✓ Coordinated one Employee Breakfast event
- ✓ Continued new and revamped Employee of the Year program
- ✓ Increased participation in Fit For Life Program by approximately \$22,000 in rewards
- ✓ Implemented new funding plan for self-funded health plan
- ✓ Implemented new Kronos timekeeping system

Goals & Objectives for FY 2018-2019

- ❑ Continue expansion of Texas Municipal League's online training program for employees who do not have consistent computer access
- ❑ Finalize implementation of a revised and updated Employee Handbook
- ❑ Evaluate an improved performance appraisal system
- ❑ Increase training for employees, particularly supervisors
- ❑ Continue to monitor and evaluate employee Health Benefits program
- ❑ Conduct proposal process for employee benefits
- ❑ Continue audit process on job descriptions
- ❑ Continue to monitor and evaluate classification and compensation plan
- ❑ Continue with cross training of HR Department employees



City of Conroe
General Fund
Human Resources
0001-1160

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|-------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| SPECIAL SERVICES | | | | |
| Civil Service Commission | 3 | 3 | 3 | 3 |
| TOTAL SPECIAL SERVICES | 3 | 3 | 3 | 3 |

PERSONNEL SERVICES

| | | | | |
|-----------------------------------|--------------|--------------|--------------|--------------|
| Human Resources Director | 1 | 1 | 1 | 1 |
| Risk Manager | 1 | 1 | 1 | 1 |
| Benefits/Compensation Coordinator | 1 | 1 | 1 | 1 |
| Administrative Coordinator | 1 | 1 | 1 | 1 |
| Office Support Assistant | 1 | 1 | 1 | 1 |
| Employee Specialist | 1 | 1 | 1 | 1 |
| Human Resources Clerk | 0 | 0 | 0 | 1 |
| TOTAL FULL TIME | 6 | 6 | 6 | 7 |
| PT Secretary (Hours) | 1,500 | 1,500 | 1,500 | 1,500 |
| PT Mail Clerk (Hours) | 1,300 | 1,300 | 1,300 | 1,300 |
| TOTAL PART TIME HOURS | 2,800 | 2,800 | 2,800 | 2,800 |

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|----------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Applications Tracked & Received | 3,400 | 2,000 | 2,250 | 2300 |
| Civil Service Exams | 10 | 10 | 10 | 10 |
| Civil Service Testing Candidates | 1,000 | 1,000 | 1,000 | 1200 |
| Employees Hired & Processed | 100 | 100 | 120 | 125 |
| Retired Employees | 5 | 5 | 5 | 9 |
| Employees Terminated | 112 | 100 | 100 | 100 |
| Trainings Provided | 15 | 12 | 12 | 12 |
| Employees Trained | 750 | 750 | 800 | 800 |



CITY OF CONROE
FY 2018-2019
0001-1160

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: HUMAN RESOURCES | | DIVISION: EXPENDITURES | | |
|-------------------------------------|------------------|-----------------------------|--------------------|------------------------|-----------------|------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$402,620 | \$415,498 | \$421,463 | \$437,457 | \$31,824 | \$469,281 |
| 7012 Salaries - Part Time | \$56,314 | \$71,672 | \$68,116 | \$71,672 | \$0 | \$71,672 |
| 7020 Overtime | \$3,371 | \$1,100 | \$3,482 | \$1,100 | \$689 | \$1,789 |
| 7025 Social Security | \$33,999 | \$41,121 | \$37,077 | \$39,032 | \$2,487 | \$41,519 |
| 7030 Retirement & Pension | \$66,149 | \$67,964 | \$67,957 | \$71,040 | \$5,352 | \$76,392 |
| 7035 Workers Compensation | \$8,480 | \$1,221 | \$1,287 | \$1,054 | \$335 | \$1,389 |
| 7040 Employee Insurance | \$69,121 | \$98,700 | \$98,700 | \$101,575 | \$16,929 | \$118,504 |
| 7050 Physicals | \$41,454 | \$65,370 | \$65,370 | \$65,370 | \$0 | \$65,370 |
| PERSONNEL SERVICES SUBTOTAL | \$681,508 | \$762,646 | \$763,452 | \$788,300 | \$57,616 | \$845,916 |
| 7110 Office Supplies | \$6,134 | \$7,400 | \$6,900 | \$7,400 | \$0 | \$7,400 |
| 7140 Wearing Apparel | \$0 | \$600 | \$550 | \$600 | \$0 | \$600 |
| 7160 Vehicle Operations | \$1,682 | \$0 | \$1,000 | \$0 | \$0 | \$0 |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$500 | \$450 | \$500 | \$0 | \$500 |
| 7200 Operating Supplies | \$24,696 | \$14,505 | \$13,500 | \$14,505 | \$0 | \$14,505 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$583 | \$0 | \$583 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$33,095 | \$23,005 | \$22,983 | \$23,005 | \$0 | \$23,005 |
| 8010 Utilities | \$1,218 | \$1,400 | \$1,400 | \$1,400 | \$0 | \$1,400 |
| 8020 Insurance and Bonds | \$96 | \$136 | \$125 | \$136 | \$0 | \$136 |
| 8030 Legal Services | \$96 | \$6,000 | \$4,000 | \$6,000 | \$0 | \$6,000 |
| 8040 Leased Equipment | \$5,139 | \$10,900 | \$10,900 | \$10,900 | \$0 | \$10,900 |
| 8050 Travel & Training | \$9,483 | \$13,995 | \$13,500 | \$13,995 | \$0 | \$13,995 |
| 8060 Contract Services | \$78,043 | \$61,878 | \$141,000 | \$61,878 | \$0 | \$61,878 |
| 8350 Legal Newspaper Notices | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$94,075 | \$94,309 | \$170,925 | \$94,309 | \$0 | \$94,309 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$116,640 | \$60,364 | \$59,541 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$116,640 | \$60,364 | \$59,541 | \$0 | \$0 | \$0 |
| TOTAL 0001-1160 | \$925,318 | \$940,324 | \$1,016,901 | \$905,614 | \$57,616 | \$963,230 |



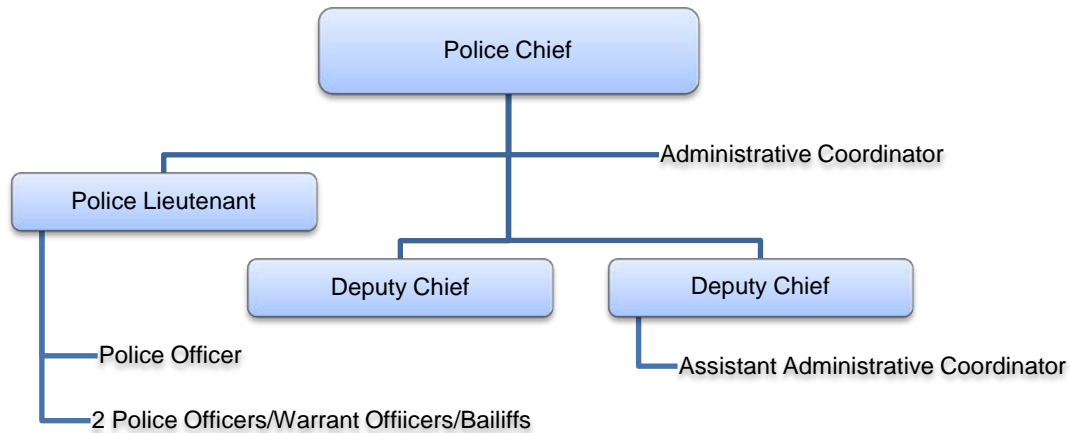
CITY OF CONROE
FY 2018-2019
0001-1160

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|-----------------------|----------------------------|---------------------------|-----------------|
| 4324 | 1 | Human Resources Clerk | New Personnel | 7010 SALARIES | \$31,824 |
| | | | | 7020 OVERTIME | \$689 |
| | | | | 7025 SOCIAL SECURITY | \$2,487 |
| | | | | 7030 RETIREMENT & PENSION | \$5,352 |
| | | | | 7035 WORKERS COMPENSATION | \$335 |
| | | | | 7040 EMPLOYEE INSURANCE | \$16,929 |
| | | | | Request Total | \$57,616 |
| 1 Requests | | | Total for 0001-1160 | | \$57,616 |



Police Administration



The Police Administration Division is responsible for the administration of those that provide for the protection of lives and property and the preservation of social order and public peace in our community. In accomplishing this, they are responsible for the administration of all police services, long range planning, compiling and distributing survey information, researching and cost analysis of the police inventory, and providing courteous and professional performance of miscellaneous public service duties.



Police Administration

Accomplishments for FY 2017-2018

- ✓ Maintained staffing department-wide while keeping pace with annexation expansion and population increases
- ✓ Continued to operate a successful Basic Peace Officer Academy
- ✓ Increased Command Staff's public interactions through forums, service organizations, speaking engagements, and other opportunities to meet with the public

Goals & Objectives for FY 2018-2019

- ❑ Continue to pursue full staffing department-wide while keeping pace with annexation expansion and population increases
- ❑ Increase Command Staff's public interactions through forums, service organizations, speaking engagements, and other opportunities to meet with the public
- ❑ Continue to operate a successful Basic Peace Officer Academy



City of Conroe General Fund

Police Administration 0001-1201

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Police Chief | 1 | 1 | 1 | 1 |
| Deputy Chief | 2 | 2 | 2 | 2 |
| Lieutenant | 1 | 1 | 1 | 1 |
| Police Officer | 1 | 1 | 1 | 1 |
| Police Officer/Warrant Officer/Bailiff | 2 | 2 | 2 | 2 |
| Administrative Coordinator | 0 | 1 | 1 | 1 |
| Secretary III | 1 | 0 | 0 | 0 |
| Assistant Administrative Coordinator | 0 | 1 | 1 | 1 |
| Inventory Technician | 1 | 0 | 0 | 0 |
| TOTAL FULL TIME | 9 | 9 | 9 | 9 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Citizen Police Academy classes | 2 | 3 | 2 | 2 |
| Discipline Boards convened | 0 | 2 | 0 | 1 |
| Grants obtained | 2 | 2 | 4 | 3 |



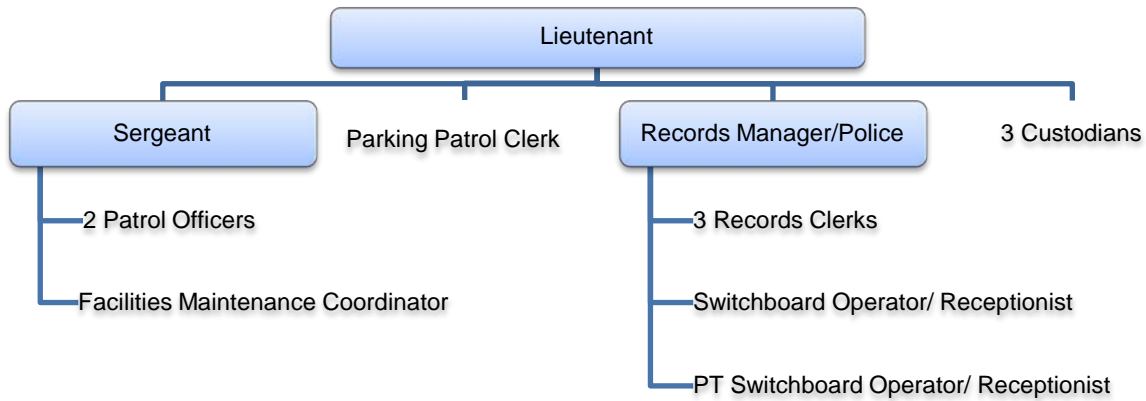
CITY OF CONROE
FY 2018-2019
0001-1201

BUDGET LINE ITEMS

| FUND: GENERAL FUND DEPARTMENT: POLICE ADMINISTRATION DIVISION: EXPENDITURES | | | | | | |
|---|--------------------|--------------------|--------------------|--------------------|--------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$780,119 | \$816,426 | \$955,117 | \$791,784 | \$0 | \$791,784 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$26,642 | \$32,240 | \$0 | \$32,240 | \$0 | \$32,240 |
| 7025 Social Security | \$55,961 | \$71,678 | \$73,533 | \$63,038 | \$0 | \$63,038 |
| 7030 Retirement & Pension | \$131,438 | \$138,844 | \$164,056 | \$133,846 | \$0 | \$133,846 |
| 7035 Workers Compensation | \$14,644 | \$16,318 | \$12,263 | \$13,785 | \$0 | \$13,785 |
| 7040 Employee Insurance | \$103,679 | \$148,050 | \$148,050 | \$152,362 | \$0 | \$152,362 |
| PERSONNEL SERVICES SUBTOTAL | \$1,112,483 | \$1,223,556 | \$1,353,019 | \$1,187,055 | \$0 | \$1,187,055 |
| 7110 Office Supplies | \$3,491 | \$5,775 | \$5,775 | \$5,775 | \$0 | \$5,775 |
| 7130 Building Supplies | \$16 | \$1,500 | \$1,500 | \$1,500 | \$0 | \$1,500 |
| 7140 Wearing Apparel | \$1,765 | \$5,150 | \$5,150 | \$5,150 | \$0 | \$5,150 |
| 7160 Vehicle Operations | \$12,475 | \$13,203 | \$13,203 | \$13,203 | \$0 | \$13,203 |
| 7170 Vehicle Repairs | \$0 | \$2,000 | \$2,000 | \$2,000 | \$0 | \$2,000 |
| 7180 Equipment Repairs | \$0 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$1,000 |
| 7190 Radio Repairs | \$0 | \$665 | \$665 | \$665 | \$0 | \$665 |
| 7200 Operating Supplies | \$85,492 | \$38,449 | \$53,100 | \$33,474 | \$0 | \$33,474 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$65,362 | \$6,000 | \$6,000 | \$6,000 | \$0 | \$6,000 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$168,601 | \$73,742 | \$88,393 | \$68,767 | \$0 | \$68,767 |
| 8010 Utilities | \$178,335 | \$186,036 | \$186,036 | \$186,036 | \$0 | \$186,036 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$665 | \$15,000 | \$665 | \$0 | \$665 |
| 8040 Leased Equipment | \$3,017 | \$0 | \$3,500 | \$3,500 | \$0 | \$3,500 |
| 8050 Travel & Training | \$16,389 | \$15,135 | \$15,135 | \$15,135 | \$0 | \$15,135 |
| 8060 Contract Services | \$18,851 | \$36,088 | \$32,588 | \$31,088 | \$0 | \$31,088 |
| 8350 Legal Newspaper Notices | \$0 | \$0 | \$1,500 | \$1,500 | \$0 | \$1,500 |
| CONTRACTUAL SUBTOTAL | \$216,592 | \$237,924 | \$253,759 | \$237,924 | \$0 | \$237,924 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1201 | \$1,497,676 | \$1,535,222 | \$1,695,171 | \$1,493,746 | \$0 | \$1,493,746 |



Police Support Services



The Police Support Services Division oversees the operation of the Firearms Training Facility, Police Academy, Records Section and Parking Control. This Division handles training for the department as well as outside agencies, and conducts the Department's Texas Commission on Law Enforcement chartered Police Academy. Support Services performs all record keeping, open records requests, and provides statistical information to City and PD Administration and other outside agencies. Other duties include enforcement of downtown parking codes, Police Headquarters, building maintenance, and custodial services to all Police facilities.



Police Support Services

Accomplishments for FY 2017-2018

- ✓ Conducted one full Basic Peace Officer Course and continued the trend of 100% pass rate on the Texas Commission On Law Enforcement licensing exam
- ✓ Successfully completed Academy class with the devastation of our Firearms Training Facility due to Hurricane Harvey
- ✓ Continued to move towards a paperless unit by scanning data into computer system
- ✓ Increased Records Section services to the public to meet increased demands

Goals & Objectives for FY 2018-2019

- ❑ Increase to two Police Academies
- ❑ Rebuild Firearms Training Facility
- ❑ Continue 100% TCOLE pass rate by academy cadets



City of Conroe General Fund

Police Support Services 0001-1202

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|------------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Lieutenant | 1 | 1 | 1 | 1 |
| Sergeant | 1 | 1 | 1 | 1 |
| Police/Patrol Officer | 2 | 2 | 2 | 2 |
| Facilities Maintenance Coordinator | 1 | 1 | 1 | 1 |
| Parking Patrol/Clerk | 1 | 1 | 1 | 1 |
| Records Manager/Police | 1 | 1 | 1 | 1 |
| Records Clerk | 3 | 3 | 3 | 3 |
| Switchboard Operator/Receptionist | 1 | 1 | 1 | 1 |
| Custodian | 2 | 3 | 3 | 3 |
| TOTAL FULL TIME | 13 | 14 | 14 | 14 |
| PT Switchboard Operator (Hours) | 400 | 400 | 400 | 400 |
| PT Custodian (Hours) | 260 | 0 | 0 | 0 |
| TOTAL PART TIME HOURS | 660 | 400 | 400 | 400 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Parking Citations Issued | 0 | 255 | 255 | 700 |
| Vehicles Booted | 17 | 0 | 8 | 10 |
| Open Records Requests | 450 | 730 | 1000 | 1100 |
| Accident Reports | 2,300 | 2,800 | 2,900 | 3000 |
| Offense Reports | 5,500 | 7,000 | 9,000 | 10000 |
| Arrest Reports | 4,800 | 4,800 | 5,000 | 5300 |
| Receptionist Walk-ins | 15,000 | 15,500 | 16,000 | 16,500 |
| Receptionist Phone Calls | 30,000 | 35,000 | 40,000 | 43,000 |
| Basic Peace Officer Academy | 1 | 1 | 1 | 2 |



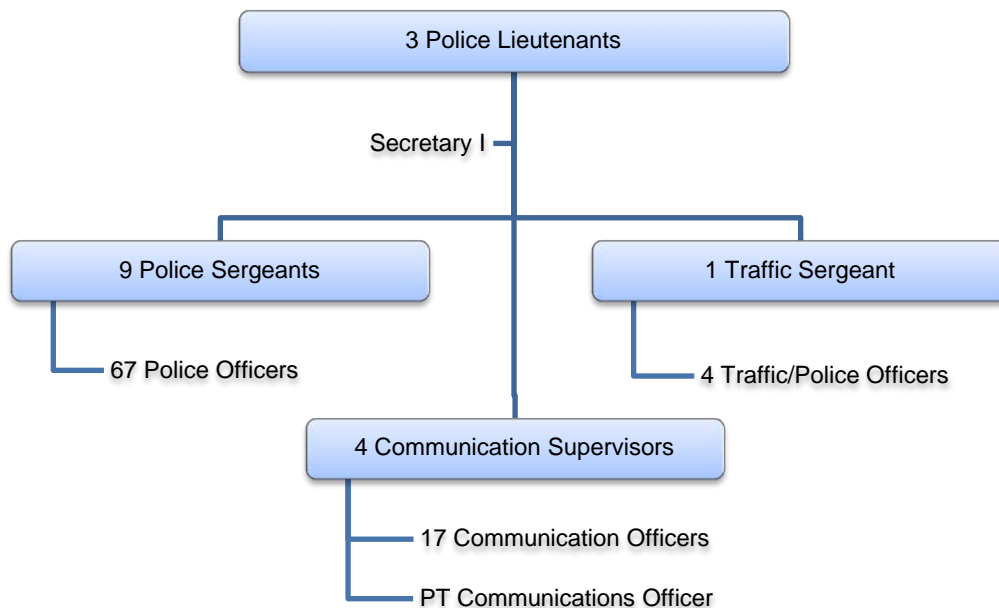
CITY OF CONROE
FY 2018-2019
0001-1202

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: POLICE SUPPORT | | DIVISION: EXPENDITURES | | |
|-------------------------------------|--------------------|----------------------------|--------------------|------------------------|--------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$705,617 | \$689,083 | \$560,804 | \$700,528 | \$0 | \$700,528 |
| 7012 Salaries - Part Time | \$3,991 | \$64,319 | \$7,202 | \$64,319 | \$0 | \$64,319 |
| 7020 Overtime | \$26,546 | \$49,824 | \$22,209 | \$49,824 | \$0 | \$49,824 |
| 7025 Social Security | \$54,100 | \$67,736 | \$45,217 | \$62,322 | \$0 | \$62,322 |
| 7030 Retirement & Pension | \$119,556 | \$120,886 | \$97,122 | \$121,880 | \$0 | \$121,880 |
| 7035 Workers Compensation | \$15,283 | \$12,189 | \$9,242 | \$10,644 | \$0 | \$10,644 |
| 7040 Employee Insurance | \$159,952 | \$230,299 | \$230,299 | \$237,008 | \$0 | \$237,008 |
| PERSONNEL SERVICES SUBTOTAL | \$1,085,045 | \$1,234,336 | \$972,095 | \$1,246,525 | \$0 | \$1,246,525 |
| 7110 Office Supplies | \$5,983 | \$6,223 | \$6,000 | \$6,000 | \$0 | \$6,000 |
| 7130 Building Supplies | \$23,561 | \$10,665 | \$25,200 | \$8,500 | \$0 | \$8,500 |
| 7140 Wearing Apparel | \$19,146 | \$14,300 | \$14,300 | \$14,300 | \$0 | \$14,300 |
| 7160 Vehicle Operations | \$19,259 | \$6,000 | \$9,000 | \$6,000 | \$0 | \$6,000 |
| 7170 Vehicle Repairs | \$1,613 | \$2,222 | \$4,200 | \$1,000 | \$0 | \$1,000 |
| 7180 Equipment Repairs | \$1,068 | \$3,282 | \$3,282 | \$3,282 | \$0 | \$3,282 |
| 7190 Radio Repairs | \$0 | \$197 | \$197 | \$197 | \$0 | \$197 |
| 7200 Operating Supplies | \$55,779 | \$40,134 | \$28,084 | \$28,084 | \$0 | \$28,084 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$50,331 | \$50,331 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$57,193 | \$130,409 | \$120,012 | \$43,554 | \$0 | \$43,554 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$183,602 | \$263,763 | \$260,606 | \$110,917 | \$0 | \$110,917 |
| 8010 Utilities | \$19,502 | \$22,789 | \$20,000 | \$20,000 | \$0 | \$20,000 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$40,857 | \$50,092 | \$47,125 | \$36,000 | \$0 | \$36,000 |
| 8050 Travel & Training | \$87,216 | \$93,266 | \$95,000 | \$78,204 | \$0 | \$78,204 |
| 8060 Contract Services | \$55,097 | \$60,000 | \$128,400 | \$50,000 | \$0 | \$50,000 |
| CONTRACTUAL SUBTOTAL | \$202,672 | \$226,147 | \$290,525 | \$184,204 | \$0 | \$184,204 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$33,975 | \$33,975 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$7,950 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$7,950 | \$33,975 | \$33,975 | \$0 | \$0 | \$0 |
| TOTAL 0001-1202 | \$1,479,269 | \$1,758,221 | \$1,557,201 | \$1,541,646 | \$0 | \$1,541,646 |



Police Patrol



The Patrol Division oversees the patrol and communication operations of the Department. Patrol answers all calls for service and provides traffic enforcement, neighborhood patrols, and accident investigations. The Specialty units included in the Patrol Division are Special Weapons and Tactics (SWAT), Honor Guard, Bicycle Unit, K-9 Unit, and the Crisis Intervention Response Team (CIRT). SWAT officers respond to high threat incidents and assist the Narcotics Unit in serving high risk search warrants. K-9 Officers supplement regular patrol through the detection of illegal narcotics, and through the tracking of persons. Bicycle Officers are regularly assigned to duty in areas where there is a need for close contact with the citizens or protection of the public at events such as the Cajun Catfish Festival and other City sponsored events. The Communications branch of the Patrol Division has supervisors and officers which handle telecommunications for all emergency and non-emergency calls. The Traffic Unit responds to citizen complaints involving traffic, criminal, and nuisance violations by utilizing community policing practices to assist in community problem solving. The Traffic Unit also conducts criminal investigations in all fatality crashes within the city. CIRT is a partnership with local mental health agencies with a goal of better addressing the concerns of citizens in mental health crisis.



Police Patrol

Accomplishments for FY 2017-2018

- ✓ Successfully graduated seven new Recruits from the academy classes through the Field Training Program and released them into patrol, filling open positions
- ✓ Improved and streamlined Patrol functions through the use of newly acquired technology such as the MorphoIdent field fingerprint analysis units
- ✓ Crisis Intervention Response Team (CIRT) Program units responded or intervened during mental health crises 298 times to date (Feb 2018), with an expected 715 times total for the year, referring people for mental health services rather than to jail or a hospital, effectively reducing the number of people referred to jail or the hospital
- ✓ Completed updates to the records management system, with the assistance of the Spillman Administrator, to make it more compatible with patrol functions

Goals & Objectives for FY 2018-2019

- ❑ Design and implement a system to capture and track data as required by the newly enacted SB 1849 (Sandra Bland Act)
- ❑ Increase patrol and dispatch staffing to full authorized strength through training and retention
- ❑ Evaluate and update the field training process for communications officers
- ❑ Expand and improve the newly formed Special Response Group (SRG) through continued training with regional agencies



City of Conroe General Fund

Police Patrol 0001-1203

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|-----------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Lieutenant | 3 | 3 | 3 | 3 |
| Sergeant | 10 | 10 | 10 | 10 |
| Police Officer | 67 | 67 | 67 | 67 |
| Communications Supervisor | 4 | 4 | 4 | 4 |
| Communications Officer | 17 | 17 | 17 | 17 |
| Secretary I | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 102 | 102 | 102 | 102 |
| PT Communications Officer (Hours) | 1,800 | 1,800 | 1,800 | 1,800 |
| TOTAL PART TIME HOURS | 1,800 | 1,800 | 1,800 | 1,800 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Calls for Service | 85,361 | 87,414 | 90,036 | 89,934 |
| Average Response Time | 4:08 | 4:08 | 4:08 | 4:08 |
| Traffic Enforcement | 12,332 | 11,127 | 11,460 | 11,856 |
| Arrests | 4,238 | 4,545 | 4,681 | 4,692 |

The Police Department is authorized to over hire twenty (20) additional Police Officers and two (2) additional Communication Officers.



CITY OF CONROE
FY 2018-2019
0001-1203

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: POLICE PATROL | | DIVISION: EXPENDITURES | | |
|-------------------------------------|---------------------|---------------------------|---------------------|------------------------|-----------------|---------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$6,569,849 | \$6,661,446 | \$7,074,278 | \$6,812,794 | \$0 | \$6,812,794 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$580,372 | \$246,749 | \$578,793 | \$246,749 | \$0 | \$246,749 |
| 7025 Social Security | \$526,513 | \$583,464 | \$583,514 | \$540,055 | \$0 | \$540,055 |
| 7030 Retirement & Pension | \$1,170,376 | \$1,130,197 | \$1,265,509 | \$1,146,681 | \$0 | \$1,146,681 |
| 7035 Workers Compensation | \$118,325 | \$127,565 | \$96,027 | \$114,904 | \$0 | \$114,904 |
| 7040 Employee Insurance | \$1,175,027 | \$1,677,896 | \$1,677,896 | \$1,726,770 | \$0 | \$1,726,770 |
| PERSONNEL SERVICES SUBTOTAL | \$10,140,462 | \$10,427,317 | \$11,276,017 | \$10,587,953 | \$0 | \$10,587,953 |
| 7110 Office Supplies | \$7,618 | \$12,030 | \$12,030 | \$12,030 | \$0 | \$12,030 |
| 7130 Building Supplies | \$88 | \$285 | \$285 | \$285 | \$0 | \$285 |
| 7140 Wearing Apparel | \$76,090 | \$126,867 | \$78,344 | \$78,344 | \$0 | \$78,344 |
| 7160 Vehicle Operations | \$505,872 | \$447,919 | \$422,454 | \$447,919 | \$0 | \$447,919 |
| 7170 Vehicle Repairs | \$51,616 | \$40,310 | \$58,726 | \$40,310 | \$0 | \$40,310 |
| 7180 Equipment Repairs | \$204 | \$3,125 | \$3,125 | \$3,125 | \$0 | \$3,125 |
| 7190 Radio Repairs | \$0 | \$6,670 | \$6,670 | \$6,670 | \$0 | \$6,670 |
| 7200 Operating Supplies | \$30,553 | \$77,850 | \$77,850 | \$77,850 | \$0 | \$77,850 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$547,630 | \$667,963 | \$455,564 | \$378,564 | \$0 | \$378,564 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$1,219,671 | \$1,383,019 | \$1,115,048 | \$1,045,097 | \$0 | \$1,045,097 |
| 8010 Utilities | \$902 | \$2,456 | \$2,456 | \$2,456 | \$0 | \$2,456 |
| 8020 Insurance and Bonds | \$17,601 | \$18,500 | \$18,500 | \$18,500 | \$0 | \$18,500 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$3,763 | \$8,095 | \$8,000 | \$8,095 | \$0 | \$8,095 |
| 8050 Travel & Training | \$5,110 | \$13,700 | \$13,700 | \$13,700 | \$0 | \$13,700 |
| 8060 Contract Services | \$23,217 | \$2,523 | \$9,667 | \$2,523 | \$0 | \$2,523 |
| CONTRACTUAL SUBTOTAL | \$50,593 | \$45,274 | \$52,323 | \$45,274 | \$0 | \$45,274 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$67,267 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$294,072 | \$69,660 | \$69,660 | \$0 | \$51,030 | \$51,030 |
| CAPITAL OUTLAY SUBTOTAL | \$361,339 | \$69,660 | \$69,660 | \$0 | \$51,030 | \$51,030 |
| TOTAL 0001-1203 | \$11,772,065 | \$11,925,270 | \$12,513,048 | \$11,678,324 | \$51,030 | \$11,729,354 |



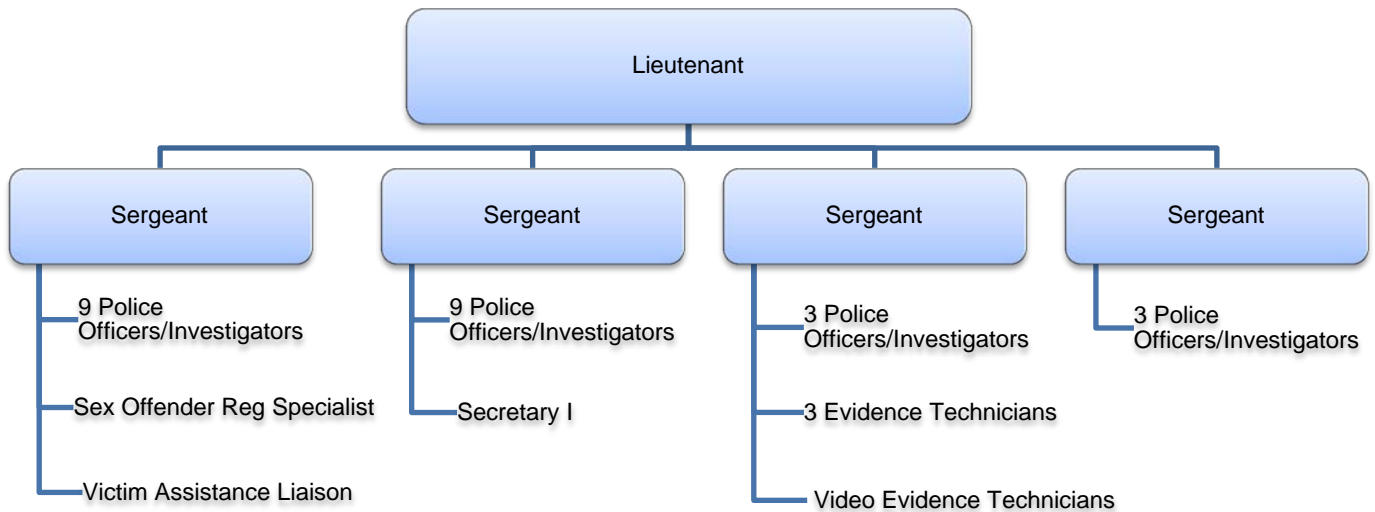
CITY OF CONROE
FY 2018-2019
0001-1203

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|--|----------------------------|------------------------|-----------------|
| 3284 | 1 | Replacement Police Patrol Vehicles (7) | V E R F (upgrade Only) | 9060 VEHICLES >\$5,000 | \$51,030 |
| | | | | Request Total | \$51,030 |
| 1 Requests | | | Total for 0001-1203 | | \$51,030 |



Police Investigative Services



The Police Investigations Division oversees all criminal investigations, crime scene investigations, evidence collection and storage. This includes investigating crimes against persons and property, as well as the collection, storage and processing of all evidence, including digital media. The division also has a special unit that investigates narcotics, prostitution, and gambling. The division has two investigators on detached duty with the Internet Crimes Against Children (ICAC) Task Force and the Drug Enforcement Agency (DEA) Task Force.



Police Investigative Services

Accomplishments for FY 2017-2018

- ✓ Obtained specialized training for Crime Scene Units and changed duty hours to be more efficient in processing scenes versus just collection and sending out items to DPS
- ✓ Drastically decreased detective case assignment by vetting cases during CID intake and placing priority on cases with investigative leads
- ✓ Successfully launched new plate reading software program and cameras to assist with stolen auto recovery and to assist in investigations

Goals & Objectives for FY 2018-2019

- ❑ Reduce the items in evidence inventory through implementation of dual evidence technicians with a focus on evidence destruction through court order
- ❑ Streamline video evidence so that the DA's office will get evidence for prosecution in a timely manner but reduce hours spent uploading and burning videos at the PD.
- ❑ Add a second detective to the Internet Crimes Against Children (ICAC) task force through grant funds



City of Conroe General Fund

Police Investigative Services 0001-1204

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--------------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Lieutenant | 1 | 1 | 1 | 1 |
| Sergeant | 4 | 4 | 4 | 4 |
| Patrol Officer/Investigator | 24 | 24 | 24 | 24 |
| Sex Offender Registration Specialist | 1 | 1 | 1 | 1 |
| Secretary I | 1 | 1 | 1 | 1 |
| Victim Assistant Liaison | 1 | 1 | 1 | 1 |
| Evidence Technician | 2 | 2 | 2 | 3 |
| Video Evidence Technician | 0 | 0 | 0 | 1 |
| TOTAL FULL TIME | 34 | 34 | 34 | 36 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Total number of cases assigned | 5,272 | 3,875 | 2,517 | 2,600 |
| Total number of cases closed | 1,877 | 1,611 | 2,205 | 2,400 |
| Homicide cases assigned | 3 | 5 | 2 | 2 |
| Homicide cases closed | 2 | 1 | - | 2 |
| Assault cases assigned | 317 | 413 | 255 | 300 |
| Assault cases closed | 288 | 204 | 68 | 120 |
| Crime scenes processed | 461 | 582 | 465 | 520 |



CITY OF CONROE
FY 2018-2019
0001-1204

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: POLICE INVESTIGATIVE SERVICES

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------|------------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$2,256,250 | \$2,387,738 | \$2,442,140 | \$2,392,608 | \$66,438 | \$2,459,046 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$179,964 | \$89,456 | \$160,878 | \$89,456 | \$0 | \$89,456 |
| 7025 Social Security | \$178,709 | \$209,223 | \$198,761 | \$189,878 | \$5,082 | \$194,960 |
| 7030 Retirement & Pension | \$396,797 | \$405,276 | \$431,867 | \$403,162 | \$10,936 | \$414,098 |
| 7035 Workers Compensation | \$41,699 | \$48,796 | \$36,514 | \$42,398 | \$700 | \$43,098 |
| 7040 Employee Insurance | \$391,677 | \$559,299 | \$559,299 | \$575,590 | \$33,858 | \$609,448 |
| PERSONNEL SERVICES SUBTOTAL | \$3,445,096 | \$3,699,788 | \$3,829,459 | \$3,693,092 | \$117,014 | \$3,810,106 |
| 7110 Office Supplies | \$8,425 | \$9,700 | \$6,780 | \$9,700 | \$0 | \$9,700 |
| 7130 Building Supplies | \$0 | \$500 | \$100 | \$500 | \$0 | \$500 |
| 7140 Wearing Apparel | \$9,020 | \$11,002 | \$6,762 | \$11,002 | \$500 | \$11,502 |
| 7160 Vehicle Operations | \$46,397 | \$88,853 | \$42,141 | \$88,853 | \$0 | \$88,853 |
| 7170 Vehicle Repairs | \$5,647 | \$2,000 | \$1,530 | \$2,000 | \$0 | \$2,000 |
| 7180 Equipment Repairs | \$2,047 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$1,000 |
| 7190 Radio Repairs | \$0 | \$500 | \$500 | \$500 | \$0 | \$500 |
| 7200 Operating Supplies | \$68,375 | \$77,319 | \$78,097 | \$77,319 | \$22,102 | \$99,421 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$4,617 | \$0 | \$10,902 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$144,528 | \$190,874 | \$147,812 | \$190,874 | \$22,602 | \$213,476 |
| 8010 Utilities | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$5,897 | \$3,925 | \$9,392 | \$3,925 | \$0 | \$3,925 |
| 8050 Travel & Training | \$996 | \$21,460 | \$4,758 | \$21,460 | \$0 | \$21,460 |
| 8060 Contract Services | \$37,637 | \$19,677 | \$57,989 | \$19,677 | \$0 | \$19,677 |
| CONTRACTUAL SUBTOTAL | \$44,530 | \$45,062 | \$72,139 | \$45,062 | \$0 | \$45,062 |
| 9050 Machinery & Equipment >\$5,000 | \$12,170 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$12,170 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1204 | \$3,646,324 | \$3,935,724 | \$4,049,410 | \$3,929,028 | \$139,616 | \$4,068,644 |



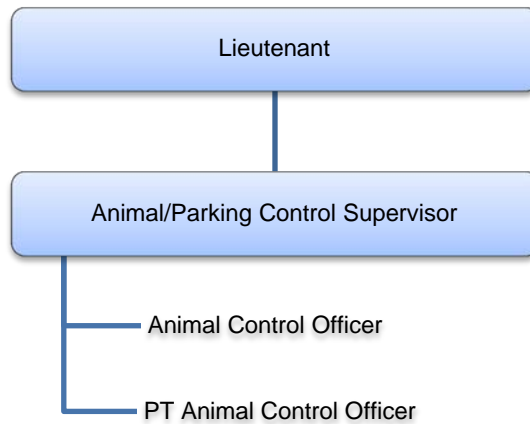
CITY OF CONROE
FY 2018-2019
0001-1204

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|-------------------------------|------------------------------|---------------------------|------------------|
| 3282 | 1 | Evidence Technician | New Personnel | 7010 SALARIES | \$33,218 |
| | | | | 7025 SOCIAL SECURITY | \$2,541 |
| | | | | 7030 RETIREMENT & PENSION | \$5,468 |
| | | | | 7035 WORKERS COMPENSATION | \$350 |
| | | | | 7040 EMPLOYEE INSURANCE | \$16,929 |
| | | | | 7140 WEARING APPAREL | \$250 |
| | | | | Request Total | \$58,756 |
| 3283 | 2 | Video Evidence Technician | New Personnel | 7010 SALARIES | \$33,220 |
| | | | | 7025 SOCIAL SECURITY | \$2,541 |
| | | | | 7030 RETIREMENT & PENSION | \$5,468 |
| | | | | 7035 WORKERS COMPENSATION | \$350 |
| | | | | 7040 EMPLOYEE INSURANCE | \$16,929 |
| | | | | 7140 WEARING APPAREL | \$250 |
| | | | | Request Total | \$58,758 |
| 2280 | 6 | Sexual Assault Exams And Kits | Non-discretionary Adjustment | 7200 Operating Supplies | \$22,102 |
| | | | | Request Total | \$22,102 |
| 3 Requests | | | Total for 0001-1204 | | \$139,616 |



Police Animal Services



The Police Animal Services Division enforces ordinances and laws governing the care and control of animals within the Conroe city limits. Those duties include the apprehension of stray animals, dangerous animals, voluntarily relinquished animals, sick animals, and handling animal bite cases. The Animal Control Officers work together with Care Corporation ensuring that animals receive the needed care and treatment.



Police Animal Services

Accomplishments for FY 2017-2018

- ✓ Successful offsite events for low cost spay/neuter of animals
- ✓ Successful contract with the city of Huntsville to house and care for their animal service needs
- ✓ Increased community safety through enforcement of nuisance ordinance and decreased neighbor animal problems

Goals & Objectives for FY 2018-2019

- ❑ Work with Care Corporation to increase the number of offsite events for low cost spay/neuter animals
- ❑ Increase public relations by providing animal health information at the Conroe Animal Shelter, on the City of Conroe website, and social media
- ❑ Work with Animal Control and Care Corporation to increase the amount of public events such as Kidzfest and National Night Out



City of Conroe
General Fund
Police Animal Services
0001-1206

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|-----------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERSONNEL SERVICES | | | | |
| Animal/Parking Control Supervisor | 1 | 1 | 1 | 1 |
| Animal Control Officer | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 2 | 2 | 2 | 2 |
| PT Animal Control (Hours) | 850 | 850 | 850 | 850 |
| TOTAL PART TIME HOURS | 850 | 850 | 850 | 850 |

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|---------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Cats from Public Surrender | 975 | 920 | 1,000 | 1100 |
| Dogs from Public Surrender | 2,700 | 1,536 | 1,700 | 1900 |
| Cats from Animal Control | 450 | 519 | 600 | 700 |
| Dogs from Animal Control | 1,250 | 820 | 1,000 | 1100 |
| Total Animals Handled | 5,375 | 3,795 | 4,300 | 4800 |
| Animal Control Citations Issued | 55 | 11 | 25 | 25 |



CITY OF CONROE
FY 2018-2019
0001-1206

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: POLICE ANIMAL SERVICES

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|------------------|------------------|------------------|------------------|-----------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$76,483 | \$80,998 | \$80,189 | \$85,500 | \$0 | \$85,500 |
| 7012 Salaries - Part Time | \$2,051 | \$12,433 | \$11,221 | \$12,433 | \$0 | \$12,433 |
| 7020 Overtime | \$5,731 | \$4,001 | \$5,048 | \$4,001 | \$0 | \$4,001 |
| 7025 Social Security | \$6,236 | \$8,209 | \$7,400 | \$7,798 | \$0 | \$7,798 |
| 7030 Retirement & Pension | \$13,334 | \$13,907 | \$14,154 | \$14,538 | \$0 | \$14,538 |
| 7035 Workers Compensation | \$1,658 | \$2,793 | \$2,055 | \$2,559 | \$0 | \$2,559 |
| 7040 Employee Insurance | \$23,041 | \$32,900 | \$32,900 | \$33,858 | \$0 | \$33,858 |
| PERSONNEL SERVICES SUBTOTAL | \$128,534 | \$155,241 | \$152,967 | \$160,687 | \$0 | \$160,687 |
| 7110 Office Supplies | \$0 | \$250 | \$400 | \$250 | \$0 | \$250 |
| 7130 Building Supplies | \$3,161 | \$2,000 | \$2,000 | \$2,000 | \$0 | \$2,000 |
| 7140 Wearing Apparel | \$823 | \$750 | \$750 | \$750 | \$0 | \$750 |
| 7160 Vehicle Operations | \$7,101 | \$8,600 | \$8,600 | \$8,600 | \$0 | \$8,600 |
| 7170 Vehicle Repairs | \$0 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$1,000 |
| 7180 Equipment Repairs | \$6,671 | \$2,500 | \$2,500 | \$2,500 | \$0 | \$2,500 |
| 7190 Radio Repairs | \$0 | \$200 | \$200 | \$200 | \$0 | \$200 |
| 7200 Operating Supplies | \$4,592 | \$3,500 | \$3,500 | \$3,500 | \$0 | \$3,500 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$4,490 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$26,838 | \$18,800 | \$18,950 | \$18,800 | \$0 | \$18,800 |
| 8010 Utilities | \$18,118 | \$21,000 | \$25,100 | \$21,000 | \$0 | \$21,000 |
| 8040 Leased Equipment | \$1,430 | \$2,900 | \$2,900 | \$2,900 | \$0 | \$2,900 |
| 8050 Travel & Training | \$0 | \$1,400 | \$1,400 | \$1,400 | \$0 | \$1,400 |
| 8060 Contract Services | \$445,497 | \$513,573 | \$563,444 | \$453,273 | \$81,000 | \$534,273 |
| CONTRACTUAL SUBTOTAL | \$465,045 | \$538,873 | \$592,844 | \$478,573 | \$81,000 | \$559,573 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1206 | \$620,417 | \$712,914 | \$764,761 | \$658,060 | \$81,000 | \$739,060 |



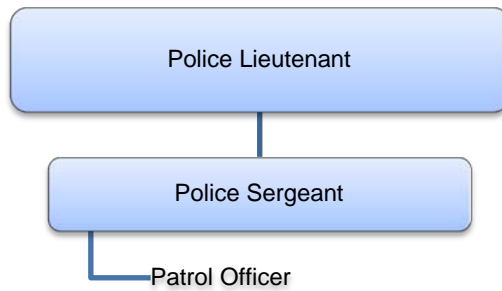
CITY OF CONROE
FY 2018-2019
0001-1206

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|--|---------------------------------|--|-----------------------------|
| 2671 | 1 | Care Corp Contract Increase, Huntsville Agreement | Non-discretionary Adjustment | 8060 Contract Services Request Total | \$81,000 \$81,000 |
| 1 Requests | | | Total for 0001-1206 | | \$81,000 |



Commercial Vehicle Enforcement Program



The Commercial Motor Vehicle Enforcement Unit of the Conroe Police Department is responsible for enforcement of commercial motor vehicle specific traffic laws, inspections of commercial motor vehicle carriers, and implementation of new programs that will increase the awareness and safety of all drivers in the City of Conroe. The purpose of this unit is to ensure commercial carriers are operating in accordance with regulations and laws, and to improve overall traffic safety in the city. This unit is self-funded and utilizes revenue generated by issuing commercial motor vehicle citations.



Commercial Vehicle Enforcement Program

Accomplishments for FY 2017-2018

- ✓ Reduced the number of number of commercial motor vehicles operating unlawfully in the City limits, as evidenced by voluntary cooperation with program by carriers
- ✓ Attended technical training for new state commercial motor vehicle weight regulations
- ✓ Improved and expanded the program through cooperative training with Texas DPS Troopers and other outside agencies

Goals & Objectives for FY 2018-2019

- ❑ Review and maintain established guidelines and safety inspections for tow trucks operating within the city of Conroe
- ❑ Train and educate patrol officers by assisting them with CMV issues encountered during calls for service
- ❑ Reduce commercial vehicle involved crashes in the city by conducting roadside inspections and traffic enforcement on large commercial vehicle



City of Conroe General Fund

Commercial Vehicle Enforcement Program 0001-1209

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Patrol Officer | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 1 | 1 | 1 | 1 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of citations issued | 220 | 240 | 186 | 186 |
| Number of violations charged | 424 | 388 | 246 | 246 |



CITY OF CONROE
FY 2018-2019
0001-1209

BUDGET LINE ITEMS

FUND: GENERAL FUND

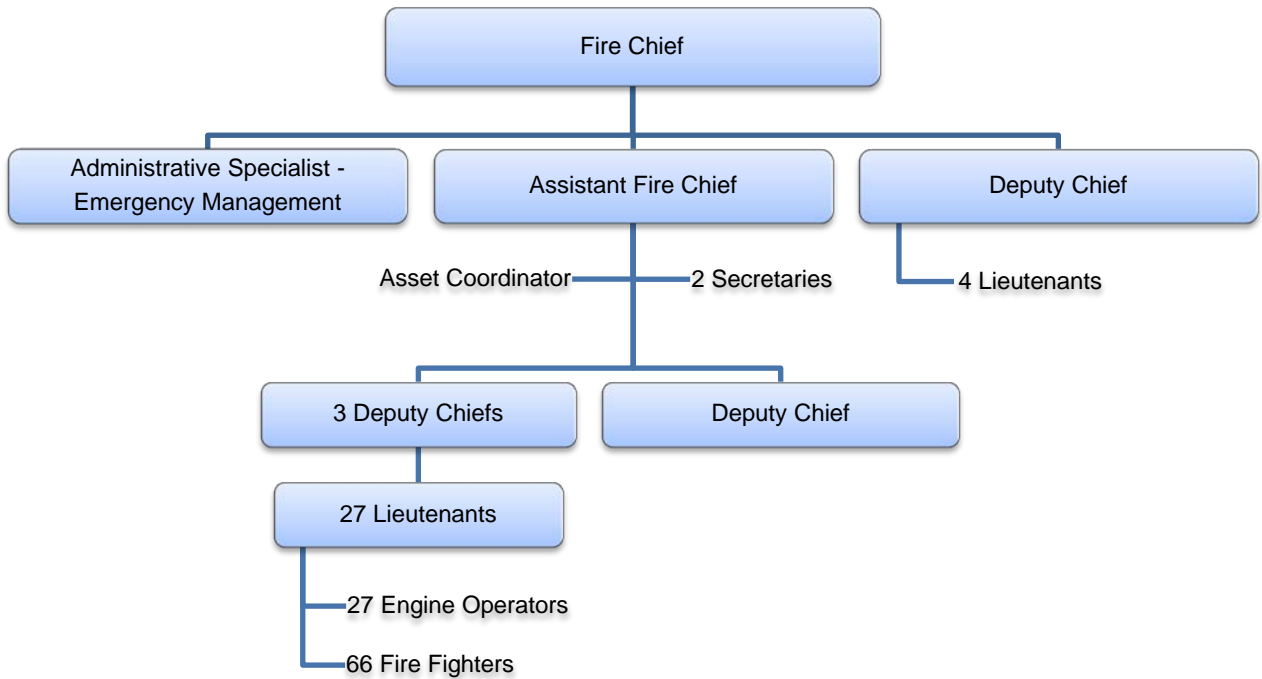
DEPARTMENT: COMMERCIAL VEHICLE ENFORCEMENT

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|------------------|------------------|------------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$77,097 | \$74,426 | \$73,211 | \$75,991 | \$0 | \$75,991 |
| 7020 Overtime | \$3,573 | \$3,600 | \$1,398 | \$3,600 | \$0 | \$3,600 |
| 7025 Social Security | \$5,943 | \$6,590 | \$5,694 | \$6,089 | \$0 | \$6,089 |
| 7030 Retirement & Pension | \$13,115 | \$12,764 | \$12,352 | \$12,928 | \$0 | \$12,928 |
| 7035 Workers Compensation | \$1,397 | \$1,632 | \$1,252 | \$1,451 | \$0 | \$1,451 |
| 7040 Employee Insurance | \$11,520 | \$16,450 | \$16,450 | \$16,929 | \$0 | \$16,929 |
| PERSONNEL SERVICES SUBTOTAL | \$112,645 | \$115,462 | \$110,357 | \$116,988 | \$0 | \$116,988 |
| 7110 Office Supplies | \$50 | \$200 | \$200 | \$200 | \$0 | \$200 |
| 7130 Building Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7140 Wearing Apparel | \$109 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$1,000 |
| 7160 Vehicle Operations | \$6,128 | \$7,000 | \$7,000 | \$7,000 | \$0 | \$7,000 |
| 7170 Vehicle Repairs | \$0 | \$2,000 | \$2,000 | \$2,000 | \$0 | \$2,000 |
| 7180 Equipment Repairs | \$0 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$1,000 |
| 7190 Radio Repairs | \$0 | \$750 | \$750 | \$750 | \$0 | \$750 |
| 7200 Operating Supplies | \$27 | \$2,850 | \$2,850 | \$2,850 | \$0 | \$2,850 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$6,314 | \$14,800 | \$14,800 | \$14,800 | \$0 | \$14,800 |
| 8010 Utilities | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$0 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$1,000 |
| 8060 Contract Services | \$0 | \$1,450 | \$1,450 | \$1,450 | \$0 | \$1,450 |
| CONTRACTUAL SUBTOTAL | \$0 | \$2,450 | \$2,450 | \$2,450 | \$0 | \$2,450 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1209 | \$118,959 | \$132,712 | \$127,607 | \$134,238 | \$0 | \$134,238 |



Fire Department



The Fire Department is responsible for preparing for, responding to, resolving fire, rescuing, medical and environmental emergencies, and Emergency Management Coordination, through proactive education, prevention, and emergency response services. The administration division provides department policies for direction and access to fiscal and operational resources for personnel including emergency responders, clerical, record keeping, and scheduling positions. The Operational Division is responsible for the emergency responding, training, special operations, and city-wide public fire education programs.



Fire Department

Accomplishments for FY 2017-2018

- ✓ Completed and opened a 6 story Fire Training Tower, located at 2357 Mike Meador Pkwy
- ✓ Completed and opened Fire Station #7, located at 7971 Longmire Rd
- ✓ Completed phase one of fire pre-plans for all apartment complexes within the City Limits
- ✓ Completed and implemented a new staffing / time keeping software within department, along with the rest of the city departments
- ✓ The Fire Training Division organized and documented numerous advanced training opportunities for fire personnel that included, Haz-Mat, Water Rescue, Fire Officer I & II, Instructor I, Rope Technician I & II, Confined Space Training, and Trench Training
- ✓ The Fire Marshal Division completed over 2500 inspections/plan reviews; investigated 24 fires; obtained an arson conviction for a vehicle fire and also a Grand Jury indictment for arson on an apartment fire
- ✓ The Emergency Management Division filed all necessary FEMA documentation for the April 2016 Tax Day Flood and received re-imbursement funds from them

Goals & Objectives for FY 2018-2019

- ❑ Continue planning and providing advance training classes and certifications in all aspects of Fire Department Response
- ❑ Continue phase two of the pre-planning program which includes creating plans for emergency response to all nursing homes and daycares within the City of Conroe
- ❑ Develop a response policy and plan for both swift water operations and flood response operations within the City of Conroe
- ❑ The Emergency Management Division will continue to work with all Departments in an effort to gather and document all cost that is eligible from FEMA for re-imbursement due to Hurricane Harvey
- ❑ The Fire Marshal Division will continue to identify and bring into compliance all commercial businesses operating within the City Limits without a Certificate of Occupancy (CO)
- ❑ Reduce the number of workers compensation claims and lost time accidents within the department



City of Conroe General Fund

Fire Department 0001-1300

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Fire Chief | 1 | 1 | 1 | 1 |
| Assistant Fire Chief | 1 | 1 | 1 | 1 |
| Deputy Chief | 5 | 5 | 5 | 5 |
| Lieutenant | 28 | 31 | 31 | 31 |
| Engine Operator | 24 | 27 | 27 | 27 |
| Firefighter | 54 | 60 | 60 | 66 |
| Administrative Specialist-Emergency Management | 1 | 1 | 1 | 1 |
| Secretary | 2 | 2 | 2 | 2 |
| Asset Coordinator | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 117 | 129 | 129 | 135 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|------------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Total Calls for Fire Service | 9,232 | 9,400 | 9,600 | 9,800 |
| Number of Fires | 261 | 275 | 290 | 300 |
| Fires Investigated | 26 | 30 | 35 | 38 |
| Arson Cases | 7 | 10 | 12 | 14 |
| Commercial Plans Reviewed | 638 | 640 | 650 | 660 |
| Businesses Inspected | 2,317 | 2,400 | 2,500 | 2,500 |
| Fire Code Violations | 3,106 | 3,150 | 3,250 | 3,250 |
| Fire Safety Programs | 63 | 65 | 70 | 75 |
| Attendees for Fire Safety Programs | 8,759 | 9,000 | 9,300 | 9,500 |

The Fire Department is authorized to hire six (6) Firefighters effective January 1, 2019, included in the 2018-2019 budgeted count.



CITY OF CONROE
FY 2018-2019
0001-1300

BUDGET LINE ITEMS

| FUND: GENERAL FUND DEPARTMENT: FIRE DIVISION: EXPENDITURES | | | | | | |
|--|---------------------|---------------------|---------------------|---------------------|------------------|---------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$8,329,901 | \$9,225,937 | \$8,751,265 | \$9,347,425 | \$213,975 | \$9,561,400 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$286,270 | \$210,000 | \$233,607 | \$210,000 | \$10,581 | \$220,581 |
| 7025 Social Security | \$632,528 | \$797,053 | \$677,652 | \$731,143 | \$17,179 | \$748,322 |
| 7030 Retirement & Pension | \$1,300,537 | \$1,429,086 | \$1,419,414 | \$1,437,887 | \$33,683 | \$1,471,570 |
| 7035 Workers Compensation | \$150,996 | \$156,732 | \$150,000 | \$136,478 | \$2,255 | \$138,733 |
| 7040 Employee Insurance | \$1,393,906 | \$2,122,045 | \$2,122,045 | \$2,183,856 | \$101,574 | \$2,285,430 |
| 7050 Physicals | \$38,591 | \$150,000 | \$150,000 | \$150,000 | \$8,000 | \$158,000 |
| PERSONNEL SERVICES SUBTOTAL | \$12,132,729 | \$14,090,853 | \$13,503,983 | \$14,196,789 | \$387,247 | \$14,584,036 |
| 7110 Office Supplies | \$17,695 | \$27,000 | \$27,000 | \$27,000 | \$6,000 | \$33,000 |
| 7130 Building Supplies | \$37,825 | \$35,000 | \$35,000 | \$35,000 | \$12,000 | \$47,000 |
| 7140 Wearing Apparel | \$138,070 | \$155,075 | \$155,075 | \$155,075 | \$9,360 | \$164,435 |
| 7160 Vehicle Operations | \$390,722 | \$192,000 | \$370,000 | \$192,000 | \$105,000 | \$297,000 |
| 7170 Vehicle Repairs | \$206,257 | \$108,500 | \$207,000 | \$108,500 | \$105,000 | \$213,500 |
| 7180 Equipment Repairs | \$72,587 | \$57,000 | \$57,000 | \$57,000 | \$25,000 | \$82,000 |
| 7190 Radio Repairs | \$35,734 | \$13,000 | \$13,000 | \$13,000 | \$0 | \$13,000 |
| 7200 Operating Supplies | \$165,331 | \$131,475 | \$131,475 | \$131,475 | \$41,000 | \$172,475 |
| 7251 Buildings <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$7,317 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$129,561 | \$45,000 | \$130,000 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$1,201,099 | \$764,050 | \$1,125,550 | \$719,050 | \$303,360 | \$1,022,410 |
| 8010 Utilities | \$111,564 | \$145,000 | \$145,000 | \$145,000 | \$36,000 | \$181,000 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$1,000 |
| 8040 Leased Equipment | \$7,347 | \$13,000 | \$13,000 | \$13,000 | \$2,000 | \$15,000 |
| 8050 Travel & Training | \$157,820 | \$137,515 | \$180,000 | \$137,515 | \$12,480 | \$149,995 |
| 8060 Contract Services | \$399,319 | \$757,093 | \$526,766 | \$526,766 | \$41,000 | \$567,766 |
| CONTRACTUAL SUBTOTAL | \$676,050 | \$1,053,608 | \$865,766 | \$823,281 | \$91,480 | \$914,761 |
| 9020 Buildings >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$155,000 | \$200,000 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$155,000 | \$200,000 | \$0 | \$0 | \$0 |
| TOTAL 0001-1300 | \$14,009,878 | \$16,063,511 | \$15,695,299 | \$15,739,120 | \$782,087 | \$16,521,207 |



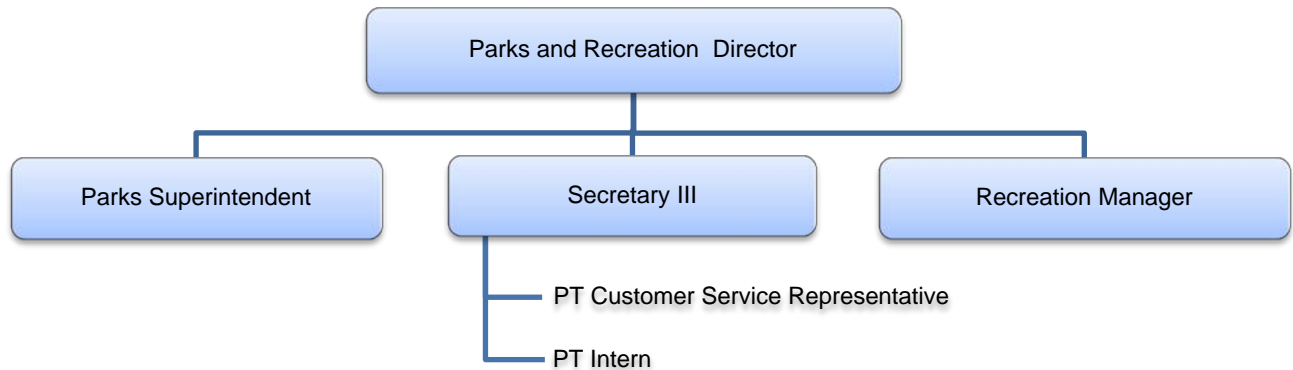
CITY OF CONROE
FY 2018-2019
0001-1300

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|--|------------------------------|---------------------------|------------------|
| 399 | 1 | Vehicle Repairs Increase | Non-discretionary Adjustment | 7170 Vehicle Repairs | \$100,000 |
| | | | | Request Total | \$100,000 |
| 1304 | 2 | Vehicle Operations Increase | Non-discretionary Adjustment | 7160 Vehicle Operations | \$100,000 |
| | | | | Request Total | \$100,000 |
| 2576 | 3 | Fire Station #7 Operating And Maintenance | Non-discretionary Adjustment | 7110 Office Supplies | \$4,000 |
| | | | | 7130 Building Supplies | \$6,000 |
| | | | | 7180 Equipment Repairs | \$15,000 |
| | | | | 7200 Operating Supplies | \$26,000 |
| | | | | 8010 Utilities | \$26,000 |
| | | | | 8040 Leased Equipment | \$2,000 |
| | | | | 8060 Contract Services | \$26,000 |
| | | | | Request Total | \$105,000 |
| 3143 | 4 | Fire Training Facility Operating And Maintenance | Non-discretionary Adjustment | 7110 Office Supplies | \$2,000 |
| | | | | 7130 Building Supplies | \$6,000 |
| | | | | 7160 Vehicle Operations | \$5,000 |
| | | | | 7170 Vehicle Repairs | \$5,000 |
| | | | | 7180 Equipment Repairs | \$10,000 |
| | | | | 7200 Operating Supplies | \$15,000 |
| | | | | 8010 Utilities | \$10,000 |
| | | | | 8060 Contract Services | \$15,000 |
| | | | | Request Total | \$68,000 |
| 3101 | 7 | 6 Firefighters For 4-man Staffing Eff 1-1-19 | New Personnel | 7010 Salaries | \$213,975 |
| | | | | 7020 Overtime | \$10,581 |
| | | | | 7025 Social Security | \$17,179 |
| | | | | 7030 Retirement & Pension | \$33,683 |
| | | | | 7035 Workers Compensation | \$2,255 |
| | | | | 7040 Employee Insurance | \$101,574 |
| | | | | 7050 PHYSICALS | \$8,000 |
| | | | | 7140 Wearing Apparel | \$9,360 |
| | | | | 8050 Travel & Training | \$12,480 |
| | | | | Request Total | \$409,087 |
| 5 Requests | | | Total for 0001-1300 | | \$782,087 |



Parks & Recreation Administration



The Parks and Recreation Administration Department is responsible for coordinating all park pavilion and field reservations. This department also provides administrative support to the Parks and Recreation Director and establishes criteria for hosting special events and sports tournaments in the parks. The department is also responsible for the oversight of the Park Operations and Recreation Operations divisions. We strive to provide quality customer service to park patrons and user groups in Conroe by providing the best parks, facilities and programs at affordable prices.



Parks & Recreation Administration

Accomplishments for FY 2017-2018

- ✓ Increased pavilion usage 19%
- ✓ Increased athletic field usage 6%
- ✓ Initiated monthly park usage report
- ✓ Facilitated over 30 special events for patrons
- ✓ Coordinated internship program
- ✓ Received the Lone Star Legacy Park Award (Lewis Park) from the Texas Recreation and Park Society

Goals & Objectives for FY 2018-2019

- ❑ Increase pavilion usage 10%
- ❑ Increase athletic field usage 20%
- ❑ Increase special event facilitation 10%



City of Conroe General Fund

Parks & Recreation Administration 0001-1400

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| SPECIAL SERVICES | | | | |
| Parks Board | 7 | 7 | 7 | 7 |
| TOTAL SPECIAL SERVICES | 7 | 7 | 7 | 7 |
| PERSONNEL SERVICES | | | | |
| Parks and Recreation Director | 1 | 1 | 1 | 1 |
| Secretary III | 1 | 1 | 1 | 1 |
| Parks Superintendent | 0 | 1 | 1 | 1 |
| Recreation Manager | 0 | 1 | 1 | 1 |
| TOTAL FULL TIME | 2 | 4 | 4 | 4 |
| PT Customer Service Representative (Hours) | 2,000 | 2,000 | 2,000 | 2,000 |
| PT Intern (Hours) | 1,000 | 1,000 | 1,000 | 1,000 |
| TOTAL PART TIME HOURS | 3,000 | 3,000 | 3,000 | 3,000 |
| | | | | |
| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
| PERFORMANCE MEASURES | | | | |
| Pavilions (Hourly Usage) | 4,800 | 5,000 | 5,200 | 5,700 |
| Athletic Fields (Hourly Usage) | 28,000 | 28,000 | 28,500 | 30,000 |
| Special Event Facilitation | 30 | 35 | 38 | 40 |
| Total | 32,830 | 33,035 | 33,738 | 35,740 |

The Parks Superintendent and Recreation Manager transferred to Parks Administration in FY16-17.



CITY OF CONROE
FY 2018-2019
0001-1400

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: PARKS & REC ADMINISTRATION

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|------------------|------------------|------------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$392,410 | \$411,103 | \$406,608 | \$432,309 | \$0 | \$432,309 |
| 7012 Salaries - Part Time | \$36,705 | \$36,230 | \$35,520 | \$36,230 | \$0 | \$36,230 |
| 7020 Overtime | \$764 | \$300 | \$1,000 | \$300 | \$0 | \$300 |
| 7025 Social Security | \$30,320 | \$37,747 | \$37,385 | \$35,866 | \$0 | \$35,866 |
| 7030 Retirement & Pension | \$63,146 | \$65,936 | \$65,156 | \$68,904 | \$0 | \$68,904 |
| 7035 Workers Compensation | \$7,496 | \$6,203 | \$6,132 | \$5,675 | \$0 | \$5,675 |
| 7040 Employee Insurance | \$46,080 | \$65,800 | \$65,800 | \$67,716 | \$0 | \$67,716 |
| PERSONNEL SERVICES SUBTOTAL | \$576,921 | \$623,319 | \$617,601 | \$647,000 | \$0 | \$647,000 |
| 7110 Office Supplies | \$2,539 | \$3,100 | \$3,100 | \$3,100 | \$0 | \$3,100 |
| 7130 Building Supplies | \$960 | \$2,000 | \$2,000 | \$2,000 | \$0 | \$2,000 |
| 7140 Wearing Apparel | \$153 | \$700 | \$700 | \$700 | \$0 | \$700 |
| 7160 Vehicle Operations | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$7,146 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$1,000 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$1,806 | \$5,700 | \$5,700 | \$5,700 | \$0 | \$5,700 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$1,014 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$3,882 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$17,500 | \$12,500 | \$12,500 | \$12,500 | \$0 | \$12,500 |
| 8010 Utilities | \$6,732 | \$6,700 | \$6,700 | \$6,700 | \$0 | \$6,700 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$4,831 | \$4,290 | \$4,290 | \$4,290 | \$0 | \$4,290 |
| 8050 Travel & Training | \$18,383 | \$17,476 | \$17,476 | \$17,476 | \$0 | \$17,476 |
| 8060 Contract Services | \$179,531 | \$183,765 | \$196,903 | \$282,265 | \$0 | \$282,265 |
| 8350 Legal Newspaper Notices | \$0 | \$0 | \$1,300 | \$1,500 | \$0 | \$1,500 |
| CONTRACTUAL SUBTOTAL | \$209,477 | \$212,231 | \$226,669 | \$312,231 | \$0 | \$312,231 |
| 9010 Land >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1400 | \$803,898 | \$848,050 | \$856,770 | \$971,731 | \$0 | \$971,731 |



C.K. Ray Recreation Center



The C.K. Ray Recreation Center provides multi-generational athletic and recreational programs, and outstanding guest services through the collaboration of citizen boards, interdivisional cooperation, and staff commitment to unbridled excellence. Some of the programs offered are: art, karate, state of the art weight training with a cardio fitness room, dance/ballet, gymnastics, cheer and chant, open gym for basketball or volleyball, racquetball courts, childcare room while you are participating in our programs, and a discount program for City of Conroe employees and their families.



C.K. Ray Recreation Center

Accomplishments for FY 2017-2018

- ✓ Tree Lighting Ceremony held for an estimated record crowd of 2,000
- ✓ Conroe Christmas Celebration held for an estimated record crowd of 9,700
- ✓ Sold 330 memberships during December promotion
- ✓ Reorganized full time staff responsibilities and hired newly created Recreation Specialist – Sports position
- ✓ Hosted pickleball tournament for nine coed teams
- ✓ Implemented bi-monthly free Lunch and Learn health seminars for members and city employees

Goals & Objectives for FY 2018-2019

- ❑ Develop and implement part time staff recognition program
- ❑ Increase fitness class participation by 5%
- ❑ Increase youth dance participation by 5%
- ❑ Offer two new sports classes



**City of Conroe
General Fund**

**C.K. Ray Recreation Center
0001-1410**

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Recreation Manager | 1 | 0 | 0 | 0 |
| Recreation Center Supervisor | 1 | 1 | 1 | 1 |
| Recreation Coordinator - Programs | 1 | 1 | 1 | 1 |
| Recreation Coordinator - Special Events & Guest Services | 1 | 1 | 1 | 1 |
| Recreation Coordinator - Arts & Cultural | 1 | 1 | 0 | 0 |
| Recreation Specialist - Athletics | 0 | 0 | 1 | 1 |
| Secretary II | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 6 | 5 | 5 | 5 |
| PT Recreation Leader III (Hours) | 0 | 0 | 0 | 400 |
| PT Recreation Leader II (Hours) | 6,150 | 6,150 | 750 | 750 |
| PT Recreation Leader I (Hours) | 13,615 | 13,615 | 0 | 0 |
| PT Customer Service Representative III (Hours) | 0 | 0 | 6,215 | 6,215 |
| PT Customer Service Representative II (Hours) | 0 | 0 | 14,425 | 14,425 |
| TOTAL PART TIME HOURS | 19,765 | 19,765 | 21,390 | 21,790 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Participants | | | | |
| Rentals | 48,937 | 46,620 | 44,289 | 46,503 |
| Memberships | 76,068 | 75,870 | 77,387 | 81,256 |
| Programs | 61,360 | 60,906 | 62,124 | 63,988 |
| Special Events | 18,717 | 33,576 | 34,248 | 35,275 |
| Visitors | 1,867 | 1,847 | 1,884 | 1,941 |
| Total | 206,949 | 218,819 | 219,932 | 228,963 |

The Recreation Manager transferred to Parks Administration (1400) in FY16-17.



CITY OF CONROE
FY 2018-2019
0001-1410

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: RECREATION CENTER | | DIVISION: EXPENDITURES | | |
|-------------------------------------|--------------------|-------------------------------|--------------------|------------------------|------------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$274,263 | \$299,638 | \$241,014 | \$296,117 | \$0 | \$296,117 |
| 7012 Salaries - Part Time | \$203,575 | \$196,881 | \$196,824 | \$196,881 | \$6,000 | \$202,881 |
| 7020 Overtime | \$33 | \$500 | \$500 | \$500 | \$0 | \$500 |
| 7025 Social Security | \$36,043 | \$41,659 | \$33,642 | \$37,753 | \$459 | \$38,212 |
| 7030 Retirement & Pension | \$44,570 | \$49,105 | \$40,168 | \$48,179 | \$0 | \$48,179 |
| 7035 Workers Compensation | \$8,834 | \$10,972 | \$8,305 | \$9,547 | \$63 | \$9,610 |
| 7040 Employee Insurance | \$57,599 | \$82,250 | \$82,250 | \$84,646 | \$0 | \$84,646 |
| PERSONNEL SERVICES SUBTOTAL | \$624,917 | \$681,005 | \$602,703 | \$673,623 | \$6,522 | \$680,145 |
| 7110 Office Supplies | \$5,556 | \$6,017 | \$6,017 | \$6,017 | \$0 | \$6,017 |
| 7130 Building Supplies | \$12,680 | \$9,000 | \$10,000 | \$12,000 | \$0 | \$12,000 |
| 7140 Wearing Apparel | \$1,773 | \$1,500 | \$1,500 | \$1,500 | \$0 | \$1,500 |
| 7160 Vehicle Operations | \$71 | \$500 | \$0 | \$500 | \$0 | \$500 |
| 7170 Vehicle Repairs | \$0 | \$500 | \$0 | \$500 | \$0 | \$500 |
| 7180 Equipment Repairs | \$66,045 | \$18,000 | \$60,000 | \$22,000 | \$0 | \$22,000 |
| 7200 Operating Supplies | \$31,064 | \$43,235 | \$43,000 | \$44,300 | \$9,606 | \$53,906 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$740 | \$739 | \$740 | \$0 | \$740 |
| 7254 Machinery & Equipment <\$5,000 | \$19,334 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$136,523 | \$79,492 | \$121,256 | \$87,557 | \$9,606 | \$97,163 |
| 8010 Utilities | \$52,916 | \$55,804 | \$55,000 | \$56,344 | \$0 | \$56,344 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$5,881 | \$6,500 | \$6,500 | \$6,500 | \$0 | \$6,500 |
| 8050 Travel & Training | \$12,782 | \$17,520 | \$15,000 | \$17,925 | \$0 | \$17,925 |
| 8060 Contract Services | \$538,110 | \$508,514 | \$545,000 | \$395,424 | \$13,060 | \$408,484 |
| CONTRACTUAL SUBTOTAL | \$609,689 | \$588,338 | \$621,500 | \$476,193 | \$13,060 | \$489,253 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$78,000 | \$78,000 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$10,863 | \$0 | \$0 | \$0 | \$12,000 | \$12,000 |
| CAPITAL OUTLAY SUBTOTAL | \$10,863 | \$0 | \$0 | \$0 | \$90,000 | \$90,000 |
| TOTAL 0001-1410 | \$1,381,992 | \$1,348,835 | \$1,345,459 | \$1,237,373 | \$119,188 | \$1,356,561 |



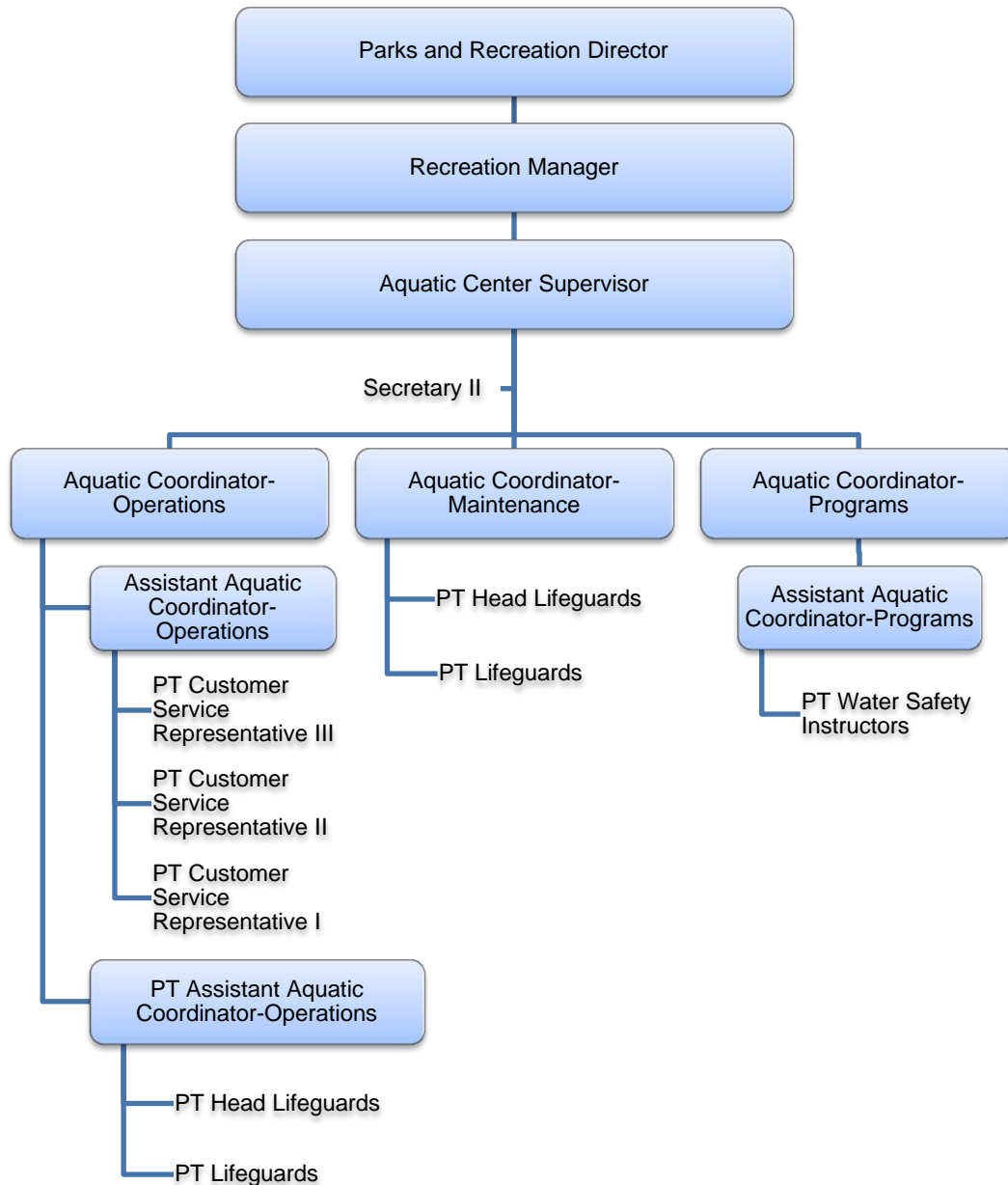
CITY OF CONROE
FY 2018-2019
0001-1410

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|---|----------------------------|---|---|
| 4296 | 1 | Contract Fitness Instructors Increase | Enhanced Program | 8060 CONTRACT SERVICES Request Total | \$3,900 \$3,900 |
| 4303 | 2 | Part Time Rec Leaders - New Youth Soccer League | New Personnel | 7012 SALARIES - PART TIME 7025 SOCIAL SECURITY 7035 WORKERS COMPENSATION 7200 Operating Supplies 8060 CONTRACT SERVICES Request Total | \$6,000 \$459 \$63 \$9,606 \$9,160 \$25,288 |
| 2528 | 3 | Gymnasium Wood Floor | Replacement Equipment | 8060 Contract Services 9030 Improvements >\$5,000 Request Total | \$0 \$78,000 \$78,000 |
| 555 | 4 | Cardio Machines | Replacement Equipment | 9050 MACHINERY & EQUIPMENT >\$5,000 Request Total | \$12,000 \$12,000 |
| 4 Requests | | | Total for 0001-1410 | | \$119,188 |



Aquatic Center



The Aquatic Center provides safe, quality, state of the art pools for the citizens of Conroe. The pool system is comprised of three pools: two year round and one seasonal. The pools are enclosed and heated in the winter. The seasonal pool features a water park theme with zero depth entry, interactive play structure, and water slides. Aquatic programs are offered year-round, including learn to swim, diving, water safety, snorkeling, scuba, lifeguarding, and water safety instructor classes. Recreational swimming and lap swimming are also available year-round.



Aquatic Center

Accomplishments for FY 2017-2018

- ✓ Hosted 2018 Texas Public Pool Council conference at LaTorretta hotel and conference center
- ✓ Received Texas Public Pool Council Awards - Class I Agency of the Year Award; Billy Pounds, Presidents Award
- ✓ Cherie Angier named Texas Recreation and Parks Society East Region Recreation Professional of the Year
- ✓ Developed recruitment incentives and retention policy for seasonal staff
- ✓ Completed fault study as part of water park assessment, explored plan for future use
- ✓ Installed secondary sanitation system at Founders Plaza and dive program hot tub
- ✓ Opened Conroe's first splash pad at Martin Luther King, Jr. park

Goals & Objectives for FY 2018-2019

- ❑ Maintain current water park for use during transition to new facility
- ❑ Examine reorganization of full-time staff and part-time
- ❑ Explore redesign of office floor plan and possible construction of permanent offices
- ❑ Investigate installation for covering pumps and chemical feeders and supplies
- ❑ Develop brand and marketing plan inclusive of "swag"
- ❑ Research plastering Oscar Johnson, Jr. Community Center pool



City of Conroe
General Fund
Aquatic Center
0001-1440

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|---|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERSONNEL SERVICES | | | | |
| Aquatic Center Supervisor | 0 | 0 | 1 | 1 |
| Aquatic Superintendent | 1 | 1 | 0 | 0 |
| Secretary II | 1 | 1 | 1 | 1 |
| Aquatic Coordinator - Programs | 1 | 1 | 1 | 1 |
| Aquatic Coordinator - Maintenance | 1 | 1 | 1 | 1 |
| Aquatic Coordinator - Operations | 1 | 1 | 1 | 1 |
| Assistant Aquatic Coordinator - Programs | 1 | 1 | 1 | 1 |
| Assistant Aquatic Coordinator - Operations | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 7 | 7 | 7 | 7 |
| PT Head Lifeguard (Hours) | 2,660 | 2,660 | 2,800 | 2,800 |
| PT Lifeguard (Hours) | 21,804 | 21,804 | 10,997 | 10,997 |
| PT Water Safety Instructor (Hours) | 4,779 | 4,779 | 11,000 | 11,000 |
| PT Assistant Aquatic Operations Coordinator (Hours) | 1,560 | 1,560 | 1,560 | 1,560 |
| PT Customer Service Representative III (Hours) | 0 | 0 | 1,000 | 1,000 |
| PT Admissions (Hours) | 3,354 | 0 | 0 | 0 |
| PT Customer Service Representative II (Hours) | 0 | 3,354 | 5,200 | 5,200 |
| PT Cashier (Hours) | 2,000 | 0 | 0 | 0 |
| PT Customer Service Representative I (Hours) | 0 | 2,000 | 3,600 | 3,600 |
| TOTAL PART TIME HOURS | 36,157 | 36,157 | 36,157 | 36,157 |
| | | | | |
| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
| PERFORMANCE MEASURES | | | | |
| Participants | | | | |
| Rentals | 11,291 | 14,112 | 14,535 | 14,825 |
| Memberships | 73,251 | 71,884 | 69,421 | 70,809 |
| Programs | 46,135 | 47,604 | 43,257 | 44,122 |
| Special Events | 1,568 | 1,243 | 1,279 | 1,305 |
| Total | 132,245 | 134,843 | 128,492 | 131,061 |
| Revenue | | | | |
| 6050 Rentals | \$ 37,111 | \$ 35,696 | \$ 35,696 | \$ 36,410 |
| 6050 Memberships | 267,924 | 245,188 | 245,188 | 250,092 |
| 6050 Sales | 7,783 | 8,400 | 8,400 | 8,568 |
| 6051 Programs | 176,892 | 185,518 | 185,518 | 189,228 |
| Total | \$ 489,710 | \$ 474,802 | \$ 474,802 | \$ 484,298 |

The PT Admissions and PT Cashiers are being converted to Customer Service Representative I and II. The purpose of this change is to align the job title and description with the actual duties being customer service oriented rather than admission and cashier.



CITY OF CONROE
FY 2018-2019
0001-1440

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: AQUATIC CENTER | | DIVISION: EXPENDITURES | | |
|-------------------------------------|--------------------|----------------------------|--------------------|------------------------|----------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$392,614 | \$404,167 | \$415,818 | \$394,994 | \$0 | \$394,994 |
| 7012 Salaries - Part Time | \$374,660 | \$335,338 | \$372,010 | \$335,338 | \$0 | \$335,338 |
| 7020 Overtime | \$10,851 | \$12,962 | \$3,000 | \$12,962 | \$0 | \$12,962 |
| 7025 Social Security | \$58,319 | \$63,010 | \$60,574 | \$56,862 | \$0 | \$56,862 |
| 7030 Retirement & Pension | \$64,960 | \$68,247 | \$69,603 | \$66,264 | \$0 | \$66,264 |
| 7035 Workers Compensation | \$12,765 | \$15,418 | \$11,569 | \$13,309 | \$0 | \$13,309 |
| 7040 Employee Insurance | \$80,641 | \$115,150 | \$115,150 | \$118,504 | \$0 | \$118,504 |
| PERSONNEL SERVICES SUBTOTAL | \$994,810 | \$1,014,292 | \$1,047,724 | \$998,233 | \$0 | \$998,233 |
| 7110 Office Supplies | \$3,187 | \$4,350 | \$4,350 | \$4,350 | \$0 | \$4,350 |
| 7130 Building Supplies | \$56,652 | \$80,000 | \$65,000 | \$65,000 | \$0 | \$65,000 |
| 7140 Wearing Apparel | \$8,004 | \$7,000 | \$8,200 | \$8,200 | \$0 | \$8,200 |
| 7160 Vehicle Operations | \$957 | \$500 | \$1,000 | \$1,000 | \$0 | \$1,000 |
| 7170 Vehicle Repairs | \$352 | \$500 | \$500 | \$500 | \$0 | \$500 |
| 7180 Equipment Repairs | \$64,213 | \$63,737 | \$67,424 | \$67,424 | \$0 | \$67,424 |
| 7200 Operating Supplies | \$19,371 | \$12,938 | \$19,371 | \$19,371 | \$0 | \$19,371 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$3,749 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$156,485 | \$169,025 | \$165,845 | \$165,845 | \$0 | \$165,845 |
| 8010 Utilities | \$64,450 | \$94,300 | \$77,340 | \$77,340 | \$0 | \$77,340 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$2,091 | \$5,000 | \$3,600 | \$3,600 | \$0 | \$3,600 |
| 8050 Travel & Training | \$11,568 | \$15,515 | \$15,515 | \$15,515 | \$0 | \$15,515 |
| 8060 Contract Services | \$186,847 | \$189,866 | \$225,000 | \$209,096 | \$2,500 | \$211,596 |
| CONTRACTUAL SUBTOTAL | \$264,956 | \$304,681 | \$321,455 | \$305,551 | \$2,500 | \$308,051 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1440 | \$1,416,251 | \$1,487,998 | \$1,535,024 | \$1,469,629 | \$2,500 | \$1,472,129 |



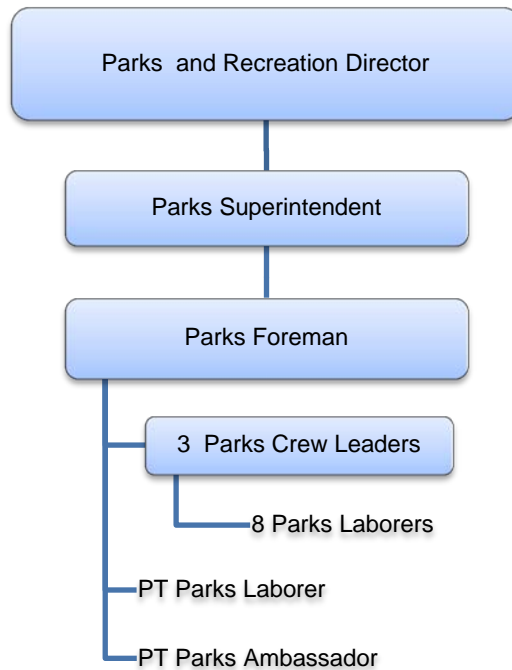
CITY OF CONROE
FY 2018-2019
0001-1440

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|---------------------------------------|----------------------------|------------------------|----------------|
| 4295 | 1 | Contract Fitness Instructors Increase | Enhanced Program | 8060 CONTRACT SERVICES | \$2,500 |
| | | | | Request Total | \$2,500 |
| 1 Requests | | | Total for 0001-1440 | | \$2,500 |



Park Operations



The Park Operations Division maintains over 400 acres of beautiful parks, playgrounds, multi-use trails, athletic facilities, disc golf courses, pavilion and picnic facilities, and land reserves with skilled and trained staff dedicated to providing quality facilities for the citizens of the City of Conroe.



Park Operations

Accomplishments for FY 2017-2018

- ✓ Stocked over 2,700 rainbow trout in Carl Barton, Jr. Park pond
- ✓ Partnered with Conroe Live, Inc. to promote Arbor Day in the City
- ✓ Staff qualified to compete at the Texas Recreation and Parks Society state maintenance rodeo
- ✓ Renovated restrooms and pavilion at Dr. Martin Luther King, Jr. Park
- ✓ Awarded new custodial services contract
- ✓ Tested central command irrigation system at Booker T. Washington Park for future consideration
- ✓ Renovated basketball court at Milltown Park

Goals & Objectives for FY 2018-2019

- ❑ Increase trout stocking by 10% at Carl Barton, Jr. Park
- ❑ Upgrade park signage
- ❑ Replace playscape equipment at Stewarts Creek Park



City of Conroe General Fund

Parks Operations 0001-1450

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Parks Superintendent | 1 | 0 | 0 | 0 |
| Parks Foreman | 1 | 1 | 1 | 1 |
| Parks Crew Leader - Facilities | 1 | 1 | 1 | 2 |
| Parks Crew Leader - Green Space | 1 | 1 | 1 | 1 |
| Parks Laborer | 7 | 7 | 7 | 8 |
| TOTAL FULL TIME | 11 | 10 | 10 | 12 |
| PT Parks Laborer (Hours) | 1,040 | 1,000 | 1,000 | 1,000 |
| PT Parks Ambassador (Hours) | 3,120 | 3,000 | 3,000 | 3,000 |
| TOTAL PART TIME HOURS | 4,160 | 4,000 | 4,000 | 4,000 |
| | | | | |
| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
| PERFORMANCE MEASURES | | | | |
| Acres maintained | 425 | 434 | 433 | 474 |
| Ball field prep man-hours | 4,627 | 3,953 | 4,160 | 4,100 |
| Playground Inspections | 238 | 240 | 230 | 230 |
| Trout Stocking | 2,400 | 2,600 | 2,750 | 2,850 |
| Work Orders Processed | 1,751 | 1,747 | 1,750 | 1,775 |

The Parks Superintendent transferred to Parks Administration (1400) in FY16-17.



CITY OF CONROE
FY 2018-2019
0001-1450

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: PARK OPERATIONS | | DIVISION: EXPENDITURES | | |
|-------------------------------------|--------------------|-----------------------------|--------------------|------------------------|------------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$415,795 | \$419,066 | \$399,181 | \$433,397 | \$62,879 | \$496,276 |
| 7012 Salaries - Part Time | \$33,503 | \$47,513 | \$37,045 | \$47,513 | \$0 | \$47,513 |
| 7020 Overtime | \$20,466 | \$9,701 | \$24,990 | \$9,701 | \$13,565 | \$23,266 |
| 7025 Social Security | \$34,062 | \$40,148 | \$35,146 | \$37,532 | \$5,848 | \$43,380 |
| 7030 Retirement & Pension | \$71,061 | \$70,150 | \$70,540 | \$71,972 | \$12,582 | \$84,554 |
| 7035 Workers Compensation | \$8,380 | \$10,360 | \$7,812 | \$9,313 | \$663 | \$9,976 |
| 7040 Employee Insurance | \$115,199 | \$164,500 | \$164,500 | \$169,291 | \$33,858 | \$203,149 |
| PERSONNEL SERVICES SUBTOTAL | \$698,466 | \$761,438 | \$739,214 | \$778,719 | \$129,395 | \$908,114 |
| 7110 Office Supplies | \$535 | \$700 | \$1,000 | \$1,000 | \$0 | \$1,000 |
| 7130 Building Supplies | \$143 | \$600 | \$600 | \$600 | \$0 | \$600 |
| 7140 Wearing Apparel | \$5,180 | \$4,800 | \$5,520 | \$5,500 | \$728 | \$6,228 |
| 7160 Vehicle Operations | \$39,731 | \$38,200 | \$39,351 | \$40,000 | \$3,000 | \$43,000 |
| 7170 Vehicle Repairs | \$2,861 | \$4,500 | \$4,490 | \$4,500 | \$500 | \$5,000 |
| 7180 Equipment Repairs | \$24,473 | \$22,350 | \$22,560 | \$25,000 | \$0 | \$25,000 |
| 7190 Radio Repairs | \$343 | \$400 | \$400 | \$400 | \$0 | \$400 |
| 7200 Operating Supplies | \$108,784 | \$149,767 | \$151,840 | \$149,767 | \$0 | \$149,767 |
| 7252 Improvements <\$5,000 | \$1,696 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$7,202 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$190,948 | \$221,317 | \$225,761 | \$226,767 | \$4,228 | \$230,995 |
| 8010 Utilities | \$178,712 | \$180,559 | \$194,187 | \$185,559 | \$0 | \$185,559 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$4,859 | \$5,755 | \$5,100 | \$5,755 | \$0 | \$5,755 |
| 8060 Contract Services | \$527,195 | \$867,553 | \$936,293 | \$822,983 | \$0 | \$822,983 |
| CONTRACTUAL SUBTOTAL | \$710,766 | \$1,053,867 | \$1,135,580 | \$1,014,297 | \$0 | \$1,014,297 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$23,545 | \$23,545 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$5,113 | \$0 | \$0 | \$0 | \$60,000 | \$60,000 |
| CAPITAL OUTLAY SUBTOTAL | \$5,113 | \$23,545 | \$23,545 | \$0 | \$60,000 | \$60,000 |
| TOTAL 0001-1450 | \$1,605,293 | \$2,060,167 | \$2,124,100 | \$2,019,783 | \$193,623 | \$2,213,406 |



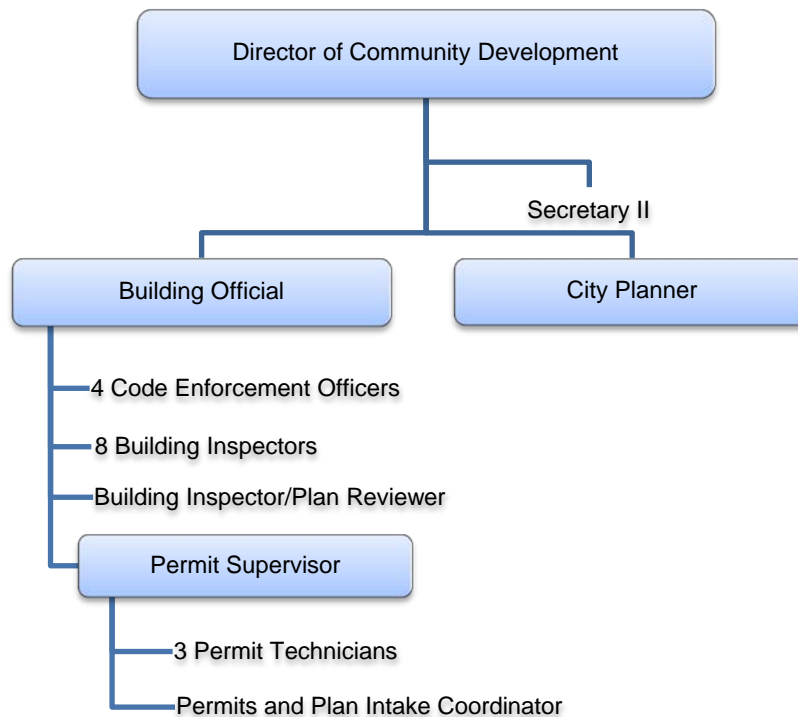
CITY OF CONROE
FY 2018-2019
0001-1450

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|--------------------------------|----------------------------|---------------------------|------------------|
| 1896 | 1 | Overtime | Enhanced Program | 7020 Overtime | \$10,300 |
| | | | | 7025 Social Security | \$788 |
| | | | | 7030 Retirement & Pension | \$1,695 |
| | | | | Request Total | \$12,783 |
| 2964 | 2 | Parks Crew Leader - Facilities | New Personnel | 7010 Salaries | \$35,381 |
| | | | | 7020 Overtime | \$1,837 |
| | | | | 7025 Social Security | \$2,847 |
| | | | | 7030 Retirement & Pension | \$6,126 |
| | | | | 7035 Workers Compensation | \$373 |
| | | | | 7040 Employee Insurance | \$16,929 |
| | | | | 7140 Wearing Apparel | \$364 |
| | | | | 7160 VEHICLE OPERATIONS | \$3,000 |
| | | | | 7170 VEHICLE REPAIRS | \$500 |
| | | | | 9060 VEHICLES >\$5,000 | \$60,000 |
| | | | | Request Total | \$127,357 |
| 1906 | 3 | Parks Laborer | New Personnel | 7010 Salaries | \$27,498 |
| | | | | 7020 OVERTIME | \$1,428 |
| | | | | 7025 Social Security | \$2,213 |
| | | | | 7030 Retirement & Pension | \$4,761 |
| | | | | 7035 Workers Compensation | \$290 |
| | | | | 7040 Employee Insurance | \$16,929 |
| | | | | 7140 WEARING APPAREL | \$364 |
| | | | | Request Total | \$53,483 |
| 3 Requests | | | Total for 0001-1450 | | \$193,623 |



Community Development



The Community Development Department recognizes the connection between the community's constructed environment and the community's natural environment. The Department provides efficient, professional assistance to ensure responsible development practices that shall respect the natural landscape, cross-timbers, bottomland, floodplains, and all it supports. The Department assists in completion of many ongoing projects and development relative to the City's Building and Permitting processes. The Building Inspection Team provides review, and inspections of construction and other development to ensure quality of life, health, safety, and welfare of citizens by verifying the compliance of the many Building Codes and City ordinances. The structural safety and quality of buildings provide not only safety but longevity and value. The City Planner documents the City's vision through long range and strategic planning. The Code Enforcement Officers work diligently to address City Code violations with regard to the compliance of City Codes and Ordinances outside the realm of construction and for the health and safety of all citizens.



Community Development

Accomplishments for FY 2017-2018

- ✓ Hired and trained new staff positions
- ✓ Presented team work throughout Community Development
- ✓ Continued training and certifications for Director, Building Inspectors, Code Enforcement Officers & Permit Technicians
- ✓ Established organizational skills throughout Community Development
- ✓ Continued improving cross-training for staff
- ✓ Exceeded citizens expectations & give outstanding Customer Service
- ✓ Improved Community Development webpage updates and design
- ✓ Provide updated and accurate reports for Community Development
- ✓ Rewrote and updated yearly forms and applications relating to ordinance changes, building codes, and other such documents
- ✓ Researched and recommended ordinance changes to multiple area's in the Ordinance
- ✓ Effectively responded to customer's issues and questions
- ✓ Processed permits timely and effectively
- ✓ Ensured quality service within Permits & Codes
- ✓ Updated Trade Board Members and completed the yearly Trade Board Meeting
- ✓ Held the Mandatory Tree Training Meeting for Registered Urban Foresters with the City of Conroe
- ✓ Helped work with Emergency Management during Hurricane Harvey
- ✓ Secured development agreements with Strategic Properties and initiated 2017 annexations

Goals & Objectives for FY 2018-2019

- ❑ Hire and train new staff positions
- ❑ Continue training and yearly certifications for staff & Director
- ❑ Exceed citizen's expectations & give outstanding customer service
- ❑ Continue improvement to the Community Development webpage with updates and design
- ❑ Provide yearly updated and accurate reports for Community Development
- ❑ Continue to update yearly forms and applications; as well as publish online
- ❑ Continue to research and recommend ordinance changes to multiple areas in the Ordinance
- ❑ Seek further improvement towards the teamwork and procedures between Engineering and Permits
- ❑ Effectively respond to customer's issues and questions
- ❑ Process permits in a timely and effectively manner
- ❑ Ensure quality service within Community Development
- ❑ Maintain Community Development organizational skills



City of Conroe General Fund

Community Development 0001-1500

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|-------------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Director of Community Development | 1 | 1 | 1 | 1 |
| City Planner | 1 | 1 | 1 | 1 |
| Secretary II | 1 | 1 | 1 | 1 |
| Permit Supervisor | 1 | 1 | 1 | 1 |
| Permit Technician | 3 | 3 | 3 | 3 |
| Building Official | 1 | 1 | 1 | 1 |
| Building Inspector | 8 | 8 | 8 | 8 |
| Building Inspector/ Plan Reviewer | 0 | 0 | 0 | 1 |
| Code Enforcement Officer | 3 | 3 | 3 | 4 |
| Permits And Plan Intake Coordinator | 0 | 0 | 0 | 1 |
| TOTAL FULL TIME | 19 | 19 | 19 | 22 |
| PT Building Inspector (Hours) | 520 | 520 | 520 | 520 |
| PT Permit Technician (Hours) | 0 | 1,040 | 1,040 | 1,040 |
| TOTAL PART TIME HOURS | 520 | 1,560 | 1,560 | 1,560 |
| | | | | |
| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
| PERFORMANCE MEASURES | | | | |
| Number of Permits Issued | 9,300 | 10,000 | 10,500 | 12,000 |
| Revenue | \$4,200,000 | \$4,300,000 | \$4,500,000 | \$4,500,000 |
| Number of Inspections | 23,000 | 24,000 | 24,500 | 26,000 |

The Assistant Community Development Director was reclassified as Director of Community Development and the position was transferred from CDBG Administration (1110) in FY15-16.



CITY OF CONROE
FY 2018-2019
0001-1500

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY DEVELOPMENT

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------|------------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$1,039,702 | \$1,111,066 | \$1,123,436 | \$1,137,138 | \$135,616 | \$1,272,754 |
| 7012 Salaries - Part Time | \$35,428 | \$27,997 | \$27,448 | \$27,997 | \$0 | \$27,997 |
| 7020 Overtime | \$77,323 | \$3,000 | \$75,000 | \$3,000 | \$1,957 | \$4,957 |
| 7025 Social Security | \$83,571 | \$96,189 | \$95,171 | \$89,362 | \$10,524 | \$99,886 |
| 7030 Retirement & Pension | \$182,148 | \$182,275 | \$180,085 | \$185,193 | \$22,644 | \$207,837 |
| 7035 Workers Compensation | \$19,035 | \$4,866 | \$19,000 | \$4,059 | \$1,429 | \$5,488 |
| 7040 Employee Insurance | \$218,878 | \$312,549 | \$312,549 | \$321,653 | \$50,787 | \$372,440 |
| PERSONNEL SERVICES SUBTOTAL | \$1,656,085 | \$1,737,942 | \$1,832,689 | \$1,768,402 | \$222,957 | \$1,991,359 |
| 7110 Office Supplies | \$26,037 | \$19,412 | \$45,809 | \$45,809 | \$0 | \$45,809 |
| 7130 Building Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7140 Wearing Apparel | \$1,429 | \$1,500 | \$1,500 | \$1,500 | \$2,700 | \$4,200 |
| 7160 Vehicle Operations | \$29,422 | \$64,397 | \$40,000 | \$40,000 | \$4,800 | \$44,800 |
| 7170 Vehicle Repairs | \$4,096 | \$5,000 | \$5,000 | \$5,000 | \$0 | \$5,000 |
| 7180 Equipment Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$22,891 | \$35,900 | \$35,900 | \$35,900 | \$0 | \$35,900 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$1,331 | \$0 | \$0 | \$0 | \$3,120 | \$3,120 |
| 7254 Machinery & Equipment <\$5,000 | \$13,347 | \$0 | \$13,496 | \$13,496 | \$0 | \$13,496 |
| 7255 Vehicles <\$5,000 | \$5,041 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$103,594 | \$126,209 | \$141,705 | \$141,705 | \$10,620 | \$152,325 |
| 8010 Utilities | \$3,431 | \$12,011 | \$5,011 | \$5,011 | \$0 | \$5,011 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$43 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$4,809 | \$3,241 | \$6,241 | \$6,241 | \$0 | \$6,241 |
| 8050 Travel & Training | \$21,918 | \$45,730 | \$47,730 | \$47,730 | \$3,000 | \$50,730 |
| 8060 Contract Services | \$76,965 | \$111,086 | \$97,590 | \$94,390 | \$0 | \$94,390 |
| 8350 Legal Newspaper Notices | \$0 | \$0 | \$3,210 | \$3,200 | \$0 | \$3,200 |
| CONTRACTUAL SUBTOTAL | \$107,166 | \$172,068 | \$159,782 | \$156,572 | \$3,000 | \$159,572 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$60,000 | \$60,000 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$60,000 | \$60,000 |
| TOTAL 0001-1500 | \$1,866,845 | \$2,036,219 | \$2,134,176 | \$2,066,679 | \$296,577 | \$2,363,256 |



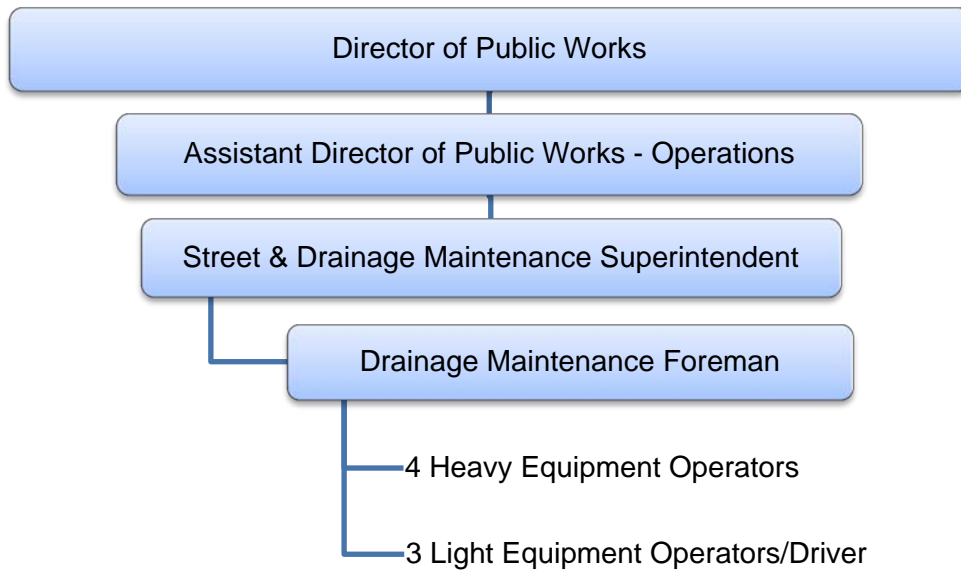
CITY OF CONROE
FY 2018-2019
0001-1500

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|-------------------------------------|----------------------------|------------------------------------|------------------|
| 2660 | 1 | Permits And Plan Intake Coordinator | New Personnel | 7010 Salaries | \$39,000 |
| | | | | 7020 Overtime | \$563 |
| | | | | 7025 Social Security | \$3,027 |
| | | | | 7030 Retirement & Pension | \$6,512 |
| | | | | 7035 Workers Compensation | \$411 |
| | | | | 7040 Employee Insurance | \$16,929 |
| | | | | 7140 WEARING APPAREL | \$1,000 |
| | | | | 7253 Furniture & Fixtures <\$5,000 | \$1,040 |
| | | | | 8050 Travel & Training | \$1,000 |
| | | | | Request Total | \$69,482 |
| 2469 | 2 | Building Inspector/ Plan Reviewer | New Personnel | 7010 Salaries | \$51,355 |
| | | | | 7020 Overtime | \$741 |
| | | | | 7025 Social Security | \$3,985 |
| | | | | 7030 Retirement & Pension | \$8,575 |
| | | | | 7035 Workers Compensation | \$541 |
| | | | | 7040 Employee Insurance | \$16,929 |
| | | | | 7140 Wearing Apparel | \$1,000 |
| | | | | 7160 Vehicle Operations | \$2,400 |
| | | | | 7253 Furniture & Fixtures <\$5,000 | \$1,040 |
| | | | | 8050 Travel & Training | \$1,000 |
| | | | | 9060 VEHICLES >\$5,000 | \$30,000 |
| | | | | Request Total | \$117,566 |
| 2733 | 3 | Code Enforcement Officer | New Personnel | 7010 Salaries | \$45,261 |
| | | | | 7020 Overtime | \$653 |
| | | | | 7025 Social Security | \$3,512 |
| | | | | 7030 Retirement & Pension | \$7,557 |
| | | | | 7035 Workers Compensation | \$477 |
| | | | | 7040 Employee Insurance | \$16,929 |
| | | | | 7140 Wearing Apparel | \$700 |
| | | | | 7160 Vehicle Operations | \$2,400 |
| | | | | 7253 Furniture & Fixtures <\$5,000 | \$1,040 |
| | | | | 8050 Travel & Training | \$1,000 |
| | | | | 9060 VEHICLES >\$5,000 | \$30,000 |
| | | | | Request Total | \$109,529 |
| 3 Requests | | | Total for 0001-1500 | | \$296,577 |



Drainage Maintenance



The Drainage Maintenance Department provides storm water control to the City of Conroe by utilizing the resources dedicated to the maintenance of drainage ways in a seventy one square mile area and also assisting Street Division on various projects when needed.



Drainage Maintenance

Accomplishments for FY 2017-2018

- ✓ Cleaned Alligator Creek from Roberson to I-45
- ✓ Cleaned Alligator Creek from Roberson to N. Loop 336
- ✓ Cleaned Live Oak Creek from East Forest Way to Hwy. 105
- ✓ Cleaned and reshaped Live Oak Creek from Hwy. 105 to Country Club
- ✓ Participated in the installation and removal of the Downtown Christmas lights
- ✓ Installed 40' 6' x 2' box culverts Owen Dr.
- ✓ Cleared right of ways on new Sewer Plant location
- ✓ Repaired 250' washed out area on Stewarts Creek at Ed Kharbat
- ✓ Repaired 200' of washed areas on White Oak Creek on Longmire at Peet Jr High
- ✓ Cleaned creek crossings at Stewarts Creek on Silverdale, West Semands, behind Tractor Supply
- ✓ Cleaned 18 miles of ditches
- ✓ Assisted Street Department in all street overlays and rehabs

Goals & Objectives for FY 2018-2019

- Begin the following Capital Improvement Program Projects:
 - a. Owen Road @ Loop 336 (Engineering)
 - b. Live Oak Creek Drainage Project (Estates Drive) (Awaiting Funding)
 - c. Wilson Road, Oddfellow area (will be fixed under Wilson Road Improvements) (In Process)
 - d. Overlay Post Oak, Bowman, and Austin Road area
 - e. Milltown area Drainage Project (Awaiting Funding)
 - f. Crighton Road @ Little Caney Creek Drainage Project (Engineering)
 - g. Clean 18 miles of ditches within City Limits



City of Conroe General Fund

Drainage Maintenance 0001-1530

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Drainage Maintenance Foreman | 1 | 1 | 1 | 1 |
| Heavy Equipment Operator | 4 | 4 | 4 | 4 |
| Light Equipment Operator/Driver | 3 | 3 | 3 | 3 |
| TOTAL FULL TIME | 8 | 8 | 8 | 8 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---------------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of drainage projects completed | 5 | 5 | 4 | 5 |
| Number miles of ditches cleaned | 8 | 15 | 18 | 18 |
| Number of trees recycled (in yards) | 45,000 | 25,000 | 20,000 | 3500 |
| Number of work orders completed | 623 | 650 | 650 | 700 |



CITY OF CONROE
FY 2018-2019
0001-1530

BUDGET LINE ITEMS

| FUND: GENERAL FUND DEPARTMENT: DRAINAGE MAINTENANCE DIVISION: EXPENDITURES | | | | | | |
|--|--------------------|--------------------|--------------------|------------------|------------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$371,325 | \$378,305 | \$374,108 | \$398,833 | \$0 | \$398,833 |
| 7020 Overtime | \$16,011 | \$52,500 | \$14,087 | \$52,500 | \$0 | \$52,500 |
| 7025 Social Security | \$27,924 | \$36,385 | \$29,554 | \$34,527 | \$0 | \$34,527 |
| 7030 Retirement & Pension | \$63,129 | \$70,481 | \$64,504 | \$73,310 | \$0 | \$73,310 |
| 7035 Workers Compensation | \$6,544 | \$14,090 | \$14,783 | \$12,985 | \$0 | \$12,985 |
| 7040 Employee Insurance | \$92,158 | \$131,600 | \$131,600 | \$135,433 | \$0 | \$135,433 |
| PERSONNEL SERVICES SUBTOTAL | \$577,091 | \$683,361 | \$628,636 | \$707,588 | \$0 | \$707,588 |
| 7110 Office Supplies | \$447 | \$500 | \$500 | \$500 | \$0 | \$500 |
| 7140 Wearing Apparel | \$5,101 | \$4,000 | \$5,200 | \$4,000 | \$0 | \$4,000 |
| 7160 Vehicle Operations | \$152,216 | \$120,000 | \$120,000 | \$120,000 | \$0 | \$120,000 |
| 7170 Vehicle Repairs | \$55,533 | \$20,000 | \$17,310 | \$20,000 | \$0 | \$20,000 |
| 7180 Equipment Repairs | \$1,068 | \$5,000 | \$1,900 | \$5,000 | \$0 | \$5,000 |
| 7190 Radio Repairs | \$237 | \$500 | \$250 | \$500 | \$0 | \$500 |
| 7200 Operating Supplies | \$88,438 | \$64,118 | \$64,118 | \$64,118 | \$0 | \$64,118 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$431 | \$0 | \$220 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$303,471 | \$214,118 | \$209,498 | \$214,118 | \$0 | \$214,118 |
| 8010 Utilities | \$221 | \$3,024 | \$3,000 | \$3,024 | \$0 | \$3,024 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$1,428 | \$10,000 | \$10,000 | \$10,000 | \$0 | \$10,000 |
| 8050 Travel & Training | \$643 | \$2,250 | \$2,000 | \$2,250 | \$0 | \$2,250 |
| 8060 Contract Services | \$10,796 | \$61,252 | \$50,000 | \$61,252 | \$0 | \$61,252 |
| CONTRACTUAL SUBTOTAL | \$13,088 | \$76,526 | \$65,000 | \$76,526 | \$0 | \$76,526 |
| 9010 Land >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$510,689 | \$244,311 | \$244,311 | \$0 | \$500,000 | \$500,000 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9101 CIP Allocation | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9102 Capital Improvements | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$510,689 | \$244,311 | \$244,311 | \$0 | \$500,000 | \$500,000 |
| TOTAL 0001-1530 | \$1,404,339 | \$1,218,316 | \$1,147,445 | \$998,232 | \$500,000 | \$1,498,232 |



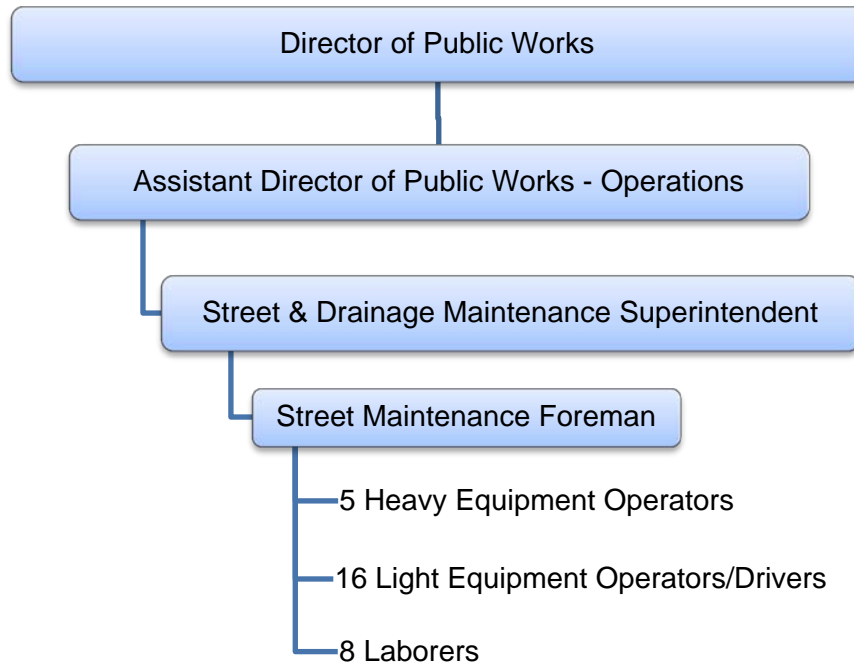
CITY OF CONROE
FY 2018-2019
0001-1530

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|---------------------------------|----------------------------|----------------------------|------------------|
| 2397 | 4 | Materials For Drainage Projects | Enhanced Program | 9030 Improvements >\$5,000 | \$500,000 |
| | | | | Request Total | \$500,000 |
| 1 Requests | | | Total for 0001-1530 | | \$500,000 |



Street Maintenance



The Street Maintenance provides safe and convenient public thoroughfares to a rapidly growing City by utilizing the resources dedicated to street maintenance and traffic control. Many other duties fall under this department including: trimming tree growth and mowing in the right-of-way, curb and gutter repair, maintaining directional marking, maintaining and replacing existing street signage within a 72 square mile area. Responding to emergencies, and working all disasters.



Street Maintenance

Accomplishments for FY 2017-2018

- ✓ Restriped Silverdale from FM 1314 to Gladstell
- ✓ Restriped Gladstell from Silverdale to I-45
- ✓ Restriped Gladstell from I-45 to Sgt. Ed. Holcomb Blvd. South
- ✓ Installed new parking locations North Pacific at Metcalf
- ✓ Installed new parking locations North Pacific at Simonton
- ✓ Mowed all non-contracted drainage easements and right of ways 4 times annually
- ✓ Participated in the installation of the Downtown Christmas lighting
- ✓ Mowed City right-of-way six times (contracted)
- ✓ Repaired 800 blk. Silverdale 50 x 75 section of roadway
- ✓ Overlaid Holly Hills, Milltown, and North 1st Lewis St. to Hilbig
- ✓ Phase I Rehab Robinwood Subdivision
- ✓ Swept 16,608 lane miles of city streets

Goals & Objectives for FY 2018-2019

- ❑ Continue with our crack seal program for City streets
- ❑ Mow city limits right-of-way six times a year
- ❑ Phase II Rehab Robinwood Subdivision
- ❑ College, Webb, Phillips, Turner Street area overlay
- ❑ Street Improvements Montgomery Park Blvd, Westview Blvd.
- ❑ Rehabilitate Park Place from Ave E to Ave H
- ❑ Overlay Kirk and Humble Tank Road



City of Conroe
General Fund
Street Maintenance
0001-1540

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|--|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERSONNEL SERVICES | | | | |
| Street & Drainage Maintenance Superintendent | 1 | 1 | 1 | 1 |
| Street Maintenance Foreman | 1 | 1 | 1 | 1 |
| Sign Technician | 1 | 1 | 1 | 0 |
| Assistant Sign Technician | 1 | 1 | 1 | 0 |
| Heavy Equipment Operator | 5 | 5 | 5 | 5 |
| Light Equipment Operator/Driver | 17 | 17 | 17 | 16 |
| Laborer | 10 | 10 | 10 | 8 |
| TOTAL FULL TIME | 36 | 36 | 36 | 31 |

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|--|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of miles streets swept | 14,880 | 15,120 | 16,608 | 16,608 |
| Number of work orders completed | 6,003 | 6,500 | 7,200 | 7,500 |
| Number of potholes repaired | 2,000 | 2,011 | 2,500 | 2,500 |
| Number of street signs repaired/manufactured | 1,000 | 4,500 | 5,000 | 0 |
| Tons of asphalt, utility cuts repaired | 850 | 800 | 900 | 1,000 |
| Number of acres of right-of-ways mowed | 2,200 | 2,514 | 2,600 | 2,650 |
| Miles of streets overlaid | 7 | 7 | 6 | 8 |

The Sign Technician, Assistant Sign Technician, one (1) Light Equipment Operator/Driver, and two (2) Laborers transferred from Street Maintenance to Sign Maintenance in FY 18-19.



CITY OF CONROE
FY 2018-2019
0001-1540

BUDGET LINE ITEMS

| FUND: GENERAL FUND DEPARTMENT: STREET MAINTENANCE DIVISION: EXPENDITURES | | | | | | |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$1,432,196 | \$1,503,704 | \$1,379,283 | \$1,285,155 | \$0 | \$1,285,155 |
| 7020 Overtime | \$81,248 | \$90,900 | \$90,141 | \$90,900 | \$0 | \$90,900 |
| 7025 Social Security | \$110,364 | \$134,678 | \$112,437 | \$105,268 | \$0 | \$105,268 |
| 7030 Retirement & Pension | \$247,208 | \$260,887 | \$244,936 | \$223,513 | \$0 | \$223,513 |
| 7035 Workers Compensation | \$26,539 | \$72,951 | \$74,810 | \$56,116 | \$0 | \$56,116 |
| 7040 Employee Insurance | \$414,716 | \$592,199 | \$592,199 | \$524,803 | \$0 | \$524,803 |
| 7050 Physicals | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| PERSONNEL SERVICES SUBTOTAL | \$2,312,271 | \$2,655,319 | \$2,493,806 | \$2,285,755 | \$0 | \$2,285,755 |
| 7110 Office Supplies | \$802 | \$1,900 | \$2,100 | \$2,200 | \$0 | \$2,200 |
| 7140 Wearing Apparel | \$17,055 | \$15,000 | \$17,500 | \$17,500 | \$0 | \$17,500 |
| 7160 Vehicle Operations | \$336,724 | \$324,750 | \$347,502 | \$314,750 | \$0 | \$314,750 |
| 7170 Vehicle Repairs | \$55,912 | \$27,710 | \$27,710 | \$19,410 | \$0 | \$19,410 |
| 7180 Equipment Repairs | \$5,249 | \$15,000 | \$8,250 | \$7,500 | \$0 | \$7,500 |
| 7190 Radio Repairs | \$16 | \$500 | \$200 | \$500 | \$0 | \$500 |
| 7200 Operating Supplies | \$386,756 | \$254,965 | \$290,571 | \$188,215 | \$0 | \$188,215 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$393 | \$0 | \$2,400 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$802,907 | \$639,825 | \$696,233 | \$550,075 | \$0 | \$550,075 |
| 8010 Utilities | \$500,776 | \$490,786 | \$490,786 | \$487,786 | \$0 | \$487,786 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$4,430 | \$10,000 | \$8,500 | \$10,000 | \$0 | \$10,000 |
| 8050 Travel & Training | \$4,225 | \$12,290 | \$12,290 | \$12,290 | \$0 | \$12,290 |
| 8060 Contract Services | \$703,711 | \$590,997 | \$715,000 | \$590,997 | \$0 | \$590,997 |
| CONTRACTUAL SUBTOTAL | \$1,213,142 | \$1,104,073 | \$1,226,576 | \$1,101,073 | \$0 | \$1,101,073 |
| 9020 Buildings >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$180,981 | \$151,425 | \$0 | \$0 | \$1,250,000 | \$1,250,000 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9070 Intang. Assets-Indef. Life | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9101 CIP Allocation | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9102 Capital Improvements | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$180,981 | \$151,425 | \$0 | \$0 | \$1,250,000 | \$1,250,000 |
| TOTAL 0001-1540 | \$4,509,301 | \$4,550,642 | \$4,416,615 | \$3,936,903 | \$1,250,000 | \$5,186,903 |



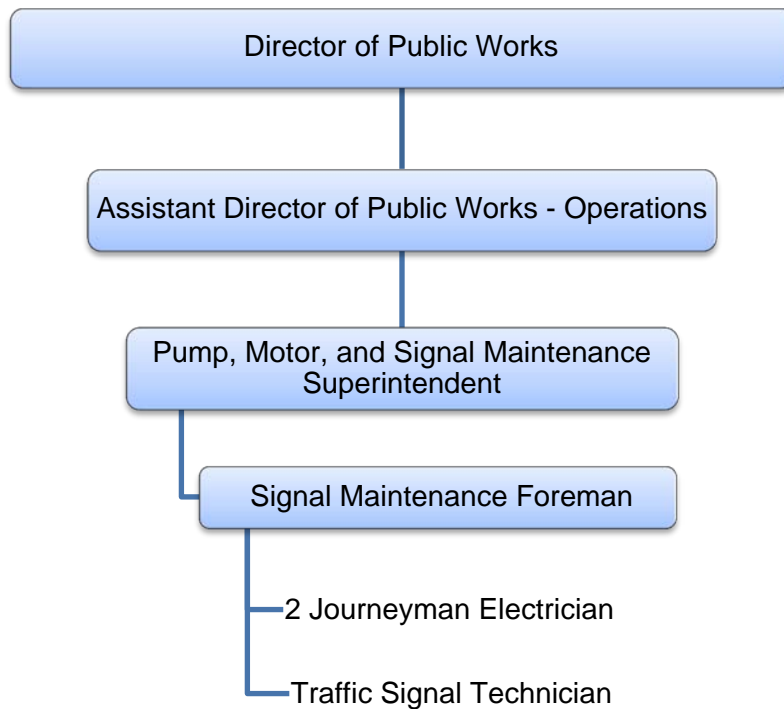
CITY OF CONROE
FY 2018-2019
0001-1540

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|-------------------|----------------------------|----------------------------|--------------------|
| 4366 | 0 | Downtown Lighting | New Program | 9030 IMPROVEMENTS >\$5,000 | \$250,000 |
| | | | | Request Total | \$250,000 |
| 1173 | 8 | Asphalt | Enhanced Program | 9030 Improvements >\$5,000 | \$1,000,000 |
| | | | | Request Total | \$1,000,000 |
| 2 Requests | | | Total for 0001-1540 | | \$1,250,000 |



Signal Maintenance



The goal of the Signal Maintenance Department shall be to operate a comprehensive and versatile time phased program that will maintain or improve the operation of the traffic signals and illumination lighting in a safe, efficient manner. The department also compiles and maintains a list of intersections, maintenance, and operation records. Enabling the department to keep up with Texas Department of Transportation specifications, quality, performance, and all critical aspects to meet or exceed the City's expectations. The department takes care of 112 traffic signal intersections.



Signal Maintenance

Accomplishments for FY 2017-2018

- ✓ Conducted annual proper Bucket Truck Safety training for all employees that operate bucket truck
- ✓ Attended annual traffic signal and camera training classes
- ✓ Purchased stock material and spare parts for traffic signal operations
- ✓ Monitored current traffic signal maintenance and operations
- ✓ Completed yearly maintenance on all traffic signals
- ✓ Begin yearly maintenance on 69 high mast illumination poles, all bridge and over/underpass illumination on I45 from FM 830 to FM 242

Goals & Objectives for FY 2018-2019

- ❑ Upgrade four current traffic signal intersections
- ❑ Conduct annual proper Bucket Truck Safety training for all employees that operate bucket truck
- ❑ Purchase stock material and spare parts for traffic signal operations
- ❑ Monitor current traffic signal maintenance and operations
- ❑ Add 5 new traffic signal intersections
- ❑ Inspect all traffic signal intersections and illumination for annual inspection reports
- ❑ Send employees to annual training to keep up to date on software and laws
- ❑ Begin yearly maintenance again on all traffic signals
- ❑ Continue program to install radar and camera controls on all traffic signals



City of Conroe General Fund

Signal Maintenance 0001-1550

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|----------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERSONNEL SERVICES | | | | |
| Signal Maintenance Foreman | 0 | 1 | 1 | 1 |
| Journeyman Electrician | 3 | 3 | 2 | 2 |
| Traffic Signal Technician | 1 | 0 | 1 | 1 |
| TOTAL FULL TIME | 4 | 4 | 4 | 4 |

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|------------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Signal Repair Work Orders | 400 | 650 | 775 | 900 |
| New Signal Install Work Orders | 5 | 5 | 5 | 5 |
| Timing Change Work Orders | 45 | 50 | 50 | 50 |
| Number of Power Outages | 15 | 25 | 25 | 40 |
| Signal Rebuild | 4 | 3 | 3 | 4 |
| Oversized Load Permits/Inspections | 700 | 700 | 700 | 700 |
| Freeway Lighting | 125 | 125 | 125 | 125 |



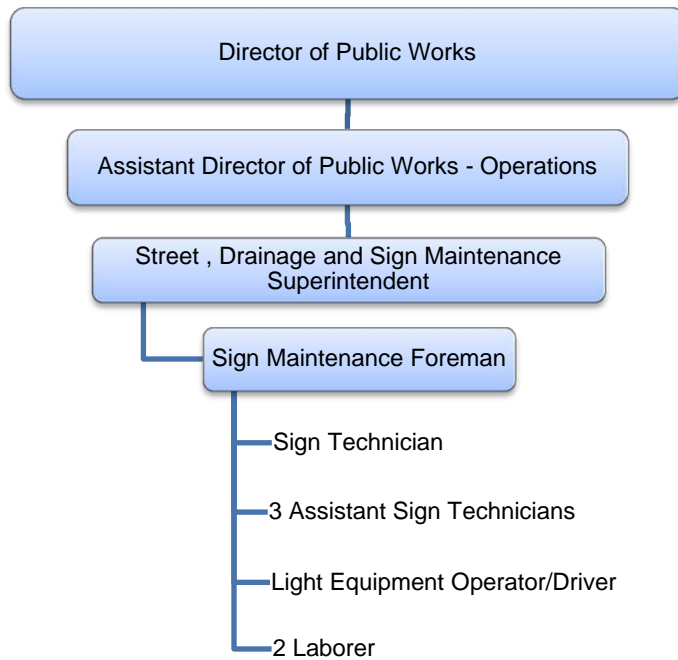
CITY OF CONROE
FY 2018-2019
0001-1550

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: SIGNAL MAINTENANCE | | DIVISION: EXPENDITURES | | |
|-------------------------------------|------------------|--------------------------------|--------------------|------------------------|--------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$204,077 | \$216,589 | \$214,192 | \$229,621 | \$0 | \$229,621 |
| 7020 Overtime | \$33,817 | \$34,923 | \$34,923 | \$34,923 | \$0 | \$34,923 |
| 7025 Social Security | \$17,815 | \$21,243 | \$21,050 | \$20,238 | \$0 | \$20,238 |
| 7030 Retirement & Pension | \$38,807 | \$41,146 | \$40,730 | \$42,970 | \$0 | \$42,970 |
| 7035 Workers Compensation | \$4,633 | \$5,987 | \$5,949 | \$5,535 | \$0 | \$5,535 |
| 7040 Employee Insurance | \$46,079 | \$65,800 | \$65,800 | \$67,716 | \$0 | \$67,716 |
| PERSONNEL SERVICES SUBTOTAL | \$345,228 | \$385,688 | \$382,644 | \$401,003 | \$0 | \$401,003 |
| 7110 Office Supplies | \$2,421 | \$2,273 | \$2,273 | \$2,273 | \$0 | \$2,273 |
| 7140 Wearing Apparel | \$1,889 | \$2,669 | \$2,669 | \$2,669 | \$0 | \$2,669 |
| 7160 Vehicle Operations | \$13,272 | \$11,750 | \$11,750 | \$11,750 | \$0 | \$11,750 |
| 7170 Vehicle Repairs | \$2,760 | \$6,500 | \$6,500 | \$6,500 | \$0 | \$6,500 |
| 7180 Equipment Repairs | \$67,819 | \$50,733 | \$80,000 | \$50,733 | \$0 | \$50,733 |
| 7190 Radio Repairs | \$0 | \$1,200 | \$1,200 | \$1,200 | \$0 | \$1,200 |
| 7200 Operating Supplies | \$94,296 | \$80,375 | \$120,000 | \$80,375 | \$0 | \$80,375 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$244,600 | \$199,850 | \$260,000 | \$199,850 | \$0 | \$199,850 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$427,057 | \$355,350 | \$484,392 | \$355,350 | \$0 | \$355,350 |
| 8010 Utilities | \$148,722 | \$274,227 | \$274,227 | \$274,227 | \$0 | \$274,227 |
| 8040 Leased Equipment | \$0 | \$5,000 | \$5,000 | \$5,000 | \$0 | \$5,000 |
| 8050 Travel & Training | \$4,698 | \$13,052 | \$13,052 | \$13,052 | \$0 | \$13,052 |
| 8060 Contract Services | \$20,496 | \$157,500 | \$157,500 | \$157,500 | \$0 | \$157,500 |
| CONTRACTUAL SUBTOTAL | \$173,916 | \$449,779 | \$449,779 | \$449,779 | \$0 | \$449,779 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$43,475 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9101 CIP Allocation | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$43,475 | \$0 | \$0 | \$0 |
| TOTAL 0001-1550 | \$946,201 | \$1,190,817 | \$1,360,290 | \$1,206,132 | \$0 | \$1,206,132 |



Sign Maintenance



The Sign Maintenance provides sign maintenance and pavement markings for the City of Conroe. There are over 9,000 locations with signs that are in the Cartegraph program and the department is continuously adding more locations. An average count is approximately 27,000 signs. The Sign Division has not collected all locations and entered into the asset program. The City of Conroe covers a 72 square mile area and continues to expand. The Sign Division also assists the Street Maintenance and Drainage Maintenance divisions on various projects when needed.



Sign Maintenance

Accomplishments for FY 2017-2018

- ✓ Department not created during this fiscal year

Goals & Objectives for FY 2018-2019

- ❑ Create Sign Maintenance Department
- ❑ Establish budget for Sign Maintenance Department
- ❑ Build and occupy Sign Maintenance building
- ❑ Replace all signs in the Dugan, and Downtown area
- ❑ Repaint all pavement markings in the Downtown area
- ❑ Install all non – existing Signage in newly annexed areas
- ❑ Collect remaining 30% of sign data and enter into Cartegraph



City of Conroe General Fund

Sign Maintenance 0001-1560

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Sign Maintenance Foreman | 0 | 0 | 0 | 1 |
| Sign Technician | 0 | 0 | 0 | 1 |
| Assistant Sign Technician | 0 | 0 | 0 | 3 |
| Light Equipment Operator/Driver | 0 | 0 | 0 | 1 |
| Laborer | 0 | 0 | 0 | 2 |
| TOTAL FULL TIME | 0 | 0 | 0 | 8 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|-------------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of work orders completed | 0 | 0 | 0 | 5,000 |
| Number of vehicles stickered | 0 | 0 | 0 | 150 |
| Number of Signs Repaired / Replaced | 0 | 0 | 0 | 2,500 |
| Length of Streets Restriped | 0 | 0 | 0 | 5,000 |

The Sign Technician, Assistant Sign Technician, one (1) Light Equipment Operator/Driver, and two (2) Laborers transferred from Street Maintenance to Sign Maintenance in FY 18-19.



CITY OF CONROE
FY 2018-2019
0001-1560

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: SIGN MAINTENANCE | | DIVISION: EXPENDITURES | | |
|-------------------------------------|------------|------------------------------|------------|------------------------|------------------|------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$0 | \$0 | \$0 | \$225,148 | \$131,082 | \$356,230 |
| 7020 Overtime | \$0 | \$0 | \$0 | \$0 | \$47,265 | \$47,265 |
| 7025 Social Security | \$0 | \$0 | \$0 | \$17,224 | \$13,643 | \$30,867 |
| 7030 Retirement & Pension | \$0 | \$0 | \$0 | \$36,571 | \$29,356 | \$65,927 |
| 7035 Workers Compensation | \$0 | \$0 | \$0 | \$8,619 | \$1,382 | \$10,001 |
| 7040 Employee Insurance | \$0 | \$0 | \$0 | \$84,646 | \$50,787 | \$135,433 |
| PERSONNEL SERVICES SUBTOTAL | \$0 | \$0 | \$0 | \$372,208 | \$273,515 | \$645,723 |
| 7110 Office Supplies | \$0 | \$0 | \$0 | \$500 | \$0 | \$500 |
| 7140 Wearing Apparel | \$0 | \$0 | \$0 | \$2,500 | \$1,000 | \$3,500 |
| 7160 Vehicle Operations | \$0 | \$0 | \$0 | \$10,000 | \$0 | \$10,000 |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$6,000 | \$0 | \$6,000 |
| 7180 Equipment Repairs | \$0 | \$0 | \$0 | \$2,500 | \$0 | \$2,500 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$0 | \$0 | \$0 | \$66,750 | \$3,000 | \$69,750 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$1,500 | \$0 | \$1,500 |
| SUPPLIES SUBTOTAL | \$0 | \$0 | \$0 | \$89,750 | \$4,000 | \$93,750 |
| 8010 Utilities | \$0 | \$0 | \$0 | \$3,000 | \$0 | \$3,000 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$0 | \$0 | \$0 | \$0 | \$1,000 | \$1,000 |
| 8060 Contract Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$0 | \$0 | \$0 | \$3,000 | \$1,000 | \$4,000 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1560 | \$0 | \$0 | \$0 | \$464,958 | \$278,515 | \$743,473 |



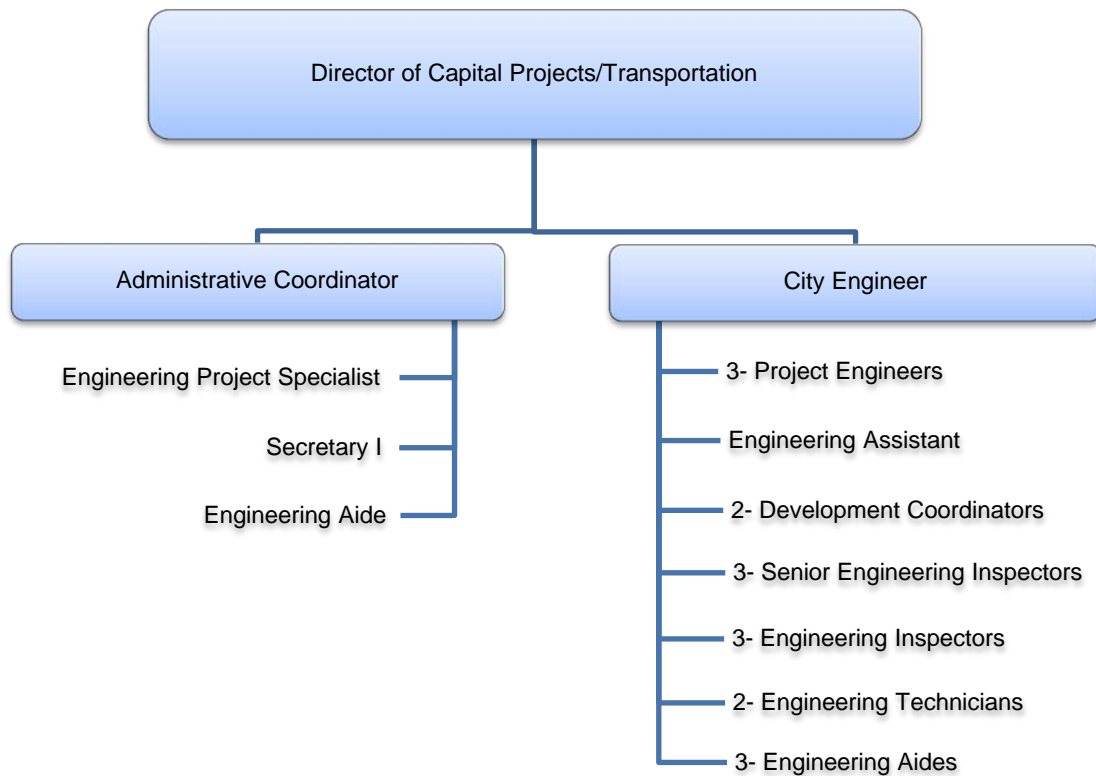
CITY OF CONROE
FY 2018-2019
0001-1560

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|-------------------------------|----------------------------|---------------------------|------------------|
| 3254 | 1 | Sign Maintenance Foreman | New Personnel | 7010 SALARIES | \$58,906 |
| | | | | 7020 OVERTIME | \$21,240 |
| | | | | 7025 SOCIAL SECURITY | \$6,131 |
| | | | | 7030 RETIREMENT & PENSION | \$13,192 |
| | | | | 7035 WORKERS COMPENSATION | \$621 |
| | | | | 7040 EMPLOYEE INSURANCE | \$16,929 |
| | | | | 7140 WEARING APPAREL | \$500 |
| | | | | 7200 OPERATING SUPPLIES | \$1,500 |
| | | | | 8050 TRAVEL & TRAINING | \$500 |
| | | | | Request Total | \$119,519 |
| 3255 | 2 | Assistant Sign Technician (2) | New Personnel | 7010 SALARIES | \$72,176 |
| | | | | 7020 OVERTIME | \$26,025 |
| | | | | 7025 SOCIAL SECURITY | \$7,512 |
| | | | | 7030 RETIREMENT & PENSION | \$16,164 |
| | | | | 7035 WORKERS COMPENSATION | \$761 |
| | | | | 7040 EMPLOYEE INSURANCE | \$33,858 |
| | | | | 7140 WEARING APPAREL | \$500 |
| | | | | 7200 OPERATING SUPPLIES | \$1,500 |
| | | | | 8050 TRAVEL & TRAINING | \$500 |
| | | | | Request Total | \$158,996 |
| 2 Requests | | | Total for 0001-1560 | | \$278,515 |



Engineering



The Engineering division recognizes the connection between the community's constructed environment and the community's natural environment. Efficient, professional assistance is provided to ensure responsible development practices that respect the natural landscape, bottomland, floodplains, and all they support. The division assists in completion of many ongoing projects and development relative to the city's building and permitting processes.

The Engineering division is responsible for the maintenance and enforcement of the city's floodplain and floodway ordinances as mandated by FEMA's National Flood Insurance Program (NFIP). The division also acts as the city's floodplain administrator.

The Engineering division establishes consistent policies and procedures for addressing traffic related issues that may arise along roadways within the city. The Engineering staff is responsible for performing engineering traffic studies, or other evaluations, in order to arrive at a satisfactory solution.

The Engineering division also designs major roadway improvements and improvements to the city's infrastructure to increase the capacity of the water and sewer systems and to better manage storm water run-off. The improvements are designed in house and constructed by a private contractor. The staff provides everything from inspections to design specifications which, in turn, save the city hundreds of thousands of dollars each year.



Engineering

Accomplishments for FY 2017-2018

- ✓ Constructed sanitary sewer line at SH 105 East at IH-45 (Phase 2), Skytop and Wilson Rd prior to commencement of the Wilson Rd Widening project
- ✓ Completed the street paver repair on North Thompson and various sidewalks downtown
- ✓ Began construction on the Wilson Rd project (IH-45 to east of SH 75)
- ✓ Installed sidewalks at League Line Rd (Panorama to SH 75), Plantation Dr. (Loop 336 North to Wilson Rd), and Safe Route to School - various sidewalks locations
- ✓ Began preliminary design on the Old Conroe Rd Project
- ✓ Designed and constructed railroad crossing improvements at Crighton Rd
- ✓ Installed traffic signals at SH 105 and N Thompson, FM 1485 and Deison Technology Park, League Line Rd at M.P. Clark, South Loop 336 at IH-45, SH 75 at Wilson Rd, FM 1488 at Grace Crossing, and signals at Conroe MMD #3 intersections
- ✓ Constructed M.P. Clark Roadway and street rehabilitation projects
- ✓ Began design of the street rehabilitation in the Conroe Industrial Park
- ✓ Began design of the Camelot Dr. roadway extension & Veteran Memorial Park Blvd
- ✓ Constructed the Windsor Lakes force main and lift station for the FM 1488 area
- ✓ Designed and constructed the effluent outfall structure per TCEQ requirement
- ✓ Passed MS4 ordinance to become TCEQ compliant
- ✓ Facilitated an ever-increasing number of development meetings resulting in an escalating volume of engineering plans and subdivision plats related to private development
- ✓ Created an action plan to extend water and sewer on SH 105 West to McCaleb Rd
- ✓ Finalized the Wastewater Master Plan and Water Master Plan

Goals & Objectives for FY 2018-2019

- ❑ Create a Drainage CIP to facilitate the city's drainage issues
- ❑ Design and begin construction on various necessary asphalt overlay projects
- ❑ Design and install traffic signals at FM 3083 at Longmire Rd, Walden Rd at Walmart, Loop 336 at Grand Lake and at South Conroe Medical Center Blvd
- ❑ Construct the street rehabilitation in the Conroe Industrial Park
- ❑ Design and construct water and sewer extension on SH 105 West to McCaleb Rd
- ❑ Construct the Camelot Dr. roadway extension and the Veterans Memorial Park Blvd
- ❑ Design and begin construction on various sewer upgrade projects, SSOI, install SH 105/ IH 45 Phase 3 sewer, and lift station replacements for Pebble Glen and Longmire Point
- ❑ Design and begin construction on various water upsizing projects, replace ground storage tank at WW #20, decommission Elevated Storage Tank #5, FM 1488 improvements
- ❑ Design the remodel for the 1st Floor at City Hall and begin construction
- ❑ Construct Longmire Rd Widening Phase 2B (FM 3038 to Longmire) and Longmire Rd Widening Phase 3 (Longmire to Wedgewood)
- ❑ Design Grace Crossing Loop extension
- ❑ Design and begin construction for various water rehab projects: Lewis, Roberson, Dallas and Palestine, Westview and Montgomery Park Blvd, and Academy Dr. & Pozos area
- ❑ Begin construction on the new South Conroe Wastewater Treatment Plant
- ❑ Begin construction on the SH 105 underground utilities (IH-45 to SH 75)
- ❑ Design street rehab on Westview and Montgomery Park Blvd
- ❑ Design the Carl Barton lift station upgrade



General Fund

Engineering 0001-1570

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|-------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| SPECIAL SERVICES | | | | |
| Planning Commission | 7 | 7 | 7 | 7 |
| TOTAL SPECIAL SERVICES | 7 | 7 | 7 | 7 |

PERSONNEL SERVICES

| | | | | |
|---|------------|-----------|--------------|--------------|
| Director of Capital Projects/Transportation | 0 | 0 | 1 | 1 |
| Director of Engineering | 0 | 1 | 0 | 0 |
| Assistant Director of Projects/Transportation | 1 | 1 | 0 | 0 |
| City Engineer | 0 | 0 | 1 | 1 |
| Administrative Coordinator | 1 | 1 | 1 | 1 |
| Secretary I | 1 | 1 | 1 | 1 |
| Engineering Manager | 1 | 1 | 0 | 0 |
| Project Engineer | 2 | 2 | 3 | 3 |
| Development Coordinator | 2 | 2 | 2 | 2 |
| Engineering Project Specialist | 1 | 1 | 1 | 1 |
| Engineering Technician | 1 | 2 | 2 | 2 |
| Engineering Aide | 5 | 4 | 4 | 4 |
| Senior Engineering Inspector | 3 | 3 | 3 | 3 |
| Engineering Inspector | 3 | 3 | 3 | 3 |
| Engineering Assistant | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 22 | 23 | 23 | 23 |
| PT Intern (Hours) | 300 | 0 | 0 | 0 |
| PT Project Engineer (Hours) | 0 | 0 | 1,000 | 1,000 |
| TOTAL PART TIME HOURS | 300 | 0 | 1,000 | 1,000 |

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|--------------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of Development Plans Reviewed | 302 | 333 | 330 | 340 |
| Number of Plats Reviewed | 101 | 160 | 180 | 185 |
| Number of Inspections Performed | 12,499 | 12,900 | 13,300 | 17,000 |
| Number of Design Projects | 21 | 24 | 27 | 24 |
| Number of Construction Projects | 23 | 35 | 31 | 38 |
| Review Revenue | \$458,200 | \$462,000 | \$700,493 | \$725,000 |



CITY OF CONROE
FY 2018-2019
0001-1570

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: ENGINEERING

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------|------------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$1,432,423 | \$1,570,714 | \$1,465,564 | \$1,577,299 | \$0 | \$1,577,299 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$42,980 | \$0 | \$42,980 |
| 7020 Overtime | \$25,084 | \$27,401 | \$22,821 | \$27,401 | \$0 | \$27,401 |
| 7025 Social Security | \$105,932 | \$134,972 | \$112,375 | \$126,047 | \$0 | \$126,047 |
| 7030 Retirement & Pension | \$238,507 | \$257,347 | \$245,055 | \$256,558 | \$0 | \$256,558 |
| 7035 Workers Compensation | \$24,593 | \$7,022 | \$6,217 | \$4,985 | \$0 | \$4,985 |
| 7040 Employee Insurance | \$253,438 | \$378,349 | \$378,349 | \$389,370 | \$0 | \$389,370 |
| PERSONNEL SERVICES SUBTOTAL | \$2,079,977 | \$2,375,805 | \$2,230,381 | \$2,424,640 | \$0 | \$2,424,640 |
| 7110 Office Supplies | \$15,140 | \$19,208 | \$15,000 | \$15,208 | \$0 | \$15,208 |
| 7130 Building Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7140 Wearing Apparel | \$3,118 | \$2,700 | \$2,700 | \$2,700 | \$0 | \$2,700 |
| 7160 Vehicle Operations | \$24,110 | \$27,000 | \$25,000 | \$27,000 | \$0 | \$27,000 |
| 7170 Vehicle Repairs | \$4,013 | \$8,350 | \$7,000 | \$8,350 | \$0 | \$8,350 |
| 7180 Equipment Repairs | \$525 | \$5,000 | \$1,500 | \$5,000 | \$0 | \$5,000 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$24,211 | \$26,729 | \$20,000 | \$26,729 | \$0 | \$26,729 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$46,194 | \$0 | \$14,139 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$117,311 | \$88,987 | \$85,339 | \$84,987 | \$0 | \$84,987 |
| 8010 Utilities | \$3,122 | \$9,457 | \$5,500 | \$9,457 | \$0 | \$9,457 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$9,271 | \$10,000 | \$5,000 | \$5,000 | \$0 | \$5,000 |
| 8040 Leased Equipment | \$7,211 | \$19,548 | \$15,000 | \$19,548 | \$0 | \$19,548 |
| 8050 Travel & Training | \$19,966 | \$32,138 | \$18,000 | \$32,138 | \$0 | \$32,138 |
| 8060 Contract Services | \$408,585 | \$213,540 | \$350,000 | \$186,040 | \$575,000 | \$761,040 |
| 8350 Legal Newspaper Notices | \$0 | \$0 | \$11,000 | \$9,000 | \$0 | \$9,000 |
| CONTRACTUAL SUBTOTAL | \$448,155 | \$284,683 | \$404,500 | \$261,183 | \$575,000 | \$836,183 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1570 | \$2,645,443 | \$2,749,475 | \$2,720,220 | \$2,770,810 | \$575,000 | \$3,345,810 |



CITY OF CONROE
FY 2018-2019
0001-1570

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|--|----------------------------|------------------------|------------------|
| 4373 | 0 | Alligator Creek Riverwalk Design Study | New Program | 8060 CONTRACT SERVICES | \$375,000 |
| | | | | Request Total | \$375,000 |
| 3066 | 1 | Consultant And Professional Services | Enhanced Program | 8060 Contract Services | \$200,000 |
| | | | | Request Total | \$200,000 |
| 2 Requests | | | Total for 0001-1570 | | \$575,000 |



City of Conroe General Fund

General Fund Non-Departmental 0001-1800

The General Fund Non-Departmental costs include all expenses that are not specifically attributable to a Departmental operation. There are no Personnel positions associated with this department.



CITY OF CONROE
FY 2018-2019
0001-1800

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: GF NON-DEPARTMENTAL | | DIVISION: EXPENDITURES | | |
|-------------------------------------|--------------------|---------------------------------|--------------------|------------------------|--------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$0 | \$261,683 | \$0 | \$279,416 | \$0 | \$279,416 |
| 7025 Social Security | \$0 | \$22,112 | \$0 | \$21,375 | \$0 | \$21,375 |
| 7030 Retirement & Pension | \$0 | \$37,717 | \$0 | \$39,538 | \$0 | \$39,538 |
| 7035 Workers Compensation | \$4,783 | \$4,023 | \$4,023 | \$3,691 | \$0 | \$3,691 |
| 7040 Employee Insurance | \$1,598,652 | \$1,632,091 | \$1,632,091 | \$1,852,344 | \$0 | \$1,852,344 |
| 7070 Unemployment | \$4,319 | \$20,000 | \$20,000 | \$20,000 | \$0 | \$20,000 |
| PERSONNEL SERVICES SUBTOTAL | \$1,607,754 | \$1,977,626 | \$1,656,114 | \$2,216,364 | \$0 | \$2,216,364 |
| 7110 Office Supplies | \$138 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$45,393 | \$38,900 | \$38,900 | \$38,900 | \$0 | \$38,900 |
| 7251 Buildings <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$45,531 | \$38,900 | \$38,900 | \$38,900 | \$0 | \$38,900 |
| 8010 Utilities | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8020 Insurance and Bonds | \$462,920 | \$525,000 | \$490,000 | \$577,500 | \$0 | \$577,500 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8060 Contract Services | \$1,953,693 | \$2,162,049 | \$2,023,592 | \$1,822,045 | \$0 | \$1,822,045 |
| 8062 Community Services | \$551,343 | \$685,038 | \$822,084 | \$502,000 | \$0 | \$502,000 |
| 8080 Garbage & Recycling Fees | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8085 Donated Rent Expense | \$25,512 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8095 Unallocated Resources | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9520 Bad Debt Finance | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$2,993,468 | \$3,372,087 | \$3,335,676 | \$2,901,545 | \$0 | \$2,901,545 |
| 9010 Land >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9020 Buildings >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$7,307,420 | \$6,362,338 | \$6,216,692 | \$4,493,903 | \$0 | \$4,493,903 |
| 8540 Beautification | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS OUT SUBTOTAL | \$7,307,420 | \$6,362,338 | \$6,216,692 | \$4,493,903 | \$0 | \$4,493,903 |



CITY OF CONROE
FY 2018-2019
0001-1800

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: GF NON-DEPARTMENTAL

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|------------------------------|---------------------|---------------------|---------------------|--------------------|--------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 9660 Principal-Lease | \$61,940 | \$64,387 | \$64,387 | \$66,930 | \$0 | \$66,930 |
| 9670 Interest-Lease | \$13,238 | \$10,792 | \$10,792 | \$8,249 | \$0 | \$8,249 |
| DEBT SERVICE SUBTOTAL | \$75,178 | \$75,179 | \$75,179 | \$75,179 | \$0 | \$75,179 |
| TOTAL 0001-1800 | \$12,029,351 | \$11,826,130 | \$11,322,561 | \$9,725,891 | \$0 | \$9,725,891 |





(This page intentionally left blank.)



WATER AND SEWER OPERATING FUND



FY 18-19 Budget Summary

Water and Sewer Operating Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Dollar FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|---|--------------------|---------------------|----------------------|--------------------|------------------|--------------------------|----------------------|-----------------|------------------|
| Beginning Working Capital: | \$ 17,757,052 | \$ 17,757,052 | \$ - | \$ 18,902,974 | \$ - | \$ 18,902,974 | \$ - | 0.0% | |
| W/S Fund Revenues: | | | | | | | | | |
| Revenues | \$ 36,439,848 | \$ 45,704,944 | \$ 52,721,367 | \$ 7,016,423 | \$ 41,100,390 | \$ - | \$ 41,100,390 | \$ (4,604,554) | -10.1% |
| Total Revenues | \$ 36,439,848 | \$ 45,704,944 | \$ 52,721,367 | \$ 7,016,423 | \$ 41,100,390 | \$ - | \$ 41,100,390 | \$ (4,604,554) | -10.1% |
| Total Resources: | \$ 36,439,848 | \$ 63,461,996 | \$ 70,478,419 | \$ 7,016,423 | \$ 60,003,364 | \$ - | \$ 60,003,364 | \$ (4,604,554) | -7.3% |
| W/S Fund Expenditures: | | | | | | | | | |
| Utility Billing | \$ 1,055,784 | \$ 1,076,902 | \$ 1,115,050 | \$ (38,148) | \$ 1,083,430 | \$ 72,422 | \$ 1,155,852 | \$ 78,950 | 7.3% |
| Public Works | 1,851,468 | 1,965,404 | 2,179,214 | (213,810) | 1,056,880 | 1,103,635 | 2,160,515 | 195,111 | 9.9% |
| Water | 3,606,320 | 4,563,129 | 4,577,219 | (14,090) | 3,960,223 | 828,852 | 4,789,075 | 225,946 | 5.0% |
| Surface Water | - | 9,886,992 | 10,493,201 | (606,209) | 10,495,494 | - | 10,495,494 | 608,502 | 6.2% |
| Wastewater Treatment | 3,285,879 | 13,968,473 | 16,301,370 | (2,332,897) | 2,527,050 | 550,391 | 3,077,441 | (10,891,032) | -78.0% |
| Sewer | 1,745,663 | 2,404,956 | 2,373,929 | 31,027 | 1,844,976 | 400,000 | 2,244,976 | (159,980) | -6.7% |
| Pump & Motor Maint | 1,394,015 | 1,459,335 | 1,553,141 | (93,806) | 1,371,842 | 35,500 | 1,407,342 | (51,993) | -3.6% |
| W/S Non-Departmental | 22,917,911 | 14,917,914 | 12,982,321 | 1,935,593 | 19,715,660 | - | 19,715,660 | 4,797,746 | 32.2% |
| Total Expenditures | \$ 35,857,040 | \$ 50,243,105 | \$ 51,575,445 | \$ (1,332,340) | \$ 42,055,555 | \$ 2,990,800 | \$ 45,046,355 | \$ (5,196,750) | -10.3% |
| New Working Capital: | \$ 13,218,891 | \$ 18,902,974 | \$ 5,684,083 | \$ 17,947,809 | | | \$ 14,957,009 | \$ 1,738,118 | |
| 60-Day Reserve: | \$ 8,259,966 | \$ 8,479,003 | | | \$ 6,913,933 | | \$ 7,405,621 | | |
| Over/(Under): | 4,958,925 | 10,423,971 | | | 11,033,876 | | 7,551,388 | | |
| Budget Contingency: | \$ 4,129,983 | \$ 4,239,502 | | | \$ 3,456,967 | | \$ 3,702,810 | | |
| Over/(Under) 30-Days: | 828,941 | 6,184,469 | | | 7,576,909 | | 3,848,578 | | |
| Breakdown of Transfer In: | | | | | | | | | |
| General Fund - Rate Stabilization | | | | | \$ - | | | | |
| Administrative Transfer (W/S) | | | | | 407,390 | | | | |
| Total | | | | | \$ 407,390 | | | | |
| Breakdown of Transfer Out: | | | | | | | | | |
| Administrative Transfer (GF) | | | | | \$ - | | | | |
| Revenue Debt Service Fund | | | | | 11,765,322 | | | | |
| Water CIP Fund - Water Line - Wilson Road East | | | | | 320,000 | | | | |
| Water CIP Fund - Water Line Relocate - Longmire Rd Ph 3 | | | | | 276,000 | | | | |
| Water CIP Fund - Water Line Extension - SH 105 West | | | | | 2,200,000 | | | | |
| Sewer CIP Fund - SSOI Program | | | | | 450,000 | | | | |
| Sewer CIP Fund - Sanitary Sewer Evaluation Survey | | | | | 552,000 | | | | |
| W&S Vehicle & Equipment Replacement Fund | | | | | 291,478 | | | | |
| Conroe Tower Fund | | | | | 91,750 | | | | |
| Total | | | | | \$ 15,946,550 | | | | |



FY 18-19 Budget Summary by Category Water and Sewer Operating Fund

| | <u>FY 17-18 Budget</u> | <u>FY 17-18 Estimate</u> | <u>Under/ (Over)</u> | <u>FY 18-19 Base</u> | <u>FY 18-19 Supplemental</u> | <u>FY 18-19 Proposed</u> |
|-----------------------|-----------------------------------|-------------------------------------|---------------------------------|---------------------------------|---|-------------------------------------|
| Personnel | \$ 5,844,713 | \$ 5,793,503 | \$ 51,210 | \$ 6,067,434 | \$ 636,445 | \$ 6,703,879 |
| Supplies | 3,511,419 | 3,869,818 | (358,399) | 2,548,150 | 490,559 | 3,038,709 |
| Contractual | 25,520,634 | 29,113,754 | (3,593,120) | 15,524,651 | 1,455,054 | 16,979,705 |
| Capital Outlay | 2,072,234 | 1,423,584 | 648,650 | - | 408,742 | 408,742 |
| Transfers | 12,726,370 | 10,807,051 | 1,919,319 | 17,347,585 | - | 17,347,585 |
| Debt Service | 567,735 | 567,735 | - | 567,735 | - | 567,735 |
| Total | <u>\$ 50,243,105</u> | <u>\$ 51,575,445</u> | <u>\$ (1,332,340)</u> | <u>\$ 42,055,555</u> | <u>\$ 2,990,800</u> | <u>\$ 45,046,355</u> |



FY 18-19 Supplemental Requests Water & Sewer Operating Fund

| Department/Division | ID | Dept Rank | Supplemental Request Title | Requested Amount ¹ | FY 17-18 Purchase ² | FY 18-19 Approved ³ | Type |
|---|------|-----------|---|-------------------------------|--------------------------------|--------------------------------|------------------------------|
| 0002-2800 Utility Billing | 3182 | 1 | Account Representative | \$ 57,126 | \$ - | \$ 56,453 | New Personnel |
| 0002-2800 Utility Billing | 1139 | 2 | Scanners For Account Representatives (7) | 4,825 | - | 4,825 | New Equipment |
| 0002-2800 Utility Billing | 2574 | 3 | Handheld Trimble Data Collector Belt Clips (2) | 4,616 | - | 4,616 | New Equipment |
| 0002-2800 Utility Billing | 2934 | 4 | V D C Submersible Pumps (2) | 2,610 | - | 2,610 | New Equipment |
| 0002-2800 Utility Billing | 2938 | 5 | Veroflow Utility Service Analyzers (4) | 3,918 | - | 3,918 | New Equipment |
| 0002-2800 Utility Billing | 4308 | 6 | Fliers On Payment Options And Programs, 2/month | 16,800 | - | - | New Program |
| 0002-2800 Utility Billing | 3040 | 7 | Save Water Texas Coalition Membership | 2,500 | - | - | New Program |
| Utility Billing Total | | | | \$ 92,395 | \$ - | \$ 72,422 | |
| 0002-2810 Public Works | 1496 | 1 | Asset Management Specialist | 104,308 | - | 103,635 | New Personnel |
| 0002-2810 Public Works | 4294 | 2 | Reclass Admin Coordinator To Admin Manager | 11,976 | - | - | Enhanced Program |
| 0002-2810 Public Works | 4293 | 3 | Reclass Secretary I To Admin Technician | 9,893 | - | - | Enhanced Program |
| 0002-2810 Public Works | 876 | 4 | Part Time Asset Management Specialist | 31,763 | - | - | New Personnel |
| 0002-2810 Public Works | 2991 | 9 | Legal Services Increase | 1,000,000 | - | 1,000,000 | Enhanced Program |
| Public Works Total | | | | \$ 1,157,940 | \$ - | \$ 1,103,635 | |
| 0002-2820 Water Department | 2509 | 1 | Unregulated Contaminant Monitoring (U C M R 4) | 23,554 | - | 23,554 | Non-discretionary Adjustment |
| 0002-2820 Water Department | 2640 | 2 | Water Wells Security Annual Maintenance | 16,000 | - | 16,000 | Non-discretionary Adjustment |
| 0002-2820 Water Department | 2826 | 3 | Maintenance Technician I | 59,044 | - | 63,109 | New Personnel |
| 0002-2820 Water Department | 3173 | 4 | Reclass 2 Laborer Positions To Maint Tech I | 9,424 | - | - | Enhanced Program |
| 0002-2820 Water Department | 3175 | 5 | Reclass 1 Light Equip. To Crew Leader I | 2,760 | - | - | Enhanced Program |
| 0002-2820 Water Department | 4341 | 6 | Reclass 2 Equip Operators To Crew Leader 2 | - | - | - | Enhanced Program |
| 0002-2820 Water Department | 4342 | 7 | Reclass 1 Heavy Equip Operator To Crew Leader 3 | 3,124 | - | - | Enhanced Program |
| 0002-2820 Water Department | 3013 | 8 | T C E Q Water System Annual Fee | 5,000 | - | 5,000 | Non-discretionary Adjustment |
| 0002-2820 Water Department | 2984 | 9 | Water Infrastructure Repairs | 1,000,000 | - | - | New Program |
| 0002-2820 Water Department | 3156 | 10 | Water Meter Equipment | 440,000 | - | 440,000 | New Program |
| 0002-2820 Water Department | 3269 | 11 | Heavy Equipment Operator, 2 Laborers, Crew Truck | 283,207 | - | 281,189 | New Personnel |
| Water Department Total | | | | \$ 1,842,113 | \$ - | \$ 828,852 | |
| 0002-2881 Wastewater Treatment Plant | 4300 | 1 | F-150 Pickup Truck for Pretreatment Technician | 27,000 | - | 27,000 | New Equipment |
| 0002-2881 Wastewater Treatment Plant | 216 | 2 | Assistant W W T P Superintendent | 129,862 | - | 129,189 | New Personnel |
| 0002-2881 Wastewater Treatment Plant | 3140 | 3 | W W T P Maintenance Foreman | 74,333 | - | 74,333 | New Personnel |
| 0002-2881 Wastewater Treatment Plant | 3288 | 4 | W W T P Operations Foreman At New Plant | 111,613 | - | - | New Personnel |
| 0002-2881 Wastewater Treatment Plant | 2762 | 5 | Digester Blowers | 500,000 | - | 250,000 | Replacement Equipment |
| 0002-2881 Wastewater Treatment Plant | 2208 | 6 | Maintenance Utility Vehicle | 11,932 | - | 11,932 | Replacement Equipment |
| 0002-2881 Wastewater Treatment Plant | 2923 | 7 | Wastewater Operators (3) at New Plant | 208,862 | - | - | New Personnel |
| 0002-2881 Wastewater Treatment Plant | 1579 | 8 | Overtime | 37,937 | - | 37,937 | Non-discretionary Adjustment |
| 0002-2881 Wastewater Treatment Plant | 1988 | 9 | Fuel and Vehicle / Equipment Maintenance | 20,000 | - | 20,000 | Non-discretionary Adjustment |
| Wastewater Treatment Plant Total | | | | \$ 1,121,539 | \$ - | \$ 550,391 | |
| 0002-2882 Sewer Department | 3171 | 1 | Reclass 12 Laborer Positions To Maint Tech I | 56,546 | - | - | Enhanced Program |
| 0002-2882 Sewer Department | 3176 | 2 | Reclass 7 Laborer Positions To Maint Tech I I | 24,717 | - | - | Enhanced Program |
| 0002-2882 Sewer Department | 4343 | 3 | Reclass 2 Equip Operators To Crew Leader 3 | 6,249 | - | - | Enhanced Program |
| 0002-2882 Sewer Department | 4344 | 4 | Reclass 1 Light Equip Operator To Crew Leader 1 | 2,760 | - | - | Enhanced Program |
| 0002-2882 Sewer Department | 4345 | 5 | Reclass 5 Equip Operators To Crew Leader 2 | - | - | - | Enhanced Program |
| 0002-2882 Sewer Department | 2982 | 6 | Utility Easement And Right Of Way Maintenance | 400,000 | - | 400,000 | New Program |
| 0002-2882 Sewer Department | 2985 | 7 | Sewer Infrastructure Repairs | 1,000,000 | - | - | New Program |
| Sewer Department Total | | | | \$ 1,490,272 | \$ - | \$ 400,000 | |
| 0002-2883 Pump & Motor Maintenance | 3280 | 1 | Laptop Computers | 12,000 | - | - | Replacement Equipment |
| 0002-2883 Pump & Motor Maintenance | 1565 | 2 | F-150, 4-door, 2wd Truck, 0830 | 6,000 | - | 6,000 | V E R F (upgrade Only) |
| 0002-2883 Pump & Motor Maintenance | 1670 | 3 | Change To Flygt Pumps At Crighton Rd Lift Station | 29,500 | - | 29,500 | Replacement Equipment |
| 0002-2883 Pump & Motor Maintenance | 2143 | 4 | Scissor Lift | 36,500 | - | - | New Equipment |
| 0002-2883 Pump & Motor Maintenance | 4305 | 5 | Forklift | 47,833 | - | - | New Equipment |

FY 18-19 Supplemental Requests Water & Sewer Operating Fund

| Department/Division | ID | Dept Rank | Supplemental Request Title | Requested Amount ¹ | FY 17-18 Purchase ² | FY 18-19 Approved ³ | Type |
|---|------|-----------|--|-------------------------------|--------------------------------|--------------------------------|------------------------------|
| Pump & Motor Maintenance Total | | | | \$ 131,833 | \$ 47,833 | \$ 35,500 | |
| 0002-2900 W&S Non-Departmental | 4334 | 1 | Health Insurance Inc (Fully Funded in FY18-19 Base Budget by Dept) | 32,093 | - | - | Non-discretionary Adjustment |
| 0002-2900 W&S Non-Departmental | 4360 | 2 | Merit Increase (Fully Funded in FY18-19 Base Budget by Dept) | 81,105 | - | - | Enhanced Program |
| 0002-2900 W&S Non-Departmental | 4358 | 3 | C O L A, 2% Effective October 1 | 80,630 | - | - | Enhanced Program |
| W&S Non-Departmental Total | | | | \$ 193,828 | \$ - | \$ - | |
| Grand Total | | | | \$ 6,029,920 | \$ 47,833 | \$ 2,990,800 | |

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 17-18 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. FY 18-19 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY17-18 Purchase or FY 18-19 Approved columns, then the supplemental request was not approved.



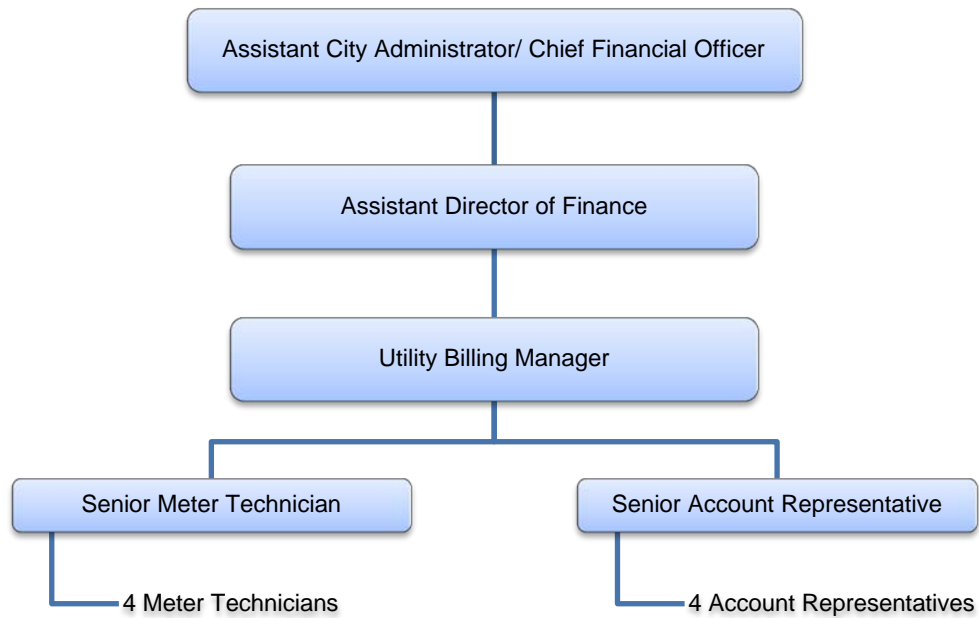
CITY OF CONROE
FY 2018-2019
0002-2000

BUDGET LINE ITEMS

| FUND: WATER & SEWER OPERATING DEPARTMENT: WATER & SEWER OPERATING DIVISION: REVENUES | | | | | | |
|--|---------------------|---------------------|---------------------|---------------------|--------------|---------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 5100 Water Charges | \$13,324,087 | \$13,162,643 | \$13,629,584 | \$14,318,253 | \$0 | \$14,318,253 |
| 5105 Groundwater Conservation Fee | \$189,644 | \$187,176 | \$193,312 | \$193,312 | \$0 | \$193,312 |
| 5110 Sewer Charges | \$11,276,497 | \$11,585,894 | \$12,225,107 | \$13,760,724 | \$0 | \$13,760,724 |
| 5115 Surface Water Conversion Fee | \$8,954,849 | \$9,685,719 | \$10,068,437 | \$10,068,437 | \$0 | \$10,068,437 |
| 5116 Discharged Water Sales | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 5120 Water Taps | \$438,721 | \$383,285 | \$501,650 | \$501,650 | \$0 | \$501,650 |
| 5130 Sewer Taps | \$41,810 | \$51,344 | \$57,790 | \$57,790 | \$0 | \$57,790 |
| 5140 Reconnects | \$4,725 | \$14,450 | \$5,270 | \$5,270 | \$0 | \$5,270 |
| 5150 Service Charges | \$254,825 | \$229,465 | \$307,074 | \$307,074 | \$0 | \$307,074 |
| 5160 Bulk Water Sales | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 5170 Special Revenue/Water & Sewer | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 5180 Pretreatment Fees | \$217,318 | \$243,115 | \$263,032 | \$263,032 | \$0 | \$263,032 |
| 6020 Penalty & Interest | \$323,395 | \$294,492 | \$392,001 | \$392,001 | \$0 | \$392,001 |
| CHARGES FOR SALES AND SERVICES SUBTOTAL | \$35,025,871 | \$35,837,583 | \$37,643,257 | \$39,867,543 | \$0 | \$39,867,543 |
| 6106 Intergovernmental | \$697,566 | \$524,701 | \$633,626 | \$604,782 | \$0 | \$604,782 |
| INTERGOVERNMENTAL SUBTOTAL | \$697,566 | \$524,701 | \$633,626 | \$604,782 | \$0 | \$604,782 |
| 6010 Interest on Investments | \$106,365 | \$98,001 | \$181,925 | \$181,925 | \$0 | \$181,925 |
| INVESTMENT INCOME SUBTOTAL | \$106,365 | \$98,001 | \$181,925 | \$181,925 | \$0 | \$181,925 |
| 6015 FMV Adjustment - Investments | (\$6,785) | \$0 | \$0 | \$0 | \$0 | \$0 |
| NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL | (\$6,785) | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6030 Lease Income | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6036 Sales of Cap. Assets | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6037 Capital Recovery Fee | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$111,008 | \$33,440 | \$91,303 | \$36,250 | \$0 | \$36,250 |
| 6070 Short & Over | \$379 | \$0 | (\$122) | \$0 | \$0 | \$0 |
| 6080 Donations | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6110 Insurance Proceeds | \$0 | \$8,577,279 | \$13,539,438 | \$0 | \$0 | \$0 |
| 6510 Interest - Other | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6520 Recovery of Bad Debts | \$593 | \$2,500 | \$0 | \$2,500 | \$0 | \$2,500 |
| 6530 Other Non-Operating Income | \$23,692 | \$0 | \$500 | \$0 | \$0 | \$0 |
| 6951 Gain on Sale of Cap Asset | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| MISCELLANEOUS REVENUE SUBTOTAL | \$135,672 | \$8,613,219 | \$13,631,119 | \$38,750 | \$0 | \$38,750 |
| 6550 Transfer In | \$481,159 | \$631,440 | \$631,440 | \$407,390 | \$0 | \$407,390 |
| TRANSFERS IN SUBTOTAL | \$481,159 | \$631,440 | \$631,440 | \$407,390 | \$0 | \$407,390 |
| TOTAL 0002-2000 | \$36,439,848 | \$45,704,944 | \$52,721,367 | \$41,100,390 | \$0 | \$41,100,390 |



Utility Billing



Utility Billing's mission is to ensure accuracy in the assessment of user charges; maintain professional and responsive service; answer inquiries from customers; and provide accurate and timely billings through progressive and innovative systems. This includes ensuring accuracy and efficiency in the collection of data in relation to water and sewer consumption. The quick installation of new service remains high on the list of departmental priorities. The services provided are all completed providing a positive attitude to all.



Utility Billing

Accomplishments for FY 2017-2018

- ✓ Researched AMI metering system
- ✓ Implemented Lockbox Service for customer payments
- ✓ Completed the migration of garbage/recycling customer accounts in the newly annexed areas
- ✓ Implemented program to reduce meter re-reads, replacing antennas and updating handheld devices
- ✓ Completed Incode Version X updates
- ✓ Implemented other pay options for customers (IVR system for phone payments)
- ✓ Completed all monthly bills on schedule
- ✓ Coordinated the annual Document Shredding and Electronics Recycling Event
- ✓ Coordinated new contract for Utility Billing printing & mailing service
- ✓ Developed quarterly business reviews with the solid waste provider for the City of Conroe

Goals & Objectives for FY 2018-2019

- ❑ Develop New Customer application process on the City's website
- ❑ Implement M.U.D. 126 meter conversion from Badger to Neptune
- ❑ Develop and implement new fire hydrant application
- ❑ Develop quarterly customer service training for Account Representatives
- ❑ Continue to update the Utility Billing Department Standard Operating Procedures for Account Representatives and Meter Technicians as needed



City of Conroe

Water and Sewer Operating Fund

Utility Billing 0002-2800

| | <u>Actual 2014-2015</u> | <u>Actual 2015-2016</u> | <u>Estimated 2016-2017</u> | <u>Budgeted 2017-2018</u> |
|-------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Utility Billing Manager | 1 | 1 | 1 | 1 |
| Senior Meter Technician | 1 | 1 | 1 | 1 |
| Meter Technician | 3 | 4 | 4 | 4 |
| Senior Account Representative | 1 | 1 | 1 | 1 |
| Account Representative | 3 | 3 | 3 | 3 |
| TOTAL FULL TIME | 9 | 10 | 10 | 10 |

| | <u>Actual 2014-2015</u> | <u>Actual 2015-2016</u> | <u>Estimated 2016-2017</u> | <u>Budgeted 2017-2018</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of connect service orders | 2,501 | 2,601 | 2,835 | 3,210 |
| Number of occupant change service orders | 1,608 | 1,672 | 1,729 | 2,050 |
| Number of disconnect service orders | 1,680 | 1,747 | 1,817 | 3,500 |
| Number of reinstate service orders | 2,949 | 3,066 | 3,188 | 3,500 |
| Total number of transactions completed | 100,473 | 104,491 | 105,509 | 120,000 |
| Total number of utility billings | 207,476 | 215,775 | 224,406 | 228,000 |

Meter Technician was moved from the Project Construction division in FY 2015-2016.



CITY OF CONROE
FY 2018-2019
0002-2800

BUDGET LINE ITEMS

| FUND: WATER & SEWER OPERATING DEPARTMENT: UTILITY BILLING DIVISION: EXPENDITURES | | | | | | |
|--|--------------------|--------------------|--------------------|--------------------|-----------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$430,216 | \$434,225 | \$429,259 | \$450,608 | \$29,869 | \$480,477 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$48,041 | \$10,001 | \$12,500 | \$10,001 | \$1,723 | \$11,724 |
| 7025 Social Security | \$33,080 | \$37,497 | \$37,117 | \$35,237 | \$2,417 | \$37,654 |
| 7030 Retirement & Pension | \$74,779 | \$72,636 | \$71,819 | \$74,817 | \$5,200 | \$80,017 |
| 7035 Workers Compensation | \$7,519 | \$6,650 | \$6,575 | \$5,983 | \$315 | \$6,298 |
| 7040 Employee Insurance | \$115,199 | \$164,500 | \$164,500 | \$169,291 | \$16,929 | \$186,220 |
| PERSONNEL SERVICES SUBTOTAL | \$708,834 | \$725,509 | \$721,770 | \$745,937 | \$56,453 | \$802,390 |
| 7110 Office Supplies | \$113,963 | \$119,972 | \$119,972 | \$119,972 | \$0 | \$119,972 |
| 7130 Building Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7140 Wearing Apparel | \$3,383 | \$3,850 | \$3,850 | \$3,850 | \$0 | \$3,850 |
| 7160 Vehicle Operations | \$20,330 | \$22,584 | \$22,584 | \$21,584 | \$0 | \$21,584 |
| 7170 Vehicle Repairs | \$5,303 | \$3,100 | \$3,100 | \$4,100 | \$0 | \$4,100 |
| 7180 Equipment Repairs | \$15 | \$800 | \$800 | \$800 | \$0 | \$800 |
| 7190 Radio Repairs | \$0 | \$350 | \$350 | \$350 | \$0 | \$350 |
| 7200 Operating Supplies | \$14,127 | \$20,069 | \$20,069 | \$20,069 | \$900 | \$20,969 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$2,416 | \$0 | \$4,757 | \$0 | \$12,759 | \$12,759 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$159,537 | \$170,725 | \$175,482 | \$170,725 | \$13,659 | \$184,384 |
| 8010 Utilities | \$3,604 | \$4,228 | \$4,228 | \$4,228 | \$0 | \$4,228 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$649 | \$3,420 | \$3,400 | \$3,420 | \$0 | \$3,420 |
| 8050 Travel & Training | \$3,590 | \$5,350 | \$2,500 | \$5,350 | \$0 | \$5,350 |
| 8060 Contract Services | \$165,820 | \$153,770 | \$193,770 | \$153,770 | \$0 | \$153,770 |
| CONTRACTUAL SUBTOTAL | \$173,663 | \$166,768 | \$203,898 | \$166,768 | \$0 | \$166,768 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$13,750 | \$13,900 | \$13,900 | \$0 | \$2,310 | \$2,310 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$13,750 | \$13,900 | \$13,900 | \$0 | \$2,310 | \$2,310 |
| TOTAL 0002-2800 | \$1,055,784 | \$1,076,902 | \$1,115,050 | \$1,083,430 | \$72,422 | \$1,155,852 |



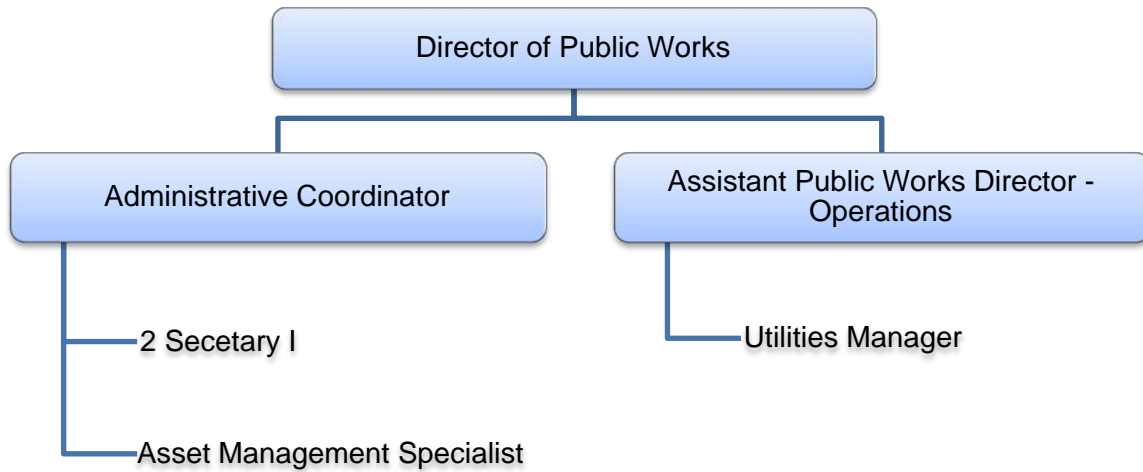
CITY OF CONROE
FY 2018-2019
0002-2800

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|--|----------------------------|-------------------------------------|-----------------|
| 3182 | 1 | Account Representative | New Personnel | 7010 Salaries | \$29,869 |
| | | | | 7020 Overtime | \$1,723 |
| | | | | 7025 Social Security | \$2,417 |
| | | | | 7030 Retirement & Pension | \$5,200 |
| | | | | 7035 Workers Compensation | \$315 |
| | | | | 7040 Employee Insurance | \$16,929 |
| | | | | Request Total | \$56,453 |
| 1139 | 2 | Scanners For Account Representatives (7) | New Equipment | 7200 Operating Supplies | \$100 |
| | | | | 7254 Machinery & Equipment <\$5,000 | \$4,725 |
| | | | | Request Total | \$4,825 |
| 2574 | 3 | Handheld Trimble Data Collector Belt Clips (2) | New Equipment | 7200 Operating Supplies | \$500 |
| | | | | 7254 Machinery & Equipment <\$5,000 | \$4,116 |
| | | | | Request Total | \$4,616 |
| 2934 | 4 | V D C Submersible Pumps (2) | New Equipment | 7200 Operating Supplies | \$300 |
| | | | | 9050 Machinery & Equipment >\$5,000 | \$2,310 |
| | | | | Request Total | \$2,610 |
| 2938 | 5 | Veroflow Utility Service Analyzers (4) | New Equipment | 7200 OPERATING SUPPLIES | \$0 |
| | | | | 7254 Machinery & Equipment <\$5,000 | \$3,918 |
| | | | | Request Total | \$3,918 |
| 5 Requests | | | Total for 0002-2800 | | \$72,422 |



Public Works



The Public Works Department includes the management and supervision of the Street, Drainage Maintenance, Pump and Motor Maintenance, Signal Maintenance, Water Production, Water Maintenance, Sewer Maintenance, and Wastewater Treatment Plant divisions. The Public Works Administration Department strives to provide a quality of life to the citizens of the City of Conroe by managing current resources dedicated to the provision of water and sewer utilities, maintenance of streets and drainage and maintenance of traffic signals while always planning for the future. This department assists in the engineering design standards and construction criteria for many programs required by state and federal law. The department is also involved in the planning of the water distribution emergency response plan.



Public Works

Accomplishments for FY 2017-2018

- ✓ Continued Sanitary Sewer Overflow Initiative Program tracking and reporting
- ✓ Continued enhanced training of staff on the use of CarteGraph OMS software
- ✓ Completed repairs to Classroom and Administration Buildings and replacement of mechanical system
- ✓ Completed FEMA reimbursement paperwork for Hurricane Harvey
- ✓ Completed annual upgrades to CarteGraph software
- ✓ Completed CarteGraph Pavement and Imagery data collection
- ✓ Installed storm water shelters at Service Center

Goals & Objectives for FY 2018-2019

- ❑ Continue to train staff and collect asset data for CarteGraph OMS software
- ❑ Continue Sanitary Sewer Overflow Initiative Program tracking and reporting
- ❑ Complete reclassification of Administration staff



City of Conroe

Water and Sewer Operating Fund

Public Works 0002-2810

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Director of Public Works | 1 | 1 | 1 | 1 |
| Assistant Public Works Director | 1 | 1 | 1 | 1 |
| Administrative Coordinator | 1 | 1 | 1 | 1 |
| Secretary I | 3 | 3 | 2 | 2 |
| Utilities Manager | 1 | 1 | 1 | 1 |
| Asset Management Specialist | 0 | 0 | 0 | 1 |
| TOTAL FULL TIME | 7 | 7 | 6 | 7 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|----------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Work Orders / Tasks Issued | 15,236 | 17,000 | 14,300 | 15,000 |
| Requests for Tasks / Work Orders | 5,125 | 5,500 | 4,850 | 6,000 |
| Call Center Calls Taken | 12,000 | 13,000 | 19,200 | 20,000 |

FY 17-18 one (1) Secretary I position moved from 2810 to 2881 as Pretreatment Technician.



CITY OF CONROE
FY 2018-2019
0002-2810

BUDGET LINE ITEMS

FUND: WATER & SEWER OPERATING

DEPARTMENT: PUBLIC WORKS

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$466,862 | \$502,864 | \$474,776 | \$512,725 | \$64,480 | \$577,205 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$5,721 | \$1,100 | \$4,500 | \$1,100 | \$0 | \$1,100 |
| 7025 Social Security | \$33,877 | \$42,540 | \$36,746 | \$39,308 | \$4,933 | \$44,241 |
| 7030 Retirement & Pension | \$77,315 | \$82,405 | \$79,449 | \$83,461 | \$10,613 | \$94,074 |
| 7035 Workers Compensation | \$9,193 | \$1,016 | \$1,178 | \$1,061 | \$680 | \$1,741 |
| 7040 Employee Insurance | \$80,640 | \$115,150 | \$115,150 | \$101,575 | \$16,929 | \$118,504 |
| PERSONNEL SERVICES SUBTOTAL | \$673,608 | \$745,075 | \$711,799 | \$739,230 | \$97,635 | \$836,865 |
| 7110 Office Supplies | \$4,742 | \$5,000 | \$5,000 | \$5,000 | \$0 | \$5,000 |
| 7130 Building Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7140 Wearing Apparel | \$5,725 | \$10,000 | \$10,000 | \$10,000 | \$0 | \$10,000 |
| 7160 Vehicle Operations | \$1,817 | \$1,500 | \$1,500 | \$1,500 | \$0 | \$1,500 |
| 7170 Vehicle Repairs | \$792 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$1,000 |
| 7180 Equipment Repairs | \$18,379 | \$25,000 | \$25,000 | \$20,550 | \$0 | \$20,550 |
| 7190 Radio Repairs | \$0 | \$200 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$31,896 | \$47,790 | \$47,990 | \$47,790 | \$0 | \$47,790 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$1,373 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$1,551 | \$6,325 | \$4,952 | \$4,000 | \$3,000 | \$7,000 |
| SUPPLIES SUBTOTAL | \$64,902 | \$96,815 | \$96,815 | \$89,840 | \$3,000 | \$92,840 |
| 8010 Utilities | \$48,984 | \$61,000 | \$55,000 | \$49,500 | \$0 | \$49,500 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$781,158 | \$800,000 | \$850,000 | \$0 | \$1,000,000 | \$1,000,000 |
| 8040 Leased Equipment | \$1,650 | \$2,500 | \$3,600 | \$3,540 | \$0 | \$3,540 |
| 8050 Travel & Training | \$41,965 | \$18,825 | \$37,000 | \$36,000 | \$3,000 | \$39,000 |
| 8060 Contract Services | \$239,201 | \$241,189 | \$425,000 | \$138,770 | \$0 | \$138,770 |
| 8350 Legal Newspaper Notices | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$1,112,958 | \$1,123,514 | \$1,370,600 | \$227,810 | \$1,003,000 | \$1,230,810 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0002-2810 | \$1,851,468 | \$1,965,404 | \$2,179,214 | \$1,056,880 | \$1,103,635 | \$2,160,515 |



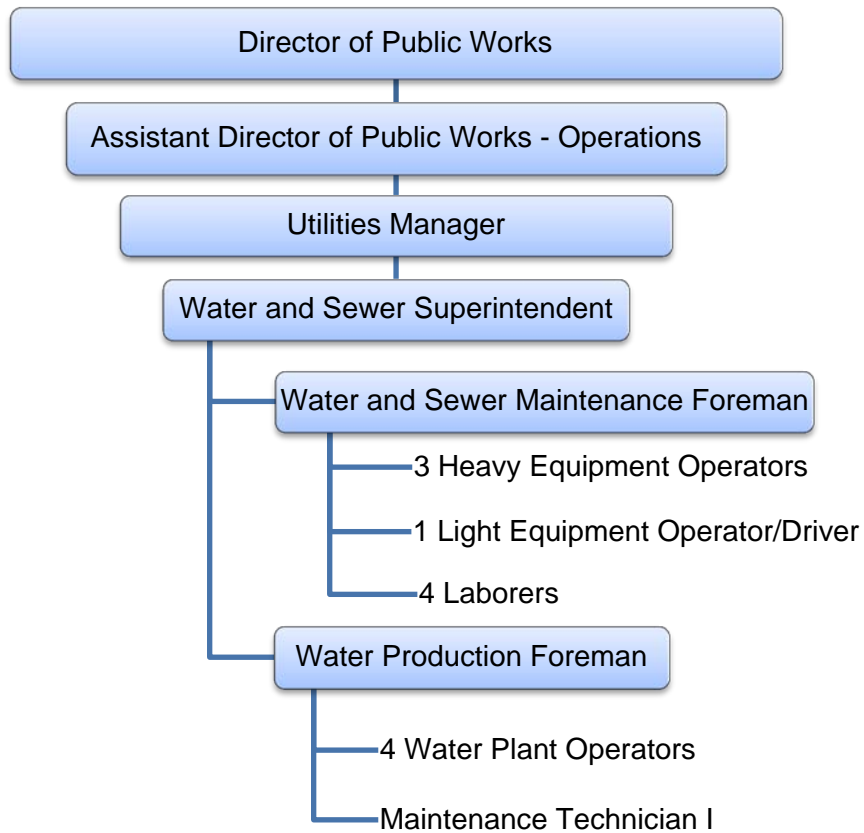
CITY OF CONROE
FY 2018-2019
0002-2810

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|-----------------------------|----------------------------|-------------------------------------|--------------------|
| 1496 | 1 | Asset Management Specialist | New Personnel | 7010 Salaries | \$64,480 |
| | | | | 7025 Social Security | \$4,933 |
| | | | | 7030 Retirement & Pension | \$10,613 |
| | | | | 7035 Workers Compensation | \$680 |
| | | | | 7040 Employee Insurance | \$16,929 |
| | | | | 7254 Machinery & Equipment <\$5,000 | \$3,000 |
| | | | | 8050 Travel & Training | \$3,000 |
| | | | | Request Total | \$103,635 |
| 2991 | 9 | Legal Services Increase | Enhanced Program | 8030 Legal Services | \$1,000,000 |
| | | | | Request Total | \$1,000,000 |
| 2 Requests | | | Total for 0002-2810 | | \$1,103,635 |



Water



The Water Department provides installation of large meter service and lines to residential and commercial customers. Staff participates in the relocating of lines, repair of broken lines, replacement of faulty meters, and new construction. The Water Production division of this department maintains 24 active City of Conroe water wells, storage tank facilities and pressure control stations.



Water

Accomplishments for FY 2017-2018

- ✓ Kept water tap and waterline work order completion time to a minimum
- ✓ Maintained Superior Water rating through Texas Commission on Environmental Quality (TCEQ)
- ✓ Completed 1500+ maintenance issues
- ✓ Kept hydrant maintenance program going
- ✓ Completed over 6,200 utility locates
- ✓ Maintained the Safety Program for the Public Works Department
- ✓ Introduced Beasley water plant into production
- ✓ Upgraded security systems at Main St & Southwest water plants
- ✓ Completed new Ground Storage Tank installation at Wedgewood water plant
- ✓ Continued Lead and Copper program
- ✓ Completed 500' water extension along Mallie St
- ✓ Upgrade SCADA/Security system software at all water plants

Goals & Objectives for FY 2018-2019

- ❑ Complete all water taps within 14 days of approval
- ❑ Update water distribution maps
- ❑ Update fire hydrant inventory, including all privately owned
- ❑ Keep water wells up to Texas Commission on Environmental Quality compliance code
- ❑ Continue fire hydrant flow rate painting project



City of Conroe

Water and Sewer Operating Fund

Water 0002-2820

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|-------------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Water and Sewer Superintendent | 1 | 1 | 1 | 1 |
| Water and Sewer Maintenance Foreman | 1 | 1 | 1 | 1 |
| Water Production Foreman | 1 | 1 | 1 | 1 |
| Heavy Equipment Operator | 2 | 2 | 2 | 3 |
| Light Equipment Operator/Driver | 1 | 1 | 1 | 1 |
| Laborer | 2 | 2 | 2 | 4 |
| Water Plant Operator | 4 | 4 | 4 | 4 |
| Maintenance Technician I | 0 | 0 | 0 | 1 |
| TOTAL FULL TIME | 12 | 12 | 12 | 16 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--------------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Water locates | 9,000 | 9,500 | 9,100 | 10,000 |
| Water taps | 200 | 161 | 124 | 200 |
| Water main extensions (linear feet) | 1,500 | 1,450 | 1,500 | 1,000 |
| Water leak repairs | 800 | 826 | 721 | 850 |
| Gallons water produced (in billions) | 3.6 | 3.7 | 3.8 | 3.9 |



CITY OF CONROE
FY 2018-2019
0002-2820

BUDGET LINE ITEMS

| FUND: WATER & SEWER OPERATING DEPARTMENT: WATER DIVISION: EXPENDITURES | | | | | | |
|--|--------------------|--------------------|--------------------|--------------------|------------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$659,341 | \$605,553 | \$590,240 | \$636,227 | \$137,929 | \$774,156 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$74,156 | \$76,350 | \$86,832 | \$76,350 | \$28,963 | \$105,313 |
| 7025 Social Security | \$51,025 | \$57,568 | \$51,393 | \$54,512 | \$12,767 | \$67,279 |
| 7030 Retirement & Pension | \$110,887 | \$111,498 | \$112,662 | \$115,744 | \$27,470 | \$143,214 |
| 7035 Workers Compensation | \$10,765 | \$17,023 | \$12,571 | \$15,709 | \$1,453 | \$17,162 |
| 7040 Employee Insurance | \$138,239 | \$197,399 | \$197,399 | \$203,149 | \$67,716 | \$270,865 |
| PERSONNEL SERVICES SUBTOTAL | \$1,044,413 | \$1,065,391 | \$1,051,097 | \$1,101,691 | \$276,298 | \$1,377,989 |
| 7110 Office Supplies | \$2,042 | \$3,000 | \$3,000 | \$3,000 | \$0 | \$3,000 |
| 7130 Building Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7140 Wearing Apparel | \$12,225 | \$15,000 | \$12,000 | \$15,000 | \$4,000 | \$19,000 |
| 7160 Vehicle Operations | \$67,981 | \$140,000 | \$130,000 | \$140,000 | \$3,000 | \$143,000 |
| 7170 Vehicle Repairs | \$9,748 | \$8,000 | \$20,000 | \$8,000 | \$0 | \$8,000 |
| 7180 Equipment Repairs | \$52,470 | \$58,127 | \$50,000 | \$58,127 | \$0 | \$58,127 |
| 7190 Radio Repairs | \$0 | \$288 | \$300 | \$288 | \$0 | \$288 |
| 7200 Operating Supplies | \$914,927 | \$750,217 | \$882,822 | \$731,867 | \$1,500 | \$733,367 |
| 7252 Improvements <\$5,000 | \$0 | \$125,000 | \$125,000 | \$0 | \$440,000 | \$440,000 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$6,818 | \$10,000 | \$10,000 | \$10,000 | \$0 | \$10,000 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$1,066,211 | \$1,109,632 | \$1,233,122 | \$966,282 | \$448,500 | \$1,414,782 |
| 8010 Utilities | \$733,944 | \$1,025,000 | \$1,000,000 | \$1,025,000 | \$0 | \$1,025,000 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$2,070 | \$8,000 | \$5,000 | \$8,000 | \$0 | \$8,000 |
| 8050 Travel & Training | \$9,526 | \$13,000 | \$13,000 | \$13,750 | \$4,500 | \$18,250 |
| 8060 Contract Services | \$750,156 | \$873,940 | \$900,000 | \$845,500 | \$44,554 | \$890,054 |
| CONTRACTUAL SUBTOTAL | \$1,495,696 | \$1,919,940 | \$1,918,000 | \$1,892,250 | \$49,054 | \$1,941,304 |
| 9010 Land >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$0 | \$93,166 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$375,000 | \$375,000 | \$0 | \$55,000 | \$55,000 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9101 CIP Allocation | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9102 Capital Improvements | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$468,166 | \$375,000 | \$0 | \$55,000 | \$55,000 |
| TOTAL 0002-2820 | \$3,606,320 | \$4,563,129 | \$4,577,219 | \$3,960,223 | \$828,852 | \$4,789,075 |



CITY OF CONROE
FY 2018-2019
0002-2820

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|--|------------------------------|---|--|
| 2509 | 1 | Unregulated Contaminant Monitoring (U C M R 4) | Non-discretionary Adjustment | 8060 Contract Services Request Total | \$23,554 \$23,554 |
| 2640 | 2 | Water Wells Security Annual Maintenance | Non-discretionary Adjustment | 8060 Contract Services Request Total | \$16,000 \$16,000 |
| 2826 | 3 | Maintenance Technician I | New Personnel | 7010 Salaries 7020 Overtime 7025 Social Security 7030 Retirement & Pension 7035 Workers Compensation 7040 Employee Insurance 7140 Wearing Apparel 7200 Operating Supplies 8050 Travel & Training Request Total | \$31,824 \$2,295 \$2,610 \$5,616 \$335 \$16,929 \$1,500 \$500 \$1,500 \$63,109 |
| 3013 | 8 | T C E Q Water System Annual Fee | Non-discretionary Adjustment | 8060 Contract Services Request Total | \$5,000 \$5,000 |
| 3156 | 10 | Water Meter Equipment | New Program | 7252 Improvements <\$5,000 Request Total | \$440,000 \$440,000 |
| 3269 | 11 | Heavy Equipment Operator, 2 Laborers, Crew Truck | New Personnel | 7010 SALARIES 7020 OVERTIME 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION 7035 WORKERS COMPENSATION 7040 EMPLOYEE INSURANCE 7140 WEARING APPAREL 7160 VEHICLE OPERATIONS 7200 OPERATING SUPPLIES 8050 TRAVEL & TRAINING 9050 MACHINERY & EQUIPMENT >\$5,000 Request Total | \$106,105 \$26,668 \$10,157 \$21,854 \$1,118 \$50,787 \$2,500 \$3,000 \$1,000 \$3,000 \$55,000 \$281,189 |
| 6 Requests | | | Total for 0002-2820 | | \$828,852 |



Surface Water

The City is a participant in the San Jacinto River Authority (SJRA) Groundwater Reduction Plan (GRP). The SJRA has constructed a surface water treatment facility and transmission system to provide treated surface water to the City. The transmission system was interconnected to the City's water system, and in December 2015 the City started receiving treated surface water. Based on the agreement between the City and the SJRA, the City pays the SJRA for groundwater pumped from the Jasper aquifer and for treated surface water from Lake Conroe.

The Surface Water Department includes costs for providing treated surface water through the San Jacinto River Authority (SJRA). This is a pass-through cost that is charged to customers in the Surface Water Conversion Fee. The proposed cost is based on the SJRA rate and historical water usage. Effective October 2017, all expenses for Surface Water & Pumpage costs are recorded in this Department and were previously included in Non-Departmental Contract Services (2900-8060). There are no personnel items associated with this department.

Rate History

per 1,000 gallons

| Fiscal Year | SJRA | | | | City | |
|-------------|-------------|------------|---------------|------------|---------|------------|
| | Pumpage Fee | % increase | Surface Water | % increase | SWC Fee | % increase |
| 09-10 | \$0.50 | | | | \$0.50 | |
| 10-11 | \$0.50 | 0.0% | | | \$0.75 | 50.0% |
| 11-12 | \$0.75 | 50.0% | | | \$1.05 | 40.0% |
| 12-13 | \$1.25 | 66.7% | | | \$1.50 | 42.9% |
| 13-14 | \$1.75 | 40.0% | | | \$2.10 | 40.0% |
| 14-15 | \$2.25 | 28.6% | | | \$2.70 | 28.6% |
| 15-16 | \$2.32 | 3.1% | \$2.51 | | \$2.95 | 9.3% |
| 16-17 | \$2.50 | 7.8% | \$2.69 | 7.2% | \$2.85 | -3.4% |
| 17-18 | \$2.64 | 5.6% | \$2.83 | 5.2% | \$3.15 | 10.5% |
| 18-19 | \$2.64 | 0.0% | \$2.83 | 0.0% | \$3.15 | 0.0% |



CITY OF CONROE
FY 2018-2019
0002-2821

BUDGET LINE ITEMS

FUND: WATER & SEWER OPERATING

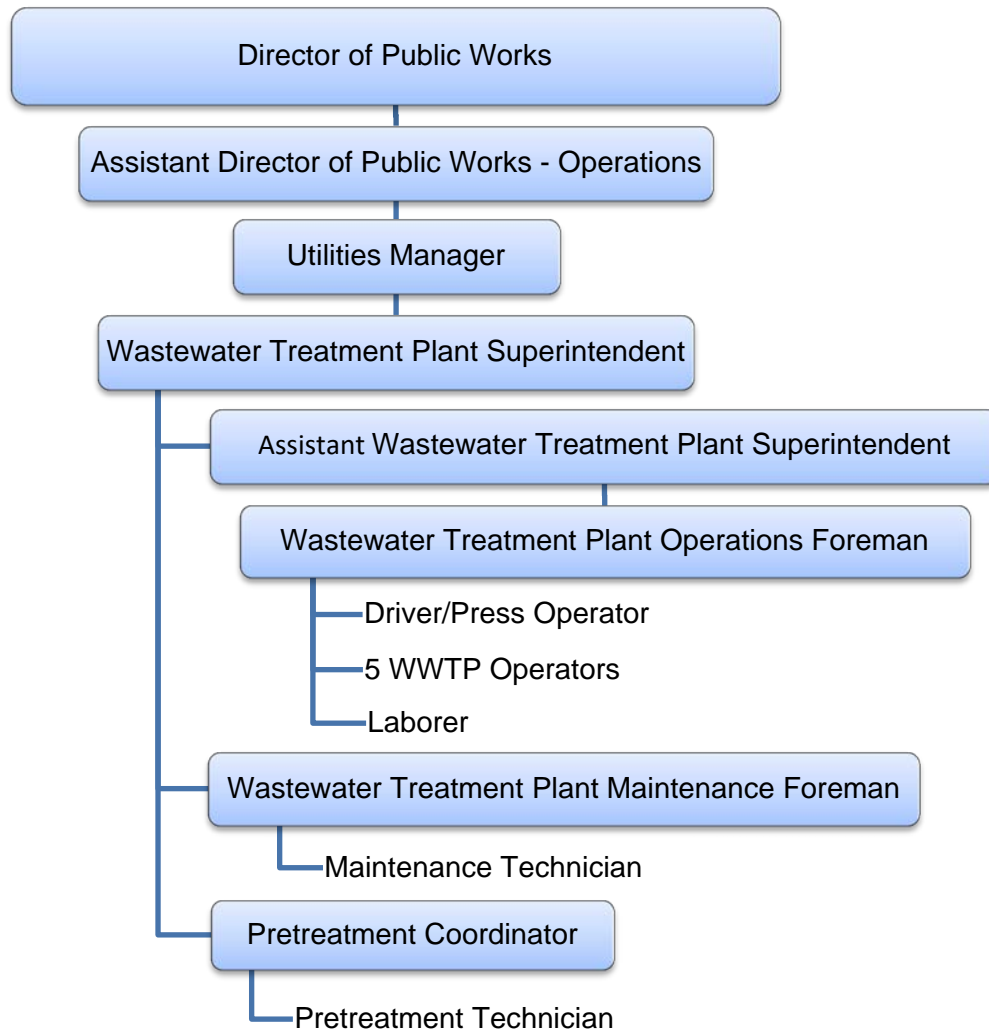
DEPARTMENT: SURFACE WATER

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------|------------|--------------------|---------------------|---------------------|--------------|---------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 8060 Contract Services | \$0 | \$9,886,992 | \$10,493,201 | \$10,495,494 | \$0 | \$10,495,494 |
| CONTRACTUAL SUBTOTAL | \$0 | \$9,886,992 | \$10,493,201 | \$10,495,494 | \$0 | \$10,495,494 |
| TOTAL 0002-2821 | \$0 | \$9,886,992 | \$10,493,201 | \$10,495,494 | \$0 | \$10,495,494 |



Wastewater Treatment Plant



The Southwest Regional Wastewater Treatment Facility is a Waste Activated Sludge Treatment Facility permitted and regulated by the Texas Commission on Environmental Quality (TCEQ) and the Environmental Protection Agency (EPA). The Treatment Facility is permitted to discharge an average flow of 10 million gallons of treated effluent daily. Staff is responsible for the operation and maintenance of the wastewater treatment facility and administers the City of Conroe's Industrial Pretreatment program by issuing permits to industrial users within the city limits of Conroe while monitoring their discharge through sampling, monthly reports and semi-annual inspections. The City's wastewater treatment facility plays an integral role in the protection of the waters of the State of Texas and the environment in and around the City of Conroe.



Wastewater Treatment Plant

Accomplishments for FY 2017-2018

- ✓ The Wastewater Treatment Plant (WWTP) discharged approximately 2.9 billion gallons of wastewater effluent into the San Jacinto River within the limits established by the Texas Commission on Environmental Quality (TCEQ) discharge permit
- ✓ Processed and disposed of approximately 14,000 cubic yards of municipal bio-solids for beneficial reuse
- ✓ Completed repairs to the WWTP due to Hurricane Harvey
- ✓ Reduced overall paper usage for the operational personnel by with the use of operational database program and SCADA technology
- ✓ Constructed new effluent outfall line located at the Southwest Wastewater Treatment Plant

Goals & Objectives for FY 2018-2019

- ❑ Wastewater Treatment Plant (WWTP) to discharge approximately 3.0 billion gallons of wastewater effluent into the San Jacinto River within the limits established by the Texas Commission on Environmental Quality (TCEQ) discharge permit
- ❑ Upgrades to produce a better quality biosolids with the possibility of energy savings at the Wastewater Plant
- ❑ Continue to look for new innovative less costly ways to meet discharge permit and save on energy costs
- ❑ Implement mobile computerized operational software to have real time data for treatment plant staff and further reduce paper usage
- ❑ Begin construction of the new Conroe Central Wastewater Treatment Plant



City of Conroe

Water and Sewer Operating Fund

Wastewater Treatment Plant 0002-2881

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|-------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| WWTP Superintendent | 1 | 1 | 1 | 1 |
| Assistant WWTP Superintendent | 0 | 0 | 0 | 1 |
| Pretreatment Coordinator | 1 | 1 | 1 | 1 |
| Pretreatment Technician | 0 | 0 | 1 | 1 |
| WWTP Foreman | 1 | 1 | 1 | 1 |
| WWTP Operator | 5 | 5 | 5 | 5 |
| Laborer | 1 | 1 | 1 | 1 |
| Driver/Press Operator | 1 | 1 | 1 | 1 |
| WWTP Maintenance Foreman | 0 | 0 | 0 | 1 |
| Maintenance Technician | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 11 | 11 | 12 | 14 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Treated wastewater discharged (in billion gallons) | 2.815 | 2.835 | 2.900 | 3.000 |
| Sludge hauled (cubic yards) | 16,435 | 17,359 | 18,000 | 18,000 |
| Grit hauled (cubic yards) | 841 | 500 | 500 | 500 |



CITY OF CONROE
FY 2018-2019
0002-2881

BUDGET LINE ITEMS

FUND: WATER & SEWER OPERATING

DEPARTMENT: WASTEWATER TREATMENT PLANT

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|--------------------|---------------------|---------------------|--------------------|------------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$612,461 | \$567,681 | \$526,700 | \$602,124 | \$105,743 | \$707,867 |
| 7020 Overtime | \$71,995 | \$26,000 | \$124,153 | \$26,000 | \$32,109 | \$58,109 |
| 7025 Social Security | \$46,822 | \$50,118 | \$49,136 | \$48,051 | \$10,545 | \$58,596 |
| 7030 Retirement & Pension | \$103,650 | \$97,073 | \$107,678 | \$102,026 | \$22,690 | \$124,716 |
| 7035 Workers Compensation | \$9,834 | \$9,818 | \$7,453 | \$10,467 | \$1,114 | \$11,581 |
| 7040 Employee Insurance | \$126,719 | \$180,950 | \$180,950 | \$203,149 | \$33,858 | \$237,007 |
| PERSONNEL SERVICES SUBTOTAL | \$971,481 | \$931,640 | \$996,070 | \$991,817 | \$206,059 | \$1,197,876 |
| 7110 Office Supplies | \$4,889 | \$3,200 | \$3,200 | \$3,200 | \$0 | \$3,200 |
| 7140 Wearing Apparel | \$6,272 | \$5,300 | \$6,500 | \$5,300 | \$900 | \$6,200 |
| 7160 Vehicle Operations | \$137,763 | \$346,105 | \$500,000 | \$32,500 | \$24,000 | \$56,500 |
| 7170 Vehicle Repairs | \$7,418 | \$2,000 | \$2,000 | \$2,000 | \$0 | \$2,000 |
| 7180 Equipment Repairs | \$399,251 | \$341,000 | \$341,000 | \$360,000 | \$0 | \$360,000 |
| 7190 Radio Repairs | \$0 | \$500 | \$100 | \$500 | \$0 | \$500 |
| 7200 Operating Supplies | \$266,367 | \$275,034 | \$320,000 | \$273,625 | \$500 | \$274,125 |
| 7251 Buildings <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$11,154 | \$6,795 | \$12,000 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$833,114 | \$979,934 | \$1,184,800 | \$677,125 | \$25,400 | \$702,525 |
| 8010 Utilities | \$345,159 | \$396,327 | \$170,000 | \$396,991 | \$0 | \$396,991 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$746 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$258,216 | \$566,418 | \$650,000 | \$4,000 | \$0 | \$4,000 |
| 8050 Travel & Training | \$15,496 | \$18,540 | \$5,000 | \$12,785 | \$3,000 | \$15,785 |
| 8060 Contract Services | \$719,082 | \$9,615,265 | \$12,500,000 | \$442,832 | \$0 | \$442,832 |
| 8350 Legal Newspaper Notices | \$0 | \$0 | \$1,500 | \$1,500 | \$0 | \$1,500 |
| CONTRACTUAL SUBTOTAL | \$1,338,699 | \$10,596,550 | \$13,326,500 | \$858,108 | \$3,000 | \$861,108 |
| 9010 Land >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9020 Buildings >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$58,086 | \$1,446,349 | \$780,000 | \$0 | \$250,000 | \$250,000 |
| 9060 Vehicles >\$5,000 | \$84,499 | \$14,000 | \$14,000 | \$0 | \$65,932 | \$65,932 |
| CAPITAL OUTLAY SUBTOTAL | \$142,585 | \$1,460,349 | \$794,000 | \$0 | \$315,932 | \$315,932 |
| TOTAL 0002-2881 | \$3,285,879 | \$13,968,473 | \$16,301,370 | \$2,527,050 | \$550,391 | \$3,077,441 |



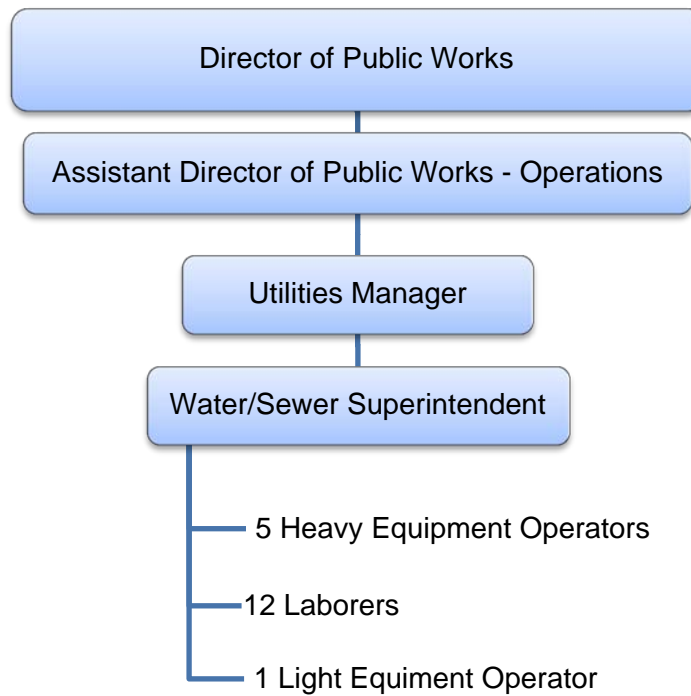
CITY OF CONROE
FY 2018-2019
0002-2881

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|--|------------------------------|---|---|
| 4300 | 1 | F-150 Pickup Truck For Pretreatment Technician | New Equipment | 9060 Vehicles >\$5,000 Request Total | \$27,000 \$27,000 |
| 216 | 2 | Assistant W W T P Superintendent | New Personnel | 7010 Salaries 7025 Social Security 7030 Retirement & Pension 7035 Workers Compensation 7040 Employee Insurance 7140 Wearing Apparel 7160 Vehicle Operations 8050 Travel & Training 9060 VEHICLES >\$5,000 Request Total | \$63,005 \$4,820 \$10,371 \$664 \$16,929 \$400 \$4,000 \$2,000 \$27,000 \$129,189 |
| 3140 | 3 | W W T P Maintenance Foreman | New Personnel | 7010 Salaries 7020 Overtime 7025 Social Security 7030 Retirement & Pension 7035 Workers Compensation 7040 EMPLOYEE INSURANCE 7140 WEARING APPAREL 7200 Operating Supplies 8050 Travel & Training Request Total | \$42,738 \$1,541 \$3,387 \$7,288 \$450 \$16,929 \$500 \$500 \$1,000 \$74,333 |
| 2762 | 5 | Digester Blowers | Replacement Equipment | 9050 Machinery & Equipment >\$5,000 Request Total | \$250,000 \$250,000 |
| 2208 | 6 | Maintenance Utility Vehicle | Replacement Equipment | 9060 Vehicles >\$5,000 Request Total | \$11,932 \$11,932 |
| 1579 | 8 | Overtime | Non-discretionary Adjustment | 7020 Overtime 7025 Social Security 7030 Retirement & Pension Request Total | \$30,568 \$2,338 \$5,031 \$37,937 |
| 1988 | 9 | Fuel And Vehicle / Equipment Maintenance | Non-discretionary Adjustment | 7160 Vehicle Operations Request Total | \$20,000 \$20,000 |
| 7 Requests | | | Total for 0002-2881 | | \$550,391 |



Sewer



The Sewer Department performs sewer line maintenance, installation of sewer taps to residential and commercial customers, and performs construction on new sewer systems for newly annexed areas. This department also handles the multiple tasks of the Sanitary Sewer Overflow Initiative program set up through Texas Commission on Environmental Quality.



Sewer

Accomplishments for FY 2017-2018

- ✓ Maintained sewer tap and sewer line work order completion time to a minimum
- ✓ Continued on-going inspection of easements for inflow and infiltration issues
- ✓ Maintained the Safety Program for the Public Works Department
- ✓ Finalized current SSOI program
- ✓ Continued data collection on manholes for GIS and Work Order system
- ✓ Completed 34 Sewer Taps
- ✓ Repaired two major sewer line failures
- ✓ Completed smoke testing in SSOI sections 8 & 9
- ✓ Completed data collection of manholes in SSOI sections 6 and 7 turned data over to engineering for rehabilitation design
- ✓ Completed rehabilitation to 15 manholes along South Loop 336 east
- ✓ Removed Wiggins Village lift station by installing 1100' of gravity sewer
- ✓ Completed upgrade of 500' gravity sewer along Park Gate Dr

Goals & Objectives for FY 2018-2019

- ❑ Keep sewer collection maps updated
- ❑ Continue to keep sewer maintenance work order completion time to a minimum
- ❑ Complete all sewer taps within 14 days of approval
- ❑ Continue to implement Sanitary Sewer Overflow Initiative plan
- ❑ Reduce stop ups and overflows by continuing to identify problem areas
- ❑ Evaluate implementing new Sanitary Sewer Overflow Initiative program



City of Conroe

Water and Sewer Operating Fund

Sewer 0002-2882

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|---------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERSONNEL SERVICES | | | | |
| Heavy Equipment Operator | 5 | 5 | 5 | 5 |
| Laborer | 12 | 12 | 12 | 12 |
| Light Equipment Operator | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 18 | 18 | 18 | 18 |

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|-----------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Sewer locates | 9,000 | 9,500 | 9,100 | 10,000 |
| Sewer taps | 150 | 70 | 34 | 50 |
| Sewer main extensions linear feet | 3,000 | 3,000 | 1,500 | 1,000 |
| Sewer main repairs | 30 | 35 | 72 | 50 |
| Sewer stop ups | 350 | 350 | 404 | 400 |
| Sewer mains cleaned (linear feet) | 400,000 | 400,000 | 305,000 | 375,000 |



CITY OF CONROE
FY 2018-2019
0002-2882

BUDGET LINE ITEMS

FUND: WATER & SEWER OPERATING DEPARTMENT: SEWER DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------|------------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$544,140 | \$596,363 | \$596,379 | \$630,806 | \$0 | \$630,806 |
| 7020 Overtime | \$102,259 | \$67,016 | \$80,851 | \$67,016 | \$0 | \$67,016 |
| 7025 Social Security | \$47,454 | \$56,000 | \$50,951 | \$53,383 | \$0 | \$53,383 |
| 7030 Retirement & Pension | \$104,635 | \$108,470 | \$111,528 | \$113,347 | \$0 | \$113,347 |
| 7035 Workers Compensation | \$10,536 | \$16,319 | \$12,072 | \$15,060 | \$0 | \$15,060 |
| 7040 Employee Insurance | \$207,358 | \$296,099 | \$296,099 | \$304,724 | \$0 | \$304,724 |
| PERSONNEL SERVICES SUBTOTAL | \$1,016,382 | \$1,140,267 | \$1,147,880 | \$1,184,336 | \$0 | \$1,184,336 |
| 7110 Office Supplies | \$2,240 | \$2,000 | \$2,000 | \$2,000 | \$0 | \$2,000 |
| 7140 Wearing Apparel | \$10,363 | \$10,300 | \$10,300 | \$10,300 | \$0 | \$10,300 |
| 7160 Vehicle Operations | \$127,741 | \$210,034 | \$200,000 | \$210,034 | \$0 | \$210,034 |
| 7170 Vehicle Repairs | \$74,904 | \$48,669 | \$40,000 | \$48,669 | \$0 | \$48,669 |
| 7180 Equipment Repairs | \$1,793 | \$16,000 | \$12,000 | \$16,000 | \$0 | \$16,000 |
| 7190 Radio Repairs | \$0 | \$500 | \$200 | \$500 | \$0 | \$500 |
| 7200 Operating Supplies | \$148,404 | \$149,556 | \$150,000 | \$149,556 | \$0 | \$149,556 |
| 7252 Improvements <\$5,000 | \$0 | \$500,000 | \$500,000 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$7,708 | \$0 | \$7,000 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$373,153 | \$937,059 | \$921,500 | \$437,059 | \$0 | \$437,059 |
| 8010 Utilities | \$4,927 | \$4,600 | \$4,500 | \$4,600 | \$0 | \$4,600 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$600 | \$5,000 | \$5,000 | \$5,000 | \$0 | \$5,000 |
| 8050 Travel & Training | \$15,534 | \$10,457 | \$11,000 | \$10,457 | \$0 | \$10,457 |
| 8060 Contract Services | \$99,866 | \$203,524 | \$180,000 | \$203,524 | \$400,000 | \$603,524 |
| CONTRACTUAL SUBTOTAL | \$120,927 | \$223,581 | \$200,500 | \$223,581 | \$400,000 | \$623,581 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$104,049 | \$104,049 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$235,201 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9101 CIP Allocation | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9102 Capital Improvements | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$235,201 | \$104,049 | \$104,049 | \$0 | \$0 | \$0 |
| TOTAL 0002-2882 | \$1,745,663 | \$2,404,956 | \$2,373,929 | \$1,844,976 | \$400,000 | \$2,244,976 |



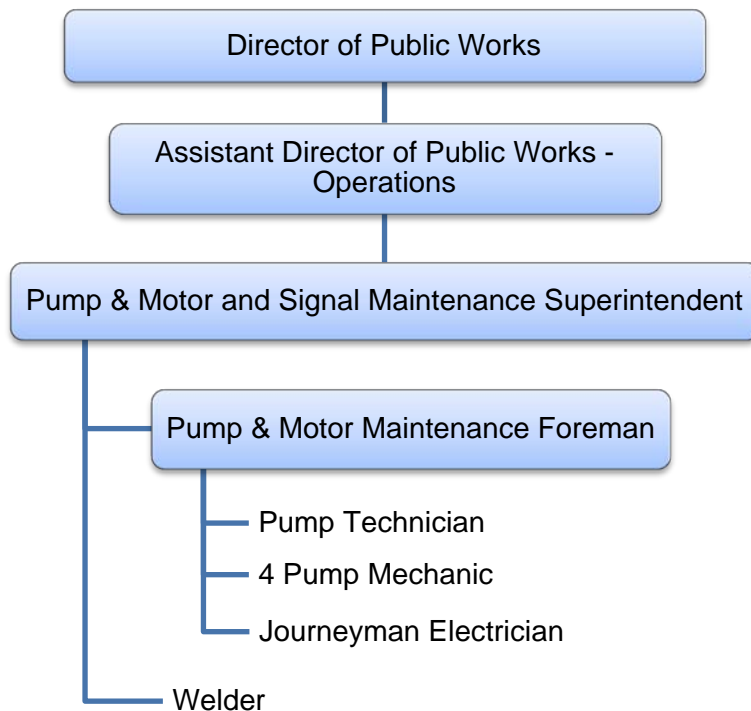
CITY OF CONROE
FY 2018-2019
0002-2882

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|--|----------------------------|------------------------|------------------|
| 2982 | 6 | Utility Easement And Right Of Way Maintenance | New Program | 8060 Contract Services | \$400,000 |
| | | | | Request Total | \$400,000 |
| 1 Requests | | | Total for 0002-2882 | | \$400,000 |



Pump & Motor Maintenance



The goal of the Pump & Motor Maintenance Department shall be to operate a comprehensive and versatile time phased program that will maintain or improve the value and optimize the life of equipment, facilities, and grounds in a safe, reliable and attractive condition. This department also compiles and maintains a list of all electric motors and related equipment to keep up with cost savings while assuring the quality, reliability, performance, and other critical factors to meet or exceed the City's expectations.

The Pump & Motor Maintenance Department maintains all lift stations, all water wells, wastewater treatment plant, all fire stations, police station, the Conroe Tower, the FBI Gun Range, the Oscar Johnson Jr. Community Center, downtown lighting, the Recreation Center, the Aquatics Center, Activity Center and all parks. The staff is also responsible for trimming around streetlights. The Welder is responsible for welding all equipment, road bores, water drops for Public Works and does fabrication and repair welding for all departments within the City.



Pump & Motor Maintenance

Accomplishments for FY 2017-2018

- ✓ Attended training for Pumps and Motors
- ✓ Rebuilt 4 lift stations
- ✓ Continued to meet Sanitary Sewer Overflow Initiative goals
- ✓ Maintained 52 lift stations, 18 water wells, wastewater treatment plant, all parks and recreation buildings, fire stations, police department and city buildings

Goals & Objectives for FY 2018-2019

- ❑ Keep all lift stations and water wells in operation
- ❑ Build and/or become responsible for 3 new lift stations-Planning/Building Stage
- ❑ Build 2 proposed new water wells-Planning Stage
- ❑ Remove Pebble Glen 2, Pebble Glen 3 and Longmire Point lift stations-Planning Stage
- ❑ Remove 6 Teas Wood lift stations from service-Planning Stage
- ❑ Continue with the Sanitary Sewer Overflow Initiative Program



City of Conroe
Water and Sewer Operating Fund
Pump & Motor Maintenance
0002-2883

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|--|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERSONNEL SERVICES | | | | |
| Pump & Motor and Signal Maintenance Superintendent | 1 | 1 | 1 | 1 |
| Pump & Motor Maintenance Foreman | 1 | 1 | 1 | 1 |
| Pump Technician | 0 | 0 | 1 | 1 |
| Pump Mechanic | 5 | 5 | 4 | 4 |
| Welder | 1 | 1 | 1 | 1 |
| Journeyman Electrician | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 9 | 9 | 9 | 9 |

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Actual</u> <u>2017-2018</u> | <u>Estimated</u> <u>2018-2019</u> |
|------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Maintenance work orders | 850 | 1,000 | 1,000 | 1,000 |
| Daily maintenance of Lift stations | 54 | 53 | 56 | 52 |
| New Construction | 1 | 2 | 2 | 2 |
| Welding/Fabrication | 220 | 245 | 250 | 260 |
| Water well rehab | 2 | 2 | 2 | 2 |
| Lift station rehab | 6 | 6 | 2 | 4 |



CITY OF CONROE
FY 2018-2019
0002-2883

BUDGET LINE ITEMS

FUND: WATER & SEWER OPERATING

DEPARTMENT: PUMP & MOTOR MAINTENANCE

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------|-----------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$605,175 | \$564,654 | \$558,669 | \$573,491 | \$0 | \$573,491 |
| 7020 Overtime | \$59,465 | \$27,200 | \$40,000 | \$27,200 | \$0 | \$27,200 |
| 7025 Social Security | \$44,078 | \$49,964 | \$49,506 | \$45,953 | \$0 | \$45,953 |
| 7030 Retirement & Pension | \$99,250 | \$96,775 | \$95,790 | \$97,570 | \$0 | \$97,570 |
| 7035 Workers Compensation | \$11,275 | \$12,504 | \$12,414 | \$11,169 | \$0 | \$11,169 |
| 7040 Employee Insurance | \$103,679 | \$148,050 | \$148,050 | \$152,362 | \$0 | \$152,362 |
| PERSONNEL SERVICES SUBTOTAL | \$922,922 | \$899,147 | \$904,429 | \$907,745 | \$0 | \$907,745 |
| 7110 Office Supplies | \$1,518 | \$4,045 | \$4,045 | \$4,045 | \$0 | \$4,045 |
| 7140 Wearing Apparel | \$5,769 | \$5,000 | \$5,000 | \$5,000 | \$0 | \$5,000 |
| 7160 Vehicle Operations | \$27,470 | \$28,000 | \$28,000 | \$28,000 | \$0 | \$28,000 |
| 7170 Vehicle Repairs | \$2,740 | \$16,520 | \$16,520 | \$10,520 | \$0 | \$10,520 |
| 7180 Equipment Repairs | \$21,303 | \$32,934 | \$32,934 | \$32,934 | \$0 | \$32,934 |
| 7190 Radio Repairs | \$0 | \$600 | \$600 | \$600 | \$0 | \$600 |
| 7200 Operating Supplies | \$80,634 | \$70,020 | \$90,000 | \$70,020 | \$0 | \$70,020 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$13,707 | \$24,135 | \$45,000 | \$20,000 | \$0 | \$20,000 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$153,141 | \$181,254 | \$222,099 | \$171,119 | \$0 | \$171,119 |
| 8010 Utilities | \$78,081 | \$151,028 | \$147,874 | \$147,874 | \$0 | \$147,874 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$7,842 | \$500 | \$3,500 | \$500 | \$0 | \$500 |
| 8050 Travel & Training | \$12,035 | \$12,500 | \$12,500 | \$18,500 | \$0 | \$18,500 |
| 8060 Contract Services | \$219,994 | \$189,136 | \$126,104 | \$126,104 | \$0 | \$126,104 |
| CONTRACTUAL SUBTOTAL | \$317,952 | \$353,164 | \$289,978 | \$292,978 | \$0 | \$292,978 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$25,770 | \$136,635 | \$0 | \$29,500 | \$29,500 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$6,000 | \$6,000 |
| 9101 CIP Allocation | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9102 Capital Improvements | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$25,770 | \$136,635 | \$0 | \$35,500 | \$35,500 |
| TOTAL 0002-2883 | \$1,394,015 | \$1,459,335 | \$1,553,141 | \$1,371,842 | \$35,500 | \$1,407,342 |



CITY OF CONROE
FY 2018-2019
0002-2883

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|--|----------------------------|---|-----------------------------|
| 1565 | 2 | F-150, 4-door, 2wd Truck, 0830 | V E R F (upgrade Only) | 9060 Vehicles >\$5,000 Request Total | \$6,000 \$6,000 |
| 1670 | 3 | Change To Flygt Pumps At Crighton Rd Lift Station | Replacement Equipment | 9050 Machinery & Equipment >\$5,000 Request Total | \$29,500 \$29,500 |
| 2 Requests | | | Total for 0002-2883 | | \$35,500 |



City of Conroe
Water and Sewer Operating Fund

Water and Sewer Fund Non-Departmental
0002-2900

The Water & Sewer Operating Fund Non-Departmental costs include all expenses that are not specifically attributable to a Departmental operation. There are no personnel items associated with this department.



CITY OF CONROE
FY 2018-2019
0002-2900

BUDGET LINE ITEMS

| FUND: WATER & SEWER OPERATING | | DEPARTMENT: W/S NON-DEPARTMENTAL | | DIVISION: EXPENDITURES | | |
|-------------------------------------|---------------------|----------------------------------|---------------------|------------------------|--------------|---------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$0 | \$61,880 | \$0 | \$63,591 | \$0 | \$63,591 |
| 7025 Social Security | \$0 | \$5,229 | \$0 | \$4,865 | \$0 | \$4,865 |
| 7030 Retirement & Pension | \$0 | \$10,117 | \$0 | \$10,329 | \$0 | \$10,329 |
| 7035 Workers Compensation | \$1,159 | \$1,702 | \$1,702 | \$1,518 | \$0 | \$1,518 |
| 7040 Employee Insurance | \$234,374 | \$238,756 | \$238,756 | \$296,375 | \$0 | \$296,375 |
| 7070 Unemployment | \$4,319 | \$20,000 | \$20,000 | \$20,000 | \$0 | \$20,000 |
| PERSONNEL SERVICES SUBTOTAL | \$239,852 | \$337,684 | \$260,458 | \$396,678 | \$0 | \$396,678 |
| 7110 Office Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$26,382 | \$36,000 | \$36,000 | \$36,000 | \$0 | \$36,000 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$26,382 | \$36,000 | \$36,000 | \$36,000 | \$0 | \$36,000 |
| 8020 Insurance and Bonds | \$105,657 | \$120,000 | \$120,000 | \$132,000 | \$0 | \$132,000 |
| 8030 Legal Services | \$32,604 | \$125,000 | \$150,000 | \$125,000 | \$0 | \$125,000 |
| 8050 Travel & Training | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8060 Contract Services | \$10,478,201 | \$1,005,125 | \$941,077 | \$1,030,662 | \$0 | \$1,030,662 |
| 8095 Unallocated Resources | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8100 Flood-Repair/Rebuild | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8511 Depreciation | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8951 Loss-Sale of Cap Assets | \$46,506 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9510 Accounts Charged Off | \$213 | \$0 | \$100,000 | \$80,000 | \$0 | \$80,000 |
| CONTRACTUAL SUBTOTAL | \$10,663,181 | \$1,250,125 | \$1,311,077 | \$1,367,662 | \$0 | \$1,367,662 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$10,219,369 | \$11,391,178 | \$9,471,859 | \$15,946,550 | \$0 | \$15,946,550 |
| 8530 Gross Receipts | \$1,201,392 | \$1,335,192 | \$1,335,192 | \$1,401,035 | \$0 | \$1,401,035 |
| TRANSFERS OUT SUBTOTAL | \$11,420,761 | \$12,726,370 | \$10,807,051 | \$17,347,585 | \$0 | \$17,347,585 |
| 9660 Principal-Lease | \$467,760 | \$486,237 | \$486,237 | \$505,443 | \$0 | \$505,443 |
| 9670 Interest-Lease | \$99,975 | \$81,498 | \$81,498 | \$62,292 | \$0 | \$62,292 |
| DEBT SERVICE SUBTOTAL | \$567,735 | \$567,735 | \$567,735 | \$567,735 | \$0 | \$567,735 |
| TOTAL 0002-2900 | \$22,917,911 | \$14,917,914 | \$12,982,321 | \$19,715,660 | \$0 | \$19,715,660 |



GENERAL OBLIGATION DEBT SERVICE FUND



FY 18-19 Budget Summary

General Obligation Debt Service Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|---|----------------------|----------------------|----------------------|----------------------|--------------------------|----------------------|-----------------------|------------------|
| Beginning Fund Balance: | \$ 11,569,373 | \$ 11,569,373 | \$ 10,841,222 | \$ - | \$ 10,841,222 | \$ - | 0.0% | |
| General Obligation Debt Service Revenues: | | | | | | | | |
| Revenues | \$ 14,078,706 | \$ 20,449,125 | \$ 12,762,961 | \$ 14,806,433 | \$ - | \$ 14,806,433 | \$ (5,642,692) | -27.6% |
| Total Revenues | \$ 14,078,706 | \$ 20,449,125 | \$ 12,762,961 | \$ 14,806,433 | \$ - | \$ 14,806,433 | \$ (5,642,692) | -27.6% |
| Total Resources | \$ 14,078,706 | \$ 32,018,498 | \$ 24,332,334 | \$ 25,647,655 | \$ - | \$ 25,647,655 | \$ (5,642,692) | -17.6% |
| General Obligation Debt Service Fund Expenditures: | | | | | | | | |
| GO Debt | \$ 13,866,098 | \$ 21,652,678 | \$ 13,491,112 | \$ 14,726,398 | \$ - | \$ 14,726,398 | \$ (6,926,280) | -32.0% |
| Total Expenditures | \$ 13,866,098 | \$ 21,652,678 | \$ 13,491,112 | \$ 14,726,398 | \$ - | \$ 14,726,398 | \$ (6,926,280) | -32.0% |
| New Fund Balance: | \$ 10,365,820 | \$ 10,841,222 | \$ 10,921,257 | | | \$ 10,921,257 | | |

Breakdown of Transfer In:

| | |
|---------------------------------|---------------------|
| CIDC (Park Debt) | \$ 352,347 |
| TIRZ #3 | 3,754,137 |
| Longmire Creek Estates PID Fund | 50,283 |
| Wedgewood Falls PID Fund | 101,597 |
| Total | \$ 4,258,364 |



CITY OF CONROE
FY 2018-2019
0010-0000

BUDGET LINE ITEMS

FUND: GENERAL OBLIGATION DEBT SERVICE

DEPARTMENT: DEBT SERVICE

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|---|---------------------|---------------------|---------------------|---------------------|--------------|---------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 4010 Current Taxes | \$8,751,173 | \$9,256,255 | \$9,256,255 | \$10,231,604 | \$0 | \$10,231,604 |
| 4020 Delinquent Taxes | \$282,113 | \$57,463 | \$46,254 | \$58,386 | \$0 | \$58,386 |
| PROPERTY TAXES SUBTOTAL | \$9,033,286 | \$9,313,718 | \$9,302,509 | \$10,289,990 | \$0 | \$10,289,990 |
| 6010 Interest on Investments | \$110,440 | \$78,871 | \$155,254 | \$155,254 | \$0 | \$155,254 |
| INVESTMENT INCOME SUBTOTAL | \$110,440 | \$78,871 | \$155,254 | \$155,254 | \$0 | \$155,254 |
| 6015 FMV Adjustment - Investments | (\$16,396) | \$0 | \$0 | \$0 | \$0 | \$0 |
| NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL | (\$16,396) | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6020 Penalty & Interest | \$161,859 | \$81,740 | \$102,825 | \$102,825 | \$0 | \$102,825 |
| 6035 Land Sales | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6065 Other Income | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6100 Other Financing Sources | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6112 Other Fin - Proceeds of Ref Bond | \$0 | \$6,845,000 | \$0 | \$0 | \$0 | \$0 |
| 6113 Other Sources - Bond Premium | \$0 | \$923,776 | \$0 | \$0 | \$0 | \$0 |
| MISCELLANEOUS REVENUE SUBTOTAL | \$161,859 | \$7,850,516 | \$102,825 | \$102,825 | \$0 | \$102,825 |
| 6550 Transfer In | \$4,789,517 | \$3,206,020 | \$3,202,373 | \$4,258,364 | \$0 | \$4,258,364 |
| TRANSFERS IN SUBTOTAL | \$4,789,517 | \$3,206,020 | \$3,202,373 | \$4,258,364 | \$0 | \$4,258,364 |
| TOTAL 0010-0000 | \$14,078,706 | \$20,449,125 | \$12,762,961 | \$14,806,433 | \$0 | \$14,806,433 |



CITY OF CONROE
FY 2018-2019
0010-1010

BUDGET LINE ITEMS

FUND: GENERAL OBLIGATION DEBT SERVICE

DEPARTMENT: DEBT SERVICE

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|--------------|---------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 8060 Contract Services | \$8,950 | \$22,650 | \$22,650 | \$15,000 | \$0 | \$15,000 |
| CONTRACTUAL SUBTOTAL | \$8,950 | \$22,650 | \$22,650 | \$15,000 | \$0 | \$15,000 |
| 9600 Principal | \$8,855,000 | \$8,325,000 | \$8,325,000 | \$7,785,000 | \$0 | \$7,785,000 |
| 9610 Interest | \$4,731,204 | \$5,417,551 | \$5,054,372 | \$6,716,398 | \$0 | \$6,716,398 |
| 9615 Handling Charges | \$7,250 | \$10,000 | \$10,000 | \$10,000 | \$0 | \$10,000 |
| 9616 Bond Issue Expense | \$263,694 | \$77,477 | \$79,090 | \$200,000 | \$0 | \$200,000 |
| 9621 Other Fin - Pmt Ref Bd Escrow | \$0 | \$7,800,000 | \$0 | \$0 | \$0 | \$0 |
| 9624 Refund Bond Prem/Discount | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| DEBT SERVICE SUBTOTAL | \$13,857,148 | \$21,630,028 | \$13,468,462 | \$14,711,398 | \$0 | \$14,711,398 |
| TOTAL 0010-1010 | \$13,866,098 | \$21,652,678 | \$13,491,112 | \$14,726,398 | \$0 | \$14,726,398 |



City of Conroe

Schedule of Requirements

All General Obligation Bonds

| Fiscal Year | Bonds Outstanding | Principal Requirements | Interest Requirements | Total Requirements |
|--------------------|--------------------------|-------------------------------|------------------------------|---------------------------|
| 2018-19 | \$ 180,810,000 | \$ 7,785,000 | \$ 6,716,398 | \$ 14,501,398 |
| 2019-20 | 173,025,000 | 8,075,000 | 6,828,211 | 14,903,211 |
| 2020-21 | 164,950,000 | 8,330,000 | 6,570,155 | 14,900,155 |
| 2021-22 | 156,620,000 | 8,620,000 | 6,282,017 | 14,902,017 |
| 2022-23 | 148,000,000 | 8,955,000 | 5,949,849 | 14,904,849 |
| 2023-24 | 139,045,000 | 9,335,000 | 5,567,750 | 14,902,750 |
| 2024-25 | 129,710,000 | 9,755,000 | 5,148,306 | 14,903,306 |
| 2025-26 | 119,955,000 | 10,175,000 | 4,728,084 | 14,903,084 |
| 2026-27 | 109,780,000 | 10,565,000 | 4,337,329 | 14,902,329 |
| 2027-28 | 99,215,000 | 10,980,000 | 3,923,314 | 14,903,314 |
| 2028-29 | 88,235,000 | 11,415,000 | 3,487,766 | 14,902,766 |
| 2029-30 | 76,820,000 | 11,870,000 | 3,033,941 | 14,903,941 |
| 2030-31 | 64,950,000 | 9,715,000 | 2,583,453 | 12,298,453 |
| 2031-32 | 55,235,000 | 9,175,000 | 2,172,125 | 11,347,125 |
| 2032-33 | 46,060,000 | 9,590,000 | 1,759,563 | 11,349,563 |
| 2033-34 | 36,470,000 | 10,020,000 | 1,325,875 | 11,345,875 |
| 2034-35 | 26,450,000 | 7,500,000 | 948,719 | 8,448,719 |
| 2035-36 | 18,950,000 | 7,305,000 | 641,344 | 7,946,344 |
| 2036-37 | 11,645,000 | 6,850,000 | 346,638 | 7,196,638 |
| 2037-38 | 4,795,000 | 4,795,000 | 101,894 | 4,896,894 |
| TOTAL | | \$ 180,810,000 | \$ 72,452,731 | \$ 253,262,731 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2005
Date of Issue: December 29, 2005
Purpose: Construction of fire station #5, a new animal control facility, records storage facility, traffic light at Walden and Freeport Road, and minor park improvements.

Amount Issued: \$ 3,865,000
Amount Outstanding: \$ 3,340,000
Paying Agent: Bank of America
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|-------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 4.325 | \$ 100,000 | \$ 142,293 | \$ 242,293 |
| 2019-20 | 4.325 | 100,000 | 137,968 | 237,968 |
| 2020-21 | 4.325 | 100,000 | 133,643 | 233,643 |
| 2021-22 | 4.325 | 100,000 | 129,318 | 229,318 |
| 2022-23 | 4.325 | 100,000 | 124,993 | 224,993 |
| 2023-24 | 4.325 | 355,000 | 115,153 | 470,153 |
| 2024-25 | 4.325 | 370,000 | 99,475 | 469,475 |
| 2025-26 | 4.325 | 390,000 | 83,040 | 473,040 |
| 2026-27 | 4.325 | 405,000 | 65,848 | 470,848 |
| 2027-28 | 4.325 | 420,000 | 48,008 | 468,008 |
| 2028-29 | 4.325 | 440,000 | 29,410 | 469,410 |
| 2029-30 | 4.325 | 460,000 | 9,948 | 469,948 |
| | Total | \$ 3,340,000 | \$ 1,119,094 | \$ 4,459,094 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2009
Date of Issue: September 1, 2009
Purpose: Construction of Drennan Road, Bay Street, & Plantation Drive, Dugan Area street rehab, Wilson Road widening, Downtown Phase X, South Loop 336 Signal, County Parking Agreement, Shared Radio System, New Fire Station Property on Hwy 105 East, Fire Station #4, Candy Cane and McDade park improvements, and various drainage projects.

Amount Issued: \$ 12,228,015
Amount Outstanding: \$ 1,171,100
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|-------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 3.500 | \$ 573,600 | \$ 30,951 | \$ 604,551 |
| 2019-20 | 3.500 | 597,500 | 10,456 | 607,956 |
| | Total | \$ 1,171,100 | \$ 41,407 | \$ 1,212,507 |



City of Conroe General Obligations Debt Requirements

Description: Certificates of Obligation, Series 2009A
Date of Issue: September 1, 2009
Purpose: Construction of the following TIRZ #3 Construction Projects: Crighton Road & Longmire Road Phase III.
Amount Issued: \$ 521,985
Amount Outstanding: \$ 53,900
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | | Principal Requirements | | Interest Requirements | | Total Requirements |
|--------------------|--------------------------|-----------|-----------------------------------|-----------|----------------------------------|-----------|-------------------------------|
| 2018-19 | 3.500 | \$ | 26,400 | \$ | 1,425 | \$ | 27,825 |
| 2019-20 | 3.500 | | 27,500 | | 481 | | 27,981 |
| | Total | \$ | 53,900 | \$ | 1,906 | \$ | 55,806 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2010
Date of Issue: September 1, 2010
Purpose: Rehabilitation of various streets; Wilson Road widening; downtown revitalization; renovations to Candy Cane Park, MLK Sports Park engineering; park land acquisition; construction of park restrooms and drinking fountains; hike and bike trails; and various drainage projects.

Amount Issued: \$ 7,749,720
Amount Outstanding: \$ 5,839,460
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|-------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 3.000 | \$ 392,920 | \$ 219,701 | \$ 612,621 |
| 2019-20 | 3.000 | 405,460 | 207,725 | 613,185 |
| 2020-21 | 4.000 | 418,000 | 193,283 | 611,283 |
| 2021-22 | 4.000 | 434,720 | 176,229 | 610,949 |
| 2022-23 | 4.000 | 451,440 | 158,506 | 609,946 |
| 2023-24 | 4.000 | 472,340 | 140,030 | 612,370 |
| 2024-25 | 4.000 | 493,240 | 120,718 | 613,958 |
| 2025-26 | 4.000 | 509,960 | 100,654 | 610,614 |
| 2026-27 | 4.000 | 535,040 | 79,754 | 614,794 |
| 2027-28 | 4.000 | 551,760 | 58,018 | 609,778 |
| 2028-29 | 4.000 | 576,840 | 35,446 | 612,286 |
| 2029-30 | 4.000 | 597,740 | 11,955 | 609,695 |
| | Total | \$ 5,839,460 | \$ 1,502,020 | \$ 7,341,480 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2010A
Date of Issue: September 1, 2010
Purpose: Construction of the following TIRZ #3 Construction Project: League Line Road, Phase II.
Amount Issued: \$ 1,512,420
Amount Outstanding: \$ 1,145,540
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 3.000 | \$ 77,080 | \$ 43,099 | \$ 120,179 |
| 2019-20 | 3.000 | 79,540 | 40,750 | 120,290 |
| 2020-21 | 4.000 | 82,000 | 37,917 | 119,917 |
| 2021-22 | 4.000 | 85,280 | 34,571 | 119,851 |
| 2022-23 | 4.000 | 88,560 | 31,094 | 119,654 |
| 2023-24 | 4.000 | 92,660 | 27,470 | 120,130 |
| 2024-25 | 4.000 | 96,760 | 23,682 | 120,442 |
| 2025-26 | 4.000 | 100,040 | 19,746 | 119,786 |
| 2026-27 | 4.000 | 104,960 | 15,646 | 120,606 |
| 2027-28 | 4.000 | 108,240 | 11,382 | 119,622 |
| 2028-29 | 4.000 | 113,160 | 6,954 | 120,114 |
| 2029-30 | 4.000 | 117,260 | 2,345 | 119,605 |
| Total | | \$ 1,145,540 | \$ 294,655 | \$ 1,440,195 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2011
Date of Issue: September 1, 2011
Purpose: Construction of Plantation Drive, Willis ISD Street Extension, FM 3083 Grade Separation, Plantation Drive, Drennan Road, Forest Lake Drive; Emergency Operations Center (EOC) expansion, Signal Maintenance Building, Public Safety Radio Towers, Knox Building remodel; renovations to MLK Sports Park, Kasmiersky Park, and Aquatic Center; Candy Cane Park parking improvements, construction of park restrooms and drinking fountains; and various drainage projects.

Amount Issued: \$ 9,212,322
Amount Outstanding: \$ 7,469,382
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|-------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 3.000 | \$ 457,206 | \$ 297,266 | \$ 754,472 |
| 2019-20 | 3.000 | 469,836 | 283,360 | 753,196 |
| 2020-21 | 3.000 | 487,518 | 269,000 | 756,518 |
| 2021-22 | 3.000 | 500,148 | 254,185 | 754,333 |
| 2022-23 | 4.000 | 517,830 | 236,326 | 754,156 |
| 2023-24 | 3.500 | 538,038 | 216,554 | 754,592 |
| 2024-25 | 4.000 | 558,246 | 195,973 | 754,219 |
| 2025-26 | 4.000 | 580,980 | 173,189 | 754,169 |
| 2026-27 | 5.000 | 606,240 | 146,413 | 752,653 |
| 2027-28 | 5.000 | 641,604 | 115,217 | 756,821 |
| 2028-29 | 5.000 | 671,916 | 82,379 | 754,295 |
| 2029-30 | 5.000 | 707,280 | 47,899 | 755,179 |
| 2030-31 | 4.125 | 732,540 | 15,109 | 747,649 |
| | Total | \$ 7,469,382 | \$ 2,332,872 | \$ 9,802,254 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2011A
Date of Issue: September 1, 2011
Purpose: Construction of the following TIRZ #3 construction projects: League Line Road Phase II.
Amount Issued: \$ 7,230,178
Amount Outstanding: \$ 5,862,253
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|-------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 3.000 | \$ 358,833 | \$ 233,306 | \$ 592,138 |
| 2019-20 | 3.000 | 368,745 | 222,392 | 591,137 |
| 2020-21 | 3.000 | 382,623 | 211,121 | 593,744 |
| 2021-22 | 3.000 | 392,535 | 199,494 | 592,029 |
| 2022-23 | 4.000 | 406,413 | 185,478 | 591,890 |
| 2023-24 | 3.500 | 422,273 | 169,960 | 592,232 |
| 2024-25 | 4.000 | 438,133 | 153,807 | 591,940 |
| 2025-26 | 4.000 | 455,975 | 135,925 | 591,900 |
| 2026-27 | 5.000 | 475,800 | 114,911 | 590,711 |
| 2027-28 | 5.000 | 503,555 | 90,427 | 593,982 |
| 2028-29 | 5.000 | 527,345 | 64,654 | 591,999 |
| 2029-30 | 5.000 | 555,100 | 37,593 | 592,693 |
| 2030-31 | 4.125 | 574,925 | 11,858 | 586,783 |
| | Total | \$ 5,862,253 | \$ 1,830,926 | \$ 7,693,178 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2011B
Date of Issue: September 1, 2011
Purpose: Reimburse The Woodlands Land Development Company for infrastructure development expenses per Development Agreement.

Amount Issued: \$ 1,792,501
Amount Outstanding: \$ 1,453,366
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|-------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 3.000 | \$ 88,962 | \$ 57,841 | \$ 146,802 |
| 2019-20 | 3.000 | 91,419 | 55,135 | 146,554 |
| 2020-21 | 3.000 | 94,860 | 52,341 | 147,201 |
| 2021-22 | 3.000 | 97,317 | 49,458 | 146,775 |
| 2022-23 | 4.000 | 100,758 | 45,984 | 146,741 |
| 2023-24 | 3.500 | 104,690 | 42,136 | 146,826 |
| 2024-25 | 4.000 | 108,622 | 38,132 | 146,753 |
| 2025-26 | 4.000 | 113,045 | 33,698 | 146,743 |
| 2026-27 | 5.000 | 117,960 | 28,489 | 146,449 |
| 2027-28 | 5.000 | 124,841 | 22,419 | 147,260 |
| 2028-29 | 5.000 | 130,739 | 16,029 | 146,768 |
| 2029-30 | 5.000 | 137,620 | 9,320 | 146,940 |
| 2030-31 | 4.125 | 142,535 | 2,940 | 145,475 |
| | Total | \$ 1,453,366 | \$ 453,922 | \$ 1,907,287 |



City of Conroe General Obligations Debt Requirements

Description: Refunding Bonds, Series 2012A
Date of Issue: April 1, 2012
Purpose: Refund of 2003 COs, Street improvements as funded by City of Conroe/Montgomery County Tax Increment Reinvestment Zone #3 (League Line Road, Longmire Road, and other streets).
Amount Issued: \$ 5,896,800
Amount Outstanding: \$ 3,316,900
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------------|----------------------|-------------------------------|------------------------------|---------------------------|
| 2018-19 | 2.000 | \$ 619,100 | \$ 80,770 | \$ 699,870 |
| 2019-20 | 2.000 | 635,500 | 68,224 | 703,724 |
| 2020-21 | 3.000 | 660,100 | 51,968 | 712,068 |
| 2021-22 | 3.000 | 692,900 | 31,673 | 724,573 |
| 2022-23 | 3.000 | 709,300 | 10,640 | 719,940 |
| | Total | \$ 3,316,900 | \$ 243,274 | \$ 3,560,174 |



City of Conroe

General Obligations

Debt Requirements

Description: Refunding Bonds, Series 2012B
Date of Issue: April 1, 2012
Purpose: Refund of 2003 Bonds, Reimburse The Woodlands Land Development Company for infrastructure development expenses per Development Agreement.

Amount Issued: \$ 1,633,200
Amount Outstanding: \$ 728,100
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------------|----------------------|-------------------------------|------------------------------|---------------------------|
| 2018-19 | 2.000 | \$ 135,900 | \$ 17,730 | \$ 153,630 |
| 2019-20 | 2.000 | 139,500 | 14,976 | 154,476 |
| 2020-21 | 3.000 | 144,900 | 11,408 | 156,308 |
| 2021-22 | 3.000 | 152,100 | 6,953 | 159,053 |
| 2022-23 | 3.000 | 155,700 | 2,336 | 158,036 |
| | Total | \$ 728,100 | \$ 53,402 | \$ 781,502 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2012
Date of Issue: September 13, 2012
Purpose: Construction of Drennan Road, Plantation Drive, Wilson Road Widening, Willis ISD Street Extension, Anderson Crossing/Forest Lake Drive, Emergency Operations Center (EOC); Service Center parking lot; Knox Building; Aquatic Center renovations; Candy Cane Park enhancements; Recreation Center & Activity Center parking.

Amount Issued: \$ 7,065,600
Amount Outstanding: \$ 2,162,120
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|-------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 2.000 | \$ 156,620 | \$ 60,552 | \$ 217,172 |
| 2019-20 | 2.000 | 160,440 | 57,381 | 217,821 |
| 2020-21 | 3.000 | 152,800 | 53,485 | 206,285 |
| 2021-22 | 3.000 | 164,260 | 48,729 | 212,989 |
| 2022-23 | 3.000 | 171,900 | 43,686 | 215,586 |
| 2023-24 | 3.000 | 133,700 | 39,102 | 172,802 |
| 2024-25 | 3.000 | 133,700 | 35,091 | 168,791 |
| 2025-26 | 3.000 | 141,340 | 30,966 | 172,306 |
| 2026-27 | 3.000 | 145,160 | 26,668 | 171,828 |
| 2027-28 | 3.000 | 148,980 | 22,256 | 171,236 |
| 2028-29 | 3.000 | 156,620 | 17,672 | 174,292 |
| 2029-30 | 3.000 | 156,620 | 12,974 | 169,594 |
| 2030-31 | 3.125 | 164,260 | 8,058 | 172,318 |
| 2031-32 | 3.125 | 175,720 | 2,746 | 178,466 |
| | Total | \$ 2,162,120 | \$ 459,367 | \$ 2,621,487 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2012A
Date of Issue: September 13, 2012
Purpose: Construction of the following TIRZ #3 project: Crighton Road Bridge.
Amount Issued: \$ 2,134,400
Amount Outstanding: \$ 667,880
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|-------------|---------------|------------------------|-----------------------|--------------------|
| 2018-19 | 2.000 | \$ 48,380 | \$ 18,704 | \$ 67,084 |
| 2019-20 | 2.000 | 49,560 | 17,725 | 67,285 |
| 2020-21 | 3.000 | 47,200 | 16,521 | 63,721 |
| 2021-22 | 3.000 | 50,740 | 15,052 | 65,792 |
| 2022-23 | 3.000 | 53,100 | 13,495 | 66,595 |
| 2023-24 | 3.000 | 41,300 | 12,079 | 53,379 |
| 2024-25 | 3.000 | 41,300 | 10,840 | 52,140 |
| 2025-26 | 3.000 | 43,660 | 9,565 | 53,225 |
| 2026-27 | 3.000 | 44,840 | 8,238 | 53,078 |
| 2027-28 | 3.000 | 46,020 | 6,875 | 52,895 |
| 2028-29 | 3.000 | 48,380 | 5,459 | 53,839 |
| 2029-30 | 3.000 | 48,380 | 4,008 | 52,388 |
| 2030-31 | 3.125 | 50,740 | 2,489 | 53,229 |
| 2031-32 | 3.125 | 54,280 | 848 | 55,128 |
| | Total | \$ 667,880 | \$ 141,899 | \$ 809,779 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2014

Date of Issue: August 28, 2014

Purpose: Construction of: Roadway Trans - Anderson Crossing Road Phase 1; FM 3083 Grade Separation; League Line Road East; Wilson Road Widening; Peoples/Guinn/Schoettle Road Improvements; Anderson Crossing Road Phase 2; Stewart's Forest; Signal Timing Program; Traffic Signals - SH 75 at N. Loop 336, Anderson Crossing Rd. - Ph. 1, 1st Street @ Silverdale; Police & Municipal Court Facility; IH-45 Detention Pond Enhancements; Candy Cane Park Access & Entrances; Storm Sewer - East Grand Lake Creek; Drainage Project - PW - Post Oak/Bowman/Austin Area.

Amount Issued: \$ 31,100,000

Amount Outstanding: \$ 28,660,000

Paying Agent: Bank of New York

Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2018-19 | 4.650 | \$ 1,120,000 | \$ 1,244,081 | \$ 2,364,081 |
| 2019-20 | 4.650 | 1,155,000 | 1,209,781 | 2,364,781 |
| 2020-21 | 4.650 | 1,210,000 | 1,162,481 | 2,372,481 |
| 2021-22 | 4.650 | 1,255,000 | 1,113,181 | 2,368,181 |
| 2022-23 | 4.650 | 1,300,000 | 1,062,081 | 2,362,081 |
| 2023-24 | 4.650 | 1,360,000 | 1,002,081 | 2,362,081 |
| 2024-25 | 4.650 | 1,435,000 | 932,206 | 2,367,206 |
| 2025-26 | 4.650 | 1,510,000 | 858,581 | 2,368,581 |
| 2026-27 | 4.650 | 1,570,000 | 797,281 | 2,367,281 |
| 2027-28 | 4.650 | 1,615,000 | 749,506 | 2,364,506 |
| 2028-29 | 4.650 | 1,665,000 | 699,266 | 2,364,266 |
| 2029-30 | 4.650 | 1,740,000 | 629,750 | 2,369,750 |
| 2030-31 | 4.650 | 2,570,000 | 522,000 | 3,092,000 |
| 2031-32 | 4.650 | 2,880,000 | 385,750 | 3,265,750 |
| 2032-33 | 4.650 | 3,060,000 | 237,250 | 3,297,250 |
| 2033-34 | 4.650 | 3,215,000 | 80,375 | 3,295,375 |
| Total | | \$ 28,660,000 | \$ 12,685,653 | \$ 41,345,653 |



City of Conroe General Obligations Debt Requirements

Description: Refunding Bonds, Series 2015
Date of Issue: April 1, 2015
Purpose: Refund \$15,340,000 of 2006, 2007, and 2008 COs and related issuance costs.

Amount Issued: \$ 15,340,000
Amount Outstanding: \$ 15,100,000
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------------|----------------------|-------------------------------|------------------------------|---------------------------|
| 2018-19 | 4.000 | \$ 850,000 | \$ 527,850 | \$ 1,377,850 |
| 2019-20 | 2.250 | 880,000 | 500,950 | 1,380,950 |
| 2020-21 | 3.000 | 900,000 | 477,550 | 1,377,550 |
| 2021-22 | 3.000 | 925,000 | 450,175 | 1,375,175 |
| 2022-23 | 5.000 | 965,000 | 412,175 | 1,377,175 |
| 2023-24 | 5.000 | 1,340,000 | 354,550 | 1,694,550 |
| 2024-25 | 5.000 | 1,410,000 | 285,800 | 1,695,800 |
| 2025-26 | 3.000 | 1,465,000 | 228,575 | 1,693,575 |
| 2026-27 | 3.000 | 1,510,000 | 183,950 | 1,693,950 |
| 2027-28 | 4.000 | 1,565,000 | 130,000 | 1,695,000 |
| 2028-29 | 3.000 | 1,620,000 | 74,400 | 1,694,400 |
| 2029-30 | 3.000 | 1,670,000 | 25,050 | 1,695,050 |
| Total | | \$ 15,100,000 | \$ 3,651,025 | \$ 18,751,025 |



City of Conroe General Obligations Debt Requirements

Description: Refunding Bonds, Series 2015A
Date of Issue: April 1, 2015
Purpose: Refund of 2006A, 2007A, and 2008A Street improvements as funded by City of Conroe/Montgomery County Tax Increment Reinvestment Zone (TIRZ) #3.
Amount Issued: \$ 14,365,000
Amount Outstanding: \$ 14,140,000
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------------|----------------------|-------------------------------|------------------------------|---------------------------|
| 2018-19 | 4.000 | \$ 800,000 | \$ 494,300 | \$ 1,294,300 |
| 2019-20 | 2.250 | 820,000 | 469,075 | 1,289,075 |
| 2020-21 | 3.000 | 845,000 | 447,175 | 1,292,175 |
| 2021-22 | 3.000 | 865,000 | 421,525 | 1,286,525 |
| 2022-23 | 5.000 | 905,000 | 385,925 | 1,290,925 |
| 2023-24 | 5.000 | 1,255,000 | 331,925 | 1,586,925 |
| 2024-25 | 5.000 | 1,320,000 | 267,550 | 1,587,550 |
| 2025-26 | 3.000 | 1,370,000 | 214,000 | 1,584,000 |
| 2026-27 | 3.000 | 1,415,000 | 172,225 | 1,587,225 |
| 2027-28 | 4.000 | 1,465,000 | 121,700 | 1,586,700 |
| 2028-29 | 3.000 | 1,515,000 | 69,675 | 1,584,675 |
| 2029-30 | 3.000 | 1,565,000 | 23,475 | 1,588,475 |
| Total | | \$ 14,140,000 | \$ 3,418,550 | \$ 17,558,550 |



City of Conroe

General Obligations

Debt Requirements

Description: Refunding Bonds, Series 2015B
Date of Issue: April 1, 2015
Purpose: Refund of 2006B and 2007B bonds, Reimburse The Woodlands Land Development Company for infrastructure expenses per Development Agreement.

Amount Issued: \$ 3,665,000
Amount Outstanding: \$ 3,610,000
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|-------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 4.000 | \$ 205,000 | \$ 126,125 | \$ 331,125 |
| 2019-20 | 2.250 | 210,000 | 119,663 | 329,663 |
| 2020-21 | 3.000 | 215,000 | 114,075 | 329,075 |
| 2021-22 | 3.000 | 220,000 | 107,550 | 327,550 |
| 2022-23 | 5.000 | 230,000 | 98,500 | 328,500 |
| 2023-24 | 5.000 | 320,000 | 84,750 | 404,750 |
| 2024-25 | 5.000 | 335,000 | 68,375 | 403,375 |
| 2025-26 | 3.000 | 350,000 | 54,750 | 404,750 |
| 2026-27 | 3.000 | 360,000 | 44,100 | 404,100 |
| 2027-28 | 4.000 | 375,000 | 31,200 | 406,200 |
| 2028-29 | 3.000 | 390,000 | 17,850 | 407,850 |
| 2029-30 | 3.000 | 400,000 | 6,000 | 406,000 |
| | Total | \$ 3,610,000 | \$ 872,938 | \$ 4,482,938 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2015
Date of Issue: August 27, 2015
Purpose: Walden Rd Overlay; Grace Crossing Ext; Vine/Gladiola/Ave M Overlay; McDade Estates Overlay; SH FM 1488 @ Grace Crossing; N Loop 336 @ Oxford Dr; Crighton Rd @ Ed Kharbat Dr; Loop 336 @ Owen Dr; Police & Municipal Court Facility; Dean Towery Service Center Upgrades/Repairs; Candy Cane Park Access & Entrances; Transportation Grants Park and Ride @ FM 2854.

Amount Issued: \$ 6,192,851
Amount Outstanding: \$ 4,765,500
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 2.000 | \$ 189,000 | \$ 149,338 | \$ 338,338 |
| 2019-20 | 2.000 | 193,500 | 145,513 | 339,013 |
| 2020-21 | 2.000 | 198,000 | 141,598 | 339,598 |
| 2021-22 | 2.000 | 198,000 | 137,638 | 335,638 |
| 2022-23 | 2.250 | 207,000 | 133,329 | 340,329 |
| 2023-24 | 2.375 | 211,500 | 128,489 | 339,989 |
| 2024-25 | 3.000 | 216,000 | 122,738 | 338,738 |
| 2025-26 | 3.000 | 220,500 | 116,190 | 336,690 |
| 2026-27 | 3.000 | 229,500 | 109,440 | 338,940 |
| 2027-28 | 3.000 | 238,500 | 102,420 | 340,920 |
| 2028-29 | 3.000 | 243,000 | 95,198 | 338,198 |
| 2029-30 | 3.250 | 247,500 | 87,531 | 335,031 |
| 2030-31 | 3.375 | 225,000 | 79,712 | 304,712 |
| 2031-32 | 3.375 | 324,000 | 70,448 | 394,448 |
| 2032-33 | 4.000 | 517,500 | 54,630 | 572,130 |
| 2033-34 | 4.000 | 544,500 | 33,390 | 577,890 |
| 2034-35 | 4.000 | 562,500 | 11,250 | 573,750 |
| Total | | \$ 4,765,500 | \$ 1,718,851 | \$ 6,484,351 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2015A
Date of Issue: August 27, 2015
Purpose: Construction of the following TIRZ #3 projects: Longmire Rd Phase 2 and Longmire Rd Phase 3.
Amount Issued: \$ 588,095
Amount Outstanding: \$ 529,500
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|--------------------|
| 2018-19 | 2.000 | \$ 21,000 | \$ 16,593 | \$ 37,593 |
| 2019-20 | 2.000 | 21,500 | 16,168 | 37,668 |
| 2020-21 | 2.000 | 22,000 | 15,733 | 37,733 |
| 2021-22 | 2.000 | 22,000 | 15,293 | 37,293 |
| 2022-23 | 2.250 | 23,000 | 14,814 | 37,814 |
| 2023-24 | 2.375 | 23,500 | 14,277 | 37,777 |
| 2024-25 | 3.000 | 24,000 | 13,638 | 37,638 |
| 2025-26 | 3.000 | 24,500 | 12,910 | 37,410 |
| 2026-27 | 3.000 | 25,500 | 12,160 | 37,660 |
| 2027-28 | 3.000 | 26,500 | 11,380 | 37,880 |
| 2028-29 | 3.000 | 27,000 | 10,578 | 37,578 |
| 2029-30 | 3.250 | 27,500 | 9,726 | 37,226 |
| 2030-31 | 3.375 | 25,000 | 8,857 | 33,857 |
| 2031-32 | 3.375 | 36,000 | 7,828 | 43,828 |
| 2032-33 | 4.000 | 57,500 | 6,070 | 63,570 |
| 2033-34 | 4.000 | 60,500 | 3,710 | 64,210 |
| 2034-35 | 4.000 | 62,500 | 1,250 | 63,750 |
| Total | | \$ 529,500 | \$ 190,983 | \$ 720,483 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2016

Date of Issue: August 25, 2016

Purpose: Roadway Trans - Wilson Road E. Widening (I-45 to Frazier); Roadway Trans - Drennan Road East Phase 2; Pedestrian Access & Transit Improvements; Pinecrest/Woodcrest Subdivision & Forest Estates/Hunter Trail Area Overlay; Signals - Loop 336 at Riverpoint; Signals - FM 1488 at Grace Crossing; Signals - FM 1488 at Peoples Road; Signals - Loop 336 at Owens Drive; Signals - Frazier Street at Foster Street; Signals - South Loop 336 at IH-45; Fire Station #7; Fire Department Training Facility - Phase 1; Dean Towery Service Center Upgrades/Repairs; Dr. Martin Luther King, Jr. Park Improvements; SH 105 Access Management & Safety; and Park and Ride at FM 2854.

Amount Issued: \$ 10,137,188

Amount Outstanding: \$ 6,887,063

Paying Agent: Bank of New York

Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 2.000 | \$ 254,438 | \$ 221,075 | \$ 475,512 |
| 2019-20 | 2.000 | 258,750 | 215,943 | 474,693 |
| 2020-21 | 2.000 | 267,375 | 210,682 | 478,057 |
| 2021-22 | 3.000 | 271,688 | 203,933 | 475,620 |
| 2022-23 | 3.000 | 280,313 | 195,653 | 475,965 |
| 2023-24 | 3.000 | 288,938 | 187,114 | 476,051 |
| 2024-25 | 3.000 | 297,563 | 178,316 | 475,879 |
| 2025-26 | 2.000 | 306,188 | 170,791 | 476,979 |
| 2026-27 | 2.000 | 314,813 | 164,581 | 479,394 |
| 2027-28 | 2.000 | 319,125 | 158,242 | 477,367 |
| 2028-29 | 2.125 | 323,438 | 151,614 | 475,052 |
| 2029-30 | 4.000 | 336,375 | 141,450 | 477,825 |
| 2030-31 | 4.000 | 444,188 | 125,839 | 570,026 |
| 2031-32 | 4.000 | 547,688 | 106,001 | 653,689 |
| 2032-33 | 4.000 | 577,875 | 83,490 | 661,365 |
| 2033-34 | 4.000 | 595,125 | 60,030 | 655,155 |
| 2034-35 | 4.000 | 595,125 | 36,225 | 631,350 |
| 2035-36 | 4.000 | 608,063 | 12,161 | 620,224 |
| Total | | \$ 6,887,063 | \$ 2,623,140 | \$ 9,510,203 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2016A
Date of Issue: August 25, 2016
Purpose: Construction of the following TIRZ #3 Projects: Crighton Road Widening and Longmire Road Phase 2B.

Amount Issued: \$ 435,265
Amount Outstanding: \$ 420,011
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|--------------------|
| 2018-19 | 2.000 | \$ 15,517 | \$ 13,482 | \$ 28,999 |
| 2019-20 | 2.000 | 15,780 | 13,169 | 28,949 |
| 2020-21 | 2.000 | 16,306 | 12,849 | 29,155 |
| 2021-22 | 3.000 | 16,569 | 12,437 | 29,006 |
| 2022-23 | 3.000 | 17,095 | 11,932 | 29,027 |
| 2023-24 | 3.000 | 17,621 | 11,411 | 29,032 |
| 2024-25 | 3.000 | 18,147 | 10,875 | 29,022 |
| 2025-26 | 2.000 | 18,673 | 10,416 | 29,089 |
| 2026-27 | 2.000 | 19,199 | 10,037 | 29,236 |
| 2027-28 | 2.000 | 19,462 | 9,650 | 29,112 |
| 2028-29 | 2.125 | 19,725 | 9,246 | 28,971 |
| 2029-30 | 4.000 | 20,514 | 8,626 | 29,140 |
| 2030-31 | 4.000 | 27,089 | 7,674 | 34,763 |
| 2031-32 | 4.000 | 33,401 | 6,465 | 39,866 |
| 2032-33 | 4.000 | 35,242 | 5,092 | 40,334 |
| 2033-34 | 4.000 | 36,294 | 3,661 | 39,955 |
| 2034-35 | 4.000 | 36,294 | 2,209 | 38,503 |
| 2035-36 | 4.000 | 37,083 | 742 | 37,825 |
| Total | | \$ 420,011 | \$ 159,974 | \$ 579,985 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2016B
Date of Issue: August 25, 2016
Purpose: Reimburse The Woodlands Land Development Company for infrastructure development expenses per Development Agreement.

Amount Issued: \$ 702,548
Amount Outstanding: \$ 677,927
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|-------------|---------------|------------------------|-----------------------|--------------------|
| 2018-19 | 2.000 | \$ 25,046 | \$ 21,761 | \$ 46,807 |
| 2019-20 | 2.000 | 25,470 | 21,256 | 46,726 |
| 2020-21 | 2.000 | 26,319 | 20,738 | 47,057 |
| 2021-22 | 3.000 | 26,744 | 20,074 | 46,818 |
| 2022-23 | 3.000 | 27,593 | 19,259 | 46,852 |
| 2023-24 | 3.000 | 28,442 | 18,419 | 46,860 |
| 2024-25 | 3.000 | 29,291 | 17,553 | 46,843 |
| 2025-26 | 2.000 | 30,140 | 16,812 | 46,951 |
| 2026-27 | 2.000 | 30,989 | 16,201 | 47,189 |
| 2027-28 | 2.000 | 31,413 | 15,576 | 46,989 |
| 2028-29 | 2.125 | 31,838 | 14,924 | 46,762 |
| 2029-30 | 4.000 | 33,111 | 13,924 | 47,035 |
| 2030-31 | 4.000 | 43,724 | 12,387 | 56,110 |
| 2031-32 | 4.000 | 53,912 | 10,434 | 64,346 |
| 2032-33 | 4.000 | 56,883 | 8,218 | 65,101 |
| 2033-34 | 4.000 | 58,581 | 5,909 | 64,490 |
| 2034-35 | 4.000 | 58,581 | 3,566 | 62,147 |
| 2035-36 | 4.000 | 59,855 | 1,197 | 61,052 |
| | Total | \$ 677,927 | \$ 258,208 | \$ 936,135 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2017A-1

Date of Issue: August 24 2017

Purpose: Roadway Trans – Wilson Road E Widening (IH 45 to Frazier); Roadway Trans – Grace Crossing Extension; Safe School Access Program; Roadway Trans – M.P. Clark Road; Street Rehab - Milltown Area; Street Rehab - Holly Hills Area; Spirit of Texas Bank Street; Sidewalk - League Line Road; Sidewalk - Plantation Drive; Signals - FM 1488 at Grace Crossing; Signals - South Loop 336 at IH-45; Signals - Highway 105 at North Thompson; Signal - FM 1314 at Crighton Road; Signal - SH 105 at Marina Drive; Dean Towery Service Center Upgrades/Repairs; Fire Department Training Facility - Phase 1; Fire Station No. 7 - Building/Equipment; Public Works - Sign Maintenance and Operations Building; Parks - Land Acquisition; Dr. Martin Luther King, Jr. Park Improvements; and Carl Barton, Jr. Park Improvements.

Amount Issued: \$ 19,558,369

Amount Outstanding: \$ 17,558,369

Paying Agent: Bank of New York

Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2018-19 | 2.000 | \$ 460,532 | \$ 684,156 | \$ 1,144,687 |
| 2019-20 | 2.000 | 489,618 | 674,654 | 1,164,272 |
| 2020-21 | 2.000 | 494,465 | 664,814 | 1,159,279 |
| 2021-22 | 2.000 | 509,009 | 654,779 | 1,163,787 |
| 2022-23 | 5.000 | 523,552 | 636,600 | 1,160,152 |
| 2023-24 | 2.000 | 542,942 | 618,082 | 1,161,024 |
| 2024-25 | 5.000 | 562,333 | 598,594 | 1,160,927 |
| 2025-26 | 5.000 | 591,419 | 569,750 | 1,161,170 |
| 2026-27 | 5.000 | 620,506 | 539,452 | 1,159,958 |
| 2027-28 | 5.000 | 649,592 | 507,700 | 1,157,291 |
| 2028-29 | 5.000 | 688,373 | 474,250 | 1,162,624 |
| 2029-30 | 4.000 | 717,460 | 442,692 | 1,160,152 |
| 2030-31 | 4.000 | 1,095,580 | 406,431 | 1,502,011 |
| 2031-32 | 4.000 | 1,236,164 | 359,796 | 1,595,960 |
| 2032-33 | 4.000 | 1,284,641 | 309,380 | 1,594,021 |
| 2033-34 | 4.000 | 1,337,965 | 256,928 | 1,594,893 |
| 2034-35 | 4.000 | 1,716,086 | 195,847 | 1,911,933 |
| 2035-36 | 4.000 | 1,934,232 | 122,841 | 2,057,073 |
| 2036-37 | 4.000 | 2,103,902 | 42,078 | 2,145,980 |
| Total | | \$ 17,558,369 | \$ 8,758,824 | \$ 26,317,194 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2017A-2
Date of Issue: August 24, 2017
Purpose: Construction of the following TIRZ #3 projects: Longmire Road Phase 2B and 3.

Amount Issued: \$ 551,631
Amount Outstanding: \$ 551,631
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|--------------------|
| 2018-19 | 2.000 | \$ 14,469 | \$ 21,494 | \$ 35,963 |
| 2019-20 | 2.000 | 15,382 | 21,196 | 36,578 |
| 2020-21 | 2.000 | 15,535 | 20,886 | 36,421 |
| 2021-22 | 2.000 | 15,992 | 20,571 | 36,563 |
| 2022-23 | 5.000 | 16,448 | 20,000 | 36,448 |
| 2023-24 | 2.000 | 17,058 | 19,418 | 36,476 |
| 2024-25 | 5.000 | 17,667 | 18,806 | 36,473 |
| 2025-26 | 5.000 | 18,581 | 17,900 | 36,480 |
| 2026-27 | 5.000 | 19,494 | 16,948 | 36,442 |
| 2027-28 | 5.000 | 20,408 | 15,950 | 36,359 |
| 2028-29 | 5.000 | 21,627 | 14,900 | 36,526 |
| 2029-30 | 4.000 | 22,540 | 13,908 | 36,448 |
| 2030-31 | 4.000 | 34,420 | 12,769 | 47,189 |
| 2031-32 | 4.000 | 38,837 | 11,304 | 50,140 |
| 2032-33 | 4.000 | 40,360 | 9,720 | 50,079 |
| 2033-34 | 4.000 | 42,035 | 8,072 | 50,107 |
| 2034-35 | 4.000 | 53,914 | 6,153 | 60,067 |
| 2035-36 | 4.000 | 60,768 | 3,859 | 64,627 |
| 2036-37 | 4.000 | 66,098 | 1,322 | 67,420 |
| Total | | \$ 551,631 | \$ 275,176 | \$ 826,806 |



City of Conroe

General Obligations

Debt Requirements

Description: Refunding Bonds, Series 2018A
Date of Issue: May 24, 2018
Purpose: Refund of 2009 bonds: Construction of Drennan Road., Bay St., & Plantation Dr., Dugan Area street rehab, Wilson Road widening, Downtown Ph. X, South Loop 336 Signal, County Parking Agreement, Shared Radio System, New Fire Station Property on Hwy 105 East, Fire Station #4, Candy Cane and McDade Park improvements, and various drainage projects.

Amount Issued: \$ 6,543,820
Amount Outstanding: \$ 6,543,820
Paying Agent: Bank of New York
Payments: November 15th (P) & May 15th

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 3.000 | \$ - | \$ 300,695 | \$ 300,695 |
| 2019-20 | 4.000 | - | 308,406 | 308,406 |
| 2020-21 | 5.000 | 525,800 | 295,261 | 821,061 |
| 2021-22 | 5.000 | 549,700 | 268,373 | 818,073 |
| 2022-23 | 4.000 | 583,160 | 242,967 | 826,127 |
| 2023-24 | 4.000 | 602,280 | 219,259 | 821,539 |
| 2024-25 | 5.000 | 630,960 | 191,439 | 822,399 |
| 2025-26 | 5.000 | 664,420 | 159,055 | 823,475 |
| 2026-27 | 4.000 | 693,100 | 128,582 | 821,682 |
| 2027-28 | 5.000 | 726,560 | 96,556 | 823,116 |
| 2028-29 | 5.000 | 760,020 | 59,392 | 819,412 |
| 2029-30 | 5.000 | 807,820 | 20,196 | 828,016 |
| Total | | \$ 6,543,820 | \$ 2,290,179 | \$ 8,833,999 |



City of Conroe

General Obligations

Debt Requirements

Description: Refunding Bonds, Series 2018B
Date of Issue: May 24, 2018
Purpose: Refund of 2009 bonds for TIRZ #3 construction projects: Crighton Road and Longmire Road Phase 2.
Amount Issued: \$ 301,180
Amount Outstanding: \$ 301,180
Paying Agent: Bank of New York
Payments: November 15th (P) & May 15th

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|--------------------|
| 2018-19 | 0.000 | \$ - | \$ 13,840 | \$ 13,840 |
| 2019-20 | 0.000 | - | 14,194 | 14,194 |
| 2020-21 | 0.000 | 24,200 | 13,589 | 37,789 |
| 2021-22 | 0.000 | 25,300 | 12,352 | 37,652 |
| 2022-23 | 0.000 | 26,840 | 11,183 | 38,023 |
| 2023-24 | 0.000 | 27,720 | 10,091 | 37,811 |
| 2024-25 | 0.000 | 29,040 | 8,811 | 37,851 |
| 2025-26 | 0.000 | 30,580 | 7,321 | 37,901 |
| 2026-27 | 0.000 | 31,900 | 5,918 | 37,818 |
| 2027-28 | 0.000 | 33,440 | 4,444 | 37,884 |
| 2028-29 | 0.000 | 34,980 | 2,734 | 37,714 |
| 2029-30 | 0.000 | 37,180 | 930 | 38,110 |
| Total | | \$ 301,180 | \$ 105,406 | \$ 406,586 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2018A-1 (Proposed)

Date of Issue: TBD

Purpose: Construction of: Railroad Crossing Upgrade - Crighton Road at IH-45; Street Repair - North Thompson - Street Pavers; Roadway Trans - Wilson Road E. Widening (IH-45 to Frazier); Roadway Trans - Grace Crossing Extension; Road Widening & Improvements - Old Conroe Road South Section; Sidewalk & Pedestrian Bridges - Freedom Boulevard; Roadway Extension - Camelot Street; Street Rehab - Westview Boulevard and Montgomery Park Boulevard; Street Rehab - Tanglewood/Briarwood Phase IA; Street Rehab - Brass Nail Road; Street Rehab - Milltown Area Phase II; Roadway Extension - Grace Crossing Loop; Sidewalk - League Line Road; Sidewalk - Silverdale Drive; Sidewalk - Sgt. Ed Holcomb Blvd; Sidewalk - Semands Street; Sidewalk - Westview Boulevard; Signal - FM 1488 at Grace Crossing; Signal - SH 75 at Wilson Road; Signal - League Line at MP Clark; Signal - Loop 336 at South Conroe Medical Drive; Signal Upgrades - City Wide Flashing Yellow Arrows; Signal System Upgrades - City Wide Radars; Signal - Bois D'Arc Bend at Walden Road; Signal - Sgt. Ed Holcomb at Camelot; Sign Maintenance and Operations Building; Fleet Services Facilities; Carl Barton, Jr. Park Improvements; Flood Protection - Police Training Facility/Gun Range; Flood Protection - Southwest Wastewater Treatment Plant; Mitigation - Stewart Creek; Drainage System - Bois D'Arc Bend at Walden Road; Rehab - Live Oak Creek; Rehab - Crighton Ridge.

Amount Issued: \$ 28,731,616

Amount Outstanding: \$ 28,731,616

Paying Agent: TBD

Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2018-19 | 4.250 | \$ 477,309 | \$ 1,007,435 | \$ 1,484,744 |
| 2019-20 | 4.250 | 519,336 | 1,189,772 | 1,709,109 |
| 2020-21 | 4.250 | 600,389 | 1,165,978 | 1,766,367 |
| 2021-22 | 4.250 | 630,408 | 1,139,824 | 1,770,232 |
| 2022-23 | 4.250 | 657,426 | 1,112,457 | 1,769,883 |
| 2023-24 | 4.250 | 684,443 | 1,083,942 | 1,768,386 |
| 2024-25 | 4.250 | 714,463 | 1,054,216 | 1,768,678 |
| 2025-26 | 4.250 | 744,482 | 1,023,213 | 1,767,695 |
| 2026-27 | 4.250 | 774,502 | 990,935 | 1,765,436 |
| 2027-28 | 4.250 | 810,525 | 957,253 | 1,767,778 |
| 2028-29 | 4.250 | 846,548 | 922,040 | 1,768,588 |
| 2029-30 | 4.250 | 879,570 | 885,360 | 1,764,930 |
| 2030-31 | 4.250 | 2,152,395 | 820,931 | 2,973,325 |
| 2031-32 | 4.250 | 2,278,476 | 726,775 | 3,005,251 |
| 2032-33 | 4.250 | 2,377,540 | 627,834 | 3,005,375 |
| 2033-34 | 4.250 | 2,479,607 | 524,620 | 3,004,227 |
| 2034-35 | 4.250 | 2,650,717 | 415,601 | 3,066,318 |
| 2035-36 | 4.250 | 2,764,791 | 300,521 | 3,065,312 |
| 2036-37 | 4.250 | 2,809,821 | 182,060 | 2,991,881 |
| 2037-38 | 4.250 | 2,878,865 | 61,176 | 2,940,041 |
| Total | | \$ 28,731,616 | \$ 16,191,941 | \$ 44,923,557 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2018A-2 (Proposed)

Date of Issue: TBD

Purpose: Construction of the following TIRZ #3 projects: Longmire Road Phase 2B, Longmire Road Phase 3, and road widening with Improvements - Old Conroe Road North Section.

Amount Issued: \$ 16,184,322

Amount Outstanding: \$ 16,184,322

Paying Agent: TBD

Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2018-19 | 4.250 | \$ 268,865 | \$ 567,481 | \$ 836,346 |
| 2019-20 | 4.250 | 292,539 | 670,190 | 962,729 |
| 2020-21 | 4.250 | 338,195 | 656,787 | 994,982 |
| 2021-22 | 4.250 | 355,105 | 642,055 | 997,160 |
| 2022-23 | 4.250 | 370,324 | 626,639 | 996,963 |
| 2023-24 | 4.250 | 385,542 | 610,577 | 996,120 |
| 2024-25 | 4.250 | 402,452 | 593,832 | 996,284 |
| 2025-26 | 4.250 | 419,362 | 576,369 | 995,731 |
| 2026-27 | 4.250 | 436,272 | 558,187 | 994,458 |
| 2027-28 | 4.250 | 456,563 | 539,214 | 995,777 |
| 2028-29 | 4.250 | 476,855 | 519,379 | 996,234 |
| 2029-30 | 4.250 | 495,456 | 498,717 | 994,173 |
| 2030-31 | 4.250 | 1,212,429 | 462,425 | 1,674,854 |
| 2031-32 | 4.250 | 1,283,450 | 409,387 | 1,692,837 |
| 2032-33 | 4.250 | 1,339,252 | 353,655 | 1,692,907 |
| 2033-34 | 4.250 | 1,396,745 | 295,515 | 1,692,260 |
| 2034-35 | 4.250 | 1,493,131 | 234,105 | 1,727,236 |
| 2035-36 | 4.250 | 1,557,388 | 169,281 | 1,726,669 |
| 2036-37 | 4.250 | 1,582,753 | 102,553 | 1,685,306 |
| 2037-38 | 4.250 | 1,621,645 | 34,460 | 1,656,105 |
| Total | | \$ 16,184,322 | \$ 9,120,809 | \$ 25,305,131 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2018A-3 (Proposed)
Date of Issue: TBD
Purpose: Infrastructure in the Estates of Wedgewood Falls.
Amount Issued: \$ 1,966,027
Amount Outstanding: \$ 1,966,027
Paying Agent: TBD
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 4.250 | \$ 32,661 | \$ 68,936 | \$ 101,597 |
| 2019-20 | 4.250 | 35,537 | 81,413 | 116,950 |
| 2020-21 | 4.250 | 41,083 | 79,785 | 120,868 |
| 2021-22 | 4.250 | 43,137 | 77,995 | 121,132 |
| 2022-23 | 4.250 | 44,986 | 76,122 | 121,108 |
| 2023-24 | 4.250 | 46,835 | 74,171 | 121,006 |
| 2024-25 | 4.250 | 48,889 | 72,137 | 121,026 |
| 2025-26 | 4.250 | 50,943 | 70,016 | 120,959 |
| 2026-27 | 4.250 | 52,997 | 67,807 | 120,804 |
| 2027-28 | 4.250 | 55,462 | 65,502 | 120,964 |
| 2028-29 | 4.250 | 57,927 | 63,093 | 121,020 |
| 2029-30 | 4.250 | 60,187 | 60,583 | 120,769 |
| 2030-31 | 4.250 | 147,283 | 56,174 | 203,457 |
| 2031-32 | 4.250 | 155,910 | 49,731 | 205,641 |
| 2032-33 | 4.250 | 162,689 | 42,961 | 205,650 |
| 2033-34 | 4.250 | 169,673 | 35,898 | 205,571 |
| 2034-35 | 4.250 | 181,381 | 28,438 | 209,820 |
| 2035-36 | 4.250 | 189,187 | 20,564 | 209,751 |
| 2036-37 | 4.250 | 192,268 | 12,458 | 204,726 |
| 2037-38 | 4.250 | 196,993 | 4,186 | 201,179 |
| Total | | \$ 1,966,027 | \$ 1,107,971 | \$ 3,073,998 |



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2018A-4 (Proposed)
Date of Issue: TBD
Purpose: Infrastructure in the Longmire Creek Estates.

Amount Issued: \$ 973,036
Amount Outstanding: \$ 973,036
Paying Agent: TBD
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 4.250 | \$ 16,165 | \$ 34,118 | \$ 50,283 |
| 2019-20 | 4.250 | 17,588 | 40,293 | 57,881 |
| 2020-21 | 4.250 | 20,333 | 39,487 | 59,820 |
| 2021-22 | 4.250 | 21,350 | 38,602 | 59,951 |
| 2022-23 | 4.250 | 22,265 | 37,675 | 59,940 |
| 2023-24 | 4.250 | 23,180 | 36,709 | 59,889 |
| 2024-25 | 4.250 | 24,196 | 35,702 | 59,899 |
| 2025-26 | 4.250 | 25,213 | 34,653 | 59,865 |
| 2026-27 | 4.250 | 26,230 | 33,559 | 59,789 |
| 2027-28 | 4.250 | 27,450 | 32,419 | 59,868 |
| 2028-29 | 4.250 | 28,670 | 31,226 | 59,896 |
| 2029-30 | 4.250 | 29,788 | 29,984 | 59,772 |
| 2030-31 | 4.250 | 72,894 | 27,802 | 100,696 |
| 2031-32 | 4.250 | 77,164 | 24,613 | 101,777 |
| 2032-33 | 4.250 | 80,519 | 21,262 | 101,781 |
| 2033-34 | 4.250 | 83,975 | 17,767 | 101,742 |
| 2034-35 | 4.250 | 89,770 | 14,075 | 103,845 |
| 2035-36 | 4.250 | 93,633 | 10,178 | 103,811 |
| 2036-37 | 4.250 | 95,158 | 6,166 | 101,324 |
| 2037-38 | 4.250 | 97,497 | 2,072 | 99,569 |
| Total | | \$ 973,036 | \$ 548,362 | \$ 1,521,398 |



WATER AND SEWER DEBT SERVICE FUND



FY 18-19 Budget Summary

Water and Sewer Debt Service Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|---|---------------------|---------------------|----------------------|----------------------|--------------------------|----------------------|---------------------|------------------|
| Beginning Working Capital: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | N/A |
| Water & Sewer Debt Service Revenues: | | | | | | | | |
| Revenues | \$ 8,114,556 | \$ 8,930,638 | \$ 8,607,438 | \$ 11,962,293 | \$ - | \$ 11,962,293 | \$ 3,031,655 | 33.9% |
| Total Revenues | \$ 8,114,556 | \$ 8,930,638 | \$ 8,607,438 | \$ 11,962,293 | \$ - | \$ 11,962,293 | \$ 3,031,655 | 33.9% |
| Total Resources: | \$ 8,114,556 | \$ 8,930,638 | \$ 8,607,438 | \$ 11,962,293 | \$ - | \$ 11,962,293 | \$ 3,031,655 | 33.9% |
| Water & Sewer Debt Service Expenditures: | | | | | | | | |
| W & S Debt | \$ 8,138,870 | \$ 8,930,638 | \$ 8,607,438 | \$ 11,962,293 | \$ - | \$ 11,962,293 | \$ 3,031,655 | 33.9% |
| Total Expenditures | \$ 8,138,870 | \$ 8,930,638 | \$ 8,607,438 | \$ 11,962,293 | \$ - | \$ 11,962,293 | \$ 3,031,655 | 33.9% |
| New Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |

Breakdown of Transfer In:

| | |
|--------------------------------|----------------------|
| Water and Sewer Operating Fund | \$ 11,765,322 |
| CIDC General Fund | 196,971 |
| Total | \$ 11,962,293 |



CITY OF CONROE
FY 2018-2019
0006-0000

BUDGET LINE ITEMS

FUND: WATER & SEWER DEBT SERVICE

DEPARTMENT: DEBT SERVICE

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|---|--------------------|--------------------|--------------------|---------------------|--------------|---------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6010 Interest on Investments | \$6 | \$0 | \$366 | \$0 | \$0 | \$0 |
| INVESTMENT INCOME SUBTOTAL | \$6 | \$0 | \$366 | \$0 | \$0 | \$0 |
| 6015 FMV Adjustment - Investments | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$8,114,550 | \$8,930,638 | \$8,607,072 | \$11,962,293 | \$0 | \$11,962,293 |
| TRANSFERS IN SUBTOTAL | \$8,114,550 | \$8,930,638 | \$8,607,072 | \$11,962,293 | \$0 | \$11,962,293 |
| TOTAL 0006-0000 | \$8,114,556 | \$8,930,638 | \$8,607,438 | \$11,962,293 | \$0 | \$11,962,293 |



CITY OF CONROE
FY 2018-2019
0006-6000

BUDGET LINE ITEMS

FUND: WATER & SEWER DEBT SERVICE

DEPARTMENT: DEBT SERVICE

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------|--------------------|--------------------|--------------------|---------------------|--------------|---------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 8060 Contract Services | \$8,425 | \$10,000 | \$10,200 | \$10,000 | \$0 | \$10,000 |
| CONTRACTUAL SUBTOTAL | \$8,425 | \$10,000 | \$10,200 | \$10,000 | \$0 | \$10,000 |
| 8520 Transfer Out | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS OUT SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9600 Principal | \$4,240,000 | \$4,375,000 | \$4,375,000 | \$5,150,000 | \$0 | \$5,150,000 |
| 9610 Interest | \$3,557,577 | \$4,346,725 | \$4,213,988 | \$6,794,293 | \$0 | \$6,794,293 |
| 9615 Fees | \$8,250 | \$8,000 | \$8,250 | \$8,000 | \$0 | \$8,000 |
| 9616 Bond Issue Expense | \$324,618 | \$190,913 | \$0 | \$0 | \$0 | \$0 |
| 9660 Principal-Lease | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| DEBT SERVICE SUBTOTAL | \$8,130,445 | \$8,920,638 | \$8,597,238 | \$11,952,293 | \$0 | \$11,952,293 |
| TOTAL 0006-6000 | \$8,138,870 | \$8,930,638 | \$8,607,438 | \$11,962,293 | \$0 | \$11,962,293 |



City of Conroe

Schedule of Requirements

All Water and Sewer Debt

| Fiscal Year | Bonds Outstanding | Principal Requirements | Interest Requirements | Total Requirements |
|--------------------|------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| 2018-19 | \$ 206,585,000 | \$ 5,150,000 | \$ 6,794,293 | \$ 11,944,293 |
| 2019-20 | 201,435,000 | 6,800,000 | 8,199,393 | 14,999,393 |
| 2020-21 | 194,635,000 | 7,300,000 | 7,949,111 | 15,249,111 |
| 2021-22 | 187,335,000 | 7,825,000 | 7,671,499 | 15,496,499 |
| 2022-23 | 179,510,000 | 8,645,000 | 7,354,274 | 15,999,274 |
| 2023-24 | 170,865,000 | 9,785,000 | 6,961,280 | 16,746,280 |
| 2024-25 | 161,080,000 | 10,615,000 | 6,532,386 | 17,147,386 |
| 2025-26 | 150,465,000 | 11,060,000 | 6,089,393 | 17,149,393 |
| 2026-27 | 139,405,000 | 11,525,000 | 5,622,271 | 17,147,271 |
| 2027-28 | 127,880,000 | 12,010,000 | 5,137,830 | 17,147,830 |
| 2028-29 | 115,870,000 | 12,515,000 | 4,631,959 | 17,146,959 |
| 2029-30 | 103,355,000 | 13,045,000 | 4,104,181 | 17,149,181 |
| 2030-31 | 90,310,000 | 13,600,000 | 3,547,941 | 17,147,941 |
| 2031-32 | 76,710,000 | 10,965,000 | 3,033,125 | 13,998,125 |
| 2032-33 | 65,745,000 | 10,920,000 | 2,579,116 | 13,499,116 |
| 2033-34 | 54,825,000 | 10,115,000 | 2,131,256 | 12,246,256 |
| 2034-35 | 44,710,000 | 10,060,000 | 1,689,619 | 11,749,619 |
| 2035-36 | 34,650,000 | 9,480,000 | 1,265,681 | 10,745,681 |
| 2036-37 | 25,170,000 | 8,615,000 | 880,938 | 9,495,938 |
| 2037-38 | 16,555,000 | 8,985,000 | 510,725 | 9,495,725 |
| 2038-39 | 7,570,000 | 7,570,000 | 160,863 | 7,730,863 |
| TOTAL | | \$ 206,585,000 | \$ 92,847,131 | \$ 299,432,131 |



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2009 Water and Sewer System Revenue Bonds
Date of Issue: September 1, 2009
Purpose: Construction of Water Wells #19, #20, #21, & #22; various waterline rehabs, various sewerline construction related to the Sanitary Sewer Overflow initiative (SSOI), sewerline rehab at Alligator Creek, and the purchase of the Southwind Ridge Water System.

Amount Issued: \$ 7,350,000
Amount Outstanding: \$ 5,170,000
Paying Agent: Bank of New York
Payments: November 15th (P) & May 15th

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 3.500 | \$ 315,000 | \$ 203,136 | \$ 518,136 |
| 2019-20 | 3.500 | 325,000 | 191,936 | 516,936 |
| 2020-21 | 3.500 | 335,000 | 180,386 | 515,386 |
| 2021-22 | 4.000 | 345,000 | 167,624 | 512,624 |
| 2022-23 | 4.000 | 360,000 | 153,524 | 513,524 |
| 2023-24 | 4.000 | 375,000 | 138,824 | 513,824 |
| 2024-25 | 4.000 | 390,000 | 123,524 | 513,524 |
| 2025-26 | 4.000 | 410,000 | 107,524 | 517,524 |
| 2026-27 | 4.125 | 425,000 | 90,558 | 515,558 |
| 2027-28 | 4.250 | 440,000 | 72,443 | 512,443 |
| 2028-29 | 4.300 | 460,000 | 53,203 | 513,203 |
| 2029-30 | 4.375 | 485,000 | 32,703 | 517,703 |
| 2030-31 | 4.375 | 505,000 | 11,047 | 516,047 |
| Total | | \$ 5,170,000 | \$ 1,526,431 | \$ 6,696,431 |



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2010 Water and Sewer System Revenue Bonds

Date of Issue: September 1, 2010

Purpose: Construction of Water Wells #21, #22, & #23; Water Well #8 (Skytop) rehabilitation; upgrade of the Southwind Ridge Water System; Shadow Lakes Subdivision, FM 830, and Longmire annexation waterlines; water well rehabilitations; LaSalle and White Oak Ph. IV sewer lines; the Sanitary Sewer Overflow Initiative (SSOI); and liftstation removal.

Amount Issued: \$ 15,715,000

Amount Outstanding: \$ 11,290,000

Paying Agent: Bank of New York

Payments: November 15th (P) & May 15th

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2018-19 | 3.000 | \$ 695,000 | \$ 412,075 | \$ 1,107,075 |
| 2019-20 | 3.000 | 715,000 | 390,925 | 1,105,925 |
| 2020-21 | 3.000 | 740,000 | 369,100 | 1,109,100 |
| 2021-22 | 3.000 | 760,000 | 346,600 | 1,106,600 |
| 2022-23 | 4.000 | 790,000 | 319,400 | 1,109,400 |
| 2023-24 | 4.000 | 820,000 | 287,200 | 1,107,200 |
| 2024-25 | 4.000 | 855,000 | 253,700 | 1,108,700 |
| 2025-26 | 4.000 | 890,000 | 218,800 | 1,108,800 |
| 2026-27 | 4.000 | 925,000 | 182,500 | 1,107,500 |
| 2027-28 | 4.000 | 965,000 | 144,700 | 1,109,700 |
| 2028-29 | 4.000 | 1,005,000 | 105,300 | 1,110,300 |
| 2029-30 | 4.000 | 1,045,000 | 64,300 | 1,109,300 |
| 2030-31 | 4.000 | 1,085,000 | 21,700 | 1,106,700 |
| Total | | \$ 11,290,000 | \$ 3,116,300 | \$ 14,406,300 |



City of Conroe Water and Sewer Debt Requirements

Description: Series 2011 Water and Sewer System Revenue Bonds
Date of Issue: September 1, 2011
Purpose: Acquisition of Crighton Ridge Water & Sewer System; construction of Pine Springs subdivision sewer line; the Sanitary Sewer Overflow Initiative (SSOI).
Amount Issued: \$ 5,160,000
Amount Outstanding: \$ 3,925,000
Paying Agent: Bank of New York
Payments: November 15th (P) & May 15th

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 3.000 | \$ 220,000 | \$ 142,775 | \$ 362,775 |
| 2019-20 | 3.000 | 230,000 | 136,025 | 366,025 |
| 2020-21 | 3.000 | 235,000 | 129,050 | 364,050 |
| 2021-22 | 3.000 | 245,000 | 121,850 | 366,850 |
| 2022-23 | 4.000 | 250,000 | 113,175 | 363,175 |
| 2023-24 | 3.500 | 260,000 | 103,625 | 363,625 |
| 2024-25 | 3.500 | 270,000 | 94,350 | 364,350 |
| 2025-26 | 3.750 | 280,000 | 84,375 | 364,375 |
| 2026-27 | 4.000 | 290,000 | 73,325 | 363,325 |
| 2027-28 | 4.000 | 305,000 | 61,425 | 366,425 |
| 2028-29 | 4.000 | 315,000 | 49,025 | 364,025 |
| 2029-30 | 4.125 | 330,000 | 35,919 | 365,919 |
| 2030-31 | 4.125 | 340,000 | 22,100 | 362,100 |
| 2031-32 | 4.250 | 355,000 | 7,544 | 362,544 |
| Total | | \$ 3,925,000 | \$ 1,174,563 | \$ 5,099,563 |



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2012 Water and Sewer System Revenue Bonds
Date of Issue: September 13, 2012
Purpose: Upgrade of Crighton Ridge fireline hydrant; construction of various water and sewer lines; FM 3083 water line upgrade; Water Well No. 23 & Storage Tank; Water Well No. 24; Sanitary Sewer Overflow Initiative (SSOI); Teaswood lift station renewal; SCADA for lift stations; and existing sewer plant rehab (phase II); Panorama/Shenandoah Catahoula water well.

Amount Issued: \$ 18,130,000
Amount Outstanding: \$ 14,820,000
Paying Agent: Bank of New York
Payments: November 15th (P) & May 15th

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2018-19 | 4.000 | \$ 735,000 | \$ 534,988 | \$ 1,269,988 |
| 2019-20 | 4.000 | 765,000 | 504,988 | 1,269,988 |
| 2020-21 | 4.000 | 800,000 | 473,688 | 1,273,688 |
| 2021-22 | 4.500 | 830,000 | 439,013 | 1,269,013 |
| 2022-23 | 5.000 | 870,000 | 398,588 | 1,268,588 |
| 2023-24 | 5.000 | 915,000 | 353,963 | 1,268,963 |
| 2024-25 | 3.000 | 955,000 | 315,513 | 1,270,513 |
| 2025-26 | 4.000 | 990,000 | 280,138 | 1,270,138 |
| 2026-27 | 4.000 | 1,030,000 | 239,738 | 1,269,738 |
| 2027-28 | 3.250 | 1,065,000 | 201,831 | 1,266,831 |
| 2028-29 | 3.500 | 1,105,000 | 165,188 | 1,270,188 |
| 2029-30 | 3.000 | 1,140,000 | 128,750 | 1,268,750 |
| 2030-31 | 3.000 | 1,180,000 | 93,950 | 1,273,950 |
| 2031-32 | 3.125 | 1,205,000 | 57,422 | 1,262,422 |
| 2032-33 | 3.125 | 1,235,000 | 19,297 | 1,254,297 |
| Total | | \$ 14,820,000 | \$ 4,207,050 | \$ 19,027,050 |



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2013 Water and Sewer System Revenue Bonds
Date of Issue: September 26, 2013
Purpose: Construction of waterlines at White Oak Manor and B52 Brewery; SCADA for lift stations; construction of sewer lines at LaSalle to League Line, MUD #95 Sanitary Sewer, FM 1314 Developer Agreement and B52 Brewery; WWTP-Existing Plant Rehab Phase 2.

Amount Issued: \$ 6,790,000
Amount Outstanding: \$ 5,740,000
Paying Agent: Bank of New York
Payments: November 15th (P) & May 15th

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2018-19 | 2.000 | \$ 275,000 | \$ 208,169 | \$ 483,169 |
| 2019-20 | 2.500 | 285,000 | 202,569 | 487,569 |
| 2020-21 | 3.000 | 290,000 | 196,094 | 486,094 |
| 2021-22 | 3.000 | 295,000 | 188,044 | 483,044 |
| 2022-23 | 4.000 | 305,000 | 179,044 | 484,044 |
| 2023-24 | 4.000 | 315,000 | 168,169 | 483,169 |
| 2024-25 | 4.000 | 330,000 | 155,269 | 485,269 |
| 2025-26 | 4.000 | 345,000 | 141,769 | 486,769 |
| 2026-27 | 4.000 | 355,000 | 127,769 | 482,769 |
| 2027-28 | 4.000 | 370,000 | 113,269 | 483,269 |
| 2028-29 | 4.000 | 385,000 | 98,169 | 483,169 |
| 2029-30 | 4.000 | 405,000 | 82,369 | 487,369 |
| 2030-31 | 4.000 | 420,000 | 65,869 | 485,869 |
| 2031-32 | 4.125 | 435,000 | 48,497 | 483,497 |
| 2032-33 | 4.250 | 455,000 | 29,856 | 484,856 |
| 2033-34 | 4.250 | 475,000 | 10,094 | 485,094 |
| Total | | \$ 5,740,000 | \$ 2,015,016 | \$ 7,755,016 |



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2014 Water and Sewer System Revenue Bonds
Date of Issue: August 28, 2014
Purpose: Construction of: Water Plant - Panorama/Shenandoah Catahoula Well & Water Well No. 23 & Storage Tank; Water & Sewer Line - Anderson Crossing Road - Phase 1; Water & Sewer Line - MUD #95 (SH242) Water Extension; Water & Sewer Line - 3083 Property Inc. DPA (Fuel Maxx); Water Line - FM 1488 Phase 1 & Stewart's Forest; Treatment Plant – Existing Plant Rehab (Phase II) & Construction of New Plant (Phase IV); SSOI Program; Sewer Line - Live Oak Creek (SSOI), White Oak Creek (SSOI), & LaSalle to League Line; Sewer Lift Station - Teaswood Lift Station Removal.

Amount Issued: \$ 17,130,000
Amount Outstanding: \$ 15,265,000
Paying Agent: Bank of New York
Payments: November 15th (P) & May 15th

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2018-19 | 2.000 | \$ 645,000 | \$ 630,575 | \$ 1,275,575 |
| 2019-20 | 2.000 | 660,000 | 617,525 | 1,277,525 |
| 2020-21 | 4.000 | 680,000 | 597,325 | 1,277,325 |
| 2021-22 | 4.000 | 705,000 | 569,625 | 1,274,625 |
| 2022-23 | 5.000 | 740,000 | 537,025 | 1,277,025 |
| 2023-24 | 5.000 | 780,000 | 499,025 | 1,279,025 |
| 2024-25 | 5.000 | 815,000 | 459,150 | 1,274,150 |
| 2025-26 | 4.000 | 855,000 | 421,675 | 1,276,675 |
| 2026-27 | 4.000 | 890,000 | 386,775 | 1,276,775 |
| 2027-28 | 3.000 | 920,000 | 355,175 | 1,275,175 |
| 2028-29 | 3.000 | 950,000 | 327,125 | 1,277,125 |
| 2029-30 | 3.125 | 980,000 | 297,563 | 1,277,563 |
| 2030-31 | 5.000 | 1,020,000 | 256,750 | 1,276,750 |
| 2031-32 | 5.000 | 1,070,000 | 204,500 | 1,274,500 |
| 2032-33 | 5.000 | 1,125,000 | 149,625 | 1,274,625 |
| 2033-34 | 5.000 | 1,185,000 | 91,875 | 1,276,875 |
| 2034-35 | 5.000 | 1,245,000 | 31,125 | 1,276,125 |
| Total | | \$ 15,265,000 | \$ 6,432,438 | \$ 21,697,438 |



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2015 Water and Sewer System Revenue Bonds
Date of Issue: August 27, 2015
Purpose: Construction of: Water Line MUD #95 Water Extension; Water Plant Water Well #23 & Storage Tank; Water Plant Panorama/Shenandoah Catahoula Water Well; Water Line Thousand Trails Resort; Water Line Robinwood Subdivision Replacement; Water Line Rehab Milltown Area; Water Line Rehab 3rd Street, 1st Street, Montrose, Halo, Reaves Street; Treatment Plant Existing Plant Rehab Phase II; SSOI Program; Sewer Line MUD #95 Sanitary Sewer; Treatment Plant Construction of New Plant Phase IV; Sewer Line SH 242 and FM 1488; Sewer Line Plantation Dr Trunk Line; and Sewer Rehab SH 105/IH-45 Phase 2.

Amount Issued: \$ 14,400,000
Amount Outstanding: \$ 13,395,000
Paying Agent: Bank of New York
Payments: November 15th (P) & May 15th

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2018-19 | 3.000 | \$ 525,000 | \$ 529,219 | \$ 1,054,219 |
| 2019-20 | 4.000 | 545,000 | 510,544 | 1,055,544 |
| 2020-21 | 3.500 | 565,000 | 491,069 | 1,056,069 |
| 2021-22 | 5.000 | 585,000 | 469,531 | 1,054,531 |
| 2022-23 | 5.000 | 610,000 | 444,044 | 1,054,044 |
| 2023-24 | 5.000 | 645,000 | 412,669 | 1,057,669 |
| 2024-25 | 3.000 | 675,000 | 379,669 | 1,054,669 |
| 2025-26 | 3.000 | 705,000 | 352,219 | 1,057,219 |
| 2026-27 | 3.000 | 725,000 | 330,769 | 1,055,769 |
| 2027-28 | 3.000 | 745,000 | 308,719 | 1,053,719 |
| 2028-29 | 3.125 | 770,000 | 285,994 | 1,055,994 |
| 2029-30 | 4.000 | 795,000 | 262,022 | 1,057,022 |
| 2030-31 | 4.000 | 820,000 | 233,200 | 1,053,200 |
| 2031-32 | 4.000 | 855,000 | 199,700 | 1,054,700 |
| 2032-33 | 5.000 | 890,000 | 164,800 | 1,054,800 |
| 2033-34 | 5.000 | 930,000 | 123,750 | 1,053,750 |
| 2034-35 | 5.000 | 980,000 | 76,000 | 1,056,000 |
| 2035-36 | 5.000 | 1,030,000 | 25,750 | 1,055,750 |
| Total | | \$ 13,395,000 | \$ 5,599,666 | \$ 18,994,666 |



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2017B-1 Water and Sewer System Certificates of Obligation
Date of Issue: August 24, 2017
Purpose: Construction of: Water Line Rehab - Milltown Area & Woodway; Waterline - Thousand Trails; Water Well #23 and Storage Tank; Water Line - Robinwood Subdivision Replacement; Robinwood Water Well Replacement; Plant No. 19 1-Million Gallon Storage Tank and Pump Station; Water Line - 1st Street Replacement; Water Well #14 Ground Storage Tank Replacement; Water Extension MUD #95; Treatment Plant - Construction of New Plant (Phase IV); Treatment Plant - Design & Construction of Existing Plant (Rehab) Phase II; Sewer Line - Thousand Trails; Sewer Line - State Highway 242 and FM 1488; Sewer Line - Plantation Drive Trunk Line; Sewer Line - Live Oak Creek; Sewer Line - White Oak Creek; Sewer Rehab - Grand Central Park; Sewer Extension MUD #95.

Amount Issued: \$ 8,385,000
Amount Outstanding: \$ 7,185,000
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2018-19 | 2.000 | \$ 255,000 | \$ 269,100 | \$ 524,100 |
| 2019-20 | 2.000 | 260,000 | 263,950 | 523,950 |
| 2020-21 | 2.000 | 265,000 | 258,700 | 523,700 |
| 2021-22 | 2.000 | 270,000 | 253,350 | 523,350 |
| 2022-23 | 2.000 | 275,000 | 247,900 | 522,900 |
| 2023-24 | 5.000 | 285,000 | 238,025 | 523,025 |
| 2024-25 | 2.000 | 295,000 | 227,950 | 522,950 |
| 2025-26 | 4.000 | 305,000 | 218,900 | 523,900 |
| 2026-27 | 5.000 | 320,000 | 204,800 | 524,800 |
| 2027-28 | 5.000 | 335,000 | 188,425 | 523,425 |
| 2028-29 | 5.000 | 355,000 | 171,175 | 526,175 |
| 2029-30 | 5.000 | 370,000 | 153,050 | 523,050 |
| 2030-31 | 4.000 | 390,000 | 136,000 | 526,000 |
| 2031-32 | 4.000 | 405,000 | 120,100 | 525,100 |
| 2032-33 | 4.000 | 420,000 | 103,600 | 523,600 |
| 2033-34 | 4.000 | 440,000 | 86,400 | 526,400 |
| 2034-35 | 4.000 | 455,000 | 68,500 | 523,500 |
| 2035-36 | 4.000 | 475,000 | 49,900 | 524,900 |
| 2036-37 | 4.000 | 495,000 | 30,500 | 525,500 |
| 2037-38 | 4.000 | 515,000 | 10,300 | 525,300 |
| Total | | \$ 7,185,000 | \$ 3,300,625 | \$ 10,485,625 |



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2017B-2 Water and Sewer System Certificates of Obligation
Date of Issue: August 24, 2017
Purpose: Construction of: Water Line Rehab - Milltown Area & Woodway; Water Well #23 and Storage Tank; Robinwood Water Well Replacement; Water Well #14 Ground Storage Tank Replacement; Water-well - Little Egypt; Treatment Plant - Construction of New Plant (Phase IV); Sewer Line - State Highway 242 and FM 1488; Treatment Plant - Outfall Relocation; Sewer Rehab - SH 105/IH-45 Phase 2.

Amount Issued: \$ 16,805,000
Amount Outstanding: \$ 14,405,000
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2018-19 | 2.000 | \$ 510,000 | \$ 539,300 | \$ 1,049,300 |
| 2019-20 | 2.000 | 520,000 | 529,000 | 1,049,000 |
| 2020-21 | 2.000 | 535,000 | 518,450 | 1,053,450 |
| 2021-22 | 2.000 | 545,000 | 507,650 | 1,052,650 |
| 2022-23 | 2.000 | 555,000 | 496,650 | 1,051,650 |
| 2023-24 | 5.000 | 575,000 | 476,725 | 1,051,725 |
| 2024-25 | 2.000 | 595,000 | 456,400 | 1,051,400 |
| 2025-26 | 4.000 | 615,000 | 438,150 | 1,053,150 |
| 2026-27 | 5.000 | 640,000 | 409,850 | 1,049,850 |
| 2027-28 | 5.000 | 675,000 | 376,975 | 1,051,975 |
| 2028-29 | 5.000 | 705,000 | 342,475 | 1,047,475 |
| 2029-30 | 5.000 | 745,000 | 306,225 | 1,051,225 |
| 2030-31 | 4.000 | 775,000 | 272,100 | 1,047,100 |
| 2031-32 | 4.000 | 810,000 | 240,400 | 1,050,400 |
| 2032-33 | 4.000 | 845,000 | 207,300 | 1,052,300 |
| 2033-34 | 4.000 | 875,000 | 172,900 | 1,047,900 |
| 2034-35 | 4.000 | 915,000 | 137,100 | 1,052,100 |
| 2035-36 | 4.000 | 950,000 | 99,800 | 1,049,800 |
| 2036-37 | 4.000 | 990,000 | 61,000 | 1,051,000 |
| 2037-38 | 4.000 | 1,030,000 | 20,600 | 1,050,600 |
| Total | | \$ 14,405,000 | \$ 6,609,050 | \$ 21,014,050 |



City of Conroe Water and Sewer Debt Requirements

Description: Series 2018 Water and Sewer System Limited Tax Refunding Bonds
Date of Issue: May 24, 2018
Purpose: Refund of 2006, 2007, and 2008 Revenue Bonds and related issuance costs.

Amount Issued: \$ 17,340,000
Amount Outstanding: \$ 17,340,000
Paying Agent: Bank of New York
Payments: November 15th (P) & May 15th

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2018-19 | 3.000 | \$ 975,000 | \$ 732,079 | \$ 1,707,079 |
| 2019-20 | 4.000 | 980,000 | 717,000 | 1,697,000 |
| 2020-21 | 5.000 | 1,125,000 | 669,275 | 1,794,275 |
| 2021-22 | 5.000 | 1,185,000 | 622,775 | 1,807,775 |
| 2022-23 | 4.000 | 1,220,000 | 580,000 | 1,800,000 |
| 2023-24 | 4.000 | 1,270,000 | 530,200 | 1,800,200 |
| 2024-25 | 5.000 | 1,325,000 | 476,675 | 1,801,675 |
| 2025-26 | 5.000 | 1,380,000 | 414,050 | 1,794,050 |
| 2026-27 | 4.000 | 1,445,000 | 350,650 | 1,795,650 |
| 2027-28 | 5.000 | 1,515,000 | 283,875 | 1,798,875 |
| 2028-29 | 5.000 | 1,590,000 | 206,250 | 1,796,250 |
| 2029-30 | 5.000 | 1,665,000 | 124,875 | 1,789,875 |
| 2030-31 | 5.000 | 1,665,000 | 41,625 | 1,706,625 |
| Total | | \$ 17,340,000 | \$ 5,749,329 | \$ 23,089,329 |



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2018B Water and Sewer System Certificates of Obligation (Proposed)

Date of Issue: TBD

Purpose: Construction of: Water Line Relocate - Longmire Road Phase 2B; Jasper Water Well & Tank Rehab – Robinwood; Water Line Extension - SH 105 West; Jasper Water Well & Ground Storage Tank - FM 1488; Water Line Extension - Sgt Ed Holcomb; Water Line Extension – Camelot; Jasper Water Well - SH 105 West; Water Line Rehab - Lewis, Roberson, Dallas, and Palestine; Water Line Extension - Water Well No. 24 Blending; Water Line Rehab - West View and Montgomery Park Boulevard; Water Line Rehab - Academy Drive and Pozos Area; Water Line Extension - Seven Coves SH 75 to Farrel; Cooling Towers – Panorama; Decommission Elevated Storage Tank No. 5; Water Line Rehab - 3rd Street; Water Line Rehab - Adkins Area; Water Line Extension - FM 830 to Chase Run; Sewer Rehab - SH 105/IH-45 Phase II; Sewer Line - Lift Station Exp & Gravity Sewer Main-State Hwy 242 & FM 1488; SSOI Program; Treatment Plant - Construction of New Plant (Phase IV); Sewer Rehab - SH 105/IH-45 Phase III; Sewer Rehab - River Pointe Area; Lift Station Replacement - Pebble Glen #3; Lift Station Replacement - Pebble Glen #2; Lift Station & Force Main - Muse Tract to Beech Road; Lift Station & Force Main - Chapel Hill to April Sound; Sewer Rehab - Forest Estates and Wroxton; Force Main - Carl Barton; Lift Station Replacement - Longmire Point.

Amount Issued: \$ 98,050,000

Amount Outstanding: \$ 98,050,000

Paying Agent: TBD

Payments: March 1st (P) & September 1st

| Principal and Interest Requirements | | | | | |
|-------------------------------------|---------------|------------------------|-----------------------|-----------------------|--|
| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements | |
| 2018-19 | 4.250 | \$ - | \$ 2,592,878 | \$ 2,592,878 | |
| 2019-20 | 4.250 | 1,515,000 | 4,134,931 | 5,649,931 | |
| 2020-21 | 4.250 | 1,730,000 | 4,065,975 | 5,795,975 | |
| 2021-22 | 4.250 | 2,060,000 | 3,985,438 | 6,045,438 | |
| 2022-23 | 4.250 | 2,670,000 | 3,884,925 | 6,554,925 | |
| 2023-24 | 4.250 | 3,545,000 | 3,752,856 | 7,297,856 | |
| 2024-25 | 4.250 | 4,110,000 | 3,590,188 | 7,700,188 | |
| 2025-26 | 4.250 | 4,285,000 | 3,411,794 | 7,696,794 | |
| 2026-27 | 4.250 | 4,480,000 | 3,225,538 | 7,705,538 | |
| 2027-28 | 4.250 | 4,675,000 | 3,030,994 | 7,705,994 | |
| 2028-29 | 4.250 | 4,875,000 | 2,828,056 | 7,703,056 | |
| 2029-30 | 4.250 | 5,085,000 | 2,616,406 | 7,701,406 | |
| 2030-31 | 4.250 | 5,400,000 | 2,393,600 | 7,793,600 | |
| 2031-32 | 4.250 | 5,830,000 | 2,154,963 | 7,984,963 | |
| 2032-33 | 4.250 | 5,950,000 | 1,904,638 | 7,854,638 | |
| 2033-34 | 4.250 | 6,210,000 | 1,646,238 | 7,856,238 | |
| 2034-35 | 4.250 | 6,465,000 | 1,376,894 | 7,841,894 | |
| 2035-36 | 4.250 | 7,025,000 | 1,090,231 | 8,115,231 | |
| 2036-37 | 4.250 | 7,130,000 | 789,438 | 7,919,438 | |
| 2037-38 | 4.250 | 7,440,000 | 479,825 | 7,919,825 | |
| 2038-39 | 4.250 | 7,570,000 | 160,863 | 7,730,863 | |
| Total | | \$ 98,050,000 | \$ 53,116,665 | \$ 151,166,665 | |



CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) DEBT SERVICE FUND



FY 18-19 Budget Summary

Conroe Industrial Development Corporation

Debt Service Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|---------------------|---------------------|----------------------|---------------------|--------------------------|----------------------|---------------------|------------------|
| Beginning Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | N/A |
| CIDC Debt Service Revenues: | | | | | | | | |
| Revenues | \$ 2,520,819 | \$ 3,666,467 | \$ 3,645,748 | \$ 5,247,941 | \$ - | \$ 5,247,941 | \$ 1,581,474 | 43.1% |
| Total Revenues | \$ 2,520,819 | \$ 3,666,467 | \$ 3,645,748 | \$ 5,247,941 | \$ - | \$ 5,247,941 | \$ 1,581,474 | 43.1% |
| Total Resources: | \$ - | \$ 3,666,467 | \$ 3,645,748 | \$ 5,247,941 | \$ - | \$ 5,247,941 | \$ 1,581,474 | 43.1% |
| CIDC Debt Service Expenditures: | | | | | | | | |
| CIDC Debt | \$ 2,495,741 | \$ 3,666,467 | \$ 3,645,748 | \$ 5,247,941 | \$ - | \$ 5,247,941 | \$ 1,581,474 | 43.1% |
| Total Expenditures | \$ 2,495,741 | \$ 3,666,467 | \$ 3,645,748 | \$ 5,247,941 | \$ - | \$ 5,247,941 | \$ 1,581,474 | 43.1% |
| New Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |

Breakdown of Transfer In:

| | |
|-------------------------|---------------------|
| CIDC Rev. Clearing Fund | \$ 5,247,941 |
| Total | \$ 5,247,941 |



CITY OF CONROE
FY 2018-2019
0009-0001

BUDGET LINE ITEMS

FUND: CIDC DEBT SERVICE

DEPARTMENT: DEBT SERVICE

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|---------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6010 Interest on Investments | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| INVESTMENT INCOME SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6112 Other Fin - Proceeds of Ref Bond | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6113 Other Sources - Bond Premium | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| MISCELLANEOUS REVENUE SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$2,520,819 | \$3,666,467 | \$3,645,748 | \$5,247,941 | \$0 | \$5,247,941 |
| TRANSFERS IN SUBTOTAL | \$2,520,819 | \$3,666,467 | \$3,645,748 | \$5,247,941 | \$0 | \$5,247,941 |
| TOTAL 0009-0001 | \$2,520,819 | \$3,666,467 | \$3,645,748 | \$5,247,941 | \$0 | \$5,247,941 |



CITY OF CONROE
FY 2018-2019
0009-9200

BUDGET LINE ITEMS

FUND: CIDC DEBT SERVICE DEPARTMENT: DEBT SERVICE DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 8060 Contract Services | \$3,675 | \$0 | \$5,250 | \$5,500 | \$0 | \$5,500 |
| CONTRACTUAL SUBTOTAL | \$3,675 | \$0 | \$5,250 | \$5,500 | \$0 | \$5,500 |
| 8520 Transfer Out | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS OUT SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9600 Principal | \$1,240,000 | \$2,145,000 | \$2,145,000 | \$3,010,000 | \$0 | \$3,010,000 |
| 9610 Interest | \$1,250,816 | \$1,409,091 | \$1,409,091 | \$2,141,091 | \$0 | \$2,141,091 |
| 9615 Fees | \$1,250 | \$30,900 | \$1,300 | \$1,350 | \$0 | \$1,350 |
| 9616 Bond Issue Expense | \$0 | \$81,476 | \$85,107 | \$90,000 | \$0 | \$90,000 |
| 9621 Other Fin - Pmt Ref Bd Escrow | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| DEBT SERVICE SUBTOTAL | \$2,492,066 | \$3,666,467 | \$3,640,498 | \$5,242,441 | \$0 | \$5,242,441 |
| TOTAL 0009-9200 | \$2,495,741 | \$3,666,467 | \$3,645,748 | \$5,247,941 | \$0 | \$5,247,941 |



City of Conroe

Schedule of Requirements

All Conroe Industrial Development Corporation

Sales Tax Bonds

| Fiscal Year | Bonds Outstanding | | Principal | | Interest | | Total |
|------------------------|------------------------------|-----------|-------------------|-----------|-------------------|-----------|-------------------|
| 2018-19 | \$ 55,970,000 | \$ | 3,010,000 | \$ | 2,141,091 | \$ | 5,151,091 |
| 2019-20 | 52,960,000 | | 3,140,000 | | 2,014,758 | | 5,154,758 |
| 2020-21 | 49,820,000 | | 3,270,000 | | 1,882,722 | | 5,152,722 |
| 2021-22 | 46,550,000 | | 3,410,000 | | 1,745,020 | | 5,155,020 |
| 2022-23 | 43,140,000 | | 3,550,000 | | 1,604,749 | | 5,154,749 |
| 2023-24 | 39,590,000 | | 3,685,000 | | 1,470,741 | | 5,155,741 |
| 2024-25 | 35,905,000 | | 3,820,000 | | 1,331,519 | | 5,151,519 |
| 2025-26 | 32,085,000 | | 3,965,000 | | 1,187,170 | | 5,152,170 |
| 2026-27 | 28,120,000 | | 4,100,000 | | 1,055,186 | | 5,155,186 |
| 2027-28 | 24,020,000 | | 4,235,000 | | 918,593 | | 5,153,593 |
| 2028-29 | 19,785,000 | | 4,375,000 | | 777,391 | | 5,152,391 |
| 2029-30 | 15,410,000 | | 4,535,000 | | 616,037 | | 5,151,037 |
| 2030-31 | 10,875,000 | | 3,800,000 | | 448,614 | | 4,248,614 |
| 2031-32 | 7,075,000 | | 3,950,000 | | 294,887 | | 4,244,887 |
| 2032-33 | 3,125,000 | | 3,125,000 | | 135,000 | | 3,260,000 |
| TOTAL | | \$ | 55,970,000 | \$ | 17,623,480 | \$ | 73,593,480 |



City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Revenue & Refunding Bonds, Series 2012
(New Money Portion)

Date of Issue: October 18, 2012

Purpose: Install infrastructure and improve property to be used for development of an industrial park & technology park important to the economic growth and development of the City and its residents.

Amount Issued: \$ 13,080,000

Amount Outstanding: \$ 11,665,000

Paying Agent: Bank of New York

Payments: March 1st & September 1st (P)

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2018-19 | 5.000 | \$ 635,000 | \$ 435,631 | \$ 1,070,631 |
| 2019-20 | 5.000 | 665,000 | 403,881 | 1,068,881 |
| 2020-21 | 5.000 | 700,000 | 370,631 | 1,070,631 |
| 2021-22 | 5.000 | 720,000 | 335,631 | 1,055,631 |
| 2022-23 | 4.000 | 770,000 | 299,631 | 1,069,631 |
| 2023-24 | 4.000 | 795,000 | 268,831 | 1,063,831 |
| 2024-25 | 4.000 | 830,000 | 237,031 | 1,067,031 |
| 2025-26 | 3.000 | 865,000 | 203,831 | 1,068,831 |
| 2026-27 | 3.000 | 885,000 | 177,881 | 1,062,881 |
| 2027-28 | 3.000 | 915,000 | 151,331 | 1,066,331 |
| 2028-29 | 3.125 | 935,000 | 123,881 | 1,058,881 |
| 2029-30 | 3.125 | 970,000 | 94,663 | 1,064,663 |
| 2030-31 | 3.250 | 975,000 | 64,350 | 1,039,350 |
| 2031-32 | 3.250 | 1,005,000 | 32,663 | 1,037,663 |
| Total | | \$ 11,665,000 | \$ 3,199,869 | \$ 14,864,869 |



City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Revenue & Refunding Bonds, Series 2012
(Refunding Portion)

Date of Issue: October 18, 2012

Purpose: Refund the 2008 Sales Tax Revenue Bonds, which were used to acquire and improve property to be used for development of an industrial park important to the economic growth and development of the City and its residents.

Amount Issued: \$ 12,305,000

Amount Outstanding: \$ 8,520,000

Paying Agent: Bank of New York

Payments: March 1st & September 1st (P)

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2018-19 | 5.000 | \$ 690,000 | \$ 337,900 | \$ 1,027,900 |
| 2019-20 | 5.000 | 725,000 | 303,400 | 1,028,400 |
| 2020-21 | 5.000 | 760,000 | 267,150 | 1,027,150 |
| 2021-22 | 5.000 | 810,000 | 229,150 | 1,039,150 |
| 2022-23 | 4.000 | 840,000 | 192,250 | 1,032,250 |
| 2023-24 | 4.000 | 875,000 | 158,650 | 1,033,650 |
| 2024-25 | 4.000 | 905,000 | 123,650 | 1,028,650 |
| 2025-26 | 3.000 | 940,000 | 87,450 | 1,027,450 |
| 2026-27 | 3.000 | 975,000 | 59,250 | 1,034,250 |
| 2027-28 | 3.000 | 1,000,000 | 30,000 | 1,030,000 |
| Total | | \$ 8,520,000 | \$ 1,788,850 | \$ 10,308,850 |



City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Refunding Bonds, Series 2016
(Taxable)

Date of Issue: June 14, 2016

Purpose: Refund the 2011 Sales Tax Revenue Bonds, which were used for development of an industrial park & technology park important to the economic growth and development of the City and its residents.

Amount Issued: \$ 13,815,000

Amount Outstanding: \$ 12,560,000

Paying Agent: Bank of Texas

Payments: March 1st & September 1st (P)

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2018-19 | 2.900 | \$ 895,000 | \$ 364,240 | \$ 1,259,240 |
| 2019-20 | 2.900 | 920,000 | 338,285 | 1,258,285 |
| 2020-21 | 2.900 | 950,000 | 311,605 | 1,261,605 |
| 2021-22 | 2.900 | 975,000 | 284,055 | 1,259,055 |
| 2022-23 | 2.900 | 1,000,000 | 255,780 | 1,255,780 |
| 2023-24 | 2.900 | 1,030,000 | 226,780 | 1,256,780 |
| 2024-25 | 2.900 | 1,065,000 | 196,910 | 1,261,910 |
| 2025-26 | 2.900 | 1,090,000 | 166,025 | 1,256,025 |
| 2026-27 | 2.900 | 1,125,000 | 134,415 | 1,259,415 |
| 2027-28 | 2.900 | 1,160,000 | 101,790 | 1,261,790 |
| 2028-29 | 2.900 | 1,160,000 | 68,150 | 1,228,150 |
| 2029-30 | 2.900 | 1,190,000 | 34,510 | 1,224,510 |
| Total | | \$ 12,560,000 | \$ 2,482,545 | \$ 15,042,545 |



City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Revenue Bonds, Series 2018 (Taxable)
Date of Issue: May 24, 2018
Purpose: To purchase approximately 610 acres out of the William Starrock Survey, Abstract 486, Montgomery County, Texas, of land adjacent to the existing Conroe Park North Industrial Park for the expansion of the industrial park.

Amount Issued: \$ 23,160,000
Amount Outstanding: \$ 23,225,000
Paying Agent: Bank of New York
Payments: March 1st & September 1st (P)

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2018-19 | 4.320 | \$ 790,000 | \$ 1,003,320 | \$ 1,793,320 |
| 2019-20 | 4.320 | 830,000 | 969,192 | 1,799,192 |
| 2020-21 | 4.320 | 860,000 | 933,336 | 1,793,336 |
| 2021-22 | 4.320 | 905,000 | 896,184 | 1,801,184 |
| 2022-23 | 4.320 | 940,000 | 857,088 | 1,797,088 |
| 2023-24 | 4.320 | 985,000 | 816,480 | 1,801,480 |
| 2024-25 | 4.320 | 1,020,000 | 773,928 | 1,793,928 |
| 2025-26 | 4.320 | 1,070,000 | 729,864 | 1,799,864 |
| 2026-27 | 4.320 | 1,115,000 | 683,640 | 1,798,640 |
| 2027-28 | 4.320 | 1,160,000 | 635,472 | 1,795,472 |
| 2028-29 | 4.320 | 2,280,000 | 585,360 | 2,865,360 |
| 2029-30 | 4.320 | 2,375,000 | 486,864 | 2,861,864 |
| 2030-31 | 4.320 | 2,825,000 | 384,264 | 3,209,264 |
| 2031-32 | 4.320 | 2,945,000 | 262,224 | 3,207,224 |
| 2032-33 | 4.320 | 3,125,000 | 135,000 | 3,260,000 |
| Total | | \$ 23,225,000 | \$ 10,152,216 | \$ 33,377,216 |





(This page intentionally left blank.)



CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) REVENUE CLEARING FUND



FY 18-19 Budget Summary

Conroe Industrial Development Corporation

Revenue Clearing Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|----------------------|----------------------|----------------------|----------------------|--------------------------|----------------------|-------------------|------------------|
| Beginning Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | N/A |
| CIDC Revenue Clearing Revenues: | | | | | | | | |
| Revenues | \$ 10,717,053 | \$ 10,920,962 | \$ 11,713,734 | \$ 11,752,066 | \$ - | \$ 11,752,066 | \$ 831,104 | 7.6% |
| Total Revenues | \$ 10,717,053 | \$ 10,920,962 | \$ 11,713,734 | \$ 11,752,066 | \$ - | \$ 11,752,066 | \$ 831,104 | 7.6% |
| Total Resources: | \$ 10,920,962 | \$ 11,713,734 | \$ 11,752,066 | \$ - | \$ 11,752,066 | \$ 831,104 | \$ 831,104 | 7.6% |
| CIDC Revenue Clearing Expenditures: | | | | | | | | |
| Revenue Clearing | \$ 10,791,211 | \$ 10,920,962 | \$ 11,713,734 | \$ 11,752,066 | \$ - | \$ 11,752,066 | \$ 831,104 | 7.6% |
| Total Expenditures | \$ 10,791,211 | \$ 10,920,962 | \$ 11,713,734 | \$ 11,752,066 | \$ - | \$ 11,752,066 | \$ 831,104 | 7.6% |
| New Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Breakdown of Transfer Out: | | | | | | | | |
| | | | | \$ 5,247,941 | | | | |
| | | | | 6,504,125 | | | | |
| Total | | | | \$ 11,752,066 | | | | |



CITY OF CONROE
FY 2018-2019
0009-0002

BUDGET LINE ITEMS

FUND: CIDC REVENUE CLEARING

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|---------------------------------------|---------------------|---------------------|---------------------|---------------------|--------------|---------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 4040 Sales Tax | \$10,717,053 | \$10,920,962 | \$11,713,734 | \$11,752,066 | \$0 | \$11,752,066 |
| SALES TAX COLLECTIONS SUBTOTAL | \$10,717,053 | \$10,920,962 | \$11,713,734 | \$11,752,066 | \$0 | \$11,752,066 |
| TOTAL 0009-0002 | \$10,717,053 | \$10,920,962 | \$11,713,734 | \$11,752,066 | \$0 | \$11,752,066 |



CITY OF CONROE
FY 2018-2019
0009-9400

BUDGET LINE ITEMS

FUND: CIDC REVENUE CLEARING DEPARTMENT: CIDC DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|--------------|---------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 8520 Transfer Out | \$10,791,211 | \$10,920,962 | \$11,713,734 | \$11,752,066 | \$0 | \$11,752,066 |
| TRANSFERS OUT SUBTOTAL | \$10,791,211 | \$10,920,962 | \$11,713,734 | \$11,752,066 | \$0 | \$11,752,066 |
| TOTAL 0009-9400 | \$10,791,211 | \$10,920,962 | \$11,713,734 | \$11,752,066 | \$0 | \$11,752,066 |



CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) GENERAL FUND



FY 18-19 Budget Summary

Conroe Industrial Development Corporation

General Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|----------------------|----------------------|----------------------|----------------------|--------------------------|----------------------|---------------------|------------------|
| Beginning Fund Balance: | | \$ 27,365,552 | \$ 27,365,552 | \$ 25,257,201 | \$ - | \$ 25,257,201 | \$ - | 0.0% |
| CIDC General Fund Revenues: | | | | | | | | |
| Revenues | \$ 12,218,776 | \$ 7,293,641 | \$ 13,086,983 | \$ 6,815,146 | \$ - | \$ 6,815,146 | \$ (478,495) | -6.6% |
| Total Revenues | \$ 12,218,776 | \$ 7,293,641 | \$ 13,086,983 | \$ 6,815,146 | \$ - | \$ 6,815,146 | \$ (478,495) | -6.6% |
| Total Resources: | \$ - | \$ 34,659,193 | \$ 40,452,535 | \$ 32,072,347 | \$ - | \$ 32,072,347 | \$ (478,495) | -1.4% |
| CIDC General Fund Expenditures: | | | | | | | | |
| CIDC General Fund | \$ 3,822,287 | \$ 10,871,652 | \$ 10,039,593 | \$ 1,788,718 | \$ 11,903,221 | \$ 13,691,939 | \$ 2,820,287 | 25.9% |
| Total Expenditures | \$ 3,822,287 | \$ 10,871,652 | \$ 10,039,593 | \$ 1,788,718 | \$ 11,903,221 | \$ 13,691,939 | \$ 2,820,287 | 25.9% |
| Debt Service Reserve: | | \$ 5,155,741 | \$ 5,155,741 | \$ - | | \$ - | | |
| New Fund Balance: | | \$ 18,631,800 | \$ 25,257,201 | \$ 30,283,629 | | \$ 18,380,408 | | |
| Breakdown of Transfer In: | | | | | | | | |
| CIDC Rev. Clearing Fund | | | | | | \$ 6,504,125 | | |
| Total | | | | | | \$ 6,504,125 | | |
| Breakdown of Transfer Out: | | | | | | | | |
| W&S Debt Service Fund - Water Well debt | | | | | | \$ 196,971 | | |
| GO Debt Service Fund - Park debt | | | | | | 352,347 | | |
| Streets CIP Fund - Street Rehab - Conroe Park Dr and Pollok Dr (G59) | | | | | | 1,537,500 | | |
| Streets CIP Fund - Street Rehab - Pollok Drive (G60) | | | | | | 1,362,000 | | |
| Streets CIP Fund - Street Rehab - Conroe Park Drive (G61) | | | | | | 2,023,500 | | |
| Streets CIP Fund - Underground Utilities SH 105, IH45 to SH75 (TBD) | | | | | | 1,591,000 | | |
| Streets CIP Fund - Road Ext - Freedom Boulevard (G35) | | | | | | 434,000 | | |
| Parks CIP Fund - Aquatic Center Improvements | | | | | | 3,500,000 | | |
| Total | | | | | | \$ 10,997,318 | | |
| Breakdown of Economic Development Contracts: | | | | | | | | |
| <u>Incentive Agreements (10%)</u> | <u>Actual</u> | <u>Estimated</u> | <u>Budget</u> | | | | | |
| | <u>FY 16-17</u> | <u>FY 17-18</u> | <u>FY 18-19</u> | | | | | |
| Ball Corporation | \$ 3,197 | \$ 34,571 | \$ 49,467 | | | | | |
| Bauer | 191,673 | - | - | | | | | |
| Bauer Pileco | - | - | 52,667 | | | | | |
| Borden Milk #2 | 7,289 | - | - | | | | | |
| Borden Milk 2013 | 20,053 | 17,959 | 15,867 | | | | | |
| C&C Metals | 12,625 | 13,272 | 13,996 | | | | | |
| Energy Alloys, LLC | 83,177 | 97,707 | 107,413 | | | | | |
| Galdisa USA, Inc 2016 | - | - | 16,990 | | | | | |
| General Packaging 2015 | - | 18,334 | 18,737 | | | | | |
| Hempel USA | 9,853 | 12,686 | 45,491 | | | | | |
| HTTP | 17,531 | 17,791 | 18,067 | | | | | |
| Hunting Energy Services | 73,647 | 67,340 | - | | | | | |
| Industrial Components of Texas | - | - | 7,197 | | | | | |
| LUC Urethanes, Inc | 19,470 | 27,975 | 29,394 | | | | | |
| McKesson | 264,435 | 264,435 | 264,435 | | | | | |
| Medivators (Byrne Medical #2) | 6,108 | 6,221 | - | | | | | |
| Medivators (Byrne Medical #3) | 3,498 | 3,718 | 3,707 | | | | | |
| Neorig | - | - | - | | | | | |
| Newpark Drilling Fluids, LLC | 20,280 | 34,061 | 43,126 | | | | | |
| Professional Directional | 181,393 | 239,477 | 297,268 | | | | | |
| Protect Controls | 36,967 | 58,453 | 80,891 | | | | | |
| Sooner Container | 39,316 | 45,103 | 51,106 | | | | | |
| Stainless Structural | 71,346 | 72,560 | 73,799 | | | | | |
| Supra America, Inc - 2016 | - | 46,346 | 79,576 | | | | | |
| Telegistics - 2016 | - | 38,857 | 38,857 | | | | | |
| Texas Oil Tools (National Oil Well Varco) #2 | 103,897 | 104,840 | 105,843 | | | | | |
| Turbo Drill | - | 60,791 | 41,327 | | | | | |
| Available for Additional Incentives | - | - | - | | | | | |
| TOTAL ALL AGREEMENTS | \$ 1,165,755 | \$ 1,282,497 | \$ 1,455,221 | | | | | |



FY 18-19 Supplemental Requests Conroe Industrial Development Corporation (CIDC) General Fund

| Department/Division | ID | Dept Rank | Supplemental Request Title | Requested Amount ¹ | FY 17-18 Purchase ² | FY 18-19 Approved ³ | Type |
|-----------------------------|------|-----------|--|-------------------------------|--------------------------------|--------------------------------|------------------------------|
| 0009-9000 CIDC General Fund | 4353 | 1 | C I D C Incentives | \$ 1,455,221 | \$ - | \$ 1,455,221 | Non-discretionary Adjustment |
| 0009-9000 CIDC General Fund | 4364 | 2 | Road Extension - Freedom Boulevard, G35 | 434,000 | - | 434,000 | Non-discretionary Adjustment |
| 0009-9000 CIDC General Fund | 3243 | 3 | Street Rehab - Conroe Park Dr And Pollok Dr, G59 | 1,537,500 | - | 1,537,500 | Non-discretionary Adjustment |
| 0009-9000 CIDC General Fund | 3242 | 4 | Street Rehab - Pollok Drive, G60 | 1,362,000 | - | 1,362,000 | Non-discretionary Adjustment |
| 0009-9000 CIDC General Fund | 3236 | 5 | Street Rehab - Conroe Park Drive, G61 | 2,023,500 | - | 2,023,500 | Non-discretionary Adjustment |
| 0009-9000 CIDC General Fund | 4370 | 6 | Underground Utilities S H 105, I 45 To S H 75 | 1,591,000 | - | 1,591,000 | New Program |
| 0009-9000 CIDC General Fund | 4371 | 7 | Aquatic Center Improvements | 3,500,000 | - | 3,500,000 | New Program |
| CIDC Total | | | | \$ 11,903,221 | \$ - | \$ 11,903,221 | |

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 17-18 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. FY 18-19 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY17-18 Purchase or FY 18-19 Approved columns, then the supplemental request was not approved.



CITY OF CONROE
FY 2018-2019
0009-0000

BUDGET LINE ITEMS

FUND: CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC)

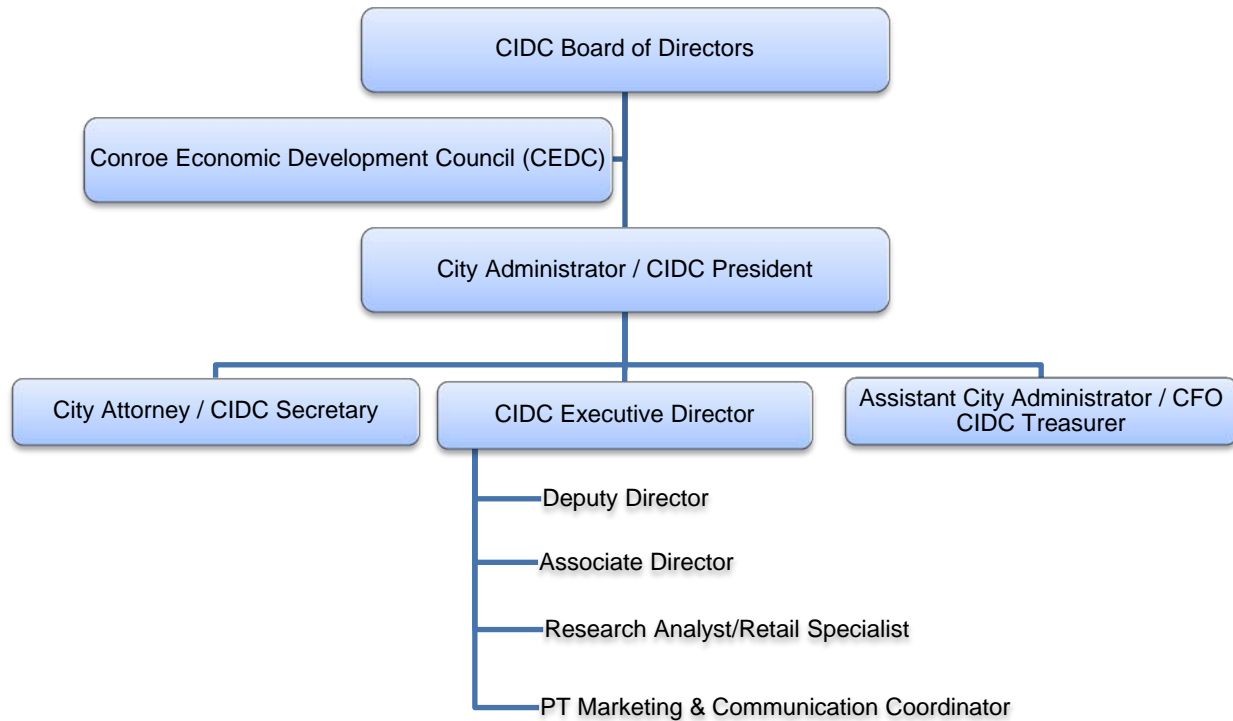
DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|---|---------------------|--------------------|---------------------|--------------------|--------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6010 Interest on Investments | \$158,641 | \$38,977 | \$307,941 | \$311,021 | \$0 | \$311,021 |
| INVESTMENT INCOME SUBTOTAL | \$158,641 | \$38,977 | \$307,941 | \$311,021 | \$0 | \$311,021 |
| 6015 FMV Adjustment - Investments | (\$22,530) | \$0 | \$0 | \$0 | \$0 | \$0 |
| NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL | (\$22,530) | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6030 Lease Income | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6035 Land Sales | \$3,812,271 | \$0 | \$4,710,887 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$0 | \$169 | \$169 | \$0 | \$0 | \$0 |
| MISCELLANEOUS REVENUE SUBTOTAL | \$3,812,271 | \$169 | \$4,711,056 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$8,270,394 | \$7,254,495 | \$8,067,986 | \$6,504,125 | \$0 | \$6,504,125 |
| TRANSFERS IN SUBTOTAL | \$8,270,394 | \$7,254,495 | \$8,067,986 | \$6,504,125 | \$0 | \$6,504,125 |
| TOTAL 0009-0000 | \$12,218,776 | \$7,293,641 | \$13,086,983 | \$6,815,146 | \$0 | \$6,815,146 |



Conroe Industrial Development Corporation



The Conroe Industrial Development Corporation (CIDC) is a Type B non-profit development corporation operating under Texas Local Government Code Chapters 501, 502 and 505. The corporation is operated under the supervision of the Conroe City Council and acts to promote economic development in the City of Conroe. Revenue from a one-half cent sales tax levied by the City for the benefit of the corporation provides incentive funding to attract new and expanded business in the City and has also funded the development of the CIDC owned Conroe Park North Industrial Park and the R. A. "Mickey" Deison Technology Park at Conroe-North Houston Regional Airport.

The CIDC is governed by a seven member board of directors.



Conroe Industrial Development Corporation

Accomplishments for FY 2017-2018

- ✓ Sold property in Conroe Park North
- ✓ Recruited businesses and facilitated expansions for Conroe Park North and elsewhere in the City of Conroe; continued marketing of Deison Technology Park
- ✓ Continued management of the economic development activity for the City of Conroe
- ✓ Distributed incentives for existing businesses for retention and expansion
- ✓ Represented City of Conroe at key marketing events
- ✓ Represented City of Conroe with key economic development organizations
- ✓ Promoted economic development for the City of Conroe through public speaking events
- ✓ Continued participation in recruitment trips and events with TxEDC (formerly TexasOne), Team Texas, the Greater Houston Partnership and other economic development allies
- ✓ Completed comprehensive branding and marketing re-alignment program
- ✓ Completed landscaping, maintenance and security enhancements to Deison Technology Park
- ✓ Managed the transition to a new Executive Director

Goals & Objectives for FY 2018-2019

- ❑ Sell property in Conroe Park North and Deison Technology Park (Ongoing)
- ❑ Recruit businesses for Conroe Park North and Deison Technology Park (Ongoing)
- ❑ Continue management of the economic development activity for the City of Conroe (Ongoing)
- ❑ Distribute incentives for existing businesses for retention and expansion in April 2019
- ❑ Represent City of Conroe at key marketing events throughout the year
- ❑ Represent City of Conroe with key economic development organizations throughout the year
- ❑ Promote economic development for the City of Conroe through public speaking events throughout the year
- ❑ Continue participation in recruitment trips and events with TxEDC (formerly TexasOne), Team Texas and the Greater Houston Partnership and further develop our marketing efforts per our marketing plan
- ❑ Continue implementation of Strategic Plan according to implementation matrix



City of Conroe General Fund

Conroe Industrial Development Corporation 0009-9000

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| CIDC Executive Director | 1 | 1 | 1 | 1 |
| CIDC Deputy Director | 1 | 1 | 1 | 1 |
| Associate Director | 1 | 1 | 1 | 1 |
| Research Analyst/Retail Specialist | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 4 | 4 | 4 | 4 |
| PT Marketing Intern (Hours) | 440 | 0 | 0 | 0 |
| PT Marketing & Communication Coordinator (Hours) | 0 | 999 | 999 | 999 |
| TOTAL PART TIME HOURS | 440 | 999 | 999 | 999 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Business Attraction | | | | |
| Number of businesses expanded or attracted | 5 | 6 | 3 | 3 |
| Number of jobs created by the projects | 251 | 318 | 140 | 140 |
| Investment attracted/facilitated | \$80.8M | \$72.59M | \$46M | \$46M |
| Average wages/salaries of jobs created | \$43,185 | \$70,696 | \$50,000 | \$50,000 |
| "Active" prospects in the pipeline | 4 | 5 | 6 | 6 |
| Cost-benefit analysis of proposed projects (ROI) | 40% | 48% | 40% | 40% |
| Incentives awarded for projects (number) | 4 | 4 | 3 | 3 |
| Total cash incentive value for new projects | \$1.2M | \$1.44M | \$1M | \$1M |
| Number of sales missions and trade shows | 21 | 22 | 22 | 22 |
| Business Retention & Expansion | | | | |
| Number of businesses assisted | 30 | 30 | 30 | 30 |
| Number of businesses visited | N/A | 40 | 24 | 30 |
| Relationships Established | | | | |
| Collaboration with higher education institutions | Y | Y | Y | Y |
| Relationships with site selection consultants | Y | Y | Y | Y |
| Relationships established with area legislators | Y | Y | Y | Y |
| Relationships with other organizations/resources | Y | Y | Y | Y |
| Marketing & Communications | | | | |
| Educating local elected officials | Y | Y | Y | Y |
| Engaging/informing state and regional partners | Y | Y | Y | Y |
| Annual Allies Day and Job Fair Events | N/A | Y | Y | Y |
| Production of Quarterly Newsletter | N/A | Y | Y | Y |



CITY OF CONROE
FY 2018-2019
0009-9000

BUDGET LINE ITEMS

| FUND: CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) DEPARTMENT: CIDC DIVISION: EXPENDITURES | | | | | | |
|--|--------------------|---------------------|---------------------|--------------------|---------------------|---------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$372,989 | \$384,146 | \$315,076 | \$382,139 | \$0 | \$382,139 |
| 7012 Salaries - Part Time | \$11,746 | \$16,304 | \$17,179 | \$16,304 | \$0 | \$16,304 |
| 7020 Overtime | \$1,130 | \$0 | \$16 | \$0 | \$0 | \$0 |
| 7025 Social Security | \$27,789 | \$33,805 | \$25,260 | \$30,481 | \$0 | \$30,481 |
| 7030 Retirement & Pension | \$61,103 | \$62,872 | \$51,915 | \$62,071 | \$0 | \$62,071 |
| 7035 Workers Compensation | \$6,797 | \$1,007 | \$1,051 | \$825 | \$0 | \$825 |
| 7040 Employee Insurance | \$60,074 | \$80,054 | \$80,054 | \$83,315 | \$0 | \$83,315 |
| PERSONNEL SERVICES SUBTOTAL | \$541,628 | \$578,188 | \$490,551 | \$575,135 | \$0 | \$575,135 |
| 7110 Office Supplies | \$4,538 | \$12,000 | \$8,000 | \$8,000 | \$0 | \$8,000 |
| 7160 Vehicle Operations | \$499 | \$3,500 | \$0 | \$0 | \$0 | \$0 |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$1,500 | \$0 | \$1,500 | \$0 | \$1,500 |
| 7200 Operating Supplies | \$742 | \$900 | \$300 | \$900 | \$0 | \$900 |
| 7251 Buildings <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$2,758 | \$0 | \$0 | \$1,000 | \$0 | \$1,000 |
| 7254 Machinery & Equipment <\$5,000 | \$1,901 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$10,438 | \$17,900 | \$8,300 | \$11,400 | \$0 | \$11,400 |
| 8010 Utilities | \$19,779 | \$21,966 | \$19,000 | \$22,000 | \$0 | \$22,000 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$977 | \$10,000 | \$1,000 | \$3,000 | \$0 | \$3,000 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$121,279 | \$173,060 | \$80,000 | \$140,038 | \$0 | \$140,038 |
| 8060 Contract Services | \$1,999,591 | \$3,485,138 | \$3,258,836 | \$485,827 | \$0 | \$485,827 |
| 8063 Incentives | \$0 | \$0 | \$0 | \$0 | \$1,455,221 | \$1,455,221 |
| 8087 Donation Expense | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8350 Legal Newspaper Notices | \$0 | \$0 | \$706 | \$2,000 | \$0 | \$2,000 |
| CONTRACTUAL SUBTOTAL | \$2,141,626 | \$3,690,164 | \$3,359,542 | \$652,865 | \$1,455,221 | \$2,108,086 |
| 9010 Land >\$5,000 | \$0 | \$0 | \$20,000 | \$0 | \$0 | \$0 |
| 9020 Buildings >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$9,800 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$29,800 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$1,128,595 | \$6,585,400 | \$6,151,400 | \$549,318 | \$10,448,000 | \$10,997,318 |
| TRANSFERS OUT SUBTOTAL | \$1,128,595 | \$6,585,400 | \$6,151,400 | \$549,318 | \$10,448,000 | \$10,997,318 |
| 9616 Bond Issue Expense | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| DEBT SERVICE SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0009-9000 | \$3,822,287 | \$10,871,652 | \$10,039,593 | \$1,788,718 | \$11,903,221 | \$13,691,939 |



CITY OF CONROE
FY 2018-2019
0009-9000

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|--|------------------------------|---|-----------------------------------|
| 4353 | 1 | C I D C Incentives | Non-discretionary Adjustment | 8063 INCENTIVES Request Total | \$1,455,221 \$1,455,221 |
| 4364 | 2 | Road Extension- Freedom Boulevard, G35 | Non-discretionary Adjustment | 8520 TRANSFER OUT Request Total | \$434,000 \$434,000 |
| 3243 | 3 | Street Rehab - Conroe Park Dr And Pollok Dr, G59 | Non-discretionary Adjustment | 8520 Transfer Out Request Total | \$1,537,500 \$1,537,500 |
| 3242 | 4 | Street Rehab - Pollok Drive, G60 | Non-discretionary Adjustment | 8520 Transfer Out Request Total | \$1,362,000 \$1,362,000 |
| 3236 | 5 | Street Rehab - Conroe Park Drive, G61 | Non-discretionary Adjustment | 8520 Transfer Out Request Total | \$2,023,500 \$2,023,500 |
| 4370 | 6 | Underground Utilities S H 105, I 45 To S H 75 | New Program | 8520 TRANSFER OUT Request Total | \$1,591,000 \$1,591,000 |
| 4371 | 7 | Aquatic Center Improvements | New Program | 8520 TRANSFER OUT Request Total | \$3,500,000 \$3,500,000 |
| 7 Requests | | | Total for 0009-9000 | | \$11,903,221 |





(This page intentionally left blank.)



**CONROE INDUSTRIAL
DEVELOPMENT
CORPORATION (CIDC)
INDUSTRIAL PARK
LAND SALES FUND**



FY 18-19 Budget Summary

Conroe Industrial Development Corporation

Industrial Park Land Sales Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - | | | | | | | |
|---|--|---------------------|----------------------|------------------|--------------------------|----------------------|-----------------|------------------|----------------|-------------|-----------|-----------|-------------|-----------|---------|
| Beginning Fund Balance: | \$ | 606,947 | \$ | 606,947 | \$ | 5,105,678 | \$ | - | 0.0% | | | | | | |
| CIDC Industrial Park Land Sales Revenues: | | | | | | | | | | | | | | | |
| Revenues | \$ | - | \$ | 4,588,731 | \$ | 4,588,731 | \$ | - | \$ (4,588,731) | -100.0% | | | | | |
| Total Revenues | \$ | - | \$ | 4,588,731 | \$ | 4,588,731 | \$ | - | \$ | (4,588,731) | -100.0% | | | | |
| Total Resources: | | \$ | 5,195,678 | \$ | 5,195,678 | \$ | 5,105,678 | \$ | - | \$ | 5,105,678 | \$ | (4,588,731) | -88.3% | |
| CIDC Industrial Park Land Sales Expenditures: | | | | | | | | | | | | | | | |
| Expenditures | \$ | - | \$ | 90,000 | \$ | 90,000 | \$ | - | \$ | 4,923,000 | \$ | 4,923,000 | \$ | 4,833,000 | 5370.0% |
| Total Expenditures | \$ | - | \$ | 90,000 | \$ | 90,000 | \$ | - | \$ | 4,923,000 | \$ | 4,923,000 | \$ | 4,833,000 | 5370.0% |
| New Fund Balance: | \$ | 5,105,678 | \$ | 5,105,678 | \$ | 5,105,678 | | \$ | 182,678 | | | | | | |
| Breakdown of Transfer Out: | | | | | | | | | | | | | | | |
| | Streets CIP Fund - Street Rehab - Conroe Park Dr and Pollok Dr (G59) | | | | | \$ | 1,537,500 | | | | | | | | |
| | Streets CIP Fund - Street Rehab - Pollok Drive (G60) | | | | | | 1,362,000 | | | | | | | | |
| | Streets CIP Fund - Street Rehab - Conroe Park Drive (G61) | | | | | | 2,023,500 | | | | | | | | |
| | CIDC Debt Service Fund | | | | | | - | | | | | | | | |
| Total | | | | | | \$ | 4,923,000 | | | | | | | | |



FY 18-19 Supplemental Requests **Conroe Industrial Development Corporation (CIDC) Industrial Park Land Sales Fund**

| Department/Division | Dept ID | Rank | Supplemental Request Title | Requested Amount ¹ | FY 17-18 Purchase ² | FY 18-19 Approved ³ | Type |
|---|---------|------|--|-------------------------------|--------------------------------|--------------------------------|------------------------------|
| | | | | | | | |
| 0047-4700 CIDC Industrial Park Land Sales | 4367 | 1 | Street Rehab - Conroe Park Dr And Pollok Dr, G59 | \$ 1,537,500 | \$ - | \$ 1,537,500 | Non-discretionary Adjustment |
| 0047-4700 CIDC Industrial Park Land Sales | 4368 | 2 | Street Rehab - Pollok Drive, G60 | 1,362,000 | - | 1,362,000 | Non-discretionary Adjustment |
| 0047-4700 CIDC Industrial Park Land Sales | 4369 | 3 | Street Rehab - Conroe Park Drive, G61 | 2,023,500 | - | 2,023,500 | Non-discretionary Adjustment |
| CIDC Total | | | | \$ 4,923,000 | \$ - | \$ 4,923,000 | |

Definitions:

Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
FY 17-18 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
FY 18-19 Approved - These items are included in the Operating Budget as supplementals.

Notes:

There is no funding listed in the FY17-18 Purchase or FY 18-19 Approved columns, then the supplemental request was not approved.



CITY OF CONROE
FY 2018-2019
0047-0000

BUDGET LINE ITEMS

FUND: CIDC INDUSTRIAL PARK LAND SALES

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|---------------------------------------|------------|--------------------|--------------------|------------|--------------|------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6035 Land Sales | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| MISCELLANEOUS REVENUE SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$0 | \$4,588,731 | \$4,588,731 | \$0 | \$0 | \$0 |
| TRANSFERS IN SUBTOTAL | \$0 | \$4,588,731 | \$4,588,731 | \$0 | \$0 | \$0 |
| TOTAL 0047-0000 | \$0 | \$4,588,731 | \$4,588,731 | \$0 | \$0 | \$0 |



CITY OF CONROE
FY 2018-2019
0047-4700

BUDGET LINE ITEMS

FUND: CIDC INDUSTRIAL PARK LAND SALES

DEPARTMENT: CIDC

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------|------------|-----------------|-----------------|------------|--------------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 8520 Transfer Out | \$0 | \$90,000 | \$90,000 | \$0 | \$4,923,000 | \$4,923,000 |
| TRANSFERS OUT SUBTOTAL | \$0 | \$90,000 | \$90,000 | \$0 | \$4,923,000 | \$4,923,000 |
| TOTAL 0047-4700 | \$0 | \$90,000 | \$90,000 | \$0 | \$4,923,000 | \$4,923,000 |



CITY OF CONROE
FY 2018-2019
0047-4700

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|---|---------------------------------|---|-----------------------------------|
| 4367 | 1 | Street Rehab - Conroe Park Dr And Pollok Dr, G59 | Non-discretionary Adjustment | 8520 TRANSFER OUT Request Total | \$1,537,500 \$1,537,500 |
| 4368 | 2 | Street Rehab - Pollok Drive, G60 | Non-discretionary Adjustment | 8520 TRANSFER OUT Request Total | \$1,362,000 \$1,362,000 |
| 4369 | 3 | Street Rehab - Conroe Park Drive, G61 | Non-discretionary Adjustment | 8520 TRANSFER OUT Request Total | \$2,023,500 \$2,023,500 |
| 3 Requests | | | Total for 0047-4700 | | \$4,923,000 |



VEHICLE AND EQUIPMENT REPLACEMENT FUND



FY 18-19 Budget Summary

Vehicle and Equipment Replacement Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|---|---------------------|---------------------|----------------------|---------------------|--------------------------|----------------------|-----------------------|------------------|
| Beginning Fund Balance: | \$ 4,057,409 | \$ 4,057,409 | \$ 6,226,751 | \$ - | \$ 6,226,751 | \$ - | 0.0% | |
| Vehicle and Equipment Replacement Fund Revenues: | | | | | | | | |
| Revenues | \$ 1,571,311 | \$ 2,796,051 | \$ 2,963,919 | \$ 242,980 | \$ - | \$ 242,980 | \$ (2,553,071) | -91.3% |
| Total Revenues | \$ 1,571,311 | \$ 2,796,051 | \$ 2,963,919 | \$ 242,980 | \$ - | \$ 242,980 | \$ (2,553,071) | -91.3% |
| Total Resources: | \$ 1,571,311 | \$ 6,853,460 | \$ 7,021,328 | \$ 6,469,731 | \$ - | \$ 6,469,731 | \$ (2,553,071) | -37.3% |
| Vehicle and Equipment Replacement Fund Expenditures: | | | | | | | | |
| Capital | \$ 1,545,873 | \$ 886,961 | \$ 794,577 | \$ 1,177,627 | \$ - | \$ 1,177,627 | \$ 290,666 | 32.8% |
| Total Expenditures | \$ 1,545,873 | \$ 886,961 | \$ 794,577 | \$ 1,177,627 | \$ - | \$ 1,177,627 | \$ 290,666 | 32.8% |
| New Fund Balance: | \$ 5,966,499 | \$ 6,226,751 | \$ 5,292,104 | | | \$ 5,292,104 | | |
| Breakdown of Transfer In: | | | | | | | | |
| General Fund | | | | \$ - | | | | |
| General Fund - Fire Dept | | | | - | | | | |
| General Fund - PD Leases | | | | 185,700 | | | | |
| General Fund - Transportation | | | | 20,924 | | | | |
| Tower Fund | | | | 2,495 | | | | |
| Fleet Services Fund | | | | 7,558 | | | | |
| Total | | | | \$ 216,677 | | | | |



CITY OF CONROE
FY 2018-2019
0003-0000

BUDGET LINE ITEMS

FUND: VEHICLE & EQUIPMENT REPLACEMENT

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|---|--------------------|--------------------|--------------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6200 Proceeds of Capital Leases | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| INTERGOVERNMENTAL SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6010 Interest on Investments | \$38,133 | \$10,265 | \$38,220 | \$26,303 | \$0 | \$26,303 |
| INVESTMENT INCOME SUBTOTAL | \$38,133 | \$10,265 | \$38,220 | \$26,303 | \$0 | \$26,303 |
| 6015 FMV Adjustment - Investments | (\$6,148) | \$0 | \$0 | \$0 | \$0 | \$0 |
| NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL | (\$6,148) | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6036 Sales of Cap. Assets | \$323,826 | \$0 | \$138,913 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$8,171 | \$0 | \$1,000 | \$0 | \$0 | \$0 |
| 6530 Other Non-Operating Income | \$26,114 | \$0 | \$0 | \$0 | \$0 | \$0 |
| MISCELLANEOUS REVENUE SUBTOTAL | \$358,111 | \$0 | \$139,913 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$1,181,215 | \$2,785,786 | \$2,785,786 | \$216,677 | \$0 | \$216,677 |
| TRANSFERS IN SUBTOTAL | \$1,181,215 | \$2,785,786 | \$2,785,786 | \$216,677 | \$0 | \$216,677 |
| TOTAL 0003-0000 | \$1,571,311 | \$2,796,051 | \$2,963,919 | \$242,980 | \$0 | \$242,980 |



CITY OF CONROE
FY 2018-2019
0003-3010

BUDGET LINE ITEMS

| FUND: VEHICLE & EQUIPMENT REPLACEMENT | | DEPARTMENT: VEHICLE & EQUIPMENT REPLACEMENT | | DIVISION: EXPENDITURES | | |
|---------------------------------------|--------------------|---|------------------|------------------------|--------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$18,927 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$18,927 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$210,052 | \$185,700 | \$173,000 | \$185,700 | \$0 | \$185,700 |
| 8060 Contract Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$210,052 | \$185,700 | \$173,000 | \$185,700 | \$0 | \$185,700 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$20,526 | \$86,000 | \$0 | \$580,557 | \$0 | \$580,557 |
| 9060 Vehicles >\$5,000 | \$1,296,368 | \$615,261 | \$621,577 | \$411,370 | \$0 | \$411,370 |
| CAPITAL OUTLAY SUBTOTAL | \$1,316,894 | \$701,261 | \$621,577 | \$991,927 | \$0 | \$991,927 |
| 8520 Transfer Out | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS OUT SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0003-3010 | \$1,545,873 | \$886,961 | \$794,577 | \$1,177,627 | \$0 | \$1,177,627 |



FY 18-19 Supplemental Requests Vehicle & Equipment Replacement Fund

| Department/Division | Replacing Unit | Supplemental Request Title | Total Requested Amount | Approved VERF Funding | Type | Notes |
|--|----------------|-------------------------------|------------------------|-----------------------|------------------------------------|---------------------------|
| 0001-1201 Police Administration | 1007 | Compact Sport Utility Vehicle | \$ 31,000 | \$ 31,000 | Vehicle Equipment Replacement Fund | Like for like replacement |
| 0001-1201 Police Administration Total | | | \$ 31,000 | \$ 31,000 | | |
| 0001-1203 Police Patrol | 1103 | Chevrolet Tahoe | 34,800 | 27,510 | Vehicle Equipment Replacement Fund | Upgrade cost approved |
| 0001-1203 Police Patrol | 1237 | Chevrolet Tahoe | 34,800 | 27,510 | Vehicle Equipment Replacement Fund | Upgrade cost approved |
| 0001-1203 Police Patrol | 1316 | Chevrolet Tahoe | 34,800 | 27,510 | Vehicle Equipment Replacement Fund | Upgrade cost approved |
| 0001-1203 Police Patrol | 1317 | Chevrolet Tahoe | 34,800 | 27,510 | Vehicle Equipment Replacement Fund | Upgrade cost approved |
| 0001-1203 Police Patrol | 1319 | Chevrolet Tahoe | 34,800 | 27,510 | Vehicle Equipment Replacement Fund | Upgrade cost approved |
| 0001-1203 Police Patrol | 1406 | Chevrolet Tahoe | 34,800 | 27,510 | Vehicle Equipment Replacement Fund | Upgrade cost approved |
| 0001-1203 Police Patrol | 1514 | Chevrolet Tahoe | 34,800 | 27,510 | Vehicle Equipment Replacement Fund | Upgrade cost approved |
| 0001-1203 Police Patrol Total | | | \$ 243,600 | \$ 192,570 | | |
| 0001-1300 Fire Department | 0724 | F-150, ½ ton extended cab | 43,000 | 43,000 | Vehicle Equipment Replacement Fund | Like for like replacement |
| 0001-1300 Fire Department | 1129 | Expedition | 36,000 | 36,000 | Vehicle Equipment Replacement Fund | Like for like replacement |
| 0001-1300 Fire Department | 1130 | Expedition | 36,000 | 36,000 | Vehicle Equipment Replacement Fund | Like for like replacement |
| 0001-1300 Fire Department | 1131 | Expedition | 43,000 | 43,000 | Vehicle Equipment Replacement Fund | Like for like replacement |
| 0001-1300 Fire Department Total | | | \$ 158,000 | \$ 158,000 | | |
| 0001-1500 Community Development | 0966 | F-150, extended cab, 2wd | 29,800 | 29,800 | Vehicle Equipment Replacement Fund | Like for like replacement |
| 0001-1500 Community Development Total | | | \$ 29,800 | \$ 29,800 | | |
| 0001-1540 Streets | E0720 | Boom slope mower | 161,265 | 161,265 | Vehicle Equipment Replacement Fund | Like for like replacement |
| 0001-1540 Streets | E0936 | Boom slope mower | 161,265 | 161,265 | Vehicle Equipment Replacement Fund | Like for like replacement |
| 0001-1540 Streets | E0953 | Street sweeper | 258,027 | 258,027 | Vehicle Equipment Replacement Fund | Like for like replacement |
| 0001-1540 Streets Total | | | \$ 580,557 | \$ 580,557 | | |
| Grand Total | | | \$ 1,042,957 | \$ 991,927 | | |





(This page intentionally left blank.)



WATER AND SEWER VEHICLE AND EQUIPMENT REPLACEMENT FUND



FY 18-19 Budget Summary

Water and Sewer

Vehicle and Equipment Replacement Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|---|--------------------|---------------------|----------------------|---------------------|--------------------------|----------------------|---------------------|------------------|
| Beginning Working Capital: | | \$ 1,555,205 | \$ 1,555,205 | \$ 1,706,111 | \$ - | \$ 1,706,111 | \$ - | 0.0% |
| Water & Sewer VERF Revenues: | | | | | | | | |
| Revenues | \$ 313,004 | \$ 424,626 | \$ 439,036 | \$ 304,579 | \$ - | \$ 304,579 | \$ (120,047) | -28.3% |
| Total Revenues | \$ 313,004 | \$ 424,626 | \$ 439,036 | \$ 304,579 | \$ - | \$ 304,579 | \$ (120,047) | -28.3% |
| Total Resources: | \$ 313,004 | \$ 1,979,831 | \$ 1,994,241 | \$ 2,010,690 | \$ - | \$ 2,010,690 | \$ (120,047) | -6.1% |
| Water & Sewer VERF Expenditures: | | | | | | | | |
| Capital | \$ 317,807 | \$ 288,184 | \$ 288,130 | \$ 23,948 | \$ - | \$ 23,948 | \$ (264,236) | -91.7% |
| Total Expenditures | \$ 317,807 | \$ 288,184 | \$ 288,130 | \$ 23,948 | \$ - | \$ 23,948 | \$ (264,236) | -91.7% |
| New Fund Balance: | | \$ 1,691,647 | \$ 1,706,111 | \$ 1,986,742 | | \$ 1,986,742 | | |

Breakdown of Transfer In:

| | |
|--------------------|-------------------|
| W&S Operating Fund | \$ 291,478 |
| Total | \$ 291,478 |



CITY OF CONROE
FY 2018-2019
0045-0000

BUDGET LINE ITEMS

FUND: WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|---|------------------|------------------|------------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6010 Interest on Investments | \$7,741 | \$4,051 | \$18,461 | \$13,101 | \$0 | \$13,101 |
| INVESTMENT INCOME SUBTOTAL | \$7,741 | \$4,051 | \$18,461 | \$13,101 | \$0 | \$13,101 |
| 6015 FMV Adjustment - Investments | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6036 Sales of Cap. Assets | \$0 | \$79,021 | \$79,021 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$1,513 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6530 Other Non-Operating Income | \$5,243 | \$0 | \$0 | \$0 | \$0 | \$0 |
| MISCELLANEOUS REVENUE SUBTOTAL | \$6,756 | \$79,021 | \$79,021 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$298,507 | \$341,554 | \$341,554 | \$291,478 | \$0 | \$291,478 |
| TRANSFERS IN SUBTOTAL | \$298,507 | \$341,554 | \$341,554 | \$291,478 | \$0 | \$291,478 |
| TOTAL 0045-0000 | \$313,004 | \$424,626 | \$439,036 | \$304,579 | \$0 | \$304,579 |



CITY OF CONROE
FY 2018-2019
0045-4500

BUDGET LINE ITEMS

FUND: WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT

DEPARTMENT: WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT
EXPENDITURES

DIVISION:

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|------------------|------------------|------------------|-----------------|--------------|-----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8060 Contract Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$134,805 | \$134,801 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$317,807 | \$153,379 | \$153,329 | \$23,948 | \$0 | \$23,948 |
| CAPITAL OUTLAY SUBTOTAL | \$317,807 | \$288,184 | \$288,130 | \$23,948 | \$0 | \$23,948 |
| TOTAL 0045-4500 | \$317,807 | \$288,184 | \$288,130 | \$23,948 | \$0 | \$23,948 |



FY 18-19 Supplemental Requests **Water & Sewer Vehicle & Equipment Replacement Fund**

| Department/Division | Replacing Unit | Supplemental Request Title | Total | | Approved VERF | Type | Notes |
|---|----------------|----------------------------|------------------|------------------|---------------|------------------------------------|-----------------------|
| | | | Requested Amount | Funding | | | |
| 0002-2883 Pump and Motor Maintenance | 0830 | F-150, 4-door, 2wd | \$ 29,948 | \$ 23,948 | | Vehicle Equipment Replacement Fund | Upgrade cost approved |
| 0002-2882 Pump and Motor Maintenance Total | | | \$ 29,948 | \$ 23,948 | | | |
| Grand Total | | | \$ 29,948 | \$ 23,948 | | | |





(This page intentionally left blank.)



HOTEL OCCUPANCY TAX FUND



FY 18-19 Budget Summary Hotel Occupancy Tax Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--------------------------------|---------------------|---------------------|----------------------|---------------------|--------------------------|----------------------|--------------------|------------------|
| Beginning Fund Balance: | | \$ 2,588,421 | \$ 2,588,421 | \$ 3,036,057 | \$ - | \$ 3,036,057 | \$ - | 0.0% |
| HOT Revenues | | | | | | | | |
| Revenues | \$ 1,183,152 | \$ 1,042,895 | \$ 1,516,099 | \$ 1,487,603 | \$ - | \$ 1,487,603 | \$ 444,708 | 42.6% |
| Total Revenues | \$ 1,183,152 | \$ 1,042,895 | \$ 1,516,099 | \$ 1,487,603 | \$ - | \$ 1,487,603 | \$ 444,708 | 42.6% |
| Total Resources: | \$ 1,183,152 | \$ 3,631,316 | \$ 4,104,520 | \$ 4,523,660 | \$ - | \$ 4,523,660 | \$ 444,708 | 12.2% |
| HOT Expenses | | | | | | | | |
| Con. & Vis. Bureau | \$ 927,871 | \$ 1,072,748 | \$ 1,068,463 | \$ 975,121 | \$ 85,000 | \$ 1,060,121 | \$ (12,627) | -1.2% |
| Total Expenditures | \$ 927,871 | \$ 1,072,748 | \$ 1,068,463 | \$ 975,121 | \$ 85,000 | \$ 1,060,121 | \$ (12,627) | -1.2% |
| New Fund Balance: | | \$ 2,558,568 | \$ 3,036,057 | \$ 3,548,539 | | \$ 3,463,539 | | |

Breakdown of Transfer Out:

| | |
|--------------|-------------|
| General Fund | \$ - |
| Total | \$ - |



FY 18-19 Supplemental Requests
Hotel Occupancy Tax Fund

| Department/Division | ID | Dept Rank | Supplemental Request Title | Requested Amount ¹ | FY 17-18 Purchase ² | FY 18-19 | |
|--|------|-----------|---|-------------------------------|--------------------------------|-----------------------|-----------------------|
| | | | | | | Approved ³ | Type |
| 0204-4010 HOT/Convention & Visitor Bureau | 3264 | 1 | New Marketing/Sales Tools - EIC, Crowdriff, CRM | \$ 25,000 | \$ - | \$ 25,000 | New Program |
| 0204-4010 HOT/Convention & Visitor Bureau | 3263 | 2 | New Sales Opportunities - Tradeshow/ Missions | 15,000 | - | - | New Travel & Training |
| 0204-4010 HOT/Convention & Visitor Bureau | 3266 | 3 | New Digital Marketing Opportunities | 35,000 | - | 35,000 | New Program |
| 0204-4010 HOT/Convention & Visitor Bureau | 3265 | 4 | Increased Hotel Grant | 25,000 | - | 25,000 | Enhanced Program |
| HOT/Convention & Visitor Bureau Total | | | | \$ 100,000 | \$ - | \$ 85,000 | |

Definitions:

Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
FY 17-18 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
FY 18-19 Approved - These items are included in the Operating Budget as supplementals.

Notes:

There is no funding listed in the FY17-18 Purchase or FY 18-19 Approved columns, then the supplemental request was not approved.



CITY OF CONROE
FY 2018-2019
0004-0000

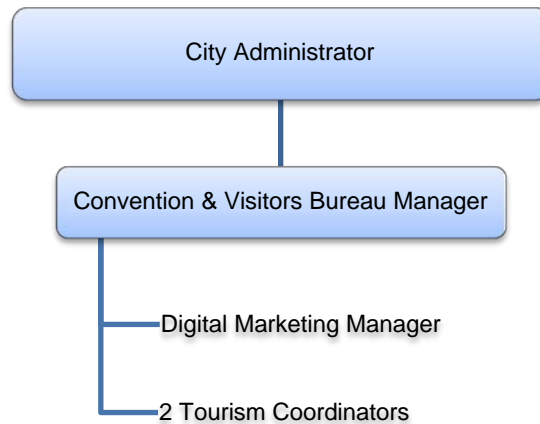
BUDGET LINE ITEMS

FUND: HOTEL OCCUPANCY TAX DEPARTMENT: OTHER FUNDS DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|--|--------------------|--------------------|--------------------|--------------------|--------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 4050 Hotel Occupancy Tax | \$1,163,561 | \$1,042,751 | \$1,487,603 | \$1,487,603 | \$0 | \$1,487,603 |
| OTHER TAXES SUBTOTAL | \$1,163,561 | \$1,042,751 | \$1,487,603 | \$1,487,603 | \$0 | \$1,487,603 |
| 5150 Service Charges | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CHARGES FOR SALES AND SERVICES SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6010 Interest on Investments | \$19,591 | \$0 | \$28,352 | \$0 | \$0 | \$0 |
| INVESTMENT INCOME SUBTOTAL | \$19,591 | \$0 | \$28,352 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6080 Donations | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| MISCELLANEOUS REVENUE SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$0 | \$144 | \$144 | \$0 | \$0 | \$0 |
| TRANSFERS IN SUBTOTAL | \$0 | \$144 | \$144 | \$0 | \$0 | \$0 |
| TOTAL 0004-0000 | \$1,183,152 | \$1,042,895 | \$1,516,099 | \$1,487,603 | \$0 | \$1,487,603 |



Convention & Visitors Bureau



The Conroe Convention and Visitors Bureau develops and initiates projects, programs and events to encourage and promote the tourist and convention industry within the City of Conroe, including programs promoting Conroe's historic structures, attractions and hotels. The CVB Manager directs and manages the Convention and Visitors Bureau to meet the goals and objectives defined by the City Council. The CVB Manager is accountable for the effective management and direction of comprehensive public relations, advertising and marketing programs which provide hotel and Convention Center facility utilization and attract and develop visitors to other City of Conroe venues, attractions, events, and facilities.



Convention & Visitors Bureau

Accomplishments FY 2017-2018

- ✓ Completed launch of redesigned website
- ✓ Created a unified brand for CVB
- ✓ Created Bylaws and restructured Tourism Advisory Council
- ✓ Restructured staff internally to best utilize our strengths
- ✓ Digital Marketing Manager, Jodi Willard to serve on the Friends of Conroe BOD
- ✓ Joined forces with 'Houston & Beyond' group to market Conroe
- ✓ New Houston Marketplace campaigns – Brew Pass, and Lake Conroe Kayak Tours
- ✓ Conroe Visitor Guide to be produced once per year, ads cover printing costs
- ✓ Expanded our marketing efforts to encompass more digital marketing
- ✓ Created four new vintage style travel posters to compliment the 2016-2017 posters
- ✓ Planned and executed accompanying events for the Conroe Bull Mania
- ✓ Surpassed 10,000 followers on social media
- ✓ Created "Keeping Up With Conroe" monthly radio show highlighting events in Conroe
- ✓ Created 2 monthly e-newsletters – stakeholders/partners and potential visitors
- ✓ Hosted bi-monthly Hotel meetings for a more unified sales effort
- ✓ Featured in Spectacular Weekend Getaways in Texas

Goals & Objectives FY 2018-2019

- ❑ Expand upon and catalog the CVBs photo and video library utilizing available software – making images more accessible for marketing efforts for CVB and their partners Utilize the Economic Impact
- ❑ Calculator to determine the ROI of events, meetings and sports tournaments held in Conroe
- ❑ Restructure the grant program to utilize the funds in a way that will provide the biggest impact on Conroe
- ❑ Organize a bi-monthly meeting for the Conroe Hotel Partners to better work together in marketing and sales
- ❑ Work with the Renaissance Festival to create packages, shuttle, etc. to make Conroe the "Gateway to the Renaissance Festival"
- ❑ Aid in the planning, coordination and execution of the Conroe Americana Music Festival in 2019



City of Conroe HOT Fund

Convention & Visitors Bureau 0004-4010

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--------------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Convention & Visitors Bureau Manager | 1 | 1 | 1 | 1 |
| Digital Marketing Manager | 0 | 0 | 1 | 1 |
| Tourism Coordinator | 3 | 3 | 2 | 2 |
| TOTAL FULL TIME | 4 | 4 | 4 | 4 |

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Marketing & Communications | | | | |
| Website Traffic | 1,181 | 147 | 12,000 | 18,000 |
| Website Page Views | 1,328 | 611 | 50,000 | 75,000 |
| Social Media Followers (Facebook, Twitter, Instagram, etc.) | | | 13,608 | 18,000 |
| Enewsletter Subscriptions | | | 10,943 | 15,000 |
| Travel Writer/Blogger Articles | | | 5 | 10 |
| Media Leads Generated | | | 8 | 20 |
| Visitor Servicing | | | | |
| Visitor Guides Distributed | 41,246 | 41,338 | 50,000 | 60,000 |
| Email/Web Downloads of Guides | 57 | 94 | 150 | 200 |
| Number of Events Serviced | | | 25 | 40 |
| Event Attendees Serviced | | | 55,000 | 70,000 |
| Meeting and Event Sales | | | | |
| Number of Generated Hotel Leads | | | 3 | 10 |
| Hotel Room Nights Booked | | | 250 | 1,000 |
| Tradeshows attended | | | 2 | 5 |
| Number of potential leads at tradeshows | | | 75 | 250 |
| Continuing Education | | | | |
| Industry Conventions/Seminars | 28 | 28 | 10 | 12 |



CITY OF CONROE
FY 2018-2019
0004-4010

BUDGET LINE ITEMS

FUND: HOTEL OCCUPANCY TAX

DEPARTMENT: CONVENTION & VISITORS BUREAU

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|------------------|--------------------|--------------------|------------------|-----------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$208,278 | \$233,225 | \$263,594 | \$223,018 | \$0 | \$223,018 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$6,066 | \$2,000 | \$8,000 | \$2,000 | \$0 | \$2,000 |
| 7025 Social Security | \$15,549 | \$19,856 | \$20,157 | \$17,214 | \$0 | \$17,214 |
| 7030 Retirement & Pension | \$34,866 | \$38,462 | \$43,877 | \$36,550 | \$0 | \$36,550 |
| 7035 Workers Compensation | \$4,040 | \$589 | \$605 | \$462 | \$0 | \$462 |
| 7040 Employee Insurance | \$60,073 | \$80,054 | \$80,054 | \$83,315 | \$0 | \$83,315 |
| PERSONNEL SERVICES SUBTOTAL | \$328,872 | \$374,186 | \$416,287 | \$362,559 | \$0 | \$362,559 |
| 7110 Office Supplies | \$15,887 | \$19,850 | \$19,850 | \$19,850 | \$0 | \$19,850 |
| 7160 Vehicle Operations | \$426 | \$0 | \$600 | \$0 | \$0 | \$0 |
| 7170 Vehicle Repairs | \$289 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$763 | \$500 | \$500 | \$500 | \$0 | \$500 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$600 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$17,365 | \$20,350 | \$21,550 | \$20,350 | \$0 | \$20,350 |
| 8010 Utilities | \$3,198 | \$2,050 | \$2,050 | \$2,050 | \$0 | \$2,050 |
| 8050 Travel & Training | \$28,134 | \$33,303 | \$24,303 | \$32,465 | \$0 | \$32,465 |
| 8060 Contract Services | \$550,302 | \$642,859 | \$604,273 | \$557,697 | \$85,000 | \$642,697 |
| CONTRACTUAL SUBTOTAL | \$581,634 | \$678,212 | \$630,626 | \$592,212 | \$85,000 | \$677,212 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS OUT SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0004-4010 | \$927,871 | \$1,072,748 | \$1,068,463 | \$975,121 | \$85,000 | \$1,060,121 |



CITY OF CONROE
FY 2018-2019
0004-4010

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|--|----------------------------|--|-----------------------------|
| 3264 | 1 | New Marketing/sales Tools - Eic, Crowdriff, Crm | New Program | 8060 CONTRACT SERVICES Request Total | \$25,000 \$25,000 |
| 3266 | 3 | New Digital Marketing Opportunities | New Program | 8060 CONTRACT SERVICES Request Total | \$35,000 \$35,000 |
| 3265 | 4 | Increased Hotel Grant | Enhanced Program | 8060 CONTRACT SERVICES Request Total | \$25,000 \$25,000 |
| 3 Requests | | | Total for 0004-4010 | | \$85,000 |





(This page intentionally left blank.)



COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT FUND



FY 18-19 Budget Summary

Community Development Block Grant Entitlement Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - | | | | | | | |
|-------------------------------------|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|-----------------|------------------|----|-------|------|---------|----|-------|------|
| Beginning Fund Balance: | \$ | 2,814 | \$ | 2,814 | \$ | - | \$ | 2,814 | \$ | - | 0.0% | | | | |
| CDBG Entitlement Fund Revenues: | | | | | | | | | | | | | | | |
| Revenues | \$ | 611,708 | \$ | 623,759 | \$ | 577,772 | \$ | 632,204 | \$ | - | \$ | 632,204 | \$ | 8,445 | 1.4% |
| Total Revenues | \$ | 611,708 | \$ | 623,759 | \$ | 577,772 | \$ | 632,204 | \$ | - | \$ | 632,204 | \$ | 8,445 | 1.4% |
| Total Resources: | \$ | 611,708 | \$ | 626,573 | \$ | 580,586 | \$ | 635,018 | \$ | - | \$ | 635,018 | \$ | 8,445 | 1.3% |
| CDBG Entitlement Fund Expenditures: | | | | | | | | | | | | | | | |
| CDBG | \$ | 611,958 | \$ | 623,759 | \$ | 577,772 | \$ | 632,204 | \$ | - | \$ | 632,204 | \$ | 8,445 | 1.4% |
| Total Expenditures | \$ | 611,958 | \$ | 623,759 | \$ | 577,772 | \$ | 632,204 | \$ | - | \$ | 632,204 | \$ | 8,445 | 1.4% |
| New Fund Balance: | \$ | 2,814 | \$ | 2,814 | \$ | 2,814 | | | \$ | 2,814 | | | | | |

Breakdown of Transfer Out:

| | | |
|--------------|-----------|----------------|
| General Fund | \$ | 126,440 |
| Total | \$ | 126,440 |



CITY OF CONROE
FY 2018-2019
0024-0000

BUDGET LINE ITEMS

FUND: COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------------|------------------|------------------|------------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6106 Intergovernmental | \$611,708 | \$623,759 | \$577,772 | \$632,204 | \$0 | \$632,204 |
| INTERGOVERNMENTAL SUBTOTAL | \$611,708 | \$623,759 | \$577,772 | \$632,204 | \$0 | \$632,204 |
| 6010 Interest on Investments | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| INVESTMENT INCOME SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS IN SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0024-0000 | \$611,708 | \$623,759 | \$577,772 | \$632,204 | \$0 | \$632,204 |



CITY OF CONROE
FY 2018-2019
0024-2400

BUDGET LINE ITEMS

FUND: COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT DEPARTMENT: CDBG OPERATIONS DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|------------------|------------------|------------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7200 Operating Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8060 Contract Services | \$410,174 | \$344,000 | \$298,013 | \$352,475 | \$0 | \$352,475 |
| CONTRACTUAL SUBTOTAL | \$410,174 | \$344,000 | \$298,013 | \$352,475 | \$0 | \$352,475 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$45,785 | \$124,926 | \$124,926 | \$126,440 | \$0 | \$126,440 |
| TRANSFERS OUT SUBTOTAL | \$45,785 | \$124,926 | \$124,926 | \$126,440 | \$0 | \$126,440 |
| 9601 Sec 108 Principal | \$113,000 | \$118,000 | \$118,000 | \$123,000 | \$0 | \$123,000 |
| 9611 Sec 108 Interest | \$42,999 | \$36,833 | \$36,833 | \$30,289 | \$0 | \$30,289 |
| DEBT SERVICE SUBTOTAL | \$155,999 | \$154,833 | \$154,833 | \$153,289 | \$0 | \$153,289 |
| TOTAL 0024-2400 | \$611,958 | \$623,759 | \$577,772 | \$632,204 | \$0 | \$632,204 |



CONROE TOWER FUND



FY 18-19 Budget Summary Conroe Tower Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|-------------------|--------------------------|----------------------|--------------------|------------------|
| Beginning Fund Balance: | \$ 213,004 | \$ 213,004 | \$ 213,004 | \$ 3,025 | \$ - | \$ 3,025 | \$ - | 0.0% |
| Conroe Tower Fund Revenues: | | | | | | | | |
| Revenues | \$ 467,670 | \$ 600,856 | \$ 464,441 | \$ 674,850 | \$ - | \$ 674,850 | \$ 73,994 | 12.3% |
| Total Revenues | \$ 467,670 | \$ 600,856 | \$ 464,441 | \$ 674,850 | \$ - | \$ 674,850 | \$ 73,994 | 12.3% |
| Total Resources: | \$ 467,670 | \$ 813,860 | \$ 677,445 | \$ 677,875 | \$ - | \$ 677,875 | \$ 73,994 | 9.1% |
| Conroe Tower Fund Expenditures: | | | | | | | | |
| Conroe Tower | \$ 574,214 | \$ 748,177 | \$ 674,420 | \$ 571,582 | \$ 103,425 | \$ 675,007 | \$ (73,170) | -9.8% |
| Total Expenditures | \$ 574,214 | \$ 748,177 | \$ 674,420 | \$ 571,582 | \$ 103,425 | \$ 675,007 | \$ (73,170) | -9.8% |
| New Fund Balance: | \$ 65,683 | \$ 3,025 | \$ 106,293 | | | \$ 2,868 | | |

Breakdown of Transfer In:

| | |
|--------------------------------|-------------------|
| General Fund | \$ 275,250 |
| Water and Sewer Operating Fund | 91,750 |
| Total | \$ 367,000 |

Breakdown of Transfer Out:

| | |
|--------------------------|-----------------|
| Vehicle & Equipment Fund | \$ 2,495 |
| Total | \$ 2,495 |



CITY OF CONROE
FY 2018-2019
0025-0000

BUDGET LINE ITEMS

| FUND: CONROE TOWER | | DEPARTMENT: OTHER FUNDS | | DIVISION: REVENUES | | |
|--|------------------|-------------------------|------------------|--------------------|--------------|------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 5150 Service Charges | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CHARGES FOR SALES AND SERVICES SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6106 Intergovernmental | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| INTERGOVERNMENTAL SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6010 Interest on Investments | \$2,222 | \$0 | \$301 | \$0 | \$0 | \$0 |
| INVESTMENT INCOME SUBTOTAL | \$2,222 | \$0 | \$301 | \$0 | \$0 | \$0 |
| 6030 Lease Income | \$249,858 | \$340,000 | \$283,400 | \$307,850 | \$0 | \$307,850 |
| 6050 Recreational | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6110 Insurance Proceeds | \$0 | \$5,116 | \$0 | \$0 | \$0 | \$0 |
| 6530 Other Non-Operating Income | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| MISCELLANEOUS REVENUE SUBTOTAL | \$249,858 | \$345,116 | \$283,400 | \$307,850 | \$0 | \$307,850 |
| 6550 Transfer In | \$215,590 | \$255,740 | \$180,740 | \$367,000 | \$0 | \$367,000 |
| TRANSFERS IN SUBTOTAL | \$215,590 | \$255,740 | \$180,740 | \$367,000 | \$0 | \$367,000 |
| TOTAL 0025-0000 | \$467,670 | \$600,856 | \$464,441 | \$674,850 | \$0 | \$674,850 |



FY 18-19 Supplemental Requests Conroe Tower Fund

| Department/Division | Dept ID | Rank | Supplemental Request Title | Requested Amount ¹ | FY 17-18 Purchase ² | FY 18-19 Approved ³ | Type |
|--------------------------------|------------|------|---|----------------------------------|-----------------------------------|-----------------------------------|------------------------------|
| 0025-2500 Conroe Tower Fund | 2382 | 1 | Soda Fountain Supplies | \$ 8,603 | \$ - | - | Non-discretionary Adjustment |
| 0025-2500 Conroe Tower Fund | 2724 | 2 | Annual Security Maintenance 5 Additional Cameras | 7,425 | - | 7,425 | Non-discretionary Adjustment |
| 0025-2500 Conroe Tower Fund | 4351 | 3 | Owen Theatre - Repairs, Maint, And Electric | 39,500 | - | 39,500 | Non-discretionary Adjustment |
| 0025-2500 Conroe Tower Fund | 3081 | 4 | Property Tax Increase | 12,000 | - | 12,000 | Non-discretionary Adjustment |
| 0025-2500 Conroe Tower Fund | 3192 | 5 | Electricity Charge For Old P D Increase | 36,000 | - | 36,000 | Non-discretionary Adjustment |
| 0025-2500 Conroe Tower Fund | 4352 | 6 | A / V For 1st Floor Conference Room | 7,000 | - | - | Replacement Equipment |
| 0025-2500 Conroe Tower Fund | 3187 | 7 | Paint Exterior Walls Of Council Chamber & Halls | 8,500 | - | 8,500 | Enhanced Program |
| 0025-2500 Conroe Tower Fund | 644 | 8 | Replace Carpet In Hallway And Banquet Room | 9,700 | - | - | Replacement Equipment |
| 0025-2500 Conroe Tower Fund | 4347 | 9 | Large Christmas Tree For Lobby | 9,349 | - | - | New Equipment |
| 0025-2500 Conroe Tower Fund | 1015 | 10 | Complete Reupholstering of Furniture on 3rd Floor | 3,450 | - | - | Replacement Equipment |
| 0025-2500 Conroe Tower Fund | 4349 | 11 | L E D Sign On East Side Of Tower Lower Level | 9,589 | - | - | New Equipment |
| 0025-2500 Conroe Tower Fund | 4346 | 12 | Marquee Sign At Owen Theatre | 79,500 | - | - | Replacement Equipment |
| Conroe Tower Fund Total | | | | \$ 230,616 | \$ - | \$ 103,425 | |

FY 2018-2019

Definitions:

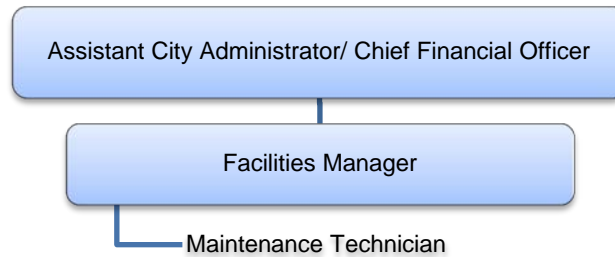
1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 17-18 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. FY 18-19 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY17-18 Purchase or FY 18-19 Approved columns, then the supplemental request was not approved.



Conroe Tower



The Conroe Tower is a 58,000+ square foot office center located in the heart of downtown Conroe. The purchase gave the city the room it needed to house its growing staff and the ability to remain downtown for the convenience of the citizens. The city occupies just over 40,000 square feet of space in the building. Almost all of the administrative offices are in the building, and most city business is conducted there. The remainder of the space is leased as professional office suites to 14 tenants. The tenants provide enough income to offset approximately one half of the building's operating costs. The "Top of the Tower" is a meeting room/banquet facility located on the sixth floor of the Conroe Tower. The 2,700 square feet space offers a spectacular panoramic view of Conroe and is ideal for business meetings, training sessions, receptions and banquets. The Facilities Manager also manages maintenance for the Madeley Building, Owen Theatre, and the old Police Department building, in addition to preparing new lease contracts and management of 6 cell towers located around Montgomery County.



Conroe Tower

Accomplishments for FY 2017-2018

- ✓ Maintained 100% occupancy level in the Tower
- ✓ Maintained ice machine and soda fountain located in 1st floor break room
- ✓ Painted 3rd floor offices and hallways
- ✓ Performed regular maintenance at the Owen Theater, Madeley Building and the old Conroe Police/Courts building
- ✓ Repainted exterior metal trim and porches at City Hall
- ✓ Completed installation of new steps on north side of City Hall
- ✓ Installed additional security cameras in garage, lobby and banquet room
- ✓ Installed new AV equipment in 6th floor banquet room for training and guests rentals
- ✓ Remodeled 6th floor kitchen
- ✓ Polished and restored tile in Lobby of City Hall
- ✓ Replaced Audio equipment at the Owen Theatre
- ✓ Replaced South Entry doors of City Hall

Goals & Objectives for FY 2018-2019

- ❑ Maintain 100% occupancy level in the Tower while providing excellent tenant/customer satisfaction
- ❑ Update paint on the exterior of Council Chambers and lobby hallways at City Hall
- ❑ Replace marquee sign at the Owen Theater
- ❑ Lease the Old Police/Courts building
- ❑ New A/V equipment for Council conference room
- ❑ New carpet in 6th floor banquet room
- ❑ New LED sign on east side of City Hall
- ❑ Perform regular maintenance at City Hall, The Owen Theater, Madeley Building and the old Conroe Police/Courts building



City of Conroe Conroe Tower Fund

Conroe Tower 0025-2500

| | <u>Actual 2015-2016</u> | <u>Estimated 2016-2017</u> | <u>Budgeted 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---------------------------|-----------------------------|--------------------------------|-------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Maintenance Technician | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 1 | 1 | 1 | 1 |

| | <u>Actual 2015-2016</u> | <u>Estimated 2016-2017</u> | <u>Budgeted 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---|-----------------------------|--------------------------------|-------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Tower Occupancy at 100% | 100% | 100% | 100% | 100% |
| Number of 6th Floor Rental/Usage Information Requests | 1,050 | 1,200 | 1,200 | 1,200 |
| Number of 6th Floor Reservations | 140 | 180 | 190 | 225 |
| Number of Tower Maintenance and old PD Service Orders | 480 | 500 | 700 | 700 |
| Number of Specialty Service Orders (Owen Theatre-Madeley Building) | 100 | 100 | 150 | 150 |



CITY OF CONROE
FY 2018-2019
0025-2500

BUDGET LINE ITEMS

| FUND: CONROE TOWER DEPARTMENT: CONROE TOWER DIVISION: EXPENDITURES | | | | | | |
|--|------------------|------------------|------------------|------------------|------------------|------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$49,255 | \$49,963 | \$49,428 | \$51,902 | \$0 | \$51,902 |
| 7020 Overtime | \$1,088 | \$2,100 | \$2,100 | \$2,100 | \$0 | \$2,100 |
| 7025 Social Security | \$3,596 | \$4,395 | \$4,354 | \$4,131 | \$0 | \$4,131 |
| 7030 Retirement & Pension | \$8,191 | \$8,513 | \$8,425 | \$8,771 | \$0 | \$8,771 |
| 7035 Workers Compensation | \$875 | \$1,454 | \$1,446 | \$1,318 | \$0 | \$1,318 |
| 7040 Employee Insurance | \$15,020 | \$20,014 | \$20,014 | \$20,828 | \$0 | \$20,828 |
| PERSONNEL SERVICES SUBTOTAL | \$78,025 | \$86,439 | \$85,767 | \$89,050 | \$0 | \$89,050 |
| 7110 Office Supplies | \$267 | \$225 | \$225 | \$225 | \$0 | \$225 |
| 7130 Building Supplies | \$3,489 | \$3,060 | \$3,060 | \$3,060 | \$0 | \$3,060 |
| 7140 Wearing Apparel | \$453 | \$360 | \$360 | \$360 | \$0 | \$360 |
| 7160 Vehicle Operations | \$2,186 | \$2,100 | \$3,200 | \$2,100 | \$0 | \$2,100 |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$25,200 | \$25,200 | \$200 | \$0 | \$200 |
| 7200 Operating Supplies | \$34,799 | \$37,000 | \$37,000 | \$37,000 | \$0 | \$37,000 |
| 7252 Improvements <\$5,000 | \$0 | \$53,255 | \$23,255 | \$0 | \$8,500 | \$8,500 |
| 7253 Furniture & Fixtures <\$5,000 | \$14,606 | \$12,546 | \$7,000 | \$5,000 | \$0 | \$5,000 |
| 7254 Machinery & Equipment <\$5,000 | \$3,340 | \$4,500 | \$5,500 | \$4,500 | \$0 | \$4,500 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$59,140 | \$138,246 | \$104,800 | \$52,445 | \$8,500 | \$60,945 |
| 8010 Utilities | \$158,591 | \$222,000 | \$200,000 | \$200,000 | \$62,500 | \$262,500 |
| 8020 Insurance and Bonds | \$761 | \$800 | \$800 | \$800 | \$0 | \$800 |
| 8030 Legal Services | \$0 | \$800 | \$800 | \$800 | \$0 | \$800 |
| 8050 Travel & Training | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8060 Contract Services | \$264,098 | \$297,639 | \$280,000 | \$225,992 | \$32,425 | \$258,417 |
| CONTRACTUAL SUBTOTAL | \$423,450 | \$521,239 | \$481,600 | \$427,592 | \$94,925 | \$522,517 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$11,346 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$11,346 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$2,253 | \$2,253 | \$2,253 | \$2,495 | \$0 | \$2,495 |
| TRANSFERS OUT SUBTOTAL | \$2,253 | \$2,253 | \$2,253 | \$2,495 | \$0 | \$2,495 |
| TOTAL 0025-2500 | \$574,214 | \$748,177 | \$674,420 | \$571,582 | \$103,425 | \$675,007 |



CITY OF CONROE
FY 2018-2019
0025-2500

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|---|---------------------------------|--|---|
| 2724 | 2 | Annual Security Maintenance 5 Additional Cameras | Non-discretionary Adjustment | 8060 Contract Services Request Total | \$7,425 \$7,425 |
| 4351 | 3 | Owen Theatre - Repairs, Maint, And Electric | Non-discretionary Adjustment | 8010 UTILITIES 8060 CONTRACT SERVICES Request Total | \$26,500 \$13,000 \$39,500 |
| 3081 | 4 | Property Tax Increase | Non-discretionary Adjustment | 8060 Contract Services Request Total | \$12,000 \$12,000 |
| 3192 | 5 | Electricity Charge For Old P D Increase | Non-discretionary Adjustment | 8010 Utilities Request Total | \$36,000 \$36,000 |
| 3187 | 7 | Paint Exterior Walls Of Council Chamber & Halls | Enhanced Program | 7252 Improvements <\$5,000 Request Total | \$8,500 \$8,500 |
| 5 Requests | | | Total for 0025-2500 | | \$103,425 |





(This page intentionally left blank.)



TRANSPORTATION GRANTS FUNDS



Transportation Grants

Section 5307 – The Federal Transit Administration (FTA) appropriates Section 5307 funds to the Conroe-The Woodlands Urbanized Area (UZA) annually. Currently, the City and The Woodlands sub-allocate these funds based on population and population density. The grant is used to reimburse Conroe Connection transit operations costs.

Section 5310 – The Federal Transit Administration (FTA) apportions Section 5310 funding to the Conroe-The Woodlands Urbanized Area (UZA) based on the UZA's population of seniors and persons with disabilities. Ninety percent of the Section 5310 funding is passed through to a sub-recipient(s) that is chosen through an annual or biannual competitive process and ten percent is used by the City to support its administration of the program. The funds are used to reimburse grant recipient's transit capital and operations costs to meet the needs of seniors and individuals with disabilities.

Section 5339 – The Federal Transit Administration (FTA) appropriates Section 5339 funds to the Conroe-The Woodlands UZA based on population, population density, and bus revenue miles. Funds may only be used toward capital projects which may include Capital Cost of Contracting (CCOC) and projects to replace, rehabilitate, and purchase buses and related equipment and facilities.

Congestion-Mitigation Air Quality (CMAQ) – The Houston-Galveston Area Council (H-GAC) has identified Congestion-Mitigation Air Quality (CMAQ) funds to initiate commuter bus service from Conroe to downtown Houston and the Texas Medical Center. CMAQ funds are used to pay for transportation projects that improve air quality in “non-attainment” and “maintenance” areas — those areas where the EPA considers air quality to be poor, or where there have been air quality problems in the past.

State Public Transportation – State funding is apportioned to Brazos Transit District (BTD) for the Conroe-The Woodlands UZA. Conroe and The Woodlands then sub-allocate the funds based on population and service data. The funds are used to reimburse Conroe Connection transit operational costs.

| | | FY 16-17 | FY 17-18 | FY 17-18 | FY 18-19 |
|---|-----------|--------------------------|--------------------------|--------------------------|----------------------------|
| | | Actual | Budget (Amended) | Estimated | Proposed |
| Section 5307 Grant Funds | | | | | |
| 201 | FY13 | \$ 3,372 | \$ 3,096 | \$ 3,096 | \$ - |
| 202 | FY14 | 203,571 | 27,467 | 27,467 | - |
| 203 | FY15 | 204,604 | 225,124 | 195,620 | 29,505 |
| 243 | FY16 | 108,926 | 177,293 | 85,692 | 180,354 |
| TBD | FY17 | - | - | 257,279 | 224,514 |
| TBD | FY18 | - | - | - | 201,000 |
| | | <u>\$ 520,473</u> | <u>\$ 432,980</u> | <u>\$ 569,154</u> | <u>\$ 635,373</u> |
| Section 5310 Grant Funds | | | | | |
| 241 | FY13-14 | \$ 159,492 | \$ 11,315 | \$ 11,315 | \$ - |
| 242 | FY15-16 | 32,092 | 288,830 | 42,400 | 143,222 |
| TBD | FY17-18 | - | - | - | 181,500 |
| | | <u>\$ 191,584</u> | <u>\$ 300,145</u> | <u>\$ 53,715</u> | <u>\$ 324,722</u> |
| Section 5339 Grant Funds | | | | | |
| 233 | FY15 & 16 | \$ - | \$ 66,561 | \$ 44,592 | \$ 82,192 |
| | | <u>\$ -</u> | <u>\$ 66,561</u> | <u>\$ 44,592</u> | <u>\$ 82,192</u> |
| Congestion-Mitigation Air Quality (CMAQ) | | | | | |
| TBD | | \$ - | \$ - | \$ - | \$ 620,000 |
| | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 620,000</u> |
| State Public Transportation Appropriations Funds | | | | | |
| 253 | | \$ 90,141 | \$ 87,304 | \$ 86,780 | \$ 86,780 |
| | | <u>\$ 90,141</u> | <u>\$ 87,304</u> | <u>\$ 86,780</u> | <u>\$ 86,780</u> |
| | | <u><u>\$ 802,198</u></u> | <u><u>\$ 886,990</u></u> | <u><u>\$ 754,241</u></u> | <u><u>\$ 1,749,067</u></u> |



FY 18-19 Budget Summary

FY13 Section 5307 Grant Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|-------------------|------------------|
| Beginning Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | N/A |
| Transportation Grant Fund Revenues: | | | | | | | | |
| Revenues | \$ 3,372 | \$ 3,096 | \$ 3,096 | \$ - | \$ - | \$ - | \$ (3,096) | -100.0% |
| Total Revenues | \$ 3,372 | \$ 3,096 | \$ 3,096 | \$ - | \$ - | \$ - | \$ (3,096) | -100.0% |
| Total Resources: | \$ 3,372 | \$ 3,096 | \$ 3,096 | \$ - | \$ - | \$ - | \$ (3,096) | -100.0% |
| Transportation Grant Fund Expenditures: | | | | | | | | |
| Transportation | \$ 3,372 | \$ 3,096 | \$ 3,096 | \$ - | \$ - | \$ - | \$ (3,096) | -100.0% |
| Total Expenditures | \$ 3,372 | \$ 3,096 | \$ 3,096 | \$ - | \$ - | \$ - | \$ (3,096) | -100.0% |
| New Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |

Breakdown of Transfer Out:

| | |
|--------------|-------------|
| General Fund | \$ - |
| Total | \$ - |



CITY OF CONROE
FY 2018-2019
0201-0000

BUDGET LINE ITEMS

FUND: FY13 SECTION 5307 GRANT (TX-90-YO49-00)

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------------|----------------|----------------|----------------|------------|--------------|------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6106 Intergovernmental | \$3,372 | \$3,096 | \$3,096 | \$0 | \$0 | \$0 |
| INTERGOVERNMENTAL SUBTOTAL | \$3,372 | \$3,096 | \$3,096 | \$0 | \$0 | \$0 |
| TOTAL 0201-0000 | \$3,372 | \$3,096 | \$3,096 | \$0 | \$0 | \$0 |



CITY OF CONROE
FY 2018-2019
0201-2110

BUDGET LINE ITEMS

FUND: FY13 SECTION 5307 GRANT (TX-90-YO49-00)

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------|----------------|----------------|----------------|------------|--------------|------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 8060 Contract Services | \$3,372 | \$3,096 | \$3,096 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$3,372 | \$3,096 | \$3,096 | \$0 | \$0 | \$0 |
| TOTAL 0201-2110 | \$3,372 | \$3,096 | \$3,096 | \$0 | \$0 | \$0 |



FY 18-19 Budget Summary FY14 Section 5307 Grant Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|--------------------|------------------|
| Beginning Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | N/A |
| Transportation Grant Fund Revenues: | | | | | | | | |
| Revenues | \$ 203,571 | \$ 27,467 | \$ 27,467 | \$ - | \$ - | \$ - | \$ (27,467) | -100.0% |
| Total Revenues | \$ 203,571 | \$ 27,467 | \$ 27,467 | \$ - | \$ - | \$ - | \$ (27,467) | -100.0% |
| Total Resources: | \$ 203,571 | \$ 27,467 | \$ 27,467 | \$ - | \$ - | \$ - | \$ (27,467) | -100.0% |
| Transportation Grant Fund Expenditures: | | | | | | | | |
| Transportation | \$ 203,571 | \$ 27,467 | \$ 27,467 | \$ - | \$ - | \$ - | \$ (27,467) | -100.0% |
| Total Expenditures | \$ 203,571 | \$ 27,467 | \$ 27,467 | \$ - | \$ - | \$ - | \$ (27,467) | -100.0% |
| New Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |

Breakdown of Transfer Out:

| | |
|--------------|-------------|
| General Fund | \$ - |
| Total | \$ - |



CITY OF CONROE
FY 2018-2019
0202-0000

BUDGET LINE ITEMS

FUND: FY14 SECTION 5307 GRANT (TX-90-YO63-00)

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------------|------------------|-----------------|-----------------|------------|--------------|------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6106 Intergovernmental | \$203,571 | \$27,467 | \$27,467 | \$0 | \$0 | \$0 |
| INTERGOVERNMENTAL SUBTOTAL | \$203,571 | \$27,467 | \$27,467 | \$0 | \$0 | \$0 |
| TOTAL 0202-0000 | \$203,571 | \$27,467 | \$27,467 | \$0 | \$0 | \$0 |



CITY OF CONROE
FY 2018-2019
0202-2020

BUDGET LINE ITEMS

FUND: FY14 SECTION 5307 GRANT (TX-90-YO63-00)

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------|------------------|-----------------|-----------------|------------|--------------|------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 8060 Contract Services | \$203,571 | \$27,467 | \$27,467 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$203,571 | \$27,467 | \$27,467 | \$0 | \$0 | \$0 |
| TOTAL 0202-2020 | \$203,571 | \$27,467 | \$27,467 | \$0 | \$0 | \$0 |



FY 18-19 Budget Summary

FY15 Section 5307 Grant Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|---------------------|------------------|
| Beginning Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | N/A |
| Transportation Grant Fund Revenues: | | | | | | | | |
| Revenues | \$ 204,604 | \$ 225,124 | \$ 195,620 | \$ 29,505 | \$ - | \$ 29,505 | \$ (195,619) | -86.9% |
| Total Revenues | \$ 204,604 | \$ 225,124 | \$ 195,620 | \$ 29,505 | \$ - | \$ 29,505 | \$ (195,619) | -86.9% |
| Total Resources: | \$ 204,604 | \$ 225,124 | \$ 195,620 | \$ 29,505 | \$ - | \$ 29,505 | \$ (195,619) | -86.9% |
| Transportation Grant Fund Expenditures: | | | | | | | | |
| Transportation | \$ 204,604 | \$ 225,124 | \$ 195,620 | \$ 29,505 | \$ - | \$ 29,505 | \$ (195,619) | -86.9% |
| Total Expenditures | \$ 204,604 | \$ 225,124 | \$ 195,620 | \$ 29,505 | \$ - | \$ 29,505 | \$ (195,619) | -86.9% |
| New Fund Balance: | \$ - | \$ - | \$ - | \$ - | | \$ - | | |

Breakdown of Transfer Out:

| | |
|--------------|-------------|
| General Fund | \$ - |
| Total | \$ - |



**CITY OF CONROE
FY 2018-2019
0203-0000**

BUDGET LINE ITEMS

FUND: FY15 SECTION 5307 GRANT (TX-2016-049-00)

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------------|------------------|------------------|------------------|-----------------|--------------|-----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6106 Intergovernmental | \$204,604 | \$225,124 | \$195,620 | \$29,505 | \$0 | \$29,505 |
| INTERGOVERNMENTAL SUBTOTAL | \$204,604 | \$225,124 | \$195,620 | \$29,505 | \$0 | \$29,505 |
| TOTAL 0203-0000 | \$204,604 | \$225,124 | \$195,620 | \$29,505 | \$0 | \$29,505 |



CITY OF CONROE
FY 2018-2019
0203-2311

BUDGET LINE ITEMS

FUND: FY15 SECTION 5307 GRANT (TX-2016-049-00)

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------|------------------|------------------|------------------|-----------------|--------------|-----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 8060 Contract Services | \$204,604 | \$225,124 | \$195,620 | \$29,505 | \$0 | \$29,505 |
| CONTRACTUAL SUBTOTAL | \$204,604 | \$225,124 | \$195,620 | \$29,505 | \$0 | \$29,505 |
| TOTAL 0203-2311 | \$204,604 | \$225,124 | \$195,620 | \$29,505 | \$0 | \$29,505 |



FY 18-19 Budget Summary

FY15-16 Section 5339 Grant Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|------------------|------------------|
| Beginning Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | N/A |
| Transportation Grant Fund Revenues: | | | | | | | | |
| Revenues | \$ - | \$ 66,561 | \$ 44,592 | \$ 82,192 | \$ - | \$ 82,192 | \$ 15,631 | 23.5% |
| Total Revenues | \$ - | \$ 66,561 | \$ 44,592 | \$ 82,192 | \$ - | \$ 82,192 | \$ 15,631 | 23.5% |
| Total Resources: | \$ - | \$ 66,561 | \$ 44,592 | \$ 82,192 | \$ - | \$ 82,192 | \$ 15,631 | 23.5% |
| Transportation Grant Fund Expenditures: | | | | | | | | |
| Transportation | \$ - | \$ 66,561 | \$ 44,592 | \$ 82,192 | \$ - | \$ 82,192 | \$ 15,631 | 23.5% |
| Total Expenditures | \$ - | \$ 66,561 | \$ 44,592 | \$ 82,192 | \$ - | \$ 82,192 | \$ 15,631 | 23.5% |
| New Fund Balance: | \$ - | \$ - | \$ - | \$ - | | \$ - | | |

Breakdown of Transfer Out:

| | |
|--------------|-------------|
| General Fund | \$ - |
| Total | \$ - |



CITY OF CONROE
FY 2018-2019
0233-0000

BUDGET LINE ITEMS

FUND: FY15-16 SECTION 5339 GRANT (TX-2017-044-00)

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------------|------------|-----------------|-----------------|-----------------|--------------|-----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6106 Intergovernmental | \$0 | \$66,561 | \$44,592 | \$82,192 | \$0 | \$82,192 |
| INTERGOVERNMENTAL SUBTOTAL | \$0 | \$66,561 | \$44,592 | \$82,192 | \$0 | \$82,192 |
| TOTAL 0233-0000 | \$0 | \$66,561 | \$44,592 | \$82,192 | \$0 | \$82,192 |



CITY OF CONROE
FY 2018-2019
0233-2330

BUDGET LINE ITEMS

FUND: FY15-16 SECTION 5339 GRANT (TX-2017-044-00)

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------|------------|-----------------|-----------------|-----------------|--------------|-----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 8060 Contract Services | \$0 | \$66,561 | \$44,592 | \$82,192 | \$0 | \$82,192 |
| CONTRACTUAL SUBTOTAL | \$0 | \$66,561 | \$44,592 | \$82,192 | \$0 | \$82,192 |
| TOTAL 0233-2330 | \$0 | \$66,561 | \$44,592 | \$82,192 | \$0 | \$82,192 |



FY 18-19 Budget Summary FY13-14 Section 5310 Grant Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|--------------------|------------------|
| Beginning Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | N/A |
| Transportation Grant Fund Revenues: | | | | | | | | |
| Revenues | \$ 159,492 | \$ 11,315 | \$ 11,315 | \$ - | \$ - | \$ - | \$ (11,315) | -100.0% |
| Total Revenues | \$ 159,492 | \$ 11,315 | \$ 11,315 | \$ - | \$ - | \$ - | \$ (11,315) | -100.0% |
| Total Resources: | \$ 159,492 | \$ 11,315 | \$ 11,315 | \$ - | \$ - | \$ - | \$ (11,315) | -100.0% |
| Transportation Grant Fund Expenditures: | | | | | | | | |
| Transportation | \$ 159,492 | \$ 11,315 | \$ 11,315 | \$ - | \$ - | \$ - | \$ (11,315) | -100.0% |
| Total Expenditures | \$ 159,492 | \$ 11,315 | \$ 11,315 | \$ - | \$ - | \$ - | \$ (11,315) | -100.0% |
| New Fund Balance: | \$ - | \$ - | \$ - | \$ - | | \$ - | | |

Breakdown of Transfer Out:

| | |
|--------------|-------------|
| General Fund | \$ - |
| Total | \$ - |



CITY OF CONROE
FY 2018-2019
0241-0000

BUDGET LINE ITEMS

FUND: FY13-14 SECTION 5310 GRANT (TX-16-X024-00)

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------------|------------------|-----------------|-----------------|------------|--------------|------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6106 Intergovernmental | \$159,492 | \$11,315 | \$11,315 | \$0 | \$0 | \$0 |
| INTERGOVERNMENTAL SUBTOTAL | \$159,492 | \$11,315 | \$11,315 | \$0 | \$0 | \$0 |
| TOTAL 0241-0000 | \$159,492 | \$11,315 | \$11,315 | \$0 | \$0 | \$0 |



CITY OF CONROE
FY 2018-2019
0241-2410

BUDGET LINE ITEMS

FUND: FY13-14 SECTION 5310 GRANT (TX-16-X024-00)

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------|------------------|-----------------|-----------------|------------|--------------|------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 8060 Contract Services | \$159,492 | \$11,315 | \$11,315 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$159,492 | \$11,315 | \$11,315 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS OUT SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0241-2410 | \$159,492 | \$11,315 | \$11,315 | \$0 | \$0 | \$0 |



FY 18-19 Budget Summary

FY15-16 Section 5310 Grant Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|-------------------|--------------------------|----------------------|---------------------|------------------|
| Beginning Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | N/A |
| Transportation Grant Fund Revenues: | | | | | | | | |
| Revenues | \$ 32,092 | \$ 288,830 | \$ 42,400 | \$ 143,222 | \$ - | \$ 143,222 | \$ (145,608) | -50.4% |
| Total Revenues | \$ 32,092 | \$ 288,830 | \$ 42,400 | \$ 143,222 | \$ - | \$ 143,222 | \$ (145,608) | -50.4% |
| Total Resources: | \$ 32,092 | \$ 288,830 | \$ 42,400 | \$ 143,222 | \$ - | \$ 143,222 | \$ (145,608) | -50.4% |
| Transportation Grant Fund Expenditures: | | | | | | | | |
| Transportation | \$ 32,092 | \$ 288,830 | \$ 42,400 | \$ 143,222 | \$ - | \$ 143,222 | \$ (145,608) | -50.4% |
| Total Expenditures | \$ 32,092 | \$ 288,830 | \$ 42,400 | \$ 143,222 | \$ - | \$ 143,222 | \$ (145,608) | -50.4% |
| New Fund Balance: | \$ - | \$ - | \$ - | \$ - | | \$ - | | |

Breakdown of Transfer Out:

| | |
|--------------|-------------|
| General Fund | \$ - |
| Total | \$ - |



CITY OF CONROE
FY 2018-2019
0242-0000

BUDGET LINE ITEMS

FUND: FY15-16 SECTION 5310 GRANT (TX-2017-017-00)

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------------|-----------------|------------------|-----------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6106 Intergovernmental | \$32,092 | \$288,830 | \$42,400 | \$143,222 | \$0 | \$143,222 |
| INTERGOVERNMENTAL SUBTOTAL | \$32,092 | \$288,830 | \$42,400 | \$143,222 | \$0 | \$143,222 |
| TOTAL 0242-0000 | \$32,092 | \$288,830 | \$42,400 | \$143,222 | \$0 | \$143,222 |



CITY OF CONROE
FY 2018-2019
0242-2420

BUDGET LINE ITEMS

FUND: FY15-16 SECTION 5310 GRANT (TX-2017-017-00)

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------|-----------------|------------------|-----------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 8060 Contract Services | \$0 | \$288,830 | \$42,400 | \$143,222 | \$0 | \$143,222 |
| CONTRACTUAL SUBTOTAL | \$0 | \$288,830 | \$42,400 | \$143,222 | \$0 | \$143,222 |
| 8520 Transfer Out | \$32,092 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS OUT SUBTOTAL | \$32,092 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0242-2420 | \$32,092 | \$288,830 | \$42,400 | \$143,222 | \$0 | \$143,222 |



FY 18-19 Budget Summary

FY16 Section 5307 Grant Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|-------------------|--------------------------|----------------------|-----------------|------------------|
| Beginning Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | N/A |
| Transportation Grant Fund Revenues: | | | | | | | | |
| Revenues | \$ 108,926 | \$ 177,293 | \$ 85,692 | \$ 180,354 | \$ - | \$ 180,354 | \$ 3,061 | 1.7% |
| Total Revenues | \$ 108,926 | \$ 177,293 | \$ 85,692 | \$ 180,354 | \$ - | \$ 180,354 | \$ 3,061 | 1.7% |
| Total Resources: | \$ 108,926 | \$ 177,293 | \$ 85,692 | \$ 180,354 | \$ - | \$ 180,354 | \$ 3,061 | 1.7% |
| Transportation Grant Fund Expenditures: | | | | | | | | |
| Transportation | \$ 108,926 | \$ 177,293 | \$ 85,692 | \$ 180,354 | \$ - | \$ 180,354 | \$ 3,061 | 1.7% |
| Total Expenditures | \$ 108,926 | \$ 177,293 | \$ 85,692 | \$ 180,354 | \$ - | \$ 180,354 | \$ 3,061 | 1.7% |
| New Fund Balance: | \$ - | \$ - | \$ - | \$ - | | \$ - | | |

Breakdown of Transfer Out:

| | |
|--------------|-------------|
| General Fund | \$ - |
| Total | \$ - |



CITY OF CONROE
FY 2018-2019
0243-0000

BUDGET LINE ITEMS

FUND: FY16 SECTION 5307 GRANT (TX-2017-003-00)

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------------|------------------|------------------|-----------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6106 Intergovernmental | \$108,926 | \$177,293 | \$85,692 | \$180,354 | \$0 | \$180,354 |
| INTERGOVERNMENTAL SUBTOTAL | \$108,926 | \$177,293 | \$85,692 | \$180,354 | \$0 | \$180,354 |
| TOTAL 0243-0000 | \$108,926 | \$177,293 | \$85,692 | \$180,354 | \$0 | \$180,354 |



CITY OF CONROE
FY 2018-2019
0243-2430

BUDGET LINE ITEMS

FUND: FY16 SECTION 5307 GRANT (TX-2017-003-00)

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------|------------------|------------------|-----------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 8060 Contract Services | \$108,926 | \$177,293 | \$85,692 | \$180,354 | \$0 | \$180,354 |
| CONTRACTUAL SUBTOTAL | \$108,926 | \$177,293 | \$85,692 | \$180,354 | \$0 | \$180,354 |
| TOTAL 0243-2430 | \$108,926 | \$177,293 | \$85,692 | \$180,354 | \$0 | \$180,354 |



FY 18-19 Budget Summary

State Public Transportation Appropriations

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|-----------------|------------------|
| Beginning Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | N/A |
| Transportation Grant Fund Revenues: | | | | | | | | |
| Revenues | \$ 90,141 | \$ 87,304 | \$ 86,780 | \$ 86,780 | \$ - | \$ 86,780 | \$ (524) | -0.6% |
| Total Revenues | \$ 90,141 | \$ 87,304 | \$ 86,780 | \$ 86,780 | \$ - | \$ 86,780 | \$ (524) | -0.6% |
| Total Resources: | \$ 90,141 | \$ 87,304 | \$ 86,780 | \$ 86,780 | \$ - | \$ 86,780 | \$ (524) | -0.6% |
| Transportation Grant Fund Expenditures: | | | | | | | | |
| Transportation | \$ 90,141 | \$ 87,304 | \$ 86,780 | \$ 86,780 | \$ - | \$ 86,780 | \$ (524) | -0.6% |
| Total Expenditures | \$ 90,141 | \$ 87,304 | \$ 86,780 | \$ 86,780 | \$ - | \$ 86,780 | \$ (524) | -0.6% |
| New Fund Balance: | \$ - | \$ - | \$ - | \$ - | | \$ - | | |

Breakdown of Transfer Out:

| | |
|--------------|-------------|
| General Fund | \$ - |
| Total | \$ - |



CITY OF CONROE
FY 2018-2019
0253-0000

BUDGET LINE ITEMS

FUND: STATE PUBLIC TRANSPORTATION APPROPRIATIONS DEPARTMENT: OTHER FUNDS DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------------|-----------------|-----------------|-----------------|-----------------|--------------|-----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6106 Intergovernmental | \$90,141 | \$87,304 | \$86,780 | \$86,780 | \$0 | \$86,780 |
| INTERGOVERNMENTAL SUBTOTAL | \$90,141 | \$87,304 | \$86,780 | \$86,780 | \$0 | \$86,780 |
| TOTAL 0253-0000 | \$90,141 | \$87,304 | \$86,780 | \$86,780 | \$0 | \$86,780 |



CITY OF CONROE
FY 2018-2019
0253-2530

BUDGET LINE ITEMS

FUND: STATE PUBLIC TRANSPORTATION APPROPRIATIONS

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------|-----------------|-----------------|-----------------|-----------------|--------------|-----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 8060 Contract Services | \$90,141 | \$87,304 | \$86,780 | \$86,780 | \$0 | \$86,780 |
| CONTRACTUAL SUBTOTAL | \$90,141 | \$87,304 | \$86,780 | \$86,780 | \$0 | \$86,780 |
| TOTAL 0253-2530 | \$90,141 | \$87,304 | \$86,780 | \$86,780 | \$0 | \$86,780 |



OSCAR JOHNSON, JR. COMMUNITY CENTER FUND



FY 18-19 Budget Summary

Oscar Johnson, Jr. Community Center Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|---------------------------------|---------------------|---------------------|----------------------|---------------------|--------------------------|----------------------|---------------------|------------------|
| Beginning Fund Balance: | | \$ (226,877) | \$ (226,877) | \$ 3,356 | \$ - | \$ 3,356 | \$ - | 0.0% |
| OJJCC Fund Revenues: | | | | | | | | |
| Revenues | \$ 1,304,924 | \$ 1,521,884 | \$ 1,644,184 | \$ 1,276,986 | \$ - | \$ 1,276,986 | \$ (244,898) | -16.1% |
| Total Revenues | \$ 1,304,924 | \$ 1,521,884 | \$ 1,644,184 | \$ 1,276,986 | \$ - | \$ 1,276,986 | \$ (244,898) | -16.1% |
| Total Resources: | \$ 1,304,924 | \$ 1,295,007 | \$ 1,417,307 | \$ 1,280,342 | \$ - | \$ 1,280,342 | \$ (244,898) | -18.9% |
| OJJCC Fund Expenditures: | | | | | | | | |
| OJJCC | \$ 1,306,507 | \$ 1,304,989 | \$ 1,413,951 | \$ 1,244,481 | \$ 31,952 | \$ 1,276,433 | \$ (28,556) | -2.2% |
| Total Expenditures | \$ 1,306,507 | \$ 1,304,989 | \$ 1,413,951 | \$ 1,244,481 | \$ 31,952 | \$ 1,276,433 | \$ (28,556) | -2.2% |
| New Fund Balance: | | \$ (9,982) | \$ 3,356 | \$ 35,861 | | \$ 3,909 | | |



FY 18-19 Supplemental Requests Oscar Johnson, Jr Community Center Fund

| Department/Division | ID | Dept Rank | Supplemental Request Title | Requested Amount ¹ | FY 17-18 Purchase ² | FY 18-19 Approved ³ | Type |
|---------------------|------|-----------|---|-------------------------------|--------------------------------|--------------------------------|---------------|
| | | | | | | | |
| 0030-3000 OJJCC | 2243 | 1 | Part Time Rec Leaders - New Before School Program | \$ 33,397 | \$ - | \$ 31,952 | New Personnel |
| OJJCC Total | | | | \$ 33,397 | \$ - | \$ 31,952 | |

Definitions:

Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
 FY 17-18 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
 FY 18-19 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY17-18 Purchase or FY 18-19 Approved columns, then the supplemental request was not approved.



CITY OF CONROE
FY 2018-2019
0030-0000

BUDGET LINE ITEMS

FUND: OSCAR JOHNSON JR COMMUNITY CENTER

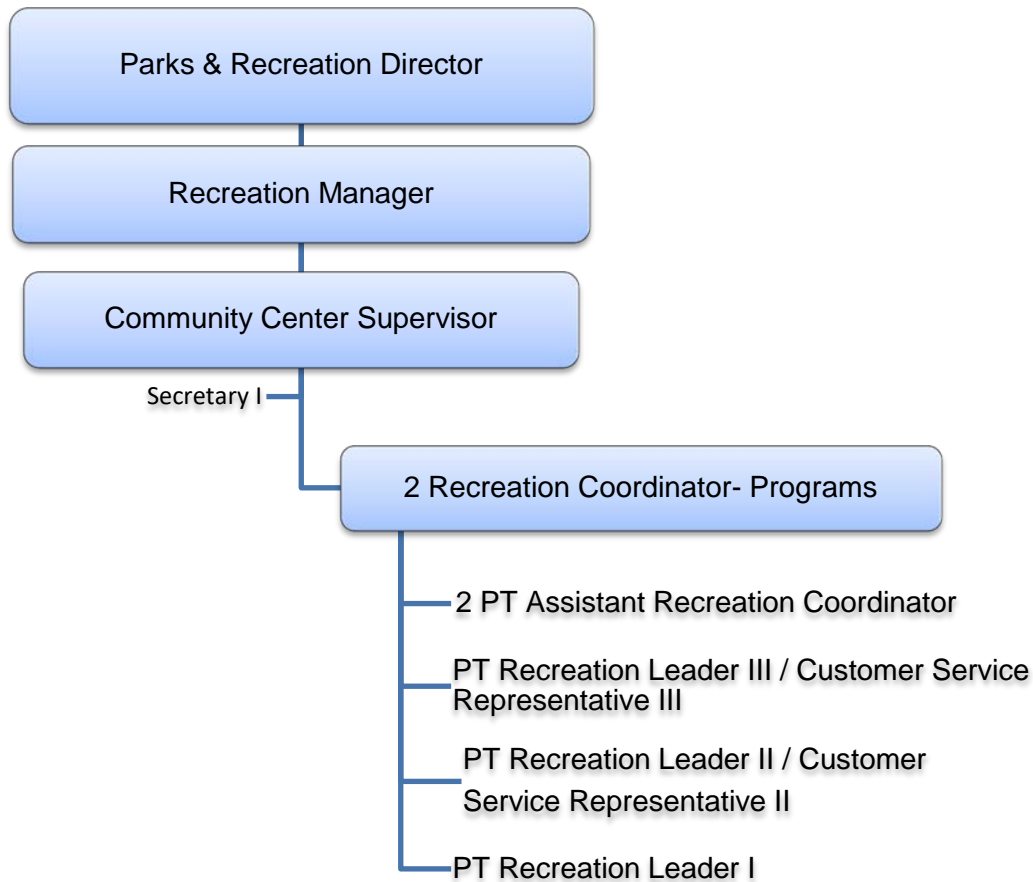
DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|--|--------------------|--------------------|--------------------|--------------------|--------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 5150 Service Charges | \$25 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CHARGES FOR SALES AND SERVICES SUBTOTAL | \$25 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6106 Intergovernmental | \$565,688 | \$760,038 | \$909,917 | \$502,000 | \$0 | \$502,000 |
| INTERGOVERNMENTAL SUBTOTAL | \$565,688 | \$760,038 | \$909,917 | \$502,000 | \$0 | \$502,000 |
| 6010 Interest on Investments | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| INVESTMENT INCOME SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6050 Recreational | \$17,928 | \$19,950 | \$19,950 | \$20,947 | \$0 | \$20,947 |
| 6051 Parks Programs | \$714,389 | \$738,540 | \$708,001 | \$754,039 | \$0 | \$754,039 |
| 6052 Donations | \$6,854 | \$0 | \$6,285 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$40 | \$0 | \$31 | \$0 | \$0 | \$0 |
| 6104 CDBG-OJCC | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6110 Insurance Proceeds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6530 Other Non-Operating Income | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| MISCELLANEOUS REVENUE SUBTOTAL | \$739,211 | \$758,490 | \$734,267 | \$774,986 | \$0 | \$774,986 |
| 6550 Transfer In | \$0 | \$3,356 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS IN SUBTOTAL | \$0 | \$3,356 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0030-0000 | \$1,304,924 | \$1,521,884 | \$1,644,184 | \$1,276,986 | \$0 | \$1,276,986 |



Oscar Johnson, Jr. Community Center



The Oscar Johnson, Jr. Community Center is situated on nearly two and one-half acres south of downtown Conroe. A six thousand square foot building with meeting facilities, classrooms, computer lab, kitchen and offices supports the Center's programming efforts to address the needs in the community. A four thousand square foot activity building adds a game room, an art studio, restrooms and a large meeting room for programs and rental opportunities. Outdoor features include a lighted basketball court, playground area, picnic tables and seasonal swimming pool. Conroe residents can participate in the after school recreation program, summer day camps, art programs, dance programs, martial arts, adult education classes including GED, Spanish/English classes and a variety of other programs and special events. Named for Oscar Johnson, Jr., the first African American Conroe City Council member, the Community Center is the vision of Conroe's Concerned Citizens and has been operating for 20 years.



Oscar Johnson, Jr. Community Center

Accomplishments for FY 2017-2018

- ✓ Increased Leadership Adventure Program participation by 10%
- ✓ Started feasibility study for new facility
- ✓ Researched sustainable special events specific to the center and surrounding community (Senior Programming, Family Game Night)
- ✓ Initiated Family Campout
- ✓ Explored options to establish Before School Care program
- ✓ Explored additional uses for the facility during non-peak hours (ESL/GED, Learn to Read, Read to Learn, Eat to be Fit Class)
- ✓ Implemented Expert Online training for After School and Day Camp staff
- ✓ Submitted supplemental request for Before School Program
- ✓ Completed TPWD Co-Op Grant

Goals & Objectives for FY 2018-2019

- ❑ Begin adult education classes
- ❑ Initiate two (2) family nights
- ❑ Explore expansion of family campouts
- ❑ Review current van routes for additional capacity for ASRP
- ❑ Create a presentation for the Texas Recreation and Parks Society State Institute in 2019



City of Conroe
Oscar Johnson, Jr. Community Center Fund

Oscar Johnson, Jr. Community Center
030-3000

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|--|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERSONNEL SERVICES | | | | |
| Recreation Center Supervisor | 1 | 1 | 1 | 1 |
| Secretary I | 1 | 1 | 1 | 1 |
| Recreation Coordinator | 2 | 2 | 2 | 2 |
| TOTAL FULL TIME | 4 | 4 | 4 | 4 |
| PT Recreation Coordinator (Hours) | 1,560 | 0 | 0 | 1,000 |
| PT Assistant Recreation Coordinator (Hours) | 2,000 | 2,000 | 2,000 | 2,000 |
| PT Recreation Leader III (Hours) | 0 | 11,593 | 11,654 | 13,245 |
| PT Recreation Leader II (Hours) | 16,175 | 42,010 | 41,258 | 35,070 |
| PT Recreation Leader I (Hours) | 33,190 | 2,662 | 4,206 | 4,000 |
| PT Youth Counselor In Training (Hours) | 4,000 | 0 | 0 | 0 |
| PT Customer Service Representative III (Hours) | 0 | 3,030 | 2,605 | 2,110 |
| PT Customer Service Representative II (Hours) | 0 | 2,334 | 2,211 | 2,200 |
| TOTAL PART TIME HOURS | 56,925 | 63,629 | 63,934 | 59,625 |

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|-----------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Participants | | | | |
| Rentals | 8,079 | 6,650 | 6,882 | 7,019 |
| Programs | 104,477 | 100,553 | 95,198 | 97,101 |
| Special Events | 812 | 818 | 833 | 849 |
| Total | 113,368 | 108,021 | 102,913 | 104,969 |

2017-18 performance measures represent 5% decrease in participation due to closing of Tall Timbers ASRP and a 3% decrease in revenue due to karate and ASRP participation.

2018-19 performance measures include a 2% increase in overall participation and revenue.



CITY OF CONROE
FY 2018-2019
0030-3000

BUDGET LINE ITEMS

FUND: OSCAR JOHNSON JR COMMUNITY CENTER

DEPARTMENT: OSCAR JOHNSON JR COMMUNITY CENTER

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------|-----------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$252,928 | \$266,307 | \$258,530 | \$280,937 | \$0 | \$280,937 |
| 7012 Salaries - Part Time | \$606,862 | \$488,563 | \$607,207 | \$488,563 | \$24,794 | \$513,357 |
| 7020 Overtime | \$1,496 | \$2,501 | \$2,501 | \$2,501 | \$0 | \$2,501 |
| 7025 Social Security | \$64,823 | \$63,154 | \$66,447 | \$59,058 | \$1,897 | \$60,955 |
| 7030 Retirement & Pension | \$41,381 | \$43,933 | \$43,392 | \$46,039 | \$0 | \$46,039 |
| 7035 Workers Compensation | \$12,987 | \$12,579 | \$9,583 | \$11,170 | \$261 | \$11,431 |
| 7040 Employee Insurance | \$60,073 | \$80,054 | \$80,054 | \$83,315 | \$0 | \$83,315 |
| PERSONNEL SERVICES SUBTOTAL | \$1,040,550 | \$957,091 | \$1,067,714 | \$971,583 | \$26,952 | \$998,535 |
| 7110 Office Supplies | \$5,985 | \$6,300 | \$6,000 | \$6,000 | \$0 | \$6,000 |
| 7130 Building Supplies | \$2,380 | \$3,000 | \$4,000 | \$3,000 | \$0 | \$3,000 |
| 7140 Wearing Apparel | \$5,561 | \$8,000 | \$7,880 | \$7,500 | \$0 | \$7,500 |
| 7160 Vehicle Operations | \$9,909 | \$9,000 | \$10,000 | \$10,000 | \$4,000 | \$14,000 |
| 7170 Vehicle Repairs | \$1,409 | \$3,000 | \$4,000 | \$4,000 | \$0 | \$4,000 |
| 7180 Equipment Repairs | \$0 | \$3,000 | \$2,000 | \$2,000 | \$0 | \$2,000 |
| 7200 Operating Supplies | \$42,062 | \$45,581 | \$43,643 | \$43,643 | \$1,000 | \$44,643 |
| 7251 Buildings <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$697 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$67,306 | \$77,881 | \$78,220 | \$76,143 | \$5,000 | \$81,143 |
| 8010 Utilities | \$33,021 | \$38,000 | \$37,000 | \$35,000 | \$0 | \$35,000 |
| 8040 Leased Equipment | \$5,188 | \$7,000 | \$6,000 | \$6,000 | \$0 | \$6,000 |
| 8050 Travel & Training | \$12,996 | \$18,375 | \$18,375 | \$21,755 | \$0 | \$21,755 |
| 8060 Contract Services | \$133,386 | \$206,642 | \$206,642 | \$134,000 | \$0 | \$134,000 |
| CONTRACTUAL SUBTOTAL | \$184,591 | \$270,017 | \$268,017 | \$196,755 | \$0 | \$196,755 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$14,060 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$14,060 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0030-3000 | \$1,306,507 | \$1,304,989 | \$1,413,951 | \$1,244,481 | \$31,952 | \$1,276,433 |



CITY OF CONROE
FY 2018-2019
0030-3000

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|---|----------------------------|---------------------------|-----------------|
| 2243 | 1 | Part Time Rec Leaders - New Before School Program | New Personnel | 7012 SALARIES - PART TIME | \$24,794 |
| | | | | 7025 SOCIAL SECURITY | \$1,897 |
| | | | | 7035 WORKERS COMPENSATION | \$261 |
| | | | | 7160 VEHICLE OPERATIONS | \$4,000 |
| | | | | 7200 OPERATING SUPPLIES | \$1,000 |
| | | | | Request Total | \$31,952 |
| 1 Requests | | | Total for 0030-3000 | | \$31,952 |





(This page intentionally left blank.)



MUNICIPAL COURT SPECIAL REVENUE FUNDS



Municipal Court Special Revenue Funds

Municipal Court Technology Fund (037) - A fee of \$4.00 is collected from every conviction of offense where monetary funds are collected, per the Code of Criminal Procedure 102.0172. This fund shall be used on computers, printers, scanners, ink, software, and ticket writers.

Municipal Court Building Security Fund (038) - A fee of \$3.00 is collected from every conviction of offense where monetary funds are collected, per the Code of Criminal Procedure 102.017. This fund shall be used on bailiff officer(s) housed in the court offices, metal detectors, x-ray machines, identification cards and systems, electronic locking and surveillance equipment, video teleconferencing systems, signage, alarms, bullet-proof material and the repair of any of the above.

Municipal Court Juvenile Case Manager Fund (039) - A fee of \$4.00 is collected from every conviction of offense where monetary funds are collected, per the Code of Criminal Procedure 102.0174. This fund is for the salary, supplies, computer and education of the Juvenile Case Coordinator. This fund can also be used for supplies in the training of juvenile offenders.

Municipal Court Efficiency Fee Fund (048) - These fines are from two sources, per Local Government Code 133.103: \$2.50 from Time Payment Fee when defendants are on a payment plan and 10% from Judicial Support Fee on every conviction of offense where monetary funds are collected.

Municipal Court Truancy Prevention Fund (049) - A fee of \$1.00 is collected on every conviction of offense where monetary funds are collected, per Article 102.015 Code of Criminal Procedure.



FY 18-19 Budget Summary

Municipal Court Technology Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|-----------------|------------------|
| Beginning Fund Balance: | \$ 15,661 | \$ 15,661 | \$ 15,661 | \$ 44,580 | \$ - | \$ 44,580 | \$ - | \$ - |
| Municipal Court Technology Fund Revenues: | | | | | | | | |
| Revenues | \$ 34,975 | \$ 32,856 | \$ 33,919 | \$ 33,852 | \$ - | \$ 33,852 | \$ 996 | 3.0% |
| Total Revenues | \$ 34,975 | \$ 32,856 | \$ 33,919 | \$ 33,852 | \$ - | \$ 33,852 | \$ 996 | 3.0% |
| Total Resources | \$ 34,975 | \$ 48,517 | \$ 49,580 | \$ 78,432 | \$ - | \$ 78,432 | \$ 996 | 2.1% |
| Municipal Court Technology Fund Expenditures: | | | | | | | | |
| 0037-3700 | \$ 19,314 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ - | \$ 5,000 | \$ - | 0.0% |
| Total Exp | \$ 19,314 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ - | \$ 5,000 | \$ - | 0.0% |
| New Fund Balance: | \$ 43,517 | \$ 44,580 | \$ 73,432 | \$ 73,432 | | \$ 73,432 | | |

Breakdown of Transfer In:

| | |
|--------------|-------------|
| General Fund | \$ - |
| Total | \$ - |

Breakdown of Transfer Out:

| | |
|-----------------------------|-------------|
| General Fund - Fund Balance | \$ - |
| Total | \$ - |



CITY OF CONROE
FY 2018-2019
0037-0000

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT TECHNOLOGY

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|---------------------------------------|-----------------|-----------------|-----------------|-----------------|--------------|-----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 5510 Traffic and Criminal Fines | \$34,952 | \$32,856 | \$33,852 | \$33,852 | \$0 | \$33,852 |
| FINES AND FORFEITURES SUBTOTAL | \$34,952 | \$32,856 | \$33,852 | \$33,852 | \$0 | \$33,852 |
| 6010 Interest on Investments | \$23 | \$0 | \$67 | \$0 | \$0 | \$0 |
| INVESTMENT INCOME SUBTOTAL | \$23 | \$0 | \$67 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS IN SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0037-0000 | \$34,975 | \$32,856 | \$33,919 | \$33,852 | \$0 | \$33,852 |



CITY OF CONROE
FY 2018-2019
0037-3700

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT TECHNOLOGY

DEPARTMENT: MUNICIPAL COURT FEES

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|-----------------|----------------|----------------|----------------|--------------|----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7110 Office Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$2,500 | \$2,500 | \$2,500 | \$0 | \$2,500 |
| SUPPLIES SUBTOTAL | \$0 | \$2,500 | \$2,500 | \$2,500 | \$0 | \$2,500 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$0 | \$2,500 | \$2,500 | \$2,500 | \$0 | \$2,500 |
| 8060 Contract Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$0 | \$2,500 | \$2,500 | \$2,500 | \$0 | \$2,500 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$19,314 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS OUT SUBTOTAL | \$19,314 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0037-3700 | \$19,314 | \$5,000 | \$5,000 | \$5,000 | \$0 | \$5,000 |



FY 18-19 Budget Summary

Municipal Court Building Security Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|---|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|-----------------|------------------|
| Beginning Fund Balance: | \$ 4,842 | \$ 4,842 | \$ 4,001 | \$ - | \$ 4,001 | \$ - | \$ - | \$ - |
| Municipal Court Building Security Fund Revenues: | | | | | | | | |
| Revenues | \$ 26,231 | \$ 24,642 | \$ 25,409 | \$ 25,372 | \$ - | \$ 25,372 | \$ 730 | 3.0% |
| Total Revenues | \$ 26,231 | \$ 24,642 | \$ 25,409 | \$ 25,372 | \$ - | \$ 25,372 | \$ 730 | 3.0% |
| Total Resources: | \$ 26,231 | \$ 29,484 | \$ 30,251 | \$ 29,373 | \$ - | \$ 29,373 | \$ 730 | 2.5% |
| Municipal Court Building Security Fund Expenditures: | | | | | | | | |
| 0038-3800 | \$ 21,389 | \$ 26,250 | \$ 26,250 | \$ 26,250 | \$ - | \$ 26,250 | \$ - | 0.0% |
| Total Exp | \$ 21,389 | \$ 26,250 | \$ 26,250 | \$ 26,250 | \$ - | \$ 26,250 | \$ - | 0.0% |
| New Fund Balance: | \$ 3,234 | \$ 4,001 | \$ 3,123 | \$ 3,123 | | \$ 3,123 | | |

Breakdown of Transfer In:

| | |
|--------------|-------------|
| General Fund | \$ - |
| Total | \$ - |

Breakdown of Transfer Out:

| | |
|--------------------------------|------------------|
| General Fund - Fund Balance | \$ - |
| General Fund - Personnel costs | 20,000 |
| Total | \$ 20,000 |



CITY OF CONROE
FY 2018-2019
0038-0000

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT BUILDING SECURITY

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|---------------------------------------|-----------------|-----------------|-----------------|-----------------|--------------|-----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 5510 Traffic and Criminal Fines | \$26,213 | \$24,642 | \$25,372 | \$25,372 | \$0 | \$25,372 |
| FINES AND FORFEITURES SUBTOTAL | \$26,213 | \$24,642 | \$25,372 | \$25,372 | \$0 | \$25,372 |
| 6010 Interest on Investments | \$18 | \$0 | \$37 | \$0 | \$0 | \$0 |
| INVESTMENT INCOME SUBTOTAL | \$18 | \$0 | \$37 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS IN SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0038-0000 | \$26,231 | \$24,642 | \$25,409 | \$25,372 | \$0 | \$25,372 |



CITY OF CONROE
FY 2018-2019
0038-3800

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT BUILDING SECURITY

DEPARTMENT: MUNICIPAL COURT FEES

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|-----------------|-----------------|-----------------|-----------------|--------------|-----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7110 Office Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7190 Radio Repairs | \$0 | \$150 | \$150 | \$150 | \$0 | \$150 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$0 | \$150 | \$150 | \$150 | \$0 | \$150 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$0 | \$4,100 | \$4,100 | \$4,100 | \$0 | \$4,100 |
| 8060 Contract Services | \$0 | \$2,000 | \$2,000 | \$2,000 | \$0 | \$2,000 |
| CONTRACTUAL SUBTOTAL | \$0 | \$6,100 | \$6,100 | \$6,100 | \$0 | \$6,100 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$21,389 | \$20,000 | \$20,000 | \$20,000 | \$0 | \$20,000 |
| TRANSFERS OUT SUBTOTAL | \$21,389 | \$20,000 | \$20,000 | \$20,000 | \$0 | \$20,000 |
| TOTAL 0038-3800 | \$21,389 | \$26,250 | \$26,250 | \$26,250 | \$0 | \$26,250 |



FY 18-19 Budget Summary

Municipal Court Juvenile Case Manager Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|---|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|-----------------|------------------|
| Beginning Fund Balance: | \$ 20,325 | \$ 20,325 | \$ 20,325 | \$ 11,234 | \$ - | \$ 11,234 | \$ - | \$ - |
| Municipal Court Juvenile Case Manager Fund Revenues: | | | | | | | | |
| Revenues | \$ 95,210 | \$ 32,794 | \$ 33,896 | \$ 33,800 | \$ - | \$ 33,800 | \$ 1,006 | 3.1% |
| Total Revenues | \$ 95,210 | \$ 32,794 | \$ 33,896 | \$ 33,800 | \$ - | \$ 33,800 | \$ 1,006 | 3.1% |
| Total Resources | \$ 95,210 | \$ 53,119 | \$ 54,221 | \$ 45,034 | \$ - | \$ 45,034 | \$ 1,006 | 1.9% |
| Municipal Court Juvenile Case Manager Fund Expenditures: | | | | | | | | |
| 0039-3900 | \$ 74,885 | \$ 42,987 | \$ 42,987 | \$ 42,987 | \$ - | \$ 42,987 | \$ - | 0.0% |
| Total Exp | \$ 74,885 | \$ 42,987 | \$ 42,987 | \$ 42,987 | \$ - | \$ 42,987 | \$ - | 0.0% |
| New Fund Balance: | \$ 10,132 | \$ 11,234 | \$ 2,047 | \$ 2,047 | | | | |

Breakdown of Transfer In:

| | |
|-----------------------------|-------------|
| General Fund - Fund Balance | \$ - |
| Total | \$ - |

Breakdown of Transfer Out:

| | |
|--------------------------------|------------------|
| General Fund - Personnel Costs | \$ 40,237 |
| Total | \$ 40,237 |



CITY OF CONROE
FY 2018-2019
0039-0000

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT JUVENILE CASE MANAGER DEPARTMENT: OTHER FUNDS DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|---------------------------------------|-----------------|-----------------|-----------------|-----------------|--------------|-----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 5510 Traffic and Criminal Fines | \$34,621 | \$32,794 | \$33,800 | \$33,800 | \$0 | \$33,800 |
| FINES AND FORFEITURES SUBTOTAL | \$34,621 | \$32,794 | \$33,800 | \$33,800 | \$0 | \$33,800 |
| 6010 Interest on Investments | \$41 | \$0 | \$96 | \$0 | \$0 | \$0 |
| INVESTMENT INCOME SUBTOTAL | \$41 | \$0 | \$96 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$60,548 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS IN SUBTOTAL | \$60,548 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0039-0000 | \$95,210 | \$32,794 | \$33,896 | \$33,800 | \$0 | \$33,800 |



CITY OF CONROE
FY 2018-2019
0039-3900

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT JUVENILE CASE MANAGER

DEPARTMENT: MUNICIPAL COURT FEES

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|-----------------|-----------------|-----------------|-----------------|--------------|-----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7110 Office Supplies | \$444 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$444 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$4,861 | \$2,750 | \$2,750 | \$2,750 | \$0 | \$2,750 |
| 8060 Contract Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$4,861 | \$2,750 | \$2,750 | \$2,750 | \$0 | \$2,750 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$69,580 | \$40,237 | \$40,237 | \$40,237 | \$0 | \$40,237 |
| TRANSFERS OUT SUBTOTAL | \$69,580 | \$40,237 | \$40,237 | \$40,237 | \$0 | \$40,237 |
| TOTAL 0039-3900 | \$74,885 | \$42,987 | \$42,987 | \$42,987 | \$0 | \$42,987 |



FY 18-19 Budget Summary

Municipal Court Efficiency Fee Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|-------------------|--------------------------|----------------------|--------------------|------------------|
| Beginning Fund Balance: | \$ 177,046 | \$ 177,046 | \$ 177,046 | \$ 185,223 | \$ - | \$ 185,223 | \$ - | \$ - |
| Municipal Court Efficiency Fee Fund Revenues: | | | | | | | | |
| Revenues | \$ 177,192 | \$ 22,814 | \$ 10,177 | \$ 9,728 | \$ - | \$ 9,728 | \$ (13,086) | -57.4% |
| Total Revenues | \$ 177,192 | \$ 22,814 | \$ 10,177 | \$ 9,728 | \$ - | \$ 9,728 | \$ (13,086) | -57.4% |
| Total Resources | \$ 177,192 | \$ 199,860 | \$ 187,223 | \$ 194,951 | \$ - | \$ 194,951 | \$ (13,086) | -6.5% |
| Municipal Court Efficiency Fee Fund Expenditures: | | | | | | | | |
| 0048-4800 | \$ 146 | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ 4,000 | \$ 2,000 | 100.0% |
| Total Exp | \$ 146 | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ 4,000 | \$ 2,000 | 100.0% |
| New Fund Balance: | \$ 197,860 | \$ 185,223 | \$ 192,951 | \$ 190,951 | | | | |

Breakdown of Transfer In:

| | |
|-----------------------------|-------------|
| General Fund - Fund Balance | \$ - |
| Total | \$ - |

Breakdown of Transfer Out:

| | |
|--------------|-------------|
| General Fund | \$ - |
| Total | \$ - |



FY 18-19 Supplemental Requests Municipal Court Efficiency Fee Fund

| Department/Division | ID | Dept Rank | Supplemental Request Title | Requested Amount ¹ | FY 17-18 Purchase ² | FY 18-19 Approved ³ | Type |
|---|----|-----------|---------------------------------|-------------------------------|--------------------------------|--------------------------------|-----------------------|
| | | | | | | | |
| 0048-4800 | | 1 | Court Security Officer Training | \$ 2,000 | \$ - | 2,000 | New Travel & Training |
| Municipal Court Efficiency Fee Total | | | | \$ 2,000 | \$ - | 2,000 | |

Definitions:

Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
FY 17-18 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
FY 18-19 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY17-18 Purchase or FY 18-19 Approved columns, then the supplemental request was not approved.



CITY OF CONROE
FY 2018-2019
0048-0000

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT EFFICIENCY FEE

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|---------------------------------------|------------------|-----------------|-----------------|----------------|--------------|----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 5510 Traffic and Criminal Fines | \$18,716 | \$22,814 | \$9,728 | \$9,728 | \$0 | \$9,728 |
| FINES AND FORFEITURES SUBTOTAL | \$18,716 | \$22,814 | \$9,728 | \$9,728 | \$0 | \$9,728 |
| 6010 Interest on Investments | \$90 | \$0 | \$449 | \$0 | \$0 | \$0 |
| INVESTMENT INCOME SUBTOTAL | \$90 | \$0 | \$449 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$158,386 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS IN SUBTOTAL | \$158,386 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0048-0000 | \$177,192 | \$22,814 | \$10,177 | \$9,728 | \$0 | \$9,728 |



CITY OF CONROE
FY 2018-2019
0048-4800

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT EFFICIENCY FEE

DEPARTMENT: MUNICIPAL COURT FEES

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|--------------|----------------|----------------|----------------|----------------|----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7110 Office Supplies | \$46 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7140 Wearing Apparel | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$46 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$100 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$4,000 |
| 8060 Contract Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$100 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$4,000 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS OUT SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0048-4800 | \$146 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$4,000 |



CITY OF CONROE
FY 2018-2019
0048-4800

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|------------------------------------|----------------------------|--|---------------------------|
| 4333 | 1 | Court Security Officer Training | New Travel & Training | 8050 TRAVEL & TRAINING Request Total | \$2,000 \$2,000 |
| 1 Requests | | | Total for 0048-4800 | | \$2,000 |



FY 18-19 Budget Summary

Municipal Court Truancy Prevention Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|-----------------|------------------|
| Beginning Fund Balance: | \$ 9,455 | \$ 9,455 | \$ 20,712 | \$ - | \$ 20,712 | \$ - | \$ - | \$ - |
| Municipal Court Truancy Prevention Fund Revenues: | | | | | | | | |
| Revenues | \$ 18,586 | \$ 7,671 | \$ 16,457 | \$ 16,432 | \$ - | \$ 16,432 | \$ 8,761 | 114.2% |
| Total Revenues | \$ 18,586 | \$ 7,671 | \$ 16,457 | \$ 16,432 | \$ - | \$ 16,432 | \$ 8,761 | 114.2% |
| Total Resources: | \$ 18,586 | \$ 17,126 | \$ 25,912 | \$ 37,144 | \$ - | \$ 37,144 | \$ 8,761 | 51.2% |
| Municipal Court Truancy Prevention Fund Expenditures: | | | | | | | | |
| 0049-4900 | \$ 9,131 | \$ 5,000 | \$ 5,200 | \$ 5,000 | \$ - | \$ 5,000 | \$ - | 0.0% |
| Total Exp | \$ 9,131 | \$ 5,000 | \$ 5,200 | \$ 5,000 | \$ - | \$ 5,000 | \$ - | 0.0% |
| New Fund Balance: | \$ 12,126 | \$ 20,712 | \$ 32,144 | \$ 32,144 | | | | |

Breakdown of Transfer In:

| | |
|-----------------------------|-------------|
| General Fund - Fund Balance | \$ - |
| Total | \$ - |

Breakdown of Transfer Out:

| | |
|--------------|-------------|
| General Fund | \$ - |
| Total | \$ - |



CITY OF CONROE
FY 2018-2019
0049-0000

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT TRUANCY PREVENTION

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|---------------------------------------|-----------------|----------------|-----------------|-----------------|--------------|-----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 5510 Traffic and Criminal Fines | \$11,699 | \$7,671 | \$16,432 | \$16,432 | \$0 | \$16,432 |
| FINES AND FORFEITURES SUBTOTAL | \$11,699 | \$7,671 | \$16,432 | \$16,432 | \$0 | \$16,432 |
| 6010 Interest on Investments | \$3 | \$0 | \$25 | \$0 | \$0 | \$0 |
| INVESTMENT INCOME SUBTOTAL | \$3 | \$0 | \$25 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$6,884 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS IN SUBTOTAL | \$6,884 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0049-0000 | \$18,586 | \$7,671 | \$16,457 | \$16,432 | \$0 | \$16,432 |



CITY OF CONROE
FY 2018-2019
0049-4900

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT TRUANCY PREVENTION

DEPARTMENT: MUNICIPAL COURT FEES

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|----------------|----------------|----------------|----------------|--------------|----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7110 Office Supplies | \$9,131 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7140 Wearing Apparel | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$0 | \$5,000 | \$5,200 | \$5,000 | \$0 | \$5,000 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$9,131 | \$5,000 | \$5,200 | \$5,000 | \$0 | \$5,000 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8060 Contract Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS OUT SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0049-4900 | \$9,131 | \$5,000 | \$5,200 | \$5,000 | \$0 | \$5,000 |





(This page intentionally left blank.)



FLEET SERVICES FUND



FY 18-19 Budget Summary Fleet Services Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--------------------------------------|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|-----------------|------------------|
| Beginning Fund Balance: | \$ 766,888 | \$ 766,888 | \$ 167,808 | \$ - | \$ 167,808 | \$ - | 0.0% | |
| Fleet Services Fund Revenues: | | | | | | | | |
| Revenues | \$ 1,952,468 | \$ 1,664,986 | \$ 1,888,571 | \$ 1,861,574 | \$ - | \$ 1,861,574 | \$ 196,588 | 11.8% |
| Total Revenues | \$ 1,952,468 | \$ 1,664,986 | \$ 1,888,571 | \$ 1,861,574 | \$ - | \$ 1,861,574 | \$ 196,588 | 11.8% |
| Total Resources: | \$ 1,952,468 | \$ 2,431,874 | \$ 2,655,459 | \$ 2,029,382 | \$ - | \$ 2,029,382 | \$ 196,588 | 8.1% |
| Fleet Services Fund Expenditures: | | | | | | | | |
| Fleet Services | \$ 1,893,061 | \$ 2,424,243 | \$ 2,487,651 | \$ 1,749,835 | \$ 112,851 | \$ 1,862,686 | \$ (561,557) | -23.2% |
| Total Expenditures | \$ 1,893,061 | \$ 2,424,243 | \$ 2,487,651 | \$ 1,749,835 | \$ 112,851 | \$ 1,862,686 | \$ (561,557) | -23.2% |
| New Fund Balance: | \$ 7,631 | \$ 167,808 | \$ 279,547 | | | \$ 166,696 | | |
| 30-Day Operating Reserve: | | | | | | \$ 155,225 | | |
| Over/(Under): | | | | | | 11,471 | | |
| Breakdown of Transfer Out: | | | | | | | | |
| Vehicle & Equipment Replacement Fund | | | | | | \$ 7,558 | | |
| Total | | | | | | \$ 7,558 | | |



FY 18-19 Supplemental Requests Fleet Services Fund

| Department/Division | ID | Dept Rank | Supplemental Request Title | Requested Amount ¹ | FY 17-18 | | FY 18-19 | | Type |
|--------------------------|------|-----------|--|-------------------------------|-----------------------|---|-----------------------|--|---------------|
| | | | | | Purchase ² | | Approved ³ | | |
| 0052-5200 Fleet Services | 3258 | 1 | Parts/inventory/data Specialist (replace PT Clerk) | \$ 42,232 | \$ | - | \$ 42,232 | | New Personnel |
| | 4302 | 2 | Fleet Technician I | 71,292 | | - | 70,619 | | New Personnel |
| Fleet Services Total | | | | \$ 113,524 | \$ | - | \$ 112,851 | | |

Definitions:

Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
 FY 17-18 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
 FY 18-19 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY17-18 Purchase or FY 18-19 Approved columns, then the supplemental request was not approved.



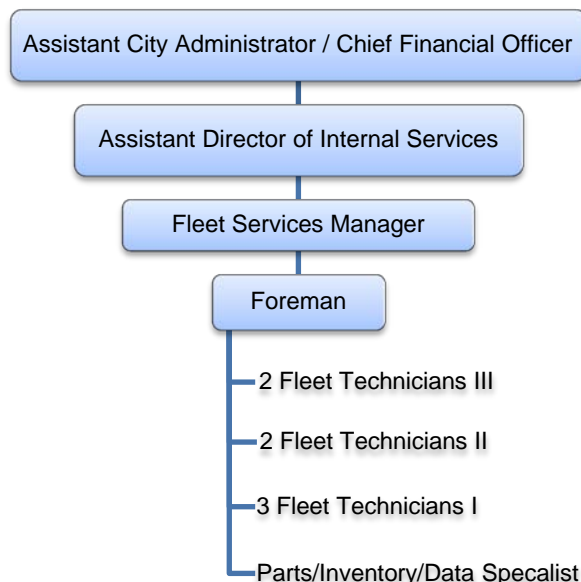
CITY OF CONROE
FY 2018-2019
0052-0000

BUDGET LINE ITEMS

| FUND: FLEET SERVICES | | DEPARTMENT: OTHER FUNDS | | DIVISION: REVENUES | | |
|--|--------------------|-------------------------|--------------------|--------------------|--------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 5150 Service Charges | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 5151 Fuel | \$80,845 | \$77,823 | \$87,411 | \$87,411 | \$0 | \$87,411 |
| 5152 Parts | \$655,693 | \$655,328 | \$655,328 | \$655,328 | \$0 | \$655,328 |
| 5153 Labor | \$695,923 | \$600,000 | \$650,000 | \$780,000 | \$0 | \$780,000 |
| 5154 Sublets | \$469,428 | \$286,835 | \$435,750 | \$286,835 | \$0 | \$286,835 |
| 5155 Carwash | \$12,614 | \$15,000 | \$17,124 | \$18,000 | \$0 | \$18,000 |
| 5156 Miscellaneous | \$34,450 | \$30,000 | \$36,088 | \$34,000 | \$0 | \$34,000 |
| 6060 Unanticipated Revenues | \$36 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CHARGES FOR SALES AND SERVICES SUBTOTAL | \$1,948,989 | \$1,664,986 | \$1,881,701 | \$1,861,574 | \$0 | \$1,861,574 |
| 6010 Interest on Investments | \$3,479 | \$0 | \$6,870 | \$0 | \$0 | \$0 |
| INVESTMENT INCOME SUBTOTAL | \$3,479 | \$0 | \$6,870 | \$0 | \$0 | \$0 |
| 6110 Insurance Proceeds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| MISCELLANEOUS REVENUE SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS IN SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0052-0000 | \$1,952,468 | \$1,664,986 | \$1,888,571 | \$1,861,574 | \$0 | \$1,861,574 |



Fleet Services



The Fleet Services Division is an internal service fund that's responsible for managing and maintaining over 728 fleet vehicles & equipment for both internal and external customers. Fleet Services currently provides their services to the cities of Shenandoah, Willis, Panorama and Montgomery; Conroe Independent School District; and the District Attorney's office. Services include record keeping, service consultant, reporting, VEF management, monthly billing, scheduled preventive maintenance, predictive maintenance, diagnostics, repairs, safety & emission inspections, parts warehousing, title/registration, and inventory functions. In addition, Fleet Services coordinates the following sublet services: paint and body repair, engine, transmission repair/rebuild, heavy duty track repair, hydraulic rebuilds, and glass replacement. Fleet Services staff currently holds 95 ASE/EVT/Up-Fit Certifications. We are also proud to be only one of a few government agencies in the state of Texas to be a Blue Seal Certified shop.



Fleet Services

Accomplishments for FY 2017-2018

- ✓ Placed 35th in the “100 Best Fleets In North America”
- ✓ Placed in the top 100 of the “Leading Fleets” by Government Fleet Magazine
- ✓ Earned ASE Automotive Service Excellence Blue Seal Certification
- ✓ Continued maintenance and repairs of Fire Department equipment & vehicles
- ✓ Two technicians received training for the up-fitting of equipment on police vehicles
- ✓ Obtained a total of 122 ASE/EVT/Up-Fit certifications
- ✓ Increased internal effectiveness based on monthly statistics
- ✓ Implemented Phase II of Fleet GPS program

Goals & Objectives for FY 2018-2019

- ❑ Apply for “Leading Fleets” Award
- ❑ Apply for “100 Best Fleets in North America”
- ❑ Earn ASE Automotive Service Excellent Blue Seal Certification
- ❑ Implement in-house monthly training for technicians
- ❑ Have two or more Fleet Technicians achieve ASE Master Certification
- ❑ Achieve more ASE/EVT/Up-Fit certifications to exceed 110 for the staff
- ❑ Reduce Fire Department sublet repairs
- ❑ Increase cross training within department



City of Conroe Fleet Services Fund

Fleet Services

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Fleet Services Manager | 1 | 1 | 1 | 1 |
| Foreman | 1 | 1 | 1 | 1 |
| Fleet Technician III | 2 | 2 | 2 | 2 |
| Fleet Technician II | 2 | 2 | 2 | 2 |
| Fleet Technician I | 2 | 2 | 2 | 3 |
| Parts/Inventory/Data Specialist | 0 | 0 | 0 | 1 |
| TOTAL FULL TIME | 8 | 8 | 8 | 10 |
| PT Data Entry Clerk (Hours) | 460 | 1,000 | 1,000 | 0 |
| TOTAL PART TIME HOURS | 460 | 1,000 | 1,000 | 0 |
| | | | | |
| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
| PERFORMANCE MEASURES | | | | |
| Fleet Summary | | | | |
| Total Fleet Availability | 605 | 694 | 728 | 728 |
| Total Hours Downtime | 2% | 2% | 2% | 2% |
| Fleet Availability | 98% | 98% | 98% | 98% |
| Downtime Summary | | | | |
| Less Than 24 Hours | 92% | 93% | 93% | 93% |
| 24- 48 Hours | 3% | 3% | 3% | 3% |
| More Than 48 Hours | 5% | 4% | 4% | 4% |
| Labor Hour Summary | | | | |
| Total Labor Hours | 9,660 | 10,244 | 9,912 | 9,912 |
| Non-Scheduled Hours | 5% | 3% | 5% | 5% |
| Scheduled Hours | 95% | 97% | 95% | 95% |
| Captured Parts Warranty | | | | |
| Parts/labor | \$ 120,285 | \$ 97,800 | \$ 90,000 | \$ 90,000 |
| Number of Work Orders | | | | |
| Number of Work Orders | 4,376 | 4,128 | 4,300 | 4,300 |



CITY OF CONROE
FY 2018-2019
0052-5200

BUDGET LINE ITEMS

| FUND: FLEET SERVICES DEPARTMENT: FLEET SERVICES DIVISION: EXPENDITURES | | | | | | |
|--|--------------------|--------------------|--------------------|--------------------|------------------|--------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$478,840 | \$479,113 | \$420,846 | \$473,665 | \$70,242 | \$543,907 |
| 7012 Salaries - Part Time | \$10,773 | \$13,260 | \$13,000 | \$13,260 | (\$13,260) | \$0 |
| 7020 Overtime | \$27,750 | \$20,501 | \$20,501 | \$20,501 | \$4,516 | \$25,017 |
| 7025 Social Security | \$34,870 | \$43,194 | \$34,626 | \$38,818 | \$4,705 | \$43,523 |
| 7030 Retirement & Pension | \$75,621 | \$81,735 | \$72,766 | \$80,267 | \$12,305 | \$92,572 |
| 7035 Workers Compensation | \$8,316 | \$10,721 | \$7,981 | \$9,363 | \$485 | \$9,848 |
| 7040 Employee Insurance | \$120,142 | \$160,108 | \$160,108 | \$174,430 | \$33,858 | \$208,288 |
| PERSONNEL SERVICES SUBTOTAL | \$756,312 | \$808,632 | \$729,828 | \$810,304 | \$112,851 | \$923,155 |
| 7110 Office Supplies | \$631 | \$700 | \$700 | \$700 | \$0 | \$700 |
| 7140 Wearing Apparel | \$3,946 | \$3,830 | \$3,830 | \$3,830 | \$0 | \$3,830 |
| 7160 Vehicle Operations | \$8,275 | \$4,000 | \$4,000 | \$4,000 | \$0 | \$4,000 |
| 7170 Vehicle Repairs | \$0 | \$500 | \$740 | \$740 | \$0 | \$740 |
| 7180 Equipment Repairs | \$5,641 | \$8,000 | \$8,000 | \$8,000 | \$0 | \$8,000 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$8,884 | \$10,097 | \$10,097 | \$10,097 | \$0 | \$10,097 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7301 Fleet Stock Parts | \$213,234 | \$232,257 | \$232,257 | \$232,257 | \$0 | \$232,257 |
| 7400 Fleet Non-Stock Parts | \$358,908 | \$337,593 | \$337,593 | \$337,593 | \$0 | \$337,593 |
| 7450 Sublet Labor | \$396,317 | \$273,176 | \$415,000 | \$273,176 | \$0 | \$273,176 |
| SUPPLIES SUBTOTAL | \$995,836 | \$870,153 | \$1,012,217 | \$870,393 | \$0 | \$870,393 |
| 8010 Utilities | \$8,252 | \$15,500 | \$10,500 | \$10,500 | \$0 | \$10,500 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$100 | \$100 | \$100 | \$0 | \$100 |
| 8050 Travel & Training | \$13,373 | \$18,120 | \$18,120 | \$18,120 | \$0 | \$18,120 |
| 8060 Contract Services | \$31,463 | \$28,100 | \$32,860 | \$32,360 | \$0 | \$32,360 |
| 8350 Legal Newspaper Notices | \$0 | \$0 | \$388 | \$500 | \$0 | \$500 |
| CONTRACTUAL SUBTOTAL | \$53,088 | \$61,820 | \$61,968 | \$61,580 | \$0 | \$61,580 |
| 9050 Machinery & Equipment >\$5,000 | \$79,187 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$79,187 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$8,638 | \$683,638 | \$683,638 | \$7,558 | \$0 | \$7,558 |
| TRANSFERS OUT SUBTOTAL | \$8,638 | \$683,638 | \$683,638 | \$7,558 | \$0 | \$7,558 |
| TOTAL 0052-5200 | \$1,893,061 | \$2,424,243 | \$2,487,651 | \$1,749,835 | \$112,851 | \$1,862,686 |



CITY OF CONROE
FY 2018-2019
0052-5200

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|--|----------------------------|---------------------------|------------------|
| 3258 | 1 | Parts/inventory/data Specialist (replace Pt Clerk) | New Personnel | 7010 SALARIES | \$31,824 |
| | | | | 7012 SALARIES - PART TIME | (\$13,260) |
| | | | | 7025 Social Security | \$2,435 |
| | | | | 7025 Social Security | (\$1,014) |
| | | | | 7030 RETIREMENT & PENSION | \$5,238 |
| | | | | 7035 WORKERS COMPENSATION | \$335 |
| | | | | 7035 Workers Compensation | (\$255) |
| | | | | 7040 EMPLOYEE INSURANCE | \$16,929 |
| | | | | Request Total | \$42,232 |
| 4302 | 2 | Fleet Technician I | New Personnel | 7010 SALARIES | \$38,418 |
| | | | | 7020 OVERTIME | \$4,516 |
| | | | | 7025 SOCIAL SECURITY | \$3,284 |
| | | | | 7030 RETIREMENT & PENSION | \$7,067 |
| | | | | 7035 WORKERS COMPENSATION | \$405 |
| | | | | 7040 EMPLOYEE INSURANCE | \$16,929 |
| | | | | Request Total | \$70,619 |
| 2 Requests | | | Total for 0052-5200 | | \$112,851 |





(This page intentionally left blank.)



SELF-FUNDED INSURANCE FUND



FY 18-19 Budget Summary Self Funded Insurance Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|---|----------------------|----------------------|----------------------|----------------------|--------------------------|----------------------|-------------------|------------------|
| Beginning Fund Balance: | \$ - | \$ - | \$ - | \$ 876,100 | \$ - | \$ 876,100 | \$ - | \$ - |
| Self Funded Insurance Fund Revenues: | | | | | | | | |
| Revenues | \$ 13,403,059 | \$ 11,088,855 | \$ 11,268,416 | \$ 12,000,576 | \$ - | \$ 12,000,576 | \$ 911,721 | 8.2% |
| Total Revenues | \$ 13,403,059 | \$ 11,088,855 | \$ 11,268,416 | \$ 12,000,576 | \$ - | \$ 12,000,576 | \$ 911,721 | 8.2% |
| Total Resources: | \$ 13,403,059 | \$ 11,088,855 | \$ 11,268,416 | \$ 12,876,676 | \$ - | \$ 12,876,676 | \$ 911,721 | 8.2% |
| Self Funded Insurance Fund Expenditures: | | | | | | | | |
| SFIF | \$ 11,155,864 | \$ 11,087,014 | \$ 10,392,316 | \$ 11,727,228 | \$ - | \$ 11,727,228 | \$ 640,214 | 5.8% |
| Total Exp | \$ 11,155,864 | \$ 11,087,014 | \$ 10,392,316 | \$ 11,727,228 | \$ - | \$ 11,727,228 | \$ 640,214 | 5.8% |
| New Fund Balance: | \$ 1,841 | \$ 876,100 | \$ 1,149,448 | | | \$ 1,149,448 | | |

Note: The "Beginning Fund Balance" does not include the total Other Post Employment Benefits (OPEB) Liability in the amount of \$3,526,846. The OPEB liability represents the benefit continuation of medical, dental, and vision insurance coverage provided at City expense to eligible retirees or former elected officials. The City is contributing 100% of the OPEB Annually Required Contribution (ARC) in FY 18-19.



CITY OF CONROE
FY 2018-2019
0081-0000

BUDGET LINE ITEMS

FUND: SELF FUNDED INSURANCE

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|---|---------------------|---------------------|---------------------|---------------------|--------------|---------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 5150 Service Charges | \$9,997,867 | \$11,088,855 | \$11,263,313 | \$12,000,576 | \$0 | \$12,000,576 |
| CHARGES FOR SALES AND SERVICES SUBTOTAL | \$9,997,867 | \$11,088,855 | \$11,263,313 | \$12,000,576 | \$0 | \$12,000,576 |
| 6010 Interest on Investments | \$0 | \$0 | \$5,103 | \$0 | \$0 | \$0 |
| INVESTMENT INCOME SUBTOTAL | \$0 | \$0 | \$5,103 | \$0 | \$0 | \$0 |
| 6015 FMV Adjustment - Investments | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$3,405,192 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS IN SUBTOTAL | \$3,405,192 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0081-0000 | \$13,403,059 | \$11,088,855 | \$11,268,416 | \$12,000,576 | \$0 | \$12,000,576 |



Self-Funded Insurance Fund

The Self-Funded Insurance Fund is an internal service fund used to account for revenues and expenses related to services provided to parties inside the City. This fund facilitates distribution of support costs to the users of support services on a cost-reimbursement basis. The SFIF accounts for the costs of providing health, dental, and vision insurance to the City's employees, retirees, and dependents.

City Contribution Rate, per Full-Time Employee

| <u>FY</u> | <u>Health</u> | <u>Dental</u> | <u>Vision</u> | <u>Total</u> | <u>% increase</u> |
|-----------|---------------|---------------|---------------|--------------|-------------------|
| 13-14 | \$7,923 | \$429 | \$48 | \$8,400 | |
| 14-15 | \$8,103 | \$429 | \$48 | \$8,580 | 2.1% |
| 15-16 | \$9,718 | \$429 | \$48 | \$10,195 | 18.8% |
| 16-17 | \$11,043 | \$429 | \$48 | \$11,520 | 65.2% |
| 17-18 | \$15,973 | \$429 | \$48 | \$16,450 | 42.8% |
| 18-19 | \$16,452 | \$429 | \$48 | \$16,929 | 2.9% |



CITY OF CONROE
FY 2018-2019
0081-8100

BUDGET LINE ITEMS

| FUND: SELF FUNDED INSURANCE | | DEPARTMENT: SELF FUNDED INSURANCE | | DIVISION: EXPENDITURES | | |
|-------------------------------------|---------------------|-----------------------------------|---------------------|------------------------|--------------|---------------------|
| | 2017 | 2018 | | 2019 | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7025 Social Security | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7030 Retirement & Pension | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7035 Workers Compensation | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7040 Employee Insurance | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7050 Physicals | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| PERSONNEL SERVICES SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8010 Utilities | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8060 Contract Services | \$11,155,864 | \$11,087,014 | \$10,391,997 | \$11,726,628 | \$0 | \$11,726,628 |
| 8090 OPEB Expense | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8350 Legal Newspaper Notices | \$0 | \$0 | \$319 | \$600 | \$0 | \$600 |
| CONTRACTUAL SUBTOTAL | \$11,155,864 | \$11,087,014 | \$10,392,316 | \$11,727,228 | \$0 | \$11,727,228 |
| TOTAL 0081-8100 | \$11,155,864 | \$11,087,014 | \$10,392,316 | \$11,727,228 | \$0 | \$11,727,228 |





(This page intentionally left blank.)



WEDGEWOOD FALLS PID FUND



FY 18-19 Budget Summary

Wedgewood Falls PID Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|-------------------|--------------------------|----------------------|--------------------|------------------|
| Beginning Fund Balance: | \$ 102,532 | \$ 102,532 | \$ 102,532 | \$ 5,289 | \$ - | \$ 5,289 | \$ - | 0.0% |
| Wedgewood Falls PID Revenues: | | | | | | | | |
| Revenues | \$ 102,471 | \$ 163,000 | \$ 162,435 | \$ 163,000 | \$ - | \$ 163,000 | \$ - | 0.0% |
| Total Revenues | \$ 102,471 | \$ 163,000 | \$ 162,435 | \$ 163,000 | \$ - | \$ 163,000 | \$ - | 0.0% |
| Total Resources: | \$ 102,471 | \$ 265,532 | \$ 264,967 | \$ 168,289 | \$ - | \$ 168,289 | \$ - | 0.0% |
| Wedgewood Falls PID Expenditures: | | | | | | | | |
| Wedgewood Falls | \$ 6,670 | \$ 255,000 | \$ 259,678 | \$ 106,597 | \$ - | \$ 106,597 | \$(148,403) | -58.2% |
| Total Expenditures | \$ 6,670 | \$ 255,000 | \$ 259,678 | \$ 106,597 | \$ - | \$ 106,597 | \$(148,403) | -58.2% |
| New Fund Balance: | \$ 10,532 | \$ 5,289 | \$ 61,692 | | | \$ 61,692 | | |

Breakdown of Transfer Out:

| | |
|---|-------------------|
| General Obligation Debt Service Fund - Infrastructure | \$ 101,597 |
| Total | \$ 101,597 |



CITY OF CONROE
FY 2018-2019
0083-0000

BUDGET LINE ITEMS

FUND: WEDGEWOOD FALLS PID DEPARTMENT: OTHER FUNDS DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|---------------------------------------|------------------|------------------|------------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6010 Interest on Investments | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| INVESTMENT INCOME SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6020 Penalty & Interest | \$0 | \$0 | \$327 | \$0 | \$0 | \$0 |
| 6075 PID Assessment Revenue | \$102,471 | \$163,000 | \$162,108 | \$163,000 | \$0 | \$163,000 |
| MISCELLANEOUS REVENUE SUBTOTAL | \$102,471 | \$163,000 | \$162,435 | \$163,000 | \$0 | \$163,000 |
| TOTAL 0083-0000 | \$102,471 | \$163,000 | \$162,435 | \$163,000 | \$0 | \$163,000 |



Wedgewood Falls PID Fund

The Wedgewood Falls PID Fund is a Special Revenue Fund used to account for revenues and expenditures related to the Estates of Wedgewood Falls residential development. Revenues include collections of taxes based on assessments in the Public Improvement District (PID) that was established by Ordinance in 2014. In FY 17-18, the City reimbursed the developer for costs of infrastructure and will finance those costs with debt payments beginning in FY 18-19 that mature in 2038. The debt payments are funded by a transfer from the Wedgewood Falls PID Fund to the General Obligation Debt Service Fund.



CITY OF CONROE
FY 2018-2019
0083-8310

BUDGET LINE ITEMS

FUND: WEDGEWOOD FALLS PID

DEPARTMENT: WEDGEWOOD FALLS PID

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|--------------------------------|----------------|------------------|------------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7200 Operating Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8060 Contract Services | \$6,670 | \$0 | \$4,678 | \$5,000 | \$0 | \$5,000 |
| CONTRACTUAL SUBTOTAL | \$6,670 | \$0 | \$4,678 | \$5,000 | \$0 | \$5,000 |
| 9030 Improvements >\$5,000 | \$0 | \$255,000 | \$255,000 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$255,000 | \$255,000 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$0 | \$0 | \$0 | \$101,597 | \$0 | \$101,597 |
| TRANSFERS OUT SUBTOTAL | \$0 | \$0 | \$0 | \$101,597 | \$0 | \$101,597 |
| TOTAL 0083-8310 | \$6,670 | \$255,000 | \$259,678 | \$106,597 | \$0 | \$106,597 |





(This page intentionally left blank.)



ANIMAL SHELTER RESERVE FUND



FY 18-19 Budget Summary Animal Shelter Reserve Fund

| Type | Actual FY 16-17 | Amended FY 17-18 | Estimate FY 17-18 | Base FY 18-19 | Supplemental FY 18-19 | Proposed FY 18-19 | Dollar + / - | Percent + / - |
|---|--------------------|---------------------|----------------------|-------------------|--------------------------|----------------------|------------------|------------------|
| Beginning Fund Balance: | \$ - | \$ - | \$ - | \$ 89,700 | \$ - | \$ 89,700 | \$ - | N/A |
| Animal Shelter Reserve Revenues: | | | | | | | | |
| Revenues | \$ - | \$ 89,700 | \$ 89,700 | \$ 119,600 | \$ - | \$ 119,600 | \$ 29,900 | 33.3% |
| Total Revenues | \$ - | \$ 89,700 | \$ 89,700 | \$ 119,600 | \$ - | \$ 119,600 | \$ 29,900 | 33.3% |
| Total Resources: | \$ - | \$ 89,700 | \$ 89,700 | \$ 209,300 | \$ - | \$ 209,300 | \$ 29,900 | 33.3% |
| Animal Shelter Reserve Expenditures: | | | | | | | | |
| Animal Shelter | \$ - | \$ - | \$ - | \$ - | \$ 13,000 | \$ 13,000 | \$ 13,000 | N/A |
| Total Expenditures | \$ - | \$ - | \$ - | \$ - | \$ 13,000 | \$ 13,000 | \$ 13,000 | N/A |
| New Fund Balance: | \$ 89,700 | | | \$ 89,700 | \$ 209,300 | \$ 196,300 | | |



FY 18-19 Supplemental Requests Animal Shelter Reserve Fund

| Department/Division | ID | Dept Rank | Supplemental Request Title | Requested Amount ¹ | FY 17-18 Purchase ² | FY 18-19 Approved ³ | Type |
|-------------------------------------|------|-----------|----------------------------|-------------------------------|--------------------------------|--------------------------------|-----------------------|
| | | | | | | | |
| 0088-1206 Police Animal Services | 4365 | 1 | A / C Unit Replacements | \$ 13,000 | \$ - | 13,000 | Replacement Equipment |
| Animal Shelter Reserve Total | | | | \$ 13,000 | \$ - | 13,000 | |

Definitions:

Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
 FY 17-18 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
 FY 18-19 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY17-18 Purchase or FY 18-19 Approved columns, then the supplemental request was not approved.



CITY OF CONROE
FY 2018-2019
0088-0000

BUDGET LINE ITEMS

FUND: ANIMAL SHELTER RESERVE

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

| | 2017 | 2018 | | 2019 | | |
|-----------------------------------|------------|-----------------|-----------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 6106 Intergovernmental | \$0 | \$89,700 | \$89,700 | \$119,600 | \$0 | \$119,600 |
| INTERGOVERNMENTAL SUBTOTAL | \$0 | \$89,700 | \$89,700 | \$119,600 | \$0 | \$119,600 |
| 6010 Interest on Investments | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| INVESTMENT INCOME SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0088-0000 | \$0 | \$89,700 | \$89,700 | \$119,600 | \$0 | \$119,600 |



Animal Shelter Reserve Fund

The Animal Shelter Reserve Fund is a Special Revenue Fund used to account for revenues and expenditures related to the Conroe Animal Shelter building and property. Revenues include a portion of collections from interlocal agreements that has been designated as a reserve for the animal shelter. Expenditures may include repairs, maintenance, and improvements to the Conroe Animal Shelter building and property.



CITY OF CONROE
FY 2018-2019
0088-1206

BUDGET LINE ITEMS

FUND: ANIMAL SHELTER RESERVE

DEPARTMENT: ANIMAL SHELTER

DIVISION: EXPENDITURES

| | 2017 | 2018 | | 2019 | | |
|-------------------------------------|------------|------------|------------|------------|-----------------|-----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | SUPPLEMENTAL | PROPOSED |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$13,000 | \$13,000 |
| SUPPLIES SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$13,000 | \$13,000 |
| 8060 Contract Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0088-1206 | \$0 | \$0 | \$0 | \$0 | \$13,000 | \$13,000 |



CITY OF CONROE
FY 2018-2019
0088-1206

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items |
|----------------------|------|-------------------------|----------------------------|--|
| 4365 | 1 | A / C Unit Replacements | Replacement Equipment | 7254 MACHINERY & EQUIPMENT <\$5,000 \$13,000 |
| Request Total | | | | \$13,000 |
| 1 Requests | | | Total for 0088-1206 | \$13,000 |





(This page intentionally left blank.)





October 1, 2018

To the members of the City Council of the City of Conroe, Texas:

Each fiscal year, a capital budget is submitted separate and apart from the operating budget. The reason for a separate capital budget is to more carefully track capital projects and to more accurately fund them from year to year. This letter outlines the key components of our program.

The multi-year Capital Improvement Program (CIP) provides a detailed plan for addressing the capital needs of the City over the next ten fiscal years. However, even though it is a multi-year plan, this budget only appropriates funding for the next fiscal year (i.e., October 1, 2018, through September 30, 2019). For financial planning purposes, we have targeted addressing the projects slated for the next one to ten years, with the intention of evaluating the plan on an annual basis.

Our CIP is a progressive plan to improve Conroe's infrastructure using a mixture of current revenues, government grants, and various types of bonded debt. The program includes projects related to streets, signals, facilities, parks, and drainage in the General Government CIP and projects for water and wastewater improvements in the Water and Sewer CIP. Infrastructure projects for the expansion of Conroe Park North Industrial park, to be funded by the Conroe Industrial Development Corporation (CIDC), are separated into the CIDC CIP. Also included are other CIP funds such as the Tax Increment Reinvestment Zone #3 fund and the Conroe Municipal Management District No. 1 funds.

General Government Capital Projects

The General Government capital projects budgeted for FY18-19, by category, are as follows:

| Category | # of Projects | Authorized Prior Fiscal Year | New Authorization | FY 18-19 Budget |
|-----------------------|---------------|------------------------------|----------------------|----------------------|
| Streets | 24 | \$ 908,000 | \$ 40,398,000 | \$ 41,306,000 |
| Signals | 4 | - | 1,201,000 | 1,201,000 |
| Facilities | 3 | 770,000 | 3,576,000 | 4,346,000 |
| Parks | 2 | - | 6,535,000 | 6,535,000 |
| Drainage | 6 | - | 3,121,000 | 3,121,000 |
| Transportation Grants | 0 | - | - | - |
| | 39 | \$ 1,678,000 | \$ 54,831,000 | \$ 56,509,000 |



Water and Sewer Capital Projects

The Water and Sewer capital projects budgeted for FY18-19, by category, are as follows:

| Category | # of Projects | Authorized Prior Fiscal Year | New Authorization | FY 18-19 Budget |
|----------|---------------|------------------------------|-------------------|----------------------|
| Water | 19 | \$ 400,000 | \$ 26,437,000 | \$ 26,837,000 |
| Sewer | 10 | 1,676,000 | 40,179,000 | 41,855,000 |
| | 29 | \$ 2,076,000 | \$ 66,616,000 | \$ 68,692,000 |

Conroe Industrial Development Corporation (CIDC) Capital Projects

In FY 17-18, the Conroe Industrial Development Corporation (CIDC) purchased 610 acres to expand the Conroe Park North Industrial Park. The capital projects included in the FY 18-19 CIP are for installing infrastructure such as streets, signals, water, and sewer improvements specifically for this expansion.

| Category | # of Projects | Authorized Prior Fiscal Year | New Authorization | FY 18-19 Budget |
|----------|---------------|------------------------------|-------------------|----------------------|
| Streets | 2 | \$ - | \$ 16,540,000 | \$ 16,540,000 |
| Signals | 2 | - | 700,000 | 700,000 |
| Water | 2 | - | 3,492,000 | 3,492,000 |
| Sewer | 1 | - | 3,002,000 | 3,002,000 |
| | 7 | \$ - | \$ 23,734,000 | \$ 23,734,000 |

Other capital funds will be budgeted in FY 18-19, including:

Fund 079 - Tax Increment Reinvestment Zone #3 (Street Improvements)

TIRZ #3 was established in 2001 to generate money for street improvements to serve an expected surge in housing starts. The zone includes areas south, west, and northwest of the city where development activity is scheduled to occur. All property tax revenue that is generated by increased values in the zone that is above the base value when the TIRZ was created will be deposited to this fund. In addition, the county will contribute property tax revenue to the TIRZ based on a 0.30¢ tax rate. The funds will be used to support the debt service payments on the certificates of obligation issued for improvements in the TIRZ.

Fund 101 - Conroe MMD #1 - Reimbursement Agreement

The City and the developer of Grand Central Park, acting through the Conroe Municipal Management District No. 1 (Conroe MMD #1) entered into a Reimbursement Agreement in 2013. The developer and district agreed to construct and pay for infrastructure costs necessary for development of the property. The City agreed to reimburse the District for the improvement costs, in installment payments, not to



exceed \$10,000,000 plus interest, in accordance with the terms of the agreement. Payments are based on the incremental value growth of the taxes levied on residential property within the District.

Fund 102 - Conroe MMD #1 - Economic Development

The City and the developer of Grand Central Park, acting through the Conroe MMD #1 entered into a Economic Development Agreement in 2013. The developer and district agreed to construct and pay for costs necessary for development of the property. The City has agreed to reimburse the District for improvement costs, in installment payments, not to exceed \$10,000,000 plus interest, in accordance with the terms of the agreement. Payments are based on the incremental value growth of the taxes levied on non-residential property within the District, as well as a portion of the Sales Tax Revenue collected by the City from the non-residential property in the District.

HUD Section 108 Guaranteed Loan Fund

The City has been approved for a loan from the Housing and Urban Administration Program. The loan allowed the City to administer a downtown façade improvement program. The loan is repaid from a portion of the money that the City receives from HUD's Community Development Block Grant program. The loan will be completely repaid in 2022.

Impact on the Operating Budget

Some projects included in the CIP will have operating and maintenance (O&M) costs that must be funded in the operating budget. Included in this section, a "Summary of Operating Budget Impact", shows the estimated costs of each project on the operating budget.

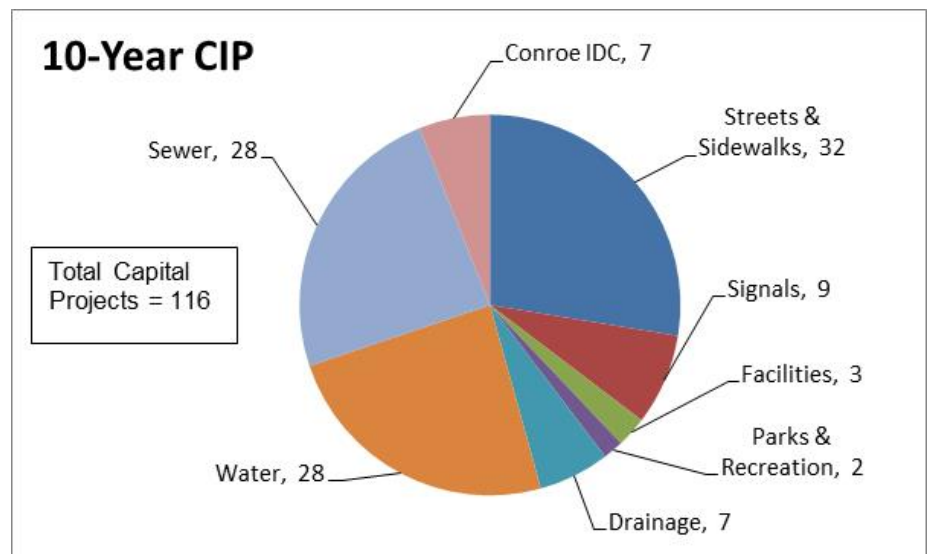
General government project O&M costs will be funded in the General Fund. Over the 10-year CIP, the estimated O&M costs are \$225,000. These costs are projected for the Sign Maintenance and Operations Building and for Carl Barton, Jr. Park.

Water & sewer project O&M costs will be funded in the Water & Sewer Operating Fund. Over the 10-year CIP, the estimated O&M costs are \$20,762,114. These costs are projected for the operations of the new wastewater treatment plant and will have to be funded by increasing water & sewer revenue or decreasing current expenses.



Summary

Even though the CIP is a multi-year plan, only its first year is adopted as the annual capital budget. Currently, the overall list of needs identified in the 10-year CIP totals \$290,444,000, with the first year being \$148,935,000. The largest costs in the 10-year CIP are for sewer, streets, and water projects. The CIP will be funded from various sources, including revenue bonds, certificates of obligation, and current funds. The funding for these projects is either already in place or has been properly planned for; therefore, I respectfully submit this capital budget for your review and approval.



Respectfully submitted,

Toby Powell

Toby Powell
Mayor



City of Conroe
Summary of Operating Budget Impact
FY 2018-2019

General Government Capital Projects

| Fund - Project | Project Code | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 | TOTAL PROJECT COST |
|---|--------------|-----------|-----------|-----------|-----------|-----------|-----------|--------------------|
| Revenues: | | | | | | | | |
| None | | - | - | - | - | - | - | - |
| Total Revenues | | - | - | - | - | - | - | - |
| Expenditures: | | | | | | | | |
| Facilities CIP - Sign Maintenance and Operations Building | G37 | (10,000) | (11,000) | (12,000) | (13,000) | (14,000) | (75,000) | (135,000) |
| Parks CIP - Carl Barton, Jr. Park Improvements | G25 | - | (10,000) | (10,000) | (10,000) | (10,000) | (50,000) | (90,000) |
| Total Expenditures | | (10,000) | (21,000) | (22,000) | (23,000) | (24,000) | (125,000) | (225,000) |

Water and Sewer Capital Projects

| Fund - Project | Project Code | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 | TOTAL PROJECT COST |
|--|--------------|-----------|-----------|-------------|-------------|-------------|--------------|--------------------|
| Revenues: | | | | | | | | |
| None | | - | - | - | - | - | - | - |
| Total Revenues | | - | - | - | - | - | - | - |
| Expenditures: | | | | | | | | |
| Sewer CIP - Treatment Plant - Construction of New Plant (Phase IV) | 975 | - | - | (1,546,507) | (2,537,566) | (2,602,845) | (14,075,196) | (20,762,114) |
| Total Expenditures | | - | - | (1,546,507) | (2,537,566) | (2,602,845) | (14,075,196) | (20,762,114) |



CERTIFICATE FOR ORDINANCE

I.

On the 23rd of August, 2018, the City Council of the City of Conroe, Texas consisting of the following qualified members, to-wit: **Toby Powell, Mayor; Duke W. Coon, Mayor Pro Tem, Council Members Jody Czajkoski, Seth Gibson, Duane Ham and Raymond McDonald**, did convene in public session in the Council Chambers of the City Hall at 300 West Davis in Conroe, Texas. The roll being first called, a quorum was established, all members being present. The Meeting was open to the public and public notice of the time, place and purpose of the Meeting was given, all as required by Chapter 551, Texas Government Code.

II.

WHEREUPON, AMONG OTHER BUSINESS transacted, the Council considered adoption of the following written Ordinance, to-wit:

ORDINANCE NO. 2420-18

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, PROVIDING FOR INTERFUND TRANSFERS; ADOPTING A MUNICIPAL CAPITAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019; APPROPRIATING FUNDS IN ACCORDANCE WITH THE BUDGET; PROVIDING FOR EFFECTIVE DATE AND ORDAINING OTHER RELATED MATTERS

III.

Upon motion of Council Member Gibson, seconded by Council Member McDonald, all members present voted for adoption of the Ordinance, except the following: No one voted against and no one abstained. A majority of those Council Members present having voted for adoption, the presiding officer declared the Ordinance passed and adopted.

IV.

A true, full and correct copy of the Ordinance adopted at the Meeting is attached to and follows this Certificate.

SIGNED AND SEALED this 23rd day of August, 2018.


SOCO M. GORJON, City Secretary



ORDINANCE NO. 2420-18

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, PROVIDING FOR INTERFUND TRANSFERS; ADOPTING A MUNICIPAL CAPITAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019; APPROPRIATING FUNDS IN ACCORDANCE WITH THE BUDGET; PROVIDING FOR EFFECTIVE DATE AND ORDAINING OTHER RELATED MATTERS

* * * * *

WHEREAS, the Mayor of the City of Conroe, Texas, has submitted to the City Council a proposed capital budget for the fiscal year beginning October 1, 2018, and ending September 30, 2019; and

WHEREAS, the proposed capital budget sets out in detail the resources and estimated revenues of each capital project fund, together with the proposed expenditures within each such fund, all in accordance with the applicable provisions of the Home Rule Charter; and

WHEREAS, the City Council has considered the proposed capital budget and made such changes as it considers warranted by law and in the best interest of the municipal taxpayers:

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

Section 1. That such proposed capital budget, including the estimated revenues and proposed expenditures within and each Special Project Fund is hereby approved and adopted as the Municipal Capital Budget for the Fiscal Year beginning October 1, 2018, and ending September 30, 2019.

Section 2. That the monies hereinafter set out within each fund are hereby appropriated out of each such respective Fund for the payment of expenses lawfully attributable to such Fund, all as itemized in the budget. That the following funds are hereby appropriated:



Capital Budget for FY 18-19

General Government:

| | |
|-----------------------|----------------------|
| Street Improvements | \$ 41,306,000 |
| Signals | 1,201,000 |
| Facilities | 4,346,000 |
| Parks | 6,535,000 |
| Drainage | 3,121,000 |
| Transportation Grants | - |
| Total | <u>\$ 56,509,000</u> |

Water & Sewer:

| | |
|-------|----------------------|
| Water | \$ 26,837,000 |
| Sewer | 41,855,000 |
| Total | <u>\$ 68,692,000</u> |

Conroe Industrial Development Corporation:

| | |
|---------------------|----------------------|
| Street Improvements | \$ 16,540,000 |
| Signals | 700,000 |
| Water | 3,492,000 |
| Sewer | 3,002,000 |
| Total | <u>\$ 23,734,000</u> |

Other Capital Funds:

| | |
|---|---------------------|
| TIRZ #3 | \$ 3,754,137 |
| Conroe MMD #1 - Reimbursement Agreement | - |
| Conroe MMD #1 - Economic Development | - |
| | <u>\$ 3,754,137</u> |

Total FY 18-19 Appropriation \$ 152,689,137

Section 3. That the capital budget may be amended from time to time as provided by law for the purposes of authorizing emergency expenditures or for municipal purposes, provided however, no obligation shall be incurred or any expenditure made except in conformity with the capital budget.

Section 4. (a) That, the Assistant City Administrator/Chief Financial Officer may, at any time with the consent of the City Administrator, transfer any unencumbered appropriation from one line item to another line item within the same Department, provided however, that no unencumbered appropriation may be transferred from one Department or Fund to another except upon the express approval of the City Council.



Section 5. That this ordinance shall be effective immediately of and from adoption.

PASSED AND APPROVED this the 23rd day of August, 2018.


TOBY POWELL, Mayor

APPROVED AS TO FORM:


MARCUS L. WINBERRY, City Attorney

ATTEST:


SOCO M. GORJON, City Secretary





(This page intentionally left blank.)



City of Conroe
General Government Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2018-2019 Adopted

| PROJECT | Project Code | Rank | Prior Fiscal Years | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 | TOTAL PROJECT COST | OTHER SOURCES | ISSUED DEBT (G.O. BONDS & C.O.s) | | NEW DEBT | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 |
|---|--------------|------|-----------------------|------------|------------|-----------|------------|-----------|-----------|--------------------|-----------------|----------------------------------|-------------|------------|------------------------|------------|-----------|------------|-----------|-----------|
| | | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | | DEBT ISSUANCE SCHEDULE | | | | | |
| STREETS: | | | | | | | | | | | | | | | | | | | | |
| Railroad Crossing Upgrade - Crighton Road at IH-45 | G70 | 0 | - | - | - | - | - | - | - | - | - | - | - | 1,374,000 | 1,374,000 | - | - | - | - | - |
| Street Repair - North Thompson - Street Pavers | G53 | 0 | - | - | - | - | - | - | - | - | - | - | - | 500,000 | 500,000 | - | - | - | - | - |
| Estates of Wedgewood Falls | n/a | 0 | - | - | - | - | - | - | - | - | - | - | - | 1,966,000 | 1,966,000 | - | - | - | - | - |
| Longmire Creek Estates - Phase I | n/a | 0 | - | - | - | - | - | - | - | - | - | - | - | 973,000 | 973,000 | - | - | - | - | - |
| Roadway Trans - Wilson Road E. Widening (IH-45 to Frazier) | 914 | C01 | - | 479,000 | - | - | - | - | - | 479,000 | - | - | - | 3,177,000 | 3,177,000 | - | - | - | - | - |
| Roadway Trans - Grace Crossing Extension | F58 | C02 | - | 405,000 | - | - | - | - | - | 405,000 | - | - | - | 445,000 | 445,000 | - | - | - | - | - |
| Pedestrian Access & Transit Improvements | 941 | C03 | 150,000 | - | - | - | - | - | - | 150,000 | 150,000 | 1 | - | - | - | - | - | - | - | - |
| Road Extension - Freedom Boulevard (CIDC and Montgomery County) | G35 | C04 | 723,000 | - | - | - | - | - | - | 723,000 | 723,000 | 17, 4 | - | - | - | - | - | - | - | - |
| Roadway Trans - TIRZ #3 - Longmire Road Phase 2B | 669 | C05 | - | 6,409,000 | - | - | - | - | - | 6,409,000 | - | - | - | 6,409,000 | 6,409,000 | - | - | - | - | - |
| Roadway Trans - TIRZ #3 - Longmire Road Phase 3 | 604 | C06 | - | 9,500,000 | - | - | - | - | - | 9,500,000 | - | - | - | 9,500,000 | 9,500,000 | - | - | - | - | - |
| Road Widening with Improvements - Old Conroe Road South Section | G58 | C07 | - | 825,000 | 5,400,000 | - | 13,500,000 | - | - | 19,725,000 | - | - | - | 19,725,000 | 825,000 | 5,400,000 | - | 13,500,000 | - | - |
| Road Widening with Improvements - TIRZ #3 - Old Conroe Road North Section | TBD | C07 | - | 275,000 | 1,800,000 | - | 4,500,000 | - | - | 6,575,000 | - | - | - | 6,575,000 | 275,000 | 1,800,000 | - | 4,500,000 | - | - |
| Sidewalk & Pedestrian Bridges - Freedom Boulevard | G47 | C08 | 35,000 | 802,000 | - | - | - | - | - | 837,000 | - | - | 35,000 (aw) | 802,000 | 802,000 | - | - | - | - | - |
| Roadway Extension - Camelot Street | G57 | C09 | - | 2,124,000 | - | - | - | - | - | 2,124,000 | - | - | - | 2,390,000 | 2,390,000 | - | - | - | - | - |
| Street Rehab - Conroe Park Drive and Pollok Dr (CIDC) | G59 | C10 | - | 3,075,000 | - | - | - | - | - | 3,075,000 | 3,075,000 | 14, 4 | - | - | - | - | - | - | - | - |
| Street Rehab - Pollok Drive (CIDC) | G60 | C11 | - | 2,724,000 | - | - | - | - | - | 2,724,000 | 2,724,000 | 14, 4 | - | - | - | - | - | - | - | - |
| Street Rehab - Conroe Park Drive (CIDC) | G61 | C12 | - | 4,047,000 | - | - | - | - | - | 4,047,000 | 4,047,000 | 14, 4 | - | - | - | - | - | - | - | - |
| 3rd Bus Route Improvements | G83 | 1 | - | 329,000 | - | - | - | - | - | 329,000 | 329,000 | 5 | - | - | - | - | - | - | - | - |
| Street Rehab - Westview Boulevard and Montgomery Park Boulevard | G84 | 2 | - | 163,000 | 2,103,000 | - | - | - | - | 2,266,000 | - | - | - | 2,266,000 | 163,000 | 2,103,000 | - | - | - | - |
| Street Rehab - Tanglewood/Briarwood Phase IA | G85 | 3 | - | 1,980,000 | 1,804,000 | - | - | - | - | 3,784,000 | - | - | - | 3,784,000 | 1,980,000 | 1,804,000 | - | - | - | - |
| Street Rehab - Brass Nail Road | G86 | 4 | - | 1,270,000 | - | - | - | - | - | 1,270,000 | - | - | - | 1,270,000 | 1,270,000 | - | - | - | - | - |
| Street Rehab - Milltown Area Phase II | G87 | 5 | - | 1,648,000 | - | - | - | - | - | 1,648,000 | - | - | - | 1,648,000 | 1,648,000 | - | - | - | - | - |
| Underground Utilities SH 105, IH-45 to SH 75 (CIDC) | G88 | 6 | - | 1,591,000 | - | - | - | - | - | 1,591,000 | 1,591,000 | 4 | - | - | - | - | - | - | - | - |
| Roadway Extension - Grace Crossing Loop | G89 | 7 | - | 670,000 | - | - | - | - | - | 670,000 | - | - | - | 670,000 | 670,000 | - | - | - | - | - |
| Sidewalk - League Line Road | G14 | 0 | - | - | - | - | - | - | - | - | - | - | - | 72,000 | 72,000 | - | - | - | - | - |
| Sidewalk - Silverdale Drive | G90 | S01 | - | 428,000 | - | - | - | - | - | 428,000 | - | - | - | 428,000 | 428,000 | - | - | - | - | - |
| Sidewalk - Sgt. Ed Holcomb Blvd | G91 | S02 | - | 334,000 | - | - | - | - | - | 334,000 | - | - | - | 334,000 | 334,000 | - | - | - | - | - |
| Sidewalk - Metcalf | TBD | S03 | - | - | 311,000 | - | - | - | - | 311,000 | - | - | - | 311,000 | - | 311,000 | - | - | - | - |
| Sidewalk - Semands Street | G92 | S04 | - | 540,000 | - | - | - | - | - | 540,000 | - | - | - | 540,000 | 540,000 | - | - | - | - | - |
| Sidewalk - Westview Boulevard | G93 | S05 | - | 780,000 | - | - | - | - | - | 780,000 | - | - | - | 780,000 | 780,000 | - | - | - | - | - |
| Sidewalk - River Pointe Drive | TBD | S06 | - | - | 256,000 | - | - | - | - | 256,000 | - | - | - | 256,000 | - | 256,000 | - | - | - | - |
| Sidewalk - Loop 336 North | TBD | S07 | - | - | - | 194,000 | - | - | - | 194,000 | - | - | - | 194,000 | - | - | 194,000 | - | - | - |
| SUBTOTAL | | | 908,000 | 40,398,000 | 11,674,000 | 194,000 | 18,000,000 | - | - | 71,174,000 | 12,639,000 | | 35,000 | 66,389,000 | 36,521,000 | 11,674,000 | 194,000 | 18,000,000 | - | - |

| CONSTRUCTION SCHEDULE | | | | | | | | | | | FUNDING SOURCES | | | | DEBT ISSUANCE SCHEDULE | | | | | |
|--|--------------|------|--------------------|-----------|-----------|-----------|-----------|-----------|-----------|--------------------|-----------------|----------------------------------|---|-----------|------------------------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Rank | Prior Fiscal Years | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 | TOTAL PROJECT COST | OTHER SOURCES | ISSUED DEBT (G.O. BONDS & C.O.s) | | NEW DEBT | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 |
| Signal - FM 1488 at Grace Crossing | F54 | 0 | - | - | - | - | - | - | - | - | - | - | - | 375,000 | 375,000 | - | - | - | - | - |
| Signal - SH 75 at Wilson Road | G16 | 0 | - | - | - | - | - | - | - | - | - | - | - | 402,000 | 402,000 | - | - | - | - | - |
| Signal - League Line at MP Clark | G54 | 0 | - | - | - | - | - | - | - | - | - | - | - | 361,000 | 361,000 | - | - | - | - | - |
| Signal - Loop 336 at South Conroe Medical Drive | G56 | 0 | - | - | - | - | - | - | - | - | - | - | - | 325,000 | 325,000 | - | - | - | - | - |
| Signal Upgrades - City Wide Flashing Yellow Arrows (5-year Plan) | G94 | 1 | - | 250,000 | 258,000 | 265,000 | 273,000 | 281,000 | - | 1,327,000 | - | - | - | 1,327,000 | 250,000 | 258,000 | 265,000 | 273,000 | 281,000 | - |
| Signal System Upgrades - City Wide Radars (5-year Plan) | G95 | 2 | - | 275,000 | 283,000 | 291,000 | 300,000 | 309,000 | - | 1,458,000 | - | - | - | 1,458,000 | 275,000 | 283,000 | 291,000 | 300,000 | 309,000 | - |
| Signal - Bois D'Arc Bend at Walden Road (Montgomery County) | G96 | 3 | - | 326,000 | - | - | - | - | - | 326,000 | 163,000 | 17 | - | 163,000 | 163,000 | - | - | - | - | - |
| Signal - Sgt. Ed Holcomb at Camelot | G97 | 4 | - | 350,000 | - | - | - | - | - | 350,000 | - | - | - | 350,000 | 350,000 | - | - | - | - | - |
| Signal - Longmire Road at Wedgewood Blvd. | TBD | 5 | - | - | 377,000 | - | - | - | - | 377,000 | - | - | - | 377,000 | - | 377,000 | - | - | - | - |
| SUBTOTAL | | | - | 1,201,000 | 918,000 | 556,000 | 573,000 | 590,000 | - | 3,838,000 | 163,000 | - | - | 5,138,000 | 2,501,000 | 918,000 | 556,000 | 573,000 | 590,000 | - |

Other Sources Notes:

1. Grant Funds

2. Interest Income

3. TXDOT Reimbursement

4. Transfer From Other Fund(s)

5. General Fund

6. Water & Sewer Construction

7. 4B Sales Tax

8. Eligible for payment by 4B Sales Taxes

9. Land Swap Proceeds
10. Del Lago Settlement

11. 2006 Land Sale Proceeds (7310-9030)

12. Donations

13. Contributions

14. Industrial/Tech Park Land Sale Proceeds

15. Sale of Land or Property

16. Developer Reimbursement

17. Intergovernmental

Issued Debt Notes (Certificates of Obligation - COs):

- (a) 2001 COs - 075-7500

(b) 2006 COs - 075-7520

(c) 2005 COs - 042-4200

(d) 2001 COs - 063-6310

(e) 2007 COs - 075-7530

(f) 2007 COs - 073-7320

(g) 2007 COs - 063-6320

(h) 2007 COs - 042-4210
- (i) 2008 COs - 075-7540

(j) 2008 COs - 073-7330

(k) 2008 COs - 063-6330

(l) 2009 COs - 075-7550

(m) 2009 COs - 041-4110

(n) 2009 COs - 073-7340

(o) 2009 COs - 063-6340

(p) 2009 COs - 042-4230
- (q) 2000 COs - 073-7300

(r) 2005 COs - 073-7310

(s) 2010 COs - 075-7560

(t) 2010 COs - 042-4240

(u) 2010 COs - 073-7350

(v) 2010 COs - 063-6350

(w) 2006 COs - 056-5610

(x) 2011 COs - 075-7570
- (y) 2011 COs - 042-4250

(z) 2011 COs - 073-7360

(aa) 2011 COs - 063-6360

(ab) 2012 COs - 075-7580

(ac) 2012 COs - 063-6370

(ad) 2005 COs - 041-4100

(ae) 2014 COs - 073-7390

(af) 2014 COs - 041-4130
- (ah) 2014 COs - 075-7511

(ai) 2013 COs - 063-6380

(aj) 2014 COs - 042-4270

(ak) 2014 COs - 046-4600

(al) 2014 COs - 063-6390

(am) 2015 COs - 075-7512

(an) 2015 CO's - 041-4140

(ao) 2015 CO's - 042-4280
- (ap) 2015 COs - 073-7311

(aq) 2015 COs - 046-4610

(ar) 2015 COs - 056-5650

(as) 2016 COs - 075-7513

(at) 2016 COs - 041-4150

(au) 2016 COs - 042-4290

(av) 2016 COs - 046-4620

(aw) 2017-A COs - 075-7514
- (ax) 2017-A COs - 041-4160

(ay) 2017-A COs - 042-4211

(az) 2017-A COs - 073-7313



City of Conroe
General Government Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2018-2019 Adopted

| FACILITIES: | | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | | DEBT ISSUANCE SCHEDULE | | | | | | |
|--|--------------|------|-----------------------|-----------|-----------|-----------|-----------|-----------|-----------|--------------------|-----------------|---|----------------------------------|------|------------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Rank | Prior Fiscal Years | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 | TOTAL PROJECT COST | OTHER SOURCES | | ISSUED DEBT (G.O. BONDS & C.O.s) | | NEW DEBT | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 |
| Sign Maintenance and Operations Building | G37 | C | 770,000 | 26,000 | - | - | - | - | - | 796,000 | - | | 770,000 | (ay) | 26,000 | 26,000 | - | - | - | - | - |
| Conroe Police Department Training and Classroom Building | TBD | 1 | - | 600,000 | 2,300,000 | - | - | - | - | 2,900,000 | 1,200,000 | 4 | - | | 1,700,000 | - | 1,700,000 | - | - | - | - |
| Fleet Services Facilities | TBD | 2 | - | 2,950,000 | - | - | - | - | - | 2,950,000 | - | | - | | 2,950,000 | 2,950,000 | - | - | - | - | - |
| SUBTOTAL | | | 770,000 | 3,576,000 | 2,300,000 | - | - | - | - | 6,646,000 | 1,200,000 | | 770,000 | | 4,676,000 | 2,976,000 | 1,700,000 | - | - | - | - |

| <i>PARKS:</i> | | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | | DEBT ISSUANCE SCHEDULE | | | | | |
|------------------------------------|--------------|------|-----------------------|-----------|-----------|-----------|-----------|-----------|-----------|--------------------|-----------------|---|----------------------------------|-----------|------------------------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Rank | Prior Fiscal Years | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 | TOTAL PROJECT COST | OTHER SOURCES | | ISSUED DEBT (G.O. BONDS & C.O.s) | NEW DEBT | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 |
| Aquatic Center Improvements (CIDC) | G33 | C1 | - | 3,500,000 | - | - | - | - | - | 3,500,000 | 3,500,000 | 4 | - | - | - | - | - | - | - | - |
| Carl Barton, Jr. Park Improvements | G25 | C2 | - | 3,035,000 | - | - | - | - | - | 3,035,000 | - | | - | 3,035,000 | 3,035,000 | - | - | - | - | - |
| SUBTOTAL | | | - | 6,535,000 | - | - | - | - | - | 6,535,000 | 3,500,000 | | - | 3,035,000 | 3,035,000 | - | - | - | - | - |

| DRAINAGE: | | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | | DEBT ISSUANCE SCHEDULE | | | | | | |
|--|--------------|------|-----------------------|-----------|-----------|-----------|-----------|-----------|-----------|--------------------|-----------------|----|----------------------------------|--|------------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Rank | Prior Fiscal Years | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 | TOTAL PROJECT COST | OTHER SOURCES | | ISSUED DEBT (G.O. BONDS & C.O.s) | | NEW DEBT | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 |
| Flood Protection - Police Training Facility/Gun Range | TBD | 1 | - | 400,000 | 2,600,000 | - | - | - | - | 3,000,000 | - | | - | | 3,000,000 | 400,000 | 2,600,000 | - | - | - | - |
| Flood Protection - Southwest Wastewater Treatment Plant | G98 | 2 | - | 400,000 | 2,600,000 | - | - | - | - | 3,000,000 | - | | - | | 3,000,000 | 400,000 | 2,600,000 | - | - | - | - |
| Mitigation - Stewart Creek | G99 | 3 | - | 511,000 | - | - | - | - | - | 511,000 | 150,000 | 5 | - | | 361,000 | 361,000 | - | - | - | - | - |
| Drainage System - Bois D'Arc Bend at Walden Road (Montgomery County) | H28 | 4 | - | 300,000 | - | - | - | - | - | 300,000 | 150,000 | 17 | - | | 150,000 | 150,000 | - | - | - | - | - |
| Rehab - Live Oak Creek | H01 | 5 | - | 732,000 | - | - | - | - | - | 732,000 | - | | - | | 732,000 | 732,000 | - | - | - | - | - |
| Rehab - Alligator Creek Phase 1 | TBD | 6 | - | - | - | 2,737,000 | 1,296,000 | - | - | 4,033,000 | - | | - | | 4,033,000 | - | - | 2,737,000 | 1,296,000 | - | - |
| Rehab - Crighton Ridge | H02 | 7 | - | 778,000 | - | - | - | - | - | 778,000 | - | | - | | 778,000 | 778,000 | - | - | - | - | - |
| SUBTOTAL | | | - | 3,121,000 | 5,200,000 | 2,737,000 | 1,296,000 | - | - | 12,354,000 | 300,000 | | - | | 12,054,000 | 2,821,000 | 5,200,000 | 2,737,000 | 1,296,000 | - | - |

| TRANSPORTATION GRANTS: | | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | | DEBT ISSUANCE SCHEDULE | | | | | |
|------------------------|--------------|------|-----------------------|-----------|-----------|-----------|-----------|-----------|-----------|--------------------|-----------------|----------------------------------|---|----------|------------------------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Rank | Prior Fiscal Years | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 | TOTAL PROJECT COST | OTHER SOURCES | ISSUED DEBT (G.O. BONDS & C.O.s) | | NEW DEBT | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 |
| None | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| SUBTOTAL | | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |

| | | | | | | | | | | | | | | | | | | | | | |
|-------------|--|--|-----------|------------|------------|-----------|------------|---------|---|-------------|------------|--|---------|--|------------|------------|------------|-----------|------------|---------|---|
| GRAND TOTAL | | | 1,678,000 | 54,831,000 | 20,092,000 | 3,487,000 | 19,869,000 | 590,000 | - | 100,547,000 | 17,802,000 | | 805,000 | | 91,292,000 | 47,854,000 | 19,492,000 | 3,487,000 | 19,869,000 | 590,000 | - |
|-------------|--|--|-----------|------------|------------|-----------|------------|---------|---|-------------|------------|--|---------|--|------------|------------|------------|-----------|------------|---------|---|

| | | | | | | | | | | | | | | | | | | | | | |
|---------------------------------------|--|--|-----------|------------|------------|-----------|------------|---------|---|-------------|------------|--|---------|--|------------|------------|------------|-----------|------------|---------|---|
| Estimated City Engineering Adjustment | | | - | - | - | - | - | - | - | - | - | | - | | - | - | - | - | - | - | - |
| ADJUSTED GRAND TOTAL | | | 1,678,000 | 54,831,000 | 20,092,000 | 3,487,000 | 19,869,000 | 590,000 | - | 100,547,000 | 17,802,000 | | 805,000 | | 91,292,000 | 47,854,000 | 19,492,000 | 3,487,000 | 19,869,000 | 590,000 | - |

Other Sources Notes:

- Grant Funds
- Interest Income
- TXDOT Reimbursement
- Transfer From Other Fund(s)
- General Fund
- Water & Sewer Construction
- 4B Sales Tax
- Eligible for payment by 4B Sales Taxes
- Land Swap Proceeds

- Del Lago Settlement
- 2006 Land Sale Proceeds (7310-9030)
- Donations
- Contributions
- Industrial/Tech Park Land Sale Proceeds
- Sale of Land or Property
- Developer Reimbursement
- Intergovernmental

Issued Debt Notes (Certificates of Obligation - COs):

- | | | | | | | |
|-------------------------|-------------------------|-------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| (a) 2001 COs - 075-7500 | (i) 2008 COs - 075-7540 | (q) 2000 COs - 073-7300 | (y) 2011 COs - 042-4250 | (ah) 2014 COs - 075-7511 | (ap) 2015 COs - 073-7311 | (ax) 2017-A COs - 041-4160 |
| (b) 2006 COs - 075-7520 | (j) 2008 COs - 073-7330 | (r) 2005 COs - 073-7310 | (z) 2011 COs - 073-7360 | (ai) 2013 COs - 063-6380 | (aq) 2015 COs - 046-4610 | (ay) 2017-A COs - 042-4211 |
| (c) 2005 COs - 042-4200 | (k) 2008 COs - 063-6330 | (s) 2010 COs - 075-7560 | (aa) 2011 COs - 063-6360 | (aj) 2014 COs - 042-4270 | (ar) 2015 COs - 056-5650 | (az) 2017-A COs - 073-7313 |
| (d) 2001 COs - 063-6310 | (l) 2009 COs - 075-7550 | (t) 2010 COs - 042-4240 | (ab) 2012 COs - 075-7580 | (ak) 2014 COs - 046-4600 | (as) 2016 COs - 075-7513 | |
| (e) 2007 COs - 075-7530 | (m) 2009 COs - 041-4110 | (u) 2010 COs - 073-7350 | (ac) 2012 COs - 063-6370 | (al) 2014 COs - 063-6390 | (at) 2016 COs - 041-4150 | |
| (f) 2007 COs - 073-7320 | (n) 2009 COs - 073-7340 | (v) 2010 COs - 063-6350 | (ad) 2005 COs - 041-4100 | (am) 2015 COs - 075-7512 | (au) 2016 COs - 042-4290 | |
| (g) 2007 COs - 063-6320 | (o) 2009 COs - 063-6340 | (w) 2006 COs - 056-5610 | (ae) 2014 COs - 073-7390 | (an) 2015 CO's - 041-4140 | (av) 2016 COs - 046-4620 | |
| (h) 2007 COs - 042-4210 | (p) 2009 COs - 042-4230 | (x) 2011 COs - 075-7570 | (af) 2014 COs - 041-4130 | (ao) 2015 CO's - 042-4280 | (aw) 2017-A COs - 075-7514 | |



City of Conroe
Water and Sewer Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2018-2019 Adopted

| | | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | | | DEBT ISSUANCE SCHEDULE | | | | | |
|--|--------------|------|-----------------------|------------|-----------|------------|-----------|-----------|-----------|--------------------|-----------------|---|-------------------------------------|------------|------------|------------------------|------------|-----------|-----------|-----------|--|
| PROJECT | Project Code | Rank | Prior Fiscal Years | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 | TOTAL PROJECT COST | OTHER SOURCES | | ISSUED DEBT (REVENUE BONDS & C.O.s) | NEW DEBT | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 | |
| WATER: | | | | | | | | | | | | | | | | | | | | | |
| Water Line - Wilson Road East | F107 | C01 | - | 320,000 | - | - | - | - | - | 320,000 | 320,000 | 6 | - | - | - | - | - | - | - | - | |
| Water Line Relocate - Longmire Road Phase 2B | F106 | C02 | - | 881,000 | - | - | - | - | - | 881,000 | - | | - | 881,000 | 881,000 | - | - | - | - | - | |
| Water Line Relocate - Longmire Road Phase 3 | G11 | C03 | - | 276,000 | - | - | - | - | - | 276,000 | 276,000 | 6 | - | - | - | - | - | - | - | - | |
| Jasper Water Well & Tank Rehab - Robinwood | F97 | C04 | - | 2,095,000 | - | - | - | - | - | 2,095,000 | - | | - | 2,100,000 | 2,100,000 | - | - | - | - | - | |
| Water Line Extension - SH 105 West | G12 | C05 | 400,000 | 3,300,000 | - | - | - | - | - | 3,700,000 | 2,200,000 | 6 | 400,000 | (w) | 1,100,000 | 1,100,000 | - | - | - | - | |
| Jasper Water Well & Ground Storage Tank - FM 1488 | F96 | C06 | - | 5,636,000 | - | - | - | - | - | 5,636,000 | - | | - | 5,641,000 | 5,641,000 | - | - | - | - | - | |
| Water Line Extension - Sgt Ed Holcomb | G63 | C07 | - | 965,000 | - | - | - | - | - | 965,000 | - | | - | 1,030,000 | 1,030,000 | - | - | - | - | - | |
| Water Line Extension - Camelot | G72 | C08 | - | 560,000 | - | - | - | - | - | 560,000 | - | | - | 560,000 | 560,000 | - | - | - | - | - | |
| Catahoula Water Well - SH 105 West | H03 | 1 | - | 261,000 | 3,296,000 | - | - | - | - | 3,557,000 | - | | - | 3,557,000 | 261,000 | 3,296,000 | - | - | - | - | |
| Water Line Rehab - Lewis, Roberson, Dallas, and Palestine | H04 | 2 | - | 1,130,000 | 1,160,000 | - | - | - | - | 2,290,000 | - | | - | 2,290,000 | 1,130,000 | 1,160,000 | - | - | - | - | |
| Water Line Extension - Water Well No. 24 Blending | H05 | 3 | - | 1,000,000 | - | - | - | - | - | 1,000,000 | - | | - | 1,000,000 | 1,000,000 | - | - | - | - | - | |
| Water Line Rehab - West View and Montgomery Park Boulevard | H06 | 4 | - | 1,056,000 | - | - | - | - | - | 1,056,000 | - | | - | 1,056,000 | 1,056,000 | - | - | - | - | - | |
| Water Line Rehab - Academy Drive and Pozos Area | H07 | 5 | - | 798,000 | - | - | - | - | - | 798,000 | - | | - | 798,000 | 798,000 | - | - | - | - | - | |
| Water Line Extension - Seven Coves SH 75 to Farrel | H08 | 6 | - | 2,130,000 | - | - | - | - | - | 2,130,000 | - | | - | 2,130,000 | 2,130,000 | - | - | - | - | - | |
| Cooling Towers - Panorama | H09 | 7 | - | 463,000 | - | - | - | - | - | 463,000 | - | | - | 463,000 | 463,000 | - | - | - | - | - | |
| Decommission Elevated Storage Tank No. 5 | H10 | 8 | - | 120,000 | - | - | - | - | - | 120,000 | - | | - | 120,000 | 120,000 | - | - | - | - | - | |
| Water Line Rehab - 3rd Street | H11 | 9 | - | 2,575,000 | - | - | - | - | - | 2,575,000 | - | | - | 2,575,000 | 2,575,000 | - | - | - | - | - | |
| Water Line Rehab - Adkins Area | H12 | 10 | - | 2,240,000 | - | - | - | - | - | 2,240,000 | - | | - | 2,240,000 | 2,240,000 | - | - | - | - | - | |
| Water Line Extension - FM 830 to Chase Run | H13 | 11 | - | 631,000 | - | - | - | - | - | 631,000 | - | | - | 631,000 | 631,000 | - | - | - | - | - | |
| Water Line Rehab - Hwy 105 West to Lester | TBD | 12 | - | - | 412,000 | - | - | - | - | 412,000 | - | | - | 412,000 | - | 412,000 | - | - | - | - | |
| Water Line Replacement - Sherman Street Area | TBD | 13 | - | - | 2,266,000 | - | - | - | - | 2,266,000 | - | | - | 2,266,000 | - | 2,266,000 | - | - | - | - | |
| Water Line Rehab - Wedgewood Boulevard | H14 | 14 | - | - | 515,000 | - | - | - | - | 515,000 | - | | - | 515,000 | - | 515,000 | - | - | - | - | |
| Water Line Rehab - North Thompson Area | TBD | 15 | - | - | 1,030,000 | - | - | - | - | 1,030,000 | - | | - | 1,030,000 | - | 1,030,000 | - | - | - | - | |
| Water Line Extension - FM 1485 | TBD | 16 | - | - | - | 328,000 | - | - | - | 328,000 | - | | - | 328,000 | - | - | 328,000 | - | - | - | |
| Water Line Extension - Wally Wilkerson to FM 1484 (CIDC) | TBD | 17 | - | - | - | 3,066,000 | - | - | - | 3,066,000 | 3,066,000 | 5 | - | - | - | - | - | - | - | - | |
| Elevated Storage Tank - McCaleb /Tejas | TBD | 18 | - | - | - | 1,500,000 | - | - | - | 1,500,000 | - | | - | 1,500,000 | - | - | 1,500,000 | - | - | - | |
| Water Line Rehab - Rivershire and Gladstell Area | TBD | 19 | - | - | - | 7,513,000 | - | - | - | 7,513,000 | - | | - | 7,513,000 | - | - | 7,513,000 | - | - | - | |
| Water Line Rehab - North Loop 336 | TBD | 20 | - | - | - | 2,630,000 | - | - | - | 2,630,000 | - | | - | 2,630,000 | - | - | 2,630,000 | - | - | - | |
| SUBTOTAL | | | 400,000 | 26,437,000 | 8,679,000 | 15,037,000 | - | - | - | 50,553,000 | 5,862,000 | | 400,000 | 44,366,000 | 23,716,000 | 8,679,000 | 11,971,000 | - | - | - | |

| SEWER: | | | | | | | | | | | | | | | | | | | | |
|--|-----|-----|-----------|------------|------------|------------|-----------|-----------|-----------|-------------|-----------|---|-----------|-------------|-------------|------------|------------|------------|-----------|-----------|
| Sewer Rehab - SH 105/IH-45 Phase II | G15 | 0 | - | - | - | - | - | - | - | - | - | - | - | - | 370,000 | 370,000 | | | | |
| Sewer Line - Lift Station Exp & Gravity Sewer Main-State Hwy 242 & FM 1488 | F27 | 0 | - | - | - | - | - | - | - | - | - | - | - | - | 2,000,000 | 2,000,000 | | | | |
| SSOI Program | 665 | C01 | - | 1,300,000 | 850,000 | 850,000 | 850,000 | 850,000 | 4,250,000 | 8,950,000 | 450,000 | 6 | - | - | 8,500,000 | 850,000 | 850,000 | 850,000 | 850,000 | 4,250,000 |
| Treatment Plant - Construction of New Plant (Phase IV) | 975 | C02 | 1,676,000 | 31,469,000 | 31,469,000 | - | - | - | - | 64,614,000 | - | - | 1,676,000 | (p,r,t,v,x) | 62,938,000 | 62,938,000 | - | - | - | - |
| Sewer Rehab - SH 105/IH-45 Phase III | G64 | C03 | - | 1,572,000 | - | - | - | - | - | 1,572,000 | - | - | - | - | 1,663,000 | 1,663,000 | - | - | - | - |
| Sewer Rehab - River Pointe Area | G65 | C04 | - | - | - | - | - | - | - | - | - | - | - | - | 750,000 | 750,000 | - | - | - | - |
| Lift Station Replacement - Pebble Glen #3 | G68 | C05 | - | 165,000 | - | - | - | - | - | 165,000 | - | - | - | - | 340,000 | 340,000 | - | - | - | - |
| Lift Station Replacement - Pebble Glen #2 | G69 | C06 | - | - | - | - | - | - | - | - | - | - | - | - | 300,000 | 300,000 | - | - | - | - |
| Sanitary Sewer Evaluation Survey | G67 | C07 | - | 552,000 | - | - | - | - | - | 552,000 | 552,000 | 6 | - | - | - | - | - | - | - | - |
| Lift Station & Force Main - Muse Tract to Beech Road | H15 | 1 | - | 1,446,000 | - | - | - | - | - | 1,446,000 | - | - | - | - | 1,446,000 | 1,446,000 | - | - | - | - |
| Lift Station & Force Main - Chapel Hill to April Sound | H16 | 2 | - | 735,000 | - | - | - | - | - | 735,000 | - | - | - | - | 735,000 | 735,000 | - | - | - | - |
| Sewer Rehab - Forest Estates and Wroxton | H17 | 3 | - | 1,914,000 | - | - | - | - | - | 1,914,000 | - | - | - | - | 1,914,000 | 1,914,000 | - | - | - | - |
| Force Main Upgrade - Carl Barton | H18 | 4 | - | 416,000 | 5,356,000 | - | - | - | - | 5,772,000 | - | - | - | - | 5,772,000 | 416,000 | 5,356,000 | - | - | - |
| Lift Station Replacement - Longmire Point | H19 | 5 | - | 610,000 | - | - | - | - | - | 610,000 | - | - | - | - | 610,000 | 610,000 | - | - | - | - |
| Lift Station Consolidation - Area No. 01 | TBD | 6 | - | - | 2,000,000 | - | - | - | - | 2,000,000 | - | - | - | - | 2,000,000 | - | 2,000,000 | - | - | - |
| Lift Station Rehabilitation - West Summerlin and Gun Range | TBD | 7 | - | - | 400,000 | - | - | - | - | 400,000 | - | - | - | - | 400,000 | - | 400,000 | - | - | - |
| Trunk Line Replacement - Stewarts Creek/Ed Kharbat South | TBD | 8 | - | - | 900,000 | 5,000,000 | - | - | - | 5,900,000 | - | - | - | - | 5,900,000 | - | 900,000 | 5,000,000 | - | - |
| Trunk Line Replacement - Stewarts Creek (Avenue M to Hwy 105) | TBD | 9 | - | - | 1,654,000 | - | - | - | - | 1,654,000 | - | - | - | - | 1,654,000 | - | 1,654,000 | - | - | - |
| Trunk Line Replacement - Stewarts Creek (Lower) | TBD | 10 | - | - | - | 7,000,000 | - | - | - | 7,000,000 | - | - | - | - | 7,000,000 | - | - | 7,000,000 | - | - |
| Gravity Main Replacement - Downtown Area Phase 1 (South of Highway 105) | TBD | 11 | - | - | - | 3,100,000 | - | - | - | 3,100,000 | - | - | - | - | 3,100,000 | - | - | 3,100,000 | - | - |
| Lift Station Consolidation - Area No. 03 | TBD | 12 | - | - | - | 675,000 | - | - | - | 675,000 | - | - | - | - | 675,000 | - | - | 675,000 | - | - |
| Lift Station Rehabilitation - Enchanted Stream, IH-45 South, and Woodgate | TBD | 13 | - | - | - | 575,000 | - | - | - | 575,000 | - | - | - | - | 575,000 | - | - | 575,000 | - | - |
| Sewer Line Extension - FM 1485 | TBD | 14 | - | - | - | - | 1,254,000 | - | - | 1,254,000 | - | - | - | - | 1,254,000 | - | - | - | 1,254,000 | - |
| Wastewater Treatment Plant Expansion - South Conroe | TBD | 15 | - | - | - | - | - | 3,500,000 | - | 3,500,000 | - | - | - | - | 3,500,000 | - | - | - | - | 3,500,000 |
| Lift Station Expansion & Force Main Upgrades - Shadow Lakes | TBD | 16 | - | - | - | - | 862,000 | - | - | 862,000 | - | - | - | - | 862,000 | - | - | 862,000 | - | - |
| Sewer Rehab - San Jacinto & York Area | TBD | 17 | - | - | - | - | 650,000 | - | - | 650,000 | - | - | - | - | 650,000 | - | - | - | 650,000 | - |
| Sewer Rehab - Arnold to Frazier Street | TBD | 18 | - | - | - | - | 815,000 | - | - | 815,000 | - | - | - | - | 815,000 | - | - | - | 815,000 | - |
| Sewer Rehab - North Loop 336 Area (Oxford to FM 3083) | TBD | 19 | - | - | - | - | 475,000 | - | - | 475,000 | - | - | - | - | 475,000 | - | - | - | 475,000 | - |
| Sewer Rehab - Rigby Owen and Camelot Area | TBD | 20 | - | - | - | - | 420,000 | - | - | 420,000 | - | - | - | - | 420,000 | - | - | - | 420,000 | - |
| SUBTOTAL | | | 1,676,000 | 40,179,000 | 42,629,000 | 17,200,000 | 5,326,000 | 4,350,000 | 4,250,000 | 115,610,000 | 1,002,000 | | 1,676,000 | | 116,618,000 | 74,332,000 | 11,160,000 | 17,200,000 | 5,326,000 | 4,350,000 |

| | | | | | | | | | | | | | | | | | | | | |
|-------------|--|--|-----------|------------|------------|------------|-----------|-----------|-----------|-------------|-----------|---|-----------|-------------|------------|------------|------------|-----------|-----------|-----------|
| GRAND TOTAL | | | 2,076,000 | 66,616,000 | 51,308,000 | 32,237,000 | 5,326,000 | 4,350,000 | 4,250,000 | 166,163,000 | 6,864,000 | - | 2,076,000 | 160,984,000 | 98,048,000 | 19,839,000 | 29,171,000 | 5,326,000 | 4,350,000 | 4,250,000 |
|-------------|--|--|-----------|------------|------------|------------|-----------|-----------|-----------|-------------|-----------|---|-----------|-------------|------------|------------|------------|-----------|-----------|-----------|

| | | | | | | | | | | | | | | | | | | | | |
|---------------------------------|--|--|-----------|------------|------------|------------|-----------|-----------|-----------|-------------|-----------|---|-----------|-------------|------------|------------|------------|-----------|-----------|-----------|
| Estimated City Engineering Cost | | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| ADJUSTED GRAND TOTAL | | | 2,076,000 | 66,616,000 | 51,308,000 | 32,237,000 | 5,326,000 | 4,350,000 | 4,250,000 | 166,163,000 | 6,864,000 | - | 2,076,000 | 160,984,000 | 98,048,000 | 19,839,000 | 29,171,000 | 5,326,000 | 4,350,000 | 4,250,000 |

Other Sources:

1. Grant Funds

2. Interest Income

3. TXDOT Reimbursement

4. Supplemental Request

5. Transfer From Other Fund(s)
6. Water & Sewer Operating Fund Capital Reserve

7. Contribution

8. Intergovernmental

9. 4B Sales Tax

Issued Debt Notes (Revenue Bonds - RBs):

- (a) 2006 RBs - 043-4300

(b) 2006 RBs - 044-4400

(c) 2007 RBs - 043-4310

(d) 2007 RBs - 044-4410
- (e) 2008 RBs - 043-4320

(f) 2008 RBs - 044-4420

(g) 2009 RBs - 043-4330

(h) 2009 RBs - 044-4430
- (i) 2010 RBs - 043-4340

(j) 2010 RBs - 044-4440

(k) 2011 RBs - 043-4350

(l) 2011 RBs - 044-4450
- (m) 2012 RBs - 043-4360

(n) 2012 RBs - 044-4460

(o) 2013 RBs - 043-4370

(p) 2013 RBs - 044-4470
- (q) 2014 RBs - 043-4380

(r) 2014 RBs - 044-4480

(s) 2015 RBs - 043-4390

(t) 2015 RBs - 044-4490
- (u) 2017B-1 (2016) COs - 043-4311

(v) 2017B-1 (2016) COs - 044-4411

(w) 2017B-2 (2017) COs - 043-4312

(x) 2017B-2 (2017) COs - 044-4412



City of Conroe
Conroe Industrial Development Corporation (CIDC) Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2018-2019 Adopted

| STREETS: | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | DEBT ISSUANCE SCHEDULE | | | | | |
|--|--------------|-----------------------|------------|-----------|-----------|-----------|-----------|-----------|--------------------|-----------------|-----------------------------|------------|------------------------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Prior Fiscal Years | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 | TOTAL PROJECT COST | OTHER SOURCES | ISSUED DEBT (Revenue Bonds) | NEW DEBT | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 |
| Roadway Extension and Bridge - Conroe Industrial Park (CIDC) | H20 | - | 14,899,000 | - | - | - | - | - | 14,899,000 | - | - | 14,899,000 | 14,899,000 | - | - | - | - | - |
| Road Widening - Farrel Road (CIDC) | H21 | - | 1,641,000 | - | - | - | - | - | 1,641,000 | - | - | 1,641,000 | 1,641,000 | - | - | - | - | - |
| SUBTOTAL | | - | 16,540,000 | - | - | - | - | - | 16,540,000 | - | - | 16,540,000 | 16,540,000 | - | - | - | - | - |

| SIGNALS: | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | DEBT ISSUANCE SCHEDULE | | | | | |
|---|--------------|-----------------------|-----------|-----------|-----------|-----------|-----------|-----------|--------------------|-----------------|-----------------------------|----------|------------------------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Prior Fiscal Years | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 | TOTAL PROJECT COST | OTHER SOURCES | ISSUED DEBT (Revenue Bonds) | NEW DEBT | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 |
| Signal - Wally Wilkerson at Pollok (CIDC) | H22 | - | 350,000 | - | - | - | - | - | 350,000 | - | - | 350,000 | 350,000 | - | - | - | - | - |
| Signal - Wally Wilkerson at Conroe Park West (CIDC) | H23 | - | 350,000 | - | - | - | - | - | 350,000 | - | - | 350,000 | 350,000 | - | - | - | - | - |
| SUBTOTAL | | - | 700,000 | - | - | - | - | - | 700,000 | - | - | 700,000 | 700,000 | - | - | - | - | - |

| WATER: | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | DEBT ISSUANCE SCHEDULE | | | | | |
|--|--------------|-----------------------|-----------|-----------|-----------|-----------|-----------|-----------|--------------------|-----------------|-----------------------------|-----------|------------------------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Prior Fiscal Years | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 | TOTAL PROJECT COST | OTHER SOURCES | ISSUED DEBT (Revenue Bonds) | NEW DEBT | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 |
| Water Line Extension - Conroe Industrial Park (CIDC) | H24 | - | 1,700,000 | - | - | - | - | - | 1,700,000 | - | - | 1,700,000 | 1,700,000 | - | - | - | - | - |
| Remove & Replace - Ground Storage Tank Plant 20 (CIDC) | H25 | - | 1,792,000 | - | - | - | - | - | 1,792,000 | - | - | 1,792,000 | 1,792,000 | - | - | - | - | - |
| SUBTOTAL | | - | 3,492,000 | - | - | - | - | - | 3,492,000 | - | - | 3,492,000 | 3,492,000 | - | - | - | - | - |

| SEWER | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | DEBT ISSUANCE SCHEDULE | | | | | |
|--|--------------|-----------------------|-----------|-----------|-----------|-----------|-----------|-----------|--------------------|-----------------|-----------------------------|-----------|------------------------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Prior Fiscal Years | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 | TOTAL PROJECT COST | OTHER SOURCES | ISSUED DEBT (Revenue Bonds) | NEW DEBT | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2028 |
| Sewer Line Extension - Conroe Industrial Park North (CIDC) | H26 | - | 3,002,000 | - | - | - | - | - | 3,002,000 | - | - | 3,002,000 | 3,002,000 | - | - | - | - | - |
| SUBTOTAL | | - | 3,002,000 | - | - | - | - | - | 3,002,000 | - | - | 3,002,000 | 3,002,000 | - | - | - | - | - |

| | | | | | | | | | | | | | | | | | | |
|-------------|--|---|------------|---|---|---|---|---|------------|---|---|------------|------------|---|---|---|---|---|
| GRAND TOTAL | | - | 23,734,000 | - | - | - | - | - | 23,734,000 | - | - | 23,734,000 | 23,734,000 | - | - | - | - | - |
|-------------|--|---|------------|---|---|---|---|---|------------|---|---|------------|------------|---|---|---|---|---|

| | | | | | | | | | | | | | | | | | | |
|---------------------------------------|--|---|------------|---|---|---|---|---|------------|---|---|------------|------------|---|---|---|---|---|
| Estimated City Engineering Adjustment | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| ADJUSTED GRAND TOTAL | | - | 23,734,000 | - | - | - | - | - | 23,734,000 | - | - | 23,734,000 | 23,734,000 | - | - | - | - | - |

Issued Debt Notes:
(a) 2019 Sales Tax Revenue Bonds (Taxable)

Other Sources Notes:
1. Transfer from CIDC General Fund fund balance
2. CIDC CIP Fund fund balance



City of Conroe

Financial Management Policy

January 25, 2018

I. STATEMENT OF PURPOSE

The City of Conroe (City) has an important responsibility to its citizens to carefully account for public funds, manage municipal finances wisely, manage growth, and plan the adequate funding of services desired by the public, including the provision and maintenance of public facilities. In these times of rapid growth in the Conroe area, the City needs to ensure that it is capable of adequately funding and providing those local government services needed by the community. The following Financial Management Policy is designed to establish guidelines for the fiscal stability of the City. The watchwords of the City's financial management include integrity, prudent stewardship, planning, accountability, and full disclosure.

The scope of these policies generally spans, among other issues, accounting, auditing, financial reporting, internal controls, operating and capital budgeting, revenue management, cash and investment management, expenditure control, asset management, debt management, and planning concepts, in order to:

- 1. demonstrate to the citizens of Conroe, the investment community, and the bond rating agencies that the City is committed to a strong fiscal operation;*
- 2. provide precedents for future policy-makers and financial managers on common financial goals and strategies;*
- 3. present fairly and with full disclosure the financial position and results of the financial operations of the City in conformity to Generally Accepted Accounting Principles (GAAP); and*
- 4. determine and demonstrate compliance with finance-related legal and contractual issues in accordance with provisions of the Texas Local Government Code and other pertinent legal documents and mandates.*

The City Council will annually review and approve the Financial Management Policy as part of the budget process.

II. FORM OF GOVERNMENT

The governing body of the City is a mayor-council format, which is composed of five councilmen and a mayor elected at large. The elected officials enact local legislation,



adopt budgets, determine policies, and execute the laws and administer the government of the City. The City Council determines all matters of policy, including the duties listed in Article III, Section 3.07 of the City Charter, while the Mayor exercises and performs the duties in Article III, Section 3.08. These include, but are not limited to, being recognized as the head of the City government for all ceremonial purposes, by the courts for civil process, and by the government for purposes of military law. In times of public danger or emergency, the Mayor takes command of the police, maintains law and order, and enforces the law. Wherein the Charter gives the City Council the authority to appoint administrative heads, the Mayor makes these appointments subject to the approval of the Council.

In addition to the responsibilities listed in Section 4.10-12 of the Conroe City Charter, "Director of Finance Powers and Duties," the Assistant City Administrator/Chief Financial Officer is responsible for reporting deviations from this Policy to the City Administrator, Mayor, and City Council.

The City shall duly appoint a qualified Internal Auditor, who shall carry the designation of Certified Internal Auditor from the Institute of Internal Auditors. As per Ordinance No. 1771-09, the Internal Auditor is responsible for the following:

...conduct financial, operational and compliance audits in accordance with accepted professional standards to determine internal compliance with applicable laws, regulations, policies and procedures. As time permits the internal auditor may perform such additional duties as may be requested by the director of finance or are assigned by the city council. The internal auditor shall report to the mayor and city council and may not be removed or suspended except by majority vote of the city council."

III. OPERATING BUDGET POLICY STATEMENT

A. Preparation

Budgeting is an essential element of the financial planning, control, and evaluation process of municipal government. The "Operating Budget" is the City's annual financial operating plan. The budget includes all of the operating departments of the City. It also includes the debt service funds, all capital improvement program funds, all enterprise funds, and the internal service funds. The Finance Department prepares the budget, with the cooperation of all departments, under the direction of the City Administrator. The Mayor and City Administrator make any necessary changes, and then the Mayor transmits the document to the City Council.

1. **Proposed Budget:** The Mayor shall, between sixty and ninety days prior to the beginning of each fiscal year, submit to the City Council a proposed budget. Such budget shall provide a complete financial plan for the fiscal year within the provisions of the City Charter.



- a. A budget message, explanatory of the budget, shall contain an outline of the proposed financial policies of the City for the fiscal year, set forth the reasons for changes from the previous year in expenditure and revenue items, and explain any major changes in financial policy.
 - b. The budget shall include four basic segments for review and evaluation: (1) personnel costs, (2) base budget for operations and maintenance costs, (3) supplemental adjustments for increases or decreases to existing service levels, and (4) revenues.
 - c. The budget review process shall include City Council participation in the development of each of the four segments of the proposed budget.
2. **Adoption:** The budget and all supporting schedules shall be filed with the City Secretary, be submitted to the City Council, and shall be a public record. The City Administrator shall make a copy available to any resident of the City, upon request.

At a meeting of the City Council, the City Council shall fix the time and place of a public hearing on the budget and shall cause to be published in the official newspaper of the City, a notice of the hearing setting forth the time, place, and date, at least (10) days before the date of the hearing. At the time and place set forth in the notice required above, or at any time and place to which such public hearing shall from time to time be adjourned, the City Council shall hold a public hearing on the budget submitted and all interested persons shall be given an opportunity to be heard for or against any item, or the amount of any item, therein contained. The budget shall be adopted by the favorable vote of a majority of the members of the whole City Council.

The budget shall be finally adopted not later than fifteen (15) days prior to the beginning of the fiscal year, and should the City Council fail to so adopt a budget, the then existing budget together with its tax-levying ordinance and its appropriation ordinance shall be deemed adopted for the ensuing fiscal year. Additionally, the existing contract for the collection of ad valorem taxes between the City and the Montgomery County Tax Assessor/Collector stipulates that the City must adopt the budget and tax rate by September 1 of each year.

3. The Operating Budget shall be submitted to the Government Finance Officers Association (GFOA) annually for evaluation and consideration for the Distinguished Budget Presentation Award.



B. Balanced Budget

The Operating Budget will be balanced with current revenues, exclusive of beginning resources greater than or equal to current expenditures/expenses. Excess balances may be used for capital outlay or other non-recurring expenditures.

C. Planning

The budget process will be coordinated so as to identify major policy issues for City Council consideration several months prior to the budget approval date so that proper decision analysis can be performed. Additionally, long-range planning will be performed such that revenues and expenses/expenditures for the next three years are projected and updated annually, examining their diversity and stability, in conjunction with other guidelines and using an objective analytical projection process.

D. Reporting

Monthly financial reports will be prepared to enable the department heads to manage their budgets and to enable the Assistant City Administrator/CFO to monitor and control the budget as authorized by the City Administrator. Monthly summary financial reports will be presented to the City Council. Such reports will be in a format appropriate to enable the City Council to understand the total budget picture.

E. Avoidance of Operating Deficits

The City shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue re-estimates are such that an operating deficit is projected at year-end.

F. Maintenance of Capital Assets

Within the resources available each fiscal year, the City shall maintain capital assets and infrastructure at a sufficient level to protect the City's investment, to minimize future replacement and maintenance costs, and to continue service levels.

G. Periodic Program Reviews

Periodic program reviews for efficiency and effectiveness shall be performed. Programs not meeting efficiency or effectiveness objectives shall be brought up to required standards or be subject to reduction or elimination. The City shall explore and develop to the extent possible service trends and definitions in an effort to establish a "reward/profit sharing" system.



H. Purchasing

The City shall make every effort to maximize any discounts offered by creditors/vendors. Vendors with balances due the City will have payments due the vendor offset against the amount due the City. The City will follow state law concerning the amount of the purchase requiring formal bidding procedures and approval by the City Council. For purchases where competitive bidding is not required, the City shall obtain the most favorable terms and pricing possible. Every effort will be made to include minority business enterprises in the bidding process. The City of Conroe Purchasing Policy is included with this policy as Appendix A.

I. Reserves and Contingency Funds

The City's funds will maintain minimum fund balances and/or working capital balances as stated in Section VIII.B. of this policy to total annual expenditures.

IV. REVENUE MANAGEMENT

A. Optimum Characteristics

The City will strive for the following optimum characteristics in its revenue system:

1. **Simplicity:** The City, where possible and without sacrificing accuracy, will strive to keep the revenue system simple in order to reduce compliance costs for the taxpayer or service recipient. The City will avoid nuisance taxes or charges as revenue sources.
2. **Certainty:** A knowledge and understanding of revenue sources increases the reliability of the revenue system. The City will understand its revenue sources and enact consistent collection policies to provide assurances that the revenue base will materialize according to budgets and plans.
3. **Equity:** The City shall make every effort to maintain equity in its revenue system structure (i.e., the City shall seek to minimize or eliminate all forms of subsidization between entities, funds, services, utilities, and customers' classes).
4. **Revenue Adequacy:** The City shall require that there be a balance in the revenue system (i.e., the revenue base will have the characteristics of fairness and neutrality as it applies to cost of service, willingness to pay, and ability to pay). All revenue forecasts shall be conservative.
5. **Administration:** The benefits of a revenue source shall exceed the cost of levying and collecting that revenue. The cost of collection will be



reviewed annually for cost effectiveness.

6. **Diversification and Stability:** A diversified revenue system with a stable source of income shall be maintained. This will help avoid instabilities in revenue sources due to factors such as fluctuations in the economy and variations in the weather. A balance between elastic and inelastic revenue sources also achieves this stability.

B. Other Considerations

The following considerations and issues will guide the City in its revenue policies concerning specific sources of funds:

1. **Cost/Benefit of Abatement:** The City will use due caution in the analysis of any tax or fee incentives that are used to encourage development. Ideally, a cost/benefit (fiscal impact) analysis will be performed as part of such caution.
2. **Non-Recurring Revenues:** One-time or non-recurring revenues will not be used to finance current on-going operations. Non-recurring revenues should be used only for one-time expenditures such as long-lived capital needs. They will not be used for budget balancing purposes.
3. **Property Tax Revenues:** All real and business personal property located within the City shall be valued at 100 percent of its fair market value for any given year based on the current appraisal supplied to the City by the Montgomery Central Appraisal District.

A 99.5 percent collection rate shall serve each year as a goal for tax collections. All delinquent taxes shall be aggressively pursued each year by the Montgomery County Tax-Assessor/Collector as per the contract with the City. Tax accounts delinquent greater than 90 days shall be submitted for collection each year to an attorney selected by the Montgomery County Tax Assessor/Collector, as provided in his contract with the City. A penalty shall be assessed on all delinquent property taxes, which shall include all court costs as well as an amount for compensation of the attorney, as permitted by State law, and in accordance with the attorney's contract with the County.

4. **Interest Income:** Interest earned from investment of available monies, whether pooled or not, will be distributed to the funds in accordance with the equity balance of the fund from which monies were provided for investment.
5. **User-Based Fees and Service Charges:** For services associated with a user fee or charge, a fee will offset the direct and indirect costs of that



service where possible. Fees will be reviewed at least every three years to ensure that fees provide adequate coverage of costs of services. The appropriate department will review and recommend any changes to the City Council. User charges may be classified as "Full Cost Recovery," "Partial Cost Recovery," or "Minimal Cost Recovery," based upon City Council policy.

Full fee support (80-100%) will be obtained from enterprise utilities and licenses and permits for their associated costs. Charges for miscellaneous licenses and fines and all adult sports programs will generate partial fee support (40-70%). Minimum fee support (0-30%) will be obtained from youth programs.

6. **Enterprise Fund Rates:** The City will review and adopt utility rates, as needed, which will generate revenues required to fully cover current operating and maintenance expenses, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital.

Additionally, enterprise activity rates will include transfers to the General Fund as follows:

- a. **General and Administrative Charges:** Administrative costs will be charged to all funds for services of general overhead, such as administration, finance, personnel, engineering, legal counsel, and other costs, as appropriate. The charges will be determined through an indirect cost allocation following accepted practices and procedures.
 - b. **In-Lieu-of-Franchise Fee:** In-Lieu-of-Franchise Fee includes part of the rate computation at 4 percent of gross revenues less impact fees, consistent with the franchise rates charged to investor-owned utilities franchised to operate within the City.
7. **Intergovernmental Revenues:** Any potential grants will be examined for matching requirements. Generally, these revenue sources should be used for capital improvements that are consistent with the Capital Improvement Program whose operating and maintenance costs have been included in the Operating Budget or for special programs associated specifically with the grant.
 8. **Revenue Monitoring:** Actual revenues received will be regularly compared to budgeted revenues and variances will be investigated. This process will be summarized in the appropriate periodic report.



V. EXPENDITURE CONTROL

A. Appropriations

The source of budgetary control is at the category and division level. The Assistant City Administrator/CFO may, at any time with the consent of the City Administrator, transfer any unencumbered appropriation from one line item to another line item within the same department, provided however, that no unencumbered appropriation may be transferred from one department or fund to another except upon the express approval of the City Council.

B. Amendments to the Budget

The budget may be amended by using the following criteria for evaluation of requests. The following questions must be answered by the appropriate department head prior to submittal to the City Council for approval and shall be included as a part of the agenda packet:

1. Is the request necessary?
2. Why was the item not budgeted in the normal budget process?
3. Why can a transfer not be made within the department?

In addition, the following conditions must be met:

1. The Assistant City Administrator/CFO certifies that there are available revenues in excess of those estimated in the budget or that unreserved/unencumbered fund balance is available; and
2. The City Council approves the budget amendment.

C. Accountability

Department heads will be responsible and accountable for the budget of their respective departments and capital improvement program projects under their supervision. Each department head will prepare his/her budget with diligent effort and foresight to provide the citizens of Conroe with the most cost efficient and effective services. Each department head will review the budgeted expenditures to determine if the level of service, as determined by City Council, can be maintained with the budgeted funds.

D. Reporting

Monthly reports will be prepared showing actual expenditures compared to the original budget distributed to the City Council and appropriate departments. The



department head will be responsible for reviewing the expenditures and making any spending adjustment that may be required.

E. Expenditure Control

Control measures for the approval of invoices are transcribed in Section 2-383 in the City's Code of Ordinances. All requests for payment for goods or services must follow Section 2-383.

VI. FISCAL MONITORING

Reports shall be prepared and presented on a regular basis that analyze, evaluate, and forecast the City's financial performance and economic condition for the current year and for multi-years.

1. **Financial Status and Performance Reports:** Monthly reports shall be prepared comparing expenditures and revenues to current budget, for the month and fiscal year-to-date. Quarterly reports shall be prepared projecting expenditures and revenues through the end of the year, and outlining any remedial actions necessary to maintain the City's financial position.
2. **Five-Year Forecast of Revenues and Expenditures:** A five-year forecast of revenues and expenditures that includes a discussion of major trends affecting the City's financial position shall be prepared. The forecast shall also examine critical issues facing the City, economic conditions, and the outlook for the upcoming budget year.

VII. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

The City shall comply with prevailing local, state, and federal regulations. Its accounting practices and financial reporting shall conform to generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board ("GASB"), the American Institute of Certified Public Accountants ("AICPA"), and the Government Finance Officers Association ("GFOA"). The City Council shall select an independent firm of certified public accountants to perform an annual audit of all operations.

The Comprehensive Annual Financial Report (CAFR) shall be submitted to GFOA annually for evaluation and consideration for the Certificate of Achievement for Excellence in Financial Reporting.

VIII. RATIOS, RESERVES, AND FINANCIAL STABILITY

A. Operational Coverage (No Operating Deficits)



The City will maintain an operational coverage of \$1.00, such that current operating revenues will at least equal or exceed current operating expenditures. Deferrals, short-term loans, or one-time sources will be avoided as budget balancing techniques.

B. Operating Reserves/Fund Balances (Revised for GASB 54)

The purpose of this policy is to establish a key element of the financial stability of the City by setting guidelines for fund balance. Unassigned fund balance is an important measure of economic stability. It is essential that the City maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances. The fund balance also provides cash flow liquidity for the City's general operations.

1. **Classifications of Fund Balance:** A fund's equity – commonly referred to as 'fund balance' – is generally the difference between its assets and its liabilities. Fund balance will be displayed in the following classifications depicting the relative strength of the spending constraints placed on the purposes for which resources can be used. Committed, assigned, and unassigned fund balance will be considered unrestricted fund balance.
 - a. Non-spendable – amounts that are not in a spendable form or are required to be maintained intact. Examples include inventory and prepaid items.
 - b. Restricted – amounts that can be spent only for specific purposes stipulated by external resource providers such as grantors, bondholders, and higher levels of government through constitutional provisions or enabling legislation.
 - c. Committed – amounts constrained to specific purposes by formal action of City Council. Commitments may be changed or lifted only by the City Council taking the same formal action that imposed the constraint originally. Examples include contractual agreements approved by the City Council.
 - d. Assigned – amounts intended to be used by the City for specific purposes. Intent can be expressed by the City Council or by an official or body to whom the City Council delegates the authority. In governmental funds other than the General Fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
 - e. Unassigned – is the residual classification of the General Fund and includes all amounts not contained in other classifications. Unassigned amounts are available for any purpose.



2. **Authorization and Action to Commit Fund Balance:** The City Council is the government's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is an ordinance approved by the Council at a City Council meeting. The ordinance must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.
3. **Authorization and Action to Assign Fund Balance:** The City Council has authorized the City Administrator and Assistant City Administrator/CFO to assign fund balance to reflect the City's intended use of resources. Assignments of fund balance by the City Administrator and Assistant City Administrator/CFO do not require formal action by the City Council; however, each assignment must be approved by both authorized officials before the item can be presented in the financial statements.
4. **Minimum Unassigned Fund Balance:** The City will strive to maintain an unassigned fund balance of not less than 90 days of the budgeted operational expenditures in the General fund. The purpose of this unassigned balance is to protect the City against short-term operating deficits in the General Fund.

The unassigned fund balance will be available for the following purposes, only after a justification is provided by the appropriate department head, and its use has been approved by the Assistant City Administrator/Chief Financial Officer, City Administrator, and City Council:

- a. Defer short-term tax increases
 - b. Cover revenue shortfalls
 - c. Cover unanticipated expenditures
5. **Order of Expenditure of Funds:** When multiple categories of fund balance are available for expenditure, the City will start with the most restricted category – spending those funds first – before moving down to the next category with available funds.
 6. **Governmental Fund Type Definitions:**
 - a. General Fund – The General Fund should be used to account for and report all financial resources not accounted for and reported in another fund.



- b. Debt Service – Debt service funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.
- c. Special Revenue – Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.
- d. Capital Projects – Capital projects funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Capital projects funds exclude those types of capital-related outflows financed by proprietary funds or assets that will be held in trust for individuals, private organizations, or other governments.

7. **Utility Working Capital and Retained Earnings of Other Operating Funds:** In operating funds other than the General Fund, the City shall strive to maintain a positive retained earnings position to provide sufficient reserves for emergencies and revenue shortfalls. In addition, the minimum reserve balance in utility operating funds will be sixty (60) days of current year budgeted operating expenses. A debt coverage ratio of 125% to 150% will also be maintained in utility operating funds.

The Fleet Services internal service fund will strive to maintain an operating reserve of 30 days.

8. **Rate Stabilization Reserve:** The City will designate an additional reserve balance in the Water and Sewer Operating Fund over and above the sixty (60) day reserve balance. The additional reserve target will be thirty (30) days of current year budgeted operating expenditures. The purpose of the Rate Stabilization Reserve is to protect the City from short-term operating deficits in the Water and Sewer Operating Fund. The funds will be available for the following purposes:
- a. Defer short-term rate increases.
 - b. Cover revenue shortfalls.
 - c. Cover unanticipated expenditures.
 - d. Pay principle and interest on utility related debt.
9. **Use of Fund Balance/Retained Earnings:** Fund Balance/Retained Earnings shall be used only for emergencies, non-recurring expenditures, or major



capital purchases that cannot be accommodated through current year savings. Except for use in an emergency, such use shall not reduce the balance below the appropriate level set as the objective for that fund.

C. Liabilities and Receivables

Procedures should be followed to maximize discounts and reduce penalties offered by creditors. Current liabilities will be paid within thirty days of receiving the undisputed invoice. Accounts Receivable procedures will target collection for a maximum of thirty days from service. The Assistant City Administrator/CFO is authorized to write off uncollectable accounts that are delinquent for more than 270 days, if the proper delinquency procedures have been followed.

D. Capital Improvement Program and Debt Service Funds

1. Monies in the Capital Improvement Program Funds will be used within a timely manner. Balances will be used to generate interest income to offset construction costs.
2. Revenues in the Debt Service Fund are stable, based exclusively on property tax revenues and transfers from other funds. Reserves in the Debt Service Fund are designed to provide funding between the date of issuance of new debt and the time that property tax levies are adjusted to reflect the additional debt.
3. Revenue obligations will maintain debt coverage ratios, as specified by the bond covenants.

IX. INTERNAL CONTROL POLICY STATEMENT

A. Written Procedures

Whenever possible, written procedures will be established and maintained by the Assistant City Administrator/CFO for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general concepts of fiscal responsibility set forth in this policy statement.

B. Department Head Responsibilities

Each department head is responsible for ensuring that good internal controls are followed throughout his or her department, that all Finance Department directives or internal controls are implemented, and that all independent auditor internal control recommendations are addressed.



C. Revenue/Cash Handling

The City recognizes the need for guidelines for collecting, receipting, and control of legal tender received by the City to provide reasonable internal control for safeguarding of the City's assets. These guidelines are set forth in the "Revenue Handling Policy and Procedure Manual," which is included in this policy as Appendix B.

X. STAFFING AND TRAINING POLICY STATEMENT

A. Adequate Staffing

Staffing levels shall be adequate for the fiscal functions of the City to operate effectively. Overtime shall be used only to address temporary or seasonal demands that require excessive hours. Workload-shedding alternatives will be explored before adding staff.

B. Training

The City will support the continuing education efforts of all City staff including the investment in time and materials for maintaining a current perspective concerning City issues. Staff will be held accountable for communicating, teaching, and sharing with other staff members all information and training materials acquired from seminars, conferences, and other related educational efforts.

XI. CAPITAL IMPROVEMENT PROGRAM POLICY

A. Statement of Purpose

Effective financial management of the City's resources requires that the budgetary plan for any one fiscal year be consistent with intermediate and long-range plans. As capital acquisitions and programs usually require a consistent application of effort and funds over a span of years, a capital improvement program and budget, as well as annual revenue and expenditure operating budgets, should be developed and presented to the City Council for approval and adoption.

Capital expenditures may generally be defined as those used to purchase land or equipment and/or to construct facilities or other improvements that are expected to provide services over a considerable period of time. In contrast, current or operating expenditures are generally those for an item or service that is used for a short time. Moreover, capital expenditures are usually relatively large when



compared with items in the annual Operating Budget. Capital budgeting, therefore, is based upon distinctions between expenditures that have only short-term or current benefits and those that have long-term benefits (capital).

The City's Capital Improvement Program is a ten-year plan, which identifies projected capital expenditures necessary to accomplish the City's long-range objectives and work program. As such, it sets forth each project, item, or other contemplated expenditure in which the City is to have a part and specifies the resources or funds estimated to be required and available to finance the projected expenditures. In relationship to the Capital Improvement Program, the City's Capital Budget is a plan of proposed capital outlays or expenditures, and the means of financing the same, for the current fiscal year. As such, it is included in the Operating Budget of the current fiscal year and represents the first year of the Capital Improvement Program.

The City's Ten-Year Capital Improvement Program is also categorized by the following types of capital improvements:

1. **General Government CIP:** Includes expenditures for the replacement, expansion, acquisition, and/or construction of streets, signals, facilities, parks and recreation, transportation, and/or drainage improvements.
2. **Water & Sewer CIP:** Includes expenses for the replacement, expansion acquisition, and/or construction of water and sewer infrastructure improvements.

The following policy statements guide the development and implementation of the City's Ten-Year Capital Improvement Program:

1. Capital expenditures will be made pursuant to the adopted Ten-Year Capital Improvement Program and the current fiscal year's Capital Budget.
2. Estimated cost and funding will be identified for each proposed capital expenditure prior to its submission to the City Council for inclusion in the Capital Improvement Program.
3. Intergovernmental assistance or grants-in-aid will be sought and used to finance only those capital expenditures and improvements, which are consistent with the adopted Capital Improvement Program.
4. At the end of each fiscal year, the Capital Improvement Program will be reviewed and an additional year will be added to replace the year just completed. During such annual review, priorities may be revised, with new capital expenditures and improvements added as justified, and other capital expenditures no longer justified being eliminated.



5. Recurrent capital expenditures for replacement, expansion and/or acquisition of plant, equipment, and/or motor vehicles will be financed from funds available and appropriated in the City's annual Operating Budget.
6. Non-recurrent capital expenditures for public improvements having a relatively larger cost and longer useful life, and which require additional funding over and beyond the City's annual Operating Budget, may be financed through the issuance or creation of appropriate long-term debt that coincides with the projected life of the improvement.
7. Any proceeds derived from the sale of the City-owned land located directly north of Conroe Park North, which was acquired through a land swap with Alton Hues for property adjacent to Carl Barton Park, will be divided in half and deposited in accounts specifically designated for park improvements and downtown improvement CIP projects.

B. Development of Capital Improvement Program

Although simple in theory, capital expenditure and public investment decision-making is not very simple in practice. Many of the benefits of a capital project or expenditure are often of an intangible nature and are not readily quantifiable; their value is common or social, involving the whole municipality; and usually is not easily ascertainable in monetary terms. This factor of common value and the lack of quantifiable benefits are the very reasons many such projects or activities are assumed by the public sector.

The City's Ten-Year Capital Improvement Program consists of a comprehensive listing of carefully selected and coordinated capital improvements and expenditures which have been identified as necessary to accomplish the City's long-range objectives and work program and which the City can afford to implement. Development of the Capital Improvement Program is an annual process which includes identifying an inventory of needed projects, developing appropriate financing plans, and obtaining City Council and community input to establish project priorities.

Development of the Capital Improvement Program begins in March of each fiscal year when City department heads are required to submit to the City Administrator or his designee an inventory of capital improvements and expenditures contemplated for the next ten fiscal years. This inventory is generally based on the expenditure's urgency, capital and operating costs, a general assessment of projected benefits, and the expenditure's contribution to the accomplishment of the City's long-range objectives and work program. Requests for consideration of capital improvements and expenditures often originate with diverse groups, including the City's operating departments and administrative staff, citizen advisory boards, City Council, and interested citizens.



Following development of the initial inventory of contemplated capital expenditures, the Finance Department staff conducts a preliminary economic and financial evaluation of the requested improvements and expenditures. This evaluation includes an assessment of the City's fiscal capacity for the ensuing ten-year period for the purpose of establishing as accurately as possible the funds which will be available for proposed capital expenditures during each year of the Capital Improvement Program and for ensuring that additional funds for increased operating expenses will be available, if necessary.

During the City's annual budget preparation process, the initial inventory of contemplated capital expenditures is preliminarily evaluated and ranked by priority before submission to the City Council. City Budget Staff usually completes this phase of development of the Capital Improvement Program. Upon completion of this review process, a recommended Ten-Year Capital Improvement Program is submitted to the Mayor & City Council for adoption.

The ultimate objective of this process is the development of a practical Ten -Year Capital Improvement Program that is both financially possible and acceptable to the community. Additionally, at the end of each fiscal year, the Capital Improvement Program is again reviewed, and the development process starts over. Priorities may be revised, with new capital improvements and expenditures added to the Capital Improvement Program, as necessary, while others, which are no longer justified, are eliminated. Each year an additional year is added to replace the year just completed, ensuring that the Capital Improvement Program will always cover a full ten-year period. With this development process, a long-range capital program is always available and current, but with only one year thereof actually committed as a part of the City's Capital Budget for the ensuing fiscal year.

XII. RELATIONSHIP OF CAPITAL BUDGET TO ANNUAL OPERATING BUDGET

During development of the City's Capital Improvement Program and Capital Budget, an evaluation of how capital expenditure decisions will affect annual operations and the City's Operating Budget must be made. Such an evaluation for recurrent capital expenditures for plant, equipment, and motor vehicles is usually not difficult, as the appropriations for such recurrent expenditures generally represent a relatively consistent proportion or percentage of the City's annual Operating Budget and can be financed on a "pay-as-you-go" basis from operating funds.

Evaluating the impact of large, non-recurrent capital expenditures on the City's Operating Budget and annual operations is more difficult, as such expenditures generally require additional funding over and beyond the fiscal capacity of the City's annual Operating Budget. However, evaluation of such non-recurrent capital expenditures is also more critical to the financial health and stability of the City for the following reasons:



1. Due to their relatively larger cost and longer life, capital expenditures for long-range public improvements may have to be financed on a “pay-as-you-use” basis through the issuance of long-term debt that coincides with the projected life of the improvement.
2. Such capital expenditures, therefore, may require a consistent application of effort and funds over a span of years.
3. The political and economic impacts of investments in long-range capital improvements extend far into the future.
4. Decisions to invest in long-range capital improvements are often irreversible, except at considerable financial and managerial costs to the City.
5. Such capital investment decisions may significantly alter or influence the City's ability to grow and prosper.

XIII. DEBT POLICY STATEMENT

The use of debt financing for long-term capital improvement programs is based upon a pay-as-you-use method of financing. In its purest theoretical form, pay-as-you-use financing means that every long-term capital improvement is financed by serial debt issues with maturities arranged so that the retirement of debt coincides with the depreciation or projected life of the improvement. Under this method of financing, the interest and debt retirement charges paid by each generation of taxpayers should coincide with their use of the physical assets or improvements and parallel the productivity of the social investment in the improvement.

In contrast to what often occurs under pay-as-you-go (or pay-as-you-acquire) financing, under pay-as-you-use, each user group pays for its own use and enjoyment of capital improvements, and desirable or urgently-needed capital improvements need not be delayed until sufficient funds can be accumulated. Additionally, no one is forced to provide free goods for a future generation of users or taxpayers or to contribute toward improvements for a city in which he or she will not live, nor will new members of the community enjoy the use of improvements without having contributed to their financing. In practice, the City uses a mix of these two basic methods to finance its capital assets, with pay-as-you-go financing used for recurrent capital expenditures, and with long-term, non-recurrent capital expenditures financed on a pay-as-you-use basis.



XIV. DEBT POLICIES FOR LONG-TERM CAPITAL IMPROVEMENTS

The following policy statements govern the City's use of debt to finance long-term, non-recurrent capital improvements:

1. Recurrent capital expenditures for replacement, expansion and/or acquisition of plant, equipment and/or motor vehicles will be financed on a pay-as-you-go basis from funds available and appropriated in the City's annual Operating Budget. In certain limited circumstances, short-term debt or lease-purchase options may be considered for such items.
2. Only long-term, non-recurrent capital expenditures for public improvements having a relatively larger cost and longer useful life, and which require additional funding over and beyond the fiscal capacity of the City's annual Operating Budget, will be financed through the issuance or creation of long-term debt.
3. Long-term, non-recurrent capital improvements will not be debt-financed for periods exceeding the projected useful life of the improvement.
4. Revenue sources that will be used to pay long-term debt will be conservatively projected to ensure that such debt is adequately and soundly financed.
5. Long-term debt will be used to finance non-recurrent capital expenditures or improvements only when it has been determined that the estimated flow of benefits to be derived over the useful life of the improvement exceeds the principal cost of the improvement, plus interest. Such determination will be based on the improvement's urgency, capital and operating costs, a general assessment of projected benefits, both direct and indirect, and the improvement's contribution to the accomplishment of the City's long-range objectives and work program.
6. Long-term debt will be used to finance non-recurrent capital expenditures or improvements only when it has been determined that future generations of citizens and/or taxpayers will derive benefit from the improvement.
7. The City's total general obligation debt will not exceed five percent of its assessed valuation.



8. The City will use special assessment revenue bonds or other self-supporting bonds where possible and appropriate to finance long-term, non-recurrent capital improvements, rather than use General Obligation Bonds.
9. The City will establish and maintain effective communications with bond rating agencies to keep them informed of its financial condition.
10. The City will comply with its annual continuing disclosure obligations pursuant to SEC Rule 15c2-12.

A. Types of Debt

Before bonded long-term debt is issued, the impact of debt service on the total annual fixed costs will be analyzed.

1. **General Obligation Bonds (GO's):** General Obligation Bonds will be used only to fund capital assets of the general government and are not to be used to fund operating needs of the City. General Obligation Bonds are backed by the full faith and credit of the City as well as the ad valorem tax authority of the City. The term of a bond issue will not exceed the useful life of the asset(s) funded by the bond issue and will generally be limited to no more than thirty years. General Obligation Bonds must be authorized by a vote of the citizens of the City of Conroe.
2. **Revenue Bonds (RB's):** Revenue Bonds will be issued to provide for the capital needs of any activities where the capital requirements are necessary for continuation or expansion of a service which produces a revenue and for which the asset may reasonably be expected to provide for a revenue stream to fund the term of the debt service requirements. The obligation may not exceed the useful life of the asset(s) to be funded by the bond issue and will generally be limited to no more than thirty years.
3. **Certificates of Obligation, Contract Obligations:** Certificates of Obligation or Contract Obligations will be used in order to fund capital requirements, which are not otherwise covered under either Revenue Bonds or General Obligation Bonds. Debt service for Certificates of Obligation or Contract Obligations may be either from general revenues, backed by a specific revenue stream, or by a combination of both. Generally, Contract Obligations will be used to fund capital assets where full bond issues are not warranted as a result of the cost of the asset(s) to be funded through the instrument. The term of the obligation may not exceed the useful life of the asset(s) to be funded by the proceeds of the debt issue and will generally be limited to no more than twenty years.



4. **Method of Sale:** The City will use a competitive bidding process in the sale of bonds unless the nature of the issue warrants a negotiated bid. In situations where a competitive bidding process is not elected, the City will publicly present the reasons why a negotiated process is being utilized, as well as will oversee, with the advice of the financial advisor, the selection of the underwriter or direct purchaser.
5. **Bidding Parameters:** The notice of sale will be carefully constructed so as to ensure the best possible bid for the City, in light of the existing market conditions and other prevailing factors. Parameters to be examined include:
 - a. limits between lowest and highest coupons;
 - b. coupon requirements relative to the yield curve;
 - c. method of underwriter compensation, discount or premium coupons;
 - d. use of TIC vs. NIC;
 - e. use of bond insurance;
 - f. deep discount bonds;
 - g. variable rate bonds; and
 - h. call provisions.

B. Refinancing Current Debt

In the event that interest rates are significantly lower than in prior years, staff will evaluate and pursue the refinancing of the City's existing debt. Consideration will be given in such circumstances as to the amount of interest cost savings, current and future debt service requirements, and bond maturity dates.

C. Bond Ratings

When considering a new debt issuance, staff will pursue the upgrade of its bond ratings by the major rating agencies.

B. Analysis of Financing Alternatives

Staff will explore alternatives to the issuance of debt for capital acquisitions and construction projects. These alternatives may include, but are not limited to following: grants in aid, use of reserves, use of current revenues, contributions



from developers and others, leases, and impact fees.

1. **Disclosure:** Full disclosure of operations will be made to the bond rating agencies and other users of financial information. The City staff, with the assistance of financial advisors and bond counsel, will prepare the necessary materials for presentation to the rating agencies, aid in the production of Offering Statements, and take responsibility for the accuracy of all financial information released.
 - a. Federal Requirements – The City will maintain procedures to comply with arbitrage rebate and other Federal requirements. Procedures to comply with IRS arbitrage requirements are included with this policy as Appendix D.
 - b. Debt Structuring – The City will issue bonds with an average life of thirty years or less, not to exceed the life of the asset(s) acquired.

The structure should approximate level debt service unless operational matters dictate otherwise or, if market conditions indicate, a potential savings could result from modifying the level payment stream.

Consideration of market factors, such as the tax-exempt qualification, minimum tax alternative, and so forth, will be given during the structuring of long-term debt instruments.

XV. INVESTMENTS

The City's idle cash shall be invested in such a manner so as to ensure the absolute safety of principal and interest, to meet the liquidity needs of the City, and to achieve the highest possible yield in accordance with the City's investment policy. Interest earned from investment shall be distributed to the operating, internal service, and other City funds from which the money was provided. Cash forecasting models and procedures will be employed to maximize the amount of investment funds.

All investment activity will be in accordance with the City's investment policy, which is included with this policy as Appendix C. The investment policy will be reviewed and, if needed, updated annually by the City Council.

XVI. INTERGOVERNMENTAL RELATIONS, GRANTS, ECONOMIC DEVELOPMENT, AND RISK MANAGEMENT

A. Intergovernmental Relations



The City shall coordinate efforts with other governmental agencies to achieve common policy objectives, share the cost of providing government services on an equitable basis, and support appropriate favorable legislation at the state and federal levels.

1. **Interlocal Cooperation in Delivery Services:** In order to promote the effective and efficient delivery of services, the City shall work with other local jurisdictions to share on an equitable basis the costs of services, to share facilities, and to develop joint programs to improve service to its citizens.
2. **Legislative Program:** The City shall cooperate with other jurisdictions to actively oppose any state or federal regulation or proposal that mandates additional City programs or services and does not provide the funding from implementation.

B. **Grants**

The City shall seek, apply for, obtain and effectively administer federal, state, and foundation grants-in-aid that address the City's current and future priorities and policy objectives.

1. **Grant Guidelines:** The City shall seek, apply for, and obtain those grants that are consistent with priority needs and objectives identified by Council.
2. **Indirect Costs:** The City shall recover indirect costs to the maximum amount allowed by the funding source. The City may waive or reduce indirect costs if doing so will significantly increase the effectiveness of the grant.
3. **Grant Review:** The City shall review all grant submittals for the following: 1) their cash or in-kind matching requirements; 2) their potential impact on the operating budget, including obligations by the City to fund programs on an ongoing basis, even after the grant funding is terminated; and 3) the extent to which they meet the City's policy objectives. If there are cash match requirements, the source of funding shall be identified and approved prior to application. A semi-annual report on the status of grant programs and their effectiveness shall also be prepared and presented to City Council by the Grant Administrator responsible for each grant.
4. **Documentation:** The City will take all steps necessary to ensure that proper supporting documentation is obtained to support the allowable activities completed under each grant program. The records will be obtained and retained according to the specific grant program.



5. **Grant Program Termination:** The City shall terminate grant-funded programs and associated positions as directed by the City Council when grant funds are no longer available unless alternate funding is identified.
6. **Grant Compliance:** The City shall at all times be compliant with a grant's terms and conditions, including Uniform Grant Guidelines, if applicable. The department seeking the grant will assign a grant administrator who will be responsible for grant compliance.

C. Economic Development

The City shall initiate, encourage, and participate in economic development efforts to create job opportunities and strengthen the local economy and tax base.

1. **Commitment to Expansion and Diversification:** The City shall encourage and participate in economic development efforts to expand Conroe's economy and tax base, increase local employment, and invest when there is a defined specific long-term return. These efforts shall not only focus on new areas but on other established sections of Conroe where development or redevelopment can generate additional jobs and other economic benefits.
2. **Tax Abatements:** The City shall develop a tax abatement policy to encourage commercial and/or industrial growth and development throughout Conroe. The City shall balance the long-term benefits of tax abatements with the short-term loss of tax revenues prior to the granting of the abatement. Factors considered in evaluating proposed abatements for development include the location of the project, its size, the number of temporary and permanent jobs created, the costs and benefits for the City and its impact on Conroe's economy and other factors specified in the City's Tax Abatement Policy.
3. **Increase Non-Residential Share of Tax Base:** The City's economic development program shall seek to expand the non-residential share of the tax base to decrease the tax burden on residential homeowners.
4. **Coordinate Efforts with Other Jurisdictions:** The City's economic development program shall encourage close cooperation with other local jurisdictions to promote the economic well-being of this area.

D. Risk Management

The City will utilize a safety program, an employee health program and a risk management program to prevent and/or reduce the financial impact to the City due to claims and losses. Transfer of liability for claims through transfer to other



entities through insurance and/or by contract will be utilized where appropriate. Prevention of claims through the safety program and the employee health program will be employed. Liabilities will be self-insured where it is financially feasible.



BASIS OF BUDGETING & ACCOUNTING

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate budgetary and accounting entity. Within the budget, the City's various funds are grouped into the following categories of fund types:

Governmental Fund Types - Include the General Fund, General Obligation & CIDC Debt Service Funds, Capital Projects Funds, and Special Revenue Funds. The budget is organized and operated on a modified accrual basis. A "current financial resources" measurement focus is utilized. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual (i.e., both measurable and available). Available revenues collected within the current period or soon thereafter are used to pay liabilities of the current period. Expenditures represent a decrease in net financial resources, and other than interest on general long-term debt, are recorded when the fund liability is incurred, if measurable. Interest on general long-term debt is recorded when due. The City's Comprehensive Annual Financial Report (CAFR) reports governmental funds under the modified accrual basis of accounting.

Proprietary Fund Types - Include the Water & Sewer (W&S) Operating Fund, W&S Debt Service Fund, Fleet Services Fund, and Self-Funded Insurance Fund and are accounted and budgeted for on an "economic resources" measurement focus, using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized when incurred, regardless of the timing of related cash flows. The City's CAFR reports proprietary funds under the accrual basis of accounting. For purposes of this budget presentation, the exceptions to this basis are as follows: depreciation is not displayed and capital expenses and bond principal payments are expended in the year due and payable.

All funds included in the budget are subject to appropriation.

Governmental Fund Types

Governmental Fund types are those through which most governmental functions of the City are financed. The acquisition, use, and balances of the City's expendable financial resources and the related liabilities (except those accounted for in the Proprietary and Fiduciary Fund types) are accounted for through the Governmental Fund Types.

General Fund - The General Fund is the general operating fund of the City. It is used to account for all revenues and expenditures except for those required to be accounted for in other funds. Major functions financed by the General Fund include: General Government (Administration, etc.), Public Safety, Finance, Public Works (Streets & Drainage), and Parks and Recreation.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources other than expendable trusts or major capital projects. The Special Revenue Funds include, but are not limited to, the Hotel Occupancy Tax Fund,



Conroe Tower Fund, Vehicle and Equipment Fund, Conroe Industrial Development Corporation Fund, Transportation Grants, Oscar Johnson Jr. Community Center Fund, Municipal Court Funds, Community Development Block Grant Entitlement Fund, and Animal Shelter Reserve Fund.

Debt Service Funds - The G.O. Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs secured by and payable from property taxes. The CIDC Debt Service Fund is used to account for the accumulation of resources for, and the payment of, long-term debt principal, interest and related costs secured by 4B sales tax revenue.

Capital Projects Funds - The Capital Projects Funds are used to account for financial resources to be used for the acquisition and/or construction of major capital items, projects, or facilities.

Annual budgets are adopted on a basis consistent with generally accepted accounting principles. The following governmental funds do not have an annual budget; however, they are in the audited financial statements: various pass-through Public Improvement District (PID) Assessment Funds, Owen Theatre, Firearms Training Facility, and Woodlands Township Regional Participation.

Proprietary Fund Types

Enterprise Funds are used to account for operations that are either financed or operated in a manner similar to private business enterprises, or where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management, control, accountability, or other purposes.

Water & Sewer Operating Fund - This fund accounts for water and wastewater services for the residents of the City. All activities necessary to provide such services are accounted for in the fund, including administration, operation, maintenance, financing and related debt service, and billing and collection.

Fleet Services Fund - This fund accounts for fleet services and maintenance of the City's vehicles and equipment (rolling stock). It also provides fleet maintenance services to external governmental customers.

Self-Funded Insurance Fund – This fund accounts for the health, dental, and vision insurance benefits related to the City's insurance activities. For the purposes of these benefits, the City is self-insured.



STATUTORY REQUIREMENTS

The second most important financial resource of the City is the ad valorem tax, better known as the property tax. It is important for all citizens to fully understand the makeup of the taxes levied against their properties. The following synopsis provides a basic working knowledge of property taxes and how they are determined.

Much of what taxing authorities such as cities, school districts, counties, and special districts are allowed to levy for property taxes is determined by the State of Texas. A number of years ago, the state legislature established county appraisal districts. The purpose of these appraisal districts is to determine fair market values of all taxable property within a specific county. The taxable value of property is determined as of January 1 of each year.

The appraisal district office generally notifies taxpayers of their assessed valuations in March and allows for them to challenge the valuations if the taxpayers believe them to be in error. A tax appraisal review board hears all tax protests and determines if the original valuation is correct or in error. On May 25 of each year, the appraisal district is required to provide taxing authorities with an estimate of total appraised value. This preliminary estimate is used by the City to help project what revenues will be available in the next fiscal year. The preliminary estimate, while providing indications of an increasing or a decreasing tax roll, is subject to fluctuations because of the possible tax protests mentioned above.

The most important date relating to the appraisal district is July 25. On that date, a certified appraisal roll must be provided to all taxing authorities. This certified roll provides a basis upon which a tax rate can be applied to produce necessary revenues for the operation of City services.

After determination of a tax rate for the upcoming budget year, there are several procedures and tests that must be applied to the rate in order for state law to be met. They include:

- **Calculation and publication of the effective tax rate.**

The effective tax rate is the tax rate that, when applied to the taxable assessed valuation, would produce the same total taxes as last year when properties taxed in both years are compared. The objective of the effective tax rate is to generate equal tax revenues using taxable valuations from different years.

- **Determination of whether the proposed tax rate is more than the effective tax rate.**

Texas State law requires that if a taxing authority raises the tax rate more than the effective tax rate there must be a notice published of the increase and two public hearings must be held. This is true even if the tax rate does not change.



- **Determination of whether the proposed tax rate is more than 8% over the effective tax rate.**

The 8% rule as set by state law imposes the maximum rate that may be adopted by taxing authorities without being subject to tax rollback procedures. If a taxing authority imposes a tax rate in excess of 8% of the effective tax rate, taxpayers may take measures that could rollback the adopted rate to an 8% increase. Generally, these procedures involve a petition of eligible voters and a rollback election.

Article XI, Section 5 of the State of Texas Constitution states in part:

"...but no tax for any purpose shall ever be lawful for any one year, which shall exceed two and one-half percent of the taxable property of such City."

Calculation of Legal Debt Margin - October 1, 2018

| | |
|--|---------------------------------|
| Taxable Assessed Valuation | \$8,352,329,678 |
| Constitutional Limit | 2.50% of assessed valuation |
| Maximum Constitutional Revenue Available | \$208,808,242 |
| Tax Rate to Achieve Maximum Tax Revenue | \$2.50 per \$100 of valuation |
| Adopted Tax Rate for 2017-2018 | \$0.4175 per \$100 of valuation |
| Available Unused Constitutional Max Tax Rate | \$2.083 of assessed valuation |

The State of Texas does not provide for a statutory debt limit for cities. The truth-in-taxation criteria specify that debt (interest and sinking) requirements must be met first, followed by operations. The property tax rate to meet these needs cannot exceed \$2.50 per \$100 valuation.



NOTICE OF 2018 TAX YEAR PROPOSED PROPERTY TAX RATE FOR CITY OF CONROE

A tax rate of \$0.4175 per \$100 valuation has been proposed for adoption by the governing body of City of Conroe. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate.

The governing body of City of Conroe proposes to use revenue attributable to the tax rate increase for the purpose of funding essential services, including police department, fire department, parks and recreation, and all other costs listed in the City's budget that can be found at www.cityofconroe.org.

| | |
|---------------------------|--------------------|
| PROPOSED TAX RATE | \$0.4175 per \$100 |
| PRECEDING YEAR'S TAX RATE | \$0.4175 per \$100 |
| EFFECTIVE TAX RATE | \$0.3965 per \$100 |
| ROLLBACK TAX RATE | \$0.4469 per \$100 |

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for City of Conroe from the same properties in both the 2017 tax year and the 2018 tax year.

The rollback tax rate is the highest tax rate that City of Conroe may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS
FOLLOWS:

$$\text{property tax amount} = (\text{rate}) \times (\text{taxable value of your property}) / 100$$

For assistance or detailed information about tax calculations, please contact:

Tammy McRae
Montgomery County Tax Assessor-Collector
400 N. San Jacinto
Conroe, TX. 77301
936-539-7897
tammy.mcrae@mctx.org
<http://www.cityofconroe.org>

You are urged to attend and express your views at the following public hearings on the proposed tax rate:

First Hearing: August 9, 2018 at 6:00 PM at CITY COUNCIL CHAMBERS AT CONROE CITY HALL,
300 W. DAVIS STREET.

Second Hearing: August 20, 2018 at 9:30 AM at CITY COUNCIL CHAMBERS AT CONROE CITY
HALL, 300 W. DAVIS STREET.



CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| GENERAL FUND | | | | |
| 0001-1041 Administration | | | | |
| City Administrator | 1 | 1 | 1 | 1 |
| Communications Coordinator | 1 | 1 | 1 | 1 |
| Executive Secretary | 1 | 1 | 1 | 1 |
| Subtotal | 3 | 3 | 3 | 3 |
| PT Downtown Liaison (Hours) | 0 | 1,000 | 1,000 | 1,000 |
| PT Management Intern (Hours) | 0 | 0 | 354 | 520 |
| Subtotal hours | 0 | 1,000 | 1,354 | 1,520 |
| 0001-1042 Mayor and City Council | | | | |
| Mayor | 1 | 1 | 1 | 1 |
| Mayor Pro Tem | 1 | 1 | 1 | 1 |
| Councilmember | 4 | 4 | 4 | 4 |
| Subtotal | 6 | 6 | 6 | 6 |
| City Secretary | 1 | 1 | 1 | 1 |
| Assistant City Secretary | 1 | 1 | 1 | 1 |
| Secretary I / Records Coordinator | 0 | 0 | 0 | 1 |
| Subtotal | 2 | 2 | 2 | 3 |
| PT Secretary I (Hours) | 160 | 0 | 1,000 | 1,000 |
| Subtotal hours | 160 | 0 | 1,000 | 1,000 |
| 0001-1044 Transportation | | | | |
| Transportation Manager | 1 | 1 | 1 | 1 |
| Transportation Aide | 0 | 0 | 0 | 1 |
| Subtotal | 1 | 1 | 1 | 2 |
| PT Transportation Aide (Hours) | 1,000 | 1,040 | 1,040 | 1,040 |
| Subtotal hours | 1,000 | 1,040 | 1,040 | 1,040 |
| 0001-1060 Legal | | | | |
| City Attorney | 1 | 1 | 1 | 1 |
| Assistant City Attorney | 1 | 1 | 1 | 1 |
| Municipal Court Prosecutor | 0 | 0 | 0 | 1 |
| Executive Secretary | 1 | 1 | 1 | 1 |
| Subtotal | 3 | 3 | 3 | 4 |
| 0001-1070 Municipal Court | | | | |
| Judge | 1 | 1 | 1 | 1 |
| Subtotal | 1 | 1 | 1 | 1 |
| Court Administrator | 1 | 1 | 1 | 1 |
| Deputy Court Clerk III | 1 | 1 | 1 | 1 |
| Deputy Court Clerk II | 2 | 2 | 2 | 2 |
| Deputy Court Clerk I | 4 | 4 | 4 | 4 |
| Juvenile Case Coordinator | 1 | 1 | 1 | 1 |
| Subtotal | 9 | 9 | 9 | 9 |
| 0001-1100 Finance | | | | |
| Assistant City Administrator/CFO | 1 | 1 | 1 | 1 |
| Assistant Director of Internal Services | 1 | 1 | 1 | 1 |
| Internal Auditor | 1 | 1 | 1 | 1 |
| Assistant Director of Finance & Administration | 1 | 1 | 1 | 1 |
| Accounting Manager | 1 | 1 | 1 | 1 |



CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| Senior Accountant | 1 | 1 | 1 | 1 |
| Accountant | 2 | 2 | 2 | 2 |
| Facilities Management Coordinator | 1 | 0 | 0 | 0 |
| Facilities Manager | 0 | 1 | 1 | 1 |
| Payroll Specialist | 1 | 1 | 1 | 1 |
| Accounts Payable Clerk | 1 | 1 | 1 | 1 |
| Finance Manager | 1 | 1 | 1 | 1 |
| Subtotal | 12 | 12 | 12 | 12 |
| PT Accounting Intern (Hours) | 0 | 480 | 0 | 0 |
| Subtotal hours | 0 | 480 | 0 | 0 |
| 0001-1110 CDBG Administration | | | | |
| Assistant Coordinator | 1 | 1 | 1 | 1 |
| Subtotal | 1 | 1 | 1 | 1 |
| 0001-1120 Purchasing-Warehouse | | | | |
| Purchasing Manager | 1 | 1 | 1 | 1 |
| Warehouse Supervisor | 1 | 1 | 0 | 0 |
| Buyer | 0 | 0 | 1 | 1 |
| Warehouse Technician | 2 | 2 | 2 | 2 |
| Subtotal | 4 | 4 | 4 | 4 |
| 0001-1130 Information Technology | | | | |
| Information Technology Manager | 1 | 1 | 1 | 1 |
| Computer Systems Specialist | 0 | 1 | 1 | 1 |
| Unix System Administrator | 1 | 0 | 0 | 0 |
| Network System Supervisor | 0 | 1 | 1 | 1 |
| Network System Administrator | 1 | 0 | 0 | 0 |
| Network Support Specialist | 1 | 1 | 1 | 1 |
| Applications & Business Analyst | 2 | 2 | 2 | 2 |
| End User Support Analyst | 1 | 1 | 1 | 1 |
| PC Support Specialist | 1 | 1 | 1 | 2 |
| GIS Coordinator | 1 | 1 | 1 | 1 |
| GIS Technician | 2 | 2 | 2 | 2 |
| Subtotal | 11 | 11 | 11 | 12 |
| 0001-1160 Human Resources | | | | |
| Civil Service Commission | 3 | 3 | 3 | 3 |
| Subtotal | 3 | 3 | 3 | 3 |
| Human Resources Director | 1 | 1 | 1 | 1 |
| Risk Manager | 1 | 1 | 1 | 1 |
| Benefits/Compensation Coordinator | 1 | 1 | 1 | 1 |
| Administrative Coordinator | 1 | 1 | 1 | 1 |
| Office Support Assistant | 1 | 1 | 1 | 1 |
| Employee Specialist | 1 | 1 | 1 | 1 |
| Human Resources Clerk | 0 | 0 | 0 | 1 |
| Subtotal | 6 | 6 | 6 | 7 |
| PT Secretary (Hours) | 1,500 | 1,500 | 1,500 | 1,500 |
| PT Mail Clerk (Hours) | 1,300 | 1,300 | 1,300 | 1,300 |
| Subtotal hours | 2,800 | 2,800 | 2,800 | 2,800 |



CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| 0001-1201 Police Administration | | | | |
| Police Chief | 1 | 1 | 1 | 1 |
| Deputy Chief | 2 | 2 | 2 | 2 |
| Lieutenant | 1 | 1 | 1 | 1 |
| Police Officer | 1 | 1 | 1 | 1 |
| Police Officer/Warrant Officer/Bailiff | 2 | 2 | 2 | 2 |
| Administrative Coordinator | 0 | 1 | 1 | 1 |
| Secretary III | 1 | 0 | 0 | 0 |
| Assistant Administrative Coordinator | 0 | 1 | 1 | 1 |
| Inventory Technician | 1 | 0 | 0 | 0 |
| Subtotal | 9 | 9 | 9 | 9 |
| 0001-1202 Police Support Services | | | | |
| Lieutenant | 1 | 1 | 1 | 1 |
| Sergeant | 1 | 1 | 1 | 1 |
| Police/Patrol Officer | 2 | 2 | 2 | 2 |
| Facilities Maintenance Coordinator | 1 | 1 | 1 | 1 |
| Parking Patrol/Clerk | 1 | 1 | 1 | 1 |
| Records Manager/Police | 1 | 1 | 1 | 1 |
| Records Clerk | 3 | 3 | 3 | 3 |
| Switchboard Operator/Receptionist | 1 | 1 | 1 | 1 |
| Custodian | 2 | 3 | 3 | 3 |
| Subtotal | 13 | 14 | 14 | 14 |
| PT Switchboard Operator (Hours) | 400 | 400 | 400 | 400 |
| PT Custodian (Hours) | 260 | 0 | 0 | 0 |
| Subtotal hours | 660 | 400 | 400 | 400 |
| 0001-1203 Police Patrol | | | | |
| Lieutenant | 3 | 3 | 3 | 3 |
| Sergeant | 10 | 10 | 10 | 10 |
| Police Officer | 67 | 67 | 67 | 67 |
| Communications Supervisor | 4 | 4 | 4 | 4 |
| Communications Officer | 17 | 17 | 17 | 17 |
| Secretary I | 1 | 1 | 1 | 1 |
| Subtotal | 102 | 102 | 102 | 102 |
| The Police Department is authorized to over hire twenty (20) additional Police Officers and two (2) additional Communication Officers. | | | | |
| PT Communications Officer (Hours) | 1,800 | 1,800 | 1,800 | 1,800 |
| Subtotal hours | 1,800 | 1,800 | 1,800 | 1,800 |
| 0001-1204 Police Investigative Services | | | | |
| Lieutenant | 1 | 1 | 1 | 1 |
| Sergeant | 4 | 4 | 4 | 4 |
| Police Officer/Investigator | 24 | 24 | 24 | 24 |
| Sex Offender Registration Specialist | 1 | 1 | 1 | 1 |
| Secretary I | 1 | 1 | 1 | 1 |
| Victim Assistance Liaison | 1 | 1 | 1 | 1 |
| Evidence Technician | 2 | 2 | 2 | 3 |
| Video Evidence Technician | 0 | 0 | 0 | 1 |
| Subtotal | 34 | 34 | 34 | 36 |



CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| 0001-1206 Police Animal Services | | | | |
| Animal/Parking Control Supervisor | 1 | 1 | 1 | 1 |
| Animal Control Officer | 1 | 1 | 1 | 1 |
| Subtotal | 2 | 2 | 2 | 2 |
| PT Animal Control (Hours) | 850 | 850 | 850 | 850 |
| Subtotal hours | 850 | 850 | 850 | 850 |
| 0001-1209 Police Commercial Vehicle Enforcement Program | | | | |
| Patrol Officer | 1 | 1 | 1 | 1 |
| Subtotal | 1 | 1 | 1 | 1 |
| 0001-1300 Fire | | | | |
| Fire Chief | 1 | 1 | 1 | 1 |
| Assistant Fire Chief | 1 | 1 | 1 | 1 |
| Deputy Chief | 5 | 5 | 5 | 5 |
| Lieutenant | 28 | 31 | 31 | 31 |
| Engine Operator | 24 | 27 | 27 | 27 |
| Firefighter | 54 | 60 | 60 | 66 |
| Administrative Specialist-Emergency Management | 1 | 1 | 1 | 1 |
| Secretary | 2 | 2 | 2 | 2 |
| Asset Coordinator | 1 | 1 | 1 | 1 |
| Subtotal | 117 | 129 | 129 | 135 |
| The Fire Department is authorized to hire six (6) Firefighters effective January 1, 2019, included in the 2018-2019 budgeted count. | | | | |
| 0001-1400 Parks Administration | | | | |
| Parks Board | 7 | 7 | 7 | 7 |
| Subtotal | 7 | 7 | 7 | 7 |
| Parks and Recreation Director | 1 | 1 | 1 | 1 |
| Secretary III | 1 | 1 | 1 | 1 |
| Parks Superintendent | 0 | 1 | 1 | 1 |
| Recreation Manager | 0 | 1 | 1 | 1 |
| Subtotal | 2 | 4 | 4 | 4 |
| PT Customer Service Representative (Hours) | 2,000 | 2,000 | 2,000 | 2,000 |
| PT Intern (Hours) | 1,000 | 1,000 | 1,000 | 1,000 |
| Subtotal hours | 3,000 | 3,000 | 3,000 | 3,000 |
| 0001-1410 Recreation Center | | | | |
| Recreation Manager | 1 | 0 | 0 | 0 |
| Recreation Center Supervisor | 1 | 1 | 1 | 1 |
| Recreation Coordinator - Programs | 1 | 1 | 1 | 1 |
| Recreation Coordinator - Special Events & Guest Services | 1 | 1 | 1 | 1 |
| Recreation Coordinator - Arts & Cultural | 1 | 1 | 0 | 0 |
| Recreation Specialist - Athletics | 0 | 0 | 1 | 1 |
| Secretary II | 1 | 1 | 1 | 1 |
| Subtotal | 6 | 5 | 5 | 5 |
| PT Recreation Leader III (Hours) | 0 | 0 | 0 | 400 |



CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PT Recreation Leader II (Hours) | 6,150 | 0 | 750 | 750 |
| PT Recreation Leader I (Hours) | 13,615 | 0 | 0 | 0 |
| PT Customer Service Representative III (Hours) | 0 | 5,215 | 6,215 | 6,215 |
| PT Customer Service Representative II (Hours) | 0 | 14,550 | 14,425 | 14,425 |
| Subtotal hours | 19,765 | 19,765 | 21,390 | 21,790 |
| 0001-1440 Aquatic Center | | | | |
| Aquatic Center Supervisor | 0 | 0 | 1 | 1 |
| Aquatic Superintendent | 1 | 1 | 0 | 0 |
| Secretary II | 1 | 1 | 1 | 1 |
| Aquatic Coordinator - Programs | 1 | 1 | 1 | 1 |
| Aquatic Coordinator - Maintenance | 1 | 1 | 1 | 1 |
| Aquatic Coordinator - Operations | 1 | 1 | 1 | 1 |
| Assistant Aquatic Coordinator - Programs | 1 | 1 | 1 | 1 |
| Assistant Aquatic Coordinator - Operations | 1 | 1 | 1 | 1 |
| Subtotal | 7 | 7 | 7 | 7 |
| PT Head Lifeguard (Hours) | 2,660 | 2,660 | 2,800 | 2,800 |
| PT Lifeguard (Hours) | 21,804 | 21,804 | 10,997 | 10,997 |
| PT Water Safety Instructor (Hours) | 4,779 | 4,779 | 11,000 | 11,000 |
| PT Assistant Aquatic Operations Coordinator (Hours) | 1,560 | 1,560 | 1,560 | 1,560 |
| PT Customer Service Representative III (Hours) | 0 | 0 | 1,000 | 1,000 |
| PT Admissions (Hours) | 3,354 | 0 | 0 | 0 |
| PT Customer Service Representative II (Hours) | 0 | 3,354 | 5,200 | 5,200 |
| PT Cashier (Hours) | 2,000 | 0 | 0 | 0 |
| PT Customer Service Representative I (Hours) | 0 | 2,000 | 3,600 | 3,600 |
| Subtotal hours | 36,157 | 36,157 | 36,157 | 36,157 |
| 0001-1450 Parks Operations | | | | |
| Parks Superintendent | 1 | 0 | 0 | 0 |
| Parks Foreman | 1 | 1 | 1 | 1 |
| Parks Crew Leader - Facilities | 1 | 1 | 1 | 2 |
| Parks Crew Leader - Green Space | 1 | 1 | 1 | 1 |
| Parks Laborer | 7 | 7 | 7 | 8 |
| Subtotal | 11 | 10 | 10 | 12 |
| PT Parks Laborer (Hours) | 1,040 | 1,000 | 1,000 | 1,000 |
| PT Parks Ambassador (Hours) | 3,120 | 3,000 | 3,000 | 3,000 |
| Subtotal hours | 4,160 | 4,000 | 4,000 | 4,000 |
| 0001-1500 Community Development | | | | |
| Director of Community Development | 1 | 1 | 1 | 1 |
| City Planner | 1 | 1 | 1 | 1 |
| Secretary II | 1 | 1 | 1 | 1 |
| Permits Supervisor | 1 | 1 | 1 | 1 |
| Permit Technician | 3 | 3 | 3 | 3 |
| Building Official | 1 | 1 | 1 | 1 |
| Building Inspector | 8 | 8 | 8 | 8 |
| Building Inspector/ Plan Reviewer | 0 | 0 | 0 | 1 |
| Code Enforcement Officer | 3 | 3 | 3 | 4 |
| Permits and Plan Intake Coordinator | 0 | 0 | 0 | 1 |
| Subtotal | 19 | 19 | 19 | 22 |
| PT Building Inspector (Hours) | 520 | 520 | 520 | 520 |
| PT Permit Technician (Hours) | 0 | 1,040 | 1,040 | 1,040 |
| Subtotal hours | 520 | 1,560 | 1,560 | 1,560 |



CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| 0001-1530 Drainage Maintenance | | | | |
| Drainage Maintenance Foreman | 1 | 1 | 1 | 1 |
| Heavy Equipment Operator | 4 | 4 | 4 | 4 |
| Light Equipment Operator/Driver | 3 | 3 | 3 | 3 |
| Subtotal | 8 | 8 | 8 | 8 |
| 0001-1540 Street Maintenance | | | | |
| Street & Drainage Maintenance Superintendent | 1 | 1 | 1 | 1 |
| Street Maintenance Foreman | 1 | 1 | 1 | 1 |
| Sign Technician | 1 | 1 | 1 | 0 |
| Assistant Sign Technician | 1 | 1 | 1 | 0 |
| Heavy Equipment Operator | 5 | 5 | 5 | 5 |
| Light Equipment Operator/Driver | 17 | 17 | 17 | 16 |
| Laborer | 10 | 10 | 10 | 8 |
| Subtotal | 36 | 36 | 36 | 31 |
| 0001-1550 Signal Maintenance | | | | |
| Signal Maintenance Foreman | 0 | 1 | 1 | 1 |
| Journeyman Electrician | 3 | 3 | 2 | 2 |
| Traffic Signal Technician | 1 | 0 | 1 | 1 |
| Subtotal | 4 | 4 | 4 | 4 |
| 0001-1560 Sign Maintenance | | | | |
| Sign Maintenance Foreman | 0 | 0 | 0 | 1 |
| Sign Technician | 0 | 0 | 0 | 1 |
| Assistant Sign Technician | 0 | 0 | 0 | 3 |
| Light Equipment Operator/Driver | 0 | 0 | 0 | 1 |
| Laborer | 0 | 0 | 0 | 2 |
| Subtotal | 0 | 0 | 0 | 8 |
| 0001-1570 Engineering | | | | |
| Planning Commission | 7 | 7 | 7 | 7 |
| Subtotal | 7 | 7 | 7 | 7 |
| Director of Capital Projects/Transportation | 0 | 0 | 1 | 1 |
| Director of Engineering | 0 | 1 | 0 | 0 |
| Assistant Director of Projects/Transportation | 1 | 1 | 0 | 0 |
| City Engineer | 0 | 0 | 1 | 1 |
| Administrative Coordinator | 1 | 1 | 1 | 1 |
| Secretary I | 1 | 1 | 1 | 1 |
| Engineering Manager | 1 | 1 | 0 | 0 |
| Project Engineer | 2 | 2 | 3 | 3 |
| Development Coordinator | 2 | 2 | 2 | 2 |
| Engineering Project Specialist | 1 | 1 | 1 | 1 |
| Engineering Technician | 1 | 2 | 2 | 2 |
| Engineering Aide | 5 | 4 | 4 | 4 |
| Senior Engineering Inspector | 3 | 3 | 3 | 3 |
| Engineering Inspector | 3 | 3 | 3 | 3 |
| Engineering Assistant | 1 | 1 | 1 | 1 |
| Subtotal | 22 | 23 | 23 | 23 |
| PT Intern (Hours) | 300 | 0 | 0 | 0 |
| PT Project Engineer (Hours) | 0 | 0 | 1,000 | 1,000 |
| Subtotal hours | 300 | 0 | 1,000 | 1,000 |
| TOTAL GENERAL FUND | 445 | 459 | 459 | 480 |



CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| WATER & SEWER OPERATING FUND | | | | |
| 0002-2800 Utility Billing | | | | |
| Utility Billing Manager | 1 | 1 | 1 | 1 |
| Senior Meter Technician | 1 | 1 | 1 | 1 |
| Meter Technician | 4 | 4 | 4 | 4 |
| Senior Account Representative | 1 | 1 | 1 | 1 |
| Account Representative | 3 | 3 | 3 | 4 |
| Subtotal | 10 | 10 | 10 | 11 |
| 0002-2810 Public Works | | | | |
| Director of Public Works | 1 | 1 | 1 | 1 |
| Assistant Public Works Director - Operations | 1 | 1 | 1 | 1 |
| Administrative Coordinator | 1 | 1 | 1 | 1 |
| Secretary I | 3 | 3 | 2 | 2 |
| Utilities Manager | 1 | 1 | 1 | 1 |
| Asset Management Specialist | 0 | 0 | 0 | 1 |
| Subtotal | 7 | 7 | 6 | 7 |
| 0002-2820 Water | | | | |
| Water and Sewer Superintendent | 1 | 1 | 1 | 1 |
| Water and Sewer Maintenance Foreman | 1 | 1 | 1 | 1 |
| Water Production Foreman | 1 | 1 | 1 | 1 |
| Heavy Equipment Operator | 2 | 2 | 2 | 3 |
| Light Equipment Operator/Driver | 1 | 1 | 1 | 1 |
| Laborer | 2 | 2 | 2 | 4 |
| Water Plant Operator | 4 | 4 | 4 | 4 |
| Maintenance Technician I | 0 | 0 | 0 | 1 |
| Subtotal | 12 | 12 | 12 | 16 |
| 0002-2881 Waste Water Treatment Plant | | | | |
| WWTP Superintendent | 1 | 1 | 1 | 1 |
| Assistant WWTP Superintendent | 0 | 0 | 0 | 1 |
| Pretreatment Coordinator | 1 | 1 | 1 | 1 |
| Pretreatment Technician | 0 | 0 | 1 | 1 |
| WWTP Foreman | 1 | 1 | 1 | 1 |
| WWTP Operator | 5 | 5 | 5 | 5 |
| Laborer | 1 | 1 | 1 | 1 |
| Driver/Press Operator | 1 | 1 | 1 | 1 |
| WWTP Maintenance Foreman | 0 | 0 | 0 | 1 |
| Maintenance Technician | 1 | 1 | 1 | 1 |
| Subtotal | 11 | 11 | 12 | 14 |
| 0002-2882 Sewer | | | | |
| Heavy Equipment Operator | 5 | 5 | 5 | 5 |
| Laborer | 12 | 12 | 12 | 12 |
| Light Equipment Operator | 1 | 1 | 1 | 1 |
| Subtotal | 18 | 18 | 18 | 18 |
| 0002-2883 Pump & Motor Maintenance | | | | |
| Pump & Motor and Signal Maintenance Superintendent | 1 | 1 | 1 | 1 |
| Pump & Motor Maintenance Foreman | 1 | 1 | 1 | 1 |
| Pump Technician | 0 | 1 | 1 | 1 |
| Pump Mechanic | 5 | 4 | 4 | 4 |
| Welder | 1 | 1 | 1 | 1 |
| Journeyman Electrician | 1 | 1 | 1 | 1 |
| Subtotal | 9 | 9 | 9 | 9 |
| TOTAL WATER & SEWER OPERATING FUND | 67 | 67 | 67 | 75 |



CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2015-2016</u> | <u>Actual 2016-2017</u> | <u>Estimated 2017-2018</u> | <u>Budgeted 2018-2019</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| HOTEL OCCUPANCY TAX FUND | | | | |
| 0004-4010 Convention & Visitors Bureau | | | | |
| Convention & Visitors Bureau Manager | 1 | 1 | 1 | 1 |
| Digital Marketing Manager | 0 | 0 | 1 | 1 |
| Tourism Coordinator | 3 | 3 | 2 | 2 |
| Subtotal | 4 | 4 | 4 | 4 |
| TOTAL HOTEL OCCUPANCY TAX FUND | 4 | 4 | 4 | 4 |
| CONROE INDUSTRIAL DEVELOPMENT CORP (CIDC) FUND | | | | |
| 0009-9000 CIDC | | | | |
| CIDC Executive Director | 1 | 1 | 1 | 1 |
| CIDC Deputy Director | 1 | 1 | 1 | 1 |
| Associate Director | 1 | 1 | 1 | 1 |
| Research Analyst/Retail Specialist | 1 | 1 | 1 | 1 |
| Subtotal | 4 | 4 | 4 | 4 |
| PT Marketing Intern (Hours) | 440 | 0 | 0 | 0 |
| PT Marketing & Communication Coordinator (Hours) | 0 | 999 | 999 | 999 |
| Subtotal hours | 440 | 999 | 999 | 999 |
| TOTAL CIDC FUND | 4 | 4 | 4 | 4 |
| CONROE TOWER FUND | | | | |
| 0025-2500 Conroe Tower Fund | | | | |
| Maintenance Technician | 1 | 1 | 1 | 1 |
| Subtotal | 1 | 1 | 1 | 1 |
| TOTAL CONROE TOWER FUND | 1 | 1 | 1 | 1 |
| OSCAR JOHNSON, JR. COMMUNITY CENTER (OJJCC) FUND | | | | |
| 0030-3000 Oscar Johnson, Jr. Community Center | | | | |
| Recreation Center Supervisor | 1 | 1 | 1 | 1 |
| Secretary I | 1 | 1 | 1 | 1 |
| Recreation Coordinator - Programs | 2 | 2 | 2 | 2 |
| Subtotal | 4 | 4 | 4 | 4 |
| PT Recreation Coordinator (Hours) | 1,560 | 0 | 0 | 1,000 |
| PT Assistant Recreation Coordinator (Hours) | 2,000 | 2,000 | 2,000 | 2,000 |
| PT Recreation Leader III (Hours) | 0 | 11,593 | 11,654 | 13,245 |
| PT Recreation Leader II (Hours) | 16,175 | 42,010 | 41,258 | 35,070 |
| PT Recreation Leader I (Hours) | 33,190 | 2,662 | 4,206 | 4,000 |
| PT Youth Counselor In Training (Hours) | 4,000 | 0 | 0 | 0 |
| PT Customer Service Representative III (Hours) | 0 | 3,030 | 2,605 | 2,110 |
| PT Customer Service Representative II (Hours) | 0 | 2,334 | 2,211 | 2,200 |
| Subtotal hours | 56,925 | 63,629 | 63,934 | 59,625 |
| TOTAL OJJCC FUND | 4 | 4 | 4 | 4 |



CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual</u> <u>2015-2016</u> | <u>Actual</u> <u>2016-2017</u> | <u>Estimated</u> <u>2017-2018</u> | <u>Budgeted</u> <u>2018-2019</u> |
|----------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| FLEET SERVICES FUND | | | | |
| 0052-5200 Fleet Services | | | | |
| Fleet Services Manager | 1 | 1 | 1 | 1 |
| Foreman | 1 | 1 | 1 | 1 |
| Fleet Technician III | 2 | 2 | 2 | 2 |
| Fleet Technician II | 2 | 2 | 2 | 2 |
| Fleet Technician I | 2 | 2 | 2 | 3 |
| Parts/Inventory/Data Specialist | 0 | 0 | 0 | 1 |
| Subtotal | 8 | 8 | 8 | 10 |
| PT Data Entry Clerk (Hours) | 460 | 1,000 | 1,000 | 0 |
| Subtotal hours | 460 | 1,000 | 1,000 | 0 |
| TOTAL FLEET SERVICES FUND | 8 | 8 | 8 | 10 |
| TOTAL ALL FUNDS | 533 | 547 | 547 | 578 |



2018-2019 Compensation Ranges

Fiscal Year 2018-2019

Effective 10/01/2018

NON-EXEMPT

| Grade | MINIMUM | | | MIDPOINT | | | MAXIMUM | | |
|-------|---------|---------|--------|----------|---------|--------|---------|---------|--------|
| | Annual | Monthly | Hourly | Annual | Monthly | Hourly | Annual | Monthly | Hourly |
| 203 | 24,731 | 2,061 | 11.890 | 30,914 | 2,576 | 14.863 | 37,096 | 3,091 | 17.835 |
| 204 | 26,338 | 2,195 | 12.663 | 32,923 | 2,744 | 15.828 | 39,510 | 3,292 | 18.995 |
| 205 | 28,051 | 2,338 | 13.486 | 35,064 | 2,922 | 16.857 | 42,055 | 3,505 | 20.219 |
| 206 | 29,874 | 2,489 | 14.362 | 37,343 | 3,112 | 17.953 | 44,811 | 3,734 | 21.544 |
| 207 | 31,817 | 2,651 | 15.297 | 39,771 | 3,314 | 19.121 | 47,724 | 3,977 | 22.944 |
| 208 | 33,884 | 2,824 | 16.291 | 42,354 | 3,530 | 20.363 | 50,827 | 4,236 | 24.436 |
| 209 | 36,088 | 3,007 | 17.350 | 45,107 | 3,759 | 21.686 | 54,130 | 4,511 | 26.024 |
| 210 | 38,432 | 3,203 | 18.477 | 48,041 | 4,003 | 23.097 | 57,647 | 4,804 | 27.715 |
| 211 | 40,930 | 3,411 | 19.678 | 51,163 | 4,264 | 24.598 | 61,395 | 5,116 | 29.517 |
| 212 | 43,592 | 3,633 | 20.958 | 54,488 | 4,541 | 26.196 | 66,027 | 5,502 | 31.744 |
| 213 | 46,424 | 3,869 | 22.319 | 58,031 | 4,836 | 27.899 | 69,636 | 5,803 | 33.479 |
| 214 | 49,442 | 4,120 | 23.770 | 61,803 | 5,150 | 29.713 | 74,151 | 6,179 | 35.649 |
| 215 | 52,655 | 4,388 | 25.315 | 65,819 | 5,485 | 31.644 | 78,984 | 6,582 | 37.973 |
| 216 | 56,079 | 4,673 | 26.961 | 70,098 | 5,842 | 33.701 | 84,117 | 7,010 | 40.441 |

EXEMPT

| Grade | MINIMUM | | | MIDPOINT | | | MAXIMUM | | |
|-------|---------|---------|--------|----------|---------|--------|---------|---------|---------|
| | Annual | Monthly | Hourly | Annual | Monthly | Hourly | Annual | Monthly | Hourly |
| 108 | 53,400 | 4,450 | 25.673 | 66,749 | 5,562 | 32.091 | 80,101 | 6,675 | 38.510 |
| 109 | 55,001 | 4,583 | 26.443 | 68,752 | 5,729 | 33.054 | 82,503 | 6,875 | 39.665 |
| 110 | 57,203 | 4,767 | 27.501 | 71,503 | 5,959 | 34.376 | 85,801 | 7,150 | 41.251 |
| 111 | 60,063 | 5,005 | 28.876 | 73,605 | 6,134 | 35.387 | 90,094 | 7,508 | 43.314 |
| 112 | 64,265 | 5,355 | 30.897 | 80,332 | 6,694 | 38.621 | 96,399 | 8,033 | 46.346 |
| 113 | 69,407 | 5,784 | 33.369 | 86,760 | 7,230 | 41.712 | 104,111 | 8,676 | 50.054 |
| 114 | 75,653 | 6,304 | 36.372 | 94,567 | 7,881 | 45.465 | 116,794 | 9,733 | 56.151 |
| 115 | 83,618 | 6,968 | 40.201 | 104,762 | 8,730 | 50.366 | 125,906 | 10,492 | 60.532 |
| 116 | 91,541 | 7,628 | 44.010 | 115,456 | 9,621 | 55.508 | 139,372 | 11,614 | 67.006 |
| 117 | 100,696 | 8,391 | 48.412 | 129,225 | 10,769 | 62.127 | 157,744 | 13,145 | 75.838 |
| 118 | 104,247 | 8,687 | 50.119 | 141,265 | 11,772 | 67.916 | 178,283 | 14,857 | 85.713 |
| 119 | 134,328 | 11,194 | 64.581 | 174,133 | 14,511 | 83.718 | 213,940 | 17,828 | 102.856 |



2018-2019 Compensation Ranges

Fiscal Year 2018-2019

Effective 10/01/2018

PART-TIME/SEASONAL

| Grade | | Minimum |
|-------|---|---------|
| 27 | P/T WATER CONSERVATION MANAGER-Exempt | 24.845 |
| 28 | P/T BALLET INSTRUCTOR | 21.650 |
| 29 | P/T ANIMAL CONTROL | 14.230 |
| 30 | P/T RECREATION LEADER II | 8.698 |
| 31 | P/T RECREATION LEADER III/CUSTOMER SERVICE REPRESENTATIVE III | 11.179 |
| 32 | P/T SCOREKEEPER | 8.698 |
| 33 | P/T DAY CAMP COORDINATOR | 11.179 |
| 34 | P/T PROGRAM COORDINATOR | 18.125 |
| 35 | P/T DAY CAMP COUNSELOR | 8.698 |
| 36 | P/T RECREATION LEADER I | 7.848 |
| 37 | P/T LIFEGUARD | 8.698 |
| 38 | P/T HEAD LIFEGUARD | 8.698 |
| 39 | P/T WATER SAFETY INSTRUCTOR -SWIM COACH | 11.191 |
| 40 | P/T CUSTOMER SERVICE REPRESENTATIVE II | 8.698 |
| 41 | P/T CUSTOMER SERVICE REPRESENTATIVE I | 7.848 |
| 42 | P/T SWITCHBOARD | 12.431 |
| 43 | P/T SECRETARY | 13.289 |
| 44 | P/T METER READER | 12.188 |
| 45 | P/T AQUATICS FACILITYMAINTENANCE TECH. | 11.179 |
| 46 | P/T DATA ENTRY CLERK | 7.848 |
| 47 | P/T CLERK | 11.747 |
| 48 | P/T HR REPRESENTATIVE | 17.440 |
| 49 | P/T CALL TAKER | 12.002 |
| 50 | P/T COMMUNICATIONS OFFICER | 15.215 |
| 51 | P/T ENGINEERING INTERN | 14.217 |
| 52 | P/T MGMT INTERN | 14.217 |
| 53 | PT RECORDS CLK/RECPT | 12.431 |
| 54 | P/T AQUATIC CUSTOMER SERVICE REPRESENTATIVE | 11.179 |
| 55 | P/T ASST COORDINATOR | 16.315 |
| 56 | P/T MAIL CLERK | 12.431 |
| 57 | P/T PARKS AMBASSADOR | 12.431 |
| 58 | P/T CUSTODIAN/LABORER/KENNEL TECHNICIAN | 12.431 |
| 59 | P/T ACCOUTANT III | 25.342 |
| 60 | P/T COORDINATOR MARKETING | 16.32 |
| 61 | P/T PERMIT TECHNICIAN | 17.35 |



Civil Service Compensation Ranges

Fiscal Year 2018-2019

Effective 10/01/2018

| FIRE | Entry | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
|------|-------|---|---|---|---|---|---|---|---|---|
|------|-------|---|---|---|---|---|---|---|---|---|

| | | | | | | | | | | |
|-----------------|--------|--------|---------|---------|---------|--------|--------|--------|--------|--------|
| Firefighter | 47,552 | 48,979 | 50,449 | 51,962 | 53,521 | 55,127 | 56,780 | 58,484 | 60,238 | 62,046 |
| F1 | | | | | | | | | | |
| | | | | | | | | | | |
| E/O | | 65,500 | 67,794 | 70,167 | | | | | | |
| F2 | | | | | | | | | | |
| | | | | | | | | | | |
| Lieutenant | | 75,170 | 77,801 | 80,524 | | | | | | |
| F3 | | | | | | | | | | |
| | | | | | | | | | | |
| Deputy Chief | | 86,420 | 89,012 | 91,682 | 94,433 | | | | | |
| F4 | | | | | | | | | | |
| | | | | | | | | | | |
| Assistant Chief | | 99,211 | 102,188 | 105,253 | 108,411 | | | | | |
| F5 | | | | | | | | | | |

INCENTIVE PAY

| | | | | | |
|------------------------------|----|-----|--------------------------|----|-----|
| Associates degree | \$ | 70 | Intermediate Certificate | \$ | 105 |
| Bachelors degree | \$ | 125 | Advanced Certificate | \$ | 150 |
| | | | Masters Certificate | \$ | 263 |
| Administration Assignment pa | \$ | 300 | | | |



Civil Service Compensation Ranges

Fiscal Year 2018-2019

Effective 10/01/2018

| POLICE | Entry | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|--------|-------|---|---|---|---|---|---|---|---|
|--------|-------|---|---|---|---|---|---|---|---|

| | | | | | | | | | |
|--------------|---------|---------|---------|--------|--------|--------|--------|--|--|
| Cadet | 44,136 | | | | | | | | |
| | | | | | | | | | |
| Trainee* | 50,155 | | | | | | | | |
| | | | | | | | | | |
| Officer | | 52,538 | 55,034 | 57,647 | 60,386 | 63,254 | 66,260 | | |
| P1 | | | | | | | | | |
| | | | | | | | | | |
| Sergeant | 70,634 | 73,106 | 75,666 | 78,313 | 81,054 | | | | |
| P2 | | | | | | | | | |
| | | | | | | | | | |
| Lieutenant | 84,057 | 86,579 | 89,177 | 91,852 | | | | | |
| P3 | | | | | | | | | |
| | | | | | | | | | |
| Deputy Chief | 104,839 | 107,984 | 111,224 | | | | | | |
| P4 | | | | | | | | | |

INCENTIVE PAY- Police

Effective Date 10/1/2011

| | | | | | |
|-------------------|----|-----|--------------------------|----|-----|
| Associates degree | \$ | 70 | Intermediate Certificate | \$ | 210 |
| Bachelors degree | \$ | 125 | Advanced Certificate | \$ | 300 |
| | | | Masters Certificate | \$ | 526 |

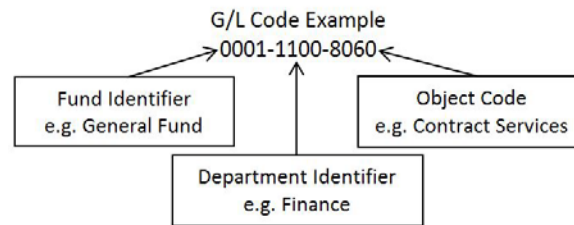
INCENTIVE PAY-Communications Officers

| | | |
|--------------|----|-----|
| Intermediate | \$ | 250 |
| Advanced | \$ | 350 |
| Masters | \$ | 500 |



City of Conroe

Chart of Accounts



| FUND | | *Budgeted Fund |
|------|--|----------------|
| 0001 | GENERAL FUND | * |
| 0002 | WATER & SEWER OPERATING | * |
| 0003 | VEHICLE & EQUIPMENT REPLACEMENT | * |
| 0004 | HOTEL OCCUPANCY TAX | * |
| 0005 | PID ASSESSMENTS | |
| 0006 | WATER & SEWER DEBT SERVICE | * |
| 0008 | WATER & SEWER REVENUE RESERVE | |
| 0009 | CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) | * |
| 0010 | GENERAL OBLIGATION DEBT SERVICE | * |
| 0024 | COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT | * |
| 0025 | CONROE TOWER | * |
| 0030 | OSCAR JOHNSON JR COMMUNITY CENTER | * |
| 0032 | OWEN THEATRE | |
| 0034 | WOODLANDS TOWNSHIP REGIONAL PARTICIPATION | |
| 0035 | RETIREMENT HEALTHCARE PLAN | |
| 0036 | TRANSPORTATION GRANTS | * |
| 0037 | MUNICIPAL COURT TECHNOLOGY | * |
| 0038 | MUNICIPAL COURT BUILDING SECURITY | * |
| 0039 | MUNICIPAL COURT JUVENILE CASE MANAGER | * |
| 0041 | SIGNALS CIP FUND | * |
| 0042 | FACILITIES CIP FUND | * |
| 0043 | WATER CIP FUND | * |
| 0044 | SEWER CIP FUND | * |
| 0045 | WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT | * |
| 0046 | TRANSPORTATION GRANTS CIP FUND | * |
| 0047 | CIDC INDUSTRIAL PARK LAND SALES | |
| 0048 | MUNICIPAL COURT EFFICIENCY FEE | * |
| 0049 | MUNICIPAL COURT TRUANCY PREVENTION | * |
| 0052 | FLEET SERVICES | * |
| 0054 | FIREARMS TRAINING FACILITY | |



City of Conroe

Chart of Accounts

| FUND | | *Budgeted Fund |
|------|--|----------------|
| 0056 | WOODLANDS ANNEXATIONS | |
| 0063 | DRAINAGE CIP FUND | * |
| 0071 | PAYROLL | |
| 0073 | PARKS CIP FUND | * |
| 0075 | STREETS CIP FUND | * |
| 0076 | TAX INCREMENT REINVESTMENT ZONE #2 | * |
| 0079 | TAX INCREMENT REINVESTMENT ZONE #3 | * |
| 0080 | CIDC CIP FUND (CLOSED) | |
| 0081 | SELF FUNDED INSURANCE | * |
| 0082 | LONGMIRE CREEK ESTATES PID | |
| 0083 | WEDGEWOOD FALLS PID | * |
| 0084 | SHADOW LAKES PID | |
| 0086 | CHASE RUN PID | |
| 0087 | CANYON CREEK PID | |
| 0088 | ANIMAL SHELTER RESERVE FUND | * |
| 0100 | DISBURSEMENT FUND | |
| 0101 | CONROE MMD#1-REIMBURSEMENT AGREEMENT | * |
| 0102 | CONROE MMD#1-ECONOMIC DEVELOPMENT | * |
| 0201 | FY13 SECTION 5307 GRANT (TX-90-YO49-00) | * |
| 0202 | FY14 SECTION 5307 GRANT (TX-90-YO63-00) | * |
| 0203 | FY15 SECTION 5307 GRANT (TX-2016-049-00) | * |
| 0231 | FTA SECTION 5309 GRANT (TX-04-0110-00) | * |
| 0232 | H-GAC FEDERAL TRANSIT ADMINISTRATION GRANT | * |
| 0241 | FY13-14 SECTION 5310 GRANT (TX-16-X024-00) | * |
| 0242 | FY15-16 SECTION 5310 GRANT (TX-2017-017-00) | * |
| 0243 | FY16 SECTION 5307 GRANT (TX-2017-003-00) | * |
| 0251 | FY13-15 STATE PUBLIC TRANSPORTATION APPROPRIATIONS | * |
| 0252 | FY16 STATE PUBLIC TRANSPORTATION APPROPRIATIONS | * |
| 0253 | FY17 STATE PUBLIC TRANSPORTATION APPROPRIATIONS | * |
| 0402 | CIDC CIP FUND, SALES TAX REVENUE BONDS 2019 | |
| 0501 | WATER & SEWER CIP FUND, CERTIFICATES OF OBLIGATION 2018B | |
| 0601 | CIP FUND, CERTIFICATES OF OBLIGATION 2018A | |
| 0999 | POOLED CASH FUND | |



City of Conroe
Chart of Accounts

FUND-DEPARTMENT

| | | |
|-----------|--------------|--|
| 0001-1020 | GENERAL FUND | REVENUES |
| 0001-1041 | GENERAL FUND | ADMINISTRATION |
| 0001-1042 | GENERAL FUND | MAYOR AND COUNCIL |
| 0001-1044 | GENERAL FUND | TRANSPORTATION |
| 0001-1060 | GENERAL FUND | LEGAL |
| 0001-1070 | GENERAL FUND | MUNICIPAL COURT |
| 0001-1100 | GENERAL FUND | FINANCE |
| 0001-1110 | GENERAL FUND | CDBG ADMINISTRATION |
| 0001-1120 | GENERAL FUND | PURCHASING-WAREHOUSE |
| 0001-1130 | GENERAL FUND | INFORMATION TECHNOLOGY |
| 0001-1160 | GENERAL FUND | HUMAN RESOURCES |
| 0001-1201 | GENERAL FUND | POLICE ADMINISTRATION |
| 0001-1202 | GENERAL FUND | POLICE SUPPORT |
| 0001-1203 | GENERAL FUND | POLICE PATROL |
| 0001-1204 | GENERAL FUND | POLICE INVESTIGATIVE SERVICES |
| 0001-1206 | GENERAL FUND | POLICE ANIMAL SERVICES |
| 0001-1209 | GENERAL FUND | COMMERCIAL VEHICLE ENFORCEMENT PROGRAM |
| 0001-1300 | GENERAL FUND | FIRE |
| 0001-1400 | GENERAL FUND | PARKS & REC ADMINISTRATION |
| 0001-1410 | GENERAL FUND | RECREATION CENTER |
| 0001-1440 | GENERAL FUND | AQUATIC CENTER |
| 0001-1450 | GENERAL FUND | PARK OPERATIONS |
| 0001-1500 | GENERAL FUND | COMMUNITY DEVELOPMENT |
| 0001-1530 | GENERAL FUND | DRAINAGE MAINTENANCE |
| 0001-1540 | GENERAL FUND | STREETS |
| 0001-1550 | GENERAL FUND | SIGNAL MAINTENANCE |
| 0001-1560 | GENERAL FUND | SIGN MAINTENANCE |
| 0001-1570 | GENERAL FUND | ENGINEERING |
| 0001-1800 | GENERAL FUND | GF NON-DEPARTMENTAL |



**City of Conroe
Chart of Accounts**

FUND-DEPARTMENT

| | | |
|-----------|--|--|
| 0002-2000 | WATER & SEWER OPERATING | REVENUES |
| 0002-2800 | WATER & SEWER OPERATING | UTILITY BILLING |
| 0002-2810 | WATER & SEWER OPERATING | PUBLIC WORKS |
| 0002-2820 | WATER & SEWER OPERATING | WATER |
| 0002-2821 | WATER & SEWER OPERATING | SURFACE WATER |
| 0002-2881 | WATER & SEWER OPERATING | WASTEWATER TREATMENT PLANT |
| 0002-2882 | WATER & SEWER OPERATING | SEWER |
| 0002-2883 | WATER & SEWER OPERATING | PUMP & MOTOR MAINTENANCE |
| 0002-2900 | WATER & SEWER OPERATING | W/S NON-DEPARTMENTAL |
| 0003-3010 | VEHICLE & EQUIPMENT REPLACEMENT | VEHICLE & EQUIPMENT REPLACEMENT |
| 0004-4010 | HOTEL OCCUPANCY TAX | CONVENTION & VISITORS BUREAU |
| 0006-6000 | WATER & SEWER DEBT SERVICE | REVENUE BOND DEBT SERVICE |
| 0009-9000 | CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) | CIDC GENERAL FUND |
| 0009-9200 | CIDC DEBT SERVICE | CIDC DEBT SERVICE |
| 0009-9400 | CIDC REVENUE CLEARING | CIDC REVENUE CLEARING |
| 0010-1010 | GENERAL OBLIGATION DEBT SERVICE | GENERAL OBLIGATION DEBT SERVICE |
| 0024-2400 | COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT | CDBG OPERATIONS |
| 0025-2500 | CONROE TOWER | CONROE TOWER |
| 0030-3000 | OSCAR JOHNSON JR COMMUNITY CENTER | OJJCC |
| 0036-3600 | TRANSPORTATION GRANTS | TRANSPORTATION |
| 0037-3700 | MUNICIPAL COURT TECHNOLOGY | MUNICIPAL COURT TECHNOLOGY |
| 0038-3800 | MUNICIPAL COURT BUILDING SECURITY | MUNICIPAL COURT BUILDING SECURITY |
| 0039-3900 | MUNICIPAL COURT JUVENILE CASE MANAGER | MUNICIPAL COURT JUVENILE CASE MANAGER |
| 0045-4500 | WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT | WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT |
| 0047-4700 | CIDC INDUSTRIAL PARK LAND SALES | CIDC INDUSTRIAL PARK LAND SALES |
| 0048-4800 | MUNICIPAL COURT EFFICIENCY FEE | MUNICIPAL COURT EFFICIENCY FEE |
| 0049-4900 | MUNICIPAL COURT TRUANCY PREVENTION | MUNICIPAL COURT TRUANCY PREVENTION |
| 0052-5200 | FLEET SERVICES | FLEET SERVICES |



**City of Conroe
Chart of Accounts**

FUND-DEPARTMENT

| | | |
|-----------|--|---|
| 0081-8100 | SELF FUNDED INSURANCE | SELF FUNDED INSURANCE |
| 0083-8300 | WEDGEWOOD FALLS PID | WEDGEWOOD FALLS PID |
| 0088-8800 | ANIMAL SHELTER RESERVE | ANIMAL SHELTER RESERVE |
| 0201-2110 | FY13 SECTION 5307 GRANT (TX-90-YO49-00) | FY13 SECTION 5307 GRANT |
| 0202-2020 | FY14 SECTION 5307 GRANT (TX-90-YO63-00) | FY14 SECTION 5307 GRANT |
| 0203-2311 | FY15 SECTION 5307 GRANT (TX-2016-049-00) | FY15 SECTION 5307 GRANT |
| 0241-2410 | FY13-14 SECTION 5310 GRANT (TX-16-X024-00) | FY13-14 SECTION 5310 GRANT |
| 0242-2420 | FY15-16 SECTION 5310 GRANT (TX-2017-017-00) | FY15-16 SECTION 5310 GRANT |
| 0243-2430 | FY16 SECTION 5307 GRANT (TX-2017-003-00) | FY16 SECTION 5307 GRANT |
| 0251-2510 | FY13-15 STATE PUBLIC TRANSPORTATION APPROPRIATIONS | FY13-15 STATE PUBLIC TRANSPORTATION APPROPRIATIONS |
| 0252-2520 | FY16 STATE PUBLIC TRANSPORTATION APPROPRIATIONS | FY16 STATE PUBLIC TRANSPORTATION APPROPRIATIONS |
| 0253-2530 | FY17 STATE PUBLIC TRANSPORTATION APPROPRIATIONS | STATE PUBLIC TRANSPORTATION APPROPRIATIONS |
| 0402-8040 | CIDC CIP FUND, SALES TAX REVENUE BONDS 2019 | WATER |
| 0402-8050 | CIDC CIP FUND, SALES TAX REVENUE BONDS 2019 | SEWER |
| 0402-8060 | CIDC CIP FUND, SALES TAX REVENUE BONDS 2019 | STREETS |
| 0402-8070 | CIDC CIP FUND, SALES TAX REVENUE BONDS 2019 | SIGNALS |
| 0402-9000 | CIDC CIP FUND, SALES TAX REVENUE BONDS 2019 | OTHER REVENUES |
| 0501-8040 | WATER & SEWER CIP FUND, CERTIFICATES OF OBLIGATION 2018B | WATER |
| 0501-8050 | WATER & SEWER CIP FUND, CERTIFICATES OF OBLIGATION 2018B | SEWER |
| 0601-1020 | CIP FUND, CERTIFICATES OF OBLIGATION 2018A | OTHER REVENUES |
| 0601-8030 | CIP FUND, CERTIFICATES OF OBLIGATION 2018A | DRAINAGE |
| 0601-8060 | CIP FUND, CERTIFICATES OF OBLIGATION 2018A | STREETS |
| 0601-8070 | CIP FUND, CERTIFICATES OF OBLIGATION 2018A | SIGNALS |
| 0601-8080 | CIP FUND, CERTIFICATES OF OBLIGATION 2018A | FACILITIES |
| 0601-8090 | CIP FUND, CERTIFICATES OF OBLIGATION 2018A | PARKS |



City of Conroe
Chart of Accounts

OBJECT CODE: Revenues

| | | | |
|------|------------------------------|------|----------------------------------|
| 4010 | CURRENT TAXES | 5510 | TRAFFIC AND CRIMINAL FINES |
| 4020 | DELINQUENT TAXES | 5530 | TRAFFIC CAMERA FINES |
| 4030 | GROSS RECEIPTS | 5540 | COMMERCIAL VEHICLE FINES |
| 4040 | SALES TAX | 6010 | INTEREST ON INVESTMENTS |
| 4050 | HOTEL OCCUPANCY TAX | 6015 | FMV ADJUSTMENT - INVESTMENTS |
| 4070 | MIXED BEVERAGE TAX | 6020 | PENALTY & INTEREST |
| 4080 | P.I.L.O.T. | 6030 | LEASE INCOME |
| 4510 | LICENSES | 6031 | DONATED LEASE INCOME |
| 4520 | PERMITS | 6035 | LAND SALES |
| 4530 | MISCELLANEOUS | 6036 | SALES OF CAP. ASSETS |
| 4532 | ALARM FEES | 6050 | RECREATIONAL |
| 4533 | EXCESSIVE ALARMS | 6051 | PARKS PROGRAMS |
| 5010 | REFUSE COLLECTION | 6052 | PARKS DONATIONS |
| 5020 | COPIES | 6053 | ANIMAL SHELTER FEES |
| 5040 | PLANNING AND ZONING FEES | 6054 | TREE MITIGATION |
| 5100 | WATER CHARGES | 6060 | UNANTICIPATED REVENUES |
| 5105 | GROUNDWATER CONSERVATION FEE | 6065 | OTHER INCOME |
| 5110 | SEWER CHARGES | 6070 | SHORT & OVER |
| 5115 | SURFACE WATER CONVERSION FEE | 6075 | PID ASSESSMENT REVENUE |
| 5117 | CODE ENFORCEMENT FEE | 6080 | DONATIONS |
| 5120 | WATER TAPS | 6105 | SEIZED ASSETS |
| 5130 | SEWER TAPS | 6106 | INTERGOVERNMENTAL |
| 5140 | RECONNECTS | 6110 | INSURANCE PROCEEDS |
| 5150 | SERVICE CHARGES | 6111 | PROCEEDS FOR CAPITAL LEASES |
| 5151 | FUEL | 6112 | OTHER FIN - PROCEEDS OF REF BOND |
| 5152 | PARTS | 6113 | PREMIUM ON BONDS ISSUED |
| 5153 | LABOR | 6200 | PROCEEDS OF CAPITAL LEASES |
| 5154 | SUBLETS | 6510 | INTEREST - OTHER |
| 5155 | CARWASH | 6520 | RECOVERY OF BAD DEBTS |
| 5156 | MISCELLANEOUS | 6530 | OTHER NON-OPERATING INCOME |
| 5180 | PRETREATMENT FEES | 6550 | TRANSFER IN |
| 5190 | TICKET SALES | | |



City of Conroe
Chart of Accounts

OBJECT CODE: Expenditures

| | | | |
|------|--------------------------------|------|---|
| 7010 | SALARIES | 8050 | TRAVEL & TRAINING |
| 7012 | SALARIES - PART TIME | 8060 | CONTRACT SERVICES |
| 7020 | OVERTIME | 8062 | COMMUNITY SERVICES |
| 7025 | SOCIAL SECURITY | 8063 | INCENTIVES |
| 7030 | RETIREMENT & PENSION | 8070 | ELECTIONS |
| 7035 | WORKERS COMPENSATION | 8085 | DONATED RENT EXPENSE |
| 7040 | EMPLOYEE INSURANCE | 8350 | NEWSPAPER LEGAL NOTICES |
| 7050 | PHYSICALS | 8520 | TRANSFER OUT |
| 7070 | UNEMPLOYMENT | 8530 | GROSS RECEIPTS |
| 7110 | OFFICE SUPPLIES | 8951 | LOSS-SALE OF CAP ASSETS |
| 7130 | BUILDING SUPPLIES | 9010 | LAND >\$5,000 |
| 7140 | WEARING APPAREL | 9020 | BUILDINGS >\$5,000 |
| 7160 | VEHICLE OPERATIONS | 9030 | IMPROVEMENTS >\$5,000 |
| 7170 | VEHICLE REPAIRS | 9040 | FURNITURE & FIXTURES >\$5,000 |
| 7180 | EQUIPMENT REPAIRS | 9050 | MACHINERY & EQUIPMENT >\$5,000 |
| 7190 | RADIO REPAIRS | 9060 | VEHICLES >\$5,000 |
| 7200 | OPERATING SUPPLIES | 9070 | INTANG. ASSETS-INDEF. LIFE (e.g. easements) |
| 7252 | IMPROVEMENTS <\$5,000 | 9510 | ACCOUNTS CHARGED OFF |
| 7253 | FURNITURE & FIXTURES <\$5,000 | 9600 | PRINCIPAL |
| 7254 | MACHINERY & EQUIPMENT <\$5,000 | 9601 | SEC 108 PRINCIPAL |
| 7255 | VEHICLES <\$5,000 | 9610 | INTEREST |
| 7301 | FLEET STOCK PARTS | 9611 | SEC 108 INTEREST |
| 7400 | FLEET NON-STOCK PARTS | 9615 | FEES |
| 7450 | SUBLET LABOR | 9615 | HANDLING CHARGES |
| 8010 | UTILITIES | 9616 | BOND ISSUE EXPENSE |
| 8020 | INSURANCE AND BONDS | 9621 | OTHER FIN - PMT REF BD ESCROW |
| 8030 | LEGAL SERVICES | 9660 | PRINCIPAL-LEASE |
| 8040 | LEASED EQUIPMENT | 9670 | INTEREST-LEASE |



City of Conroe
Chart of Accounts

ACCOUNT KEY CODES (for use with Project Codes)

| | |
|------|-------------------------------|
| 1111 | LAND ACQUISITION |
| 1112 | PLANNING DESIGN (OUTSIDE) |
| 1113 | TESTING/INSPECTION |
| 1114 | CONSTRUCTION |
| 1116 | MATERIALS |
| 1117 | MACHINERY/EQUIPMENT |
| 1118 | MISCELLANEOUS |
| 1119 | CONSTRUCTION (CITY CREWS) |
| 1120 | FURNITURE & FIXTURES |
| 1121 | WATER REVENUE |
| 1122 | SEWER REVENUE |
| 1123 | SURFACE WATER CONVERSION FEE |
| 1124 | GROUND WATER CONSERVATION FEE |



GLOSSARY

Account: A term used to identify an individual asset, liability, expenditure control, revenue control, encumbrance control, or fund balance.

Accounting System: The total structure of records and procedures which discover, record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, balanced account groups, and organizational components. Sometimes referred to as Chart of Accounts and/or Account Classification System.

Accounts Receivable: Amounts owing on open account from private persons, firms, or corporations for goods and services furnished by a governmental unit (but not including amounts due from other funds of the same governmental unit).

Accrual Basis: The basis of accounting under which revenues are recorded when earned and expenditures are recorded as soon as they result in liabilities for benefits received, notwithstanding that the receipt of the revenue or the payment of the expenditure may take place, in whole or in part, in another accounting period. See also **Accrue** and **Levy**.

Accrue: To record revenues when earned and to record expenditures as soon as they result in liabilities for benefits received, notwithstanding that the receipt of the revenue or payment of the expenditure may take place, in whole or in part, in another accounting period. See also **Accrual Basis**, **Accrued Expenses**, and **Accrued Revenue**.

Accrued Expenses: Expenses incurred during the current account period but which are not payable until a subsequent accounting period. See also **Accrual Basis** and **Accrue**.

Accrued Interest on Investments Purchased: Interest accrued on investments between the last interest payment date and the date of purchase. The account is carried as an asset until the first interest payment date after date of purchase. At that time an entry is made debiting cash and crediting the Accrued Interest on Investments Purchased account for the amount of interest purchased and an Interest Earnings account for the balance.

Accrued Interest Payable: A liability account which represents the amount of interest accrued at the balance sheet date but which is not due until a later date.

Accrued Revenue: Revenue earned during the current accounting period but which is not collected until a subsequent accounting period. See also **Accrual Basis** and **Accrue**.

Activity: A specific and distinguishable line of work performed by one or more organizational components of a governmental unit for the purpose of accomplishing a function for which the governmental unit is responsible. For example, "Code Enforcement" is an activity performed in the discharge of the "Public Safety" function. See also **Function**.

Ad Valorem: In proportion to value. A basis for levy of taxes upon property.



Allocate: To divide a lump-sum appropriation into parts which are designated for expenditure by specific organization units and/or for specific purposes, activities, or objects. See also **Allocation**.

Allocation: A part of a lump-sum appropriation which is designated for expenditure by specific organization units and/or for special purposes, activities, or objects. See also **Allocate**.

Appraisal: (1) The act of appraising. See **Appraise**. (2) The estimated value resulting from such action.

Appraise: To make an estimate of value, particularly of the value of property.

Note: If the property is valued for purposes of taxation, the less inclusive term "assess" is substituted for the above term.

Appropriation: An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is limited in amount to the time it may be expended.

Assess: To value property officially for the purpose of taxation.

Note: The term is also sometimes used to denote the levy of taxes, but such usage is not correct because it fails to distinguish between the valuation process and the tax levy process.

Assessed Valuation: A valuation set upon real estate or other property by a government as a basis for levying taxes.

Assessment: (1) The process of making the official valuation of property for purposes of taxation. (2) The valuation placed upon property as a result of this process.

Assessment Roll: In the case of real property, the official list containing the legal description of each parcel of property and its assessed valuation. The name and address of the last known owner are also usually shown. In the case of personal property, the assessment roll is the official list containing the name and address of the owner, a description of the personal property, and its assessed value.

Assets: Property owned by a governmental unit, which has a monetary value.

Audit: The examination of documents, records, reports, systems of internal control, accounting and financial procedures, and other evidence for one or more of the following purposes:

- (a) To ascertain whether the statements prepared from the accounts present fairly the financial position and the results of financial operations of the constituent funds and balanced account groups of the governmental unit in accordance with generally accepted accounting principles applicable to governmental units and on a basis consistent with that of the preceding year.
- (b) To determine the propriety, legality, and mathematical accuracy of a governmental unit's financial transactions.



- (c) To ascertain the stewardship of public officials who handle and are responsible for the financial resources of a governmental unit.

Audit Report: The report prepared by an auditor covering the audit or investigation made by him or her. As a rule, the report should include:

- (a) a statement of the scope of the audit;
- (b) explanatory comments (if any) concerning exceptions by the auditor as to application of generally accepted auditing standards;
- (c) opinions;
- (d) explanatory comments (if any) concerning verification procedures;
- (e) financial statements and schedules; and
- (f) sometimes statistical tables, supplementary comments, and recommendations. The auditor's signature follows item (c) or (d).

Balance Sheet: A statement which discloses the assets, liabilities, reserves, and equities of a fund or governmental unit at a specified date, properly classified to exhibit financial position of the fund or unit at that date.

Note: If a single balance sheet is prepared for several funds, it must be in columnar or sectional form so as to exhibit the accounts of each fund and balanced account group, individually.

Bond: A written promise, generally under seal, to pay a specified sum of money, called the face value or principal amount, at a fixed time in the future, called the date of maturity, and carrying interest at a fixed rate, usually payable periodically.

Note: The difference between a note and a bond is that the latter usually runs for a longer period of time and requires greater legal formality.

Bond Fund: A fund formerly used to account for the proceeds of general obligation bond issues. Such proceeds are now accounted for in a Capital Projects Fund.

Bond Ordinance or Resolution: An ordinance or resolution authorizing a bond issue.

Bonded Debt: The portion of indebtedness represented by outstanding bonds.

Bonds Authorized and Un-issued: Bonds which have been legally authorized but not issued and which can be issued and sold without further authorization.

Note: This term should not be confused with the term "margin of borrowing power" or "legal debt margin," either one of which represents the difference between the legal debt limit of a governmental unit and the debt outstanding against it.

Bonds Issued: Bonds sold.



Budget: A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

Note: The term "budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating body for adoption and sometimes the plan finally approved by that body. It is usually necessary to specify whether the budget under consideration is preliminary and tentative or whether it has been approved by the appropriating body. See also **Current Budget**, **Capital Budget**, and **Capital Program**.

Budget Document: The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body. The budget document usually consists of three parts. The first part contains a message from the budget-making authority, together with a summary of the proposed expenditures and the means of financing them. The second part consists of schedules supporting the summary. These schedules show in detail the information as to past years' actual revenues, expenditures, and other data used in making the estimates. The third part is composed of drafts of the appropriation, revenue, and borrowing measures necessary to put the budget into effect.

Budgetary Accounts: Those accounts which reflect budgetary operations and condition, such as estimated revenues, appropriations, and encumbrances, as distinguished from proprietary accounts. See also **Proprietary Accounts**.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitation of available appropriations and available revenues.

Capital Budget: A plan of proposed capital outlays and the means of financing them for the current fiscal period. It is usually a part of the current budget. If a Capital Program is in operation, it will be the first year thereof. A Capital Program is sometimes referred to as a Capital Budget. See also **Capital Program**.

Capital Expenditures: See **Capital Outlays**.

Capital Improvement Program (CIP): See **Capital Program**.

Capital Outlays: Expenditures, which result in the acquisition of or addition to fixed assets.

Capital Program: A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program, or otherwise. It sets forth each project or other contemplated expenditure in which the government is to have a part and specifies the full resources estimated to be available to finance the projected expenditures.

Capital Projects Fund: A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities and/or designated fixed assets (other than those financed by special assessment, trust, special revenue, and enterprise funds). See also **Bond Fund**.



Cash: Currency, coin, checks, postal and express money orders, and bankers' drafts, on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Basis: The basis of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

CDBG: Acronym for "Community Development Block Grant."

Chart of Accounts: The classification system used to organize the accounting for various funds.

Coding: A system of numbering or otherwise designating accounts, entries, invoices, vouchers, etc., in such a manner that the symbol used quickly reveals certain required information.

Coverage: See **Net Revenue Available for Debt Service**.

Current: A term which, when applied to budgeting and accounting, designates the operations of the present fiscal period as opposed to past or future periods.

Current Budget: The annual budget prepared for and effective during the present fiscal year; or, in the case of some state governments, the budget for the present biennium.

Current Funds: Funds the resources of which are expended for operating purposes during the current fiscal period. In its usual application in plural form, it refers to General, Special Revenue, Debt Service, and Enterprise Funds of a governmental unit. In the singular form, the current fund is synonymous with the general fund. See also **General Fund**.

Current Liabilities: Liabilities which are payable within a relatively short period of time, usually no longer than a year.

Current Revenue: Revenues of a governmental unit that is available to meet expenditures of the current fiscal year. See **Revenue**.

Current Taxes: (1) Taxes levied and becoming due during the current fiscal period, from the time the amount of the tax levy is first established to the date on which a penalty for nonpayment is attached. (2) Taxes levied in the preceding fiscal period but becoming due in the current fiscal period, from the time they become due until a penalty for nonpayment is attached.

Current Year's Tax Levy: Taxes levied for the current fiscal period.

Debt: An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governmental units include bonds, time warrants, notes, and floating debt. See also **Bond**, **Notes Payable**, **Long-Term Debt**, and **General Long-Term Debt**.



Debt Limit: The maximum amount of gross or net debt that is legally permitted.

Debt Service Fund: A fund established to finance and account for the payment of interest and principal on all general obligation debt, serial and term, other than that payable exclusively from special assessments and revenue debt issued for and serviced by a governmental enterprise. Formally called a Sinking Fund.

Debt Service Fund Requirements: The amounts of revenue which must be provided for a debt service fund so that all principal and interest payments can be made in full on schedule.

Deficit: (1) The excess of the liabilities and reserves of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period; or, in the case of Enterprise and Intragovernmental Service Funds, the excess of expense over income during an accounting period.

Delinquent Taxes: Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or canceled, the unpaid balances continue to be delinquent taxes until abated, canceled, paid, or converted into tax liens.

Note: The term is sometimes limited to taxes levied for the fiscal period or periods preceding the current one, but such usage are not entirely correct. See also **Current Taxes, Current Year's Tax Levy, and Prior Years' Tax Levies.**

Depreciation: (1) Expiration of the service life of fixed assets, other than wasting assets, attributable to wear and tear through use and lapse of time, obsolescence, inadequacy, or other physical elements for functional causes. (2) The portion of the cost of a fixed asset charged as an expense during a particular period.

Note: The cost of a fixed asset is prorated over the estimated service life of such asset and each period is charged with part of such cost so that ultimately the entire cost of the asset is charged off as an expense. In governmental accounting, depreciation may be recorded in proprietary funds and trust funds where expenses, net income, and/or capital maintenance are measured.

Direct Debt: The debt that a governmental unit has incurred in its own name, or assumed through the annexation of territory or consolidation with another governmental unit. See also **Overlapping Debt.**

Encumbrances: Obligations in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when the actual liability is set up.

Enhancement: An increase or improvement in quality, value, or extent.

Enterprise Debt: Debt that is to be retired primarily from the earnings of publicly owned and operated enterprises. See also **Revenue Bonds.**



Enterprise Fund: A fund established to finance and account for the acquisition, operation, and maintenance of governmental facilities and services that are entirely or predominantly self-supporting by user charges. Examples of enterprise funds are those for water, gas, and electric utilities, swimming pools, airports, parking garages, and transit systems.

Equipment: Tangible property of a more or less permanent nature (other than land, buildings, or improvements other than buildings) which is useful in carrying on operations. Examples are machinery, tools, trucks, cars, furniture, and furnishings.

Estimated Revenue: For revenue accounts kept on an accrual basis, this term designates the amount of revenue estimated to accrue during a given period regardless of whether or not it is all to be collected during the period. For revenue accounts kept on a cash basis, the term designates the amount of revenue estimated to be collected during a given period. Under the modified accrual basis recommended for some funds by the Governmental Accounting Standards Board, estimated revenues include both cash and accrual basis revenues. See also **Cash Basis, Accrual Basis, and Modified Accrual Basis.**

Expenditures: Where the accounts are kept on the accrual basis or the modified accrual basis, this term designates the cost of goods delivered or services rendered, whether paid or unpaid, including expenses, provision for debt retirement not reported as a liability of the fund from which retired, and capital outlays. Where the accounts are kept on the cash basis, the term designates only actual cash disbursements for these purposes.

Note: Encumbrances are not expenditures.

Expenses: Charges incurred, whether paid or unpaid, for operation, maintenance, interest, and other charges which are presumed to benefit the current fiscal period.

Note: Legal provisions sometimes make it necessary to treat charges whose benefits extend over future periods as expenses. For example, purchase of materials and supplies which may be used over a period of more than one year and payments for insurance which is to be in force for a period longer than one year frequently must be charged in their entirety to the appropriation of the year in which they are incurred and classified as expenses of that year, even though their benefits extend also to other periods.

Fiduciary Fund Types: The trust and agency funds used to account for assets held by a government unit in a trustee capacity or as an agent for individuals, private organizations, other government units and/or other funds.

Fiscal Year: A twelve-month period of time to which the annual budget applies and at the end of which a governmental unit determines its financial position and the results of its operations.

Fixed Assets: Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

Note: The term does not indicate the immobility of an asset, which is the distinctive character of "fixture."



Fixed Charges: Expenses (the amount of which is set by agreement). Examples are interest, insurance, and contributions to pension funds.

Fixtures: Attachments to buildings that are not intended to be removed and which cannot be removed without damage to the latter.

Note: Those fixtures with a useful life presumed to be as long as that of the building itself, are considered a part of such building; all others are classified as equipment.

Force Account Method: A method employed in the construction and/or maintenance of fixed assets whereby a governmental unit's own personnel are used instead of an outside contractor.

Note: This method also calls for the purchase of materials by the governmental unit and the possible use of its own equipment, but the distinguishing characteristic of the force account method is the use of the unit's own personnel.

Franchise: A special privilege granted by a government permitting the continuing use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

Full Faith and Credit: A pledge of the general taxing power for the payment of debt obligations.

Note: Bonds carrying such pledges are usually referred to as general obligation bonds or full faith and credit bonds.

Function: A group of related activities aimed at accomplishing a major service or regulatory program for which the City is responsible. For example, public safety is a function.

Functional Classification: A grouping of expenditures on the basis of the principal purposes for which they are made. Examples are public safety, public health, public welfare, etc. See also **Activity Classification** and **Object Classification**.

Fund: An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources, together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Fund Accounts: All accounts necessary to set forth the financial operations and financial condition of a fund.

Note: Sometimes the term is used to denote budgetary accounts as distinguished from proprietary accounts, but such usage is not recommended.

Fund Balance: The excess of the assets of a fund over its liabilities and reserves, except in the case of funds subject to budgetary accounting where, prior to the end of a fiscal period, it represents the excess of the fund's assets and estimated revenues for the period over its liabilities, reserves, and appropriations for the period.



Fund Balance Sheet: A balance sheet for a single fund. See **Fund** and **Balance Sheet**.

Fund Group: A group of funds that is similar in purpose and character. For example, several special revenue funds constitute a fund group.

General Fixed Assets: Those fixed assets of a governmental unit that are not accounted for in Enterprise, Trust, or Intragovernmental Service Funds.

General Fixed Assets Group of Accounts: A self-balancing group of accounts set up to account for the general fixed assets of a governmental unit. See **General Fixed Assets**.

General Fund: A fund used to account for all transactions of a governmental unit that are not accounted for in another fund.

Note: The General Fund is used to account for the ordinary operations of a governmental unit that are financed from taxes and other general revenues.

General Long-Term Debt: Long-term debt legally payable from general revenues and backed by the full faith and credit of a governmental unit. See **Long-Term Debt**.

General Obligation Bonds: Bonds for whose payment the full faith and credit of the issuing body are pledged. More commonly, but not necessarily, general obligation bonds are considered to be those payable from taxes and other general revenues. See also **Full Faith and Credit**.

General Revenue: The revenues of a governmental unit other than those derived from and retained in an enterprise.

Note: If a portion of the net income in an enterprise fund is contributed to another non-enterprise fund, such as the General Fund, the amounts transferred constitute general revenue of the governmental unit.

Governmental Accounting: The composite activity of analyzing, recording, summarizing, reporting, and interpreting the financial transactions of governmental units and agencies.

Governmental Fund Types: Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities - except those accounted for in proprietary funds and fiduciary funds. In essence, these funds are accounting segregations of financial resources. Expendable assets are assigned to a particular governmental fund type according to the purposes for which they may or must be used. Current liabilities are assigned to the fund type from which they are to be paid. The difference between the assets and liabilities of governmental fund types is referred to as fund balance. The measurement focus in these fund types is on the determination of financial position and changes in financial position (sources, uses and balances of financial resources), rather than on net income determination. The statement of revenues, expenditures and changes in fund balance is the primary governmental fund type operating statement. It may be supported or supplemented by more detailed schedules of revenues, expenditures, transfers and other changes in fund balance.



Grant: A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function (for example, public safety), but it is sometimes also for general purposes.

Gross Bonded Debt: The total amount of direct debt of a governmental unit represented by outstanding bonds before deduction of any assets available and earmarked for their retirement. See also **Direct Debt**.

HOT: Acronym for "Hotel Occupancy Tax."

Improvements: Buildings, other structures, and other attachments or annexations to land which are intended to remain so attached or annexed, such as sidewalks, trees, drives, tunnels, drains, and sewers.

Note: Sidewalks, curbing, sewers, and highways are sometimes referred to as "betterments," but the term "improvements other than buildings" is preferred.

Improvements Other Than Buildings: A fixed asset account that reflects the acquisition value of permanent improvements, other than buildings, which add value to land. Examples of such improvements are fences, retaining walls, sidewalks, pavements, gutters, tunnels, and bridges. If the improvements are purchased or constructed, this account contains the purchase or contract price. If improvements are obtained by gift, it reflects the appraised value at time of acquisition.

Income: A term used in accounting for governmental enterprises to represent the excess of revenues earned over the expenses incurred in carrying on the enterprise's operations. It should not be used without an appropriate modifier, such as Operating, Non-operating, or Net.

Note: The term Income should not be used in lieu of Revenue in non-enterprise funds.

Interfund Accounts: Accounts in which transactions between funds are reflected. See **Interfund Transfers**.

Interfund Transfers: Amounts transferred from one fund to another.

Intergovernmental Revenues: Revenue received from other governments in the form of grants, shared revenues, or payments in lieu of taxes.

Internal Control: A plan of organization under which employees' duties are so arranged and records and procedures so designed as to make it possible to exercise effective accounting control over assets, liabilities, revenues, and expenditures. Under such a system, the work of employees is subdivided so that no single employee performs a complete cycle of operations. Thus, for example, an employee handling cash would not post the accounts receivable records. Moreover, under such a system, the procedures to be followed are definitely laid down and require proper authorizations by designated officials for all actions to be taken.

Internal Service Fund: A fund established to finance and account for services and commodities furnished by a designated department or agency to other departments and agencies within a single governmental unit. Amounts expended by the fund are restored



thereto either from operating earnings or by transfers from other funds, so that the original fund is kept intact.

Inventory: A detailed list showing quantities, descriptions, and values of property, and frequently also lists units of measure and unit prices.

Inventory of Supplies: The cost value of supplies on hand.

Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in Town operations.

IT: Acronym for “Information Technology.”

Judgment: An amount to be paid or collected by a governmental unit as the result of a court decision, including a condemnation award in payment for private property taken for public use.

Judgments Payable: Amounts due to be paid by a governmental unit as the result of court decisions, including condemnation awards in payment for private property taken for public use.

Land: A fixed asset account that reflects the value of land owned by a governmental unit. If land is purchased, this account shows the purchase price and costs such as legal fees, filling and excavation costs, and the like, which are incurred to put the land in condition for its intended use. If land is acquired by gift, the account reflects the estimated fair value at the time of acquisition.

Levy: (Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments, or service charges imposed by a governmental unit.

Liabilities: Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

Note: The term does not include encumbrances.

Long-Term Debt: Debt with a maturity of more than one year after the date of issuance.

Machinery and Equipment: See **Equipment**.

Maintenance: The upkeep of physical properties in condition for use or occupancy. Examples are the inspection of equipment to detect defects and the making of repairs.

Modified Accrual Basis: A system under which some accruals, usually costs, are recorded but others, usually revenues, are not. The extent of modification varies in practice, depending upon the accountant's judgment.

Municipal Bond: A bond issued by a state or local government unit.



Municipal Corporation: A body politic and corporate established pursuant to state authorization for the purpose of providing governmental services and regulations for its inhabitants. A municipal corporation has defined boundaries and a population, and is usually organized with the consent of its residents. It usually has a seal and may sue and be sued.

Net Bonded Debt: Gross bonded debt less any cash or other assets available and earmarked for its retirement.

Net Income: A term used in accounting for governmental enterprises to designate the excess of total revenues over total expenses for an accounting period. See also **Income, Operating Revenues, Operating Expenses, Non-operating Income, and Non-operating Expenses.**

Net Revenue Available for Debt Service: Gross operating revenues of an enterprise, less operating and maintenance expenses, yet exclusive of depreciation and bond interest. "Net Revenue" as thus defined computes "coverage" on revenue bond issues.

Note: Under the laws of some states and the provisions of some revenue bond indentures, net revenues used for computation of coverage are required to be on a cash basis rather than an accrual basis.

Non-discretionary Adjustment: This is a mandatory requirement or compliance that does not depend upon the choice of management.

Non-operating Expenses: Expenses incurred for non-operating properties or in the performance of activities not directly related to supplying the basic services of a governmental enterprise. An example of a non-operating expense is interest paid on outstanding revenue bonds. See also **Non-operating Properties.**

Non-operating Income: Income of governmental enterprises that is not derived from the basic operations of such enterprises. An example is interest on investments or on bank time deposits.

Notes Payable: In general, an unconditional written promise signed by the maker to pay a certain sum of money on demand or at a fixed or determinable time either to the bearer or to the order of a person designated therein.

Notes Receivable: A note payable held by a governmental unit.

Object: As used in expenditure classification, this term applies to the article purchased or the service obtained (as distinguished from the results obtained from expenditures). Examples are personal services, contractual services, materials, and supplies. See also **Activity Classification, Functional Classification, and Object Classification.**

Object Classification: A grouping of expenditures on the basis of goods or services purchased; for example, personal services, materials, supplies and equipment. See also **Functional Classification and Activity Classification.**



Obligations: Amounts that a governmental unit may be required legally to meet out of its resources. They include not only actual liabilities, but also unliquidated encumbrances.

Obsolescence: The decrease in the value of fixed assets resulting from economic, social, technological, or legal changes.

Operating Budget: Operating budgets serve many purposes within a government entity, but they have two primary purposes: (1) to plan the services that are going to be offered during the coming year and set priorities; (2) to conform to legal requirements to ensure that expenditures do not exceed those appropriated. Operating budgets are also called Annual Budgets. See **Budget**.

Operating Expenses: (1) As used in the accounts of governmental enterprises, the term means those costs which are necessary to the maintenance of the enterprise, the rendering of services, the sale of merchandise, the production and disposition of commodities produced, and the collection of enterprise revenues, and (2) the term is also sometimes used to describe expenses for general governmental purposes.

Operating Income: Income of a governmental enterprise that is derived from the sale of its goods and/or services. For example, income from the sale of water by a municipal water utility is operating income. See also **Operating Revenues**.

Operating Revenues: Revenues derived from the operation of governmental enterprises of a business character.

Operating Statement: A statement summarizing the financial operations of a governmental unit for an accounting period as contrasted with a balance sheet which shows financial position at a given moment in time.

Ordinance: A formal legislative enactment by the council or governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Note: The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions that must be by ordinance and those which may be by resolution. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

Original Cost: The total of assets given and/or liabilities assumed to acquire an asset. In utility accounting, the original cost to the first owner who dedicated the plant to service of the public.

Overhead: Those elements of cost necessary in the production of an article or the performance of a service which are of such a nature that the amount applicable to the product or service cannot be determined accurately or readily. Usually they relate to those objects of expenditures which do not become an integral part of the finished product or service such as rent, heat, light, supplies, management, supervision, etc.



Overlapping Debt: The proportionate share of the debts of local governmental units located wholly or in part within the limits of the reporting government which must be borne by property within each governmental unit.

Note: Except for special assessment debt, the amount of debt of each unit applicable to the reporting unit is arrived at by (1) determining what percentage of the total assessed value of the overlapping jurisdiction lies within the limits of the reporting unit, and (2) applying this percentage to the total debt of the overlapping jurisdiction. Special assessment debt is allocated on the basis of the ratio of assessments receivable in each jurisdiction, which will be used wholly or in part to pay off the debt to total assessments receivable, which will be used wholly or in part for this purpose.

Pay-As-You-Go: A method of financing improvements that refers to the allocation of a significant portion of operating revenues each year to a revenue fund. The monies in this fund are to be used for annual improvements or saved until they are sufficient for large projects. A regular allocation made from the operating budget to smooth budget allocations for expenditures and eliminate the need for bond financing. Sometimes referred to as pay-as-you-acquire financing.

Pay-As-You-Use: A method of financing long-term improvements by serial debt issues with maturities arranged so that the retirement of debt coincides with the depreciation or useful life of the improvement. In theory, the interest and debt retirement charges paid by each generation of taxpayers or users coincide with their use and enjoyment of the improvement. Under pay-as-you-use, each user group pays for its own improvements. No one is forced to provide free goods or services for a future generation or to contribute toward facilities for a community in which he or she will not live, nor will new members of the community derive benefits from improvements that they have not assisted in financing.

Prior Years' Tax Levies: Taxes levied for fiscal periods preceding the current one.

Private Trust Fund: A trust fund that will ordinarily revert to private individuals or will be used for private purposes; for example, a fund that consists of guarantee deposits.

Program: A group of related activities performed by one or more organization units for the purpose of accomplishing a function for which the town is responsible.

Proprietary Accounts: Those accounts which show actual financial position and operations, such as actual assets, liabilities, reserves, fund balances, revenues, and expenditures, as distinguished from budgetary accounts.

Proprietary Fund Types: Sometimes referred to as income determination or commercial-type funds, the classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses, and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds. The GAAP used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income, financial position and changes in financial position.



Public Trust Fund: A trust fund whose principal, earnings, or both, must be used for a public purpose; for example, a pension or retirement fund.

Purchase Order: A document that authorizes the delivery of specified merchandise or the rendering of certain services and the making of a charge for them.

Rate Base: The value of utility property used in computing an authorized rate of return as authorized by law or a regulatory commission.

Receipts: This term, unless otherwise qualified, means cash received. See also **Revenue**.

Recoverable Expenditures: An expenditure made for or on behalf of another governmental unit, fund, or department, or for a private individual, firm, or corporation, which will subsequently be recovered in cash or its equivalent.

Refunding Bonds: Bonds issued to retire bonds already outstanding. The refunding bonds may be sold for cash and outstanding bonds redeemed in cash, or the refunding bonds may be exchanged with holders of outstanding bonds.

Replacement Cost: The cost as of a certain date of a property which can render similar service (but need not be of the same structural form) as the property to be replaced. See also **Reproduction Cost**.

Reproduction Cost: The cost as of a certain date of reproducing an exact new property in the same place.

Note: Sometimes this term is designated as "reproduction cost new" to distinguish it from "depreciated reproduction cost," which is the reproduction cost of a given property less the estimated amount of accumulated depreciation applicable to it. In the absence of any modifier, however, the term "reproduction cost" is understood to be synonymous with "reproduction cost new." See also **Replacement Cost**.

Requisition: A written demand or request, usually from one department to the purchasing officer or to another department, for specified articles or services.

Reserve: An account which records a portion of the fund balance which must be segregated for some future use and which is, therefore, not available for further appropriation or expenditure. A Reserve for Inventories equal in amount to the Inventory of Supplies on the balance sheet of a General Fund is an example of such a reserve.

Reserve for Revenue Bond Debt Service: A reserve in an Enterprise Fund which represents the segregation of a portion of retained earnings equal to current assets that are restricted to current servicing of revenue bonds in accordance with the terms of a bond indenture.

Reserve for Revenue Bond Retirement: A reserve in an Enterprise Fund which represents the segregation of a portion of retained earnings equal to current assets that are restricted for future servicing of revenue bonds in accordance with the terms of a bond indenture.



Resolution: A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an order or statute. See also **Ordinance**.

Resources: The actual assets of a governmental unit, such as cash, taxes receivable, land, buildings, etc., plus contingent assets such as estimated revenues applying to the current fiscal year not accrued or collected, and bonds authorized and unissued.

Retained Earnings: The accumulated earnings of an Enterprise or Internal Service Fund which have been retained in the fund and which are not reserved for any specific purpose.

Retirement Fund: A fund out of which retirement annuities and/or other benefits are paid to authorized and designated public employees. A retirement fund is accounted for as a Trust Fund.

Revenue: For those revenues which are recorded on the accrual basis, this term designates additions to assets which: (a) do not increase any liability; (b) do not represent the recovery of an expenditure; (c) do not represent the cancellation of certain liabilities without a corresponding increase in other liabilities or a decrease in assets; and (d) do not represent contributions of fund in Enterprise and Internal Service Funds. The same definition applies to those cases where revenues are recorded on the modified accrual or cash basis, except that additions would be partially or entirely to cash. See also **Accrual Basis, Modified Accrual Basis, Cash Basis, Net Revenue Available for Debt Service, and Receipts**.

Revenue Bonds: Bonds whose principal and interest are payable exclusively from earnings of a public enterprise. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the enterprise's property and are then known as mortgage revenue bonds.

Schedules: (1) The explanatory or supplementary statements that accompany the balance sheet or other principal statements periodically prepared from the accounts. (2) The accountant's or auditor's principal work papers covering his examination of the books and accounts. (3) A written enumeration or detailed list in orderly form. See also **Statements**.

Securities: Bonds, notes, mortgages, or other forms of negotiable or non-negotiable instruments. See also **Investments**.

Short-Term Debt: Debt with a maturity of one year or less after the date of issuance. Short-term debt usually includes floating debt, bond anticipation notes, tax anticipation notes, and interim warrants.

Special Assessment: A compulsory levy made by a local government against certain properties to defray part or all of the cost of a specific improvement or service which is presumed to be of general benefit to the public and of special benefit to such properties.

Note: The term should not be used without a modifier (for example, "special assessments for street paving," or "special assessments for street sprinkling") unless the intention is to have it cover both improvements and services, or unless the particular use is apparent from the context.



Special Assessment Bonds: Bonds payable from the proceeds of special assessments. If the bonds are payable only from the collections of special assessments, they are known as "special assessment bonds." If, in addition to the assessments, the full faith and credit of the governmental unit are pledged, they are known as "general obligation special assessment bonds."

Special Assessment Fund: A fund set up to finance and account for the construction of improvements or provision of services which are to paid for, wholly or in part, from special assessments levied against benefited property. See also **Special Assessment** and **Special Assessment Bonds**.

Special Assessment Roll: The official list showing the amount of special assessments levied against each property presumed to be benefited by an improvement or service.

Special Fund: Any fund that must be devoted to some special use in accordance with specific regulations and restrictions. Generally, the term applies to all funds other than the General Fund.

Special Revenue Fund: A fund used to account for revenues from specific taxes or other earmarked revenue sources which by law are designated to finance particular functions or activities of government. Includes intergovernmental revenue in the form of state and federal grant funds.

Statements: (1) Used in a general sense, statements are all of those formal written presentations that set forth financial information. (2) In technical accounting usage, statements are those presentations of financial data that show the financial position and the results of financial operations of a fund, a group of accounts, or an entire governmental unit for a particular accounting period. See also **Schedules**.

Statute: A written law enacted by a duly organized and constituted legislative body. See also **Ordinance** and **Resolution**.

Supplemental: (i.e. Supplemental Budget Request) Any budgetary request from a department that is over and above their base budget (supplies and contractual accounts). Examples of supplementals include new programs, new personnel, and new capital equipment.

Surety Bond: A written promise to pay damages or to indemnify against losses caused by the party or parties named in the document, through nonperformance or through defalcation. An example is a surety bond given by a contractor or by an official handling cash or securities.

Surplus: The excess of the assets of a fund over its liabilities, or if the fund has other resources and obligations, the excess of resources over the obligations. The term should not be used without a properly descriptive adjective unless its meaning is apparent from the context. See also **Fund Balance**, and **Retained Earnings**.

Tax Levy: The total amount to be raised by general property taxes for purposes specified in the Tax Levy Ordinance.



Tax Levy Ordinance: An ordinance by means of which taxes are levied.

Tax Liens: Claims which governmental units have upon properties until taxes levied against them have been paid.

Note: The term is sometimes limited to those delinquent taxes for the collection of which legal action has been taken through the filing of liens.

Tax Rate: The amount of tax levied for each \$100 of assessed valuation.

Tax Rate Limit: The maximum rate at which a governmental unit may levy a tax. The limit may apply to taxes raised for a particular purpose, or to taxes imposed for all purposes; and may apply to a single government, to a class of governments, or to all governmental units operating in a particular area. Overall, tax rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.

Tax Roll: The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases the two can be distinguished.

Tax Supplement: A tax levied by a local unit of government which has the same base as a similar tax levied by a higher level of government, such as a state or province. The local tax supplement is frequently administered by the higher level of government along with its own tax. A locally imposed, state-administered sales tax is an example of a tax supplement.

Taxes: Compulsory charges levied by a governmental unit for the purpose of financing services performed for the common benefit.

Note: The term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, water and sewer charges.

Taxes Receivable-Current: The uncollected portion of taxes that a governmental unit has levied, which has become due but on which no penalty for nonpayment attaches.

Taxes Receivable-Delinquent: Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or canceled, the unpaid balances continue to be delinquent taxes until paid, abated, canceled, or converted into tax liens.

Term Bonds: Bonds that the entire principal of which matures on one date. Also called sinking fund bonds.

Trust and Agency Funds: Funds used to account for assets held by a government in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds.



Trust Fund: A fund consisting of resources received and held by the governmental unit as trustee, to be expended or invested in accordance with the conditions of a trust. See also **Private Trust Fund** and **Public Trust Fund**.

Unappropriated Budget Surplus: Where the fund balance at the close of the preceding year is not included in the annual budget, this term designates that portion of the current fiscal year's estimated revenues which has not been appropriated. Where the fund balance of the preceding year is included, this term designates the estimated fund balance at the end of the current fiscal period.

User Charges: The payment of a fee for direct receipt of a public service by the party benefiting from the service.

Utility Fund: See **Enterprise Fund**.



STATISTICAL SECTION

This part of the City of Conroe, Texas comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City's overall financial health.

| Contents | Tables |
|---|--------|
| Financial Trends | 1-6 |
| <i>These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.</i> | |
| Revenue Capacity | 7-14 |
| <i>These schedules present information to help the reader assess the factors affecting the City's ability to generate its property and sales taxes.</i> | |
| Debt Capacity | 15-19 |
| <i>These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future</i> | |
| Demographic and Economic Information | 20-21 |
| <i>These schedules offer demographic and economic indicators to help the reader understand how the City's financial activities take place and to help make comparisons over time and with other governments.</i> | |
| Operating Information | 22-26 |
| <i>These schedules contain information about the City's operations and resources to help the reader understand how the City's financial information relates to the services the City provides and the activities it performs.</i> | |

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year.



CITY OF CONROE, TEXAS
NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)

| | Fiscal Year | | |
|---|-----------------------|-----------------------|-----------------------|
| | 2008 | 2009 | 2010 |
| Governmental Activities: | | | |
| Net Investment in Capital Assets | \$ 30,494,416 | \$ 9,491,461 | \$ 45,594,829 |
| Restricted for: | | | |
| Capital Projects | - | 34,504,480 | - |
| Debt Service | 356,030 | 8,598,275 | 5,114,405 |
| Federal & State Programs | 101,185 | 74,890 | - |
| CIDC | 14,291,377 | 5,794,691 | - |
| Other Purposes | 590,338 | 711,703 | - |
| Unrestricted | 18,623,082 | 10,289,905 | 22,393,150 |
| Total Governmental Activities Net Position | <u>\$ 64,456,428</u> | <u>\$ 69,465,405</u> | <u>\$ 73,102,384</u> |
| Business-type Activities: | | | |
| Net Investment in Capital Assets | \$ 34,302,455 | \$ 30,550,082 | \$ 42,313,096 |
| Restricted for: | | | |
| Debt Service | - | - | 768,607 |
| Unrestricted | 12,443,817 | 16,429,178 | 3,482,423 |
| Total Business-type Activities Net Position | <u>\$ 46,746,272</u> | <u>\$ 46,979,260</u> | <u>\$ 46,564,126</u> |
| Primary Government: | | | |
| Net Investment in Capital Assets | \$ 64,796,871 | \$ 40,041,543 | \$ 87,907,925 |
| Restricted for: | | | |
| Capital Projects | - | 34,504,480 | - |
| Debt Service | 356,030 | 8,598,275 | 5,883,012 |
| Federal & State Programs | 101,185 | 74,890 | - |
| CIDC | 14,291,377 | 5,794,691 | - |
| Other Purposes | 590,338 | 711,703 | - |
| Unrestricted | 31,066,899 | 26,719,083 | 25,875,573 |
| Total Primary Government Net Position | <u>\$ 111,202,700</u> | <u>\$ 116,444,665</u> | <u>\$ 119,666,510</u> |

Effective 2015, GASB 68 was implemented and CIDC is a discrete component unit and is not included.



TABLE 1

| Fiscal Year | | | | | | |
|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
| \$ 44,291,192 | \$ 46,590,472 | \$ 49,087,033 | \$ 54,366,984 | \$ 53,413,374 | \$ 97,563,851 | \$ 96,191,181 |
| - | - | - | - | - | - | - |
| 6,293,542 | 7,028,107 | 8,342,744 | 10,623,507 | 12,178,899 | 11,401,030 | 11,386,141 |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| - | - | - | - | 3,290,940 | 4,032,707 | - |
| 30,316,480 | 33,221,815 | 42,229,165 | 46,836,093 | (11,517,169) | (17,337,700) | (12,182,607) |
| <u>\$ 80,901,214</u> | <u>\$ 86,840,394</u> | <u>\$ 99,658,942</u> | <u>\$ 111,826,584</u> | <u>\$ 57,366,044</u> | <u>\$ 95,659,888</u> | <u>\$ 95,394,715</u> |
| \$ 41,092,795 | \$ 38,394,869 | \$ 38,080,390 | \$ 38,527,503 | \$ 43,883,640 | \$ 66,592,348 | \$ 60,403,915 |
| 2,011,388 | 3,469,710 | 2,883,757 | 4,169,587 | 5,455,067 | 5,455,067 | 5,779,189 |
| 6,574,281 | 10,849,396 | 14,536,011 | 15,274,317 | 12,468,751 | 3,414,929 | 13,757,251 |
| <u>\$ 49,678,464</u> | <u>\$ 52,713,975</u> | <u>\$ 55,500,158</u> | <u>\$ 57,971,407</u> | <u>\$ 61,807,458</u> | <u>\$ 75,462,344</u> | <u>\$ 79,940,355</u> |
| \$ 85,383,987 | \$ 84,985,341 | \$ 87,167,423 | \$ 92,894,487 | \$ 97,297,014 | \$ 164,156,199 | \$ 156,595,096 |
| - | - | - | - | - | - | - |
| 8,304,930 | 10,497,817 | 11,226,501 | 14,793,094 | 17,633,966 | 16,856,097 | 17,165,330 |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| - | - | - | - | 3,290,940 | 4,032,707 | - |
| 36,890,761 | 44,071,211 | 56,765,176 | 62,110,410 | 951,582 | (13,922,771) | 1,574,644 |
| <u>\$ 130,579,678</u> | <u>\$ 139,554,369</u> | <u>\$ 155,159,100</u> | <u>\$ 169,797,991</u> | <u>\$ 119,173,502</u> | <u>\$ 171,122,232</u> | <u>\$ 175,335,070</u> |



CITY OF CONROE, TEXAS
CHANGE IN NET POSITION
LAST TEN FISCAL YEARS
(accrual basis of accounting)

TABLE 2

| | Fiscal Year | | | | | | | | | |
|---|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|----------------|----------------|
| | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
| Expenses | | | | | | | | | | |
| Governmental Activities: | | | | | | | | | | |
| General Government | \$ 15,745,057 | \$ 15,339,833 | \$ 15,821,856 | \$ 16,197,260 | \$ 20,069,578 | \$ 10,710,512 | \$ 11,396,885 | \$ 15,956,134 | \$ 18,032,626 | \$ 16,691,463 |
| Finance | 1,322,176 | 1,356,686 | 1,829,867 | 1,366,931 | 2,025,523 | 1,384,161 | 1,555,692 | 1,654,077 | 2,092,724 | 2,154,266 |
| Public Safety | 20,566,227 | 23,126,347 | 24,091,284 | 24,932,831 | 25,729,415 | 26,579,331 | 31,524,935 | 36,628,246 | 38,529,641 | 41,127,109 |
| Community Development | - | - | - | - | - | - | - | - | - | 2,035,327 |
| Parks | 4,199,935 | 5,606,763 | 5,712,279 | 6,309,608 | 5,531,230 | 5,872,870 | 6,989,269 | 7,227,345 | 8,248,715 | 8,353,387 |
| Public Works | 8,479,694 | 6,892,655 | 6,858,838 | 7,462,982 | 7,202,936 | 8,408,438 | 9,658,450 | 10,252,452 | 14,263,646 | 13,578,466 |
| Debt Service: | | | | | | | | | | |
| Interest and Fiscal Charges | 3,773,890 | 4,710,814 | 4,935,903 | 4,908,920 | 5,649,013 | 5,928,039 | 5,749,864 | 5,079,185 | 4,603,547 | 4,953,104 |
| Total Governmental Activities Expenses | 54,086,979 | 57,033,098 | 59,250,027 | 61,178,532 | 66,207,695 | 58,883,351 | 66,875,095 | 76,797,439 | 85,770,899 | 88,893,122 |
| Business-Type Activities: | | | | | | | | | | |
| Water and Sewer | 13,494,738 | 14,256,678 | 15,432,772 | 17,552,228 | 18,470,310 | 21,378,030 | 25,440,644 | 29,304,349 | 30,902,787 | 32,915,139 |
| Fleet Services | 797,463 | 1,008,177 | 1,029,431 | 1,108,717 | 1,252,899 | 1,301,942 | 1,237,286 | 1,596,959 | 1,690,402 | - |
| Total Business-type Activities Expenses | 14,292,201 | 15,264,855 | 16,462,203 | 18,660,945 | 19,723,209 | 22,679,972 | 26,677,930 | 30,901,308 | 32,593,189 | 32,915,139 |
| Total Primary Government Expenses | \$ 68,379,180 | \$ 72,297,953 | \$ 75,712,230 | \$ 79,839,477 | \$ 85,930,904 | \$ 81,563,323 | \$ 93,553,025 | \$ 107,698,747 | \$ 118,364,088 | \$ 121,808,261 |
| Program Revenues | | | | | | | | | | |
| Governmental Activities: | | | | | | | | | | |
| Charges for Services: | | | | | | | | | | |
| General Government | \$ 6,760,940 | \$ 7,059,292 | \$ 6,725,603 | \$ 7,577,554 | \$ 8,199,459 | \$ 1,982,113 | \$ 2,500,520 | \$ 3,588,771 | \$ 2,774,101 | \$ 3,637,237 |
| Public Safety | 1,178,518 | 1,375,485 | 2,430,917 | 4,350,954 | 3,725,515 | 3,489,063 | 3,835,258 | 2,746,233 | 2,030,468 | 1,781,480 |
| Parks | 732,336 | 828,233 | 877,457 | 1,084,825 | 1,157,025 | 1,194,628 | 1,246,186 | 1,279,923 | 1,214,957 | 1,161,772 |
| Public Works | 705,732 | 573,402 | 618,137 | 722,668 | 718,931 | 742,027 | 696,136 | 1,256,432 | 875,737 | 1,117,197 |
| Operating Grants & Contributions: | | | | | | | | | | |
| General Government | 215,183 | 584,351 | 649,953 | 1,247,405 | 1,698,203 | 1,758,848 | 2,240,844 | 1,860,483 | 2,452,942 | 2,486,525 |
| Finance | - | 57,995 | - | - | - | - | - | - | - | - |
| Public Safety | - | 925,361 | 87,564 | 62,070 | 353,102 | 494,595 | 594,235 | 595,556 | 826,864 | 1,053,099 |
| Community Development | - | - | - | - | - | - | - | - | - | 611,708 |
| Parks | - | 191,572 | - | - | - | - | - | - | - | - |
| Public Works | - | 246,467 | 896,259 | - | - | 104,520 | 426,960 | 2,601,443 | 894,808 | - |
| Capital Grants & Contributions | - | - | - | - | - | - | - | - | - | - |
| General Government | - | - | - | - | - | - | - | - | - | 12,377 |
| Public Works | - | - | - | - | - | - | - | - | 155,748 | - |
| Total Governmental Activities Program Revenues | 9,592,709 | 11,842,158 | 12,285,890 | 15,045,476 | 15,852,235 | 9,765,794 | 11,540,139 | 13,928,841 | 11,225,625 | 11,861,395 |
| Business-type Activities: | | | | | | | | | | |
| Charges for Services: | | | | | | | | | | |
| Water and Sewer | 13,767,268 | 14,200,624 | 15,451,810 | 21,660,846 | 20,963,406 | 24,239,291 | 26,350,214 | 30,034,855 | 33,379,807 | 35,025,871 |
| Service Center | 745,546 | 951,870 | 1,088,578 | 1,156,833 | 1,211,046 | 1,297,701 | 1,359,544 | 1,852,780 | 1,952,342 | - |
| Operating Grants & Contributions: | | | | | | | | | | |
| Water and Sewer | - | 685,721 | - | - | - | - | - | - | - | 697,566 |
| Capital Grants & Contributions | - | - | - | - | - | - | - | - | - | - |
| Water and Sewer | - | - | - | - | - | - | - | - | 130,785 | 2,005,738 |
| Total Business-type Activities Program Revenues | 14,512,814 | 15,838,215 | 16,540,388 | 22,817,679 | 22,174,452 | 25,536,992 | 27,709,758 | 31,887,635 | 35,462,934 | 37,729,175 |
| Total Primary Government Program Revenues | \$ 24,105,523 | \$ 27,680,373 | \$ 28,826,278 | \$ 37,863,155 | \$ 38,026,687 | \$ 35,302,786 | \$ 39,249,897 | \$ 45,816,476 | \$ 46,688,559 | \$ 49,590,570 |



| | Fiscal Year | | | | | | | | | | |
|--|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|--|
| | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | |
| Net (Expense) Revenues | | | | | | | | | | | |
| Governmental Activities | \$ (44,494,270) | \$ (45,190,940) | \$ (46,964,137) | \$ (46,133,056) | \$ (50,355,460) | \$ (49,117,557) | \$ (55,334,956) | \$ (62,868,598) | \$ (74,545,274) | \$ (77,031,727) | |
| Business-type Activities | 220,613 | 573,360 | 78,185 | 4,156,734 | 2,451,243 | 2,857,020 | 1,031,828 | 986,327 | 2,869,745 | 4,814,036 | |
| Total Net Expense | <u>\$ (44,273,657)</u> | <u>\$ (44,617,580)</u> | <u>\$ (46,885,952)</u> | <u>\$ (41,976,322)</u> | <u>\$ (47,904,217)</u> | <u>\$ (46,260,537)</u> | <u>\$ (54,303,128)</u> | <u>\$ (61,882,271)</u> | <u>\$ (71,675,529)</u> | <u>\$ (72,217,691)</u> | |
| General Revenues and Other Changes in Net Position | | | | | | | | | | | |
| Governmental Activities: | | | | | | | | | | | |
| Property Taxes | \$ 12,086,406 | \$ 13,766,694 | \$ 14,490,433 | \$ 14,512,982 | \$ 15,551,084 | \$ 16,887,252 | \$ 18,258,675 | \$ 20,045,759 | \$ 26,473,354 | \$ 30,282,334 | |
| In Lieu of Taxes | 435,170 | 457,851 | 480,206 | 489,904 | 570,277 | 587,634 | 682,113 | 592,302 | 682,266 | 776,838 | |
| Gross Receipts Tax | 3,747,522 | 3,940,939 | 4,189,983 | 4,715,542 | 4,837,834 | 5,275,521 | 5,498,112 | 5,794,059 | 6,205,833 | 6,323,185 | |
| Sales and Other Taxes | 29,786,065 | 28,863,680 | 27,168,790 | 30,033,856 | 31,967,819 | 36,640,659 | 40,261,541 | 32,013,059 | 31,280,147 | 32,151,158 | |
| Hotel Occupancy Taxes | 228,666 | 406,603 | 690,112 | 591,940 | 801,963 | 926,572 | 1,103,093 | 1,237,267 | 1,220,471 | 1,163,561 | |
| Mixed Beverage Taxes | 140,886 | 147,909 | 173,790 | 168,103 | 141,111 | 149,146 | 219,547 | 272,002 | 298,859 | 288,852 | |
| Miscellaneous | 2,094,181 | 2,852,751 | 811,074 | 839,882 | 1,044,394 | 305,564 | 413,617 | 1,807,243 | 3,446,410 | 2,870,562 | |
| Donations | - | 76,412 | 161,124 | 193,335 | 173,978 | 397,521 | 110,556 | 167,455 | 47,035 | 51,750 | |
| Grants and Contributions Not Restricted to Specific Programs | - | - | 1,636,394 | 872,055 | 870,190 | 984,394 | 1,050,519 | 1,145,225 | 1,019,223 | 1,611,619 | |
| Unrestricted Investment Earnings | 1,211,705 | 718,596 | 240,119 | 176,010 | 160,852 | 122,179 | 135,095 | 132,911 | 291,145 | 517,778 | |
| Net Change in Fair Value of Investments | 467,934 | (240,904) | (83,186) | 38,218 | 14,930 | (221,800) | (126,115) | 18,778 | 6,761 | (119,860) | |
| Gain (Loss) on Capital Assets | 4,780,042 | - | - | - | - | - | - | - | - | - | |
| Transfers | 3,441,351 | 453,959 | 642,277 | 1,300,059 | 160,208 | 1,108,072 | (104,155) | (1,002,698) | (380,889) | 240,845 | |
| Total Governmental Activities | <u>58,419,928</u> | <u>51,444,490</u> | <u>50,601,116</u> | <u>53,931,886</u> | <u>56,294,640</u> | <u>63,162,714</u> | <u>67,502,598</u> | <u>62,223,362</u> | <u>70,590,615</u> | <u>76,138,622</u> | |
| Business-type Activities: | | | | | | | | | | | |
| Miscellaneous | - | - | 31,492 | 120,155 | 126,429 | 356,157 | 305,613 | 563,412 | 306,949 | 338,943 | |
| Donations | - | - | 880 | 105 | 1,000 | 500 | - | - | - | - | |
| Grants and Contributions Not Restricted to Specific Programs | - | - | 119,062 | 48,160 | 576,728 | 1,500,000 | 1,030,521 | 6,612,682 | 5,004,392 | - | |
| Unrestricted Investment Earnings | 873,629 | 216,786 | 24,326 | 36,412 | 41,335 | 32,490 | 36,200 | 28,576 | 109,148 | 200,594 | |
| Net Change in Fair Value of Investments | (26,230) | (103,199) | (26,802) | 52,831 | (1,016) | (36,457) | (37,068) | (695) | (1,967) | (6,785) | |
| Transfers | (3,441,351) | (453,959) | (642,277) | (1,300,059) | (160,208) | (1,108,072) | 104,155 | 1,002,698 | 380,889 | (240,845) | |
| Total Business-type Activities | <u>(2,593,952)</u> | <u>(340,372)</u> | <u>(493,319)</u> | <u>(1,042,396)</u> | <u>584,288</u> | <u>744,618</u> | <u>1,439,421</u> | <u>8,206,673</u> | <u>5,799,411</u> | <u>291,907</u> | |
| Total Primary Government | <u>\$ 55,825,976</u> | <u>\$ 51,104,118</u> | <u>\$ 50,107,797</u> | <u>\$ 52,889,490</u> | <u>\$ 56,878,908</u> | <u>\$ 63,907,332</u> | <u>\$ 68,942,019</u> | <u>\$ 70,430,035</u> | <u>\$ 76,390,026</u> | <u>\$ 76,430,529</u> | |
| Change in Net Position | | | | | | | | | | | |
| Governmental Activities | \$ 13,925,658 | \$ 6,253,550 | \$ 3,636,979 | \$ 7,798,830 | \$ 5,939,180 | \$ 14,045,157 | \$ 12,167,642 | \$ (645,236) | \$ (3,954,659) | \$ (893,105) | |
| Business-type Activities | (2,373,339) | 232,988 | (415,134) | 3,114,338 | 3,035,511 | 3,601,638 | 2,471,249 | 9,193,000 | 8,669,156 | 5,105,943 | |
| Total Primary Government | <u>\$ 11,552,319</u> | <u>\$ 6,486,538</u> | <u>\$ 3,221,845</u> | <u>\$ 10,913,168</u> | <u>\$ 8,974,691</u> | <u>\$ 17,646,795</u> | <u>\$ 14,638,891</u> | <u>\$ 8,547,764</u> | <u>\$ 4,714,497</u> | <u>\$ 4,212,838</u> | |

Effective 2015, CIDC is a discrete component unit and is not included.

CITY OF CONROE, TEXAS**PROGRAM REVENUES BY FUNCTIONS/PROGRAMS
LAST TEN FISCAL YEARS**

| | Fiscal Year | | |
|----------------------------------|----------------------|----------------------|----------------------|
| | 2008 | 2009 | 2010 |
| Functions/Programs | | | |
| Governmental Activities: | | | |
| Charges for Services | | | |
| General Government | \$ 6,760,940 | \$ 7,059,292 | \$ 6,725,603 |
| Public Safety | 1,178,518 | 1,375,485 | 2,430,917 |
| Parks | 732,336 | 828,233 | 877,457 |
| Public Works | 705,732 | 573,402 | 618,137 |
| Operating Grants & Contributions | | | |
| General Government | 215,183 | 584,351 | 649,953 |
| Finance | - | 57,995 | - |
| Public Safety | - | 925,361 | 87,564 |
| Community Development | - | - | - |
| Parks | - | 191,572 | - |
| Public Works | - | 246,467 | 896,259 |
| Capital Grants & Contributions | | | |
| General Government | - | - | - |
| Public Works | - | - | - |
| Total Governmental Activities | <u>9,592,709</u> | <u>11,842,158</u> | <u>12,285,890</u> |
| Business-type Activities: | | | |
| Charges for Services | | | |
| Water and Sewer | 13,767,268 | 14,200,624 | 15,451,810 |
| Fleet Services | 745,546 | 951,870 | 1,088,578 |
| Operating Grants & Contributions | | | |
| Enterprise | - | 685,721 | - |
| Capital Grants & Contributions | | | |
| Water and Sewer | - | - | - |
| Total Business-type Activities | <u>14,512,814</u> | <u>15,838,215</u> | <u>16,540,388</u> |
| Total Primary Government | <u>\$ 24,105,523</u> | <u>\$ 27,680,373</u> | <u>\$ 28,826,278</u> |

Effective 2015, CIDC is a discrete component unit and is not included.



TABLE 3

| Fiscal Year | | | | | | |
|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
| \$ 7,577,554 | \$ 8,199,459 | \$ 1,982,113 | \$ 2,500,520 | \$ 3,588,771 | \$ 2,774,101 | \$ 3,637,237 |
| 4,350,954 | 3,725,515 | 3,489,063 | 3,835,258 | 2,746,233 | 2,030,468 | 1,781,480 |
| 1,084,825 | 1,157,025 | 1,194,628 | 1,246,186 | 1,279,923 | 1,214,957 | 1,161,772 |
| 722,668 | 718,931 | 742,027 | 696,136 | 1,256,432 | 875,737 | 1,117,197 |
| 1,247,405 | 1,698,203 | 1,758,848 | 2,240,844 | 1,860,483 | 2,452,942 | 2,486,525 |
| - | - | - | - | - | - | - |
| 62,070 | 353,102 | 494,595 | 594,235 | 595,556 | 826,864 | 1,053,099 |
| - | - | - | - | - | - | 611,708 |
| - | - | - | - | - | - | - |
| - | - | 104,520 | 426,960 | 2,601,443 | 894,808 | - |
| - | - | - | - | - | - | 12,377 |
| - | - | - | - | - | 155,748 | - |
| 15,045,476 | 15,852,235 | 9,765,794 | 11,540,139 | 13,928,841 | 11,225,625 | 11,861,395 |
| 21,660,846 | 20,963,406 | 24,239,291 | 26,350,214 | 30,034,855 | 33,379,807 | 35,025,871 |
| 1,156,833 | 1,211,046 | 1,297,701 | 1,359,544 | 1,852,780 | 1,952,342 | - |
| - | - | - | - | - | - | 697,566 |
| - | - | - | - | - | 130,785 | 2,005,738 |
| 22,817,679 | 22,174,452 | 25,536,992 | 27,709,758 | 31,887,635 | 35,462,934 | 37,729,175 |
| \$ 37,863,155 | \$ 38,026,687 | \$ 35,302,786 | \$ 39,249,897 | \$ 45,816,476 | \$ 46,688,559 | \$ 49,590,570 |



CITY OF CONROE, TEXAS**FUND BALANCES - GOVERNMENTAL FUNDS****LAST TEN FISCAL YEARS****(MODIFIED ACCRUAL BASIS OF ACCOUNTING)**

| | Fiscal Year | | |
|--|----------------------|----------------------|----------------------|
| | 2008 | 2009 | 2010 |
| General Fund | | | |
| Reserved | \$ 67,477 | \$ 36,942 | \$ 165,106 |
| Unreserved | 18,246,066 | 19,864,037 | 17,838,511 |
| Nonspendable: | | | |
| Prepaid Items | - | - | - |
| Inventories | - | - | - |
| Restricted for: | | | |
| Court Efficiency Fund | - | - | - |
| Court Security Fund | - | - | - |
| Court Technology Fund | - | - | - |
| Juvenile Case Manager | - | - | - |
| Truancy Prevention Fund | - | - | - |
| Severance Pay 2% Sinking Fund | - | - | - |
| Seized Assets | - | - | - |
| Red Light Cameras | - | - | - |
| State Franchise 1% PEG Fee | - | - | - |
| Commercial Vehicle Enforcement Program | - | - | - |
| Assigned to: | | | |
| Tree Mitigation Revenue | - | - | - |
| Equipment Replacement | 5,204,390 | 2,460,433 | 2,686,253 |
| General Fund-Balance Appropriations | - | - | - |
| Self-Funded Insurance | - | - | - |
| Unassigned | - | - | - |
| Total General Fund | \$ 23,517,933 | \$ 22,361,412 | \$ 20,689,870 |
| All Other Governmental Funds | | | |
| Reserved for: | | | |
| Debt Service | \$ 952,326 | \$ 4,304,747 | \$ 5,028,864 |
| Unreserved, designated for, reported in: | | | |
| Special Revenue Funds - CIDC Fund | 14,921,377 | 5,075,144 | 4,910,240 |
| Unreserved, Undesignated for, reported in: | | | |
| Capital Project Funds | 21,910,731 | 29,377,504 | 29,668,367 |
| Special Projects | 765,092 | 865,526 | 740,551 |
| Restricted for: | | | |
| 4B Sales Tax | - | - | - |
| Debt Service | - | - | - |
| Capital Project Funds | - | - | - |
| Special Revenue Funds | - | - | - |
| Committed for: | | | |
| CIDC-Land Sales | - | - | - |
| Police Projects-Settlement Proceeds | - | - | - |
| TIRZ #2-Property Tax Receipts | - | - | - |
| TIRZ #3-Property Tax Receipts | - | - | - |
| Conroe Park N. Ind. Park-Infrastructure | - | - | - |
| Conroe Tower-Lease Income | - | - | - |
| Owen Theatre-Ticket Sales | - | - | - |
| Woodlands Township Reg. Participation | - | - | - |
| Assigned to: | | | |
| Parks Foundation-Donations | - | - | - |
| CIDC-Balance Appropriations | - | - | - |
| Unassigned | - | - | - |
| Total All Other Governmental Funds | \$ 38,549,526 | \$ 39,622,921 | \$ 40,348,022 |

Effective 2015, CIDC is a discrete component unit and is not included.

GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, replaced the categories that previously had been used to classify fund balance. The City implemented GASB No. 54 for fiscal year 2011.



TABLE 4

| Fiscal Year | | | | | | |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
| \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| - | - | - | - | - | - | - |
| 120,070 | 116,910 | 113,750 | 110,590 | 107,430 | 104,270 | 117,691 |
| 25,373 | 42,871 | 43,791 | 42,208 | 19,681 | 31,622 | 39,984 |
| - | 204,460 | 151,170 | 152,115 | 161,308 | 158,386 | - |
| - | 188,541 | 105,605 | 30,333 | - | - | - |
| 100,395 | - | 31,497 | - | - | - | - |
| - | - | - | 72,160 | 57,906 | 60,548 | - |
| - | - | - | 2,433 | 3,392 | 6,844 | - |
| - | - | 15,829 | 20,266 | 19,927 | 19,376 | 24,980 |
| 236,503 | 394,828 | 184,389 | 311,048 | 413,679 | 612,575 | 904,793 |
| 312,564 | 405,739 | 416,273 | 519,200 | 526,237 | 526,237 | 353,663 |
| 11,905 | 54,311 | 93,998 | 79,778 | 142,926 | 285,076 | 313,914 |
| - | - | - | 16,032 | - | - | - |
| - | - | 15,353 | 31,353 | 45,838 | 75,507 | 296,658 |
| 2,659,177 | 3,082,043 | 3,906,728 | 4,977,087 | 4,418,234 | 4,031,972 | 3,107,409 |
| - | - | 1,751,375 | 4,352,573 | 575,163 | 629,322 | 1,017,905 |
| - | - | - | 1,600,000 | 1,600,000 | 1,872,000 | - |
| 19,911,074 | 23,483,574 | 24,887,074 | 20,500,016 | 20,477,898 | 20,237,960 | 23,458,420 |
| <u>\$ 23,377,061</u> | <u>\$ 27,973,277</u> | <u>\$ 31,716,832</u> | <u>\$ 32,817,192</u> | <u>\$ 28,569,619</u> | <u>\$ 28,651,695</u> | <u>\$ 29,635,417</u> |
| \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| 5,718,604 | 6,444,898 | 8,591,820 | 4,471,517 | - | - | - |
| 6,441,765 | 10,451,194 | 12,260,043 | 14,537,182 | 12,084,748 | 11,356,765 | 11,569,373 |
| 28,774,112 | 23,677,654 | 12,796,545 | 40,358,188 | 29,207,699 | 12,409,574 | 15,019,976 |
| 822,755 | 1,146,480 | 1,446,517 | 2,313,400 | 1,965,565 | 2,363,665 | 2,994,088 |
| 3,439,652 | 1,621,505 | 2,461,268 | 12,300,254 | - | - | - |
| 362,504 | 362,451 | 340,554 | - | - | - | - |
| 3 | 5 | 8 | 10 | 11 | 25 | 142 |
| 2,922,942 | 3,023,439 | 3,463,184 | 3,867,574 | 878,632 | 447,238 | 1,817,868 |
| 2,516,382 | - | - | - | - | - | - |
| 385,084 | 466,711 | 385,950 | 344,253 | 350,164 | 319,548 | 213,004 |
| 97,514 | 100,739 | 98,386 | 30,121 | 43,738 | 42,539 | 49,055 |
| 35,360 | 44,042 | 54,123 | 63,510 | 98,322 | 146,421 | 194,268 |
| 4,604 | 4,604 | - | - | - | - | - |
| - | - | 421,649 | - | - | - | - |
| - | (4,872,753) | - | - | - | - | - |
| <u>\$ 51,521,281</u> | <u>\$ 42,470,969</u> | <u>\$ 42,320,047</u> | <u>\$ 78,286,009</u> | <u>\$ 44,628,879</u> | <u>\$ 27,085,775</u> | <u>\$ 31,857,774</u> |



CITY OF CONROE, TEXAS

CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS LAST TEN FISCAL YEARS (MODIFIED ACCRUAL BASIS OF ACCOUNTING)

| | Fiscal Year | | |
|--|----------------------|--------------------|---------------------|
| | 2008 | 2009 | 2010 |
| Revenues | | | |
| Taxes | \$ 46,107,838 | \$ 47,521,728 | \$ 46,779,434 |
| Licenses and Permits | 1,628,111 | 1,174,481 | 1,293,727 |
| Charges for Sales and Services | 1,484,854 | 1,518,562 | 1,545,589 |
| Lease Income | 281,458 | 301,447 | 312,867 |
| Fines and Forfeitures | 1,029,715 | 3,820,757 | 2,247,748 |
| Intergovernmental | 2,217,918 | 718,692 | 3,789,076 |
| Investment Income | 1,138,113 | (247,791) | 290,805 |
| Gain (Loss) on Investments | 471,925 | 124,740 | (78,519) |
| Penalties and Interest | 121,257 | 830,453 | 150,095 |
| Sale of Assets | - | - | - |
| Land Sales | 5,142,836 | 1,192,527 | 751,187 |
| Other | 217,811 | 1,325,953 | 614,992 |
| Total Revenues | <u>59,841,836</u> | <u>58,281,549</u> | <u>57,697,001</u> |
| Expenditures | | | |
| General Government | 10,535,145 | 8,043,022 | 10,469,930 |
| Finance | 1,269,490 | 1,277,562 | 1,259,066 |
| Public Safety | 19,506,439 | 20,322,601 | 21,289,975 |
| Community Development | - | - | - |
| Parks | 3,678,713 | 4,294,923 | 4,403,634 |
| Public Works | 5,397,344 | 5,433,457 | 5,269,914 |
| Debt Service: | | | |
| Principal Retirement | 5,812,976 | 6,496,604 | 6,687,970 |
| Interest and Fiscal Charges | 3,810,590 | 4,730,550 | 4,859,814 |
| Bond Issuance Costs | - | - | - |
| Capital Outlay | 28,827,746 | 21,013,380 | 13,646,743 |
| Total Expenditures | <u>78,838,443</u> | <u>71,612,099</u> | <u>67,887,046</u> |
| Excess (Deficiency) of Revenues Over (Under) Expenditures | (18,996,607) | (13,330,550) | (10,190,045) |
| Other Financing Sources (Uses) | | | |
| Issuance of Bonds and COs | 32,100,000 | 12,750,000 | 9,270,000 |
| Refunding Bonds Issued | - | - | 4,035,000 |
| Premiums and Discounts | 122,115 | 43,466 | 425,757 |
| Payment to Refunded Bond Escrow Agent | (1,282,504) | - | (4,064,917) |
| Transfers In | 18,298,629 | 19,193,905 | 9,374,078 |
| Transfers Out | (14,857,278) | (18,739,946) | (9,796,314) |
| Total Other Financing Sources (Uses) | <u>34,380,962</u> | <u>13,247,425</u> | <u>9,243,604</u> |
| Net Change in Fund Balances | <u>\$ 15,384,355</u> | <u>\$ (83,125)</u> | <u>\$ (946,441)</u> |
| Debt Service as a Percentage of Noncapital Expenditures | 19.2% | 22.2% | 21.3% |

Effective 2015, CIDC is a discrete component unit and is not included.



TABLE 5

| Fiscal Year | | | | | | |
|---------------|----------------|---------------|---------------|-----------------|-----------------|---------------|
| 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
| \$ 50,327,235 | \$ 53,584,786 | \$ 60,358,883 | \$ 65,879,766 | \$ 59,891,274 | \$ 65,987,138 | \$ 70,396,808 |
| 1,240,026 | 1,414,723 | 1,752,598 | 2,260,525 | 3,336,634 | 2,498,341 | 3,236,949 |
| 1,833,902 | 1,909,626 | 1,979,380 | 1,966,939 | 2,573,767 | 2,149,135 | 2,328,436 |
| 332,526 | 339,640 | 331,029 | 357,568 | 365,578 | 370,173 | 396,898 |
| 4,204,363 | 3,480,694 | 3,344,824 | 3,693,068 | 2,595,380 | 1,877,614 | 1,735,403 |
| 2,705,939 | 3,610,177 | 3,342,357 | 4,312,558 | 6,202,707 | 5,349,585 | 5,775,328 |
| 183,455 | 277,440 | 116,658 | 130,335 | 130,154 | 289,731 | 514,299 |
| 33,809 | (9,121) | (191,185) | (121,797) | 18,538 | 7,578 | (119,860) |
| 107,349 | 140,798 | 112,655 | 106,932 | 129,761 | 208,097 | 453,641 |
| 3,439,652 | 1,621,505 | 2,645,283 | 4,777,829 | - | - | - |
| - | - | - | - | - | - | - |
| 677,273 | 830,787 | 852,106 | 627,045 | 2,116,637 | 3,820,410 | 3,245,271 |
| 65,085,529 | 67,201,055 | 74,644,588 | 83,990,768 | 77,360,430 | 82,557,802 | 87,963,173 |
| 9,858,475 | 12,912,210 | 11,444,046 | 13,396,364 | 14,835,320 | 17,279,501 | 15,176,318 |
| 1,302,032 | 1,354,043 | 1,333,034 | 1,421,763 | 1,540,445 | 1,880,428 | 1,979,328 |
| 22,150,568 | 22,534,671 | 24,048,252 | 26,836,475 | 31,447,082 | 31,980,626 | 32,763,616 |
| - | - | - | - | - | - | 2,426,261 |
| 4,724,826 | 4,124,585 | 4,238,271 | 4,905,220 | 5,039,267 | 5,351,321 | 5,204,310 |
| 5,772,043 | 5,519,381 | 6,703,354 | 7,369,859 | 8,032,281 | 10,220,162 | 8,823,990 |
| 6,916,093 | 7,437,033 | 13,183,048 | 7,194,144 | 5,300,320 | 8,766,586 | 9,029,940 |
| 4,889,929 | 5,751,981 | 5,887,124 | 5,530,863 | 4,662,641 | 4,691,019 | 4,796,391 |
| 453,738 | 239,023 | 433,014 | 345,651 | 520,406 | 162,484 | 270,944 |
| 29,127,940 | 21,033,141 | 18,897,565 | 14,557,532 | 27,735,071 | 31,299,653 | 20,545,856 |
| 85,195,644 | 80,906,068 | 86,167,708 | 81,557,871 | 99,112,833 | 111,631,780 | 101,016,954 |
| (20,110,115) | (13,705,013) | (11,523,120) | 2,432,897 | (21,752,403) | (29,073,978) | (13,053,781) |
| 32,080,000 | 8,970,000 | 13,080,000 | 31,100,000 | 8,795,000 | 11,275,000 | 20,110,000 |
| - | 7,560,000 | 12,305,000 | - | 33,370,000 | - | - |
| 590,506 | 258,044 | (11,377,320) | 3,637,580 | 2,843,082 | 718,839 | 1,855,211 |
| - | (7,697,335) | 13,761,078 | - | (36,111,136) | - | - |
| 7,848,088 | 7,289,803 | (12,653,006) | 8,258,452 | 17,073,716 | 3,970,565 | 7,088,953 |
| (6,548,029) | (7,129,595) | - | (8,362,607) | (18,498,029) | (4,351,454) | (10,244,662) |
| 33,970,565 | 9,250,917 | 15,115,752 | 34,633,425 | 7,472,633 | 11,612,950 | 18,809,502 |
| \$ 13,860,450 | \$ (4,454,096) | \$ 3,592,632 | \$ 37,066,322 | \$ (14,279,770) | \$ (17,461,028) | \$ 5,755,721 |
| 21.1% | 22.0% | 28.3% | 19.0% | 14.0% | 16.8% | 17.2% |



CITY OF CONROE, TEXAS
SPENDING AND GROWTH ANALYSIS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

| | Fiscal Year | | | |
|------------------------------------|----------------------|----------------------|----------------------|----------------------|
| | 2008 | 2009 | 2010 | 2011 |
| Expenditures | | | | |
| General Government | \$ 10,535,145 | \$ 8,043,022 | \$ 10,469,930 | \$ 9,858,475 |
| Finance | 1,269,490 | 1,277,562 | 1,259,066 | 1,302,032 |
| Public Safety | 19,506,439 | 20,322,601 | 21,289,975 | 22,150,568 |
| Community Development | - | - | - | - |
| Parks | 3,678,713 | 4,294,923 | 4,403,634 | 4,724,826 |
| Public Works | 5,397,344 | 5,433,457 | 5,269,914 | 5,772,043 |
| Debt Service - principal | 5,812,976 | 6,496,604 | 6,687,970 | 6,916,093 |
| Debt Service - interest | 3,810,590 | 4,730,550 | 4,859,814 | 4,889,929 |
| Debt Service - bond issuance costs | - | - | - | 453,738 |
| Capital Outlay | 28,827,746 | 21,013,380 | 13,646,743 | 29,127,940 |
| Total | \$ 78,838,443 | \$ 71,612,099 | \$ 67,887,046 | \$ 85,195,644 |

| | | | | |
|------------------------------------|---------------|---------------|---------------|---------------|
| Distribution of Spending | | | | |
| General Government | 13.4% | 11.2% | 15.4% | 11.6% |
| Finance | 1.6% | 1.8% | 1.9% | 1.5% |
| Public Safety | 24.7% | 28.4% | 31.4% | 26.0% |
| Community Development | 0.0% | 0.0% | 0.0% | 0.0% |
| Parks | 4.7% | 6.0% | 6.5% | 5.5% |
| Public Works | 6.8% | 7.6% | 7.8% | 6.8% |
| Debt Service - principal | 7.4% | 9.1% | 9.9% | 8.1% |
| Debt Service - interest | 4.8% | 6.6% | 7.2% | 5.7% |
| Debt Service - bond issuance costs | 0.0% | 0.0% | 0.0% | 0.5% |
| Capital Outlay | 36.6% | 29.3% | 20.1% | 34.2% |
| Total | 100.0% | 100.0% | 100.0% | 100.0% |

Per Capita Expenditures Adjusted for CPI

| | | | | |
|--|----------|----------|----------|----------|
| Population | 53,472 | 55,195 | 56,207 | 56,257 |
| Per Capita | \$ 1,474 | \$ 1,297 | \$ 1,208 | \$ 1,514 |
| CPI Index (National) | 219 | 216 | 218 | 227 |
| Per Capita Spending Adjusted to 2008 Dollars | \$ 1,474 | \$ 1,314 | \$ 1,210 | \$ 1,460 |

The Compounded Average Growth Rate is a useful measure of growth that takes compounding into account over the time period.
Per Capita Spending Adjusted to 2008 Dollars is a measure of spending that is adjusted for purchasing power taking inflation into account.



TABLE 6

| Fiscal Year | | | | | | % CHG | Compounded Average Growth Rate |
|----------------------|----------------------|----------------------|----------------------|-----------------------|-----------------------|--------------|--------------------------------------|
| 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | | |
| \$ 12,912,210 | \$ 11,444,046 | \$ 13,396,364 | \$ 14,835,320 | \$ 17,279,501 | \$ 15,176,318 | 44.1% | 4.14% |
| 1,354,043 | 1,333,034 | 1,421,763 | 1,540,445 | 1,880,428 | 1,979,328 | 55.9% | 5.06% |
| 22,534,671 | 24,048,252 | 26,836,475 | 31,447,082 | 31,980,626 | 32,763,616 | 68.0% | 5.93% |
| - | - | - | - | - | 2,426,261 | 0.0% | 0.00% |
| 4,124,585 | 4,238,271 | 4,905,220 | 5,039,267 | 5,351,321 | 5,204,310 | 41.5% | 3.93% |
| 5,519,381 | 6,703,354 | 7,369,859 | 8,032,281 | 10,220,162 | 8,823,990 | 63.5% | 5.61% |
| 7,437,033 | 13,183,048 | 7,194,144 | 5,300,320 | 8,766,586 | 9,029,940 | 55.3% | 5.02% |
| 5,751,981 | 5,887,124 | 5,530,863 | 4,662,641 | 4,691,019 | 4,796,391 | 25.9% | 2.59% |
| 239,023 | 433,014 | 345,651 | 520,406 | 162,484 | 270,944 | -40.3% | -5.57% |
| 21,033,141 | 18,897,565 | 14,557,532 | 27,735,071 | 31,299,653 | 20,545,856 | -28.7% | -3.69% |
| <u>\$ 80,906,068</u> | <u>\$ 86,167,708</u> | <u>\$ 81,557,871</u> | <u>\$ 99,112,833</u> | <u>\$ 111,631,780</u> | <u>\$ 101,016,954</u> | <u>28.1%</u> | <u>2.79%</u> |
| 16.0% | 13.3% | 16.4% | 15.0% | 15.5% | 15.0% | | |
| 1.7% | 1.5% | 1.7% | 1.6% | 1.7% | 2.0% | | |
| 27.9% | 27.9% | 32.9% | 31.7% | 28.6% | 32.4% | | |
| 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 2.4% | | |
| 5.1% | 4.9% | 6.0% | 5.1% | 4.8% | 5.2% | | |
| 6.8% | 7.8% | 9.0% | 8.1% | 9.2% | 8.7% | | |
| 9.2% | 15.3% | 8.8% | 5.3% | 7.9% | 8.9% | | |
| 7.1% | 6.8% | 6.8% | 4.7% | 4.2% | 4.7% | | |
| 0.3% | 0.5% | 0.4% | 0.5% | 0.1% | 0.3% | | |
| 26.0% | 21.9% | 17.8% | 28.0% | 28.0% | 20.3% | | |
| 100.0% | 100.0% | 100.0% | 100.0% | 100.0% | 100.0% | | |
| 56,530 | 61,564 | 71,592 | 71,879 | 71,879 | 82,275 | | Compounded Growth Rate 4.90% |
| \$ 1,431 | \$ 1,400 | \$ 1,139 | \$ 1,379 | \$ 1,553 | \$ 1,228 | | 2.69% |
| 231 | 234 | 238 | 238 | 241 | 245 | | 1.48% |
| \$ 1,353 | \$ 1,308 | \$ 1,047 | \$ 1,268 | \$ 1,410 | \$ 1,096 | | 1.19% |



CITY OF CONROE, TEXAS**TABLE 7**

TAX REVENUES BY SOURCE - GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

| Fiscal Year | Property | Sales & Use ⁽¹⁾ | Hotel/Motel Occupancy | Franchise | Other | Total |
|---------------------|---------------|----------------------------|--------------------------|--------------|------------|---------------|
| 2008 | \$ 11,716,511 | \$ 29,786,065 | \$ 228,666 | \$ 3,747,522 | \$ 629,074 | \$ 46,107,838 |
| 2009 | 13,171,609 | 28,863,680 | 406,603 | 3,940,939 | 1,138,897 | 47,521,728 |
| 2010 | 14,164,088 | 27,168,790 | 690,112 | 4,189,983 | 566,461 | 46,779,434 |
| 2011 | 14,222,611 | 30,033,856 | 591,940 | 4,715,542 | 763,286 | 50,327,235 |
| 2012 | 14,951,252 | 31,967,819 | 801,963 | 4,837,834 | 1,025,918 | 53,584,786 |
| 2013 | 16,610,584 | 36,640,659 | 926,572 | 5,275,521 | 905,547 | 60,358,883 |
| 2014 | 17,950,171 | 40,261,541 | 1,103,093 | 5,498,112 | 1,066,849 | 65,879,766 |
| 2015 | 19,787,780 | 32,013,059 | 1,237,267 | 5,794,059 | 1,059,109 | 59,891,274 |
| 2016 | 26,080,220 | 31,323,407 | 1,220,471 | 6,205,833 | 1,157,207 | 65,987,138 |
| 2017 | 29,693,214 | 32,151,158 | 1,163,561 | 6,323,185 | 1,065,690 | 70,396,808 |
| Change 2008-2017 | 153% | 8% | 409% | 69% | 69% | 53% |

(1) Effective 2015, CIDC is a discrete component unit and is not included.



CITY OF CONROE, TEXAS**TABLE 8****ASSESSED VALUE AND ACTUAL VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS**

| Fiscal Year | Residential Property | Commercial Property | Personal Property | Less: Tax Exempt Property | Total Taxable Assessed Value | Total Direct Tax Rate |
|----------------|-------------------------|------------------------|----------------------|---------------------------------|------------------------------------|-----------------------------|
| 2008 | \$ 1,661,807,741 | \$ 851,895,855 | \$ 886,627,778 | \$ 617,560,392 | \$2,782,770,982 | \$ 0.4250 |
| 2009 | 1,948,093,457 | 1,001,283,950 | 977,551,693 | 743,239,121 | 3,183,689,979 | 0.4200 |
| 2010 | 2,030,626,191 | 1,124,367,371 | 1,101,005,332 | 828,644,880 | 3,427,354,014 | 0.4200 |
| 2011 | 2,167,059,632 | 1,136,236,430 | 985,264,053 | 838,389,460 | 3,450,170,655 | 0.4200 |
| 2012 | 2,313,008,691 | 1,155,513,957 | 1,076,071,214 | 913,635,952 | 3,630,957,910 | 0.4200 |
| 2013 | 2,433,878,457 | 1,361,859,836 | 1,224,422,172 | 1,017,472,186 | 4,002,688,279 | 0.4200 |
| 2014 | 2,673,472,876 | 1,434,769,376 | 1,444,595,982 | 1,230,012,103 | 4,322,826,131 | 0.4200 |
| 2015 | 2,969,005,808 | 1,544,076,046 | 1,577,299,368 | 1,260,587,672 | 4,829,793,550 | 0.4200 |
| 2016 | 4,207,510,421 | 1,933,038,857 | 1,762,388,483 | 1,593,198,016 | 6,309,739,745 | 0.4200 |
| 2017 | 4,730,146,184 | 2,143,178,688 | 1,765,772,483 | 1,512,848,618 | 7,126,248,737 | 0.4175 |

Source: Montgomery Central Appraisal District

Note: Taxable property in the City is appraised at its market value each year by the Montgomery Central Appraisal District (MCAD).
Tax rates are per \$100 of assessed value.



CITY OF CONROE, TEXAS

PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS LAST TEN FISCAL YEARS

| Fiscal Year | City Direct Rates | | | Overlapping Rates | | | | | |
|----------------|-----------------------------|---------------------------------------|-------------------------|----------------------|-----------------------------------|-------------------------|---------------|-------------------|---------------|
| | Operations & Maintenance | General Obligation Debt Service | Total Direct Rate | Montgomery County | Mont. Co. Hospital District | Lone Star College | Conroe ISD | Montgomery ISD | Willis ISD |
| 2008 | \$ 0.2350 | \$ 0.1900 | \$ 0.4250 | \$ 0.4888 | \$ 0.0777 | \$ 0.1144 | \$ 1.2400 | \$ - | \$ 1.3700 |
| 2009 | 0.2300 | 0.1900 | 0.4200 | 0.4838 | 0.0760 | 0.1101 | 1.2700 | - | 1.3700 |
| 2010 | 0.2450 | 0.1750 | 0.4200 | 0.4838 | 0.0755 | 0.1101 | 1.2850 | - | 1.3700 |
| 2011 | 0.2500 | 0.1700 | 0.4200 | 0.4838 | 0.0754 | 0.1176 | 1.2950 | - | 1.3700 |
| 2012 | 0.2500 | 0.1700 | 0.4200 | 0.4838 | 0.0729 | 0.1198 | 1.2900 | - | 1.3900 |
| 2013 | 0.2500 | 0.1700 | 0.4200 | 0.4838 | 0.0727 | 0.1160 | 1.2850 | 1.3400 | 1.3900 |
| 2014 | 0.2500 | 0.1700 | 0.4200 | 0.4767 | 0.0725 | 0.1081 | 1.2800 | 1.3400 | 1.3900 |
| 2015 | 0.2500 | 0.1700 | 0.4200 | 0.4767 | 0.0710 | 0.1079 | 1.2800 | 1.3400 | 1.3900 |
| 2016 | 0.2750 | 0.1450 | 0.4200 | 0.4667 | 0.0665 | 0.1078 | 1.2800 | 1.3400 | 1.3900 |
| 2017 | 0.2925 | 0.1250 | 0.4175 | 0.4667 | 0.0665 | 0.1078 | 1.2800 | 1.3700 | 1.3900 |

Source: Montgomery County Tax Assessor/Collector



TABLE 9

| Overlapping Rates | | | | | | | | | |
|----------------------|----------------------|-----------------------|------------------|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|
| Mont. Co. MUD #90 | Mont. Co. MUD #92 | Mont. Co. MUD #107 | Conroe MUD #1 | Mont. Co. MUD #132 | Mont. Co. MUD #126 | Mont. Co. MUD #138 | Mont. Co. MUD #142 | Utility District #3 | Utility District #4 |
| \$ 0.6000 | \$ 0.6000 | \$ 0.6000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 0.6000 | 0.6000 | 0.6000 | - | - | - | - | - | - | - |
| 0.6000 | 0.6000 | 0.7000 | - | - | - | - | - | - | - |
| 0.6000 | 0.6000 | 0.7000 | - | - | - | - | - | - | - |
| 0.6000 | 0.6000 | 0.7000 | - | - | - | - | - | - | - |
| 0.6000 | 0.6000 | 0.7000 | - | - | - | - | - | - | - |
| 0.6000 | 0.6000 | 0.7000 | - | - | - | - | - | - | - |
| 0.6000 | 0.6000 | 0.7000 | 0.6000 | 0.7000 | 0.9000 | 0.8800 | - | 0.0900 | 0.0800 |
| 0.6000 | 0.6000 | 0.7000 | 0.6000 | 0.7000 | 0.9000 | 0.8800 | 1.0000 | 0.0900 | 0.0775 |



CITY OF CONROE, TEXAS
PRINCIPAL PROPERTY TAXPAYERS
CURRENT YEAR AND NINE YEARS AGO

TABLE 10

| Taxpayer | 2017 | | | 2008 | | |
|--------------------------------------|--------------------------------------|------|---|--------------------------------------|------|---|
| | 2016 Taxable Assessed Value | Rank | Percentage of Total Taxable Assessed Value | 2007 Taxable Assessed Value | Rank | Percentage of Total Taxable Assessed Value |
| McKesson Corporation | \$ 114,631,703 | 1 | 1.61% | \$ 51,017,953 | 2 | 1.83% |
| Ball Metal Container Corporation | 87,566,965 | 2 | 1.23% | | | |
| Conroe Hospital Corporation | 76,265,980 | 3 | 1.07% | 70,977,120 | 1 | 2.55% |
| National Oilwell Varco LP/Brandt | 69,220,784 | 4 | 0.97% | | | |
| The GEO Group | 55,073,750 | 5 | 0.77% | | | |
| Wal-Mart Real Estate Bus. Trust | 52,834,352 | 6 | 0.74% | 44,782,026 | 3 | 1.61% |
| Entergy Texas Inc. | 47,466,180 | 7 | 0.67% | | | |
| Professional Directional LTD | 41,848,880 | 8 | 0.59% | | | |
| National Oilwell Varco DHT LP | 39,156,970 | 9 | 0.55% | | | |
| Western Rim Investors 2012-3 LP | 36,610,750 | 10 | 0.51% | | | |
| Maverick Tube Texas Works | | | | 39,254,730 | 4 | 1.41% |
| Consolidated Communications of TX Co | | | | 35,924,050 | 5 | 1.29% |
| Crown Cork & Seal Co | | | | 26,182,650 | 6 | 0.94% |
| Conroe Regional Medical Center | | | | 25,970,426 | 7 | 0.93% |
| Conroe Marketplace S C LP | | | | 24,821,190 | 8 | 0.89% |
| Gulf States Utilities Co | | | | 24,368,590 | 9 | 0.88% |
| Siemens Water Technologies Corp. | | | | 20,682,872 | 10 | 0.74% |
| | <u>\$ 620,676,314</u> | | <u>8.71%</u> | <u>\$ 363,981,607</u> | | <u>13.08%</u> |

Source: Montgomery Central Appraisal District



CITY OF CONROE, TEXAS

PROPERTY TAX LEVIES AND COLLECTIONS LAST TEN FISCAL YEARS

TABLE 11

| Fiscal Year Ended Sept 30 | Total Tax Levy for Fiscal Year | Collected within the Fiscal Year of the Levy | | Collections in Subsequent Years | Total Collections to Date | |
|------------------------------------|--------------------------------------|---|-----------------------|---------------------------------------|---------------------------|-----------------------|
| | | Amount | Percentage of Levy | | Amount | Percentage of Levy |
| 2008 | \$ 11,813,302 | \$ 11,716,511 | 99.18% | \$ 77,805 | \$ 11,794,316 | 99.84% |
| 2009 | 13,395,885 | 13,171,609 | 98.33% | 194,854 | 13,366,463 | 99.78% |
| 2010 | 14,378,880 | 14,164,088 | 98.51% | 180,478 | 14,344,566 | 99.76% |
| 2011 | 14,452,462 | 14,222,611 | 98.41% | 198,163 | 14,420,774 | 99.78% |
| 2012 | 15,205,842 | 14,951,252 | 98.33% | 220,230 | 15,171,482 | 99.77% |
| 2013 | 16,858,196 | 16,610,584 | 98.53% | 202,482 | 16,813,066 | 99.73% |
| 2014 | 18,076,015 | 17,950,171 | 99.30% | 89,197 | 18,039,368 | 99.80% |
| 2015 | 20,245,827 | 19,787,780 | 97.74% | 411,582 | 20,199,362 | 99.77% |
| 2016 | 26,641,542 | 26,080,220 | 97.89% | 422,531 | 26,502,751 | 99.48% |
| 2017 | 29,778,208 | 29,014,410 | 97.44% | - | 29,014,410 | 97.44% |

Source: Montgomery County Tax Assessor-Collector

Note: Total Tax Collections to date does not include penalty charges and interest.



CITY OF CONROE, TEXAS

TAXABLE SALES BY CATEGORY

LAST TEN CALENDAR YEARS

(IN THOUSANDS OF DOLLARS)

| | Calendar Year | | |
|-------------------------------------|---------------------|---------------------|---------------------|
| | 2007 | 2008 | 2009 |
| Agriculture | | | |
| Forestry & Fishing | \$ 287 | \$ 2 | \$ - |
| Mining | 8,895 | 11,527 | 11,892 |
| Construction | 40,017 | 45,295 | 28,214 |
| Manufacturing | 70,697 | 80,117 | 57,968 |
| Transportation, | | | |
| Communication & Utilities | 3,819 | 5,877 | 3,813 |
| Wholesale Trade | 110,891 | 88,029 | 58,721 |
| Retail Trade | 760,016 | 798,061 | 745,719 |
| Information | 39,333 | 53,842 | 23,303 |
| Finance, | | | |
| Insurance & Real Estate | 36,160 | 39,862 | 22,009 |
| Services | 187,367 | 193,176 | 198,447 |
| Other | - | 11 | - |
| Total | <u>\$ 1,257,482</u> | <u>\$ 1,315,799</u> | <u>\$ 1,150,086</u> |
| City and CIDC Direct Sales Tax Rate | 2.00% | 2.00% | 2.00% |

Source: Texas Comptroller of Public Accounts



TABLE 12

| Calendar Year | | | | | | |
|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 |
| \$ 4 | \$ 6 | \$ 54 | \$ 55 | \$ 39 | \$ 21 | \$ 10 |
| 11,915 | 6,053 | 25,385 | 32,553 | 53,172 | 56,577 | 23,090 |
| 27,992 | 23,958 | 33,488 | 31,336 | 38,737 | 44,597 | 38,883 |
| 55,559 | 75,498 | 115,291 | 141,766 | 144,822 | 107,946 | 92,886 |
| 4,117 | 1,524 | 843 | 562 | 1,227 | 2,112 | 2,627 |
| 56,385 | 72,428 | 93,319 | 113,592 | 139,891 | 159,804 | 166,854 |
| 775,226 | 786,202 | 850,416 | 952,609 | 1,033,821 | 1,046,251 | 1,035,813 |
| 23,282 | 29,425 | 31,573 | 35,432 | 42,848 | 50,631 | 53,663 |
| 20,163 | 28,683 | 28,226 | 37,252 | 42,252 | 55,274 | 55,070 |
| 193,343 | 201,872 | 218,972 | 237,869 | 307,646 | 307,164 | 326,144 |
| - | - | - | - | 1 | - | 31 |
| <u>\$ 1,167,986</u> | <u>\$ 1,225,649</u> | <u>\$ 1,397,567</u> | <u>\$ 1,583,026</u> | <u>\$ 1,804,455</u> | <u>\$ 1,830,377</u> | <u>\$ 1,795,071</u> |
| 2.00% | 2.00% | 2.00% | 2.00% | 2.00% | 2.00% | 2.00% |



CITY OF CONROE, TEXAS**DIRECT AND OVERLAPPING SALES TAX RATES
LAST TEN FISCAL YEARS****TABLE 13**

| Fiscal Year | General Fund | | CIDC Fund Discrete | Total Sales Tax Rate |
|----------------|--|--|--|----------------------------|
| | Primary Government | | Component Unit | |
| | Sales Tax Rate For General Revenue | Sales Tax Rate For Property Tax Relief | Sales Tax Rate For Economic Development (4B) | |
| 2008 | 1.00% | 0.50% | 0.50% | 2.00% |
| 2009 | 1.00% | 0.50% | 0.50% | 2.00% |
| 2010 | 1.00% | 0.50% | 0.50% | 2.00% |
| 2011 | 1.00% | 0.50% | 0.50% | 2.00% |
| 2012 | 1.00% | 0.50% | 0.50% | 2.00% |
| 2013 | 1.00% | 0.50% | 0.50% | 2.00% |
| 2014 | 1.00% | 0.50% | 0.50% | 2.00% |
| 2015 | 1.00% | 0.50% | 0.50% | 2.00% |
| 2016 | 1.00% | 0.50% | 0.50% | 2.00% |
| 2017 | 1.00% | 0.50% | 0.50% | 2.00% |

Source: City Finance and Administration Department



CITY OF CONROE, TEXAS
TABLE 14

SALES TAX REVENUE PAYERS BY INDUSTRY
FISCAL YEARS 2006 AND 2016
(DOLLARS ARE IN MILLIONS)

| Tax Remitter | Fiscal Year 2006 | | | | Fiscal Year 2016 | | | |
|--|---------------------|---------------|------------------|---------------|---------------------|---------------|------------------|---------------|
| | Number of Filers | % of Total | Tax Liability | % of Total | Number of Filers | % of Total | Tax Liability | % of Total |
| Agriculture, Forestry & Fishing | 20 | 0.25% | \$ - | 0.00% | 51 | 0.39% | \$ - | 0.00% |
| Mining | 38 | 0.47% | 0.06 | 0.29% | 165 | 1.24% | 0.68 | 1.88% |
| Construction | 651 | 8.15% | 0.69 | 3.36% | 1,125 | 8.48% | 0.78 | 2.16% |
| Manufacturing | 524 | 6.56% | 1.15 | 5.60% | 1,174 | 8.85% | 1.75 | 4.84% |
| Transportation, Communication & Utilities | 59 | 0.74% | 0.03 | 0.14% | 118 | 0.89% | 0.05 | 0.14% |
| Wholesale Trade | 418 | 5.23% | 2.03 | 9.88% | 842 | 6.35% | 3.25 | 8.99% |
| Retail Trade | 2,960 | 37.05% | 12.13 | 59.03% | 4,436 | 33.45% | 20.93 | 57.90% |
| Information | 89 | 1.11% | 0.38 | 1.85% | 169 | 1.27% | 1.06 | 2.93% |
| Finance, Insurance & Real Estate | 298 | 3.73% | 0.53 | 2.58% | 465 | 3.51% | 1.10 | 3.04% |
| Services | 2,787 | 34.88% | 3.55 | 17.27% | 4,678 | 35.27% | 6.55 | 18.12% |
| Other | 146 | 1.83% | - | 0.00% | 40 | 0.30% | - | 0.00% |
| Total | 7,990 | 100.00% | \$ 20.55 | 100.00% | 13,263 | 100.00% | \$ 36.15 | 100.00% |

Source: Texas Comptroller of Public Accounts

Note: Due to confidentiality issues, the names of the ten largest revenue payers are not available. The categories presented are intended to provide alternative information regarding the sources of the State's revenue.



CITY OF CONROE, TEXAS
RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS

| Fiscal Year | Governmental Activities | | | |
|----------------|---|-------------------|--------------|----------------------------|
| | Refunding Bonds, CO Bonds & Sales Tax Revenue Bonds ⁽¹⁾ | Capital Leases | Notes | Total Long-Term Debt |
| 2008 | \$ 105,567,233 | \$ 1,698,375 | \$ 1,505,666 | \$ 108,771,274 |
| 2009 | 112,679,681 | 1,018,771 | 1,423,666 | 115,122,118 |
| 2010 | 116,322,401 | 666,467 | 1,343,000 | 118,331,868 |
| 2011 | 142,211,540 | 617,374 | 1,256,000 | 144,084,914 |
| 2012 | 144,256,672 | 566,341 | 1,165,000 | 145,988,013 |
| 2013 | 145,034,959 | 513,293 | 1,070,000 | 146,618,252 |
| 2014 | 129,757,386 | 458,149 | 971,000 | 131,186,535 |
| 2015 | 135,705,804 | 400,827 | 868,002 | 136,974,633 |
| 2016 | 138,640,600 | 341,241 | 761,002 | 139,742,843 |
| 2017 | 151,254,904 | 279,301 | 648,002 | 152,182,207 |

(1) Presented net of original issuance discounts and premiums.

(2) See Table 20 for personal income and population data.

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

Effective 2015, CIDC is a discrete component unit and is not included.



TABLE 15

| Business-type Activities | | | | | |
|----------------------------|-------------------|----------------------------|--------------------------------|--|------------------------------|
| CO Bond & Revenue Bonds | Capital Leases | Total Long-Term Debt | Total Primary Government | Percentage of Personal Income ⁽²⁾ | Per Capita ⁽²⁾ |
| \$ 27,479,444 | \$ 6,082,839 | \$ 33,562,283 | \$ 142,333,557 | 15.09% | \$ 2,662 |
| 34,434,295 | 5,517,554 | 39,951,849 | 155,073,967 | 12.83% | 2,810 |
| 49,811,369 | 4,980,983 | 54,792,352 | 173,124,220 | 14.51% | 3,080 |
| 53,963,439 | 4,610,237 | 58,573,676 | 202,658,590 | 15.39% | 3,602 |
| 71,718,321 | 4,224,846 | 75,943,167 | 221,931,180 | 16.89% | 3,926 |
| 76,694,943 | 3,824,233 | 80,519,176 | 227,137,428 | 17.14% | 3,689 |
| 92,995,074 | 3,407,795 | 96,402,869 | 227,589,404 | 14.16% | 3,179 |
| 105,404,059 | 2,974,908 | 108,378,967 | 245,353,600 | 15.20% | 3,413 |
| 101,531,935 | 2,524,923 | 104,056,858 | 243,799,701 | 13.66% | 3,392 |
| 121,026,014 | 2,057,162 | 123,083,176 | 275,265,383 | 12.51% | 3,346 |



CITY OF CONROE, TEXAS

RATIOS OF NET GENERAL BONDED DEBT OUTSTANDING LAST TEN FISCAL YEARS

TABLE 16

| Fiscal Year | General Bonded Debt Outstanding | | | Less: Amounts Available in Debt Service Fund ⁽¹⁾ | Net Total | Percentage of Taxable Assessed Value of Property | Per Capita |
|----------------|---------------------------------|----------------------------------|--------------|--|--------------|---|---------------|
| | Refunding Bonds | Certificates of Obligation | Total | | | | |
| 2008 | \$20,820,000 | \$58,470,000 | \$79,290,000 | \$ 952,326 | \$78,337,674 | 2.82% | \$ 1,465 |
| 2009 | 18,490,000 | 69,365,000 | 87,855,000 | 4,304,747 | 83,550,253 | 2.62% | 1,514 |
| 2010 | 19,084,735 | 73,711,569 | 92,796,304 | 5,028,864 | 87,767,440 | 2.56% | 1,562 |
| 2011 | 16,036,643 | 90,451,528 | 106,488,171 | 6,441,765 | 100,046,406 | 2.90% | 1,778 |
| 2012 | 19,831,478 | 90,832,124 | 110,663,602 | 7,181,606 | 103,481,996 | 2.85% | 1,831 |
| 2013 | 15,704,830 | 84,000,514 | 99,705,344 | 8,312,617 | 91,392,727 | 2.28% | 1,485 |
| 2014 | 12,661,361 | 117,096,025 | 129,757,386 | 10,632,394 | 119,124,992 | 2.76% | 1,664 |
| 2015 | 45,626,859 | 90,078,945 | 135,705,804 | 12,084,748 | 123,621,056 | 2.56% | 1,720 |
| 2016 | 43,116,188 | 95,524,412 | 138,640,600 | 11,356,765 | 127,283,835 | 2.02% | 1,771 |
| 2017 | 40,455,518 | 110,799,386 | 151,254,904 | 11,569,373 | 139,685,531 | 1.96% | 1,698 |

Note: (1) This is the amount restricted for debt service payments on general obligation and certificate of obligation bonds.

Details regarding the City's outstanding debt can be found in the notes to the financial statements.

Fiscal Years 2009 and prior, the detailed information to present debt net of related items is unavailable.

See Table 8 for property value data.

Population data can be found on Table 20.



CITY OF CONROE, TEXAS

TABLE 17

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT

AS OF SEPTEMBER 30, 2017

(DOLLARS IN THOUSANDS)

| Governmental Unit | Debt Outstanding | Estimated Percentage Applicable | Estimated Share of Direct and Overlapping Debt |
|--|---------------------|---------------------------------------|--|
| Debt Repaid with Property Taxes | | | |
| Montgomery County | \$ 443,540 | 13.32% | \$ 59,080 |
| Conroe Independent School District | 1,131,355 | 17.57% | 198,779 |
| Willis Independent School District | 153,473 | 22.39% | 34,363 |
| Lone Star College | 640,175 | 3.99% | 25,543 |
| Montgomery Independent School District | 348,215 | 2.99% | 10,412 |
| MUD #90 | 8,085 | 100.00% | 8,085 |
| MUD #92 | 4,915 | 100.00% | 4,915 |
| MUD #107 | 13,875 | 100.00% | 13,875 |
| MUD #126 | 3,060 | 100.00% | 3,060 |
| MUD #132 | 69,500 | 100.00% | 69,500 |
| MUD #138 | 6,040 | 100.00% | 6,040 |
| Conroe MUD #1 | 4,815 | 100.00% | 4,815 |
| UD #4 | 11,860 | 100.00% | 11,860 |
| Subtotal, Overlapping Debt | | | 450,327 |
| City Direct Debt (Net of original issuance discounts and premiums) | \$ 152,182 | | 152,182 |
| Total Direct and Overlapping Debt (Estimated \$7,323 Per Capita) (a) | | | <u>\$ 602,509</u> |

Sources: Assessed value data used to estimate applicable percentages provided by Tax Assessor - Collector and Appraisal District. Debt outstanding data provided by each governmental unit.

(a) See Table 20 for population of 82,275.

Note: For debt repaid with property taxes, the percentage of overlapping debt applicable is estimated taxable assessed property values. Applicable percentages were estimated by determining the portion of another governmental unit's taxable assessed value that is within the city's boundaries and dividing it by each unit's total taxable assessed value.



CITY OF CONROE, TEXAS
LEGAL DEBT MARGIN INFORMATION
LAST TEN FISCAL YEARS

| | Fiscal Year | | |
|--|------------------|------------------|------------------|
| | 2008 | 2009 | 2010 |
| Assessed Value | \$ 2,782,770,982 | \$ 3,183,689,979 | \$ 3,427,354,014 |
| Debt Limit <5% of assessed value> | \$ 139,138,549 | \$ 159,184,499 | \$ 171,367,701 |
| Debt Applicable to Limit: | | | |
| Total Bonded Debt | \$ 79,290,000 | \$ 87,855,000 | \$ 92,520,000 |
| Less: Assets in Debt Service Funds available for payment of principal | (356,030) | (8,598,275) | (5,114,405) |
| Total Net Debt Applicable to Limit | 78,933,970 | 79,256,725 | 87,405,595 |
| Net Legal Debt Margin | \$ 60,204,579 | \$ 79,927,774 | \$ 83,962,106 |
| Total Net Debt Applicable to the Debt Limit As a Percentage of Debt Limit | 56.73% | 49.79% | 51.00% |
| Total Net Debt Margin as a Percentage of Debt Limit | 43.27% | 50.21% | 49.00% |
| Total Bonded Debt as a Percentage of Assessed Value | 2.85% | 2.76% | 2.70% |

Computation of Legal Debt Margin:

As a home rule city, the City of Conroe is not limited by the law in the amount of debt it may issue. The City's Charter (Section 9.18) states: The City Council shall have the power under the provisions of the state law to levy, assess and collect an annual tax upon real and personal property within the City to the maximum provided by the Constitution and the general laws of the State of Texas. The City Council shall also have the power to levy occupation taxes on such occupations as consistent with the general laws of the State of Texas.

Article II, Section 5 of the State of Texas Constitution states in part:

...but no tax for any purpose shall ever be lawful for any one year, which shall exceed two and one-half percent of the taxable property of such city.

The tax rate at October 1, 2016 is \$0.4175 per \$100.00 with valuation at 100% of assessed value.



TABLE 18

| Fiscal Year | | | | | | |
|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
| \$ 3,450,170,655 | \$ 3,630,957,910 | \$ 4,002,688,279 | \$ 4,322,826,131 | \$ 4,829,793,550 | \$ 6,309,739,745 | \$ 7,126,248,737 |
| \$ 172,508,533 | \$ 181,547,896 | \$ 200,134,414 | \$ 216,141,307 | \$ 241,489,678 | \$ 315,486,987 | \$ 356,312,437 |
| \$ 105,360,000 | \$ 109,345,000 | \$ 98,475,000 | \$ 124,930,000 | \$ 128,305,000 | \$ 130,980,000 | \$ 142,235,000 |
| (6,293,542) | (7,028,107) | (8,342,744) | (10,632,394) | (12,084,748) | (11,356,765) | (11,569,373) |
| 99,066,458 | 102,316,893 | 90,132,256 | 114,297,606 | 116,220,252 | 119,623,235 | 130,665,627 |
| \$ 73,442,075 | \$ 79,231,003 | \$ 110,002,158 | \$ 101,843,701 | \$ 125,269,426 | \$ 195,863,752 | \$ 225,646,810 |
| 57.43% | 56.36% | 45.04% | 52.88% | 48.13% | 37.92% | 36.67% |
| 42.57% | 43.64% | 54.96% | 47.12% | 51.87% | 62.08% | 63.33% |
| 3.05% | 3.01% | 2.46% | 2.89% | 2.66% | 2.08% | 2.00% |



CITY OF CONROE, TEXAS
PLEDGED REVENUE COVERAGE
LAST TEN FISCAL YEARS

TABLE 19

| Water and Sewer Revenue Bonds | | | | | | |
|-------------------------------|------------------------|--|-----------------------|--------------|--------------|----------|
| Fiscal Year | Utility Service Charge | Less: Adjusted Operating Expenses ⁽¹⁾ | Net Available Revenue | Debt Service | | Coverage |
| | | | | Principal | Interest | |
| 2008 | \$ 13,767,268 | \$ 7,139,031 | \$ 6,628,237 | \$ 390,000 | \$ 1,124,066 | \$ 4.38 |
| 2009 | 14,200,623 | 7,598,300 | 6,602,323 | 745,000 | 1,431,911 | 3.03 |
| 2010 | 15,476,990 | 7,753,255 | 7,723,735 | 1,025,000 | 1,839,729 | 2.70 |
| 2011 | 21,775,264 | 8,900,768 | 12,874,496 | 1,660,000 | 2,062,585 | 3.46 |
| 2012 | 20,982,974 | 8,941,053 | 12,041,921 | 1,910,000 | 2,676,544 | 2.63 |
| 2013 | 24,277,240 | 10,516,921 | 13,760,319 | 2,595,000 | 2,839,499 | 2.53 |
| 2014 | 26,395,316 | 14,947,138 | 11,448,178 | 2,945,000 | 3,463,381 | 1.79 |
| 2015 | 30,034,855 | 18,108,103 | 11,926,752 | 3,640,000 | 3,890,755 | 1.58 |
| 2016 | 33,379,807 | 17,104,279 | 16,275,528 | 4,240,000 | 3,816,578 | 2.02 |
| 2017 | 35,025,871 | 19,640,520 | 15,385,351 | 4,375,000 | 4,213,988 | 1.79 |

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

(1) Operating Expenses for Water and Sewer Revenue Bonds are adjusted and shown net of Payment-in-lieu-of-taxes (PILOT), debt service payments, and the following interfund activity: transfers to the General Fund & Conroe Tower Fund for administrative overhead and transfers to the Revenue Debt Service Reserve Fund. Lease principal and lease interest payments for the Siemens Energy Efficiency upgrade project as well as amounts for Accounts Charged Off are also excluded.



CITY OF CONROE, TEXAS*DEMOGRAPHIC AND ECONOMIC STATISTICS**LAST TEN FISCAL YEARS***TABLE 20**

| <u>Year</u> | <u>Population</u> | <u>Personal Income (thousands of dollars)</u> | <u>Per Capita Personal Income</u> | <u>Median Age</u> | <u>School Enrollment</u> | <u>Unemployment Rate</u> |
|-------------|-------------------|---|---|-----------------------|------------------------------|------------------------------|
| 2008 | 53,472 | \$ 943,193 | \$ 17,639 | 29.8 | 10,806 | 3.8% |
| 2009 | 55,195 | 1,208,439 | 21,894 | 33.0 | 11,495 | 7.4% |
| 2010 | 56,207 | 1,192,937 | 21,224 | 28.8 | 12,229 | 7.6% |
| 2011 | 56,257 | 1,317,033 | 23,411 | 33.0 | 11,091 | 7.8% |
| 2012 | 56,530 | 1,313,870 | 23,242 | 33.0 | 11,861 | 6.5% |
| 2013 | 61,564 | 1,325,350 | 21,528 | 33.0 | 12,518 | 5.1% |
| 2014 | 71,592 | 1,607,670 | 22,456 | 33.0 | 13,345 | 3.9% |
| 2015 | 71,879 | 1,614,115 | 22,456 | 31.5 | 12,447 | 3.8% |
| 2016 | 71,879 | 1,785,043 | 24,834 | 31.0 | 15,124 | 4.2% |
| 2017 | 82,275 | 2,200,363 | 26,744 | 34.0 | 15,847 | 4.2% |

Sources: Various school websites, the Conroe Greater Economic Development Council, and the GIS Section of the City of Conroe Website.



CITY OF CONROE, TEXAS

PRINCIPAL EMPLOYERS

CURRENT YEAR AND NINE YEARS AGO

TABLE 21

| Employer | 2017 | | | 2008 | | |
|---------------------------------------|---------------|------|-------------------------------------|---------------|------|-------------------------------------|
| | Employees | Rank | Percentage of Total City Employment | Employees | Rank | Percentage of Total City Employment |
| Conroe Independent School District | 7,310 | 1 | 15.05% | 5,700 | 1 | 23.93% |
| Montgomery County | 2,211 | 2 | 4.55% | 1,868 | 2 | 7.84% |
| Conroe Regional Medical Center | 1,226 | 3 | 2.52% | 1,200 | 3 | 5.04% |
| City of Conroe | 529 | 4 | 1.09% | 463 | 5 | 1.94% |
| Community Pathology Associates | 424 | 5 | 0.87% | | | |
| National Oilwell Varco - Downhole | 400 | 6 | 0.82% | | | |
| Medivators, Inc. | 390 | 9 | 0.80% | | | |
| Tony Gullo Motors | 305 | 7 | 0.63% | | | |
| Lowe's | 300 | 8 | 0.62% | | | |
| Wal-Mart | 300 | 10 | 0.62% | | | |
| Sadler Clinic | | | | 600 | 4 | 2.52% |
| National Oilwell Varco - Reed Hycalog | | | | 476 | 6 | 2.00% |
| ReedHYCALLOC | | | | 450 | 7 | 1.89% |
| Tenaris | | | | 300 | 8 | 1.26% |
| Bordon Milk Products | | | | 228 | 9 | 0.96% |
| Consolidated Communications of Texas | | | | 225 | 10 | 0.94% |
| | <u>13,395</u> | | <u>27.57%</u> | <u>11,510</u> | | <u>48.32%</u> |

Source:

Greater Conroe Economic Development Council (GCEDC)

<http://www.gcedc.org/research/>





CITY OF CONROE, TEXAS

FULL TIME EQUIVALENT EMPLOYEES BY FUNCTIONS/PROGRAMS LAST TEN FISCAL YEARS

| Functions/Programs | 2008 ⁽¹⁾ | 2009 ⁽²⁾ | 2010 ⁽³⁾ | 2011 ⁽⁴⁾ | 2012 | 2013 ⁽⁵⁾ | 2014 ⁽⁶⁾ | 2015 ⁽⁷⁾ | 2016 ⁽⁸⁾ | 2017 ⁽⁹⁾ |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|------|---------------------|---------------------|---------------------|---------------------|---------------------|
| General Government | | | | | | | | | | |
| Administration | 3 | 3 | 3 | 3 | 2 | 3 | 3 | 3 | 3 | 3 |
| Mayor & Council | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| Arts & Communications | 1 | 1 | 1 | 1 | 1 | 1 | - | - | - | - |
| Downtown Development | 1 | 1 | 1 | 1 | 1 | - | - | - | - | - |
| Legal | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Municipal Court | 9 | 9 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 |
| CDBG Administration | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 1 | 1 |
| Warehouse Purchasing | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 4 | 4 |
| Human Resources | 5 | 5 | 5 | 5 | 5 | 5 | 6 | 6 | 6 | 6 |
| Finance | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 12 | 12 |
| Transportation | - | - | - | - | - | - | 1 | 1 | 1 | 1 |
| Information Technology | 5 | 7 | 7 | 7 | 11 | 11 | 11 | 11 | 11 | 11 |
| Public Safety | | | | | | | | | | |
| Police Administration | 4 | 5 | 5 | 6 | 5 | 7 | 9 | 9 | 9 | 9 |
| Police Support | 30 | 30 | 29 | 28 | 28 | 28 | 12 | 12 | 13 | 14 |
| Police Patrol | 65 | 66 | 64 | 63 | 63 | 63 | 99 | 100 | 102 | 102 |
| Police Investigative Services | 29 | 28 | 28 | 28 | 29 | 29 | 32 | 33 | 34 | 34 |
| Police Professional Services | 11 | 11 | 14 | 14 | 14 | 15 | - | - | - | - |
| Police Animal Services | - | - | 5 | 5 | 5 | 5 | 5 | 2 | 2 | 2 |
| Red Light Program | - | - | - | 1 | 1 | 1 | 1 | - | - | - |
| Traffic Services | - | - | - | 2 | 2 | 2 | 2 | 2 | - | - |
| Commercial Vehicle Enforcement | - | - | - | - | - | - | - | 1 | 1 | 1 |
| Fire | 87 | 87 | 88 | 88 | 88 | 86 | 87 | 117 | 117 | 129 |
| Community Development | 27 | 27 | 26 | 25 | 13 | 15 | 15 | 19 | 19 | 19 |
| Parks | | | | | | | | | | |
| Parks & Rec Admin | 11 | 13 | 13 | 13 | 2 | 2 | 2 | 2 | 2 | 4 |
| Recreation Center | 5 | 5 | 5 | 5 | 5 | 5 | 6 | 6 | 6 | 5 |
| Oscar Johnson, Jr. CC | 4 | - | - | - | - | - | - | - | - | - |
| Swim Center | 7 | - | - | - | - | - | - | - | - | - |
| Aquatic Center | - | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 |
| Parks Operations | - | - | - | - | 11 | 11 | 11 | 11 | 11 | 10 |
| Public Works | | | | | | | | | | |
| Drainage Maintenance | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 8 | 8 |
| Streets | 28 | 28 | 28 | 28 | 28 | 28 | 28 | 27 | 36 | 36 |
| Signal Maintenance | - | - | - | 2 | 2 | 3 | 3 | 3 | 4 | 4 |
| Engineering | - | - | - | - | 8 | 21 | 21 | 22 | 22 | 22 |
| Conroe Tower | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Hotel/Motel Occupancy Tax | - | - | 2 | 2 | 3 | 3 | 4 | 4 | 4 | 4 |
| Component Unit | | | | | | | | | | |
| Oscar Johnson, Jr. CC | - | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 |
| Conroe Industrial Development | - | - | - | - | - | 5 | 4 | 4 | 4 | 4 |



TABLE 22

| | 2008 ⁽¹⁾ | 2009 ⁽²⁾ | 2010 ⁽³⁾ | 2011 ⁽⁴⁾ | 2012 | 2013 ⁽⁵⁾ | 2014 ⁽⁶⁾ | 2015 ⁽⁷⁾ | 2016 ⁽⁸⁾ | 2017 |
|-----------------------|---------------------|---------------------|---------------------|---------------------|------------|---------------------|---------------------|---------------------|---------------------|------------|
| Water & Sewer | | | | | | | | | | |
| Utility Billing | 9 | 9 | 9 | 9 | 9 | 9 | 9 | 9 | 10 | 10 |
| Public Works | 3 | 5 | 6 | 6 | 5 | 5 | 6 | 6 | 7 | 7 |
| Water Conservation | - | - | - | - | - | 1 | 1 | 1 | - | - |
| Water | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 11 | 12 | 12 |
| Wastewater Treatment | 11 | 11 | 11 | 11 | 11 | 11 | 10 | 10 | 11 | 11 |
| Sewer | 18 | 20 | 20 | 20 | 20 | 20 | 20 | 12 | 18 | 18 |
| Pump & Motor Maint. | 7 | 7 | 7 | 7 | 7 | 7 | 6 | 6 | 9 | 9 |
| Project Engineering | 12 | 12 | 12 | 13 | 13 | - | - | - | - | - |
| Project Construction | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 29 | - | - |
| Fleet Services | 7 | 7 | 7 | 6 | 6 | 7 | 8 | 8 | 8 | 8 |
| Self Funded Insurance | 1 | 1 | 1 | 1 | 1 | 1 | - | - | - | - |
| Total | <u>462</u> | <u>471</u> | <u>480</u> | <u>483</u> | <u>482</u> | <u>493</u> | <u>505</u> | <u>538</u> | <u>534</u> | <u>547</u> |

Source: City Finance Department.

Notes: (1) In FY 2008, Oscar Johnson, Jr. Community Center (OJJCC) was reported as a discretely presented component unit in the CAFR.

(2) In FY 2009, Oscar Johnson, Jr. Community Center (OJJCC) was removed from the Parks function. Swim Center was renamed to Aquatic Center.

(3) In FY 2010, Police Animal Services was added to the Public Safety function. Hotel/Motel Occupancy Tax was added.

(4) In FY 2011, Red Light Cameras and Traffic Services were added to the Public Safety function. Signal Maintenance was added to the Public Works function.

(5) In FY 2013, the following changes were made:
Downtown Development was moved to the Conroe Industrial Development Corporation (CIDC) Fund.
Engineering and Project Engineering were combined.
Water Conservation was added.

(6) In FY 2014, the following changes were made:
The Arts & Communications position was moved to the Recreation Center.
The Self Funded Insurance position was moved to Human Resources.
One position previously in CIDC was moved to the newly created Transit fund.
The Communications Officers in Police Support were moved to Police Patrol.
The positions in Professional Services were moved to Police Administration, Police Patrol, and Criminal Investigations.
The secretary position previously in Waste Water Treatment Plant was moved to Public Works.

(7) In FY 2015, the following changes were made:
The citizens voted to eliminate Red Light Cameras thereby moving the position to Police Patrol Department.
The Animal Shelter was out-sourced to a private company reducing the number of positions needed
The Commercial Vehicle Enforcement division was added.
The annexation of April Sound included the need for another Fire Station which increased the number of Fire personnel by 30.
Four positions from Water and eight positions from Sewer were moved to Project Construction.

(8) In FY 2016, the following changes were made:
The Project Construction division department was closed and all remaining positions were transferred to the General Fund and Water & Sewer Fund.

(9) In FY 2017, the following changes were made:
The Parks Superintendent position was transferred from 1450 to 1400. The Recreation Manager position was transferred from 1410



CITY OF CONROE, TEXAS

OPERATING INDICATORS BY FUNCTIONS/PROGRAMS

LAST TEN FISCAL YEARS

| Functions/Programs | Fiscal Year | | |
|---|-------------|---------|---------|
| | 2008 | 2009 | 2010 |
| General Government | | | |
| Building Permits Issued | 682 | 546 | 645 |
| Building Inspections Conducted | 19,362 | 18,377 | 16,950 |
| Police | | | |
| Physical Arrests | 4,146 | 4,049 | 4,163 |
| Parking Violations | 1,473 | 1,922 | 2,485 |
| Traffic Violations | 15,429 | 15,671 | 13,865 |
| Fire | | | |
| Emergency Responses | 5,383 | 5,063 | 5,425 |
| Fires Extinguished | 257 | 244 | 180 |
| Inspections | 1,143 | 2,655 | 2,863 |
| Refuse Collection | | | |
| Refuse Collected (tons per day) (a) | 50.44 | 55.04 | 58.07 |
| Recyclables Collected (tons per day) (a) | 0.58 | 1.73 | 0.61 |
| Other Public Works | | | |
| Street Resurfacing (miles) | 5.83 | 2.50 | 1.50 |
| Potholes Repaired (b) | N/A | N/A | N/A |
| Parks and Recreation | | | |
| Athletic Field Permits Issued | 402 | 285 | 288 |
| Community Center Admissions | 390,000 | 339,000 | 298,261 |
| Water | | | |
| New Connections (c) | 441 | 557 | 387 |
| Water Main Breaks | 861 | 726 | 770 |
| Average Daily Consumption (thousands of gallons) | 8,730 | 9,182 | 8,554 |
| Peak Monthly Consumption (thousands of gallons) | 374,576 | 399,575 | 384,058 |
| Wastewater | | | |
| Average Daily Sewage Treatment (thousands of gallons) | 6,609 | 6,800 | 7,000 |
| Transit | | | |
| Total Route Miles - OJJCC | 8,874 | 7,440 | 8,100 |
| Total Route Miles - Conroe Connection (d) | - | - | - |
| Passenger - OJJCC | 12,617 | 12,240 | 13,140 |
| Passenger - Conroe Connection (d) | - | - | - |

Source: Various City Departments

Notes:

(a) Refuse Collection information is provided by a private waste company.

(b) No operating indicators are available for potholes repaired for the Other Public Works function prior to 2012.

(c) Estimate was utilized for FY2012.

(d) Conroe Connection began service in FY2015



TABLE 23

| Fiscal Year | | | | | | |
|-------------|---------|---------|---------|---------|---------|---------|
| 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
| 489 | 520 | 789 | 1,443 | 1,486 | 1,089 | 1,453 |
| 15,317 | 14,957 | 16,995 | 17,871 | 20,924 | 20,365 | 25,995 |
| 3,915 | 4,313 | 4,758 | 4,502 | 4,289 | 4,237 | 4,805 |
| 3,113 | 4,554 | 2,972 | 3,724 | 2,560 | 1,672 | 798 |
| 26,673 | 27,181 | 15,482 | 16,142 | 14,449 | 12,919 | 20,302 |
| 6,111 | 6,417 | 7,124 | 7,083 | 8,427 | 9,018 | 8,784 |
| 320 | 133 | 129 | 222 | 204 | 244 | 274 |
| 2,724 | 1,675 | 1,017 | 1,778 | 1,333 | 2,537 | 2,540 |
| 38.00 | 37.50 | 58.00 | 41.00 | 73.20 | 65.58 | 68.25 |
| 9.48 | 12.10 | 16.00 | 10.00 | 17.20 | 16.53 | 16.86 |
| 5.63 | 2.20 | 5.10 | 9.00 | 11.00 | 3.00 | 9.00 |
| N/A | 550 | 582 | 415 | 2,193 | 1,360 | 2,011 |
| 326 | 297 | 304 | 290 | 292 | 272 | 247 |
| 307,662 | 366,045 | 424,640 | 353,024 | 422,884 | 452,564 | 461,683 |
| 787 | 400 | 736 | 923 | 613 | 2,418 | 790 |
| 888 | 800 | 775 | 692 | 1,072 | 622 | 495 |
| 11,291 | 9,893 | 9,652 | 9,189 | 9,249 | 9,770 | 9,990 |
| 500,038 | 395,510 | 393,936 | 377,559 | 281,344 | 415,278 | 381,427 |
| 7,000 | 7,000 | 7,000 | 7,200 | 7,800 | 7,700 | 7,900 |
| 7,140 | 8,330 | 11,219 | 12,240 | 9,912 | 11,018 | 12,145 |
| - | - | - | - | 54,108 | 83,258 | 85,373 |
| 12,175 | 12,222 | 14,020 | 14,232 | 18,420 | 19,984 | 16,329 |
| - | - | - | - | 22,811 | 34,487 | 27,650 |



CITY OF CONROE, TEXAS

CAPITAL ASSET STATISTICS BY FUNCTIONS/PROGRAMS LAST TEN FISCAL YEARS

| Functions/Programs | Fiscal Year | | |
|---|-------------|--------|--------|
| | 2008 | 2009 | 2010 |
| Police | | | |
| Stations | 1 | 1 | 1 |
| Zone Offices | 1 | 1 | 1 |
| Patrol Units | 45 | 46 | 46 |
| Fire Stations | 5 | 5 | 5 |
| Refuse Collection | | | |
| Collection trucks | 6 | 8 | 8 |
| Other Public Works | | | |
| Streets (miles) | 225.00 | 240.00 | 248.00 |
| Highways (miles) (a) | N/A | N/A | N/A |
| Streetlights (b) | N/A | N/A | 3,200 |
| Traffic Signals | 5 | 5 | 6 |
| Parks and Recreation | | | |
| Acreage | 350.00 | 350.00 | 354.00 |
| Playgrounds | 34 | 34 | 17 |
| Baseball/Softball Diamonds | 31 | 35 | 28 |
| Soccer/Football Fields | 10 | 13 | 18 |
| Community Centers | 3 | 3 | 4 |
| Water (d) | | | |
| Water Mains (miles) | 318.09 | 334.72 | 340.61 |
| Fire Hydrants | 2,800 | 2,955 | 2,996 |
| Storage Capacity (thousands of gallons) | 8,490 | 9,490 | 9,490 |
| Wastewater (d) | | | |
| Sanitary Sewers (miles) | 340.61 | 355.92 | 357.65 |
| Storm Sewers (miles) (c) | 26.340 | 36.564 | 40.162 |
| Treatment capacity (thousands of gallons) | 10,000 | 10,000 | 10,000 |
| Transit | | | |
| Buses | 4 | 4 | 4 |
| Vans | - | - | - |

Source: Various City Departments

Notes:

(a) No capital asset indicators are available for Highways for the Other Public Works function.

All highways are owned and maintained by TxDOT.

(b) No capital asset indicators are available for Streetlights for the Other Public Works function prior to 2010.

(c) Data shown as miles of storm sewers are estimates only. Data is currently being compiled for retroactive infrastructure reporting.

(d) Estimates were utilized for FY2010.



TABLE 24

| Fiscal Year | | | | | | |
|-------------|--------|--------|--------|--------|--------|--------|
| 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
| 1 | 1 | 1 | 1 | 1 | 2 | 1 |
| 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 48 | 46 | 55 | 56 | 56 | 56 | 59 |
| 5 | 5 | 5 | 5 | 6 | 6 | 6 |
| 8 | 8 | 8 | 9 | 10 | 10 | 12 |
| 268.00 | 276.00 | 270.00 | 270.00 | 315.00 | 350.00 | 346.00 |
| N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| 3,200 | 3,518 | 3,530 | 3,550 | 3,550 | 3,550 | 3,321 |
| 6 | 80 | 82 | 102 | 110 | 125 | 105 |
| 354.00 | 407.00 | 407.00 | 407.00 | 407.00 | 407.00 | 407.00 |
| 18 | 19 | 19 | 19 | 19 | 20 | 20 |
| 25 | 27 | 27 | 27 | 27 | 27 | 27 |
| 21 | 18 | 18 | 18 | 18 | 18 | 18 |
| 4 | 4 | 4 | 4 | 4 | 4 | 4 |
| 342.44 | 367.00 | 403.00 | 403.00 | 409.50 | 417.22 | 444.00 |
| 3,009 | 3,009 | 3,009 | 3,335 | 3,410 | 3,032 | 3,084 |
| 11,490 | 11,490 | 11,490 | 11,490 | 11,490 | 11,589 | 12,849 |
| 360.21 | 389.00 | 391.00 | 398.00 | 404.00 | 427.10 | 432.00 |
| 40,280 | 41,720 | 42,000 | 42,953 | 49,000 | 50,530 | 50,530 |
| 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 12,000 |
| 4 | 4 | 4 | 4 | 8 | 4 | 4 |
| - | - | - | - | - | 2 | 2 |



CITY OF CONROE, TEXAS

*WATERWORKS SYSTEM - TOP TEN WATER & SEWER USERS (IN GALLONS)
AS OF SEPTEMBER 30, 2017*

TABLE 25

| Customer | Fiscal Year 2017 Water Consumption | Fiscal Year 2017 Water Revenues | Percent of Total 2017 Water Revenues |
|-------------------------------|--|---------------------------------------|--|
| EvoQua Water Technologies LLC | 133,366,000 | \$ 359,223 | 2.7% |
| Borden Inc. | 102,191,000 | 279,103 | 2.1% |
| The Geo Group - Joe Corley | 48,904,000 | 142,816 | 1.1% |
| Ball Metal Container Group | 40,270,000 | 123,183 | 0.9% |
| Medical Center Hospital | 37,616,000 | 155,173 | 1.2% |
| Conroe ISD | 35,595,000 | 209,168 | 1.6% |
| Crown Cork & Seal | 35,200,000 | 108,276 | 0.8% |
| Reedhycalog L.P. | 31,372,000 | 98,522 | 0.7% |
| Houston Methodist Hospital | 24,271,000 | 90,100 | 0.7% |
| Montgomery County MUD #126 | 22,892,000 | 77,428 | 0.6% |

| Customer | Fiscal Year 2017 Sewer Consumption | Fiscal Year 2017 Sewer Revenues | Percent of Total 2017 Sewer Revenues |
|-------------------------------|--|---------------------------------------|--|
| EvoQua Water Technologies LLC | 122,064,000 | \$ 416,297 | 3.7% |
| Borden Inc. | 94,004,000 | 319,031 | 2.8% |
| City of Willis | 82,779,000 | 117,461 | 1.0% |
| The Geo Group - Joe Corley | 44,945,000 | 152,591 | 1.4% |
| Ball Metal Container Group | 36,364,000 | 123,163 | 1.1% |
| Crown Cork & Seal | 32,383,000 | 110,019 | 1.0% |
| Reedhycalog L.P. | 28,626,000 | 97,011 | 0.9% |
| Medical Center Hospital | 26,431,000 | 94,026 | 0.8% |
| Houston Methodist Hospital | 22,831,000 | 77,062 | 0.7% |
| San Jacinto River Authority | 22,740,000 | 153,918 | 1.4% |



CITY OF CONROE, TEXAS
WATER AND SEWER RATES
AS OF SEPTEMBER 30, 2017

TABLE 26

Minimum Monthly Base Charge By Meter Size

| Meter Size | Minimum Base Charge |
|------------|------------------------|
| 5/8 Inch* | \$ 12.00 |
| 1 Inch | 18.00 |
| 1.5 Inch | 25.00 |
| 2 Inch | 35.00 |
| 3 Inch | 46.00 |
| 4 Inch | 65.00 |
| 6 Inch | 90.00 |
| 8 Inch | 145.00 |
| 10 Inch | 250.00 |

* Typical residential meter size.

A Surface Water Fee was implemented to recover expenses the City incurred participating in the Groundwater Reduction Plan with the San Jacinto River Authority. This charge is assessed at \$2.85 per 1,000 gallons of water consumed for residential, sprinkler and commercial customers. The Lone Star Groundwater Conservation District fee is a pass through fee to regulate ground water consumption. This charge is assessed at \$.06 per 1,000 gallons consumed for residential, sprinkler and non-residential customers.

Water and Sewer Service Charges

There is charged and collected each month by the City from the consumers of water and sewer service residing within the limits of the City, the amounts of money hereinafter set out upon the following rates:

Residential and Sprinkler Rates Inside City Limits

| Usage | Water Rate Base Charge | Sanitary Sewer Rate |
|---------------------------------------|---------------------------|------------------------|
| Minimum 0 - 3,999 gallons | | \$ 25.58 |
| Per thousand gallons | | |
| 4,000 - 10,999 gallons, per thousand | \$ 2.56 | 3.12 |
| 11,000 - 15,999 gallons, per thousand | 3.15 | |
| 16,000 - 25,999 gallons, per thousand | 3.74 | |
| 26,000 - 35,999 gallons, per thousand | 4.27 | |
| 36,000 gallons and over | 7.47 | |
| Total Charge at 10,000 gallons | | 47.44 |

Non-Residential Rates Inside City Limits

| Usage | Water Rate Base Charge | Sanitary Sewer Rate |
|--|---------------------------|------------------------|
| Minimum 0 - 3,999 gallons | | \$ 25.58 |
| Per thousand gallons | | |
| 4,000 - 10,999 gallons, per thousand | \$ 2.79 | 3.12 |
| 11,000 - 15,999 gallons, per thousand | 3.29 | |
| 16,000 - 25,999 gallons, per thousand | 3.91 | |
| 26,000 - 35,999 gallons, per thousand | 4.46 | |
| 36,000 - 150,999 gallons, per thousand | 7.81 | |
| 151,000 gallons and over | 2.57 | |

Residential and Sprinkler/Non-Residential Water & Sanitary Sewer Rates Outside City Limits

The amount to be charged and collected for water and sewer service outside the corporate limits of the City is computed and charged as double the amount established for service inside the City.

LifeLine Residential Rates Inside City Limits

| Usage | Water Rate Base Charge | Sanitary Sewer Rate |
|---------------------------------------|---------------------------|------------------------|
| Minimum 0 - 3,999 gallons | | \$ 19.19 |
| Per thousand gallons | | |
| 4,000 - 10,999 gallons, per thousand | \$ 2.05 | 2.50 |
| 11,000 - 15,999 gallons, per thousand | 2.68 | |
| 16,000 - 25,999 gallons, per thousand | 3.74 | |
| 26,000 - 35,999 gallons, per thousand | 4.27 | |
| 36,000 - and Up | 7.47 | |
| Total Charge at 10,000 gallons | | 36.69 |



How Does the City of Conroe Compare?

| City | Population | 2018 Ad Valorem Tax Base | Tax Base Per Capita | FY 18-19 Tax Rate/ \$100 AV | Average Home Value | Tax Levy | CY 2017 Sales Tax Collections | All Sales Tax Per Capita | FY 18-19 General Fund Revenues | Budgeted Sales Tax (GF Only) | Sales Tax as a % of Revenues | G.O./C.O. Bond Indebtedness | Revenue Bond Indebtedness | Bonded Indebtedness Per Capita |
|---------------|---------------|--------------------------|---------------------|-----------------------------|--------------------|---------------|-------------------------------|--------------------------|--------------------------------|------------------------------|------------------------------|-----------------------------|---------------------------|--------------------------------|
| Baytown | 83,724 | \$ 3,900,000,000 | \$ 46,582 | 0.8220 | \$ 97,000 | \$ 797.37 | \$ 20,024,080 | \$ 239 | \$ 106,073,528 | \$ 17,701,617 | 16.69% | \$ 167,275,000 | \$ 8,905,000 | \$ 2,104 |
| Bryan | 85,613 | 5,094,192,536 | 59,503 | 0.6299 | 204,446 | 1,287.81 | 18,642,559 | 218 | 75,483,875 | 21,580,000 | 28.59% | 132,865,000 | 255,715,000 | 4,539 |
| Conroe | 84,378 | 8,242,961,093 | 97,691 | 0.4175 | 217,851 | 909.53 | 43,351,931 | 514 | 76,821,800 | 35,256,197 | 45.89% | 181,946,269 | 206,625,000 | 4,605 |
| DeSoto | 53,553 | 4,100,000,000 | 76,560 | 0.7214 | 195,171 | 1,407.96 | 12,271,611 | 229 | 41,002,621 | 7,166,000 | 17.48% | 82,688,250 | 16,395,851 | 1,850 |
| Galveston | 50,550 | 6,304,679,802 | 124,722 | 0.5610 | 154,400 | 866.18 | 20,275,462 | 401 | 55,896,700 | 16,160,000 | 28.91% | 195,848,718 | 29,134,000 | 4,451 |
| League City | 104,857 | 8,050,000,000 | 76,771 | 0.5638 | 242,490 | 1,367.16 | 21,016,699 | 200 | 78,412,462 | 20,146,173 | 25.69% | 94,586,961 | 133,327,440 | 2,174 |
| Missouri City | 74,561 | 6,288,760,000 | 84,344 | 0.6300 | 217,767 | 1,371.93 | 8,609,697 | 115 | 51,745,624 | 9,045,100 | 17.48% | 97,079,580 | 53,200,421 | 2,016 |
| Pearland | 121,500 | 10,589,233,296 | 87,154 | 0.7092 | 207,800 | 1,473.72 | 30,707,965 | 253 | 78,540,083 | 21,368,690 | 27.21% | 320,130,000 | 203,560,000 | 4,310 |
| San Marcos | 61,980 | 5,062,341,891 | 81,677 | 0.6139 | 172,386 | 1,058.28 | 27,860,431 | 450 | 80,213,401 | 35,719,111 | 44.53% | 111,510,000 | 173,220,000 | 4,594 |
| Temple | 76,864 | 4,388,842,772 | 57,099 | 0.6772 | 159,416 | 1,079.57 | 21,896,308 | 285 | 74,509,833 | 22,530,000 | 30.24% | 168,005,000 | 109,316,314 | 3,608 |
| Victoria | 67,659 | 4,081,607,335 | 60,326 | 0.6224 | 174,300 | 1,084.84 | 23,042,016 | 341 | 48,200,129 | 16,256,000 | 33.73% | 88,297,161 | 64,440,000 | 2,257 |



