

Annual Budget

Fiscal Year 2014-2015



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





MISSION STATEMENT



Standing left to right: Councilwoman Marsha Porter, Councilman Duke W. Coon , and Councilman Seth Gibson.

Seated left to right: Mayor Pro Tem Guy Martin, Mayor Webb Melder, and Councilman Gil Snider.

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



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S.B. 656 Notice

“This budget will raise more revenue from property taxes than last year’s budget by an amount of \$2,129,263, which is an 11.7 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 \$603,941.”

On August 28, 2014, the members of the governing body voted on the Fiscal Year 2014-15 Budget as follows:

FOR:

S. GIBSON
G. SNIDER
D. COON

M. PORTER
G. MARTIN

AGAINST:

NONE

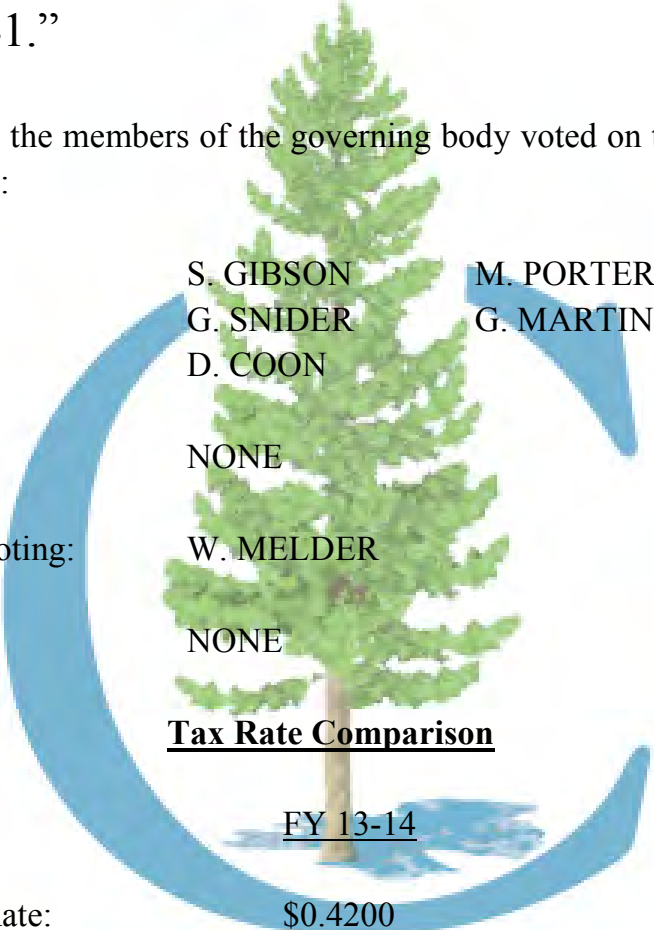
PRESENT and not voting:

W. MELDER

ABSENT:

NONE

Tax Rate Comparison



| | <u>FY 13-14</u> | <u>FY 14-15</u> |
|--------------------------|-----------------|-----------------|
| Total Property Tax Rate: | \$0.4200 | \$0.4200 |
| Effective Tax Rate: | \$0.4050 | \$0.3887 |
| Effective M&O Tax Rate: | \$0.2588 | \$0.2194 |
| Rollback Tax Rate: | \$0.4365 | \$0.4259 |
| Debt Tax Rate: | \$0.1700 | \$0.1700 |

Total Municipal Debt Obligations (secured by property taxes):

\$105,350,000

\$121,840,000



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Government Finance Officers Association of the United States and Canada



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Conroe
Texas**

For the Fiscal Year Beginning

October 1, 2013

A handwritten signature in black ink, reading 'Jeffrey R. Egan', is positioned above the title 'Executive Director'.

Executive Director

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, 2013.

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.



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**City of Conroe
2014- 2015**

Listing of City Officials

Elected Officials

| | |
|-----------------------------------|---------------|
| Mayor | Webb Melder |
| Councilwoman Place 1 | Marsha Porter |
| Councilman Place 2 | Seth Gibson |
| Councilman Place 3 | Duke W. Coon |
| Councilman Place 4 – Mayor ProTem | Guy Martin |
| Councilman Place 5 | Gil Snider |
| Municipal Court Judge | Mike Davis |

Appointed Officials

| | |
|---|---------------------|
| City Administrator | Paul Virgadamo, Jr. |
| City Secretary | Marla Porter |
| City Attorney | Marcus Winberry |
| Assistant City Administrator/Chief Financial Officer | Steve Williams |
| Police Chief | Philip Dupuis |
| Fire Chief | Ken Kreger |
| Director of Parks and Recreation | Mike Riggins |
| Executive Director of Infrastructure Services | Scott Taylor |
| Director of Human Resources | Andre Houser |
| Executive Director of Conroe Industrial Development Corporation | Fred Welch |



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City of Conroe

2014-2015 Annual Operating Budget

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CITY OF CONROE

Est. 1904

October 1, 2014

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, 2014 and ending September 30, 2015, 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 14-15 is a balanced, conservative plan that continues our previous commitments toward quality services and facilities and addresses opportunities for additional improvements. The total operating budget for FY 14-15 is \$139,716,629; however, exclusive of interfund transfers that are effectively counted twice, the actual budget is \$116,864,226. 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 2014 updated Strategic Plan, including specific goals and strategies, can be seen immediately following this cover letter.

ANNEXATION

One of the major issues facing the City of Conroe is future annexation. Effective January 1, 2015, the City will annex commercial and residential portions of State Highway 105 West including April Sound, Tejas Creek, Diamond Head, and several other subdivisions. This annexation will add 5.2 square miles to the city limits and 9,765 residents to the City's population. In order to be ready for the annexation, the City added 6 Fire Lieutenants, 6 Fire Engine Operators, and 18 Firefighters to the current budget. This will give staff the time to train the new personnel to be able to meet service delivery needs on the effective date of annexation. Property tax revenues for the annexation will not be received until FY 15-16, due to the timing of the property tax cycle. However, sales taxes and other revenues will be received effective January 2015, and those revenues are programmed into this budget. Annexation was a major factor considered during the preparation of this budget.

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 14-15 budget.

While the stock market is entering the 4th year of a bull run, many Americans are still struggling to make ends meet. High unemployment, low wage growth and flat GDP continue to plague the once vigorous US economy. Across the board, economic data look lackluster despite several years of unprecedented government intervention and the Fed holding interest rates artificially low with quantitative easing (QE) 1, 2 & 3. Some market experts say the economy is in a slow recovery while others predict another correction around the corner. One thing is clear: the economy is still struggling to return to pre-2008 conditions.

There are, however, pockets of strong economic activity throughout the country. The state of Texas in general and the Houston metropolitan area specifically, have experienced unbelievable growth in the last few years. According to the 2010 US Census, around 4,500 people move to the state every week with Houston being the top destination. The primary reason being that Texas leads the nation in job creation across all pay levels. A recent report by the Dallas branch of the Federal Reserve mentioned that "Texas experienced stronger job growth than the rest of the nation in all four wage quartiles from 2000 to 2013, even in the middle two wage quartiles, where growth in the rest of the nation was negative and zero, respectively."

Closer to home, the regional housing sector continues its torrid growth with home sales moving higher. Overall building permits in Conroe were up 58.9% through May 2014, while permits and starts for single family homes were up 49.1% through May 2014. Multifamily and apartment construction continues to be very strong. Unemployment rates in the City and Montgomery County have steadily decreased through 2014. Conroe's unemployment rate, 3.6%, decreased by 1.4% from May 2013 to April 2014. We expect the labor market to remain strong and unemployment rates to hold steady or decrease through next year. Texas' unemployment rate was 4.7% in April 2014, which was a 1.6% decrease from May 2013 to April 2014.

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 3.0% increase over the previous year's actual 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 11.7% adjusted for annexation revenue.

Property Tax

This budget maintains the current tax rate of 42.00¢ per hundred dollars of value. The 42.00¢ tax rate translates into a \$42.00 tax levy for each \$10,000 worth of property value. For example, the average home value in the City of Conroe this year is \$166,885. The City tax levy on that amount will be \$700.92. This is a monthly cost of \$58.41; 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 2014 is 18%. Below is a breakdown of the 2014 property tax rates for most areas within the City limits. (Some areas of the city are in the Willis ISD and some areas are also in the boundaries of municipal utility districts and emergency service districts.) The table also shows how much each levy would be at the 2014 tax rates; however, it does not reflect the various exemptions that are available for residential property.

| Entity | 2014 Tax Rate | Levy on Avg. Home |
|-----------------------------|-----------------|-------------------|
| Conroe Ind. School District | \$1.2800 | \$2,136.13 |
| Montgomery County | 0.4767 | 795.54 |
| City of Conroe | 0.4200 | 700.92 |
| Lone Star College | 0.1081 | 180.40 |
| Mont. Co. Hospital District | 0.0725 | 120.99 |
| Total | \$2.3573 | \$3,933.98 |

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 17.0¢ for the Debt Service rate and 25.0¢ 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 42.00¢ rate compares favorably to other communities in our area. The following is a list of cities in Montgomery County and Texas with their 2014 tax rates.

| Montgomery County Property Tax Rates | | | |
|---|----------|---------------|-----------------|
| Panorama Village | \$0.6591 | Conroe | \$0.4200 |
| Oak Ridge North | 0.4822 | Montgomery | 0.4155 |
| Willis | 0.6077 | Shenandoah | 0.2404 |
| Magnolia | 0.4629 | | |

| Other Texas Cities Property Tax Rates | | | |
|--|----------|---------------|---------------|
| Baytown | \$0.8220 | Temple | \$0.5864 |
| Desoto | 0.7574 | Galveston | 0.5540 |
| Pearland | 0.7051 | San Marcos | 0.5302 |
| Bryan | 0.6300 | Missouri City | 0.5835 |
| Victoria | 0.6010 | Conroe | 0.4200 |
| League City | 0.5970 | | |

The property tax roll can increase in several ways. New improvements can be built or additional 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 \$506,967,419, or 11.7%. New improvements and new personal property added over \$126,528,705 to the roll. Newly annexed property added approximately \$17,266,742 of value to the roll.

Water and Sewer Sales

Another major revenue source for the City is water and sewer sales. These funds are earmarked to cover the operating cost of our water and sewer utilities 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.

This budget includes a water and sewer rate increase of 7.00% over the previous fiscal year. The City worked with McLain DSS 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 improvements program.

Since fiscal year 93-94, the City has raised its rates on eleven occasions. Prior to fiscal year 02-03, the City's water and sewer rates were highly subsidized through the use of the ½¢ 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 11-12.

Minimum Monthly Base Charge by Meter Size

| | FY <u>11-12</u> | FY <u>12-13</u> | % <u>Incr.</u> | FY <u>13-14</u> | % <u>Incr.</u> | FY <u>14-15</u> | % <u>Incr.</u> |
|------------|----------------------------------|----------------------------------|---------------------------------|----------------------------------|---------------------------------|----------------------------------|---------------------------------|
| 5/8 inches | \$10.00 | \$10.00 | n/a | \$10.00 | n/a | \$12.00 | 20.0% |
| 1 inch | 15.00 | 15.00 | n/a | 15.00 | n/a | 18.00 | 20.0% |
| 1.5 inches | 20.00 | 20.00 | n/a | 20.00 | n/a | 25.00 | 25.0% |
| 2 inches | 25.00 | 25.00 | n/a | 25.00 | n/a | 35.00 | 40.0% |
| 3 inches | 30.00 | 30.00 | n/a | 30.00 | n/a | 46.00 | 53.3% |
| 4 inches | 35.00 | 35.00 | n/a | 35.00 | n/a | 65.00 | 85.7% |
| 6 inches | 40.00 | 40.00 | n/a | 40.00 | n/a | 90.00 | 125.0% |
| 8 inches | 45.00 | 45.00 | n/a | 45.00 | n/a | 145.00 | 222.2% |
| 10 inches | 50.00 | 50.00 | n/a | 50.00 | n/a | 250.00 | 400.0% |

Residential & Sprinkler Rates Inside City Limits

| | FY <u>11-12</u> | FY <u>12-13</u> | % <u>Incr.</u> | FY <u>13-14</u> | % <u>Incr.</u> | FY <u>14-15</u> | % <u>Incr.</u> |
|--|----------------------------------|----------------------------------|---------------------------------|----------------------------------|---------------------------------|----------------------------------|---------------------------------|
| Water Rates | | | | | | | |
| 0 - 3,000 gallons (minimum charge) | \$0.00 | \$0.00 | n/a | \$0.00 | n/a | \$0.00 | n/a |
| 3,000 - 10,000 gal. (per 1,000 gallons) | 2.40 | 2.40 | n/a | 2.51 | 4.55% | 2.56 | 1.99% |
| 10,000 - 15,000 gal. (per 1,000 gallons) | 2.95 | 2.95 | n/a | 3.08 | 4.55% | 3.15 | 2.27% |
| 15,000 - 25,000 gal. (per 1,000 gallons) | 3.50 | 3.50 | n/a | 3.66 | 4.55% | 3.74 | 2.19% |
| 25,000 - 35,000 gal. (per 1,000 gallons) | 4.00 | 4.00 | n/a | 4.18 | 4.55% | 4.27 | 2.15% |
| Over 35,000 gal. (per 1,000 gallons) | 5.00 | 7.00 | 40.00% | 7.32 | 4.55% | 7.47 | 2.05% |
| Sewer Rates | | | | | | | |
| 0 - 3,000 gal. (minimum charge) | \$19.27 | \$19.99 | 3.75% | \$20.90 | 4.55% | \$22.36 | 6.99% |
| 3,000+ (per 1,000 gal.) | 2.35 | 2.44 | 3.75% | 2.55 | 4.55% | 2.73 | 7.06% |
| Maximum Charge at 10,000 gallons | 35.72 | 37.06 | 3.75% | 38.75 | 4.55% | 41.47 | 7.02% |

Commercial Rates Inside City Limits

| | FY <u>11-12</u> | FY <u>12-13</u> | % <u>Incr.</u> | FY <u>13-14</u> | % <u>Incr.</u> | FY <u>14-15</u> | % <u>Incr.</u> |
|---|----------------------------------|----------------------------------|---------------------------------|----------------------------------|---------------------------------|----------------------------------|---------------------------------|
| Water Rates | | | | | | | |
| 0 - 3,000 gallons (minimum charge) | \$0.00 | \$0.00 | n/a | \$0.00 | n/a | \$0.00 | n/a |
| 3,000 - 10,000 gal. (per 1,000 gallons) | 2.50 | 2.50 | n/a | 2.61 | 4.55% | 2.67 | 2.30% |
| 10,000 - 15,000 gal. (per 1,000 gallons) | 2.75 | 2.95 | 7.27% | 3.08 | 4.55% | 3.15 | 2.27% |
| 15,000 - 25,000 gal. (per 1,000 gallons) | 3.25 | 3.50 | 7.69% | 3.66 | 4.55% | 3.74 | 2.19% |
| 25,000 - 35,000 gal. (per 1,000 gallons) | 3.75 | 4.00 | 6.67% | 4.18 | 4.55% | 4.27 | 2.15% |
| 35,000 - 50,000 gal. (per 1,000 gallons) | 4.75 | 7.00 | 47.37% | 7.32 | 4.55% | 7.47 | 2.05% |
| 50,000 - 75,000 gal. (per 1,000 gallons) | 4.75 | 7.00 | 47.37% | 7.32 | 4.55% | 7.47 | 2.05% |
| 75,000 – 100,000 gal. (per 1,000 gallons) | 2.25 | 7.00 | 211.11% | 7.32 | 4.55% | 7.47 | 2.05% |
| Over 100,000 gal. (per 1,000 gallons) | 2.25 | 2.30 | 2.22% | 2.40 | 4.55% | 2.46 | 2.50% |
| | FY <u>11-12</u> | FY <u>12-13</u> | % <u>Incr.</u> | FY <u>13-14</u> | % <u>Incr.</u> | FY <u>14-15</u> | % <u>Incr.</u> |
| Sewer Rates | | | | | | | |
| 0 - 3,000 gal. (minimum charge) | \$19.27 | \$19.99 | 3.75% | \$20.90 | 4.55% | \$22.36 | 6.99% |
| 3,000+ (per 1,000 gal.) | 2.35 | 2.44 | 3.75% | 2.55 | 4.55% | 2.73 | 7.06% |

Beginning in FY 09-10, the City implemented a surface water conversion fee of \$0.50 per 1,000 gallons consumed. The fee was implemented 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. In FY 10-11, the fee was increased to \$0.75 per \$1,000 gallons consumed. In FY 11-12, the fee was increased to \$1.05 per \$1,000 gallons consumed. For FY 12-13, the fee was increased to \$1.50 per \$1,000 gallons consumed. For FY 13-14, the fee was increased to \$2.10 per \$1,000 gallons consumed. For FY 14-15, the fee will increase to \$2.70 per \$1,000 gallons consumed. The fee will be increased because the SJRA is increasing the fee charged to the City for pumping water from the ground.

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 in several Texas cities. Conroe's water and sewer rates are below the average charged by other cities. The chart below compares Conroe's rates to other cities as reported in the TML survey (Note: some data were obtained directly from the cities themselves.) These monthly rates are based on 10,000 gallons of water use.

| City | Water Rate | SWC Fee | LSG Fee | Sewer Rate | Combined | Proposed |
|---|--------------|--------------|-------------|--------------|--------------|--------------|
| Baytown | \$ 61.91 | \$ - | \$ - | \$ 58.01 | \$ 119.92 | \$ - |
| Huntsville | 44.70 | - | - | 51.96 | 96.66 | - |
| Average of cities 50,000 – 75,000 population | 46.34 | - | - | 47.74 | 94.08 | - |
| Willis | 33.85 | 22.80 | 0.60 | 33.85 | 91.10 | - |
| Oak Ridge North | 34.50 | 18.00 | 0.60 | 37.95 | 91.05 | - |
| Conroe | 27.57 | 21.00 | 0.60 | 38.75 | 87.92 | 98.99 |
| Deer Park | 41.93 | - | - | 44.41 | 86.34 | - |
| Pearland | 41.31 | - | - | 38.65 | 79.96 | - |
| Sugar Land | 18.03 | 18.80 | - | 41.40 | 78.23 | - |
| Panorama Village | 33.83 | - | 0.60 | 37.40 | 71.83 | - |
| Tomball | 10.90 | 17.50 | - | 38.31 | 66.71 | - |
| La Porte | 32.39 | - | - | 33.75 | 66.14 | - |
| Friendswood | 35.80 | - | - | 29.21 | 65.01 | - |
| Pasadena | 33.00 | - | - | 31.25 | 64.25 | - |
| Humble | 26.85 | - | - | 34.75 | 61.60 | - |
| Shenandoah | 24.25 | 6.60 | 0.60 | 23.00 | 54.45 | - |

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 conservatively budgeting a 3.2% increase in electricity gross receipts for FY 14-15.

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 budgeting a 1.0% increase in revenues for this program due to commercial building growth.

Other Revenues

Revenues from residential and commercial building permits are anticipated to increase in FY 14-15 due to increased building activity. The City is budgeting a 39.0% increase in these revenues. Through April 2014, building permits have increased 58.9% as compared to last year. We anticipate the building activity to continue in Conroe through FY 14-15.

Revenues from traffic and criminal fines are expected to decrease by \$49,297 in the upcoming fiscal year due to lower trends in FY 13-14. The Municipal Court participates in the State-wide Warrant Round-up. The Court is able to clear more warrants on defendants that may have moved to another city or county through the help of other agencies serving city warrants. Also this fiscal year, Conroe is continuing to participate in the multi-state program, known as Omnibase, which denies the renewal of a driver's license

to any person that has an outstanding fine. The City is estimated to net over \$361,000 in FY 13-14 from this collection program.

Finally, in early 2010, the City added red light cameras to certain intersections to increase safety and reduce side impact automobile crashes. Violators receive a \$75 civil citation for running a red light. During the election in May 2014, voters eliminated the red light camera program. Overall, for FY 14-15, traffic camera fines are budgeted to decrease by \$810,749, or 92.1%, compared to the FY 13-14 budget.

Parks and recreation fees are anticipated to increase by 3.0% from last year's estimate in FY 14-15. The City has enhanced a number of parks facilities such as the C.K. Ray Recreation Center, Kasmiersky Park, Martin Luther King, Jr. Park, and Candy Cane Park. Memberships and facility use fees, as well as program fees, are anticipated to increase due to more demand for these fine facilities.

Two 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 \$1,341,509 in FY 14-15, which is an increase of \$63,881 from last year's estimated figure. Sales figures in this area have grown over the last several years, and we anticipate this trend in FY 14-15.

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 the City's 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. Below is a listing of the new positions and the major new initiatives in the General Fund.

In the area of public safety, the Police department budget includes funding for patrol vehicle equipment and equipment for Police Officers. One additional Police Officer was added to the Patrol division, and one full-time Evidence Technician was added to the Investigations division. The Police department also received additional funding for telecommunicator certification pay, the taser replacement program, and a covert track phone system. The Animal Shelter received additional funding for the contractual agreement to privatize the operations of the shelter. In addition to the positions mentioned earlier, the Fire department received funding for building and equipment maintenance for the annexed fire station.

The Parks and Recreation department received additional funding for new office improvements, the First Thursday Free Concert Series, and custodial and HVAC service increases. The Recreation Center received additional funding for the Arts Grants program and custodial services. The Aquatic Center received funding for pool chemicals, part-time lifeguards, a contract swim team coach, and a pool heater. Parks Operations received additional funding for maintaining and landscaping parks properties and additional utilities funding for the IH-45 retention pond pump.

In the administration area, the Mayor & Council division received funding for National League of Cities membership and election equipment. The Finance department received funding for sales tax revenue recovery fees. Human Resources received funding for Civil Service physicals and Workforce software

upgrade. The Municipal Court received funding through dedicated Court Technology funds for software maintenance. They also received additional funding for the fine collection contract agreement.

In FY 12-13, the City updated its Information Technology Strategic Plan (I.T.S.P.). The I.T.S.P. is a comprehensive review of the City's technology needs. The I.T. division received funding for server and switch replacement that were initiatives of the plan. Personal computer replacement funding was deleted due to balancing the budget, and those replacements will be funded through each division's operating budget as funding allows. The I.T. division also received additional funding to cover the increased costs of computer hardware and software maintenance agreements, as well as storage expansion.

In FY 10-11, the City began maintaining all traffic signals in the city limits. The signals were previously maintained by the Texas Department of Transportation. The budget allocates funds for replacement and spare parts for traffic signals (controllers, cabinets, L.E.D. balls, arrows, and lighting). The Community Development division received funding for two full-time Code Enforcement Officers and two full-time Building Inspector/Plan Reviewers.

The General Fund budget allocates \$750,000 for street maintenance in the Streets division. It also includes funding for a new sidewalk installation program (\$150,000). Also, the Drainage division received \$100,000 to fund materials to address isolated drainage problems. This alleviates the need to fund small drainage projects through the CIP budget. (Note: A more comprehensive approach to infrastructure replacement utilizing such revenue sources as bond proceeds is addressed in the City's CIP.) The Engineering division received funding for flood protection planning program and the traffic signal timing program. The approval of these funding requests addresses immediate needs to provide City services as well as implement the initiatives in the 2014 Strategic Plan.

Water and Sewer Operating Fund

The Water and Sewer Operating Fund accounts for the operation of the City's water and sewer utilities; 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.

Several supplemental budget requests were approved in the Water and Sewer Operating Fund. The Utility Billing division received funding for a customer payment kiosk and mobile handheld data collector. Public Works Administration received funding for increased maintenance supplies, security costs, and to replace tables and chairs in the classroom.

The Water division received funding to rehabilitate the Robinwood elevated storage tank and purchase a new water well motor. The Sewer division received funding to TV inspect the City's 48 inch sewer trunk mains and purchase a new jet truck. The Waste Water Treatment Plant received funding for lab testing, landfill fees, and equipment repairs. Finally, the Project Construction division received funding for a road boring machine and variable well point pump.

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.

A transfer will be made this year from the Conroe Industrial Development Corporation (CIDC) Fund. This transfer will cover the principal and interest costs for bonds that were issued to make improvements in the park system. The CIDC fund is made up of revenues from a ½¢ 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 14-15 include: construction of League Line Road (East), Wilson road widening, Crighton Road, Grace Crossing extension, and various street overlay projects; various traffic signal improvements; pedestrian access and transit service; and various drainage improvement projects throughout the city. Major park improvements include upgrades to the IH-45 detention pond and improvements to Candy Cane Park. The CIP also includes funding for a new Police & Municipal Courts facility and improvements to the Dean Towery Service Center.

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. In the fall of 2014, the City plans to issue \$19,240,000 in revenue bonds. The Series 2014 Water and Sewer System Revenue Bonds would be used for water wells #23 & #24; FM 1488 water line, LaSalle to League Line sewer trunk main; Anderson Crossing water and sewer lines; liftstation removal; MUD #95 Water and Sanitary Sewer, White Oak and Live Oak Creek sewer lines; and wastewater treatment plan rehabilitation; and Sanitary Sewer Overflow Initiative (SSOI).

The City's long-range, 10-year Capital Improvement Program (CIP) encompasses all known 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 three funds: a clearing fund, a debt service 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 pays principal and interest costs for debt that was issued to benefit the park system. The CIDC contracted with the City to design and construct those improvements. The CIDC also 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.

The CIDC also 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 business to Conroe. Each park is important to the economic growth and development of the city and its residents.

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 the past, purchases of this type were budgeted in various funds using either current funds located in each department or a lease/purchase program.

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 14-15 replacements, as well as for those to occur in the future. The City will transfer excess fund balance from the General Fund in FY 13-14 to cover the transfer that would occur in FY 14-15.

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 system. Contributions are made from the Water and Sewer Operating Fund to pay for the FY 14-15 replacements, as well as for those to 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. In FY 09-10, the City established the HOT fund, which is used to track these revenues and expenditures. The HOT Fund expenses include the Convention and Visitors Bureau (CVB). Major initiatives for FY 14-15 include funding for additional marketing, new travel & training, and hotel tax audits.

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.

Transportation Grants Fund

The Transportation Grants fund was established to account for state and federal grant awards for Conroe's public transit program. The division is responsible for the mobility and transportation needs for the city. First year initiatives include providing a fixed route transit service, program marketing, and the purchase of busses. In FY 14-15, the City anticipates receiving \$826,391 in grant revenues.

Conroe Tower Fund

The Conroe Tower Fund 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. The fund also receives transfers from the General Fund and the Water and Sewer Operating Fund in lieu of rent payments. This division received funding for renovation, replacement, and maintenance of various items in the Tower.

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, including vehicle and equipment acquisition and disposal. Fleet Services staff, some of whom are ASC Certified, perform vehicle and equipment repairs and maintenance. In 2007, Fleet Services received the “Blue Seal of Excellence” from the ASC. Fleet Services also implements interlocal agreements with other governmental entities to service their vehicles.

Self-Funded Insurance Fund

The City’s Self-Funded Insurance Fund (SFIF) is anticipated to end FY 13-14 with a loss ratio over 100%, which means that claims will exceed premium and re-insurance income. Program changes were implemented in January 2014 to mitigate claims, and the City added a health savings account (HSA) option for employees. This fund will be monitored closely to determine if premiums or benefit plan changes must occur in the future to keep the fund in a positive state.

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. Also, Civil Service grades will be increased by 2% effective 10/1/2014

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 grades will be increased by 2% effective 10/1/2014, and those positions will also receive a cost of living adjustment (COLA) of 2% effective 10/1/2014.

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 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, 2015, of \$20,221,005, which is equivalent to 121.0 days of operating expenditures (also stated as a 33.1% reserve). This amount exceeds the threshold of 90 days established in the City’s Financial Management Policy and is considered adequate by our auditors and our financial advisors.

The Water and Sewer Operating Fund reserve is estimated at \$12,114,317, which is 147.5 days of operating expenditures, or 40.4%. 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 considered adequate by our auditors and our financial advisors.

The City's other operating funds have adequate reserve levels for FY 14-15. Each fund's reserve amount can be seen in the summary schedule entitled "FY 14-15 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 money to replace vehicles and equipment, the addition of thirty-six new positions and a 7.0% increase in water and sewer rates.

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,

Webb Melder

Webb Melder
Mayor

Conroe Strategic Plan - 2014

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 (in progress)
- * Piney Shores (in progress)

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.

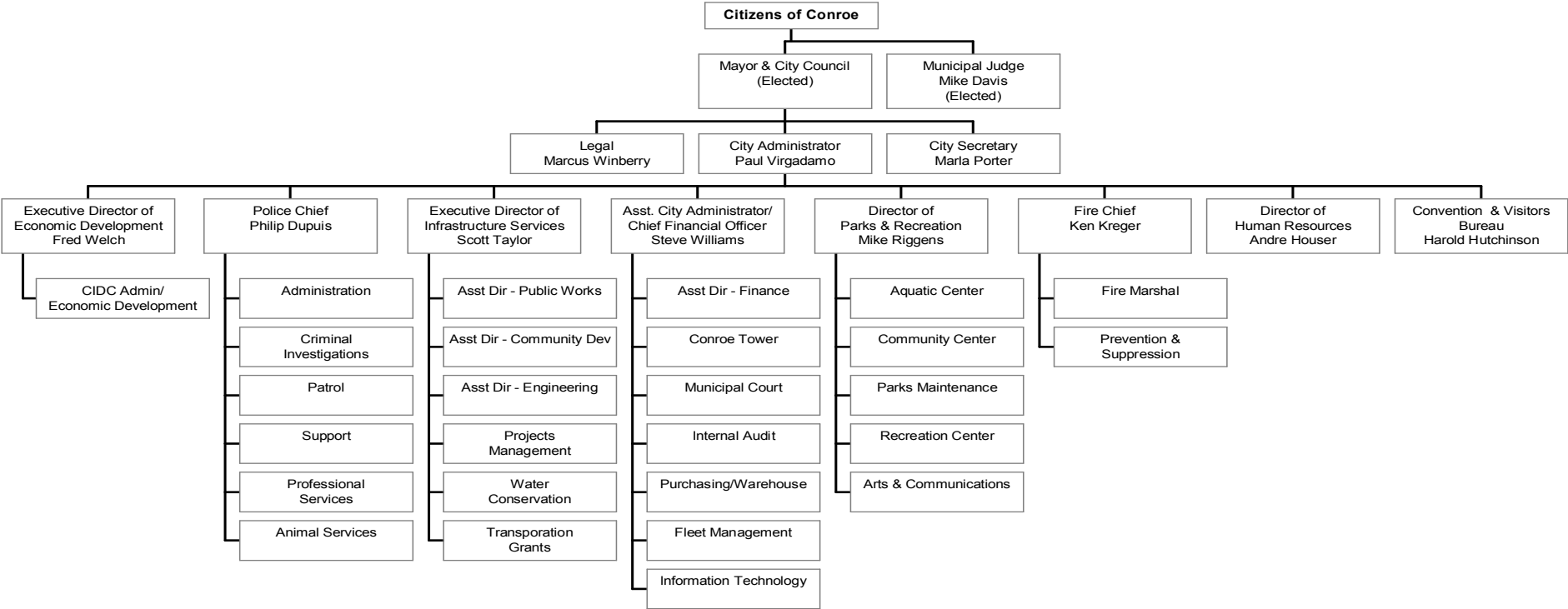
Strategic Issue 9: (Public Safety) There is a need to establish a stand-alone City of Conroe Emergency Operations Center. (in progress)

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 61,564, 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 61.1 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 67.1 degrees. Yearly highs average 95 degrees and lows average 45 degrees. Conroe has an abundance of sunshine, with more than 250 sunny days, annually. The City receives annual rainfall of slightly more than 51 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, St. Lukes Episcopal Hospital and Herman 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 49 schools, more than 2,700 teachers with a growing number of students expected to pass 40,400 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.

GUIDE TO USING THE FY 2014-2015 ANNUAL BUDGET

The City of Conroe's FY 2014-2015 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 2014-2015 Annual Budget" section has been added to assist readers with using this document. The FY 2014-2015 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 2014-2015. 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, nine departments in the Water & Sewer Operating Fund, three departments in the Debt Service Funds, and eleven 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 contain 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, HOT Fund, CDBG Entitlement Fund, The Conroe Tower, Oscar Johnson, Jr. Community Center (OJJCC) Fund, Fleet Services Fund, Transportation Grants, and Self-Funded Insurance 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 all 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 2014-2015 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 (including all supplemental requests, whether recommended for approval or not) 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 distributed 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 Director of Finance 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.

FY 2014-2015

Budget Preparation Calendar

| <u>Date</u> | <u>Activity</u> | <u>Participants</u> |
|------------------------------|--|---|
| February | | |
| February 13, 2014 | Finalize the Budget Preparation Manual | A.D. of Finance, Accountant |
| February 18, 2014 | Operating & Capital Budget Kickoff Orientation & Overview: - Provide explanations and instructions for preparing the FY 14-15 budget submissions. - Distribute and discuss Budget Preparation Manual. - Location: City Council Chambers - Time: 9:00 - 10:30 a.m. | City Administrator, ACA/CFO A.D. of Finance, Management Team, all other personnel involved in budget preparation |
| | Budget Training - McLainDSS Location: City Council Chambers Time: 2:00 - 3:30 p.m. | ACA/CFO, A.D. of Finance all personnel involved in budget preparation (if necessary) |
| March | | |
| February 19 - March 19, 2014 | Meet individually with all departments and provide assistance in preparing their budget(s), if needed | ACA/CFO, Finance Department staff, department personnel |
| March 20, 2014 | Operating & CIP Budget submissions due to Finance. | Department heads, designated staff |
| April | | |
| March 21 - April 2, 2014 | Technical Reviews of Operating Budget submissions. | Budget Team Leaders |
| April 1, 2014 | Send City Council the FY 14-15 Budget Preparation Calendar. | ACA/CFO, A.D. of Finance |
| April 7 - April 10, 2014 | Technical Reviews of CIP Budget submissions. | CIP Project Managers |
| April 17 - April 25, 2014 | Operating Budget Submittal Meetings with the City Administrator. | City Administrator, ACA/CFO, A.D. of Finance, Department Staff, Finance Staff |
| May | | |
| May 5 & 6, 2014 | Operating Budget Meetings with City Administrator | City Administrator, ACA/CFO A.D. of Finance |
| May 13, 2014 | CIP Budget Meetings with City Administrator | City Administrator, ACA/CFO, A.D. of Finance, CIP Project Managers |

FY 2014-2015

Budget Preparation Calendar

| <u>Date</u> | <u>Activity</u> | <u>Participants</u> |
|------------------|--|---|
| May 15, 2014 | Preliminary Appraisal Roll due from Montgomery Central Appraisal District (MCAD). | Chief Appraiser |
| June | | |
| June 5, 2014 | Budget Meetings with City Administrator | City Administrator, ACA/CFO, A.D. of Finance |
| June 19, 2014 | 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 |
| June 30, 2014 | Meet to Discuss Proposed Budget Location: 3rd Floor Conference Room Time: 10:00 a.m. - 2:00 p.m. | Mayor, City Administrator, ACA/CFO, A.D. of Finance |
| July | | |
| July 10, 2014 | Vote to schedule a Public Hearing on the Budget on August 14, 2014. (Charter Requirement, 9.06; L.G.C. 102.006(c)) Location: Council Chambers Time: 6:00 p.m. | City Council |
| July 17, 2014 | 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)) | Mayor, City Administrator, ACA/CFO |
| | Proposed Budget posted on the City website (L.G.C. 102.005(c)) | A.D. of Finance, Accountant |
| July 17-18, 2014 | Council Retreat Location: City EOC Time: 7:30 a.m. | City Council, City Administrator Management Team, A.D. of Finance |
| July 23, 2014 | Council Budget Workshop (if needed) Location: Council Chambers Time: 11:00 a.m. - 3:00 p.m. | City Council, City Administrator Management Team, A.D. of Finance |
| July 24, 2014 | 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 |
| July 25, 2014 | Chief Appraiser certifies the appraisal roll. | Chief Appraiser |
| July 26, 2014 | Calculate the Effective & Roll Back tax rates. | Montgomery County Tax Assessor/Collector, ACA/CFO |

FY 2014-2015

Budget Preparation Calendar

| <u>Date</u> | <u>Activity</u> | <u>Participants</u> |
|-----------------|---|---|
| July 29, 2014 | Publish "Notice of Public Hearing on Budget." 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)) | A.D. of Finance (take to newspaper by July 25) |
| July 29, 2014 | Submission of the Effective and Rollback Tax Rates to the City Council. (T.C. 26.04(e)) Special City Council Meeting Location: Council Chambers Time: 9:30 a.m. | City Council, Tax Assessor/ Collector, ACA/CFO |
| | Vote to consider a tax increase (if needed) and to schedule two Public Hearings on Proposed Tax Rate on August 14, 2014, and August 21, 2014. 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 |
| August | | |
| August 7, 2014 | Publish "Notice of Property Tax Rates" by this date (1st quarter-page notice to be published at least three days in advance of the 1st hearing Aug. 14, 2014). (L.G.C. 140.010(b)) | Tax Assessor/Collector (take to newspaper by Noon, August 6) |
| August 14, 2014 | 1st Public Hearing on Proposed Tax Rate (if needed). Location: Council Chambers Time: 9:30 a.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: 9:30 a.m. | City Council |
| | Following the Public Hearing, take action to delay the adoption of the budget until August 28, 2014. (L.G.C. 102.007(a)) Location: Council Chambers Time: 9:30 a.m. | City Council |

FY 2014-2015

Budget Preparation Calendar

| <u>Date</u> | <u>Activity</u> | <u>Participants</u> |
|--------------------|--|-----------------------------|
| August 21, 2014 | 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 three to 14 days from this date. (T.C. 26.06(e)) Special City Council Meeting Location: Council Chambers Time: 10:30 a.m. | City Council |
| August 28, 2014 | Vote to Ratify the Property Tax Increase (if needed). (L.G.C. 102.007 (c)) Location: Council Chambers Time: 6:00 p.m. | City Council |
| | City Council adopts the FY 14-15 Annual Budget. Location: Council Chambers Time: 6:00 p.m. | City Council |
| | Council Adopts the FY 14-15 Annual Tax Rate. Location: Council Chambers Time: 6:00 p.m. | City Council |
| | Council Adopts the Capital Improvement Program. Location: Council Chambers Time: 6:00 p.m. | City Council |
| September | | |
| September 1, 2014 | Budget and Tax Rate must be adopted by this date per contract with the Montgomery County Tax Assessor/Collector | City Council |
| September 22, 2014 | Initialize FY 14-15 Budget into Incode (the City's financial system). | Accounting Manager |
| October | | |
| October 1, 2014 | Fiscal Year begins. | |
| October 15, 2014 | Distribute the "Budget-In-Brief" document. | A.D. of Finance, Accountant |
| October 31, 2014 | Print Adopted Budget. | A.D. of Finance, Accountant |
| | Adopted Budget posted on City Website (L.G.C. 102.008) | A.D. of Finance, Accountant |

FY 2014-2015

Budget Preparation Calendar

Date

Activity

Participants

November

November 26, 2014

Adopted Budget to GFOA by this date; 90 days after adoption.

A.D. of Finance, Accountant

CERTIFICATE FOR ORDINANCE

I.

On the 28th day of August, 2014, the City Council of the City of Conroe, Texas, consisting of the following qualified members, to-wit: **Webb Melder, Mayor; Guy Martin, Mayor Pro Tem; Council Members Gil Snider, Duke Coon, Marsha Porter, and Seth Gibson**, did convene in public session in the Council Chamber of the City Hall at 300 West Davis in Conroe, Texas. The roll being first called, a quorum was established, all members being present except the following, to wit: _____. 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. 2204-14

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 2014 AT A RATE OF \$0.4200 PER ONE HUNDRED DOLLARS (\$100.00) VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF CONROE AS OF JANUARY 1, 2014, SPECIFYING SEPARATE COMPONENTS OF SUCH RATE FOR OPERATIONS AND MAINTENANCE AND FOR DEBT SERVICE; LEVYING AN AD VALOREM TAX FOR THE YEAR 2014; 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, Martin, 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 28th day of August, 2014.


MARLA J. PORTER, City Secretary

ORDINANCE NO. 2204-14

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 2014 AT A RATE OF \$0.4200 PER ONE HUNDRED DOLLARS (\$100.00) VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF CONROE AS OF JANUARY 1, 2014, SPECIFYING SEPARATE COMPONENTS OF SUCH RATE FOR OPERATIONS AND MAINTENANCE AND FOR DEBT SERVICE; LEVYING AN AD VALOREM TAX FOR THE YEAR 2014; 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 \$0.4200 per one hundred dollars (\$100.00) assessed valuation is hereby adopted for the 2014 calendar year, such rate consisting of the following specified components:

- (a) For operations and maintenance, \$0.2500 per one hundred dollars (\$100.00) assessed valuation.
- (b) For payment of principal and interest on bonds, \$0.1700 per one hundred dollars (\$100.00) assessed valuation.

Section 2. That an ad valorem tax for the 2014 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, 2015, 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 TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.


Section 7. That THE TAX RATE WILL EFFECTIVELY BE RAISED BY 13.95% PERCENT AND RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$0.

Section 8. That this ordinance shall take effect immediately of and from the date of adoption.

PASSED AND APPROVED this 28th day of August, 2014.


WEBB MELDER, Mayor

APPROVED AS TO FORM:


MARCUS L. WINBERRY, City Attorney

ATTEST:


MARLA J. PORTER, City Secretary

CERTIFICATE FOR ORDINANCE

I.

On the 28th of August, 2014, the City Council of the City of Conroe, Texas consisting of the following qualified members, to-wit: **Webb Melder, Mayor; Council Members Gil Snider, Duke Coon, Marsha Porter, Seth Gibson, and Guy Martin**, 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 except the following, to wit: _____. 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. 2203-14

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, ADOPTING A MUNICIPAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014, AND ENDING SEPTEMBER 30, 2015; APPROPRIATING FUNDS IN ACCORDANCE WITH THE BUDGET; PROVIDING FOR EFFECTIVE DATE AND ORDAINING OTHER RELATED MATTERS.

III.

Upon motion of Council Member Porter, seconded by Council Member Snider, 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 28th day of August, 2014.


MARLA J. PORTER, City Secretary

ORDINANCE NO. 2203-14

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, ADOPTING A MUNICIPAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014, AND ENDING SEPTEMBER 30, 2015; 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, 2014, and ending September 30, 2015; 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, 2014 and ending September 30, 2015.

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 | \$ 61,013,723 |
| Water/Sewer Operating Fund | 29,971,849 |
| General Obligation Debt Service Fund | 10,074,031 |
| Water/Sewer Debt Service | 6,332,887 |
| CIDC Debt Service Fund | 4,069,493 |
| CIDC Revenue Clearing Fund | 10,034,884 |
| CIDC General Fund | 3,677,282 |
| Hotel Occupancy Tax Fund | 812,673 |
| CDBG Entitlement Fund | 626,095 |
| Conroe Tower Fund | 524,395 |
| Vehicle & Equipment Fund | 1,447,350 |
| Water & Sewer Vehicle & Equipment Fund | 279,700 |
| Oscar Johnson, Jr. Comm. Center Fund | 1,102,554 |
| Transportation Grants Fund | 662,943 |
| Fleet Services Fund | 1,413,855 |
| Self Funded Insurance Fund | 7,672,915 |
| Total Expenditures | \$ 139,716,629 |
| Contingent Appropriation (3%) | \$ 4,191,499 |
| TOTAL APPROPRIATION | \$ 143,908,128 |

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 28th day of August, 2014.



WEBB MELDER, Mayor

APPROVED AS TO FORM:



MARCUS L. WINBERRY, City Attorney

ATTEST:



MARLA J. PORTER, City Secretary



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FY 14-15 Projected Budget Summary

| Revenues | FY 12-13 Actual | FY 13-14 Budget | FY 13-14 Estimated | FY 14-15 Proposed |
|-----------------------------------|----------------------------|----------------------------|-------------------------------|------------------------------|
| General Fund | \$ 53,980,353 | \$ 53,994,283 | \$ 54,881,865 | \$ 57,144,578 |
| Water/Sewer Operating Fund | 24,091,763 | 27,143,120 | 27,099,707 | 31,117,702 |
| Water/Sewer Project Construction | - | - | - | - |
| General Obligation Debt Serv Fund | 16,220,692 | 10,781,212 | 10,745,521 | 11,576,746 |
| Water/Sewer Debt Service | 4,653,050 | 5,435,494 | 5,435,494 | 6,332,887 |
| CIDC Debt Service Fund | 17,868,427 | 4,059,047 | 4,066,047 | 4,069,493 |
| CIDC Revenue Clearing Fund | 9,160,163 | 9,576,771 | 9,576,771 | 10,034,884 |
| CIDC General Fund | 7,142,936 | 5,532,522 | 8,498,740 | 5,992,396 |
| Hotel Occupancy Tax Fund | 927,516 | 820,272 | 1,011,442 | 1,006,946 |
| CDBG Entitlement Fund | 420,552 | 729,698 | 579,288 | 626,095 |
| Conroe Tower Fund | 421,207 | 523,608 | 528,220 | 524,395 |
| Vehicle & Equipment Fund | 2,589,133 | 2,091,776 | 2,138,281 | 13,491 |
| Water/Sewer Vehicle & Equipment | 886,814 | 938,342 | 940,603 | 813,636 |
| OJCC Fund | 1,123,056 | 1,153,763 | 1,176,539 | 1,102,554 |
| Transportation Grants | - | 1,429,375 | 1,162,927 | 826,391 |
| Fleet Services Fund | 1,333,715 | 1,378,057 | 1,290,522 | 1,405,571 |
| Self Funded Insurance Fund | 6,861,716 | 7,424,794 | 7,331,136 | 7,672,915 |
| Total Revenues | \$ 147,681,093 | \$ 133,012,134 | \$ 136,463,103 | \$ 140,260,680 |

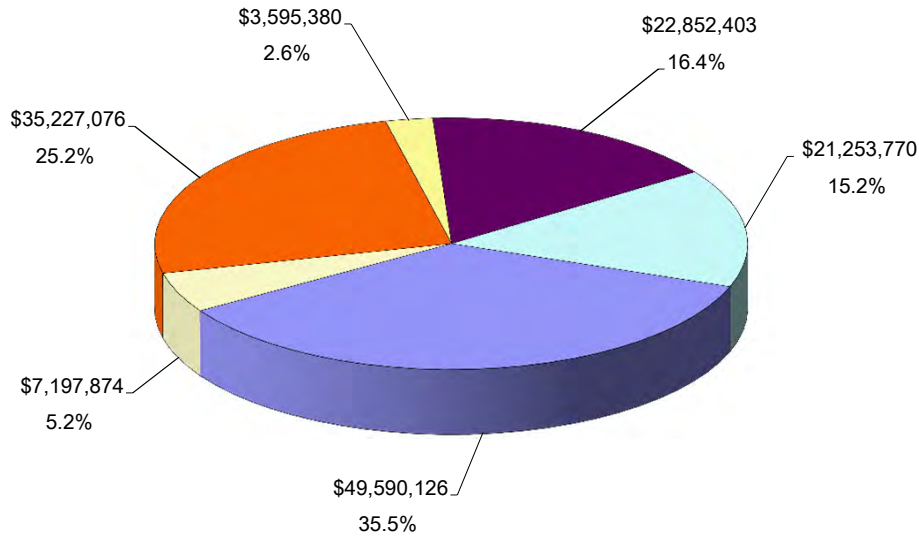
| Expenditures | FY 12-13 Actual | FY 13-14 Budget | FY 13-14 Estimated | FY 14-15 Proposed |
|-----------------------------------|----------------------------|----------------------------|-------------------------------|------------------------------|
| General Fund | \$ 51,077,092 | \$ 59,834,303 | \$ 58,444,278 | \$ 61,013,723 |
| Water/Sewer Operating Fund | 24,956,023 | 27,566,682 | 26,831,170 | 29,971,849 |
| Water/Sewer Construction Fund | - | - | - | - |
| General Obligation Debt Serv Fund | 15,089,670 | 8,873,324 | 8,523,241 | 10,074,031 |
| Water/Sewer Debt Service | 4,596,817 | 5,435,494 | 5,398,184 | 6,332,887 |
| CIDC Debt Service Fund | 17,078,066 | 4,059,047 | 4,066,047 | 4,069,493 |
| CIDC Revenue Clearing Fund | 8,962,618 | 9,576,771 | 9,576,771 | 10,034,884 |
| CIDC General Fund | 4,043,013 | 6,376,158 | 6,802,906 | 3,677,282 |
| Hotel Occupancy Tax Fund | 592,708 | 741,446 | 720,670 | 812,673 |
| CDBG Entitlement Fund | 197,442 | 714,117 | 713,365 | 626,095 |
| Conroe Tower Fund | 502,038 | 616,139 | 614,504 | 524,395 |
| Vehicle & Equipment Fund | 1,767,781 | 2,094,664 | 2,026,435 | 1,447,350 |
| Water/Sewer Vehicle & Equipment | 502,885 | 1,268,000 | 1,268,000 | 279,700 |
| OJCC Fund | 1,123,396 | 1,153,763 | 1,176,539 | 1,102,554 |
| Transportation Grants | - | 1,429,375 | 1,326,375 | 662,943 |
| Fleet Services Fund | 1,309,242 | 1,383,646 | 1,266,715 | 1,413,855 |
| Self Funded Insurance Fund | 6,786,379 | 7,443,014 | 7,944,650 | 7,672,915 |
| Total Expenditures | \$ 138,585,170 | \$ 138,565,943 | \$ 136,699,850 | \$ 139,716,629 |

FY 14-15 Projected Fund Balances

| | Fund Balance/ Working Capital 10/1/2013 | Estimated Revenues 2013-2014 | Estimated Expenditures 2013-2014 | New Fund Balance 9/30/2014 | Proposed Revenues 2014-2015 | Proposed Expenditures 2014-2015 | Projected Fund Balance 9/30/2015 | % Incr From 13-14 to 14-15 |
|--------------------------------------|--|---|---|---|--|--|---|---|
| General Fund | \$ 27,652,563 | \$ 54,881,865 | \$ 58,444,278 | \$ 24,090,150 | \$ 57,144,578 | \$ 61,013,723 | \$ 20,221,005 | -26.9% |
| Water/Sewer Operating Fund | 10,699,927 | 27,099,707 | 26,831,170 | 10,968,464 | 31,117,702 | 29,971,849 | 12,114,317 | 13.2% |
| Water/Sewer Construction Fund | - | - | - | - | - | - | - | N/A |
| General Obligation Debt Service Fund | 8,312,617 | 10,745,521 | 8,523,241 | 10,534,897 | 11,576,746 | 10,074,031 | 12,037,612 | 44.8% |
| Water/Sewer Debt Service | 274,090 | 5,435,494 | 5,398,184 | 311,400 | 6,332,887 | 6,332,887 | 311,400 | 13.6% |
| CIDC Debt Service Fund | - | 4,066,047 | 4,066,047 | - | 4,069,493 | 4,069,493 | - | N/A |
| CIDC Revenue Clearing Fund | - | 9,576,771 | 9,576,771 | - | 10,034,884 | 10,034,884 | - | N/A |
| CIDC General Fund | 15,422,163 | 8,498,740 | 6,802,906 | 17,117,997 | 5,992,396 | 3,677,282 | 19,433,111 | 26.0% |
| Hotel Occupancy Tax Fund | 1,098,528 | 1,011,442 | 720,670 | 1,389,300 | 1,006,946 | 812,673 | 1,583,573 | 44.2% |
| CDBG Entitlement Fund | 340,042 | 579,288 | 713,365 | 205,965 | 626,095 | 626,095 | 205,965 | -39.4% |
| Conroe Tower Fund | 385,950 | 528,220 | 614,504 | 299,666 | 524,395 | 524,395 | 299,666 | -22.4% |
| Vehicle & Equipment Fund | 3,906,728 | 2,138,281 | 2,026,435 | 4,018,574 | 13,491 | 1,447,350 | 2,584,715 | -33.8% |
| Water/Sewer Vehicle & Equipment | 1,077,345 | 940,603 | 1,268,000 | 749,948 | 813,636 | 279,700 | 1,283,884 | 19.2% |
| Oscar Johnson, Jr. Comm. Center Fund | - | 1,176,539 | 1,176,539 | - | 1,102,554 | 1,102,554 | - | N/A |
| Transportation Grants | - | 1,162,927 | 1,326,375 | (163,448) | 826,391 | 662,943 | - | N/A |
| Fleet Services Fund | (8,789) | 1,290,522 | 1,266,715 | 15,018 | 1,405,571 | 1,413,855 | 6,734 | -176.6% |
| Self Funded Insurance Fund | 2,314,281 | 7,331,136 | 7,944,650 | 1,700,767 | 7,672,915 | 7,672,915 | 1,700,767 | -26.5% |
| TOTAL | \$ 71,475,445 | \$ 136,463,103 | \$ 136,699,850 | \$ 71,238,698 | \$ 140,260,680 | \$ 139,716,629 | \$ 71,782,749 | 0.4% |

Consolidated Budget Summary

Expenditures by Object Code Category

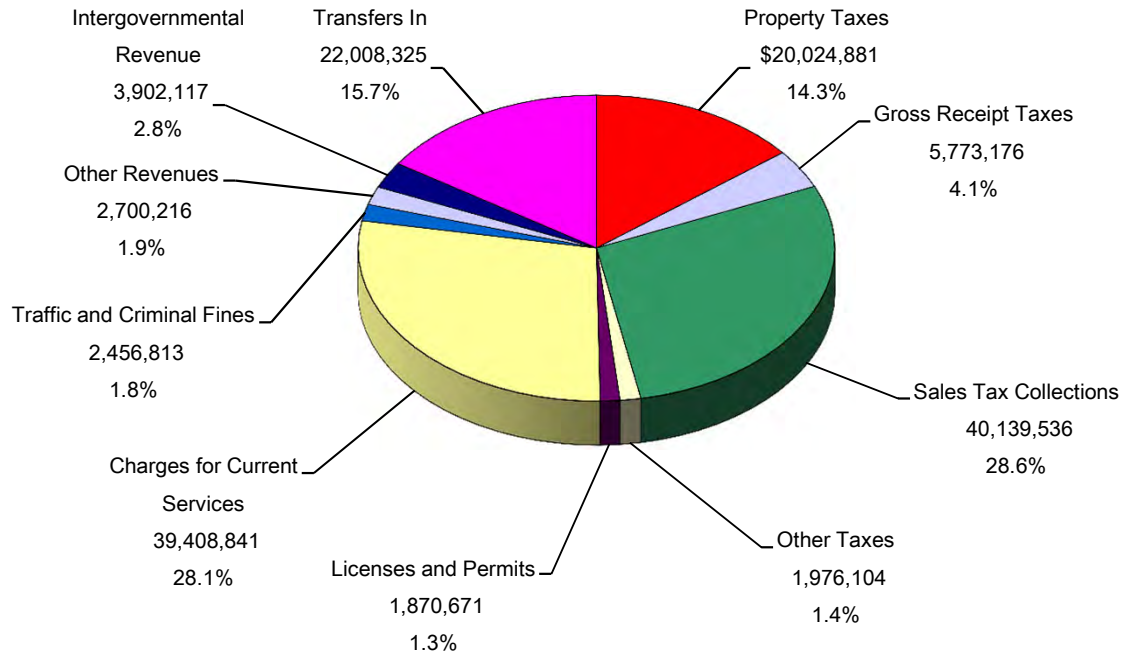


| | Personnel | Supplies | Contractual | Capital Outlay | Transfers | Debt Service | Totals |
|------------------------------------|----------------------|---------------------|----------------------|---------------------|----------------------|----------------------|-----------------------|
| Administration | \$ 439,243 | \$ 7,909 | \$ 62,680 | \$ - | \$ - | \$ - | \$ 509,832 |
| Mayor and Council | 493,024 | 8,168 | 69,876 | 14,830 | - | - | 585,898 |
| Legal | 434,659 | 4,000 | 125,534 | - | - | - | 564,193 |
| Municipal Court | 662,366 | 37,749 | 433,222 | - | - | - | 1,133,337 |
| Finance | 1,118,969 | 24,345 | 323,215 | - | - | - | 1,466,529 |
| CDBG Administration | 209,017 | 5,250 | 46,332 | - | - | - | 260,599 |
| Warehouse-Purchasing | 420,957 | 24,905 | 22,272 | 5,900 | - | - | 474,034 |
| Information Technology | 1,049,104 | 9,250 | 821,481 | 96,000 | - | - | 1,975,835 |
| Human Resources | 664,214 | 24,251 | 108,371 | - | - | - | 796,836 |
| Police Administration | 1,122,344 | 68,767 | 237,924 | 25,000 | - | - | 1,454,035 |
| Police Support | 1,022,362 | 132,681 | 177,040 | - | - | - | 1,332,083 |
| Police Patrol | 8,915,063 | 947,745 | 35,219 | - | - | - | 9,898,027 |
| Police Investigative | 3,200,259 | 188,499 | 48,737 | - | - | - | 3,437,495 |
| Police Animal Services | 125,862 | 19,500 | 417,876 | - | - | - | 563,238 |
| Police Red Light Program | 25,001 | - | 371,909 | - | - | - | 396,910 |
| Police Traffic Services | 178,521 | 24,544 | 3,800 | - | - | - | 206,865 |
| Commercial Vehicle Enforcement | 98,714 | 14,800 | 2,450 | - | - | - | 115,964 |
| Fire | 11,028,048 | 682,050 | 780,011 | - | - | - | 12,490,109 |
| Parks Administration | 254,017 | 4,150 | 185,345 | 60,700 | - | - | 504,212 |
| Recreation Center | 732,590 | 62,260 | 563,997 | 10,000 | - | - | 1,368,847 |
| Aquatic Center | 895,192 | 167,025 | 284,745 | 22,000 | - | - | 1,368,962 |
| Parks Operations | 728,408 | 211,567 | 665,740 | 15,000 | - | - | 1,620,715 |
| Community Development | 1,360,988 | 126,209 | 114,617 | 96,000 | - | - | 1,697,814 |
| Drainage Maintenance | 508,231 | 215,942 | 74,702 | 100,000 | - | - | 898,875 |
| Streets | 1,664,158 | 573,375 | 640,341 | 900,000 | - | - | 3,777,874 |
| Signal Maintenance | 235,841 | 229,140 | 203,079 | - | - | - | 668,060 |
| Engineering | 1,857,154 | 97,487 | 558,683 | - | - | - | 2,513,324 |
| GF Non-Departmental | 1,444,392 | 38,900 | 4,344,783 | - | 3,029,968 | 75,178 | 8,933,221 |
| Utility Billing | 564,182 | 153,943 | 55,170 | 35,500 | - | - | 808,795 |
| Public Works | 536,005 | 114,905 | 210,745 | - | - | - | 861,655 |
| Water Conservation | 96,288 | 13,321 | 33,676 | - | - | - | 143,285 |
| Water | 854,660 | 893,329 | 1,788,530 | 300,000 | - | - | 3,836,519 |
| Wastewater Treatment Plant | 773,872 | 326,075 | 872,158 | - | - | - | 1,972,105 |
| Sewer | 661,335 | 380,886 | 191,081 | 175,000 | - | - | 1,408,302 |
| Pump & Motor Maintenance | 520,256 | 175,574 | 157,478 | - | - | - | 853,308 |
| Project Construction | 1,776,791 | 336,532 | 18,161 | 111,000 | - | - | 2,242,484 |
| W/S Non-Departmental | 353,844 | 36,000 | 8,660,015 | - | 8,227,802 | 567,735 | 17,845,396 |
| Vehicle & Equipment Replacement | - | - | 171,600 | 1,275,750 | - | - | 1,447,350 |
| W/S Vehicle & Equipment Replace. | - | - | - | 279,700 | - | - | 279,700 |
| Debt Service | - | - | 22,650 | - | - | 16,384,268 | 16,406,918 |
| C.I.D.C. | 542,398 | 19,500 | 1,566,526 | - | 11,583,742 | 4,069,493 | 17,781,659 |
| Convention & Visitors Bureau (CVB) | 315,490 | 10,350 | 486,833 | - | - | - | 812,673 |
| CDBG Operations | - | - | 468,999 | - | - | 157,096 | 626,095 |
| Conroe Tower | 73,936 | 39,995 | 335,211 | 73,000 | 2,253 | - | 524,395 |
| OJ Community Center | 833,098 | 87,081 | 182,375 | - | - | - | 1,102,554 |
| Transit | 84,663 | 16,500 | 561,780 | - | - | - | 662,943 |
| Fleet Services | 714,610 | 640,415 | 50,192 | - | 8,638 | - | 1,413,855 |
| Self Funded Insurance | - | 3,000 | 7,669,915 | - | - | - | 7,672,915 |
| TOTALS | \$ 49,590,126 | \$ 7,197,874 | \$ 35,227,076 | \$ 3,595,380 | \$ 22,852,403 | \$ 21,253,770 | \$ 139,716,629 |

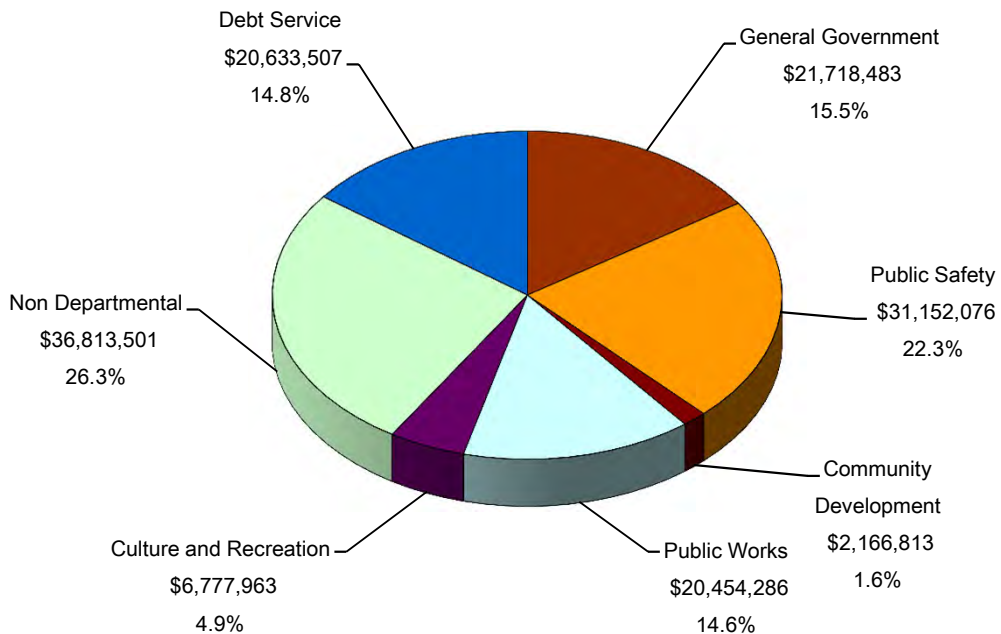
Consolidated Budget Summary by Fund Group

| | General Fund | Enterprise Fund | Debt Service Funds | Other Funds | Grand Total |
|---|----------------------|----------------------|--------------------------|----------------------|-----------------------|
| Revenues: | | | | | |
| Property Taxes | \$ 11,917,803 | \$ - | \$ 8,107,078 | \$ - | \$ 20,024,881 |
| Gross Receipt Taxes | 5,773,176 | - | - | - | 5,773,176 |
| Sales Tax Collections | 30,104,652 | - | - | 10,034,884 | 40,139,536 |
| Other Taxes | 969,158 | - | - | 1,006,946 | 1,976,104 |
| Licenses and Permits | 1,870,671 | - | - | - | 1,870,671 |
| Charges for Current Services | 688,971 | 29,641,384 | - | 9,078,486 | 39,408,841 |
| Traffic and Criminal Fines | 2,456,813 | - | - | - | 2,456,813 |
| Other Revenues | 1,453,212 | 330,351 | 68,871 | 847,782 | 2,700,216 |
| Intergovernmental Revenue | 1,910,122 | - | - | 1,991,995 | 3,902,117 |
| Transfers In | - | 1,145,967 | 13,803,177 | 7,059,181 | 22,008,325 |
| Total Revenues | \$ 57,144,578 | \$ 31,117,702 | \$ 21,979,126 | \$ 30,019,274 | \$ 140,260,680 |
| Beginning Fund Balances | \$ 24,090,150 | \$ 10,968,464 | \$ 10,846,297 | \$ 25,333,787 | \$ 71,238,698 |
| Total Available Resources | \$ 81,234,728 | \$ 42,086,166 | \$ 32,825,423 | \$ 55,353,061 | \$ 211,499,378 |
| Expenditures: | | | | | |
| General Government | \$ 7,767,093 | \$ - | \$ - | \$ 13,951,390 | \$ 21,718,483 |
| Public Safety | 29,894,726 | - | - | 1,257,350 | 31,152,076 |
| Community Development | 1,697,814 | - | - | 468,999 | 2,166,813 |
| Public Works | 7,858,133 | 12,126,453 | - | 469,700 | 20,454,286 |
| Culture and Recreation | 4,862,736 | - | - | 1,915,227 | 6,777,963 |
| Non-Departmental | 8,933,221 | 17,845,396 | - | 10,034,884 | 36,813,501 |
| Debt Service: | | | | | |
| Principal | - | - | 10,455,000 | 103,000 | 10,558,000 |
| Interest | - | - | 9,905,761 | 54,096 | 9,959,857 |
| Administrative Fees | - | - | 115,650 | - | 115,650 |
| Total Expenditures | \$ 61,013,723 | \$ 29,971,849 | \$ 20,476,411 | \$ 28,254,646 | \$ 139,716,629 |
| Ending Fund Balances | \$ 20,221,005 | \$ 12,114,317 | \$ 12,349,012 | \$ 27,098,415 | \$ 71,782,749 |
| Total Fund Commitments/ Fund Balance | \$ 81,234,728 | \$ 42,086,166 | \$ 32,825,423 | \$ 55,353,061 | \$ 211,499,379 |

Consolidated Summary of Revenues by Source



Consolidated Summary of Expenditures by Function



FY 14-15 Projected Budget Summary By Category - Major Funds

| | General Fund | | | | Water & Sewer Operating Fund | | | |
|------------------------------|----------------------|----------------------|-----------------------|----------------------|------------------------------|----------------------|-----------------------|----------------------|
| | FY 12-13 Actual | FY 13-14 Budget | FY 13-14 Estimated | FY 14-15 Proposed | FY 12-13 Actual | FY 13-14 Budget | FY 13-14 Estimated | FY 14-15 Proposed |
| Revenues | | | | | | | | |
| Property Taxes | \$ 9,977,162 | \$ 10,713,610 | \$ 10,675,733 | \$ 11,917,803 | \$ - | \$ - | \$ - | \$ - |
| Gross Receipt Taxes | 5,275,521 | 5,143,819 | 5,412,364 | 5,773,176 | - | - | - | - |
| Sales Tax Collections | 27,480,495 | 28,730,314 | 28,730,314 | 30,104,652 | - | - | - | - |
| Other Taxes | 736,780 | 827,515 | 892,407 | 969,158 | - | - | - | - |
| Licenses and Permits | 1,752,596 | 1,357,619 | 1,856,868 | 1,870,671 | - | - | - | - |
| Charges for Current Services | 784,752 | 747,708 | 698,657 | 688,971 | 23,896,796 | 26,254,248 | 26,207,775 | 29,641,384 |
| Traffic and Criminal Fines | 3,344,825 | 3,294,349 | 3,249,695 | 2,456,813 | - | - | - | - |
| Other Revenues | 1,583,458 | 1,568,036 | 1,580,485 | 1,453,212 | 194,967 | 387,016 | 390,076 | 330,351 |
| Intergovernmental Revenue | 1,772,059 | 1,611,313 | 1,785,342 | 1,910,122 | - | 501,856 | 501,856 | - |
| Transfers In | 1,272,705 | - | - | - | - | - | - | 1,145,967 |
| Total Revenues | \$ 53,980,353 | \$ 53,994,283 | \$ 54,881,865 | \$ 57,144,578 | \$ 24,091,763 | \$ 27,143,120 | \$ 27,099,707 | \$ 31,117,702 |
| Expenditures | | | | | | | | |
| Personnel | \$ 33,260,493 | \$ 37,836,492 | \$ 36,101,179 | \$ 40,888,698 | \$ 4,203,318 | \$ 6,045,227 | \$ 5,435,354 | \$ 6,137,233 |
| Supplies | 3,404,572 | 3,872,092 | 3,715,641 | 3,950,468 | 1,687,788 | 2,330,676 | 2,166,335 | 2,430,565 |
| Contractual | 7,517,703 | 8,364,324 | 8,548,555 | 11,723,981 | 7,904,316 | 10,580,802 | 10,513,418 | 11,987,014 |
| Capital Outlay | 2,545,837 | 5,311,091 | 5,152,697 | 1,345,430 | 674,171 | 659,747 | 765,833 | 621,500 |
| Transfers | 4,273,309 | 4,375,125 | 4,851,027 | 3,029,968 | 9,918,695 | 7,382,494 | 7,382,494 | 8,227,802 |
| Debt Service | 75,178 | 75,179 | 75,179 | 75,178 | 567,735 | 567,736 | 567,736 | 567,735 |
| Total Expenditures | \$ 51,077,092 | \$ 59,834,303 | \$ 58,444,278 | \$ 61,013,723 | \$ 24,956,023 | \$ 27,566,682 | \$ 26,831,170 | \$ 29,971,849 |

Notes:

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

FY 14-15 Projected Budget Summary By Category - Other Funds

| | Other Funds | | | | Total All Funds | | | |
|------------------------------|----------------------|----------------------|-----------------------|----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | FY 12-13 Actual | FY 13-14 Budget | FY 13-14 Estimated | FY 14-15 Proposed | FY 12-13 Actual | FY 13-14 Budget | FY 13-14 Estimated | FY 14-15 Proposed |
| Revenues | | | | | | | | |
| Property Taxes | \$ 6,802,192 | \$ 7,292,711 | \$ 7,262,470 | \$ 8,107,078 | \$ 16,779,354 | \$ 18,006,321 | \$ 17,938,203 | \$ 20,024,881 |
| Gross Receipt Taxes | - | - | - | - | 5,275,521 | 5,143,819 | 5,412,364 | 5,773,176 |
| Sales Tax Collections | 9,160,163 | 9,576,771 | 9,576,771 | 10,034,884 | 36,640,658 | 38,307,085 | 38,307,085 | 40,139,536 |
| Other Taxes | 926,573 | 816,476 | 1,006,946 | 1,006,946 | 1,663,353 | 1,643,991 | 1,899,353 | 1,976,104 |
| Licenses and Permits | - | - | - | - | 1,752,596 | 1,357,619 | 1,856,868 | 1,870,671 |
| Charges for Current Services | 8,185,212 | 8,802,851 | 8,621,658 | 9,078,486 | 32,866,760 | 35,804,807 | 35,528,090 | 39,408,841 |
| Traffic and Criminal Fines | - | - | - | - | 3,344,825 | 3,294,349 | 3,249,695 | 2,456,813 |
| Other Revenues | 16,994,274 | 848,144 | 3,912,274 | 916,653 | 18,772,699 | 2,803,196 | 5,882,835 | 2,700,216 |
| Intergovernmental Revenue | 1,022,143 | 2,275,842 | 1,354,405 | 1,991,995 | 2,794,202 | 4,389,011 | 3,641,603 | 3,902,117 |
| Transfers In | 26,518,420 | 22,261,936 | 22,747,007 | 20,862,358 | 27,791,125 | 22,261,936 | 22,747,007 | 22,008,325 |
| Total Revenues | \$ 69,608,977 | \$ 51,874,731 | \$ 54,481,531 | \$ 51,998,400 | \$ 147,681,093 | \$ 133,012,134 | \$ 136,463,103 | \$ 140,260,680 |
| Expenditures | | | | | | | | |
| Personnel | \$ 2,845,500 | \$ 2,454,495 | \$ 2,348,241 | \$ 2,564,195 | \$ 40,309,311 | \$ 46,336,214 | \$ 43,884,774 | \$ 49,590,126 |
| Supplies | 1,172,381 | 860,619 | 866,693 | 816,841 | 6,264,741 | 7,063,387 | 6,748,669 | 7,197,874 |
| Contractual | 8,852,579 | 12,222,832 | 12,430,518 | 11,516,081 | 24,274,598 | 31,167,958 | 31,492,491 | 35,227,076 |
| Capital Outlay | 2,353,665 | 3,912,335 | 3,856,418 | 1,628,450 | 5,573,673 | 9,883,173 | 9,774,948 | 3,595,380 |
| Transfers | 10,422,385 | 13,210,570 | 13,810,570 | 11,594,633 | 24,614,389 | 24,968,189 | 26,044,091 | 22,852,403 |
| Debt Service | 36,905,545 | 18,504,107 | 18,111,962 | 20,610,857 | 37,548,458 | 19,147,022 | 18,754,877 | 21,253,770 |
| Total Expenditures | \$ 62,552,055 | \$ 51,164,958 | \$ 51,424,402 | \$ 48,731,057 | \$ 138,585,170 | \$ 138,565,943 | \$ 136,699,850 | \$ 139,716,629 |

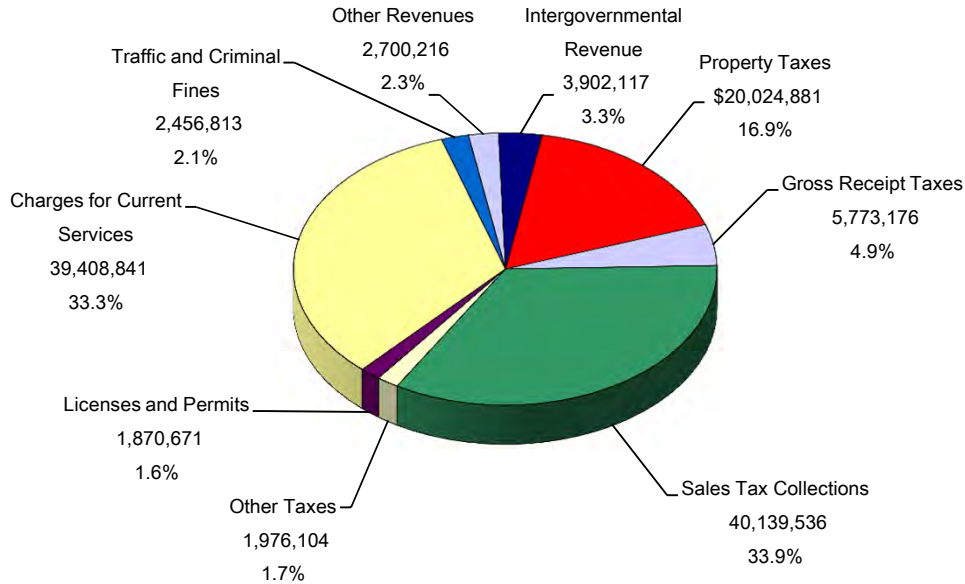
Notes:

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

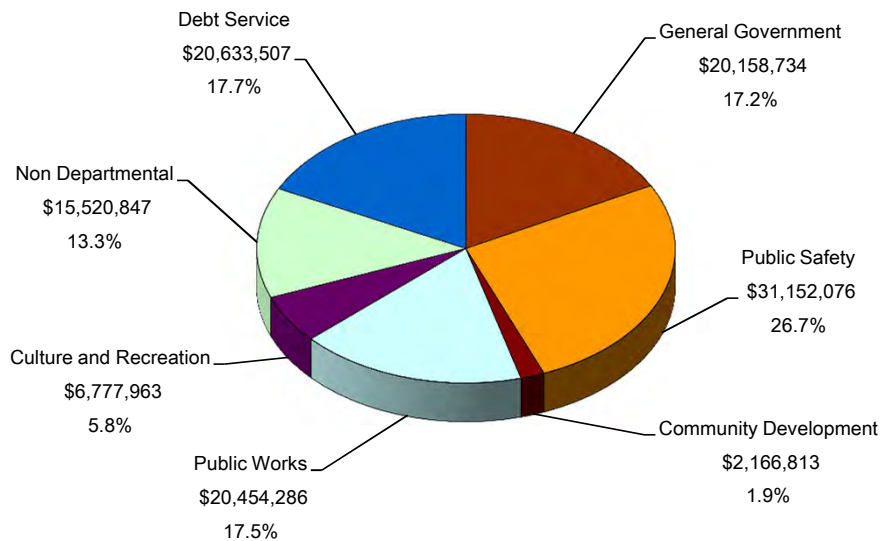
**Consolidated Budget Summary
by Fund Group
(Net of Interfund Transfers)**

| | General Fund | Enterprise Funds | Debt Service Funds | Other Funds | Grand Total |
|---|-------------------------|-----------------------------|-----------------------------------|------------------------|------------------------|
| Revenues: | | | | | |
| Property Taxes | \$ 11,917,803 | \$ - | \$ 8,107,078 | \$ - | \$ 20,024,881 |
| Gross Receipt Taxes | 5,773,176 | - | - | - | 5,773,176 |
| Sales Tax Collections | 30,104,652 | - | - | 10,034,884 | 40,139,536 |
| Other Taxes | 969,158 | - | - | 1,006,946 | 1,976,104 |
| Licenses and Permits | 1,870,671 | - | - | - | 1,870,671 |
| Charges for Current Services | 688,971 | 29,641,384 | - | 9,078,486 | 39,408,841 |
| Traffic and Criminal Fines | 2,456,813 | - | - | - | 2,456,813 |
| Other Revenues | 1,453,212 | 330,351 | 68,871 | 847,782 | 2,700,216 |
| Intergovernmental Revenue | 1,910,122 | - | - | 1,991,995 | 3,902,117 |
| Total Revenues | \$ 57,144,578 | \$ 29,971,735 | \$ 8,175,949 | \$ 22,960,093 | \$ 118,252,355 |
| Transfers In | \$ - | \$ 1,145,967 | \$ 13,803,177 | \$ 7,059,181 | \$ 22,008,325 |
| Total Revenues After Transfers In | \$ 57,144,578 | \$ 31,117,702 | \$ 21,979,126 | \$ 30,019,274 | \$ 140,260,680 |
| Expenditures: | | | | | |
| General Government | \$ 7,767,093 | \$ - | \$ - | \$ 12,391,641 | \$ 20,158,734 |
| Public Safety | 29,894,726 | - | - | 1,257,350 | 31,152,076 |
| Community Development | 1,697,814 | - | - | 468,999 | 2,166,813 |
| Public Works | 7,858,133 | 12,126,453 | - | 469,700 | 20,454,286 |
| Culture and Recreation | 4,862,736 | - | - | 1,915,227 | 6,777,963 |
| Non-Departmental | 5,903,253 | 9,617,594 | - | - | 15,520,847 |
| Debt Service: | | | | | |
| Principal | - | - | 10,455,000 | 103,000 | 10,558,000 |
| Interest | - | - | 9,905,761 | 54,096 | 9,959,857 |
| Administrative Fees | - | - | 115,650 | - | 115,650 |
| Total Expenditures | \$ 57,983,755 | \$ 21,744,047 | \$ 20,476,411 | \$ 16,660,013 | \$ 116,864,226 |
| Transfers Out | \$ 3,029,968 | \$ 8,227,802 | \$ - | \$ 11,594,633 | \$ 22,852,403 |
| Total Expenditures After Transfers Out | \$ 61,013,723 | \$ 29,971,849 | \$ 20,476,411 | \$ 28,254,646 | \$ 139,716,629 |

Consolidated Summary of Revenues by Source (Net of Interfund Transfers)



Consolidated Summary of Expenditures by Function (Net of Interfund Transfers)



FY 14-15 Projected Budget Summary (Net of Interfund Transfers)

| Revenues | FY 12-13 Actual | FY 13-14 Budget | FY 13-14 Estimated | FY 14-15 Proposed |
|--|----------------------------|----------------------------|-------------------------------|------------------------------|
| General Fund | \$ 52,707,648 | \$ 53,994,283 | \$ 54,881,865 | \$ 57,144,578 |
| Water/Sewer Operating Fund | 24,091,763 | 27,143,120 | 27,099,707 | 29,971,735 |
| Water/Sewer Construction Fund | - | - | - | - |
| General Obligation Debt Serv Fund | 6,783,868 | 7,367,953 | 7,332,262 | 8,175,949 |
| Water/Sewer Debt Service | (2,002) | - | - | - |
| CIDC Debt Service Fund | 13,274,622 | - | - | - |
| CIDC Revenue Clearing Fund | 9,160,163 | 9,576,771 | 9,576,771 | 10,034,884 |
| CIDC General Fund | 2,722,166 | 14,798 | 2,988,016 | 27,005 |
| Hotel Occupancy Tax Fund | 927,516 | 820,272 | 1,011,442 | 1,006,946 |
| CDBG Entitlement Fund | 420,552 | 714,118 | 579,288 | 626,095 |
| Conroe Tower Fund | 257,479 | 251,520 | 256,132 | 255,132 |
| Vehicle & Equipment Fund | 206,137 | 2,600 | 49,105 | 2,600 |
| Water/Sewer Vehicle & Equipment Fund | 56,882 | - | 2,261 | - |
| OJCC Fund | 1,123,056 | 1,153,763 | 1,176,539 | 1,102,554 |
| Transportation Grants | - | 908,149 | 141,050 | 826,391 |
| Fleet Services Fund | 1,298,402 | 1,378,057 | 1,290,522 | 1,405,571 |
| Self Funded Insurance Fund | 6,861,716 | 7,424,794 | 7,331,136 | 7,672,915 |
| Total Revenues | \$ 119,889,968 | \$ 110,750,198 | \$ 113,716,096 | \$ 118,252,355 |
| Transfers In | \$ 27,791,125 | \$ 22,261,936 | \$ 22,747,007 | \$ 22,008,325 |
| Total Revenues After Transfers In | \$ 147,681,093 | \$ 133,012,134 | \$ 136,463,103 | \$ 140,260,680 |

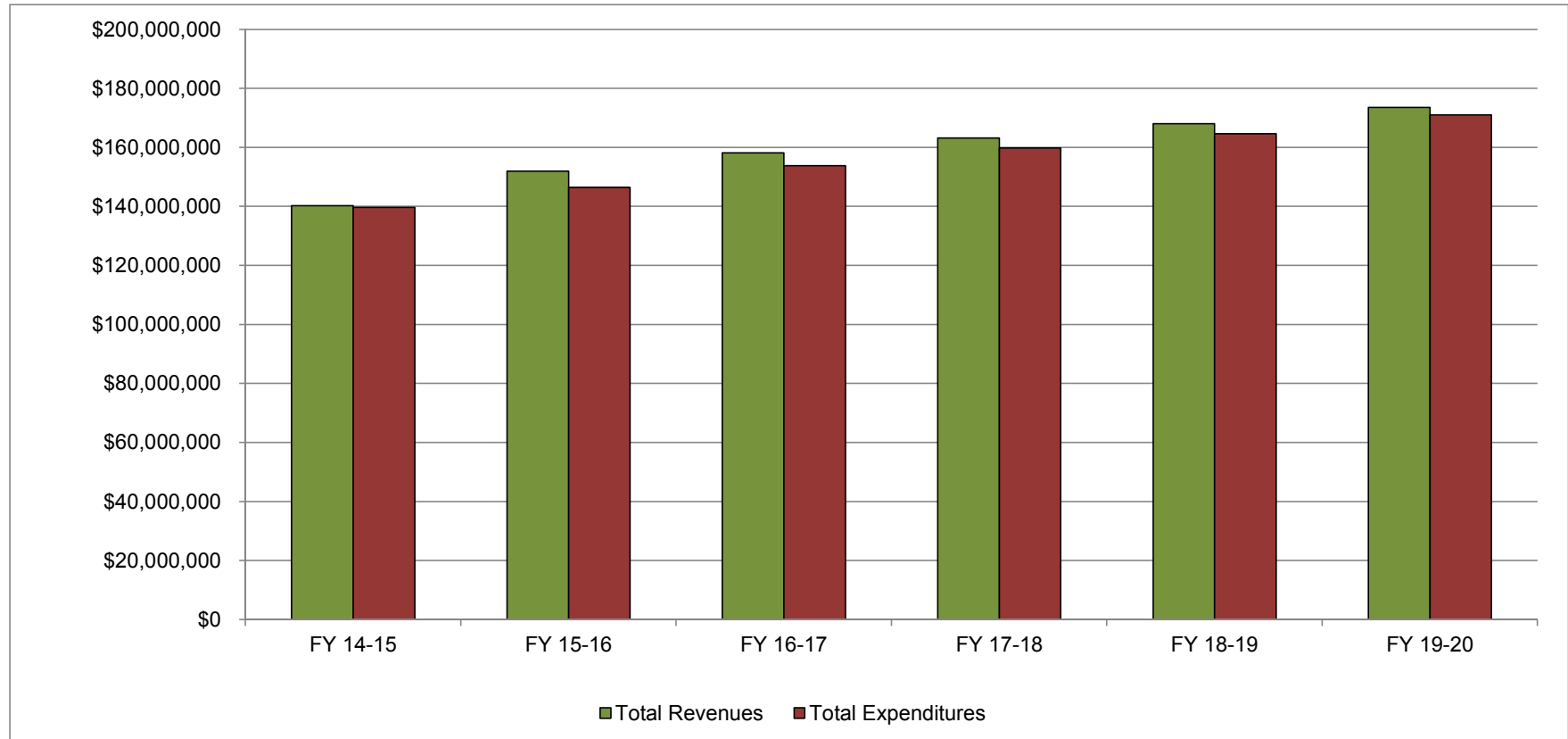
| Expenditures | FY 12-13 Actual | FY 13-14 Budget | FY 13-14 Estimated | FY 14-15 Proposed |
|---|----------------------------|----------------------------|-------------------------------|------------------------------|
| General Fund | \$ 46,803,783 | \$ 55,459,178 | \$ 53,593,251 | \$ 57,983,755 |
| Water/Sewer Operating Fund | 15,037,328 | 20,184,188 | 19,448,676 | 21,744,047 |
| Water/Sewer Construction Fund | 1,084,293 | - | - | - |
| General Obligation Debt Serv Fund | 15,089,670 | 8,873,324 | 8,523,241 | 10,074,031 |
| Water/Sewer Debt Service | 4,596,817 | 5,435,494 | 5,398,184 | 6,332,887 |
| CIDC Debt Service Fund | 17,078,066 | 4,059,047 | 4,066,047 | 4,069,493 |
| CIDC Revenue Clearing Fund | - | - | - | - |
| CIDC General Fund | 1,507,641 | 2,752,393 | 2,579,141 | 2,128,424 |
| Hotel Occupancy Tax Fund | 592,708 | 741,446 | 720,670 | 812,673 |
| CDBG Entitlement Fund | 197,442 | 714,117 | 713,365 | 626,095 |
| Conroe Tower Fund | 500,646 | 614,743 | 613,108 | 522,142 |
| Vehicle & Equipment Fund | 1,767,781 | 2,094,664 | 2,026,435 | 1,447,350 |
| Water/Sewer Vehicle & Equipment Fund | 502,885 | 1,268,000 | 1,268,000 | 279,700 |
| OJCC Fund | 1,123,396 | 1,153,763 | 1,176,539 | 1,102,554 |
| Transportation Grants | - | 1,429,375 | 1,326,375 | 662,943 |
| Fleet Services Fund | 1,301,946 | 1,375,008 | 1,258,077 | 1,405,217 |
| Self Funded Insurance Fund | 6,786,379 | 7,443,014 | 7,944,650 | 7,672,915 |
| Total Expenditures | \$ 113,970,781 | \$ 113,597,754 | \$ 110,655,759 | \$ 116,864,226 |
| Transfers Out | \$ 24,614,389 | \$ 24,968,189 | \$ 26,044,091 | \$ 22,852,403 |
| Total Expenditures After Transfers Out | \$ 138,585,170 | \$ 138,565,943 | \$ 136,699,850 | \$ 139,716,629 |

FY 14-15 Multi-Year Financial Projection Summary

| Revenues | FY 14-15 Adopted | FY 15-16 Projected | FY 16-17 Projected | FY 17-18 Projected | FY 18-19 Projected | FY 19-20 Projected |
|-----------------------------------|-----------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| General Fund | \$ 57,144,578 | \$ 62,260,826 | \$ 63,608,872 | \$ 64,987,541 | \$ 66,397,560 | \$ 67,839,674 |
| Water/Sewer Operating Fund | 31,117,702 | 32,976,834 | 34,529,262 | 36,162,680 | 37,881,108 | 39,691,242 |
| General Obligation Debt Serv Fund | 11,576,746 | 12,200,387 | 12,716,776 | 13,377,211 | 13,623,567 | 13,865,669 |
| Water/Sewer Debt Service | 6,332,887 | 7,925,765 | 9,375,387 | 10,107,595 | 10,946,802 | 12,374,416 |
| CIDC Debt Service Fund | 4,069,493 | 2,493,163 | 2,493,540 | 3,360,295 | 3,362,328 | 3,363,391 |
| CIDC Revenue Clearing Fund | 10,034,884 | 10,135,233 | 10,579,911 | 10,683,994 | 10,789,108 | 10,895,266 |
| CIDC General Fund | 5,992,396 | 7,642,070 | 8,086,371 | 7,323,699 | 7,426,780 | 7,531,874 |
| Hotel Occupancy Tax Fund | 1,006,946 | 1,017,015 | 1,027,186 | 1,037,457 | 1,047,832 | 1,058,310 |
| CDBG Entitlement Fund | 626,095 | 626,095 | 626,095 | 626,095 | 626,095 | 626,095 |
| Conroe Tower Fund | 524,395 | 545,371 | 567,186 | 589,873 | 613,468 | 638,007 |
| Vehicle & Equipment Fund | 13,491 | 2,043,873 | 2,043,873 | 2,043,873 | 2,043,873 | 2,043,873 |
| Water/Sewer Vehicle & Equipment | 813,636 | 813,636 | 813,636 | 813,636 | 813,636 | 813,636 |
| OJJCC Fund | 1,102,554 | 1,146,656 | 1,192,522 | 1,240,223 | 1,289,832 | 1,341,426 |
| Transportation Grants Fund | 826,391 | 862,943 | 888,831 | 915,496 | 942,961 | 971,250 |
| Fleet Services Fund | 1,405,571 | 1,447,738 | 1,491,170 | 1,535,905 | 1,581,983 | 1,629,442 |
| Self Funded Insurance Fund | 7,672,915 | 7,903,102 | 8,140,196 | 8,384,401 | 8,635,933 | 8,895,011 |
| Total Revenues | \$ 140,260,680 | \$ 152,040,707 | \$ 158,180,815 | \$ 163,189,975 | \$ 168,022,867 | \$ 173,578,583 |

| Expenditures | FY 14-15 Adopted | FY 15-16 Projected | FY 16-17 Projected | FY 17-18 Projected | FY 18-19 Projected | FY 19-20 Projected |
|-----------------------------------|-----------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| General Fund | \$ 61,013,723 | \$ 62,533,991 | \$ 64,007,344 | \$ 66,181,134 | \$ 67,434,690 | \$ 68,906,259 |
| Water/Sewer Operating Fund | 29,971,849 | 32,509,748 | 34,471,277 | 35,757,109 | 37,066,952 | 40,796,038 |
| General Obligation Debt Serv Fund | 10,074,031 | 12,563,975 | 13,072,465 | 14,337,257 | 14,611,703 | 14,635,508 |
| Water/Sewer Debt Service | 6,332,887 | 7,925,765 | 9,375,387 | 10,107,595 | 10,946,802 | 12,374,416 |
| CIDC Debt Service Fund | 4,069,493 | 2,493,163 | 2,493,540 | 3,360,295 | 3,362,328 | 3,363,391 |
| CIDC Revenue Clearing Fund | 10,034,884 | 10,135,233 | 10,579,911 | 10,683,994 | 10,789,108 | 10,895,266 |
| CIDC General Fund | 3,677,282 | 3,965,459 | 3,921,274 | 3,102,068 | 3,217,587 | 3,343,461 |
| Hotel Occupancy Tax Fund | 812,673 | 837,053 | 862,165 | 888,030 | 914,671 | 942,111 |
| CDBG Entitlement Fund | 626,095 | 626,095 | 626,095 | 626,095 | 626,095 | 626,095 |
| Conroe Tower Fund | 524,395 | 545,371 | 567,186 | 589,873 | 613,468 | 638,007 |
| Vehicle & Equipment Fund | 1,447,350 | 465,493 | 1,888,072 | 1,140,210 | 2,315,421 | 1,591,388 |
| Water/Sewer Vehicle & Equipment | 279,700 | 473,820 | 289,260 | 1,035,007 | 306,015 | 122,551 |
| OJJCC | 1,102,554 | 1,146,656 | 1,192,522 | 1,240,223 | 1,289,832 | 1,341,426 |
| Transportation Grants Fund | 662,943 | 862,943 | 888,831 | 915,496 | 942,961 | 971,250 |
| Fleet Services Fund | 1,413,855 | 1,447,738 | 1,491,170 | 1,535,905 | 1,581,983 | 1,629,442 |
| Self Funded Insurance Fund | 7,672,915 | 7,903,102 | 8,140,196 | 8,384,401 | 8,635,933 | 8,895,011 |
| Total Expenditures | \$ 139,716,629 | \$ 146,435,605 | \$ 153,866,695 | \$ 159,884,692 | \$ 164,655,550 | \$ 171,071,619 |

FY 14-15 Multi-Year Financial Projection Summary

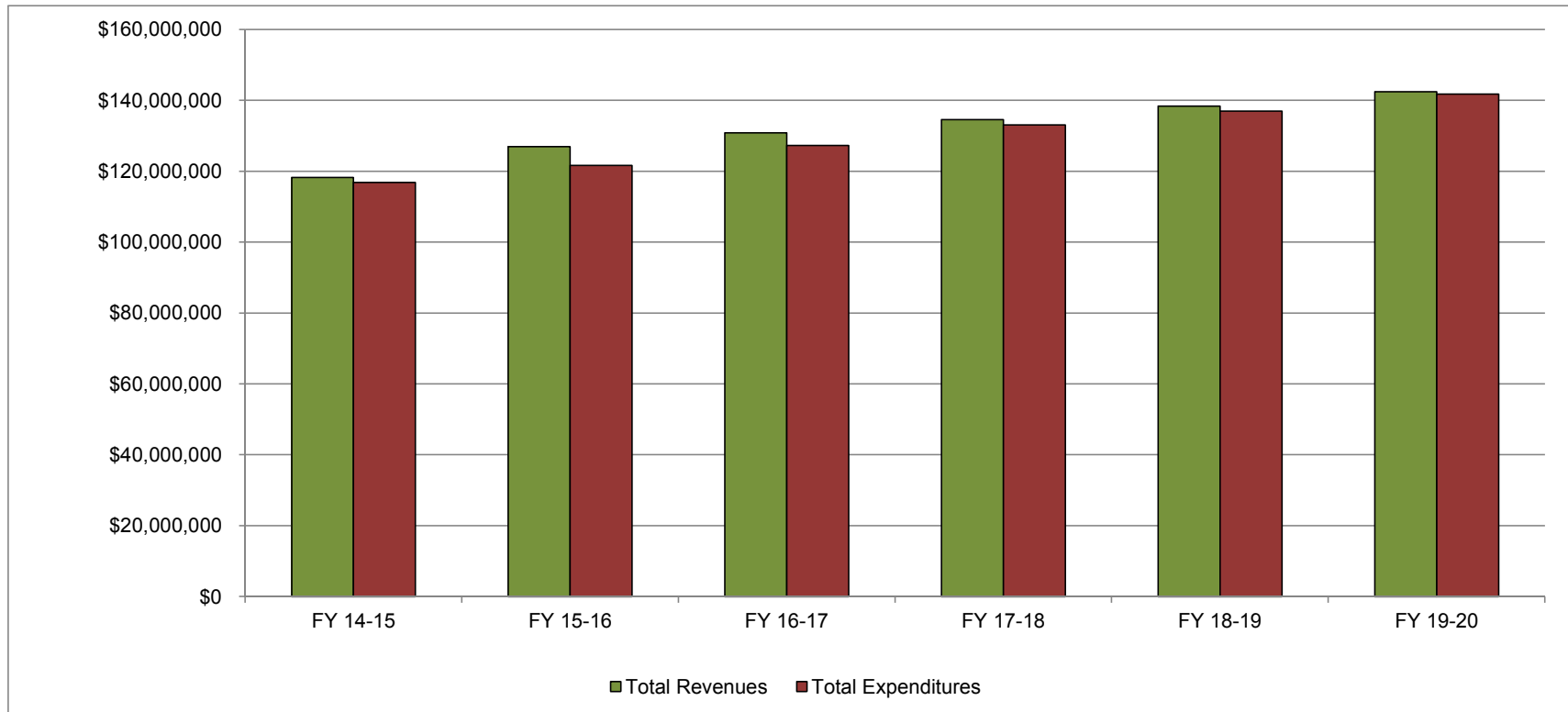


| | FY 14-15 Adopted | FY 15-16 Projected | FY 16-17 Projected | FY 17-18 Projected | FY 18-19 Projected | FY 19-20 Projected |
|---------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Total Revenues | \$ 140,260,680 | \$ 152,040,707 | \$ 158,180,815 | \$ 163,189,975 | \$ 168,022,867 | \$ 173,578,583 |
| Total Expenditures | \$ 139,716,629 | \$ 146,435,605 | \$ 153,866,695 | \$ 159,884,692 | \$ 164,655,550 | \$ 171,071,619 |

FY 14-15 Multi-Year Financial Projection Summary
(Net of Interfund Transfers)

| Revenues | FY 14-15 Adopted | FY 15-16 Projected | FY 16-17 Projected | FY 17-18 Projected | FY 18-19 Projected | FY 19-20 Projected |
|---|-----------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| General Fund | \$ 57,144,578 | \$ 62,260,826 | \$ 63,608,872 | \$ 64,987,541 | \$ 66,397,560 | \$ 67,839,674 |
| Water/Sewer Operating Fund | 29,971,735 | 32,826,488 | 34,374,406 | 36,003,178 | 37,716,821 | 39,522,026 |
| General Obligation Debt Serv Fund | 8,175,949 | 8,549,371 | 8,776,067 | 9,009,689 | 9,244,934 | 9,487,199 |
| Water/Sewer Debt Service | - | - | - | - | - | - |
| CIDC Debt Service Fund | - | - | - | - | - | - |
| CIDC Revenue Clearing Fund | 10,034,884 | 10,135,233 | 10,579,911 | 10,683,994 | 10,789,108 | 10,895,266 |
| CIDC General Fund | 27,005 | 27,275 | 27,548 | 27,823 | 28,102 | 28,383 |
| HOT Fund | 1,006,946 | 1,017,015 | 1,027,186 | 1,037,457 | 1,047,832 | 1,058,310 |
| CDBG Entitlement Fund | 626,095 | 626,095 | 626,095 | 626,095 | 626,095 | 626,095 |
| Conroe Tower Fund | 255,132 | 260,235 | 265,439 | 270,748 | 276,163 | 281,686 |
| Vehicle & Equipment Fund | 2,600 | 52,704 | 54,812 | 57,005 | 59,285 | 61,656 |
| Water/Sewer Vehicle & Equipment | - | 250 | 260 | 270 | 281 | 292 |
| OJCC Fund | 1,102,554 | 1,146,656 | 1,192,522 | 1,240,223 | 1,289,832 | 1,341,426 |
| Transportation Grants Fund | 826,391 | 690,354 | 711,065 | 732,397 | 754,369 | 777,000 |
| Fleet Services Fund | 1,405,571 | 1,447,738 | 1,491,170 | 1,535,905 | 1,581,983 | 1,629,442 |
| Self Funded Insurance Fund | 7,672,915 | 7,903,102 | 8,140,196 | 8,384,401 | 8,635,933 | 8,895,011 |
| Total Revenues | \$ 118,252,355 | \$ 126,943,343 | \$ 130,875,549 | \$ 134,596,728 | \$ 138,448,298 | \$ 142,443,467 |
| Transfers In | \$ 22,008,325 | \$ 25,097,365 | \$ 27,305,266 | \$ 28,593,248 | \$ 29,574,570 | \$ 31,135,116 |
| Total Revenues After Transfers In | \$ 140,260,680 | \$ 152,040,707 | \$ 158,180,815 | \$ 163,189,975 | \$ 168,022,867 | \$ 173,578,583 |
| Expenditures | FY 14-15 Adopted | FY 15-16 Projected | FY 16-17 Projected | FY 17-18 Projected | FY 18-19 Projected | FY 19-20 Projected |
| General Fund | \$ 57,983,755 | \$ 58,260,141 | \$ 59,670,768 | \$ 61,779,950 | \$ 62,966,960 | \$ 64,369,987 |
| Water/Sewer Operating Fund | 21,744,047 | 23,677,827 | 24,234,226 | 24,772,249 | 25,333,204 | 27,612,558 |
| General Obligation Debt Serv Fund | 10,074,031 | 12,563,975 | 13,072,465 | 14,337,257 | 14,611,703 | 14,635,508 |
| Water/Sewer Debt Service | 6,332,887 | 7,925,765 | 9,375,387 | 10,107,595 | 10,946,802 | 12,374,416 |
| CIDC Debt Service Fund | 4,069,493 | 2,493,163 | 2,493,540 | 3,360,295 | 3,362,328 | 3,363,391 |
| CIDC Revenue Clearing Fund | - | - | - | - | - | - |
| CIDC General Fund | 2,128,424 | 2,411,247 | 2,502,649 | 2,422,888 | 2,538,747 | 2,666,298 |
| HOT Fund | 812,673 | 837,053 | 862,165 | 888,030 | 914,671 | 942,111 |
| CDBG Entitlement Fund | 626,095 | 626,095 | 626,095 | 626,095 | 626,095 | 626,095 |
| Conroe Tower Fund | 522,142 | 543,028 | 564,749 | 587,339 | 610,832 | 635,266 |
| Vehicle & Equipment Fund | 1,447,350 | 465,493 | 1,888,072 | 1,140,210 | 2,315,421 | 1,591,388 |
| Water/Sewer Vehicle & Equipment | 279,700 | 473,820 | 289,260 | 1,035,007 | 306,015 | 122,551 |
| OJCC Fund | 1,102,554 | 1,146,656 | 1,192,522 | 1,240,223 | 1,289,832 | 1,341,426 |
| Transportation Grants Fund | 662,943 | 862,943 | 888,831 | 915,496 | 942,961 | 971,250 |
| Fleet Services Fund | 1,405,217 | 1,447,374 | 1,490,795 | 1,535,519 | 1,581,584 | 1,629,032 |
| Self Funded Insurance Fund | 7,672,915 | 7,903,102 | 8,140,196 | 8,384,401 | 8,635,933 | 8,895,011 |
| Total Expenditures | \$ 116,864,226 | \$ 121,637,682 | \$ 127,291,719 | \$ 133,132,553 | \$ 136,983,090 | \$ 141,776,287 |
| Transfers Out | \$ 22,852,403 | \$ 24,797,923 | \$ 26,574,976 | \$ 26,752,139 | \$ 27,672,460 | \$ 29,295,332 |
| Total Expenditures After Transfers Out | \$ 139,716,629 | \$ 146,435,605 | \$ 153,866,695 | \$ 159,884,692 | \$ 164,655,550 | \$ 171,071,619 |

FY 14-15 Multi-Year Financial Projection Summary (Net of Interfund Transfers)



| | FY 14-15 Adopted | FY 15-16 Projected | FY 16-17 Projected | FY 17-18 Projected | FY 18-19 Projected | FY 19-20 Projected |
|---------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Total Revenues | \$ 118,252,355 | \$ 126,943,343 | \$ 130,875,549 | \$ 134,596,728 | \$ 138,448,298 | \$ 142,443,467 |
| Total Expenditures | \$ 116,864,226 | \$ 121,637,682 | \$ 127,291,719 | \$ 133,132,553 | \$ 136,983,090 | \$ 141,776,287 |

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 2014-2015 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 projections for FY 2013-2014.

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.

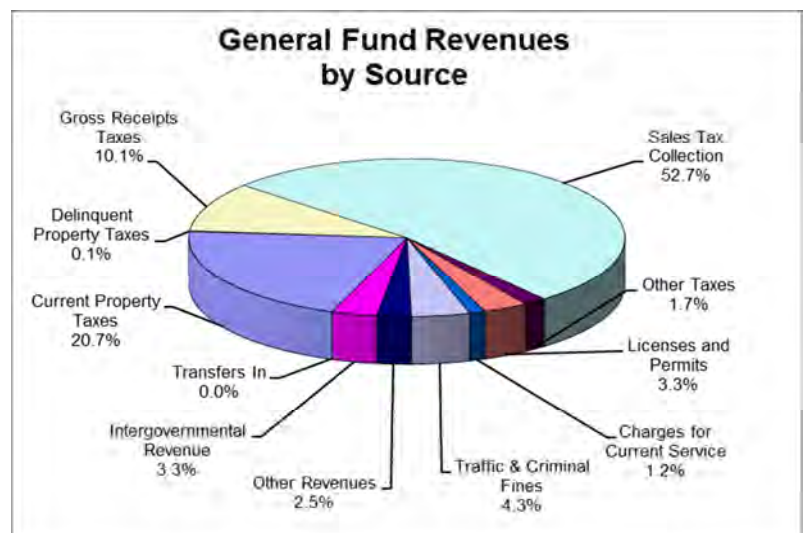
Revenue Assumptions:

The budget document assumes a cautious approach in dealing with revenues, especially growth-oriented revenues. Proposed revenues for FY 2014-2015 assume an overall increase of 4.12 % percent from FY 2013-2014 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, gross receipts, and sales taxes, which are offset by decreases in traffic and criminal fine revenue and animal shelter fees and donations. Another major assumption in this budget is the annexation of the SH 105 West area which is effective January 1, 2015. Certain General Fund revenues, as well as expenditures, are projected to increase due to this initiative.

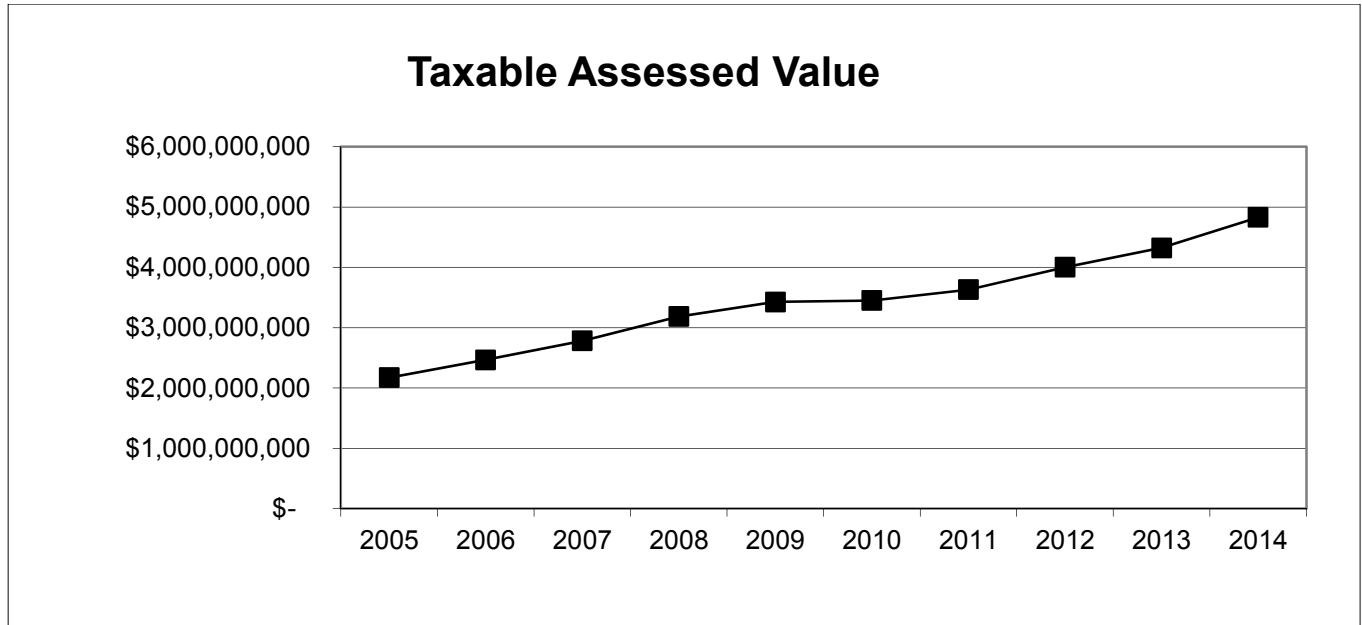
Funding of the City's General Fund operations is derived from 10 major revenue categories. Each of these categories is detailed below with a brief description of how internal and external factors affect revenue amounts and how amounts differ from the prior year.

Current Property Taxes: \$11,832,994 (up \$1,242,070 or 11.73 percent)

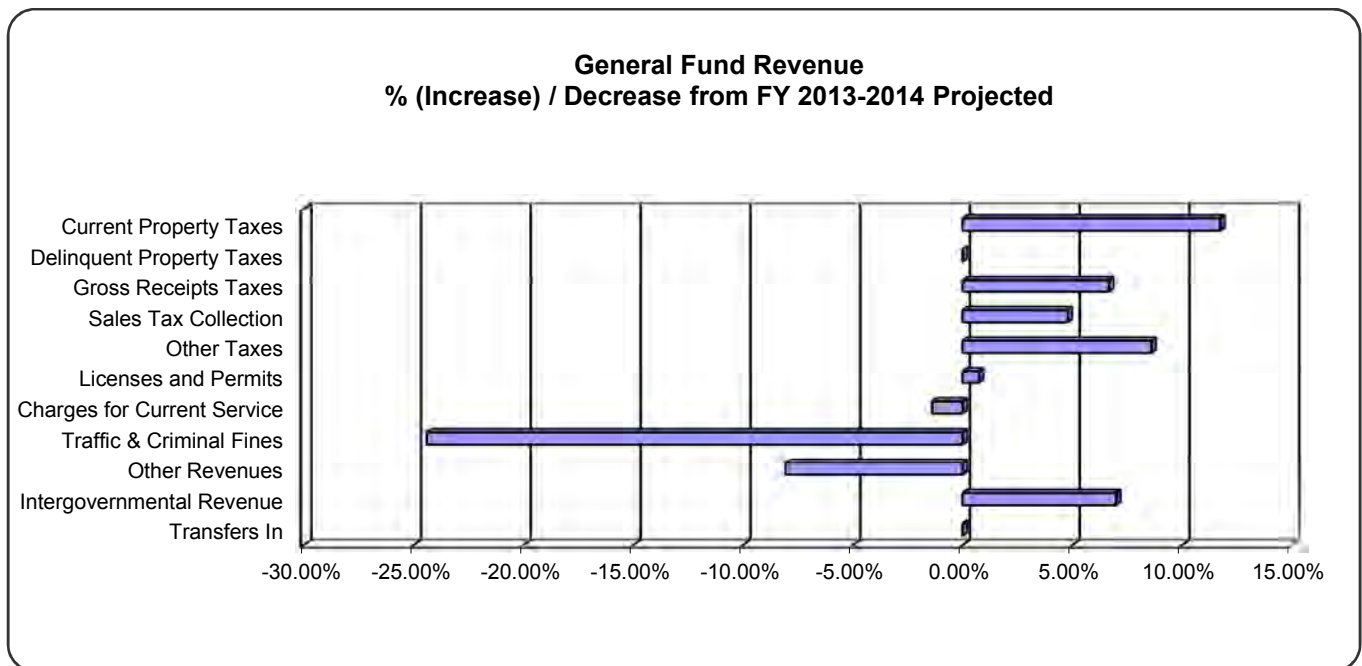
The second largest revenue source of the General Fund is the ad valorem tax (property tax). Property taxes are levied each October 1 on the assessed value listed as of the prior January 1, for all real and personal property located within the City. Assessed values represent the appraised value less applicable exemptions authorized by the City Council. Appraised values are established by the Montgomery Central Appraisal District at 100 percent of estimated market values. Current Property Taxes account for 20.71 percent of all General Fund revenues.



Taxes are levied October 1, immediately following the January 1 lien date, and are delinquent after the following January 31.



The property valuations, which are provided by the Montgomery Central Appraisal District (MCAD) totaled \$4,829,793,550 for 2014 (inclusive of Over 65/Disabled Freeze amounts). This is an increase of \$506,967,419 over the 2013 certified tax roll. The tax roll is reflective of all taxable property in the City as of January 1, 2014.



Delinquent Property Taxes: \$84,809 (up \$0 or 0.00 percent)

Taxes are due upon receipt and delinquent on February 1 of the year following the year in which imposed. Delinquent taxes incur a penalty and accrue interest for each month the taxes remain unpaid. The City's current delinquent tax collection rate is predicted to remain at relatively the same level as the previous year. Delinquent Taxes account for 0.15 percent of all General Fund revenues.

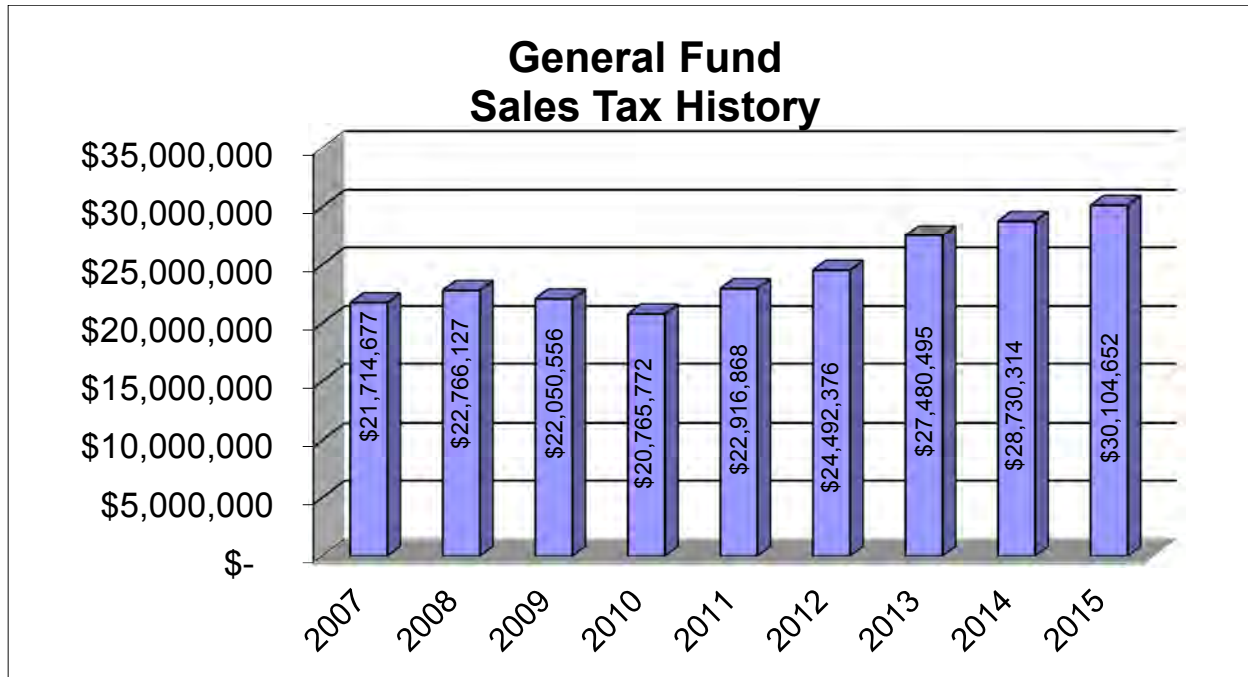
Gross Receipts Taxes: \$5,773,176 (up \$360,812 or 6.67 percent)

Gross Receipt 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., Republic Waste Services, CenterPoint Gas, Entergy Electric, and Consolidated Communications). Over the past several years, franchise fees have experienced steady growth in some areas, while in others deregulation has diminished local revenues. The main variance in the FY 2014-2015 budget is due to the "In-Lieu-of-Franchise-Fee" levied against the City's water and sewer utility. The City's Financial Management Policy provides that the Water & Sewer Operating Fund be charged 4% 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 15.7% increase in this revenue. All of the gross receipts taxes are projected to grow or remain flat in this fiscal year based on overall population growth and the SH 105 West annexation. The FY 2014-2015 projections for each franchise fee are based on varying methodologies, according to the type of utility. Gross Receipt Taxes account for 10.10 percent of all General Fund revenues.

Sales Tax Collections: \$30,104,652 (\$1,374,338 or 4.78 percent)

The City has experience a steady growth in sales tax revenues through the past several fiscal years. For FY 2014-2015, we anticipate continued growth in sales tax revenues, and we are conservatively estimating a 3.0% growth. As economic development initiatives produce a greater diversification in the City's tax base (new commercial retail sales), sales and use taxes are projected to continue to increase in the future. Strong economic growth in the Houston region has contributed to higher taxable sales in Conroe, and the city anticipates receiving additional sales tax revenue from the annexation in March 2015.

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 52.68 percent of all General Fund revenues.



Other Taxes: \$969,158 (up \$76,751 or 8.60 percent)

Two different revenue sources make up the Other Taxes category: Mixed Beverage Taxes, and Payment-in-Lieu of Taxes (PILOT). For the coming fiscal year, these revenues are anticipated to increase by 8.60 percent, which is mainly due to projected growth, based on historical trends, of these two tax sources. The PILOT is composed of payments made in lieu of paying ad valorem property taxes by industries located outside of the City. It also includes a payment made by the City's Water and Sewer Operating Fund. The payment from the Water & Sewer Operating Fund is based on applying the City's total property tax rate to the total assets of the Water & Sewer Fund. Total assets increased from \$133,978,676 in 2012 to \$141,024,287 in 2013, which accounts for the revenue 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% of those tax remittances to the City (approximately 0.072% 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% share (or roughly 0.088% of the total price). Other Taxes account for 1.70 percent of all General Fund revenues.

Licenses and Permits: \$1,870,671 (up \$13,803 or 0.74 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 remain constant throughout FY 2014-2015 due to the economy. The estimate for FY 2013-2014 includes payments for commercial and residential activity. The reduction is due to a conservative approach to the budget since commercial permits can be one-time, large payments. Alarm Fee and Excessive Alarm revenue are anticipated to stay flat for next fiscal year. Each of these revenue

sources include a minor increase based on the SH 105 West annexation. Licenses and Permits account for 3.27 percent of all General Fund revenues.

Charges for Current Services: \$688,971 (down -\$9,686 or -1.39 percent)

This revenue category accounts for funds earned by the City in exchange for specific types of services provided. Examples of services include Refuse Collection Fees, Copy Charges, Planning and Zoning Fees, and Service Charges. It is anticipated that Charges for Current Services will decrease slightly. Overall, Refuse Collection Fees are projected to grow due to more demand for solid waste services from a growing population. The Copy Charges revenue will remain flat due to historical trends. Planning and Zoning Fees are anticipated to decrease due to known trends from Planning staff, and Service Charges revenue are anticipated to grow slightly for next fiscal year due to historical projections. Charges for Current Services account for 1.21 percent of General Fund revenues.

Traffic and Criminal Fines: \$2,456,813 (down -\$792,882 or -24.40 percent)

Traffic and Criminal Fines represent revenue generated from the Municipal Court. 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. In early 2010, the City added red light cameras to certain intersections to increase safety. During the 2014 election, voters eliminated the red light camera program, which resulted in a major decrease in revenues. Additionally, traffic and criminal fines are anticipated to remain flat in FY 2014-2015. Finally, in 2014, the Police Department established the Commercial Vehicle Enforcement program, which levies fines against commercial vehicles violating state traffic laws. This program added an additional \$112,550 to General Fund revenues; however, the City is only able to retain fines from this program in an amount not to exceed 110% of actual expenditures. This revenue source accounts for 4.30 percent of General Fund revenues.

Other Revenues: \$1,453,212 (down -\$127,273 or -8.05 percent)

Other Revenues are made up of various sources, including Interest Earnings, Penalties and Interest (from property taxes), Lease Income, Recreational Programs, Parks Programs, Seized Assets, Unanticipated Revenues, Donations, Animal Shelter Fees, and Other Non-Operating Income. This category will decrease overall in FY 2014-2015. Parks and Recreation revenue are anticipated to increase due to enhancements to park facilities and increased demand. These increases are offset by a decrease in Seized Assets. The City does not budget for Seized Assets due to the nature of this revenue source; therefore, it will decrease next fiscal year. The City also anticipates a decrease in Animal Shelter fees and donations, since it was outsourced to a private operator. The operator will receive these fees and donations in the future. Interest income is expected remain flat due to low interest rates. Penalties and Interest fees and Unanticipated Revenue are also expected to remain flat due to historical trends. Other Revenues account for 2.54 percent of all General Fund revenues.

Intergovernmental Revenue: \$1,910,122 (up \$124,780 or 6.99 percent)

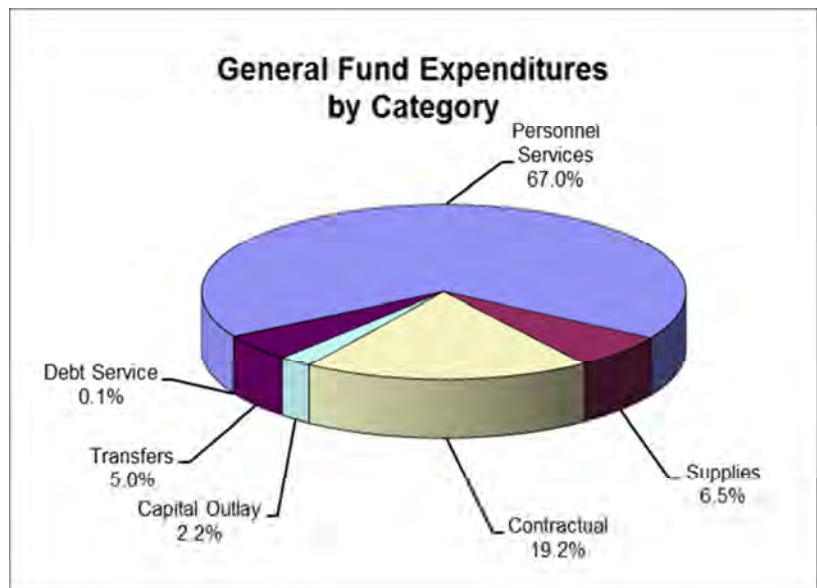
Intergovernmental Revenues include funds derived from the Community Development Block Grant (CDBG) program to cover administrative overhead, an agreement with the County for 9-1-1 services, and various other grants received by the City. In FY 2011-2012, the City started receiving sales tax

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% of sales and use tax revenues from the district. The City anticipates this revenue source to grow due to increases in taxable sales. Also, the City was awarded a Flood Protection Planning Grant for FY 2014-2015. Intergovernmental revenues account for 3.34 percent of all General Fund revenues.

Expenditure Synopsis:

Personnel: \$40,888,698 (up \$4,787,519 or 13.26 percent)

As the single largest expenditure category, personnel expenses account for 67.02 percent of General Fund expenditures. Increases in FY 2014-2015 are due to the Civil Service Step program and increasing Civil Service grades. For non-Civil Service staff, the budget includes a COLA adjustment and merit raises. The budget also includes funding for 30 Fire department personnel related to annexation, an Evidence Technician, a Patrol Officer, 2 Code Enforcement Officers, and 2 Building Inspector/Plan Reviewers. More information on these increases can be found in the Mayor's Message at the front of this budget document.



Supplies: \$3,950,468 (up \$234,827 or 6.32 percent)

This object classification is for expendable materials and operating supplies necessary to conduct departmental activities. The anticipated increase for FY 2014-2015 is primarily related to increased general operating supplies and funding for police equipment, pool chemicals, and parts for traffic signals. Expenditures within this classification account for 6.47 percent of all General Fund expenditures.

Contractual: \$11,723,981 (up \$3,175,426 or 37.15 percent)

These expenditures are for obligations resulting in services rendered to City activities by either private firms or other City departments for such things as legal services, travel and training, or contractual services. The expected increase in these costs is due to the new Animal Shelter contract, Municipal Court collection agreement, City-wide security maintenance agreement, computer hardware and software maintenance agreements and upgrades, sales tax collection service, building maintenance costs, utilities increases, flood protection planning grant, and signal timing program. The payments related to annexation to Utility Districts #3 & #4 as well as Emergency Service District #3 are included in this

category as well. For FY 2014-2015, expenditures within this classification account for 19.22 percent of all General Fund expenditures.

Capital Outlay: \$1,345,430 (down -\$3,807,267) or -73.89 percent)

This object classification includes large expenditures for capital items such as vehicles, machinery, equipment, and improvements to infrastructure. The increase in FY 2014-2015 is due to planned, one-time purchases of capital items such as computer hardware and software, vehicles and equipment, and other capital items. The Drainage division received \$100,000 for improvements to the City's drainage ways, and the Streets division received \$750,000 for street improvements and \$150,000 for sidewalk improvements. Other one-time capital purchases from last fiscal year were eliminated. Expenditures within this classification account for 2.21 percent of all General Fund expenditures.

Transfers: \$3,029,968 (down -\$1,821,059 or -37.54 percent)

This object classification includes scheduled transfers from the General Fund to other funds within the City, such as to the Tax Increment Reinvestment Zone (TIRZ) #2 and #3, Vehicle and Equipment Replacement, and Conroe Tower funds. The decrease in expenditures in this category is due to a transfer to the Vehicle and Equipment Replacement Fund (VERF) in FY 2013-2014. The additional transfer to the VERF is for accumulated depreciation of vehicles & equipment. Funding this will allow the city to pay for replacement of these items with cash, and save interest costs associated with purchasing these items with debt. Transfers to the TIRZ #2 and TIRZ #3 funds increased slightly in FY 2014-2015. Expenditures within this classification account for 4.97 percent of all General Fund expenditures.

Debt Service: \$75,178 (down -\$1 or 0.00 percent)

These expenditures are to pay debt service on the Seimens lease/purchase agreement for energy conservation projects. This category is remaining flat for this fiscal year. Expenditures within this classification account for 0.12 percent of all General Fund expenditures.

WATER & 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 the sale of water and sewer fees. The Water & Sewer Operating Fund is the City of Conroe's primary Enterprise Fund.

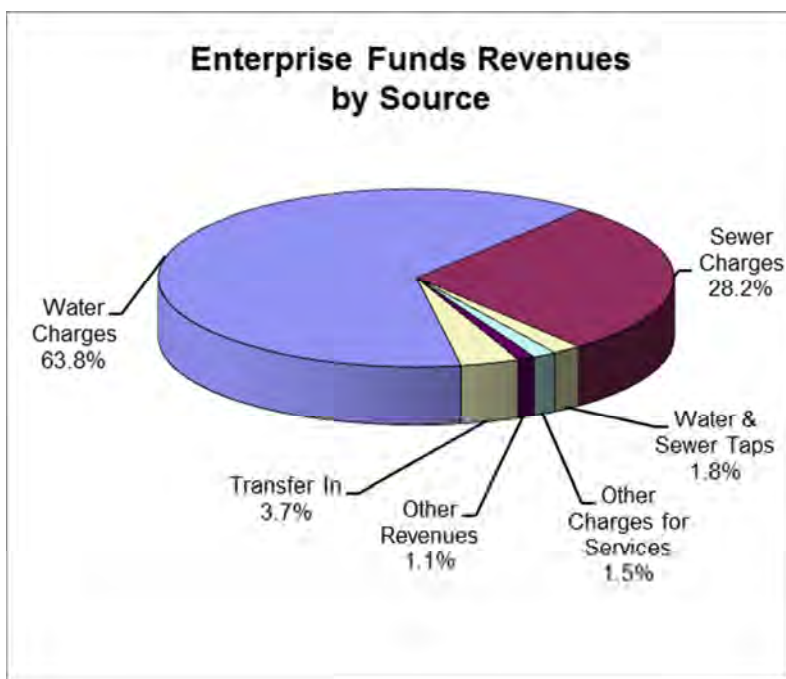
Revenue Assumptions:

Water & Sewer Operating Fund revenues are anticipated to increase as a result of the continuing growth of the City and rate increases. Proposed revenues for FY 2014-2015 assume an overall growth of 14.83 percent over FY 2013-2014 projections. This fund derives its revenue from: Water Sales; Sewer Charges; Water & Sewer Taps; Surface Water Conversion (SJRA Pass-thru) Fee; Groundwater Conservation Fee; Penalties-Utility Billing; Capital Recovery Fees; 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: \$19,855,670 (up \$2,840,023 or 16.69 percent)

The Water Sales category includes charges for water consumption as well as the Groundwater Conservation Fee and the Surface Water Conversion (SJRA Pass-thru) Fee. 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 was started in May 2010. Customers are currently billed \$2.10 per 1,000 gallons consumed. The City is proposing to increase this fee to \$2.70 in October 2014. This increase is due to the San Jacinto River Authority (SJRA) increasing the fee to pump water from the ground.



Regarding water charges, the City implemented water conservation rates in April 2010 to encourage customers to conserve water. Residential and commercial customer growth is expected to continue to slightly increase in FY 2014-2015; however, actual revenues can vary based on weather conditions. This revenue source has expanded over the past two years due to new development, as well as rate increases in previous fiscal years. This budget includes a water rate increase based on the water and sewer rate study done by McLain DSS. The long-term study 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 increase can be found in the Mayor's Message at the beginning of this budget. Water Sales account for 63.81 percent of all Water & Sewer Operating Fund revenues.

Sewer Charges: \$8,762,133 (up \$593,586 or 7.27 percent)

Revenues in this category are expected to increase by 7.27 percent in FY 2014-2015. Actual revenue can vary depending on weather conditions. These revenues include a proposed sewer rate increase based on the water and sewer rate study done by McLain DSS. The long-term study 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 increase can be found in the Mayor's Message at the beginning of this budget. Sewer Charges account for 28.16 percent of all Enterprise Fund revenues.

Water and Sewer Taps: \$564,783 (up \$0 or 0.00 percent)

Revenues in this category are anticipated to remain flat in FY 2014-2015. 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 1.81 percent of all Enterprise Fund revenues.

Other Charges for Service: \$458,798 (up \$0 or 0.00 percent)

This revenue category consists of various sources, including the following: Reconnect Fees; Service Charges; Special Revenue/Water and Sewer Fees; and Pretreatment Fees. These revenue sources will remain flat, and they are conservatively budgeted for FY 2014-2015, based on historical averages. Other Charges for Service revenues account for 1.47 percent of Enterprise Fund revenues.

Other Revenues: \$330,351 (down -\$561,581 or -62.96 percent)

This revenue category includes Interest on Investments, Penalties and Interest, Unanticipated Revenues, Capital Recovery Fee, Recovery of Bad Debts and Intergovernmental Revenue. This revenue source is expected to decrease because of intergovernmental revenues. Last year, the City received approval to purchase lift station generators, which will be funded with a grant. The grant is a one-time grant for capital, which will not carry over to the next fiscal year. Other Revenues accounts for 1.06 percent of all Enterprise Fund revenues.

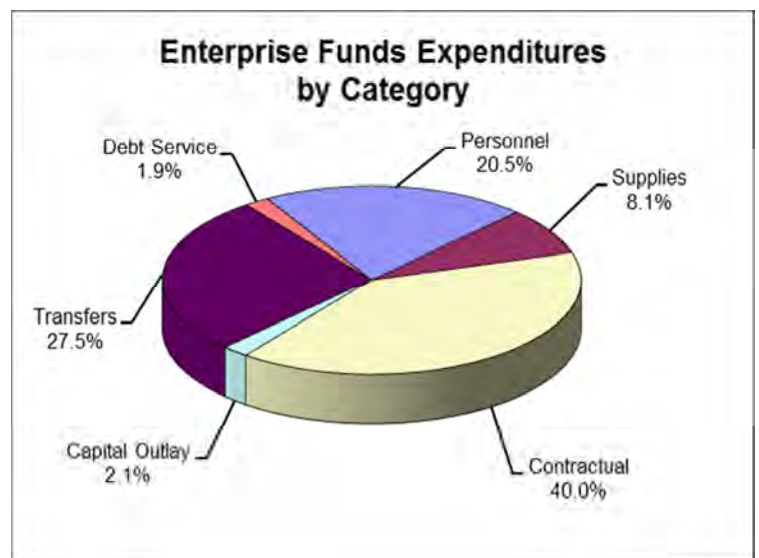
Transfers In: \$1,145,967 (up \$1,145,967 or 100.00 percent)

The remaining revenue source in the Water & 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. Included this year is 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. Also new this year, the General Fund is transferring \$1,000,000 to mitigate the 14-15 water & sewer rate increase.

Expenditure Synopsis:

Personnel Services: \$6,137,233 (up \$701,879 or 12.91 percent)

Personnel Services is the largest expenditure category in the Water & Sewer Operating Fund, and it accounts for 20.48 percent of the total budget. Increases in FY 2014-2015 are due to a proposed merit pay program and



COLA increase. More information on this topic can be seen in the Mayor's Message at the front of this budget.

Supplies: \$2,430,565 (up \$264,230 or 12.20 percent)

These object classifications are for expendable materials and operating supplies necessary to conduct departmental activities. The anticipated increase for FY 2014-2015 is primarily related to replacing tables and chairs in the Public Works classroom, Wastewater Treatment Plant (WWTP) equipment repairs, and other building and equipment maintenance. The purchase of supplies and materials constitutes 8.11 percent of all fund expenditures.

Contractual: \$11,987,014 (up \$1,473,596 or 14.02 percent)

These expenditures are for obligations resulting in services rendered to City activities by either private firms or other City departments for such things as legal services, travel and training, or contractual services. For FY 2014-2015, the increase in contractual expenditures is primarily because of the payments to the San Jacinto River Authority (SJRA) for the surface water conversion contract. The SJRA is increasing the pumpage fee from \$1.75 to \$2.25 per 1,000 gallons pumped. Also, contract service payments increased due to WWTP lab testing and landfill fees, city-wide security agreement, and utility bill postage. Also, the Sewer division received funding to TV inspect the City's sewer trunk mains. Expenditures within this classification account for 39.99 percent of all fund expenditures.

Capital Outlay: \$621,500 (down -\$144,333 or -18.85 percent)

This object classification includes large expenditures for capital items such as vehicles, machinery, equipment, and improvements to buildings. The decrease in FY 2014-2015 is due to planned, one-time purchases of capital items such as computer hardware and software, vehicles, machinery and equipment, and other capital items. Last fiscal year, the City received approval to purchase lift station generators. This one-time capital purchase will not carry forward to FY 2014-2015. This decrease is offset by the addition of other one-time capital purchases. Funding for rehabilitating the Robinwood elevated storage tank and a water well motor are included. Expenditures within this classification account for 2.07 percent of all fund expenditures.

Transfers: \$8,227,802 (up \$845,308 or 11.45 percent)

This object classification includes scheduled transfers from the Water & Sewer Operating Fund to other funds within the City, such as the Conroe Tower Fund, Vehicle and Equipment Replacement Fund (VERF), and Water & Sewer Debt Service Fund. The increase in expenditures in this category is due to the transfer to the Water & Sewer Debt Service Fund to cover principal and interest payments for revenue bond debt. The debt transfer increased by \$898,042. It was offset by a decrease to the VERF transfer. Expenditures within this classification account for 27.45 percent of all fund expenditures.

Debt Service: \$567,735 (down -\$1 or 0.00 percent)

These expenditures are to pay debt service on the Seimens energy conservation project. This category is remaining flat for this fiscal year. Expenditures within this classification account for 1.89 percent of all fund expenditures.

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 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 2013-2014, which will increase the debt service payment in FY 2014-2015. The bonds will be used to fund construction of: - Anderson Crossing; FM 3083 Grade Separation; League Line Road East; Wilson Road Widening; Peoples/Guinn/Schoettle Road Improvements; Stewart's Forest; 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; Carl Barton Park Amenity Center; East Grand Lake Creek Storm Sewer; Post Oak/Bowman/Austin Area Drainage Project; Park & Ride at FM 2854, and SH105 Access Management & Safety Project.

2014-2015 General Obligation Debt Service Revenues:

| | |
|------------------------|---------------------|
| Property Taxes | \$8,107,078 |
| Penalties and Interest | 45,136 |
| Interest | 23,735 |
| Transfer In | <u>3,400,797</u> |
| Total Revenues | \$11,576,746 |

2014-2015 General Obligation Debt Service Expenditures: \$10,074,031

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 revenue bonds in FY 2013-2014, which will increase the debt service payment in FY 2014-2015. The Series 2014 Water and Sewer System Revenue Bonds would be used for the construction of: Panorama/Shenandoah Catahoula Well, Water Wells No. 24 & No. 23 & Storage Tank; Water & Sewer Line - Anderson Crossing Road - Phase 1; Water & Sewer Line - MUD #95 (SH242) Extension; Water & Sewer Line - 3083 Property Inc. DPA (Fuel Maxx); Water Line - FM 1488 Phase 1; Treatment Plant – Existing Plant Rehab (Phase II) & Construction of New Plant (Phase IV); Sewer Line - Live Oak Creek (SSOI), White Oak Creek (SSOI), LaSalle to League Line.

2014-2015 Water and Sewer Debt Service Revenues:

| | |
|-----------------------|--------------------|
| Interest | \$ 0 |
| Transfer In | <u>6,332,887</u> |
| Total Revenues | \$6,332,887 |

2014-2015 Water and Sewer Debt Service Expenditures: **\$6,332,887**

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 \$15,000,000 of sales tax revenue-supported debt during FY 2007-2008. This debt was used 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 Lone Star Executive Airport. In 2011, the City issued \$13,845,000 of sales tax revenue-supported debt. The proceeds were used 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.

2014-2015 CIDC Debt Service Revenues:

| | |
|-----------------------|--------------------|
| Transfer In | <u>\$4,069,493</u> |
| Total Revenues | \$4,069,493 |

2014-2015 CIDC Debt Service Expenditures: **\$4,069,493**

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 & 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 Fund; and Self-Funded Insurance 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> |
|-------------|----------------------|--------------------------|--|----------------------|
| 2005 | 1,971,600,663 | 637,268,933 | 438,049,701 | 2,170,819,895 |
| 2006 | 2,180,809,275 | 835,045,102 | 549,730,081 | 2,466,124,296 |
| 2007 | 2,513,703,596 | 886,627,778 | 617,560,392 | 2,782,770,982 |
| 2008 | 2,949,377,407 | 977,551,693 | 743,239,121 | 3,183,689,979 |
| 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 |

Analysis of Ad Valorem Tax Rate

| <u>Fiscal Year</u> | <u>General Fund</u> | <u>Debt Service</u> | <u>Total per \$100</u> |
|--------------------|---------------------|---------------------|------------------------|
| 2005-06 | .2435 | .1900 | .4335 |
| 2006-07 | .2400 | .1900 | .4300 |
| 2007-08 | .2350 | .1900 | .4250 |
| 2008-09 | .2300 | .1900 | .4200 |
| 2009-10 | .2450 | .1750 | .4200 |
| 2010-11 | .2500 | .1700 | .4200 |
| 2011-12 | .2500 | .1700 | .4200 |
| 2012-13 | .2500 | .1700 | .4200 |
| 2013-14 | .2500 | .1700 | .4200 |
| 2014-15 | .2500 | .1700 | .4200 |

Current Tax Levy and Collections

| <u>Fiscal Year</u> | <u>Levied</u> | <u>Collected</u> | <u>Percent of Collections</u> |
|--------------------|---------------|------------------|-------------------------------|
| 2005-06 | 9,381,199 | 9,274,223 | 98% |
| 2006-07 | 10,549,673 | 10,376,943 | 98% |
| 2007-08 | 11,813,302 | 11,716,511 | 99% |
| 2008-09 | 13,395,885 | 13,171,609 | 98% |
| 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 est. | 18,155,870 | 17,792,752 | 98% |
| 2014-15 est. | 20,285,133 | 19,879,430 | 98% |

**City of Conroe
Proposed Ad Valorem Tax Structure**

2014 Tax Year (Certified)

| | |
|-----------------------------------|-----------------|
| Taxable Assessed Valuation (est.) | \$4,829,793,550 |
| Proposed Rate | \$0.4200 |
| Estimated Levy | \$20,285,133 |
| Estimated Collection Percentage | 98% |
| Estimated Net Ad Valorem Taxes | \$19,879,430 |

Distribution (Current)

| | <u>Rate</u> | <u>Percent</u> | |
|------------------------|-------------|----------------|--------------|
| General Fund | .2500 | 59.5% | \$11,832,994 |
| G.O. Debt Service Fund | .1700 | 40.5% | \$8,046,436 |

Distribution (Delinquent)

| | |
|------------------------|----------|
| General Fund | \$84,809 |
| G.O. Debt Service Fund | \$60,642 |

Distribution (Penalties & Interest)

| | |
|------------------------|----------|
| General Fund | \$63,865 |
| G.O. Debt Service Fund | \$45,136 |

GENERAL FUND

FY 14-15 Budget Summary General Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Dollar FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - |
|-----------------------------------|----------------------|----------------------|----------------------|---------------------|----------------------|--------------------------|----------------------|-----------------------|------------------|
| Beginning Fund Balance: | | \$ 27,652,563 | \$ 27,652,563 | \$ - | \$ 24,090,150 | \$ - | \$ 24,090,150 | \$ (3,562,413) | -12.9% |
| General Fund Revenues: | | | | | | | | | |
| Revenues | \$ 53,980,353 | \$ 53,994,283 | \$ 54,881,865 | \$ 887,582 | \$ 57,144,578 | \$ - | \$ 57,144,578 | \$ 3,150,295 | 5.8% |
| Total Revenues | \$ 53,980,353 | \$ 53,994,283 | \$ 54,881,865 | \$ 887,582 | \$ 57,144,578 | \$ - | \$ 57,144,578 | \$ 3,150,295 | 5.8% |
| Total Resources | \$ 53,980,353 | \$ 81,646,846 | \$ 82,534,428 | \$ 887,582 | \$ 81,234,728 | \$ - | \$ 81,234,728 | \$ (412,118) | -0.5% |
| General Fund Expenditures: | | | | | | | | | |
| Administration | \$ 513,679 | \$ 525,267 | \$ 482,751 | \$ 42,516 | \$ 509,832 | \$ - | \$ 509,832 | \$ (15,435) | -2.9% |
| Mayor & Council | 478,645 | 585,306 | 590,176 | (4,870) | 575,898 | 10,000 | 585,898 | 592 | 0.1% |
| Arts & Communications | 46,468 | - | - | - | - | - | - | - | N/A |
| Transit | 253,038 | - | - | - | - | - | - | - | N/A |
| Legal | 529,914 | 556,816 | 531,809 | 25,007 | 564,193 | - | 564,193 | 7,377 | 1.3% |
| Municipal Court | 1,388,460 | 1,256,788 | 1,208,537 | 48,251 | 1,133,337 | - | 1,133,337 | (123,451) | -9.8% |
| Finance | 1,333,033 | 1,416,016 | 1,416,816 | (800) | 1,466,529 | - | 1,466,529 | 50,513 | 3.6% |
| CDBG Administration | 234,837 | 232,485 | 235,065 | (2,580) | 260,599 | - | 260,599 | 28,114 | 12.1% |
| Purchasing-Warehouse | 454,083 | 458,416 | 435,995 | 22,421 | 468,134 | 5,900 | 474,034 | 15,618 | 3.4% |
| Information Technology | 1,887,527 | 2,121,161 | 2,103,316 | 17,845 | 1,869,340 | 106,495 | 1,975,835 | (145,326) | -6.9% |
| Human Resources | 597,004 | 752,995 | 746,919 | 6,076 | 793,746 | 3,090 | 796,836 | 43,841 | 5.8% |
| Police Administration | 852,799 | 1,353,132 | 1,180,386 | 172,746 | 1,454,035 | - | 1,454,035 | 100,903 | 7.5% |
| Police Support | 1,888,393 | 1,289,812 | 1,282,133 | 7,679 | 1,303,683 | 28,400 | 1,332,083 | 42,271 | 3.3% |
| Police Patrol | 6,656,550 | 9,677,971 | 9,590,248 | 87,723 | 9,546,238 | 351,789 | 9,898,027 | 220,056 | 2.3% |
| Police Investigations | 2,968,216 | 3,209,110 | 3,326,080 | (116,970) | 3,371,062 | 66,433 | 3,437,495 | 228,385 | 7.1% |
| Police Professional Svc | 1,565,282 | - | - | - | - | - | - | - | N/A |
| Police Animal Services | 480,370 | 651,952 | 606,291 | 45,661 | 563,238 | - | 563,238 | (88,714) | -13.6% |
| Red Light Program | 972,683 | 898,643 | 967,278 | (68,635) | 396,910 | - | 396,910 | (501,733) | -55.8% |
| Traffic Services | 191,508 | 338,171 | 337,744 | 427 | 206,865 | - | 206,865 | (131,306) | -38.8% |
| Seized Assets | - | - | - | - | - | - | - | - | N/A |
| Police CVEP | - | 72,882 | 54,710 | 18,172 | 115,964 | - | 115,964 | 43,082 | 59.1% |
| Fire | 8,849,523 | 11,605,946 | 11,594,424 | 11,522 | 10,318,092 | 2,172,017 | 12,490,109 | 884,163 | 7.6% |
| Parks Administration | 377,325 | 382,802 | 366,650 | 16,152 | 504,212 | - | 504,212 | 121,410 | 31.7% |
| Recreation Center | 1,262,578 | 1,304,648 | 1,277,488 | 27,160 | 1,357,047 | 11,800 | 1,368,847 | 64,199 | 4.9% |
| Oscar Johnson, Jr. CC | - | - | - | - | - | - | - | - | N/A |
| Aquatic Center | 1,237,145 | 1,256,780 | 1,313,260 | (56,480) | 1,263,805 | 105,157 | 1,368,962 | 112,182 | 8.9% |
| Park Operations | 1,585,717 | 1,797,566 | 1,787,022 | 10,544 | 1,602,415 | 18,300 | 1,620,715 | (176,851) | -9.8% |
| Community Devel. | 1,128,369 | 1,353,746 | 1,287,073 | 66,673 | 1,336,868 | 360,946 | 1,697,814 | 344,068 | 25.4% |
| Drainage Maintenance | 598,599 | 889,989 | 873,386 | 16,603 | 798,875 | 100,000 | 898,875 | 8,886 | 1.0% |
| Streets | 3,792,480 | 3,575,000 | 3,663,799 | (88,799) | 2,877,874 | 900,000 | 3,777,874 | 202,874 | 5.7% |
| Signal Maintenance | 337,045 | 545,030 | 563,196 | (18,166) | 668,060 | - | 668,060 | 123,030 | 22.6% |
| Engineering | 1,994,500 | 2,326,345 | 2,090,397 | 235,948 | 2,513,324 | - | 2,513,324 | 186,979 | 8.0% |
| Service Center | - | - | - | - | - | - | - | - | N/A |
| Building Maint. | - | - | - | - | - | - | - | - | N/A |
| GF Non-Departmental | 6,621,322 | 9,399,528 | 8,531,329 | 868,199 | 8,933,221 | - | 8,933,221 | (466,307) | -5.0% |
| Total Expenditures | \$ 51,077,092 | \$ 59,834,303 | \$ 58,444,278 | \$ 1,390,025 | \$ 56,773,396 | \$ 4,240,327 | \$ 61,013,723 | \$ 1,179,420 | 2.0% |
| New Fund Balance: | | \$ 21,812,543 | \$ 24,090,150 | \$ 2,277,607 | \$ 24,461,332 | | \$ 20,221,005 | \$ (1,591,538) | |
| 90-Day Reserve: | | \$ 14,958,576 | \$ 14,611,070 | | \$ 14,193,349 | | \$ 15,253,431 | | |
| Over/(Under): | | 6,853,967 | 9,479,081 | | 10,267,983 | | 4,967,574 | | |

Breakdown of Transfer In:

| | |
|-------------------------------|-------------|
| Administrative Transfer (W/S) | \$ - |
| HOT Fund | - |
| Total | \$ - |

Breakdown of Transfer Out:

| | |
|-------------------------------|---------------------|
| TIRZ #2 Fund | \$ 194,772 |
| TIRZ #3 Fund | 1,554,597 |
| Vehicle & Equipment Fund | - |
| Conroe Tower Fund | 134,632 |
| Net Administrative Transfer | 145,967 |
| W&S Oper - Rate Stabilization | 1,000,000 |
| Trans. Grants Fund (Transit) | - |
| Total | \$ 3,029,968 |

FY 14-15 Budget Summary by Category General Fund

| | <u>FY 13-14 Budget</u> | <u>FY 13-14 Estimate</u> | <u>Under/ (Over)</u> | <u>FY 14-15 Base</u> | <u>FY 14-15 Supplemental</u> | <u>FY 14-15 Proposed</u> |
|-----------------------|-----------------------------|------------------------------|----------------------------|-----------------------------|----------------------------------|------------------------------|
| Personnel | \$ 37,836,492 | \$ 36,101,179 | \$ 1,735,313 | \$ 38,462,781 | \$ 2,425,917 | \$ 40,888,698 |
| Supplies | 3,872,092 | 3,715,641 | 156,451 | 3,576,683 | 373,785 | 3,950,468 |
| Contractual | 8,364,324 | 8,548,555 | (184,231) | 11,528,256 | 195,725 | 11,723,981 |
| Capital Outlay | 5,311,091 | 5,152,697 | 158,394 | 100,530 | 1,244,900 | 1,345,430 |
| Transfers | 4,375,125 | 4,851,027 | (475,902) | 3,029,968 | - | 3,029,968 |
| Debt Service | 75,179 | 75,179 | - | 75,178 | - | 75,178 |
| Total | <u><u>\$ 59,834,303</u></u> | <u><u>\$ 58,444,278</u></u> | <u><u>\$ 1,390,025</u></u> | <u><u>\$ 56,773,396</u></u> | <u><u>\$ 4,240,327</u></u> | <u><u>\$ 61,013,723</u></u> |

FY 14-15 Supplemental Requests General Fund

| <u>Department/Division</u> | <u>Dept Rank</u> | <u>Supplemental Reg. Title</u> | <u>Requested Amount1</u> | <u>FY 13-14 Purchase2</u> | <u>CAO Adjustment3</u> | <u>List "A" Included4</u> | <u>Type</u> |
|---|------------------|---|--------------------------|---------------------------|------------------------|---------------------------|------------------------------|
| 0001-1042 Mayor & Council | 0 | Election Equipment | 14,830 | - | 14,830 | - | Non-discretionary Adjustment |
| 0001-1042 Mayor & Council | 1 | Secretary / Record Technician | 49,931 | - | - | - | New Personnel |
| 0001-1042 Mayor & Council | 2 | National League Of Cities - Membership / Training | 18,000 | - | - | 10,000 | New Travel & Training |
| 0001-1042 Mayor & Council Total | | | \$ 82,761 | \$ - | \$ 14,830 | \$ 10,000 | |
| 0001-1070 Municipal Court | 0 | Incode | 6,369 | - | 6,369 | - | Non-discretionary Adjustment |
| 0001-1070 Municipal Court | 0 | Knight Security - Maintenance Agreement | 6,294 | - | 6,294 | - | Non-discretionary Adjustment |
| 0001-1070 Municipal Court | 0 | Mccreary, Veselka, Bragg & Allen | 125,000 | - | 125,000 | - | Non-discretionary Adjustment |
| 0001-1070 Municipal Court | 1 | Deputy Clerk I (Counter Clerk) | 44,970 | - | - | - | New Personnel |
| 0001-1070 Municipal Court | 2 | Camera Recording Equipment - Fire Marshal | 26,404 | 26,404 | - | - | New Equipment |
| 0001-1070 Municipal Court | 3 | Electronic Ticket Writers | 7,800 | 7,800 | - | - | New Equipment |
| 0001-1070 Municipal Court Total | | | \$ 216,837 | \$ 34,204 | \$ 137,663 | \$ - | |
| 0001-1100 Finance | 0 | Muni Services Sales Tax Revenue Recovery | 40,000 | - | 40,000 | - | Non-discretionary Adjustment |
| 0001-1100 Finance | 1 | Accounts Payable Clerk | 52,007 | - | - | - | New Personnel |
| 0001-1100 Finance Total | | | \$ 92,007 | \$ - | \$ 40,000 | \$ - | |
| 0001-1110 CDBG | 1 | Professional Services For 5-year Plan Process | 25,000 | - | 25,000 | - | Non-discretionary Adjustment |
| 0001-1110 CDBG Total | | | \$ 25,000 | \$ - | \$ 25,000 | \$ - | |
| 0001-1120 Purchasing | 1 | Warehouse Hvac System | 6,000 | 6,000 | - | - | Replacement Equipment |
| 0001-1120 Purchasing | 2 | Conex Storage Container | 5,900 | - | - | 5,900 | New Equipment |
| 0001-1120 Purchasing Total | | | \$ 11,900 | \$ 6,000 | \$ - | \$ 5,900 | |
| 0001-1130 Information Technology | 0 | Non-discretionary Software Maintenance Increases | 40,750 | - | 40,750 | - | Non-discretionary Adjustment |
| 0001-1130 Information Technology | 1 | I. T. S. P. - P C Support Specialist | 70,172 | - | - | - | New Personnel |
| 0001-1130 Information Technology | 2 | Nimble Storage Expansion | 20,000 | - | - | 20,000 | Enhanced Program |
| 0001-1130 Information Technology | 3 | Firewall For High Availability For Police Depart | 6,000 | - | - | 6,000 | Enhanced Program |
| 0001-1130 Information Technology | 4 | Netmotion Mobility Server For Police Department | 4,450 | - | - | - | Enhanced Program |
| 0001-1130 Information Technology | 5 | I. T. S. P. - Server Replacement Program | 20,000 | - | - | 20,000 | Enhanced Program |
| 0001-1130 Information Technology | 6 | I. T. S. P. - P C Replacement Program | 100,000 | - | - | - | Enhanced Program |
| 0001-1130 Information Technology | 7 | I. T. S. P. - Switch Replacement Program | 50,000 | - | - | 50,000 | Enhanced Program |
| 0001-1130 Information Technology | 8 | Increase Over Time Budget | 2,495 | - | - | 2,495 | Enhanced Program |
| 0001-1130 Information Technology | 9 | Remodel Of City Hall Server Room | 47,000 | - | - | - | New Equipment |
| 0001-1130 Information Technology | 10 | Solarwinds Network Configuration Manager | 3,000 | - | - | - | New Program |
| 0001-1130 Information Technology | 11 | A P C Battery Replacement For City Hall Eoc Unit | 21,500 | 21,500 | - | - | Replacement Equipment |
| 0001-1130 Information Technology | 12 | Tyler Technology Incode Conference | 2,000 | - | - | 2,000 | New Travel & Training |
| 0001-1130 Information Technology | 13 | Website Hosting Service | 6,000 | - | - | 6,000 | New Program |
| 0001-1130 Information Technology | 14 | Publicstuff Community Portal | 13,000 | - | - | - | New Program |
| 0001-1130 Information Technology Total | | | \$ 406,367 | \$ 21,500 | \$ 40,750 | \$ 106,495 | |
| 0001-1160 Human Resources | 0 | Workforce Software Upgrade | 15,308 | - | 15,308 | - | Non-discretionary Adjustment |
| 0001-1160 Human Resources | 0 | Additional Civil Service Physicals | 10,000 | - | 10,000 | - | Non-discretionary Adjustment |
| 0001-1160 Human Resources | 1 | Applicant Tracking System | 16,650 | - | - | 3,090 | New Program |
| 0001-1160 Human Resources | 2 | Neogov Performance Evaluation System | 12,000 | - | - | - | New Program |
| 0001-1160 Human Resources Total | | | \$ 53,958 | \$ - | \$ 25,308 | \$ 3,090 | |
| 0001-1201 Police Administration | 0 | Spillman Digital Storage Space | 25,000 | - | 25,000 | - | Non-discretionary Adjustment |
| 0001-1201 Police Administration | 1 | Secretary I | 46,963 | - | - | - | New Personnel |
| 0001-1201 Police Administration Total | | | \$ 71,963 | \$ - | \$ 25,000 | \$ - | |
| 0001-1202 Police Support Services | 0 | Police Recruit Uniform For Police Academy | 8,000 | - | 8,000 | - | Non-discretionary Adjustment |

FY 14-15 Supplemental Requests General Fund

| <u>Department/Division</u> | <u>Dept Rank</u> | <u>Supplemental Req. Title</u> | <u>Requested Amount1</u> | <u>FY 13-14 Purchase2</u> | <u>CAO Adjustment3</u> | <u>List "A" Included4</u> | <u>Type</u> |
|--|------------------|---|--------------------------|---------------------------|------------------------|---------------------------|------------------------------|
| 0001-1202 Police Support Services | 0 | Police Patrol Vehicle Equipment Package | 28,400 | - | - | 28,400 | Replacement Equipment |
| 0001-1202 Police Support Services Total | | | \$ 36,400 | \$ - | \$ 8,000 | \$ 28,400 | |
| 0001-1203 Police Patrol | 0 | 10 Patrol Officer Equipment Packages | 51,580 | - | 51,580 | - | Non-discretionary Adjustment |
| 0001-1203 Police Patrol | 0 | Taser Replacement Program | 30,252 | - | 30,252 | - | Non-discretionary Adjustment |
| 0001-1203 Police Patrol | 0 | Overtime Adjustment | 249,500 | - | - | - | Non-discretionary Adjustment |
| 0001-1203 Police Patrol | 0 | Texas Municipal League Rate Increase Adjustment | 6,050 | - | 6,050 | - | Non-discretionary Adjustment |
| 0001-1203 Police Patrol | 0 | Police Vehicle Equipment Package | 248,000 | - | - | 248,000 | Replacement Equipment |
| 0001-1203 Police Patrol | 1 | 1 Patrol Officer | 77,591 | - | - | 77,591 | New Personnel |
| 0001-1203 Police Patrol | 2 | Crime Reduction Program | 831,135 | - | - | - | New Program |
| 0001-1203 Police Patrol | 3 | Purchase Upgraded Audio Recording System | 80,000 | - | - | - | Replacement Equipment |
| 0001-1203 Police Patrol | 4 | Telecommunicator Certification Pay | 26,198 | - | - | 26,198 | New Program |
| 0001-1203 Police Patrol | 5 | Criticall Telecommunicator Testing System | 7,995 | - | - | - | New Program |
| 0001-1203 Police Patrol | 6 | Fatal Crash Investigation Response Vehicle | 29,500 | - | - | - | New Equipment |
| 0001-1203 Police Patrol Total | | | \$ 1,637,801 | \$ - | \$ 87,882 | \$ 351,789 | |
| 0001-1204 Police Investigations | 0 | Overtime | 66,000 | - | - | - | Non-discretionary Adjustment |
| 0001-1204 Police Investigations | 1 | Evidence Technician | 49,433 | - | - | 49,433 | New Personnel |
| 0001-1204 Police Investigations | 2 | Part/Time Evidence Technician | 11,115 | - | - | - | New Personnel |
| 0001-1204 Police Investigations | 3 | Laptop Computers | 13,500 | - | - | - | Replacement Equipment |
| 0001-1204 Police Investigations | 4 | Covert Track Phone System | 17,000 | - | - | 17,000 | Enhanced Program |
| 0001-1204 Police Investigations Total | | | \$ 157,048 | \$ - | \$ - | \$ 66,433 | |
| 0001-1206 Police Animal Services | 0 | Animal Shelter Contractual Agreement | 269,171 | - | 269,171 | - | Non-discretionary Adjustment |
| 0001-1206 Police Animal Services Total | | | \$ 269,171 | \$ - | \$ 269,171 | \$ - | |
| 0001-1208 Traffic Services | 1 | Replace Motor Unit Laptop Computer | 3,923 | - | - | - | Replacement Equipment |
| 0001-1208 Traffic Services | 2 | Replace Motor Unit Camera System | 28,280 | - | - | - | Replacement Equipment |
| 0001-1208 Traffic Services Total | | | \$ 32,203 | \$ - | \$ - | \$ - | |
| 0001-1300 Fire | 1 | Six (6) Lieutenants - Annexation | 517,292 | - | - | 517,292 | New Personnel |
| 0001-1300 Fire | 1 | Six (6) Engine Operators - Annexation | 464,812 | - | - | 464,812 | New Personnel |
| 0001-1300 Fire | 1 | Twelve (12) Firefighters - Annexation | 731,796 | - | - | 731,796 | New Personnel |
| 0001-1300 Fire | 1 | Six (6) Additional Firefighters | 458,117 | - | - | 458,117 | New Personnel |
| 0001-1300 Fire | 0 | Additional Existing Fire Station - Annexation | 64,926 | - | 64,926 | - | Non-discretionary Adjustment |
| 0001-1300 Fire | 0 | Additional Apparatus / Annexation | 51,832 | - | 51,832 | - | Non-discretionary Adjustment |
| 0001-1300 Fire | 0 | Equipment For 2016 New Firefighters Annexation | 48,000 | - | - | - | Non-discretionary Adjustment |
| 0001-1300 Fire | 0 | Station 31 Lake Conroe Remodel | 585,000 | - | - | - | Non-discretionary Adjustment |
| 0001-1300 Fire | 12 | Evacuation Boat | 50,000 | - | - | - | New Equipment |
| 0001-1300 Fire | 13 | Opticom Traffic Signal Preemption System | 148,000 | - | - | - | Enhanced Program |
| 0001-1300 Fire Total | | | \$ 3,119,775 | \$ - | \$ 116,758 | \$ 2,172,017 | |
| 0001-1400 Parks | 0 | Conroe Christmas Celebration | 40,000 | - | - | - | Non-discretionary Adjustment |
| 0001-1400 Parks | 0 | Active Net Fees | 1,500 | - | 1,500 | - | Non-discretionary Adjustment |
| 0001-1400 Parks | 0 | Custodial Services | 10,800 | - | 10,800 | - | Non-discretionary Adjustment |
| 0001-1400 Parks | 0 | Annual Security Camera Fees | 3,500 | - | 3,500 | - | Non-discretionary Adjustment |
| 0001-1400 Parks | 0 | Sesac Music Licensing | 1,100 | - | - | - | Non-discretionary Adjustment |
| 0001-1400 Parks | 0 | First Thursday Free Concert Series | 35,000 | - | 35,000 | - | Non-discretionary Adjustment |
| 0001-1400 Parks | 0 | Hvac Service And Maintenance | 5,000 | - | 5,000 | - | Non-discretionary Adjustment |

FY 14-15 Supplemental Requests General Fund

| <u>Department/Division</u> | <u>Dept Rank</u> | <u>Supplemental Req. Title</u> | <u>Requested Amount1</u> | <u>FY 13-14 Purchase2</u> | <u>CAO Adjustment3</u> | <u>List "A" Included4</u> | <u>Type</u> |
|--|------------------|--|--------------------------|---------------------------|------------------------|---------------------------|------------------------------|
| 0001-1400 Parks | 0 | Master Plan Update | 50,000 | - | - | - | Non-discretionary Adjustment |
| 0001-1400 Parks | 0 | New Pard Administration Offices Improvements | 60,700 | - | 60,700 | - | Non-discretionary Adjustment |
| 0001-1400 Parks | 1 | Secretary I | 43,639 | - | - | - | New Personnel |
| 0001-1400 Parks Total | | | \$ 251,239 | \$ - | \$ 116,500 | \$ - | |
| 0001-1410 Recreation Center | 0 | Additional Funds For Arts Grants Program | 40,000 | - | 40,000 | - | Non-discretionary Adjustment |
| 0001-1410 Recreation Center | 0 | Fitness Equipment Maintenance | 3,120 | - | 3,120 | - | Non-discretionary Adjustment |
| 0001-1410 Recreation Center | 0 | Janitorial Services | 27,020 | - | 27,020 | - | Non-discretionary Adjustment |
| 0001-1410 Recreation Center | 0 | Security Maintenance Fees | 1,328 | - | 1,328 | - | Non-discretionary Adjustment |
| 0001-1410 Recreation Center | 0 | Copy Machine Lease | 1,500 | - | 1,500 | - | Non-discretionary Adjustment |
| 0001-1410 Recreation Center | 0 | Daddy Daughter Dance & Mother Son Date Night | 8,000 | - | - | - | Non-discretionary Adjustment |
| 0001-1410 Recreation Center | 1 | Fitness On Demand | 11,800 | - | - | 11,800 | New Equipment |
| 0001-1410 Recreation Center | 2 | Recreation Coordinator- Marketing & Technology | 71,639 | - | - | - | New Personnel |
| 0001-1410 Recreation Center | 3 | Fitness Center Attendant | 22,363 | - | - | - | New Personnel |
| 0001-1410 Recreation Center | 4 | Banquet Tables | 4,100 | 4,100 | - | - | New Equipment |
| 0001-1410 Recreation Center Total | | | \$ 190,870 | \$ 4,100 | \$ 72,968 | \$ 11,800 | |
| 0001-1440 Aquatic Center | 0 | Pool Chemicals | 36,000 | - | 36,000 | - | Non-discretionary Adjustment |
| 0001-1440 Aquatic Center | 1 | Secondary Sanitation System (uv) | 20,000 | - | - | - | New Equipment |
| 0001-1440 Aquatic Center | 2 | Part-time Salaries | 35,677 | - | - | 35,677 | Enhanced Program |
| 0001-1440 Aquatic Center | 3 | Contract Water Exercise Instructors | 12,480 | - | - | 12,480 | Enhanced Program |
| 0001-1440 Aquatic Center | 4 | Contract Swim Team Coach | 35,000 | - | - | 35,000 | Enhanced Program |
| 0001-1440 Aquatic Center | 5 | Pool Heater | 22,000 | - | - | 22,000 | Replacement Equipment |
| 0001-1440 Aquatic Center | 6 | Pool Covers & Reels | 25,000 | - | - | - | Replacement Equipment |
| 0001-1440 Aquatic Center | 7 | Restore Tower Slide & Play Structure | 88,573 | - | - | - | Replacement Equipment |
| 0001-1440 Aquatic Center Total | | | \$ 274,730 | \$ - | \$ 36,000 | \$ 105,157 | |
| 0001-1450 Parks Operations | 0 | Additional Contract Services Funds | 65,000 | - | 65,000 | - | Non-discretionary Adjustment |
| 0001-1450 Parks Operations | 0 | Pond And Fountain Maintenance | 9,984 | - | 9,984 | - | Non-discretionary Adjustment |
| 0001-1450 Parks Operations | 0 | Add. Utilities Funding For I-45 Retention Pond | 33,360 | - | 33,360 | - | Non-discretionary Adjustment |
| 0001-1450 Parks Operations | 1 | Trail Renovations | 82,700 | - | - | - | Enhanced Program |
| 0001-1450 Parks Operations | 2 | Replace 3-row Bleachers At Carl Barton, Jr. Park | 15,000 | - | - | 15,000 | Enhanced Program |
| 0001-1450 Parks Operations | 3 | Parks Laborer | 40,770 | - | - | - | New Personnel |
| 0001-1450 Parks Operations | 4 | Portable Security Camera | 7,500 | - | - | - | New Equipment |
| 0001-1450 Parks Operations | 5 | Wildflower Seed | 3,300 | - | - | 3,300 | Enhanced Program |
| 0001-1450 Parks Operations Total | | | \$ 257,614 | \$ - | \$ 108,344 | \$ 18,300 | |
| 0001-1500 Community Development | 1 | Code Enforcement Coordinator | 52,164 | - | - | - | New Personnel |
| 0001-1500 Community Development | 2 | Two (2) Code Enforcement Officer | 172,200 | - | - | 172,200 | New Personnel |
| 0001-1500 Community Development | 3 | Equipment And Software For Tree Project Manager | 16,000 | - | - | - | New Equipment |
| 0001-1500 Community Development | 3 | Project Manager / Tree Preservation | 123,683 | - | - | - | New Personnel |
| 0001-1500 Community Development | 5 | Plan Intake Coordinator | 49,504 | - | - | - | New Personnel |
| 0001-1500 Community Development | 6 | Two (2) Building Inspector / Plan Review | 188,746 | - | - | 188,746 | New Personnel |
| 0001-1500 Community Development | 7 | Assistant City Planner | 66,601 | - | - | - | New Personnel |
| 0001-1500 Community Development | 8 | Consultant For Comprehensive Plan Update | 60,000 | - | - | - | Enhanced Program |
| 0001-1500 Community Development Total | | | \$ 728,898 | \$ - | \$ - | \$ 360,946 | |
| 0001-1530 Drainage Construction | 1 | Materials For Drainage Projects | 100,000 | - | - | 100,000 | Enhanced Program |
| 0001-1530 Drainage Construction Total | | | \$ 100,000 | \$ - | \$ - | \$ 100,000 | |

FY 14-15 Supplemental Requests General Fund

| <u>Department/Division</u> | <u>Dept Rank</u> | <u>Supplemental Req. Title</u> | <u>Requested Amount1</u> | <u>FY 13-14 Purchase2</u> | <u>CAO Adjustment3</u> | <u>List "A" Included4</u> | <u>Type</u> |
|---|----------------------|--|------------------------------|-------------------------------|----------------------------|-------------------------------|------------------------------|
| 0001-1540 Streets | 0 | Increase Funds In Account # 7254 | 30,900 | - | - | - | Non-discretionary Adjustment |
| 0001-1540 Streets | 0 | Increase Funds In Account # 8060 | 25,000 | - | 25,000 | - | Non-discretionary Adjustment |
| 0001-1540 Streets | 1 | Streets & Drainage Maint. Superintendent | 94,376 | - | - | - | New Personnel |
| 0001-1540 Streets | 2 | Increase Funds In Account # 9030 | 1,500,000 | - | - | 750,000 | Enhanced Program |
| 0001-1540 Streets | 3 | New Sidewalk Installation Program | 150,000 | - | - | 150,000 | Enhanced Program |
| 0001-1540 Streets | 4 | New Assistant Sign Technician Position - Annex | 155,035 | - | - | - | New Personnel |
| 0001-1540 Streets | 5 | 2 - New Light Equip. Operator Positions - Annex | 250,359 | - | - | - | New Personnel |
| 0001-1540 Streets | 6 | New Heavy Equipment Operator - Annex | 203,863 | - | - | - | New Personnel |
| 0001-1540 Streets | 7 | New Laborer Position - Annex | 45,805 | - | - | - | New Personnel |
| 0001-1540 Streets | 8 | New Heavy Equipment Operator - Sidewalk | 203,863 | - | - | - | New Personnel |
| 0001-1540 Streets | 9 | 2 - New Light Equip. Operator Positions - Sidewalk | 240,359 | - | - | - | New Personnel |
| 0001-1540 Streets | 10 | 3 - New Laborer Positions - Sidewalk | 147,420 | - | - | - | New Personnel |
| 0001-1540 Streets Total | | | \$ 3,046,980 | \$ - | \$ 25,000 | \$ 900,000 | |
| 0001-1550 Signal Maintenance | 0 | Increase Funds In Account # 7020 | 34,056 | - | 34,056 | - | Non-discretionary Adjustment |
| 0001-1550 Signal Maintenance | 0 | Increase Funds In Account # 7254 | 80,000 | - | 80,000 | - | Non-discretionary Adjustment |
| 0001-1550 Signal Maintenance | 0 | Signal Battery Backups | 250,000 | - | - | - | New Equipment |
| 0001-1550 Signal Maintenance | 1 | New Traffic Signal Technician Position | 72,985 | - | - | - | New Personnel |
| 0001-1550 Signal Maintenance | 1 | New Journeyman Electrician Position | 143,119 | - | - | - | New Personnel |
| 0001-1550 Signal Maintenance | 2 | New Forklift | 29,000 | - | - | - | New Equipment |
| 0001-1550 Signal Maintenance Total | | | \$ 609,160 | \$ - | \$ 114,056 | \$ - | |
| 0001-1570 Engineering | 0 | Additional Overtime | 14,400 | - | - | - | Non-discretionary Adjustment |
| 0001-1570 Engineering | 0 | Flood Protection Planning Grant | 175,000 | - | 310,000 | - | Non-discretionary Adjustment |
| 0001-1570 Engineering | 0 | Signal Timing Program | 200,000 | - | 50,000 | - | Non-discretionary Adjustment |
| 0001-1570 Engineering | 0 | Drainage - Master Plan/Study | 500,000 | - | - | - | New Program |
| 0001-1570 Engineering | 1 | Project Engineer | 92,957 | - | - | - | New Personnel |
| 0001-1570 Engineering | 2 | Engineering Inspector | 64,316 | - | - | - | New Personnel |
| 0001-1570 Engineering | 4 | Replace Secretarial Stations In Engineering | 10,000 | 10,000 | - | - | Replacement Equipment |
| 0001-1570 Engineering Total | | | \$ 1,056,673 | \$ 10,000 | \$ 360,000 | \$ - | |
| Grand Total | | | \$ 12,729,355 | \$ 75,804 | \$ 1,623,230 | \$ 4,240,327 | |

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 13-14 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. CAO (City Administrator's Office) Adjustment - This category is for items that are generally non-discretionary, inflationary increases that are critical to a department's operations and are uncontrollable expenses (i.e. gasoline and diesel cost increases).
4. List "A" (Included) - These items are included in the Operating Budget as supplementals.

Notes:

5. If there is no funding listed in the FY13-14 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2014-2015
0001-1020

BUDGET LINE ITEMS

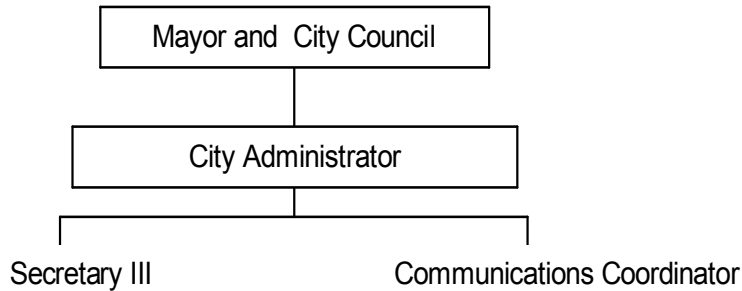
| FUND: GENERAL FUND | | DEPARTMENT: REVENUES | | DIVISION: REVENUES | | | |
|---------------------------------|---------------|-----------------------------|-----------------|---------------------------|------------|---------------------|-----------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 4010 Current Taxes | \$9,843,107 | \$10,590,924 | \$10,590,924 | \$11,832,994 | \$0 | \$0 | \$11,832,994 |
| 4020 Delinquent Taxes | \$134,055 | \$122,686 | \$84,809 | \$84,809 | \$0 | \$0 | \$84,809 |
| 4030 Gross Receipts | \$5,275,521 | \$5,143,819 | \$5,412,364 | \$5,773,176 | \$0 | \$0 | \$5,773,176 |
| 4040 Sales Tax | \$27,480,495 | \$28,730,314 | \$28,730,314 | \$30,104,652 | \$0 | \$0 | \$30,104,652 |
| 4050 Hotel Occupancy Tax | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 4070 Mixed Beverage Tax | \$149,146 | \$147,132 | \$210,294 | \$257,453 | \$0 | \$0 | \$257,453 |
| 4080 P.I.L.O.T. | \$587,634 | \$680,383 | \$682,113 | \$711,705 | \$0 | \$0 | \$711,705 |
| 4510 Licenses | \$28,764 | \$29,399 | \$24,445 | \$24,445 | \$0 | \$0 | \$24,445 |
| 4520 Permits | \$1,577,183 | \$1,187,982 | \$1,696,034 | \$1,651,172 | \$0 | \$0 | \$1,651,172 |
| 4530 Miscellaneous | \$2,411 | \$2,776 | \$3,310 | \$3,310 | \$0 | \$0 | \$3,310 |
| 4532 Alarm Fees | \$107,688 | \$100,612 | \$97,029 | \$155,694 | \$0 | \$0 | \$155,694 |
| 4533 Excessive Alarms | \$36,550 | \$36,850 | \$36,050 | \$36,050 | \$0 | \$0 | \$36,050 |
| 4535 Wrecker Permits | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 5010 Refuse Collection | \$407,723 | \$398,848 | \$384,420 | \$390,186 | \$0 | \$0 | \$390,186 |
| 5020 Copies | \$18,588 | \$17,792 | \$18,133 | \$18,133 | \$0 | \$0 | \$18,133 |
| 5040 Planning and Zoning Fees | \$334,304 | \$303,364 | \$290,620 | \$272,852 | \$0 | \$0 | \$272,852 |
| 5150 Service Charges | \$24,137 | \$27,704 | \$5,484 | \$7,800 | \$0 | \$0 | \$7,800 |
| 5510 Traffic and Criminal Fines | \$2,175,222 | \$2,233,845 | \$2,184,548 | \$2,184,548 | \$0 | \$0 | \$2,184,548 |
| 5530 Traffic Camera Fines | \$1,169,603 | \$880,424 | \$975,107 | \$69,675 | \$0 | \$0 | \$69,675 |
| 5540 Commercial Vehicle Fines | \$0 | \$180,080 | \$90,040 | \$202,590 | \$0 | \$0 | \$202,590 |
| 6010 Interest | \$20,728 | \$51,487 | \$55,756 | \$55,756 | \$0 | \$0 | \$55,756 |
| 6015 Gains (Losses) on Investmt | (\$21,564) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6020 Penalty & Interest | \$66,057 | \$71,181 | \$63,865 | \$63,865 | \$0 | \$0 | \$63,865 |
| 6030 Lease Income | \$48,350 | \$21,950 | \$54,760 | \$54,760 | \$0 | \$0 | \$54,760 |
| 6031 Donated Lease Income | \$25,512 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6036 Sales of Cap. Assets | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6050 Recreational | \$724,211 | \$750,777 | \$747,953 | \$771,862 | \$0 | \$0 | \$771,862 |
| 6051 Parks Programs | \$380,668 | \$394,675 | \$365,349 | \$375,026 | \$0 | \$0 | \$375,026 |
| 6052 Parks Donations | \$8,000 | \$0 | \$7,195 | \$0 | \$0 | \$0 | \$0 |
| 6053 Animal Shelter Fees | \$89,748 | \$103,375 | \$36,630 | \$0 | \$0 | \$0 | \$0 |
| 6054 Tree Mitigation | \$15,353 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$63,692 | \$99,591 | \$81,943 | \$81,943 | \$0 | \$0 | \$81,943 |
| 6070 Short & Over | \$382 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6080 Donations | \$64,761 | \$75,000 | \$62,501 | \$50,000 | \$0 | \$0 | \$50,000 |

CITY OF CONROE
FY 2014-2015
0001-1020

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: REVENUES | | DIVISION: REVENUES | | | |
|----------------------------------|---------------------|-----------------------------|---------------------|---------------------------|------------|---------------------|---------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 6100 Other Financing Sources | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6104 CDBG-OJCC | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6105 Seized Assets | \$74,553 | \$0 | \$102,033 | \$0 | \$0 | \$0 | \$0 |
| 6106 Intergovernmental | \$1,772,059 | \$1,611,313 | \$1,785,342 | \$1,910,122 | \$0 | \$0 | \$1,910,122 |
| 6111 Proceeds for Capital Leases | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6530 Other Non-Operating Income | \$23,007 | \$0 | \$2,500 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$1,272,705 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| REVENUES SUBTOTAL | \$53,980,353 | \$53,994,283 | \$54,881,865 | \$57,144,578 | \$0 | \$0 | \$57,144,578 |
| TOTAL 0001-1020 | \$53,980,353 | \$53,994,283 | \$54,881,865 | \$57,144,578 | \$0 | \$0 | \$57,144,578 |

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 2013-2014

- ✓ Completed “Conroe Lean” seventh year
- ✓ Developed 2013 State of the City Report
- ✓ Attended City Council Workshops, meetings, Conroe Industrial Development Corporation and Greater Conroe Economic Development Council meetings
- ✓ Completed FY 13-14 Capital Improvement Plan (CIP)
- ✓ Oversaw preparation of FY 13-14 Annual Budget
- ✓ Continued improvement of City’s reserve funds

Goals & Objectives for FY 2014-2015

- ❑ Continue to integrate “Conroe Lean” philosophy throughout all levels of the organization. Add green initiative to promote environmental sustainability
- ❑ Continue to maintain fiscal integrity of City finances
- ❑ Maintain customer-friendly attitudes by all employees
- ❑ Review department staffing and procedures for efficiency and privatization opportunities
- ❑ Provide weekly “Friday Memos” to Mayor and Council
- ❑ Continue to review and monitor overtime
- ❑ Explore education opportunities for staff
- ❑ Expand employee recognition opportunities
- ❑ Work with Human Resources to complete Employee Manual
- ❑ Monitor Self-funded Insurance Fund

City of Conroe General Fund

Administration 0001-1041

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| City Administrator | 1 | 1 | 1 | 1 |
| Communications Coordinator | 0 | 1 | 1 | 1 |
| Executive Secretary | 1 | 1 | 1 | 1 |
| TOTAL PERSONNEL SERVICES | 2 | 3 | 3 | 3 |

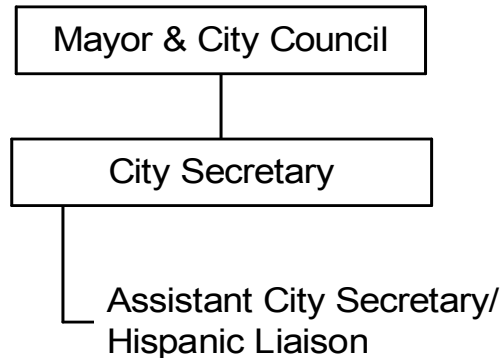
| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Conduct Bi-Monthly Management Team Meetings | 22 | 21 | 20 | 20 |
| Conduct bi-weekly one-on-one Meeting with Directors | 105 | 120 | 110 | 110 |
| Respond to <u>all</u> 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 2014-2015
0001-1041

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: ADMINISTRATION | | DIVISION: ADMINISTRATION | | | |
|--------------------------------------|------------------|-----------------------------------|------------------|---------------------------------|------------|---------------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$305,891 | \$321,580 | \$314,244 | \$327,705 | \$0 | \$0 | \$327,705 |
| 7012 Salaries - Part Time | \$1,008 | \$353 | \$0 | \$353 | \$0 | \$0 | \$353 |
| 7020 Overtime | \$166 | \$0 | \$155 | \$0 | \$0 | \$0 | \$0 |
| 7025 Social Security | \$18,821 | \$28,820 | \$20,993 | \$27,721 | \$0 | \$0 | \$27,721 |
| 7030 Retirement & Pension | \$52,424 | \$53,921 | \$53,834 | \$53,740 | \$0 | \$0 | \$53,740 |
| 7035 Workers Compensation | \$2,398 | \$4,264 | \$3,196 | \$3,984 | \$0 | \$0 | \$3,984 |
| 7040 Employee Insurance | \$25,799 | \$25,740 | \$30,227 | \$25,740 | \$0 | \$0 | \$25,740 |
| PERSONNEL SERVICES SUBTOTAL | \$406,507 | \$434,678 | \$422,649 | \$439,243 | \$0 | \$0 | \$439,243 |
| 7110 Office Supplies | \$7,370 | \$2,709 | \$2,500 | \$2,709 | \$0 | \$0 | \$2,709 |
| 7160 Vehicle Operations | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$200 | \$0 | \$200 | \$0 | \$0 | \$200 |
| 7200 Operating Supplies | \$7,648 | \$5,000 | \$3,900 | \$5,000 | \$0 | \$0 | \$5,000 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$1,333 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$1,369 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$15,018 | \$7,909 | \$9,102 | \$7,909 | \$0 | \$0 | \$7,909 |
| 8010 Utilities | \$1,092 | \$2,000 | \$1,000 | \$2,000 | \$0 | \$0 | \$2,000 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$8,092 | \$8,050 | \$11,500 | \$11,500 | \$0 | \$0 | \$11,500 |
| 8050 Travel & Training | \$26,732 | \$18,146 | \$18,500 | \$22,462 | \$0 | \$0 | \$22,462 |
| 8060 Contract Services | \$53,243 | \$54,484 | \$20,000 | \$26,718 | \$0 | \$0 | \$26,718 |
| 8070 Elections | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$89,159 | \$82,680 | \$51,000 | \$62,680 | \$0 | \$0 | \$62,680 |
| 9040 Furniture & Fixtures > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures < \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment < \$5,000 | \$2,995 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$2,995 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1041 | \$513,679 | \$525,267 | \$482,751 | \$509,832 | \$0 | \$0 | \$509,832 |

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 2013-2014

- ✓ Successfully completed General and Runoff Elections, and Recount with complete accuracy using new voting equipment.
- ✓ 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 and Agreements to city common folder for employee convenience.
- ✓ Provided electronic retrieval of packets for department directors.
- ✓ Successfully responded to a growing volume of open records requests.
- ✓ Began the process of historic preservation of the original Minute Books (dating from 1904) by having the first two books restored.

Goals & Objectives for FY 2014-2015

- ❑ Purchase additional election equipment from HART InterCivic to meet demand of voter increase created by annexations in order to continue conducting in-house city elections.
- ❑ Continue with preservation project for early Minute Books.
- ❑ Continue to search for user-friendly paperless agenda system.
- ❑ Continue to provide evidence of need for additional personnel in order to supply necessary support for a more enhanced and well-developed records retention system and assist with increasing workload which includes expanded clerical, technical and customer service assistance.
- ❑ Work with Council Members to assist in:
 - Individual department functions
 - Open Meetings Act
 - Scheduling and preparing travel voucher forms for meetings and trips
 - Tracking Continuing Education Units
- ❑ Continue to prepare agenda and minutes for all Council Meetings.

**City of Conroe
General Fund**

**Mayor and City Council
0001-1042**

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|-------------------------------|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| SPECIAL SERVICES | | | | |
| Mayor | 1 | 1 | 1 | 1 |
| Mayor Pro Tem | 1 | 1 | 1 | 1 |
| Councilmembers | 4 | 4 | 4 | 4 |
| TOTAL SPECIAL SERVICES | 6 | 6 | 6 | 6 |

PERSONNEL SERVICES

| | | | | |
|--------------------------------------|----------|----------|----------|----------|
| City Secretary | 1 | 1 | 1 | 1 |
| Hispanic Liaison/Asst City Secretary | 1 | 1 | 1 | 1 |
| TOTAL PERSONNEL SERVICES | 2 | 2 | 2 | 2 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|-----------------------------|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Minutes / Agendas / Packets | 239 | 100 | 106 | 106 |
| Open Records Requests | 165 | 222 | 250 | 300 |
| Liaison Telephone Contacts | 1,250 | 1,200 | 1,300 | 1,300 |
| Document Recording | 30 | 35 | 30 | 25 |
| Publications | 93 | 90 | 100 | 120 |

CITY OF CONROE

FY 2014-2015

0001-1042

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: MAYOR AND COUNCIL DIVISION: MAYOR AND COUNCIL

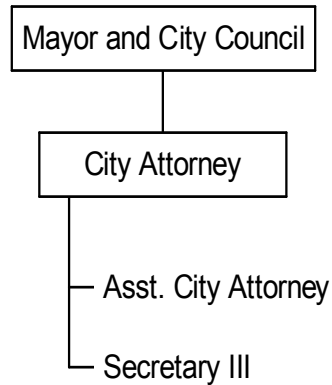
| | 2013 | 2014 | | 2015 | | | |
|--------------------------------------|------------------|------------------|------------------|------------------|-----------------|-----------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$340,068 | \$393,688 | \$378,152 | \$401,200 | \$0 | \$0 | \$401,200 |
| 7012 Salaries - Part Time | \$1,191 | \$193 | \$193 | \$193 | \$0 | \$0 | \$193 |
| 7020 Overtime | \$917 | \$1,750 | \$1,278 | \$1,750 | \$0 | \$0 | \$1,750 |
| 7025 Social Security | \$20,275 | \$31,868 | \$26,971 | \$34,066 | \$0 | \$0 | \$34,066 |
| 7030 Retirement & Pension | \$32,034 | \$32,456 | \$55,636 | \$33,780 | \$0 | \$0 | \$33,780 |
| 7035 Workers Compensation | \$0 | \$4,691 | \$3,516 | \$4,875 | \$0 | \$0 | \$4,875 |
| 7040 Employee Insurance | \$17,904 | \$17,160 | \$20,030 | \$17,160 | \$0 | \$0 | \$17,160 |
| PERSONNEL SERVICES SUBTOTAL | \$412,389 | \$481,806 | \$485,776 | \$493,024 | \$0 | \$0 | \$493,024 |
| 7110 Office Supplies | \$2,186 | \$3,400 | \$3,400 | \$3,400 | \$0 | \$0 | \$3,400 |
| 7160 Vehicle Operations | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$1,828 | \$4,768 | \$4,768 | \$4,768 | \$0 | \$0 | \$4,768 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$4,014 | \$8,168 | \$8,168 | \$8,168 | \$0 | \$0 | \$8,168 |
| 8010 Utilities | \$1,709 | \$800 | \$1,700 | \$800 | \$0 | \$0 | \$800 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$29,063 | \$32,192 | \$32,192 | \$32,192 | \$0 | \$10,000 | \$42,192 |
| 8060 Contract Services | \$9,165 | \$11,000 | \$11,000 | \$10,544 | \$0 | \$0 | \$10,544 |
| 8070 Elections | \$5,491 | \$51,340 | \$51,340 | \$16,340 | \$0 | \$0 | \$16,340 |
| CONTRACTUAL SUBTOTAL | \$45,428 | \$95,332 | \$96,232 | \$59,876 | \$0 | \$10,000 | \$69,876 |
| 9040 Furniture & Fixtures > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures < \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment > \$5,000 | \$12,075 | \$0 | \$0 | \$0 | \$14,830 | \$0 | \$14,830 |
| 9051 Machinery & Equipment <\$5,000 | \$4,739 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$16,814 | \$0 | \$0 | \$0 | \$14,830 | \$0 | \$14,830 |
| TOTAL 0001-1042 | \$478,645 | \$585,306 | \$590,176 | \$561,068 | \$14,830 | \$10,000 | \$585,898 |

CITY OF CONROE
FY 2014-2015
0001-1042

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|---|----------------------------|--|-----------------------------|
| 2714 | 2 | National League Of Cities - Membership / Training | New Travel & Training | 8050 TRAVEL & TRAINING Request Total | \$10,000 \$10,000 |
| 1 Requests | | | Total for 0001-1042 | | \$10,000 |

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**

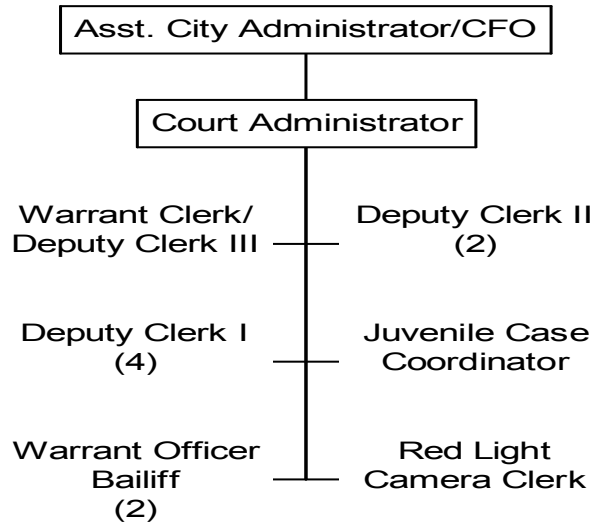
| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| City Attorney | 1 | 1 | 1 | 1 |
| Assistant City Attorney | 1 | 1 | 1 | 1 |
| Executive Secretary | 1 | 1 | 1 | 1 |
| TOTAL PERSONNEL SERVICES | 3 | 3 | 3 | 3 |

CITY OF CONROE
FY 2014-2015
0001-1060

BUDGET LINE ITEMS

| <div style="display: flex; justify-content: space-between;"> FUND: GENERAL FUND DEPARTMENT: LEGAL DIVISION: LEGAL </div> | | | | | | | |
|--|------------------|------------------|------------------|------------------|------------|---------------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$306,615 | \$315,777 | \$304,195 | \$324,070 | \$0 | \$0 | \$324,070 |
| 7012 Salaries - Part Time | \$229 | \$200 | \$0 | \$200 | \$0 | \$0 | \$200 |
| 7020 Overtime | \$343 | \$0 | \$16 | \$0 | \$0 | \$0 | \$0 |
| 7025 Social Security | \$19,986 | \$28,278 | \$20,499 | \$27,401 | \$0 | \$0 | \$27,401 |
| 7030 Retirement & Pension | \$52,575 | \$53,103 | \$52,124 | \$53,310 | \$0 | \$0 | \$53,310 |
| 7035 Workers Compensation | \$2,997 | \$4,184 | \$3,136 | \$3,938 | \$0 | \$0 | \$3,938 |
| 7040 Employee Insurance | \$26,486 | \$25,740 | \$30,239 | \$25,740 | \$0 | \$0 | \$25,740 |
| PERSONNEL SERVICES SUBTOTAL | \$409,231 | \$427,282 | \$410,209 | \$434,659 | \$0 | \$0 | \$434,659 |
| 7110 Office Supplies | \$3,195 | \$3,200 | \$1,500 | \$3,200 | \$0 | \$0 | \$3,200 |
| 7140 Wearing Apparel | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$300 | \$0 | \$300 | \$0 | \$0 | \$300 |
| 7200 Operating Supplies | \$0 | \$500 | \$0 | \$500 | \$0 | \$0 | \$500 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$3,195 | \$4,000 | \$1,500 | \$4,000 | \$0 | \$0 | \$4,000 |
| 8010 Utilities | \$697 | \$1,100 | \$600 | \$1,100 | \$0 | \$0 | \$1,100 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$36,933 | \$95,000 | \$50,000 | \$95,000 | \$0 | \$0 | \$95,000 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$7,668 | \$5,995 | \$4,500 | \$5,995 | \$0 | \$0 | \$5,995 |
| 8060 Contract Services | \$71,752 | \$23,439 | \$65,000 | \$23,439 | \$0 | \$0 | \$23,439 |
| CONTRACTUAL SUBTOTAL | \$117,050 | \$125,534 | \$120,100 | \$125,534 | \$0 | \$0 | \$125,534 |
| 9040 Furniture & Fixtures > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures < \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$438 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$438 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1060 | \$529,914 | \$556,816 | \$531,809 | \$564,193 | \$0 | \$0 | \$564,193 |

Municipal Court



The 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 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 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 2013-2014

- ✓ Participated in the Great State Wide Warrant Round-Up. This was a state wide collaboration of agencies serving warrants on outstanding cases in multiple jurisdictions.
- ✓ Implemented a quarterly warrant round up to clear outstanding cases in the Court.
- ✓ Implemented a collection of Scofflaw for the denied renewal of registration on defendants with outstanding warrants.
- ✓ Implemented an assistance of other agencies on service of warrants by agencies close proximity to City of Conroe.

Goals & Objectives for FY 2014-2015

- ❑ Participate in the 2014 Traffic Safety Initiative Award for the State of Texas for medium size courts.
- ❑ Participate in the Great State Wide Warrant Round-Up. This is a state wide collaboration of agencies serving warrants on outstanding cases in multiple courts.
- ❑ Participate in the collaboration of the construction of the new Municipal Court – Police Department facility to insure the court proper space of the court facility.

**City of Conroe
General Fund**

**Municipal Court
0001-1070**

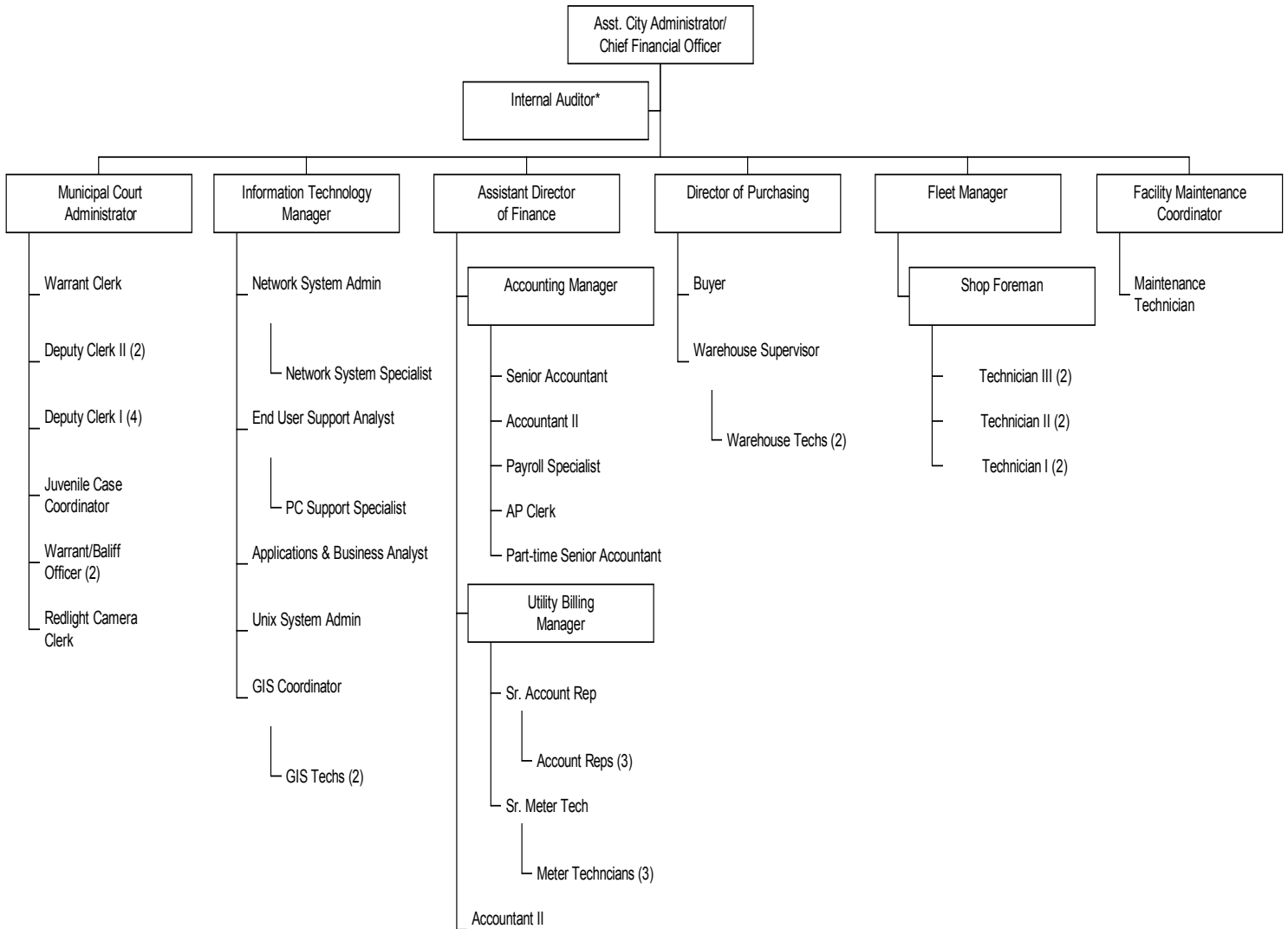
| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| 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 |
| TOTAL PERSONNEL SERVICES | 10 | 10 | 10 | 10 |
| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
| PERFORMANCE MEASURES | | | | |
| Number of Citations Issued | 29,115 | 19,808 | 20,616 | 20,616 |
| Number of Citations Processed | 29,254 | 25,612 | 26,877 | 26,877 |
| Number of Warrants Issued | 9,054 | 12,608 | 13,508 | 13,508 |
| Amount of Fines Collected | 3,667,477 | 3,003,877 | 2,728,483 | 2,728,483 |
| Amount of State Fees | 1,207,343 | 881,510 | 676,992 | 676,992 |
| Amount Retained by City | 2,460,129 | 2,122,362 | 2,051,491 | 2,051,491 |

CITY OF CONROE
FY 2014-2015
0001-1070

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: MUNICIPAL COURT | | DIVISION: MUNICIPAL COURT | | | |
|-------------------------------------|--------------------|------------------------------------|--------------------|----------------------------------|------------------|---------------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$480,405 | \$425,050 | \$425,050 | \$437,254 | \$0 | \$0 | \$437,254 |
| 7020 Overtime | \$15,280 | \$33,755 | \$33,755 | \$33,755 | \$0 | \$0 | \$33,755 |
| 7025 Social Security | \$36,852 | \$41,173 | \$41,173 | \$39,800 | \$0 | \$0 | \$39,800 |
| 7030 Retirement & Pension | \$76,897 | \$69,413 | \$69,413 | \$69,027 | \$0 | \$0 | \$69,027 |
| 7035 Workers Compensation | \$4,042 | \$5,652 | \$5,652 | \$5,310 | \$0 | \$0 | \$5,310 |
| 7040 Employee Insurance | \$86,338 | \$77,220 | \$77,220 | \$77,220 | \$0 | \$0 | \$77,220 |
| PERSONNEL SERVICES SUBTOTAL | \$699,814 | \$652,263 | \$652,263 | \$662,366 | \$0 | \$0 | \$662,366 |
| 7110 Office Supplies | \$43,450 | \$23,812 | \$26,500 | \$23,812 | \$0 | \$0 | \$23,812 |
| 7130 Cleaning Supplies | \$6,960 | \$500 | \$500 | \$500 | \$0 | \$0 | \$500 |
| 7140 Wearing Apparel | \$633 | \$1,400 | \$1,400 | \$1,400 | \$0 | \$0 | \$1,400 |
| 7160 Vehicle Operations | \$2,663 | \$3,500 | \$3,500 | \$3,500 | \$0 | \$0 | \$3,500 |
| 7180 Equipment Repairs | \$125 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$0 | \$1,000 |
| 7190 Radio Repairs | \$0 | \$150 | \$150 | \$150 | \$0 | \$0 | \$150 |
| 7200 Operating Supplies | \$3,400 | \$4,887 | \$4,887 | \$4,887 | \$0 | \$0 | \$4,887 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$34,440 | \$10,300 | \$2,500 | \$0 | \$0 | \$2,500 |
| SUPPLIES SUBTOTAL | \$57,231 | \$69,689 | \$48,237 | \$37,749 | \$0 | \$0 | \$37,749 |
| 8010 Utilities | \$1,014 | \$4,263 | \$4,263 | \$4,263 | \$0 | \$0 | \$4,263 |
| 8020 Insurance and Bonds | \$2,257 | \$2,000 | \$2,000 | \$2,000 | \$0 | \$0 | \$2,000 |
| 8030 Legal Services | \$3,575 | \$5,600 | \$5,600 | \$5,600 | \$0 | \$0 | \$5,600 |
| 8040 Leased Equipment | \$7,128 | \$19,444 | \$19,444 | \$19,444 | \$0 | \$0 | \$19,444 |
| 8050 Travel & Training | \$28,579 | \$25,276 | \$25,276 | \$25,276 | \$0 | \$0 | \$25,276 |
| 8060 Contract Services | \$539,993 | \$450,679 | \$425,050 | \$238,976 | \$137,663 | \$0 | \$376,639 |
| CONTRACTUAL SUBTOTAL | \$582,546 | \$507,262 | \$481,633 | \$295,559 | \$137,663 | \$0 | \$433,222 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | (\$1) | \$27,574 | \$26,404 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$48,870 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$48,869 | \$27,574 | \$26,404 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1070 | \$1,388,460 | \$1,256,788 | \$1,208,537 | \$995,674 | \$137,663 | \$0 | \$1,133,337 |

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 2013-2014

- ✓ Earned the Distinguished Budget Presentation Award for the 2013-2014 fiscal year
- ✓ Earned the Certificate of Achievement for Excellence in Financial Reporting for the fiscal year 2012-2013 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
- ✓ Earned the Leadership Circle Gold Award for 2014
- ✓ Completed year-end close and CAFR for the 7th time with in-house Accounting staff
- ✓ Completed various audits of processes and procedures for improving internal control
- ✓ Compiled and printed the 2013-2014 fiscal year Operating Budget, Capital Improvement Program Budget, Budget-in-Brief documents, and the Comprehensive Annual Financial Report (CAFR)
- ✓ Updated the City's Investment Policy

Goals & Objectives for FY 2014-2015

- ❑ Earn the Certificate of Achievement for Excellence in Financial Reporting for the 2013-2014 fiscal year Comprehensive Annual Financial Report (CAFR)
- ❑ Earn the Distinguished Budget Presentation Award for the 2014-2015 fiscal year
- ❑ Audit various systems and processes for internal control procedures
- ❑ Continue City-wide Conroe Lean Program to improve operations by reviewing internal systems and processes
- ❑ Earn the Investment Policy Certificate of Distinction from the Government Treasurers' Organization of Texas (GTOT) for the City's Investment Policy
- ❑ Earn the Leadership Circle Gold Award for 2015
- ❑ Internal Auditor planning to obtain (CGAP) Certified Government Auditing Professional Certification.

**City of Conroe
General Fund**

**Finance & Administration
0001-1100**

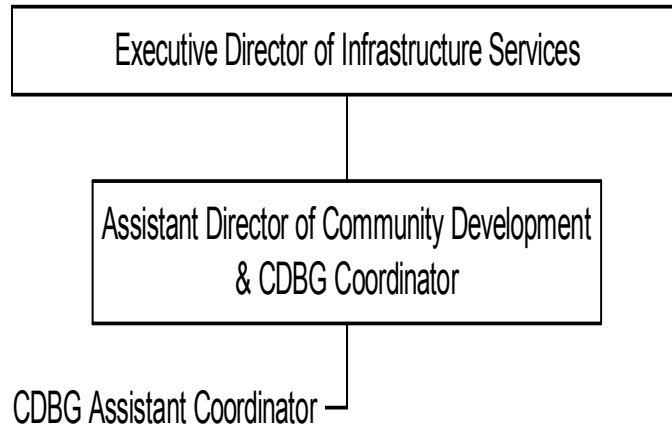
| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Asst. City Administrator/Chief Financial Officer | 0 | 0 | 1 | 1 |
| Director of Finance & Administration | 1 | 1 | 0 | 0 |
| Assistant Director of Finance & Administration | 1 | 1 | 1 | 1 |
| Internal Auditor | 1 | 1 | 1 | 1 |
| Accounting Manager | 1 | 1 | 1 | 1 |
| Accountant II | 2 | 2 | 2 | 2 |
| Senior Accountant | 1 | 1 | 1 | 1 |
| Facility Maintenance Coordinator | 1 | 1 | 1 | 1 |
| Payroll Specialist | 1 | 1 | 1 | 1 |
| Accounts Payable Clerk | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 10 | 10 | 10 | 10 |
| P/T Senior Accountant (Hours) | 999 | 999 | 1,560 | 1,560 |
| TOTAL PART TIME | 999 | 999 | 1,560 | 1,560 |
| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
| PERFORMANCE MEASURES | | | | |
| General Obligation Bond Rating | AA-/A1 | AA-/A1 | AA2/AA | AA2/AA |
| Water & Sewer System Bond Rating | AA-/A2 | AA-/A2 | AA3/AA | AA3/AA |
| Conroe IDC Bond Rating | A+ | A+ | A+/A1 | A+/A1 |
| % 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 |
| Average number of working days to close prior accounting period | 10 | 10 | 10 | 10 |
| Number of internal audit projects | 8 | 8 | 9 | 9 |

CITY OF CONROE
FY 2014-2015
0001-1100

BUDGET LINE ITEMS

| FUND: GENERAL FUND DEPARTMENT: FINANCE DIVISION: FINANCE | | | | | | | |
|--|--------------------|--------------------|--------------------|--------------------|-----------------|--------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$734,937 | \$729,706 | \$729,706 | \$776,848 | \$0 | \$0 | \$776,848 |
| 7012 Salaries - Part Time | \$33,636 | \$45,538 | \$45,538 | \$45,538 | \$0 | \$0 | \$45,538 |
| 7020 Overtime | \$8,181 | \$3,200 | \$3,200 | \$3,200 | \$0 | \$0 | \$3,200 |
| 7025 Social Security | \$55,800 | \$70,130 | \$70,130 | \$69,762 | \$0 | \$0 | \$69,762 |
| 7030 Retirement & Pension | \$126,923 | \$123,930 | \$123,930 | \$127,834 | \$0 | \$0 | \$127,834 |
| 7035 Workers Compensation | \$7,549 | \$10,152 | \$10,152 | \$9,987 | \$0 | \$0 | \$9,987 |
| 7040 Employee Insurance | \$86,412 | \$85,800 | \$85,800 | \$85,800 | \$0 | \$0 | \$85,800 |
| PERSONNEL SERVICES SUBTOTAL | \$1,053,438 | \$1,068,456 | \$1,068,456 | \$1,118,969 | \$0 | \$0 | \$1,118,969 |
| 7110 Office Supplies | \$21,663 | \$22,035 | \$22,035 | \$22,035 | \$0 | \$0 | \$22,035 |
| 7130 Building Supplies | \$145 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7140 Wearing Apparel | \$102 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7160 Vehicle Operations | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$54 | \$250 | \$250 | \$250 | \$0 | \$0 | \$250 |
| 7200 Operating Supplies | \$8,358 | \$2,060 | \$2,060 | \$2,060 | \$0 | \$0 | \$2,060 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$800 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$30,322 | \$24,345 | \$25,145 | \$24,345 | \$0 | \$0 | \$24,345 |
| 8010 Utilities | \$2,137 | \$3,262 | \$3,262 | \$3,262 | \$0 | \$0 | \$3,262 |
| 8020 Insurance and Bonds | \$350 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$2,921 | \$3,000 | \$3,000 | \$3,000 | \$0 | \$0 | \$3,000 |
| 8040 Leased Equipment | (\$425) | \$11,466 | \$11,466 | \$11,466 | \$0 | \$0 | \$11,466 |
| 8050 Travel & Training | \$24,448 | \$32,842 | \$32,842 | \$32,842 | \$0 | \$0 | \$32,842 |
| 8060 Contract Services | \$217,482 | \$272,645 | \$272,645 | \$232,645 | \$40,000 | \$0 | \$272,645 |
| CONTRACTUAL SUBTOTAL | \$246,913 | \$323,215 | \$323,215 | \$283,215 | \$40,000 | \$0 | \$323,215 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$2,360 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$2,360 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1100 | \$1,333,033 | \$1,416,016 | \$1,416,816 | \$1,426,529 | \$40,000 | \$0 | \$1,466,529 |

CDBG Administration



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 Façade 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 2013-2014

- ✓ Reduced the 108 loan by making timely payments.
- ✓ Completed successful HUD field monitor visit.
- ✓ Completed bid process for six (6) Community Development Block Grant houses.
- ✓ Completed the 2013 Annual Action Plan and submitted it to the U. S. Department of Housing and Urban Development (HUD). Completed all Plan Requirements.
- ✓ Completed the 2012 Consolidated Annual Performance and Evaluation Report and submitted it timely to the U. S. Department of Housing and Urban Development.
- ✓ Completed environmental clearance on 6 properties.
- ✓ Worked diligently with the Community Development Block Grant Board.
- ✓ Completed large Clean-Up Project in Housing Target Area.
- ✓ Completed Fair Housing and Lead Based paint campaign at City Hall.

Goals & Objectives for FY 2014-2015

- ❑ Continue monitoring compliance and repayment of the 108 funding per loan repayment schedule.
- ❑ Complete reconstruction of six houses.
- ❑ Complete Demolition/Clean-Up Project in Housing Target Area.
- ❑ Complete 2015-2019 New 5-Year Consolidated Action Plan and submit it to the U.S. Department of Housing and Urban Development.
- ❑ Complete the 2013 Consolidated Annual Performance and Evaluation Report and submit it to the U. S. Department of Housing and Urban Development.
- ❑ Successfully complete HUD total monitoring visit.

**City of Conroe
General Fund**

**CDBG Administration
0001-1110**

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Assistant Director of Community Development | 1 | 1 | 1 | 1 |
| Assistant Coordinator | 1 | 1 | 1 | 1 |
| TOTAL PERSONNEL SERVICES | 2 | 2 | 2 | 2 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|-----------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of Houses Reconstructed | 2 | 3 | 2 | 3 |
| Number of Youth and Adults Served | 4 | 3 | 4 | 4 |
| Number of Lots Cleaned | 5 | 3 | 2 | 3 |

CITY OF CONROE

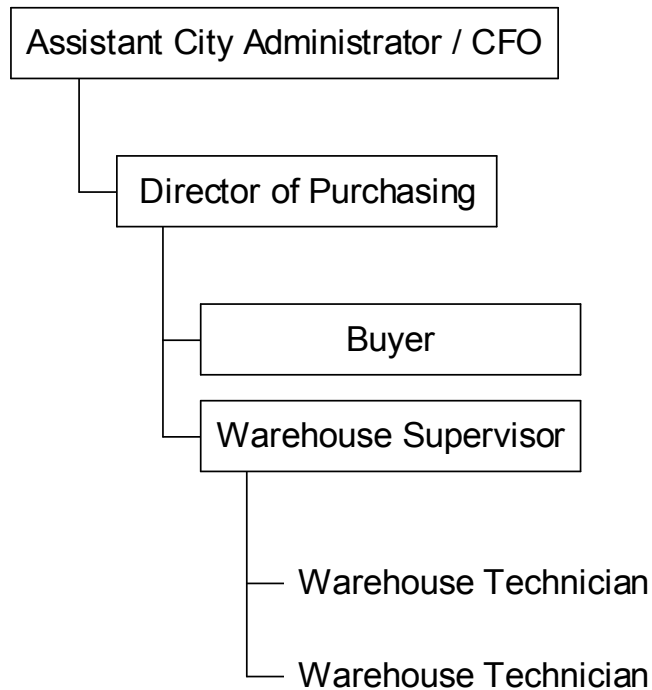
FY 2014-2015

0001-1110

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: CDBG ADMINISTRATION | | DIVISION: CDBG ADMINISTRATION | | | |
|-------------------------------------|------------------|---------------------------------|------------------|-------------------------------|-----------------|--------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$142,460 | \$147,088 | \$148,981 | \$151,230 | \$0 | \$0 | \$151,230 |
| 7012 Salaries - Part Time | \$49 | \$1,188 | \$0 | \$1,188 | \$0 | \$0 | \$1,188 |
| 7020 Overtime | \$1,698 | \$0 | \$927 | \$0 | \$0 | \$0 | \$0 |
| 7025 Social Security | \$10,885 | \$13,493 | \$11,431 | \$12,879 | \$0 | \$0 | \$12,879 |
| 7030 Retirement & Pension | \$24,685 | \$24,978 | \$25,682 | \$24,709 | \$0 | \$0 | \$24,709 |
| 7035 Workers Compensation | \$1,409 | \$1,996 | \$1,496 | \$1,851 | \$0 | \$0 | \$1,851 |
| 7040 Employee Insurance | \$17,434 | \$17,160 | \$19,966 | \$17,160 | \$0 | \$0 | \$17,160 |
| PERSONNEL SERVICES SUBTOTAL | \$198,620 | \$205,903 | \$208,483 | \$209,017 | \$0 | \$0 | \$209,017 |
| 7110 Office Supplies | \$4,183 | \$4,200 | \$4,200 | \$4,200 | \$0 | \$0 | \$4,200 |
| 7160 Vehicle Operations | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$184 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$1,216 | \$1,050 | \$1,050 | \$1,050 | \$0 | \$0 | \$1,050 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$5,583 | \$5,250 | \$5,250 | \$5,250 | \$0 | \$0 | \$5,250 |
| 8010 Utilities | \$656 | \$1,274 | \$1,274 | \$1,274 | \$0 | \$0 | \$1,274 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$36 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$1,196 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$10,687 | \$12,886 | \$12,886 | \$12,886 | \$0 | \$0 | \$12,886 |
| 8060 Contract Services | \$15,093 | \$7,172 | \$7,172 | \$7,172 | \$25,000 | \$0 | \$32,172 |
| CONTRACTUAL SUBTOTAL | \$27,668 | \$21,332 | \$21,332 | \$21,332 | \$25,000 | \$0 | \$46,332 |
| 9010 Land >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9011 Land < \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures < \$5,000 | \$1,822 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$1,144 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$2,966 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1110 | \$234,837 | \$232,485 | \$235,065 | \$235,599 | \$25,000 | \$0 | \$260,599 |

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 2013-2014

- ✓ Updated purchasing operating procedures for the Purchasing Department.
- ✓ Purchasing Department Buyer certified by the NIGP as CPPB.
- ✓ Increased the use of blanket purchase orders minimizing sequential purchases.
- ✓ Encouraged and documented purchasing participation of HUB & DBE businesses
- ✓ Updated the City's purchasing policy to reflect current legislation.
- ✓ Negotiated all service contracts and change orders pertaining to construction projects.
- ✓ Maintained year-end inventory adjustments to less than 1% of total inventory.
- ✓ Continued cross training program for all Purchasing Department personnel.
- ✓ Offered training for all employees concerning the purchasing policy.

Goals & Objectives for FY 2014-2015

- ❑ Inform the Public pertaining to bid information available on the City's website.
- ❑ Implement semi-annual purchasing policy training for all departments.
- ❑ Acquaint City staff with practices and procedures utilized by the Purchasing Department.
- ❑ 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.

**City of Conroe
General Operating Fund**

**Purchasing - Warehouse
0001-1120**

| | <u>Actual 2011-2012</u> | <u>Estimated 2012-2013</u> | <u>Budgeted 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------|------------------------------------|---------------------------------------|--------------------------------------|--------------------------------------|
| PERSONNEL SERVICES | | | | |
| Purchasing Director | 1 | 1 | 1 | 1 |
| Warehouse Supervisor | 1 | 1 | 1 | 1 |
| Buyer | 1 | 1 | 1 | 1 |
| Warehouse Technician | 2 | 2 | 2 | 2 |
| TOTAL FULL TIME | 5 | 5 | 5 | 5 |

| | <u>Actual 2011-2012</u> | <u>Estimated 2012-2013</u> | <u>Budgeted 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|----------------------------------|------------------------------------|---------------------------------------|--------------------------------------|--------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of purchase orders issued | \$1,600 | \$1,400 | \$1,300 | \$1,200 |
| Value of purchase orders issued | \$18,000,000 | \$38,000,000 | \$53,000,000 | \$58,000,000 |
| Number of bids solicited | \$57 | \$65 | \$60 | \$70 |
| Inventory value | \$760,000 | \$643,000 | \$1,870,000 | \$861,000 |

CITY OF CONROE
FY 2014-2015
0001-1120

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: PURCHASING-WAREHOUSE | | DIVISION: PURCHASING-WAREHOUSE | | | |
|-------------------------------------|------------------|---|------------------|---------------------------------------|------------|---------------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$277,473 | \$285,743 | \$279,938 | \$296,722 | \$0 | \$0 | \$296,722 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$1,544 | \$3,200 | \$659 | \$3,200 | \$0 | \$0 | \$3,200 |
| 7025 Social Security | \$20,791 | \$26,294 | \$21,313 | \$25,343 | \$0 | \$0 | \$25,343 |
| 7030 Retirement & Pension | \$47,742 | \$49,255 | \$48,044 | \$49,189 | \$0 | \$0 | \$49,189 |
| 7035 Workers Compensation | \$2,751 | \$3,847 | \$2,883 | \$3,603 | \$0 | \$0 | \$3,603 |
| 7040 Employee Insurance | \$43,250 | \$42,900 | \$44,958 | \$42,900 | \$0 | \$0 | \$42,900 |
| PERSONNEL SERVICES SUBTOTAL | \$393,551 | \$411,239 | \$397,795 | \$420,957 | \$0 | \$0 | \$420,957 |
| 7110 Office Supplies | \$1,002 | \$2,000 | \$1,200 | \$2,000 | \$0 | \$0 | \$2,000 |
| 7140 Wearing Apparel | \$815 | \$1,600 | \$1,200 | \$1,600 | \$0 | \$0 | \$1,600 |
| 7160 Vehicle Operations | \$9,683 | \$11,300 | \$7,800 | \$11,300 | \$0 | \$0 | \$11,300 |
| 7170 Vehicle Repairs | \$195 | \$2,555 | \$2,300 | \$2,555 | \$0 | \$0 | \$2,555 |
| 7180 Equipment Repairs | \$0 | \$550 | \$450 | \$550 | \$0 | \$0 | \$550 |
| 7190 Radio Repairs | \$0 | \$200 | \$100 | \$200 | \$0 | \$0 | \$200 |
| 7200 Operating Supplies | \$5,523 | \$6,700 | \$6,700 | \$6,700 | \$0 | \$0 | \$6,700 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$17,218 | \$24,905 | \$19,750 | \$24,905 | \$0 | \$0 | \$24,905 |
| 8010 Utilities | \$1,440 | \$2,900 | \$2,200 | \$2,900 | \$0 | \$0 | \$2,900 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$697 | \$1,500 | \$950 | \$1,500 | \$0 | \$0 | \$1,500 |
| 8050 Travel & Training | \$7,961 | \$9,380 | \$7,800 | \$9,380 | \$0 | \$0 | \$9,380 |
| 8060 Contract Services | \$5,769 | \$8,492 | \$7,500 | \$8,492 | \$0 | \$0 | \$8,492 |
| CONTRACTUAL SUBTOTAL | \$15,867 | \$22,272 | \$18,450 | \$22,272 | \$0 | \$0 | \$22,272 |
| 9030 Improvements > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$17,848 | \$0 | \$0 | \$0 | \$0 | \$5,900 | \$5,900 |
| 9051 Machinery & Equipment <\$5,000 | \$9,599 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles < \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$27,447 | \$0 | \$0 | \$0 | \$0 | \$5,900 | \$5,900 |
| TOTAL 0001-1120 | \$454,083 | \$458,416 | \$435,995 | \$468,134 | \$0 | \$5,900 | \$474,034 |

CITY OF CONROE

FY 2014-2015

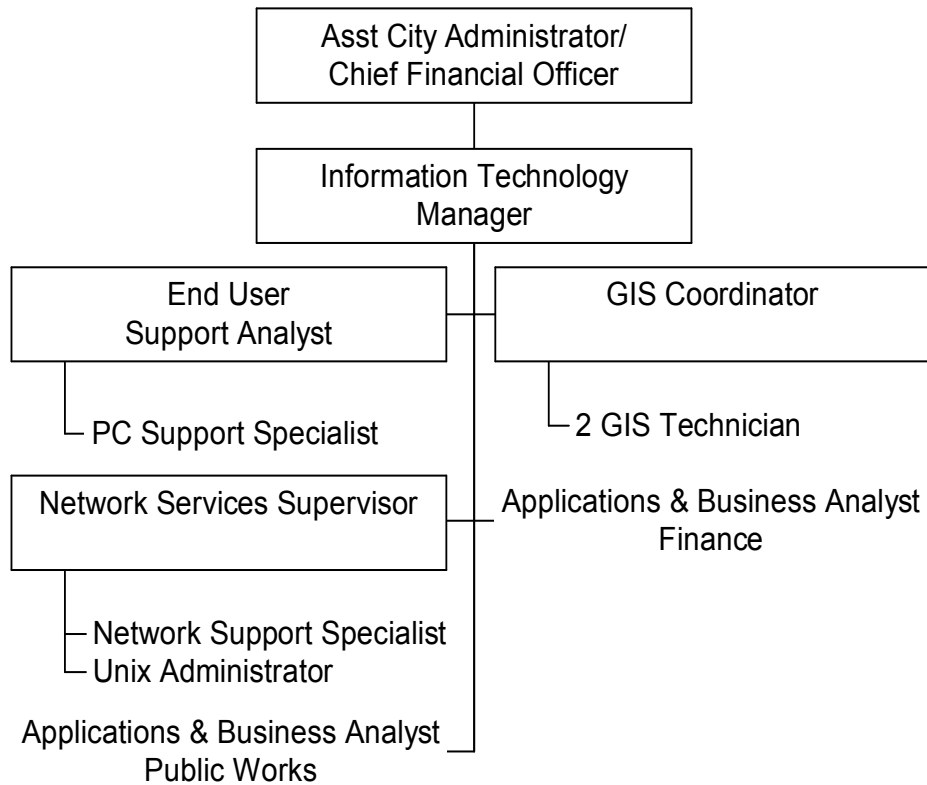
0001-1120

SUPPLEMENTAL REQUESTS WITH LINE ITEMS

(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|-------------------------|----------------------------|--|----------------|
| 2713 | 2 | Conex Storage Container | New Equipment | 9050 MACHINERY & EQUIPMENT >\$5,000 | \$5,900 |
| | | | | Request Total | \$5,900 |
| 1 Requests | | | Total for 0001-1120 | | \$5,900 |

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 2013-2014

- ✓ Completed facility security migration to Knight Security.
- ✓ Completed upgrade to GCEDC conference room.
- ✓ Completed Fire Station 1 training room hardware upgrade.
- ✓ Completed Police dispatch backup project at Montgomery County Hospital District facility.
- ✓ Completed network and hardware transition for Animal Shelter to CARE Corp.
- ✓ Completed Public Works Cartegraph software and hardware migration.
- ✓ Completed Fleet Faster software upgrade.
- ✓ Completed password recovery software installation.
- ✓ Completed network monitoring software installation.
- ✓ Completed Netmotion software installation that was required for CJIS compliance.
- ✓ Completed Exchange 2010 migration.
- ✓ Completed Office 2010 upgrade.
- ✓ Completed core switch infrastructure upgrade.
- ✓ Assisted with Kustom Signal hardware upgrade for Police Department.
- ✓ Assisted with Activenet migration to new version.
- ✓ Continued to migrate physical servers to the virtual infrastructure.
- ✓ Incorporated Cartegraph street asset inventory data.
- ✓ Expanded GIS layers in Spillman Police Department mapping.
- ✓ Completed requested annexation projects.
- ✓ Updated GIS data on city web site.

Goals & Objectives for FY 2014-2015

- ❑ Manage the second year of the new IT/GIS Strategic Plan.
- ❑ Plan for Police hardware and personnel move to new Police Department facility.
- ❑ Plan for Parks personnel move to Parks Cantrell facility.
- ❑ Implement document management for Finance.
- ❑ Provide annexation data for requested areas.

**City of Conroe
General Fund**

**Information Technology
0001-1130**

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|---------------------------------|---|---|--|---|
| PERSONNEL SERVICES | | | | |
| Information Technology Manager | 1 | 1 | 1 | 1 |
| Network System Administrator | 1 | 1 | 1 | 1 |
| Network Support Specialist | 1 | 1 | 1 | 1 |
| Unix System Administrator | 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 | 1 |
| GIS Coordinator | 1 | 1 | 1 | 1 |
| GIS Technician | 2 | 2 | 2 | 2 |
| TOTAL PERSONNEL SERVICES | 11 | 11 | 11 | 11 |

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|-----------------------------|---|---|--|---|
| PERFORMANCE MEASURES | | | | |
| Number of IT service calls | 5,300 | 6,000 | 6,800 | 7,300 |
| Number of GIS service calls | 500 | 6,600 | 735 | 800 |
| Number of PC's | 450 | 570 | 650 | 750 |

CITY OF CONROE
FY 2014-2015
0001-1130

BUDGET LINE ITEMS

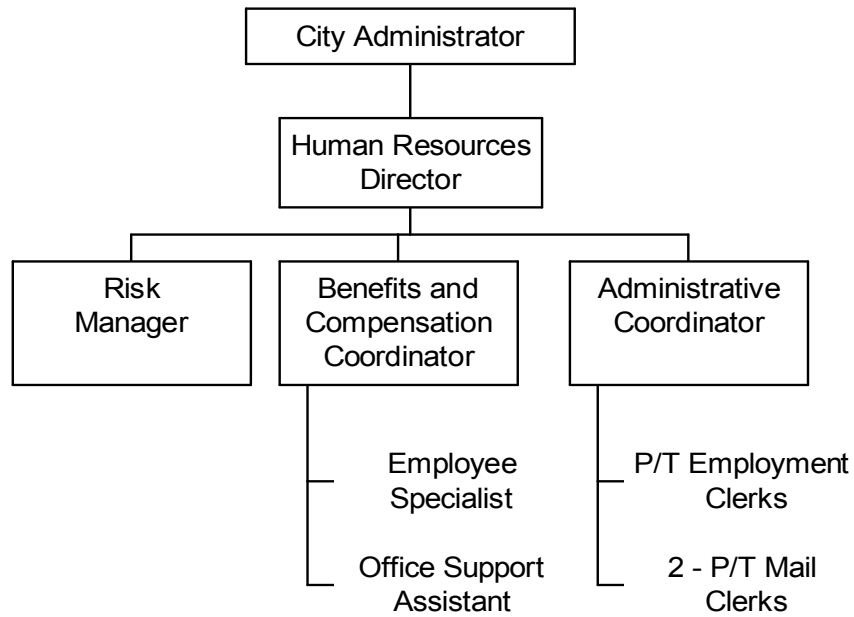
| FUND: GENERAL FUND | | DEPARTMENT: INFORMATION TECHNOLOGY | | DIVISION: INFORMATION TECHNOLOGY | | | |
|-------------------------------------|--------------------|---|--------------------|---|-----------------|---------------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$710,555 | \$723,111 | \$719,000 | \$753,786 | \$0 | \$0 | \$753,786 |
| 7020 Overtime | \$7,146 | \$2,100 | \$4,000 | \$2,100 | \$0 | \$2,000 | \$4,100 |
| 7025 Social Security | \$52,844 | \$65,994 | \$57,000 | \$63,872 | \$0 | \$153 | \$64,025 |
| 7030 Retirement & Pension | \$122,762 | \$122,944 | \$122,944 | \$123,317 | \$0 | \$342 | \$123,659 |
| 7035 Workers Compensation | \$7,161 | \$9,736 | \$7,300 | \$9,154 | \$0 | \$0 | \$9,154 |
| 7040 Employee Insurance | \$94,096 | \$94,380 | \$106,360 | \$94,380 | \$0 | \$0 | \$94,380 |
| PERSONNEL SERVICES SUBTOTAL | \$994,564 | \$1,018,265 | \$1,016,604 | \$1,046,609 | \$0 | \$2,495 | \$1,049,104 |
| 7110 Office Supplies | \$791 | \$2,500 | \$2,400 | \$2,500 | \$0 | \$0 | \$2,500 |
| 7140 Wearing Apparel | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7160 Vehicle Operations | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$1,698 | \$1,500 | \$1,500 | \$1,500 | \$0 | \$0 | \$1,500 |
| 7200 Operating Supplies | \$4,874 | \$5,250 | \$5,000 | \$5,250 | \$0 | \$0 | \$5,250 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$135,585 | \$116,312 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$7,363 | \$144,835 | \$125,212 | \$9,250 | \$0 | \$0 | \$9,250 |
| 8010 Utilities | \$12,693 | \$2,000 | \$2,000 | \$2,000 | \$0 | \$0 | \$2,000 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$18,979 | \$22,459 | \$20,000 | \$22,459 | \$0 | \$2,000 | \$24,459 |
| 8060 Contract Services | \$542,585 | \$713,602 | \$703,000 | \$748,272 | \$40,750 | \$6,000 | \$795,022 |
| CONTRACTUAL SUBTOTAL | \$574,257 | \$738,061 | \$725,000 | \$772,731 | \$40,750 | \$8,000 | \$821,481 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$292,181 | \$220,000 | \$236,500 | \$0 | \$0 | \$96,000 | \$96,000 |
| 9051 Machinery & Equipment <\$5,000 | \$19,162 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$311,343 | \$220,000 | \$236,500 | \$0 | \$0 | \$96,000 | \$96,000 |
| TOTAL 0001-1130 | \$1,887,527 | \$2,121,161 | \$2,103,316 | \$1,828,590 | \$40,750 | \$106,495 | \$1,975,835 |

CITY OF CONROE
FY 2014-2015
0001-1130

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|--|----------------------------|--|---|
| 2708 | 2 | Nimble Storage Expansion | Enhanced Program | 8060 CONTRACT SERVICES 9050 MACHINERY & EQUIPMENT >\$5,000 Request Total | \$0 \$20,000 \$20,000 |
| 2709 | 3 | Firewall For High Availability For Police Depart | Enhanced Program | 8060 CONTRACT SERVICES 9050 MACHINERY & EQUIPMENT >\$5,000 Request Total | \$0 \$6,000 \$6,000 |
| 1704 | 5 | I. T. S. P. - Server Replacement Program | Enhanced Program | 9050 MACHINERY & EQUIPMENT >\$5,000 Request Total | \$20,000 \$20,000 |
| 2510 | 7 | I. T. S. P. - Switch Replacement Program | Enhanced Program | 9050 MACHINERY & EQUIPMENT >\$5,000 Request Total | \$50,000 \$50,000 |
| 2710 | 8 | Increase Over Time Budget | Enhanced Program | 7020 OVERTIME 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION Request Total | \$2,000 \$153 \$342 \$2,495 |
| 2591 | 12 | Tyler Technology Incode Conference | New Travel & Training | 8050 TRAVEL & TRAINING Request Total | \$2,000 \$2,000 |
| 2715 | 13 | Website Hosting Service | New Program | 8060 CONTRACT SERVICES Request Total | \$6,000 \$6,000 |
| 7 Requests | | | Total for 0001-1130 | | \$106,495 |

Human Resources



The Human Resources Department provides programs and consultation in the areas of recruitment and selection; employment, compensation and benefits; training and development; employee relations; and employee safety involving internal customers, external customers, outside agencies, and vendors by means of dedication to ethical and quality service, characterized by teamwork, responsiveness, and efficiency.

Human Resources

Accomplishments for FY 2013-2014

- ✓ Completed implementation process for the compensation and classification study
- ✓ Supervised police and fire entry exams and police and fire promotional exams and assessment centers
- ✓ Expanded online employee training program in cooperation with Texas Municipal League
- ✓ Ensured all Human Resources employees are adequately trained in their new positions
- ✓ Served as committee member of the Employee of the Year and Bright and Lean Programs
- ✓ Coordinated two Employee Breakfast events
- ✓ Coordinated appeals for compensation and benefits study
- ✓ Coordinated implementation of High Deductible Health Plan Option for Benefits Program

Goals & Objectives for FY 2014-2015

- ❑ Expand 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
- ❑ Finalize the development and preparation of supervisor manuals with current procedures
- ❑ Evaluate an improved performance appraisal system
- ❑ Increase training for employees and particularly supervisors
- ❑ Continue to monitor and evaluate employee Health Benefits program
- ❑ Continue audit process on job descriptions
- ❑ Continue to monitor and evaluate classification and compensation plan

**City of Conroe
General Fund**

**Human Resources
0001-1160**

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|-----------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| SPECIAL SERVICES | | | | |
| Civil Service Commission | 3 | 3 | 3 | 3 |
| TOTAL SPECIAL SERVICES | 3 | 3 | 3 | 3 |
| PERSONNEL SERVICES | | | | |
| Human Resource 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 | 0 | 0 | 1 | 1 |
| TOTAL FULL TIME | 5 | 5 | 6 | 6 |
| P/T Receptionist (Hours) | 1,500 | 1,500 | 1,500 | 1,500 |
| P/T Mail Clerk (Hours) | 1,300 | 1,300 | 1,300 | 1,300 |
| TOTAL PART TIME | 2,800 | 2,800 | 2,800 | 2,800 |
| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
| PERFORMANCE MEASURES | | | | |
| Applications Tracked & Received | 2,195 | 1,982 | 2,000 | 2,000 |
| Civil Service Exams | 7 | 7 | 10 | 12 |
| Civil Service Testing Candidates | 470 | 879 | 1,300 | 1,200 |
| Employee Hired & Processed | 126 | 160 | 180 | 140 |
| Retired Employees | 8 | 6 | 10 | 10 |
| Employees Terminated | 131 | 121 | 25 | 25 |
| Trainings Provided | 23 | 16 | 25 | 25 |
| Employees Trained | 982 | 737 | 800 | 800 |

CITY OF CONROE
FY 2014-2015
0001-1160

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: HUMAN RESOURCES | | DIVISION: HUMAN RESOURCES | | | |
|-------------------------------------|------------------|------------------------------------|------------------|----------------------------------|-----------------|---------------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$309,142 | \$358,812 | \$358,812 | \$372,196 | \$0 | \$0 | \$372,196 |
| 7012 Salaries - Part Time | \$38,751 | \$70,267 | \$70,267 | \$70,267 | \$0 | \$0 | \$70,267 |
| 7020 Overtime | \$1,139 | \$1,100 | \$1,200 | \$1,100 | \$0 | \$0 | \$1,100 |
| 7025 Social Security | \$25,188 | \$36,048 | \$35,500 | \$37,481 | \$0 | \$0 | \$37,481 |
| 7030 Retirement & Pension | \$52,996 | \$59,984 | \$59,900 | \$60,947 | \$0 | \$0 | \$60,947 |
| 7035 Workers Compensation | \$3,335 | \$5,254 | \$4,500 | \$5,373 | \$0 | \$0 | \$5,373 |
| 7040 Employee Insurance | \$44,744 | \$51,480 | \$48,000 | \$51,480 | \$0 | \$0 | \$51,480 |
| 7050 Physicals | \$23,650 | \$55,370 | \$55,370 | \$55,370 | \$10,000 | \$0 | \$65,370 |
| PERSONNEL SERVICES SUBTOTAL | \$498,945 | \$638,315 | \$633,549 | \$654,214 | \$10,000 | \$0 | \$664,214 |
| 7110 Office Supplies | \$6,229 | \$7,446 | \$7,446 | \$7,446 | \$0 | \$0 | \$7,446 |
| 7140 Wearing Apparel | \$473 | \$600 | \$600 | \$600 | \$0 | \$0 | \$600 |
| 7160 Vehicle Operations | \$21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$500 | \$250 | \$500 | \$0 | \$0 | \$500 |
| 7200 Operating Supplies | \$12,680 | \$15,705 | \$15,705 | \$15,705 | \$0 | \$0 | \$15,705 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$19,403 | \$24,251 | \$24,001 | \$24,251 | \$0 | \$0 | \$24,251 |
| 8010 Utilities | \$1,566 | \$1,800 | \$1,800 | \$1,800 | \$0 | \$0 | \$1,800 |
| 8020 Insurance and Bonds | \$69 | \$75 | \$75 | \$75 | \$0 | \$0 | \$75 |
| 8030 Legal Services | \$1,933 | \$7,000 | \$7,000 | \$7,000 | \$0 | \$0 | \$7,000 |
| 8040 Leased Equipment | \$5,735 | \$12,500 | \$12,500 | \$12,500 | \$0 | \$0 | \$12,500 |
| 8050 Travel & Training | \$8,504 | \$9,810 | \$8,750 | \$9,810 | \$0 | \$0 | \$9,810 |
| 8060 Contract Services | \$54,386 | \$59,244 | \$59,244 | \$58,788 | \$15,308 | \$3,090 | \$77,186 |
| CONTRACTUAL SUBTOTAL | \$72,193 | \$90,429 | \$89,369 | \$89,973 | \$15,308 | \$3,090 | \$108,371 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$2,910 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$3,553 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$6,463 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1160 | \$597,004 | \$752,995 | \$746,919 | \$768,438 | \$25,308 | \$3,090 | \$796,836 |

CITY OF CONROE

FY 2014-2015

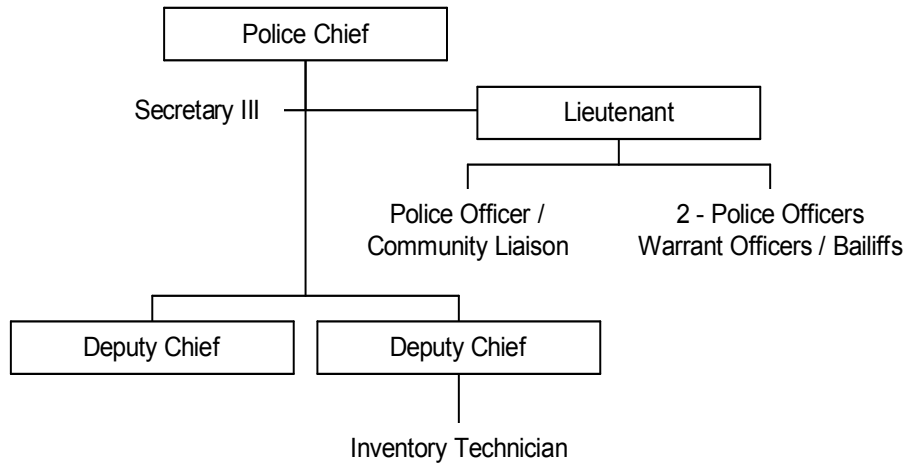
0001-1160

SUPPLEMENTAL REQUESTS WITH LINE ITEMS

(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|---------------------------|----------------------------|------------------------|----------------|
| 2166 | 1 | Applicant Tracking System | New Program | 8060 CONTRACT SERVICES | \$3,090 |
| | | | | Request Total | \$3,090 |
| 1 Requests | | | Total for 0001-1160 | | \$3,090 |

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 2013-2014

- ✓ Graduated the fourth Basic Peace Officer Course from our academy.
- ✓ Maintained full staffing level.
- ✓ Improved Command Staff's abilities through increased education, leadership training and conferences.
- ✓ Re-organized department structure to streamline job duties and group similar performance goals.

Goals & Objectives for FY 2014-2015

- ❑ Continue to maintain 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.
- ❑ Increase Community Liason efforts through face to face meetings with area church and school leaders.
- ❑ Begin successful relationship for public safety service with Municipal Utility District 3 and 4.

**City of Conroe
General Fund**

**Police Administration
0001-1201**

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Police Chief | 1 | 1 | 1 | 1 |
| Deputy Chief | 2 | 2 | 2 | 2 |
| Inventory Tech | 1 | 1 | 1 | 1 |
| Lieutenant | 0 | 0 | 1 | 1 |
| Police Officer | 0 | 1 | 1 | 1 |
| Police Officer/Warrant Officer/Bailiff | 0 | 0 | 2 | 2 |
| Secretary III | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 5 | 6 | 9 | 9 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Community meetings held | 3 | 4 | 3 | 4 |
| Employee focus meetings held | 3 | 5 | 2 | 3 |
| Citizen Police Academy classes | 3 | 3 | 2 | 3 |
| Discipline Boards convened | 3 | 4 | 2 | 2 |
| Grants obtained | 3 | 5 | 4 | 4 |

CITY OF CONROE

FY 2014-2015

0001-1201

BUDGET LINE ITEMS

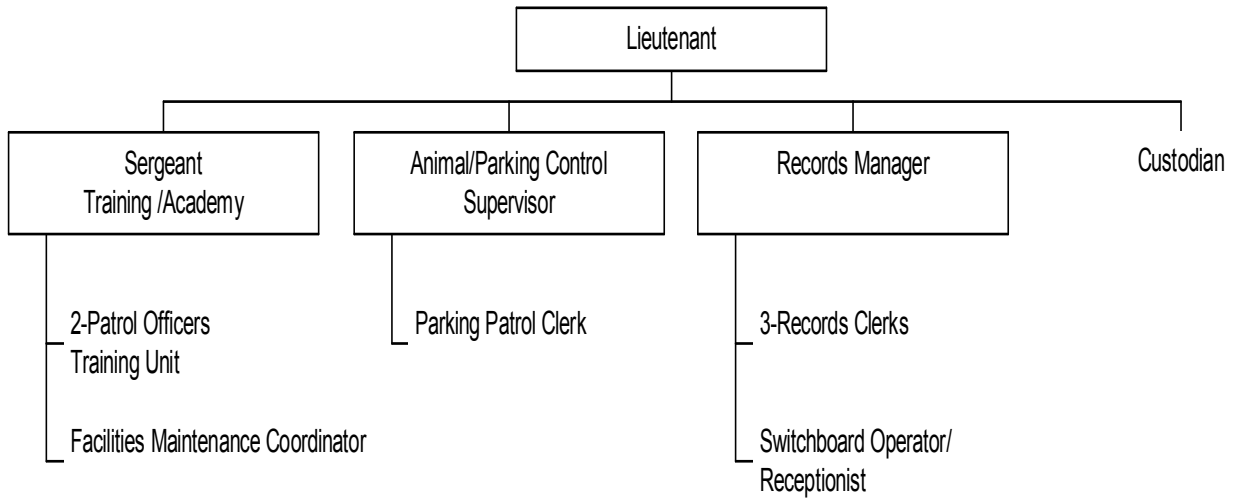
| FUND: GENERAL FUND | | DEPARTMENT: POLICE ADMINISTRATION | | DIVISION: POLICE ADMINISTRATION | | | |
|-------------------------------------|------------------|-----------------------------------|------------------|---------------------------------|------------|--------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$469,526 | \$729,947 | \$608,230 | \$797,596 | \$0 | \$0 | \$797,596 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$274 | \$32,240 | \$27,469 | \$32,240 | \$0 | \$0 | \$32,240 |
| 7025 Social Security | \$34,441 | \$68,883 | \$45,579 | \$70,121 | \$0 | \$0 | \$70,121 |
| 7030 Retirement & Pension | \$80,365 | \$128,393 | \$105,562 | \$135,481 | \$0 | \$0 | \$135,481 |
| 7035 Workers Compensation | \$6,403 | \$9,758 | \$7,313 | \$9,686 | \$0 | \$0 | \$9,686 |
| 7040 Employee Insurance | \$43,709 | \$77,220 | \$80,574 | \$77,220 | \$0 | \$0 | \$77,220 |
| PERSONNEL SERVICES SUBTOTAL | \$634,718 | \$1,046,441 | \$874,727 | \$1,122,344 | \$0 | \$0 | \$1,122,344 |
| 7110 Office Supplies | \$5,324 | \$10,715 | \$10,100 | \$9,545 | \$0 | \$0 | \$9,545 |
| 7130 Building Supplies | \$301 | \$2,000 | \$1,750 | \$2,000 | \$0 | \$0 | \$2,000 |
| 7140 Wearing Apparel | \$6,285 | \$9,150 | \$7,200 | \$9,150 | \$0 | \$0 | \$9,150 |
| 7160 Vehicle Operations | \$6,501 | \$8,460 | \$13,203 | \$13,203 | \$0 | \$0 | \$13,203 |
| 7170 Vehicle Repairs | \$180 | \$2,000 | \$2,000 | \$2,000 | \$0 | \$0 | \$2,000 |
| 7180 Equipment Repairs | \$798 | \$4,547 | \$3,775 | \$2,804 | \$0 | \$0 | \$2,804 |
| 7190 Radio Repairs | \$182 | \$665 | \$665 | \$665 | \$0 | \$0 | \$665 |
| 7200 Operating Supplies | \$16,147 | \$23,400 | \$23,400 | \$23,400 | \$0 | \$0 | \$23,400 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$8,000 | \$8,000 | \$6,000 | \$0 | \$0 | \$6,000 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$35,718 | \$68,937 | \$70,093 | \$68,767 | \$0 | \$0 | \$68,767 |
| 8010 Utilities | \$145,115 | \$186,036 | \$186,036 | \$186,036 | \$0 | \$0 | \$186,036 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$665 | \$665 | \$665 | \$0 | \$0 | \$665 |
| 8040 Leased Equipment | \$428 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$10,659 | \$14,965 | \$14,965 | \$15,135 | \$0 | \$0 | \$15,135 |
| 8060 Contract Services | \$23,920 | \$36,088 | \$33,900 | \$36,088 | \$0 | \$0 | \$36,088 |
| CONTRACTUAL SUBTOTAL | \$180,122 | \$237,754 | \$235,566 | \$237,924 | \$0 | \$0 | \$237,924 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$25,000 | \$0 | \$25,000 |

CITY OF CONROE
FY 2014-2015
0001-1201

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: POLICE ADMINISTRATION | | | DIVISION: POLICE ADMINISTRATION | | |
|-------------------------------------|-----------|-----------------------------------|-------------|-------------|---------------------------------|--------------|-------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 9051 Machinery & Equipment <\$5,000 | \$2,241 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$2,241 | \$0 | \$0 | \$0 | \$25,000 | \$0 | \$25,000 |
| TOTAL 0001-1201 | \$852,799 | \$1,353,132 | \$1,180,386 | \$1,429,035 | \$25,000 | \$0 | \$1,454,035 |

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 2013-2014

- ✓ Continued to increase local in-service training for Police Officers. Bring training to our facility in order to maximize our training budget while reducing cost.
- ✓ Completed one adult and one youth Citizen Police Academy to educate the public on the Department and our mission. Enrollment has been at maximum levels for each class.
- ✓ Conducted a full Basic Peace Officer Course. Continued the trend of 100% pass rate on the TCOLE licensing exam.
- ✓ Improved exterior appearance of the Police / Municipal Court building with the cleaning, mulching, and pruning of facility landscaping.

Goals & Objectives for FY 2014-2015

- ❑ Increase Crime Prevention programs, Safety programs, and public relations programs to the public by establishing a structured Crime Prevention Unit throughout the City.
- ❑ Conduct one full Basic Peace Officer Course. Continue the trend of 100% pass rate on the TCOLE licensing exam.
- ❑ Increase availability and usage with the Volunteer Program to assist full time employees with their duties.

City of Conroe
General Fund
Police Support Services
0001-1202

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|--|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERSONNEL SERVICES | | | | |
| 0001-1202 Police Support Services | | | | |
| Lieutenant | 1 | 1 | 1 | 1 |
| Sergeant | 0 | 0 | 1 | 1 |
| Patrol Officer | 0 | 0 | 2 | 2 |
| Facilities Specialist | 0 | 0 | 1 | 1 |
| Communications Supervisor | 4 | 4 | 0 | 0 |
| Communications Officer | 16 | 16 | 0 | 0 |
| Parking Patrol/Clerk | 1 | 1 | 1 | 1 |
| Records Manager/Police | 1 | 1 | 1 | 1 |
| Records Clerk | 3 | 3 | 3 | 3 |
| Custodian | 1 | 1 | 1 | 1 |
| Switchboard Operator/Receptionist | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 28 | 28 | 12 | 12 |
| P/T Communications Officer (Hours) | 1,800 | 1,800 | 1,800 | 0 |
| P/T SW Operator/Receptionist (Hours) | 400 | 400 | 400 | 400 |
| P/T Custodians (Hours) | 1,664 | 1,664 | 1,664 | 1,664 |
| TOTAL PART TIME HOURS | 3,864 | 3,864 | 3,864 | 2,064 |
| PERFORMANCE MEASURES | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
| Parking Citations Issued | 4,451 | 3,223 | 3,000 | 2,900 |
| Vehicles Booted | 12 | 12 | 12 | 12 |
| Open Records Requests | 2,773 | 725 | 801 | 950 |
| Accident Reports | 2,138 | 2,164 | 2,207 | 2,450 |
| Offense Reports | 6,209 | 5,684 | 5,300 | 5,641 |
| Arrest Reports | 4,125 | 4,842 | 5,412 | 5,523 |
| Receptionist Walk-ins | 16,638 | 12,688 | 12,560 | 12,620 |
| Receptionist Phone Calls | 40,490 | 31,550 | 31,203 | 31,655 |
| Basic Peace Officer Academy | 2 | 2 | 2 | 1 |

CITY OF CONROE

FY 2014-2015

0001-1202

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: POLICE SUPPORT | | DIVISION: POLICE SUPPORT | | | |
|-------------------------------------|--------------------|----------------------------|------------------|--------------------------|----------------|-----------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$1,003,453 | \$596,407 | \$628,606 | \$625,370 | \$0 | \$0 | \$625,370 |
| 7012 Salaries - Part Time | \$21,314 | \$63,058 | \$41,308 | \$63,058 | \$0 | \$0 | \$63,058 |
| 7020 Overtime | \$39,154 | \$49,824 | \$28,535 | \$49,824 | \$0 | \$0 | \$49,824 |
| 7025 Social Security | \$78,153 | \$64,545 | \$49,614 | \$62,382 | \$0 | \$0 | \$62,382 |
| 7030 Retirement & Pension | \$178,286 | \$109,818 | \$110,408 | \$110,408 | \$0 | \$0 | \$110,408 |
| 7035 Workers Compensation | \$11,567 | \$8,879 | \$6,054 | \$8,360 | \$0 | \$0 | \$8,360 |
| 7040 Employee Insurance | \$214,326 | \$102,960 | \$124,211 | \$102,960 | \$0 | \$0 | \$102,960 |
| PERSONNEL SERVICES SUBTOTAL | \$1,546,253 | \$995,491 | \$988,736 | \$1,022,362 | \$0 | \$0 | \$1,022,362 |
| 7110 Office Supplies | \$5,661 | \$6,000 | \$6,000 | \$6,000 | \$0 | \$0 | \$6,000 |
| 7130 Building Supplies | \$13,108 | \$8,000 | \$7,800 | \$8,000 | \$0 | \$0 | \$8,000 |
| 7140 Wearing Apparel | \$3,290 | \$4,000 | \$15,000 | \$6,000 | \$8,000 | \$0 | \$14,000 |
| 7160 Vehicle Operations | \$3,848 | \$6,000 | \$5,800 | \$6,000 | \$0 | \$0 | \$6,000 |
| 7170 Vehicle Repairs | \$0 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$0 | \$1,000 |
| 7180 Equipment Repairs | \$4,603 | \$2,000 | \$2,000 | \$2,000 | \$0 | \$0 | \$2,000 |
| 7190 Radio Repairs | \$91 | \$197 | \$197 | \$197 | \$0 | \$0 | \$197 |
| 7200 Operating Supplies | \$11,153 | \$32,324 | \$26,200 | \$28,084 | \$0 | \$0 | \$28,084 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$36,400 | \$39,000 | \$39,000 | \$0 | \$28,400 | \$67,400 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$41,754 | \$95,921 | \$102,997 | \$96,281 | \$8,000 | \$28,400 | \$132,681 |
| 8010 Utilities | \$1,039 | \$10,000 | \$18,000 | \$20,000 | \$0 | \$0 | \$20,000 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$3,179 | \$11,000 | \$36,000 | \$35,000 | \$0 | \$0 | \$35,000 |
| 8050 Travel & Training | \$734 | \$68,600 | \$69,000 | \$72,040 | \$0 | \$0 | \$72,040 |
| 8060 Contract Services | \$69,391 | \$87,800 | \$46,400 | \$50,000 | \$0 | \$0 | \$50,000 |
| CONTRACTUAL SUBTOTAL | \$74,343 | \$177,400 | \$169,400 | \$177,040 | \$0 | \$0 | \$177,040 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$369 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$21,000 | \$21,000 | \$0 | \$0 | \$0 | \$0 |

CITY OF CONROE
FY 2014-2015
0001-1202

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: POLICE SUPPORT

DIVISION: POLICE SUPPORT

| | 2013 | 2014 | | 2015 | | | |
|--|--------------------|--------------------|--------------------|--------------------|----------------|-----------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 9051 Machinery & Equipment <\$5,000 | \$54,194 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles <\$5,000 | \$171,480 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$226,043 | \$21,000 | \$21,000 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1202 | \$1,888,393 | \$1,289,812 | \$1,282,133 | \$1,295,683 | \$8,000 | \$28,400 | \$1,332,083 |

CITY OF CONROE

FY 2014-2015

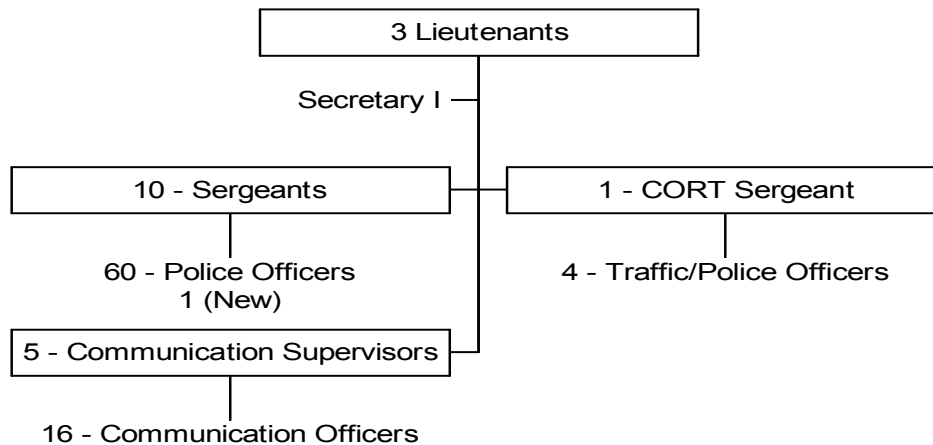
0001-1202

SUPPLEMENTAL REQUESTS WITH LINE ITEMS

(Active Only)

| ID | Rank | Title | Type | Line Items |
|-------------------|------|--|----------------------------|---|
| 2677 | 0 | Police Patrol Vehicle Equipment Package | Replacement Equipment | 7254 MACHINERY & EQUIPMENT \$28,400 <\$5,000 Request Total \$28,400 |
| 1 Requests | | | Total for 0001-1202 | \$28,400 |

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, Reserve Officers and a Bicycle Unit. SWAT officers respond to high threat incidents and assist the Narcotics Unit in serving high risk search warrants. 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 Community Oriented Response Team (CORT) responds to citizen complaints involving traffic, criminal, and nuisance violations by utilizing community policing practices to assist in community problem solving. The CORT unit also conducts criminal investigations in all fatality crashes within the city.

The proposed Crime Reduction Program (CRP) is a group of motivated Officers tasked with integrating into hotspot areas with the intent of educating and assisting the area residents in their own efforts at crime reduction. Traditional community oriented policing strategies are combined with youth oriented outreach and mentoring programs to aid in eradicating street level crime.

Police Patrol

Accomplishments for FY 2013-2014

- ✓ The Occupation Code brought Telecommunications under licensing authority of the Texas Commission on Law Enforcement. Prior to this time, telecommunicators were certified but not licensed. The changes required that all telecommunicators receive mandated courses in Basic Telecommunication and Crisis Intervention procedures. With this announcement in September, a plan was put into motion to ensure all telecommunicators employed by CPD would be compliant with the new law. Upon the law going into effect Jan 1, 2014, all telecommunicators employed by Conroe Police Department were compliant at inception.
- ✓ Trained, equipped, and released from Field Training 15 new Police Officers in preparation for the upcoming annexation to provide quality Police service to the new areas of the City.
- ✓ Continued to fill openings in Patrol through the ongoing police academy process with Class #13-4.

Goals & Objectives for FY 2014-2015

- ❑ Implement program to provide Communications Officers in-service training in TCOLE communications specific core courses.
- ❑ Create and staff a new sub unit with the intention of addressing street level crimes in a concentrated area with a focus on educating and involving the citizens in crime reduction in their neighborhoods.
- ❑ Update the Field Training Officer Program through acquisition and use of new software that will better equip the field training staff to complete documentation.
- ❑ Acquire a vehicle for the use of CORT to respond to traffic related fatalities. This will be a response vehicle that will carry all equipment necessary for thorough investigation of such scenes.

City of Conroe General Fund

Police Patrol 0001-1203

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|------------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERSONNEL SERVICES | | | | |
| Lieutenant | 2 | 3 | 3 | 3 |
| Sergeant | 8 | 8 | 11 | 11 |
| Patrol Officer | 52 | 62 | 63 | 64 |
| Communications Supervisor | 0 | 0 | 5 | 5 |
| Communications Officer | 0 | 0 | 16 | 16 |
| Secretary I | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 63 | 74 | 99 | 100 |
| P/T Communications Officer (Hours) | 0 | 0 | 0 | 1,800 |
| TOTAL PART TIME HOURS | 0 | 0 | 0 | 1,800 |
| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
| PERFORMANCE MEASURES | | | | |
| Calls for Service | 64,870 | 70,456 | 74,325 | 76,000 |
| Average Response Time | 4:25 | 4:20 | 4:20 | 4:20 |
| Average Overtime - Officer / Year | \$3,468 | \$3,510 | \$4,526 | \$4,600 |
| Traffic Enforcement | 25,993 | 27,000 | 13,188 | 14,507 |
| Arrests | 4,322 | 4,456 | 4,636 | 4,800 |

CITY OF CONROE

FY 2014-2015

0001-1203

BUDGET LINE ITEMS

| <div style="display: flex; justify-content: space-between;"> FUND: GENERAL FUND DEPARTMENT: POLICE PATROL DIVISION: POLICE PATROL </div> | | | | | | | |
|--|--------------------|--------------------|--------------------|--------------------|-----------------|------------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$3,832,375 | \$5,366,424 | \$5,421,724 | \$6,083,795 | \$0 | \$68,263 | \$6,152,058 |
| 7012 Salaries - Part Time | \$92 | \$0 | \$7,082 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$292,877 | \$401,052 | \$467,503 | \$240,749 | \$0 | \$0 | \$240,749 |
| 7025 Social Security | \$305,791 | \$498,493 | \$446,853 | \$534,424 | \$0 | \$5,223 | \$539,647 |
| 7030 Retirement & Pension | \$706,565 | \$995,399 | \$1,008,012 | \$1,037,239 | \$0 | \$11,673 | \$1,048,912 |
| 7035 Workers Compensation | \$35,285 | \$70,677 | \$52,968 | \$73,882 | \$0 | \$1,815 | \$75,697 |
| 7040 Employee Insurance | \$580,152 | \$844,021 | \$901,368 | \$849,420 | \$0 | \$8,580 | \$858,000 |
| PERSONNEL SERVICES SUBTOTAL | \$5,753,137 | \$8,176,066 | \$8,305,510 | \$8,819,509 | \$0 | \$95,554 | \$8,915,063 |
| 7110 Office Supplies | \$3,679 | \$11,095 | \$9,000 | \$11,095 | \$850 | \$85 | \$12,030 |
| 7130 Building Supplies | \$100 | \$285 | \$285 | \$285 | \$0 | \$0 | \$285 |
| 7140 Wearing Apparel | \$77,420 | \$93,327 | \$88,000 | \$70,074 | \$5,700 | \$570 | \$76,344 |
| 7160 Vehicle Operations | \$450,699 | \$406,759 | \$406,000 | \$406,759 | \$40,110 | \$4,010 | \$450,879 |
| 7170 Vehicle Repairs | \$41,947 | \$33,470 | \$36,850 | \$33,470 | \$3,420 | \$3,420 | \$40,310 |
| 7180 Equipment Repairs | \$2,909 | \$3,575 | \$3,000 | \$3,575 | \$500 | \$50 | \$4,125 |
| 7190 Radio Repairs | \$1,990 | \$7,120 | \$3,000 | \$7,120 | \$500 | \$50 | \$7,670 |
| 7200 Operating Supplies | \$29,958 | \$77,300 | \$75,000 | \$77,300 | \$500 | \$50 | \$77,850 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$242,375 | \$40,000 | \$0 | \$30,252 | \$248,000 | \$278,252 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$608,702 | \$875,306 | \$661,135 | \$609,678 | \$81,832 | \$256,235 | \$947,745 |
| 8010 Utilities | \$0 | \$2,456 | \$1,500 | \$2,456 | \$0 | \$0 | \$2,456 |
| 8020 Insurance and Bonds | \$11,618 | \$10,450 | \$16,500 | \$10,450 | \$6,050 | \$0 | \$16,500 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$4,787 | \$4,800 | \$4,800 | \$4,800 | \$0 | \$0 | \$4,800 |
| 8050 Travel & Training | \$12,272 | \$8,940 | \$7,200 | \$8,940 | \$0 | \$0 | \$8,940 |
| 8060 Contract Services | \$1,924 | \$16,848 | \$16,848 | \$2,523 | \$0 | \$0 | \$2,523 |
| CONTRACTUAL SUBTOTAL | \$30,601 | \$43,494 | \$46,848 | \$29,169 | \$6,050 | \$0 | \$35,219 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$26,500 | \$436,350 | \$430,000 | \$0 | \$0 | \$0 | \$0 |

CITY OF CONROE
FY 2014-2015
0001-1203

BUDGET LINE ITEMS

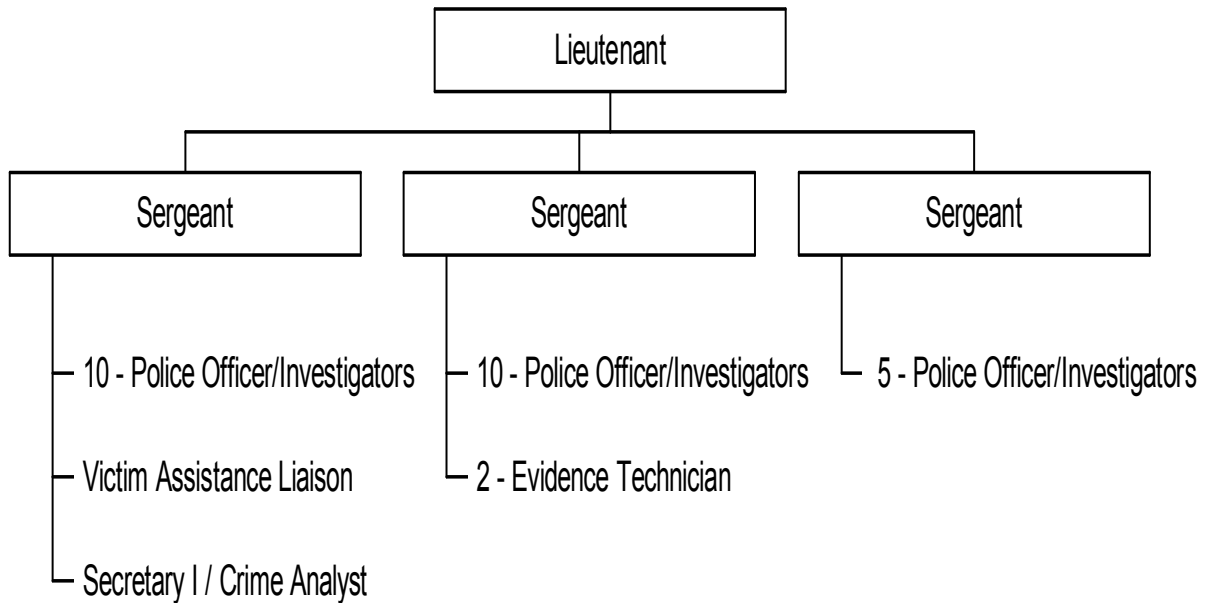
| FUND: GENERAL FUND | | DEPARTMENT: POLICE PATROL | | DIVISION: POLICE PATROL | | | |
|--|--------------------|----------------------------------|--------------------|--------------------------------|-----------------|---------------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 9051 Machinery & Equipment <\$5,000 | \$41,270 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$192,706 | \$146,755 | \$146,755 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles <\$5,000 | \$3,634 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$264,110 | \$583,105 | \$576,755 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1203 | \$6,656,550 | \$9,677,971 | \$9,590,248 | \$9,458,356 | \$87,882 | \$351,789 | \$9,898,027 |

CITY OF CONROE
FY 2014-2015
0001-1203

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|---------------------------------------|----------------------------|--|--|
| 2616 | 0 | Police Vehicle Equipment Package | Replacement Equipment | 7254 MACHINERY & EQUIPMENT <\$5,000 Request Total | \$248,000 \$248,000 |
| 2720 | 1 | 1 Patrol Officer | New Personnel | 7010 SALARIES 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION 7035 WORKERS COMPENSATION 7040 EMPLOYEE INSURANCE 7110 OFFICE SUPPLIES 7140 WEARING APPAREL 7160 VEHICLE OPERATIONS 7170 VEHICLE REPAIRS 7180 EQUIPMENT REPAIRS 7190 RADIO REPAIRS 7200 OPERATING SUPPLIES Request Total | \$47,263 \$3,616 \$8,082 \$1,815 \$8,580 \$85 \$570 \$4,010 \$3,420 \$50 \$50 \$50 \$77,591 |
| 2587 | 4 | Telecommunicator Certification Pay | New Program | 7010 SALARIES 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION Request Total | \$21,000 \$1,607 \$3,591 \$26,198 |
| 3 Requests | | | Total for 0001-1203 | | \$351,789 |

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 evidence. The division also has a special unit that investigates narcotics, prostitution, and gambling.

Police Investigative Services

Accomplishments for FY 2013-2014

- ✓ Increased staffing by adding one Criminal Investigator to accommodate the increased caseload created by the upcoming annexations.
- ✓ Obtained updated training for the Crime Analyst to improve effectiveness in analyzing information and presenting the results in a way that will assist in investigations.

Goals & Objectives for FY 2014-2015

- ❑ Obtain updated training for division supervisors to improve operations and case management.
- ❑ Obtain an updated Covert Track cell phone system to enhance the Narcotic unit's ability to conduct surveillance and undercover operations.
- ❑ Obtain a full-time Evidence Technician to manage the video evidence and eliminate the enormous backlog of unprocessed video evidence.

**City of Conroe
General Fund**

**Police Investigative Services
0001-1204**

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|--|---|---|--|---|
| PERSONNEL SERVICES | | | | |
| 0001-1204 Police Investigative Services | | | | |
| Lieutenant | 1 | 1 | 1 | 1 |
| Sergeant | 3 | 3 | 3 | 3 |
| Patrol Officer/Investigator | 22 | 22 | 25 | 25 |
| Secretary I | 1 | 1 | 1 | 1 |
| Victim Assistant Liaison | 1 | 1 | 1 | 1 |
| Evidence Technician | 1 | 1 | 1 | 2 |
| TOTAL FULL TIME | 29 | 29 | 32 | 33 |
| P/T Evidence Technician (Hours) | 0 | 0 | 1,040 | 0 |
| TOTAL PART TIME HOURS | 0 | 0 | 1,040 | 0 |
| PERFORMANCE MEASURES | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
| Total number of cases assigned | 4,042 | 4,287 | 4,362 | 4,500 |
| Total number of cases closed | 1,362 | 1,462 | 1,685 | 1,750 |
| Homicide cases assigned | 2 | 3 | 2 | 5 |
| Homicide cases closed | 2 | 3 | 2 | 5 |
| Assault cases assigned | 394 | 393 | 351 | 500 |
| Assault cases closed | 198 | 180 | 180 | 250 |
| Crime scenes processed | 459 | 486 | 482 | 550 |

CITY OF CONROE
FY 2014-2015
0001-1204

BUDGET LINE ITEMS

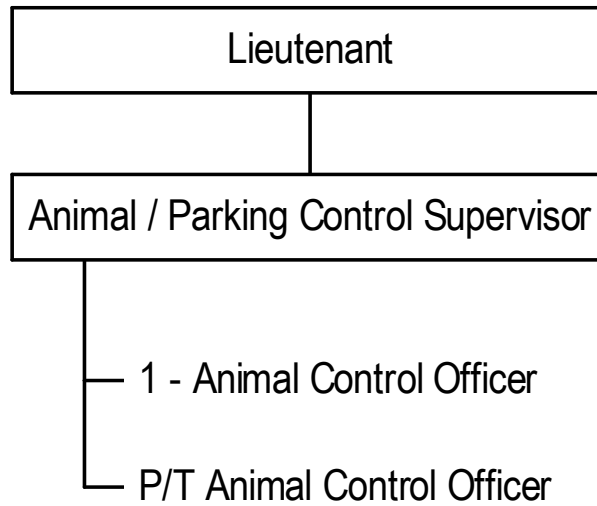
| FUND: GENERAL FUND | DEPARTMENT: POLICE INVESTIGATIVE SERVICES | | | DIVISION: INVESTIGATIVE SERVICES | | | |
|-------------------------------------|---|-------------|-------------|----------------------------------|-----|--------------|-------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$1,876,977 | \$2,038,905 | \$2,106,263 | \$2,196,569 | \$0 | \$30,690 | \$2,227,259 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$117,454 | \$89,456 | \$155,661 | \$89,456 | \$0 | \$0 | \$89,456 |
| 7025 Social Security | \$147,987 | \$193,681 | \$169,707 | \$193,169 | \$0 | \$2,348 | \$195,517 |
| 7030 Retirement & Pension | \$341,132 | \$359,764 | \$383,005 | \$371,797 | \$0 | \$5,248 | \$377,045 |
| 7035 Workers Compensation | \$17,974 | \$27,452 | \$20,574 | \$26,675 | \$0 | \$1,167 | \$27,842 |
| 7040 Employee Insurance | \$249,400 | \$274,560 | \$287,133 | \$274,560 | \$0 | \$8,580 | \$283,140 |
| PERSONNEL SERVICES SUBTOTAL | \$2,750,924 | \$2,983,818 | \$3,122,343 | \$3,152,226 | \$0 | \$48,033 | \$3,200,259 |
| 7110 Office Supplies | \$7,965 | \$9,700 | \$8,300 | \$9,700 | \$0 | \$0 | \$9,700 |
| 7130 Building Supplies | \$594 | \$500 | \$500 | \$500 | \$0 | \$0 | \$500 |
| 7140 Wearing Apparel | \$7,932 | \$10,602 | \$8,300 | \$10,602 | \$0 | \$400 | \$11,002 |
| 7160 Vehicle Operations | \$67,365 | \$88,853 | \$70,000 | \$88,853 | \$0 | \$0 | \$88,853 |
| 7170 Vehicle Repairs | \$1,774 | \$2,000 | \$3,000 | \$2,000 | \$0 | \$0 | \$2,000 |
| 7180 Equipment Repairs | \$4,995 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$0 | \$1,000 |
| 7190 Radio Repairs | \$1,007 | \$500 | \$500 | \$500 | \$0 | \$0 | \$500 |
| 7200 Operating Supplies | \$64,755 | \$74,400 | \$74,400 | \$73,944 | \$0 | \$0 | \$73,944 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,000 | \$1,000 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$156,387 | \$187,555 | \$166,000 | \$187,099 | \$0 | \$1,400 | \$188,499 |
| 8010 Utilities | \$1,562 | \$800 | \$800 | \$800 | \$0 | \$0 | \$800 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$12,633 | \$14,400 | \$14,400 | \$6,500 | \$0 | \$0 | \$6,500 |
| 8050 Travel & Training | \$1,486 | \$14,432 | \$14,432 | \$14,432 | \$0 | \$1,000 | \$15,432 |
| 8060 Contract Services | \$24,226 | \$8,105 | \$8,105 | \$10,005 | \$0 | \$16,000 | \$26,005 |
| CONTRACTUAL SUBTOTAL | \$39,907 | \$37,737 | \$37,737 | \$31,737 | \$0 | \$17,000 | \$48,737 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$12,582 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$8,416 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$20,998 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1204 | \$2,968,216 | \$3,209,110 | \$3,326,080 | \$3,371,062 | \$0 | \$66,433 | \$3,437,495 |

CITY OF CONROE
FY 2014-2015
0001-1204

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|---------------------------|----------------------------|----------------------------|-----------------|
| 2650 | 1 | Evidence Technician | New Personnel | 7010 SALARIES | \$30,690 |
| | | | | 7020 OVERTIME | \$0 |
| | | | | 7025 SOCIAL SECURITY | \$2,348 |
| | | | | 7030 RETIREMENT & PENSION | \$5,248 |
| | | | | 7035 WORKERS COMPENSATION | \$1,167 |
| | | | | 7040 EMPLOYEE INSURANCE | \$8,580 |
| | | | | 7140 WEARING APPAREL | \$400 |
| | | | | 8050 TRAVEL & TRAINING | \$1,000 |
| | | | | Request Total | \$49,433 |
| <hr/> | | | | | |
| 2651 | 4 | Covert Track Phone System | Enhanced Program | 7254 MACHINERY & EQUIPMENT | \$1,000 |
| | | | | <\$5,000 | |
| | | | | 8060 CONTRACT SERVICES | \$16,000 |
| | | | | Request Total | \$17,000 |
| <hr/> | | | | | |
| 2 Requests | | | Total for 0001-1204 | | \$66,433 |

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 our local Animal Shelter ensuring that animals receive the needed care and treatment.

Police Animal Services

Accomplishments for FY 2013-2014

- ✓ Designed and provided organizational clothing for key volunteers.
- ✓ Increased the sterilization program to keep pace with the increase of adoptions and added additional sterilization events.

Goals & Objectives for FY 2014-2015

- ❑ Increase community awareness on animal safety through positive proactive education.
- ❑ Bring awareness to the community regarding domestic animal laws.
- ❑ Increase community safety through enforcement of nuisance ordinance and decrease neighbor animal problems.

City of Conroe
General Fund
Police Animal Services
0001-1206

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|-----------------------------------|---|---|--|---|
| PERSONNEL SERVICES | | | | |
| Animal Shelter Manager | 1 | 1 | 0 | 0 |
| Animal/Parking Control Supervisor | 1 | 1 | 1 | 1 |
| Animal Control Officer | 1 | 1 | 1 | 1 |
| Kennel Technician | 2 | 2 | 0 | 0 |
| TOTAL FULL TIME | 5 | 5 | 2 | 2 |
| P/T Kennel Technician (Hours) | 4,940 | 4,940 | 0 | 0 |
| P/T Animal Control (Hours) | 850 | 850 | 850 | 850 |
| P/T Veterinary Technician (Hours) | 720 | 960 | 0 | 0 |
| TOTAL PART TIME HOURS | 6,510 | 6,750 | 850 | 850 |
| | | | | |
| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
| PERFORMANCE MEASURES | | | | |
| Cats from Public Surrender | 1,130 | 500 | 528 | 551 |
| Dogs from Public Surrender | 1,117 | 765 | 799 | 735 |
| Cats from Animal Control | 534 | 882 | 921 | 962 |
| Dogs from Animal Control | 792 | 1,192 | 1,245 | 1,301 |
| Total Animals Handled | 3,573 | 3,329 | 3,493 | 3,549 |
| Animal Control Citations Issued | 161 | 19 | 28 | 35 |

CITY OF CONROE
FY 2014-2015
0001-1206

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: POLICE ANIMAL SERVICES DIVISION: ANIMAL SERVICES

| | 2013 | 2014 | | 2015 | | | |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$184,953 | \$188,431 | \$128,068 | \$71,734 | \$0 | \$0 | \$71,734 |
| 7012 Salaries - Part Time | \$46,845 | \$34,150 | \$36,018 | \$12,189 | \$0 | \$0 | \$12,189 |
| 7020 Overtime | \$6,784 | \$4,000 | \$3,744 | \$4,000 | \$0 | \$0 | \$4,000 |
| 7025 Social Security | \$17,778 | \$20,619 | \$13,977 | \$7,430 | \$0 | \$0 | \$7,430 |
| 7030 Retirement & Pension | \$32,784 | \$32,485 | \$22,536 | \$12,330 | \$0 | \$0 | \$12,330 |
| 7035 Workers Compensation | \$2,128 | \$2,997 | \$2,246 | \$1,019 | \$0 | \$0 | \$1,019 |
| 7040 Employee Insurance | \$42,817 | \$42,900 | \$49,553 | \$17,160 | \$0 | \$0 | \$17,160 |
| PERSONNEL SERVICES SUBTOTAL | \$334,089 | \$325,582 | \$256,142 | \$125,862 | \$0 | \$0 | \$125,862 |
| 7110 Office Supplies | \$1,200 | \$2,300 | \$800 | \$250 | \$0 | \$0 | \$250 |
| 7130 Building Supplies | \$3,130 | \$2,550 | \$2,000 | \$2,000 | \$0 | \$0 | \$2,000 |
| 7140 Wearing Apparel | \$1,893 | \$1,900 | \$800 | \$750 | \$0 | \$0 | \$750 |
| 7160 Vehicle Operations | \$9,422 | \$9,000 | \$9,000 | \$9,000 | \$0 | \$0 | \$9,000 |
| 7170 Vehicle Repairs | \$0 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$0 | \$1,000 |
| 7180 Equipment Repairs | \$2,463 | \$2,000 | \$2,500 | \$2,500 | \$0 | \$0 | \$2,500 |
| 7190 Radio Repairs | \$0 | \$200 | \$200 | \$200 | \$0 | \$0 | \$200 |
| 7200 Operating Supplies | \$62,098 | \$80,504 | \$30,000 | \$3,800 | \$0 | \$0 | \$3,800 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$9,200 | \$9,200 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$80,206 | \$108,654 | \$55,500 | \$19,500 | \$0 | \$0 | \$19,500 |
| 8010 Utilities | \$21,116 | \$21,000 | \$21,000 | \$21,000 | \$0 | \$0 | \$21,000 |
| 8040 Leased Equipment | \$2,421 | \$0 | \$2,600 | \$2,600 | \$0 | \$0 | \$2,600 |
| 8050 Travel & Training | \$512 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$0 | \$1,000 |
| 8060 Contract Services | \$35,423 | \$195,716 | \$270,049 | \$124,105 | \$269,171 | \$0 | \$393,276 |
| CONTRACTUAL SUBTOTAL | \$59,472 | \$217,716 | \$294,649 | \$148,705 | \$269,171 | \$0 | \$417,876 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$6,603 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$6,603 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1206 | \$480,370 | \$651,952 | \$606,291 | \$294,067 | \$269,171 | \$0 | \$563,238 |

Red Light Program

The Red Light Program is responsible for the maintenance and accountability of the daily operation of the Red Light Camera system in conjunction with a private vendor (American Traffic Solutions). Red light violations that are issued are individually reviewed by a licensed peace officer to validate the probable cause for the citation. In addition, requests for administrative review and appeal are handled for each offense in order to protect due process for the violators. The Red Light Program is responsible for any fees that are paid to the vendor if violations are accrued as well as the processing of any fees that are paid by violators to the City. All costs incurred for the operation of this program are paid internally as this is a cost neutral program.

Note: In May 2014, voters eliminated this program. The FY 14-15 budget includes the costs needed to pay final program expenditures.

Red Light Program

Accomplishments for FY 2013-2014

- ✓ Monitored the effectiveness of the Intersection Safety program and ensured that the goal to increase safety in the City of Conroe was priority.
- ✓ Continued to operate this program at a cost neutral level.

City of Conroe **General Fund**

Red Light Program **0001-1207**

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|---------------------------------|---|---|--|---|
| PERSONNEL SERVICES | | | | |
| Deputy Court Clerk I | 1 | 1 | 0 | 0 |
| TOTAL FULLTIME PERSONNEL | 1 | 1 | 0 | 0 |

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|-----------------------------|---|---|--|---|
| PERFORMANCE MEASURES | | | | |
| Number of Violations Issued | 20,434 | 23,068 | 21,751 | 0 |
| Number of Violations Paid | 13,432 | 14,605 | 14,019 | 0 |
| Percentage Collected | 66% | 63% | 64% | 0% |

*Effective June 2014, this position was eliminated

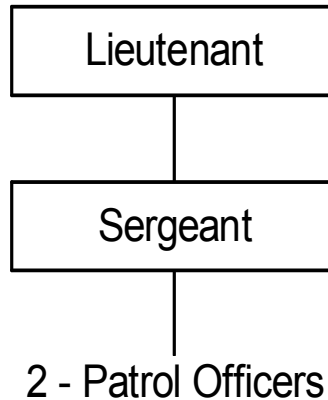
*At the May 2014 election, voters eliminated the Red Light Camera Program.

CITY OF CONROE
FY 2014-2015
0001-1207

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: RED LIGHT PROGRAM | | DIVISION: RED LIGHT PROGRAM | | | |
|-------------------------------------|------------------|--------------------------------------|------------------|------------------------------------|------------|---------------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$23,114 | \$26,829 | \$27,088 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$5,815 | \$25,001 | \$5,000 | \$25,001 | \$0 | \$0 | \$25,001 |
| 7025 Social Security | \$2,196 | \$4,716 | \$2,114 | \$0 | \$0 | \$0 | \$0 |
| 7030 Retirement & Pension | \$4,948 | \$8,863 | \$4,729 | \$0 | \$0 | \$0 | \$0 |
| 7035 Workers Compensation | \$295 | \$361 | \$271 | \$0 | \$0 | \$0 | \$0 |
| 7040 Employee Insurance | \$8,265 | \$8,580 | \$14,287 | \$0 | \$0 | \$0 | \$0 |
| PERSONNEL SERVICES SUBTOTAL | \$44,633 | \$74,350 | \$53,489 | \$25,001 | \$0 | \$0 | \$25,001 |
| 7110 Office Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7130 Building Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8010 Utilities | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$0 | \$1,500 | \$1,500 | \$0 | \$0 | \$0 | \$0 |
| 8060 Contract Services | \$928,050 | \$822,793 | \$912,289 | \$371,909 | \$0 | \$0 | \$371,909 |
| CONTRACTUAL SUBTOTAL | \$928,050 | \$824,293 | \$913,789 | \$371,909 | \$0 | \$0 | \$371,909 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1207 | \$972,683 | \$898,643 | \$967,278 | \$396,910 | \$0 | \$0 | \$396,910 |

Traffic Services



The Traffic Services Division of the Conroe Police Department is responsible for traffic safety programs including, enforcement of all traffic laws in the City, community education campaigns for traffic safety, and implementation of new programs that will increase the awareness and safety of all drivers. The purpose of this unit is to reduce the automobile crash rate and improve traffic safety in the city. The funds used for this purpose are dedicated from the Red Light Program.

Traffic Services

Accomplishments for FY 2013-2014

- ✓ Increased resources to ensure safe driving conditions for the City as a whole. Funds were utilized for improving traffic safety through education, designated infrastructure improvements, and enforcement.
- ✓ Developed a strategic plan for additional enforcement tools and anticipated needs for red light enforcement and specialized enforcement for traffic violation reduction.

**City of Conroe
General Fund**

**Traffic Services
0001-1208**

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| PERSONNEL SERVICES | | | | |
| Patrol Officer | 2 | 2 | 2 | 2 |
| TOTAL FULLTIME PERSONNEL | 2 | 2 | 2 | 2 |

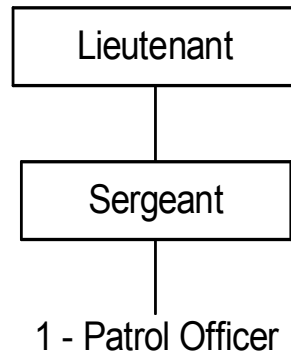
| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|------------------------------|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of citations issued | 2,894 | 1,517 | 1,848 | 2,205 |
| Number of violations charged | 3,311 | 1,865 | 2,410 | 2,600 |

CITY OF CONROE
FY 2014-2015
0001-1208

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: TRAFFIC SERVICES | | DIVISION: TRAFFIC SERVICES | | | |
|--|------------------|-------------------------------------|------------------|-----------------------------------|------------|---------------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$100,761 | \$107,624 | \$114,267 | \$122,006 | \$0 | \$0 | \$122,006 |
| 7020 Overtime | \$4,407 | \$6,000 | \$2,975 | \$6,000 | \$0 | \$0 | \$6,000 |
| 7025 Social Security | \$7,848 | \$10,340 | \$8,749 | \$10,816 | \$0 | \$0 | \$10,816 |
| 7030 Retirement & Pension | \$17,982 | \$19,430 | \$19,719 | \$21,057 | \$0 | \$0 | \$21,057 |
| 7035 Workers Compensation | \$1,013 | \$1,449 | \$1,086 | \$1,482 | \$0 | \$0 | \$1,482 |
| 7040 Employee Insurance | \$17,054 | \$17,160 | \$19,708 | \$17,160 | \$0 | \$0 | \$17,160 |
| PERSONNEL SERVICES SUBTOTAL | \$149,065 | \$162,003 | \$166,504 | \$178,521 | \$0 | \$0 | \$178,521 |
| 7110 Office Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7140 Wearing Apparel | \$0 | \$3,240 | \$1,879 | \$3,240 | \$0 | \$0 | \$3,240 |
| 7160 Vehicle Operations | \$11,411 | \$14,004 | \$13,860 | \$14,004 | \$0 | \$0 | \$14,004 |
| 7170 Vehicle Repairs | \$11,490 | \$4,000 | \$2,983 | \$4,000 | \$0 | \$0 | \$4,000 |
| 7180 Equipment Repairs | \$0 | \$800 | \$0 | \$800 | \$0 | \$0 | \$800 |
| 7190 Radio Repairs | \$0 | \$500 | \$0 | \$500 | \$0 | \$0 | \$500 |
| 7200 Operating Supplies | \$100 | \$2,000 | \$1,248 | \$2,000 | \$0 | \$0 | \$2,000 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$23,001 | \$24,544 | \$19,970 | \$24,544 | \$0 | \$0 | \$24,544 |
| 8010 Utilities | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$0 | \$3,800 | \$3,800 | \$3,800 | \$0 | \$0 | \$3,800 |
| 8060 Contract Services | \$0 | \$1,590 | \$1,470 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$0 | \$5,390 | \$5,270 | \$3,800 | \$0 | \$0 | \$3,800 |
| 9050 Machinery & Equipment >\$5,000 | \$19,442 | \$58,181 | \$58,000 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$88,053 | \$88,000 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles < \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$19,442 | \$146,234 | \$146,000 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1208 | \$191,508 | \$338,171 | \$337,744 | \$206,865 | \$0 | \$0 | \$206,865 |

Commercial Vehicle Enforcement Program



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

Commercial Vehicle Enforcement Program

Accomplishments for FY 2013-2014

- ✓ Funded the program and selected personnel.
- ✓ Trained staff on the enforcement program.
- ✓ Purchased and up-fitted vehicle with equipment.
- ✓ Initiated enforcement activities.

Goals & Objectives for FY 2014-2015

- ❑ Implement an enforcement plan and monitor efficiency.
- ❑ Track enforcement and utilize different approaches to find best results.
- ❑ Advise community of the enforcement and work with local and State agencies to provide Commercial Vehicle enforcement.

**City of Conroe
General Fund**

**Commercial Vehicle Enforcement Program
0001-1209**

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| PERSONNEL SERVICES | | | | |
| Patrol Officer | 0 | 0 | 1 | 1 |
| TOTAL FULLTIME PERSONNEL | 0 | 0 | 1 | 1 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|------------------------------|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of citations issued | 0 | 0 | 400 | 450 |
| Number of violations charged | 0 | 0 | 800 | 900 |

Note: The Commercial Vehicle Enforcement Program started in FY 2013-2014

CITY OF CONROE
FY 2014-2015
0001-1209

BUDGET LINE ITEMS

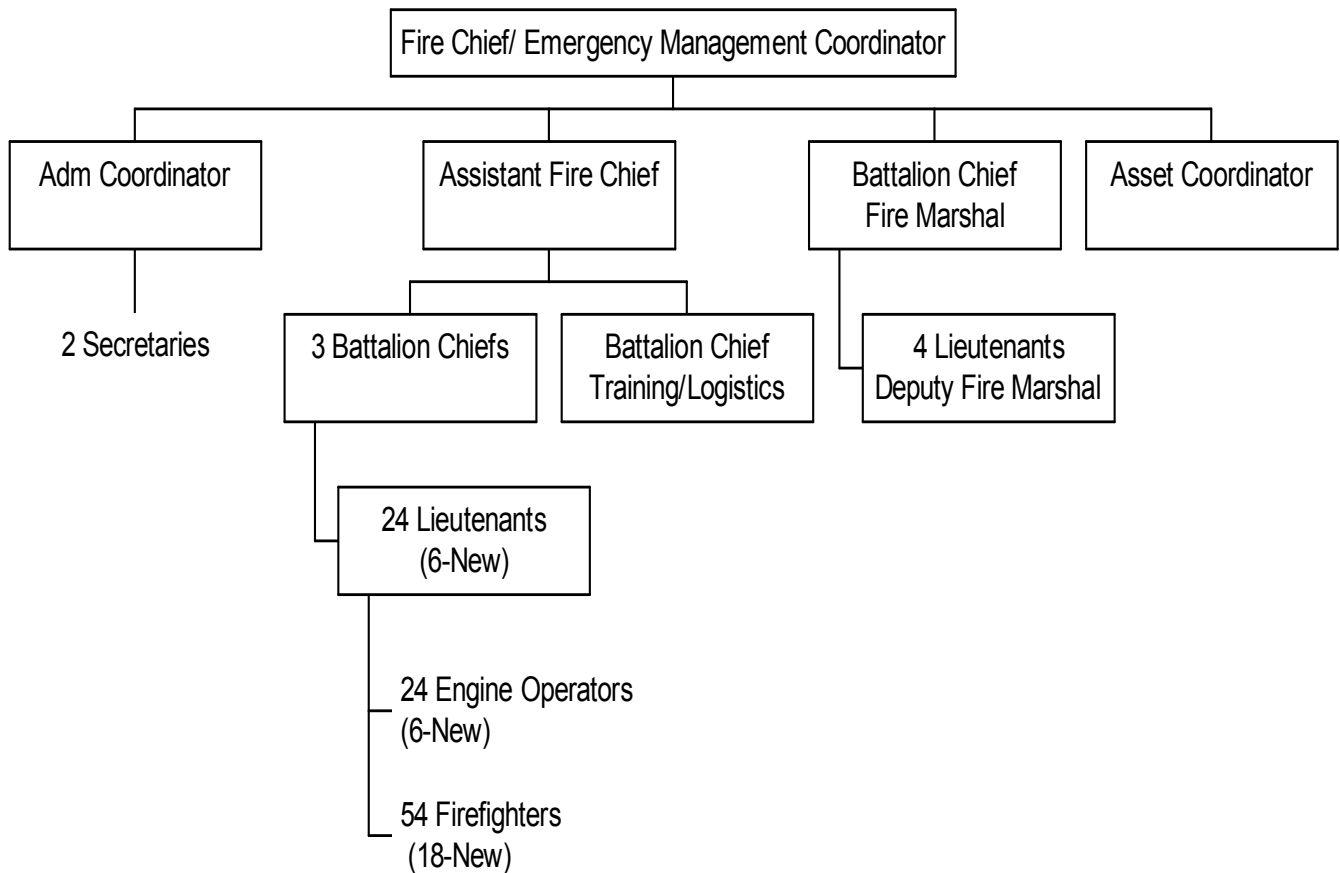
FUND: GENERAL FUND

DEPARTMENT: COMMERCIAL VEHICLE ENFORCEMENT PROGRAM
COMMERCIAL VEHICLE ENFORCEMENT PROGRAM

DIVISION:

| | 2013 | 2014 | | 2015 | | | |
|-------------------------------------|------------|-----------------|-----------------|------------------|------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$0 | \$48,327 | \$19,566 | \$71,355 | \$0 | \$0 | \$71,355 |
| 7020 Overtime | \$0 | \$1,587 | \$116 | \$116 | \$0 | \$0 | \$116 |
| 7025 Social Security | \$0 | \$3,834 | \$1,501 | \$6,039 | \$0 | \$0 | \$6,039 |
| 7030 Retirement & Pension | \$0 | \$8,535 | \$3,348 | \$11,757 | \$0 | \$0 | \$11,757 |
| 7035 Workers Compensation | \$0 | \$0 | \$0 | \$867 | \$0 | \$0 | \$867 |
| 7040 Employee Insurance | \$0 | \$5,399 | \$5,399 | \$8,580 | \$0 | \$0 | \$8,580 |
| PERSONNEL SERVICES SUBTOTAL | \$0 | \$67,682 | \$29,930 | \$98,714 | \$0 | \$0 | \$98,714 |
| 7110 Office Supplies | \$0 | \$500 | \$500 | \$500 | \$0 | \$0 | \$500 |
| 7130 Building Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7140 Wearing Apparel | \$0 | \$0 | \$0 | \$1,000 | \$0 | \$0 | \$1,000 |
| 7160 Vehicle Operations | \$0 | \$0 | \$0 | \$7,000 | \$0 | \$0 | \$7,000 |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$2,000 | \$0 | \$0 | \$2,000 |
| 7180 Equipment Repairs | \$0 | \$800 | \$800 | \$800 | \$0 | \$0 | \$800 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$500 | \$0 | \$0 | \$500 |
| 7200 Operating Supplies | \$0 | \$1,450 | \$1,450 | \$1,000 | \$0 | \$0 | \$1,000 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$2,000 | \$0 | \$0 | \$2,000 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$19,580 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$0 | \$2,750 | \$22,330 | \$14,800 | \$0 | \$0 | \$14,800 |
| 8010 Utilities | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$0 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$0 | \$1,000 |
| 8060 Contract Services | \$0 | \$1,450 | \$1,450 | \$1,450 | \$0 | \$0 | \$1,450 |
| CONTRACTUAL SUBTOTAL | \$0 | \$2,450 | \$2,450 | \$2,450 | \$0 | \$0 | \$2,450 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1209 | \$0 | \$72,882 | \$54,710 | \$115,964 | \$0 | \$0 | \$115,964 |

Fire Department



The Fire Department is responsible for preparing for, responding to, and resolving fire, rescue, 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 2013 – 2014

- ✓ Implemented additional software applications that assisted in department efficiencies by streamlining processes.
- ✓ Initiated and completed a comprehensive study to replace the department's aging Ladder Truck.
- ✓ Increased the number of the Fire Commission certifications within the current ranks of the department by offering training opportunities.
- ✓ Completed the transfer to a more efficient commercial business inspection program that resulted in a mostly paperless system.
- ✓ Hired an "Asset Coordinator" that has enhanced the coordination of facilities and apparatus maintenance.

Goals & Objectives for FY 2014 – 2015

- ❑ Complete the Fire Department Master and Strategic Plan that should describe the challenges and possible solutions facing the Fire Department over the next 5 – 20 years.
- ❑ Continue improving the knowledge, skills, and abilities of all personnel within the department to reduce risks and improve the efficiency of our service.
- ❑ Continue working towards obtaining the "Best Practices Recognition Program" created by the Texas Fire Chiefs' Association.
- ❑ Continue to plan and prepare for the upcoming growth from the 2015 annexation of the Hwy 105 West area and other areas.

City of Conroe General Fund

Fire Department 0001-1300

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Fire Chief | 1 | 1 | 1 | 1 |
| Assistant Chief | 1 | 1 | 1 | 1 |
| Battalion Chief | 5 | 5 | 5 | 5 |
| Lieutenant | 22 | 22 | 22 | 28 |
| Engine Operator | 18 | 18 | 18 | 24 |
| Firefighter | 36 | 36 | 36 | 54 |
| Administrative Coordinator | 1 | 1 | 1 | 1 |
| Secretary | 2 | 2 | 2 | 2 |
| Asset Coordinator | 0 | 0 | 1 | 1 |
| TOTAL PERSONNEL SERVICES | 86 | 86 | 87 | 117 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|------------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Total Calls for Fire Service | 6,420 | 6,500 | 7,000 | 7,000 |
| Number of Fires | 202 | 250 | 300 | 300 |
| Fires Investigated | 43 | 46 | 50 | 50 |
| Arson Cases | 11 | 10 | 10 | 10 |
| Commercial Plans Reviewed | 420 | 500 | 550 | 550 |
| Businesses Inspected | 1,834 | 2,000 | 2,000 | 2,000 |
| Fire Code Violations | 1,842 | 1,900 | 1,900 | 1,900 |
| Fire Safety Programs | 67 | 65 | 70 | 70 |
| Attendees for Fire Safety Programs | 9,181 | 9,000 | 12,000 | 12,000 |

CITY OF CONROE

FY 2014-2015

0001-1300

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: FIRE DIVISION: FIRE

| | 2013 | 2014 | | 2015 | | | |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------|-----------------|--------------------|---------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$5,372,190 | \$5,879,233 | \$5,895,178 | \$6,380,268 | \$0 | \$1,279,063 | \$7,659,331 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$143,553 | \$150,000 | \$165,000 | \$150,000 | \$0 | \$60,000 | \$210,000 |
| 7025 Social Security | \$403,815 | \$516,556 | \$450,700 | \$548,597 | \$0 | \$101,520 | \$650,117 |
| 7030 Retirement & Pension | \$836,680 | \$990,575 | \$982,448 | \$1,086,490 | \$0 | \$220,812 | \$1,307,302 |
| 7035 Workers Compensation | \$51,894 | \$74,005 | \$55,462 | \$77,021 | \$0 | \$39,167 | \$116,188 |
| 7040 Employee Insurance | \$736,957 | \$746,280 | \$816,714 | \$746,460 | \$0 | \$257,400 | \$1,003,860 |
| 7050 Physicals | \$51,910 | \$60,000 | \$60,000 | \$60,000 | \$0 | \$21,250 | \$81,250 |
| PERSONNEL SERVICES SUBTOTAL | \$7,596,999 | \$8,416,649 | \$8,425,502 | \$9,048,836 | \$0 | \$1,979,212 | \$11,028,048 |
| 7110 Office Supplies | \$26,248 | \$21,650 | \$21,650 | \$21,650 | \$5,350 | \$0 | \$27,000 |
| 7130 Building Supplies | \$19,750 | \$26,600 | \$28,000 | \$26,600 | \$8,400 | \$0 | \$35,000 |
| 7140 Wearing Apparel | \$70,343 | \$99,700 | \$99,700 | \$99,700 | \$0 | \$40,375 | \$140,075 |
| 7160 Vehicle Operations | \$191,193 | \$164,668 | \$197,602 | \$164,668 | \$17,332 | \$0 | \$182,000 |
| 7170 Vehicle Repairs | \$89,030 | \$78,500 | \$65,000 | \$78,500 | \$20,000 | \$0 | \$98,500 |
| 7180 Equipment Repairs | \$43,402 | \$41,000 | \$41,000 | \$41,000 | \$16,000 | \$0 | \$57,000 |
| 7190 Radio Repairs | \$14,107 | \$6,500 | \$6,500 | \$6,500 | \$4,500 | \$0 | \$11,000 |
| 7200 Operating Supplies | \$136,659 | \$84,100 | \$84,000 | \$84,100 | \$0 | \$47,375 | \$131,475 |
| 7251 Buildings <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$590,732 | \$522,718 | \$543,452 | \$522,718 | \$71,582 | \$87,750 | \$682,050 |
| 8010 Utilities | \$94,593 | \$120,624 | \$114,592 | \$120,624 | \$24,376 | \$0 | \$145,000 |
| 8020 Insurance and Bonds | \$1,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$0 | \$1,000 |
| 8040 Leased Equipment | \$8,627 | \$7,200 | \$8,200 | \$7,200 | \$5,800 | \$0 | \$13,000 |
| 8050 Travel & Training | \$94,777 | \$70,340 | \$75,000 | \$70,340 | \$0 | \$49,575 | \$119,915 |
| 8060 Contract Services | \$306,670 | \$436,737 | \$428,000 | \$430,616 | \$15,000 | \$55,480 | \$501,096 |
| CONTRACTUAL SUBTOTAL | \$505,667 | \$635,901 | \$626,792 | \$629,780 | \$45,176 | \$105,055 | \$780,011 |
| 9020 Buildings >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9021 Buildings <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

CITY OF CONROE
FY 2014-2015
0001-1300

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: FIRE

DIVISION: FIRE

| | 2013 | 2014 | | 2015 | | | |
|--|--------------------|---------------------|---------------------|---------------------|------------------|--------------------|---------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$1,998,678 | \$1,998,678 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$152,755 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$3,370 | \$32,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$156,125 | \$2,030,678 | \$1,998,678 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1300 | \$8,849,523 | \$11,605,946 | \$11,594,424 | \$10,201,334 | \$116,758 | \$2,172,017 | \$12,490,109 |

CITY OF CONROE
FY 2014-2015
0001-1300

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

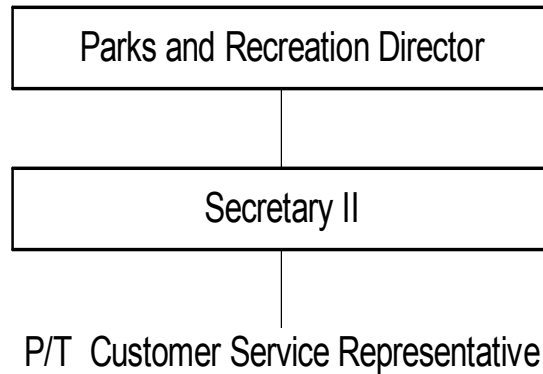
| ID | Rank | Title | Type | Line Items | |
|-----------|-------------|--|---------------|---------------------------|------------------|
| 2565 | 1 | Six (6) Lieutenants - Annexation | New Personnel | 7010 SALARIES | \$318,750 |
| | | | | 7020 OVERTIME | \$12,000 |
| | | | | 7025 SOCIAL SECURITY | \$25,302 |
| | | | | 7030 RETIREMENT & PENSION | \$56,558 |
| | | | | 7035 WORKERS COMPENSATION | \$10,391 |
| | | | | 7040 EMPLOYEE INSURANCE | \$51,480 |
| | | | | 7050 PHYSICALS | \$4,250 |
| | | | | 7140 WEARING APPAREL | \$8,075 |
| | | | | 7200 OPERATING SUPPLIES | \$9,475 |
| | | | | 8050 TRAVEL & TRAINING | \$9,915 |
| | | | | 8060 CONTRACT SERVICES | \$11,096 |
| | | | | Request Total | \$517,292 |
| 2573 | 1 | Six (6) Engine Operators - Annexation | New Personnel | 7010 SALARIES | \$277,752 |
| | | | | 7020 OVERTIME | \$12,000 |
| | | | | 7025 SOCIAL SECURITY | \$22,166 |
| | | | | 7030 RETIREMENT & PENSION | \$49,548 |
| | | | | 7035 WORKERS COMPENSATION | \$9,055 |
| | | | | 7040 EMPLOYEE INSURANCE | \$51,480 |
| | | | | 7050 PHYSICALS | \$4,250 |
| | | | | 7140 WEARING APPAREL | \$8,075 |
| | | | | 7200 OPERATING SUPPLIES | \$9,475 |
| | | | | 8050 TRAVEL & TRAINING | \$9,915 |
| | | | | 8060 CONTRACT SERVICES | \$11,096 |
| | | | | Request Total | \$464,812 |
| 2575 | 1 | Twelve (12) Firefighters - Annexation | New Personnel | 7010 SALARIES | \$403,284 |
| | | | | 7020 OVERTIME | \$24,000 |
| | | | | 7025 SOCIAL SECURITY | \$31,769 |
| | | | | 7030 RETIREMENT & PENSION | \$71,014 |
| | | | | 7035 WORKERS COMPENSATION | \$13,147 |
| | | | | 7040 EMPLOYEE INSURANCE | \$102,960 |
| | | | | 7050 PHYSICALS | \$8,500 |

CITY OF CONROE
FY 2014-2015
0001-1300

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|--------------------------------------|----------------------------|---------------------------|--------------------|
| | | | | 7140 WEARING APPAREL | \$16,150 |
| | | | | 7200 OPERATING SUPPLIES | \$18,950 |
| | | | | 8050 TRAVEL & TRAINING | \$19,830 |
| | | | | 8060 CONTRACT SERVICES | \$22,192 |
| | | | | Request Total | \$731,796 |
| <hr/> | | | | | |
| 2735 | 1 | Six (6) Firefighters - Annexation | New Personnel | 7010 SALARIES | \$279,277 |
| | | | | 7020 OVERTIME | \$12,000 |
| | | | | 7025 SOCIAL SECURITY | \$22,283 |
| | | | | 7030 RETIREMENT & PENSION | \$43,692 |
| | | | | 7035 WORKERS COMPENSATION | \$6,574 |
| | | | | 7040 EMPLOYEE INSURANCE | \$51,480 |
| | | | | 7050 PHYSICALS | \$4,250 |
| | | | | 7140 WEARING APPAREL | \$8,075 |
| | | | | 7200 OPERATING SUPPLIES | \$9,475 |
| | | | | 8050 TRAVEL & TRAINING | \$9,915 |
| | | | | 8060 CONTRACT SERVICES | \$11,096 |
| | | | | Request Total | \$458,117 |
| <hr/> | | | | | |
| 4 Requests | | | Total for 0001-1300 | | \$2,172,017 |

Parks and 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. 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 and Recreation Administration

Accomplishments for FY 2013-2014

- ✓ Facilitated numerous community special events. For example, The Woodforest Run, Cajun Catfish Festival, Boogie on the Blacktop, Chalk it up Conroe, and Root for Conroe Arbor Day Celebration.
- ✓ Coordinated the PARDner luncheon, which is the department's annual appreciation event for volunteers, sponsors and supporters.
- ✓ Initiated of the Candy Cane Park thoroughfare renovation project.
- ✓ Enhanced of the median at Wilson Road and Westview Boulevard.
- ✓ Initiated of the development of an amenity center in Carl Barton, Jr. Park through a partnership with Wilbow Development.

Goals & Objectives for FY 2014-2015

- ❑ Establish a procedure for online pavilion reservations.
- ❑ Establish a memorial tribute program.
- ❑ Conduct a cost benefit analysis on departmental accreditation through the National Recreation and Parks Association.
- ❑ Increase awareness of departmental offerings through the use of video.

**City of Conroe
General Fund**

**Parks and Recreation Administration
0001-1400**

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------------|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| 0001-1400 Parks Administration | | | | |
| Parks Board | 7 | 7 | 7 | 7 |
| Subtotal | 7 | 7 | 7 | 7 |
| Parks Director | 1 | 1 | 1 | 1 |
| Secretary II | 1 | 1 | 1 | 1 |
| Subtotal | 2 | 2 | 2 | 2 |
| PT Customer Service Rep. (Hours) | 1,560 | 1,560 | 1,560 | 1,560 |
| Subtotal | 1,560 | 1,560 | 1,560 | 1,560 |
| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
| PERFORMANCE MEASURES | | | | |
| Pavilions (Hourly Usage) | 1,597 | 1,844 | 2,160 | 2,350 |
| Athletic Fields (Hourly Usage) | 20,018 | 19,362 | 22,678 | 23,000 |
| Special Event Facilitation | 27 | 20 | 25 | 27 |
| Total | 21,642 | 21,226 | 24,863 | 25,377 |
| Revenue | | | | |
| 6050 Rentals | \$ 86,621 | \$ 71,000 | \$ 75,000 | \$ 80,000 |
| Total | \$ 86,621 | \$ 71,000 | \$ 75,000 | \$ 80,000 |

CITY OF CONROE

FY 2014-2015

0001-1400

BUDGET LINE ITEMS

FUND: GENERAL FUND

**DEPARTMENT: PARKS & REC ADMINISTRATION
ADMINISTRATION**

DIVISION: PARKS & REC

| | 2013 | 2014 | | 2015 | | | |
|-------------------------------------|------------------|------------------|------------------|------------------|-----------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$141,562 | \$168,350 | \$157,496 | \$172,929 | \$0 | \$0 | \$172,929 |
| 7012 Salaries - Part Time | \$11,230 | \$18,200 | \$18,200 | \$18,200 | \$0 | \$0 | \$18,200 |
| 7020 Overtime | \$426 | \$300 | \$300 | \$300 | \$0 | \$0 | \$300 |
| 7025 Social Security | \$10,912 | \$16,527 | \$12,096 | \$16,176 | \$0 | \$0 | \$16,176 |
| 7030 Retirement & Pension | \$23,458 | \$26,129 | \$24,498 | \$26,931 | \$0 | \$0 | \$26,931 |
| 7035 Workers Compensation | \$1,720 | \$2,441 | \$1,829 | \$2,321 | \$0 | \$0 | \$2,321 |
| 7040 Employee Insurance | \$13,330 | \$17,160 | \$18,536 | \$17,160 | \$0 | \$0 | \$17,160 |
| PERSONNEL SERVICES SUBTOTAL | \$202,638 | \$249,107 | \$232,955 | \$254,017 | \$0 | \$0 | \$254,017 |
| 7110 Office Supplies | \$3,137 | \$2,300 | \$2,300 | \$2,300 | \$0 | \$0 | \$2,300 |
| 7130 Building Supplies | \$2,804 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7140 Wearing Apparel | \$0 | \$500 | \$500 | \$500 | \$0 | \$0 | \$500 |
| 7160 Vehicle Operations | \$27,326 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7170 Vehicle Repairs | \$5,690 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$9,651 | \$1,350 | \$1,350 | \$1,350 | \$0 | \$0 | \$1,350 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$48,608 | \$4,150 | \$4,150 | \$4,150 | \$0 | \$0 | \$4,150 |
| 8010 Utilities | \$3,131 | \$6,700 | \$6,700 | \$6,700 | \$0 | \$0 | \$6,700 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$918 | \$1,290 | \$1,290 | \$1,290 | \$0 | \$0 | \$1,290 |
| 8050 Travel & Training | \$9,837 | \$7,255 | \$7,255 | \$7,255 | \$0 | \$0 | \$7,255 |
| 8060 Contract Services | \$110,895 | \$114,300 | \$114,300 | \$114,300 | \$55,800 | \$0 | \$170,100 |
| CONTRACTUAL SUBTOTAL | \$124,804 | \$129,545 | \$129,545 | \$129,545 | \$55,800 | \$0 | \$185,345 |
| 9010 Land > \$5,000 | \$500 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9011 Land < \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$60,700 | \$0 | \$60,700 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

CITY OF CONROE
FY 2014-2015
0001-1400

BUDGET LINE ITEMS

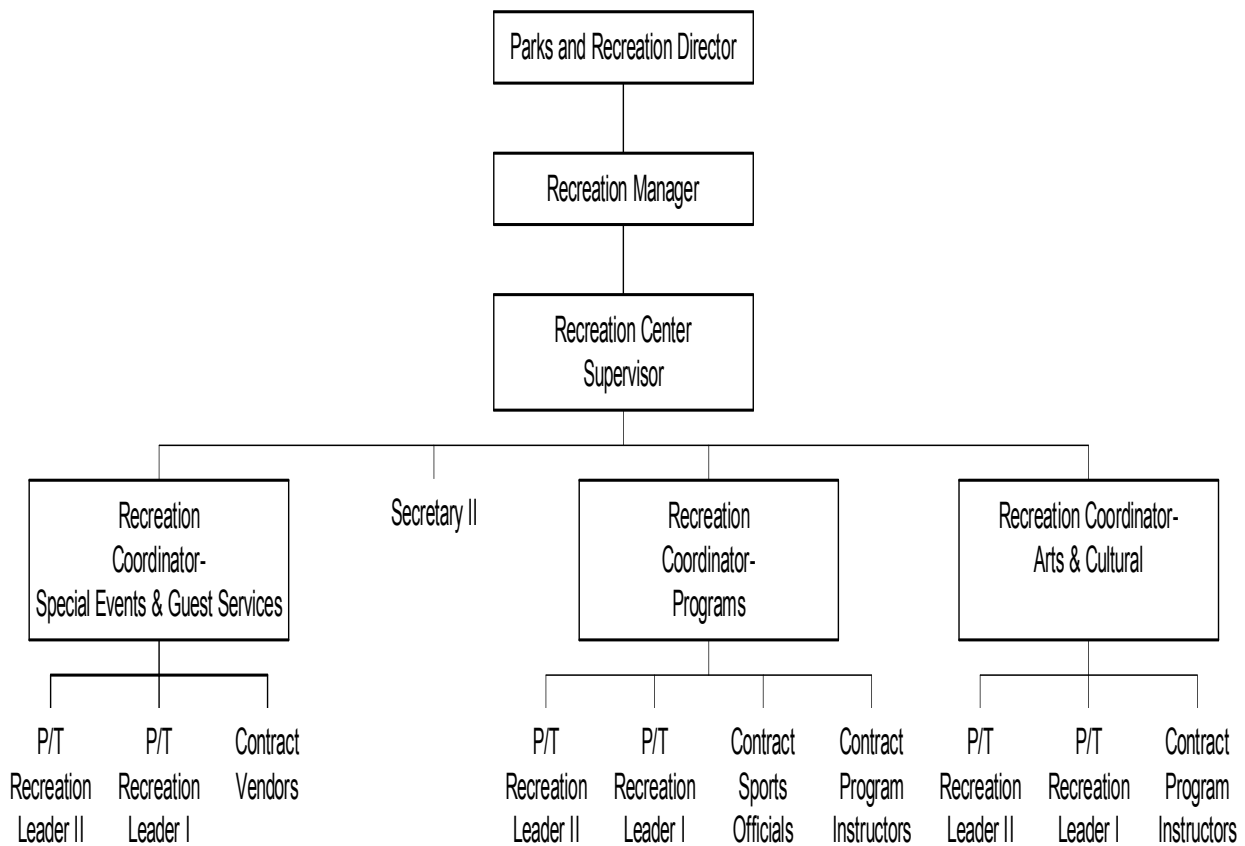
FUND: GENERAL FUND

**DEPARTMENT: PARKS & REC ADMINISTRATION
ADMINISTRATION**

DIVISION: PARKS & REC

| | 2013 | 2014 | | 2015 | | | |
|--|------------------|------------------|------------------|------------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$775 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$1,275 | \$0 | \$0 | \$0 | \$60,700 | \$0 | \$60,700 |
| TOTAL 0001-1400 | \$377,325 | \$382,802 | \$366,650 | \$387,712 | \$116,500 | \$0 | \$504,212 |

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 2013-2014

- ✓ Held Trick or Treat Trail at Carl Barton, Jr. Park for an estimated record attendance of 3,000.
- ✓ Held Winter Dance Recital at Conroe High School for 93 participants and 300 spectators.
- ✓ Coordinated annual Community Enrichment Grants program; increased awards from \$60,000 to \$100,000.
- ✓ Sold 237 memberships during January membership promotion.
- ✓ Held summer Multi-Arts Camp in the Owen Theatre for the first time.
- ✓ Implemented discounts for existing members for new member referrals.
- ✓ Offered new contract based programs- Houston Rockets Mini-Dribblers, Act Two Lifelong Senior Theatre, and Mommy and Me Fitness.

Goals & Objectives for FY 2014-2015

- ❑ Increase number of vendors at Trick or Treat Trail by 20%.
- ❑ Increase number of facility rentals by 10%.
- ❑ Explore contracting youth sports programming opportunities – tennis, flag football and soccer.
- ❑ Create and implement an arts special event.
- ❑ Purchase Fitness on Demand apparatus for anytime fitness classes.

**City of Conroe
General Fund**

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

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Recreation Manager | 1 | 1 | 1 | 1 |
| 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 | 0 | 1 | 1 | 1 |
| Secretary II | 1 | 1 | 1 | 1 |
| TOTAL FULL TIME | 5 | 6 | 6 | 6 |
| P/T Recreation Leader I (Hours) | 13,615 | 13,615 | 13,615 | 13,615 |
| P/T Recreation Leader II (Hours) | 7,190 | 6,150 | 6,150 | 6,150 |
| P/T Fitness Center Attendant (Hours) | 0 | 0 | 0 | 0 |
| TOTAL PART TIME HOURS | 20,805 | 19,765 | 19,765 | 19,765 |
| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
| PERFORMANCE MEASURES | | | | |
| Participants | | | | |
| Rentals | 14,714 | 24,813 | 36,500 | 38,325 |
| Memberships | 95,512 | 89,563 | 90,400 | 94,920 |
| Programs ** | 59,306 | 73,714 | 75,250 | 79,013 |
| Special Events | 30,552 | 28,628 | 29,500 | 30,975 |
| Total | 200,084 | 216,718 | 231,650 | 243,233 |
| Revenue | | | | |
| 6050 Rentals | \$ 36,765 | \$ 53,268 | \$ 58,595 | \$ 61,525 |
| 6050 Memberships | 287,211 | 300,441 | 315,463 | 331,236 |
| 6050 Sales * | 4,979 | 3,760 | 3,948 | 4,154 |
| 6051 Programs ** | 150,235 | 161,535 | 177,689 | 186,573 |
| 6051 Special Events | 16,292 | 14,843 | 15,858 | 16,651 |
| Total | \$ 495,482 | \$ 533,847 | \$ 571,553 | \$ 600,139 |

*Eliminated the sale of dance recital costumes

**Fun Quest Day Camp transferred (FY 11-12) to Oscar Johnson, Jr. Community Center (3000)

Part-time staff hours- 3,960; Participants- 1,100; Revenue- \$88,000 (6051)

CITY OF CONROE
FY 2014-2015
0001-1410

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: RECREATION CENTER | | DIVISION: RECREATION CENTER | | | |
|-------------------------------------|--------------------|--------------------------------------|--------------------|------------------------------------|-----------------|---------------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$296,105 | \$328,614 | \$346,176 | \$367,330 | \$0 | \$0 | \$367,330 |
| 7012 Salaries - Part Time | \$206,424 | \$193,021 | \$184,068 | \$193,021 | \$0 | \$0 | \$193,021 |
| 7020 Overtime | \$505 | \$5,500 | \$59 | \$5,500 | \$0 | \$0 | \$5,500 |
| 7025 Social Security | \$37,648 | \$47,969 | \$40,364 | \$47,814 | \$0 | \$0 | \$47,814 |
| 7030 Retirement & Pension | \$51,441 | \$56,364 | \$59,265 | \$60,640 | \$0 | \$0 | \$60,640 |
| 7035 Workers Compensation | \$4,647 | \$7,023 | \$5,263 | \$6,805 | \$0 | \$0 | \$6,805 |
| 7040 Employee Insurance | \$45,843 | \$51,480 | \$57,818 | \$51,480 | \$0 | \$0 | \$51,480 |
| PERSONNEL SERVICES SUBTOTAL | \$642,613 | \$689,971 | \$693,013 | \$732,590 | \$0 | \$0 | \$732,590 |
| 7110 Office Supplies | \$6,829 | \$6,075 | \$6,075 | \$6,075 | \$0 | \$0 | \$6,075 |
| 7130 Building Supplies | \$11,545 | \$4,500 | \$12,000 | \$6,000 | \$0 | \$0 | \$6,000 |
| 7140 Wearing Apparel | \$1,550 | \$2,000 | \$2,000 | \$2,000 | \$0 | \$0 | \$2,000 |
| 7160 Vehicle Operations | \$1,303 | \$700 | \$1,100 | \$700 | \$0 | \$0 | \$700 |
| 7170 Vehicle Repairs | \$0 | \$100 | \$0 | \$100 | \$0 | \$0 | \$100 |
| 7180 Equipment Repairs | \$27,223 | \$12,000 | \$22,000 | \$14,000 | \$0 | \$0 | \$14,000 |
| 7200 Other Operating Supplies | \$51,429 | \$36,885 | \$33,000 | \$33,385 | \$0 | \$0 | \$33,385 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$4,100 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$99,879 | \$62,260 | \$80,275 | \$62,260 | \$0 | \$0 | \$62,260 |
| 8010 Utilities | \$54,800 | \$65,804 | \$58,000 | \$65,804 | \$0 | \$0 | \$65,804 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$5,661 | \$5,000 | \$6,200 | \$5,000 | \$1,500 | \$0 | \$6,500 |
| 8050 Travel & Training | \$16,593 | \$23,718 | \$20,000 | \$20,263 | \$0 | \$0 | \$20,263 |
| 8060 Contract Services | \$437,597 | \$457,895 | \$420,000 | \$398,162 | \$71,468 | \$1,800 | \$471,430 |
| CONTRACTUAL SUBTOTAL | \$514,651 | \$552,417 | \$504,200 | \$489,229 | \$72,968 | \$1,800 | \$563,997 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$1,051 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$10,000 | \$10,000 |
| 9051 Machinery & Equipment <\$5,000 | \$4,384 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$5,435 | \$0 | \$0 | \$0 | \$0 | \$10,000 | \$10,000 |
| TOTAL 0001-1410 | \$1,262,578 | \$1,304,648 | \$1,277,488 | \$1,284,079 | \$72,968 | \$11,800 | \$1,368,847 |

CITY OF CONROE

FY 2014-2015

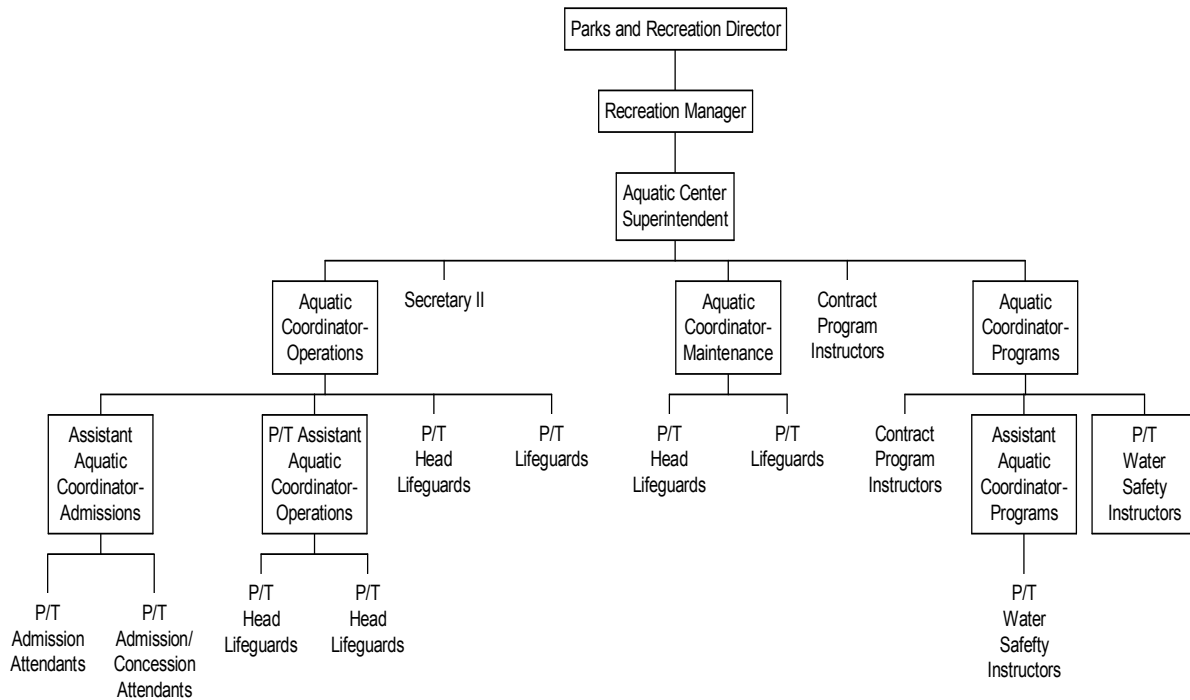
0001-1410

SUPPLEMENTAL REQUESTS WITH LINE ITEMS

(Active Only)

| ID | Rank | Title | Type | Line Items |
|-------------------|------|-------------------|----------------------------|--|
| 2647 | 1 | Fitness On Demand | New Equipment | 8060 CONTRACT SERVICES \$1,800 9050 MACHINERY & EQUIPMENT \$10,000 >\$5,000 Request Total \$11,800 |
| 1 Requests | | | Total for 0001-1410 | \$11,800 |

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 2013-2014

- ✓ Implemented Head Lifeguard program.
- ✓ Contracted four new water exercise instructors.
- ✓ Repaired plaster cracks and coping around the Water Park.
- ✓ Constructed a French drain along north side of the Water Park.
- ✓ Installed surveillance system.
- ✓ Initiated Feasibility Study to research and recommend use of current facility and future program and facility needs.
- ✓ Hired Assistant Aquatic Coordinator - Programs.
- ✓ Installed two new shade structures at the Water Park.
- ✓ Contracted Jeff Helms to coach the competitive swim team.

Goals & Objectives for FY 2014-2015

- ❑ Install a secondary sanitation system (UV) for the wading pool, Heritage Place fountains and Founder's Plaza fountains mandated by the National Aquatic Model Health Code.
- ❑ Replace Educational Pool heater.
- ❑ Repair, refinish, repaint tower slides and play structure in Water Park.
- ❑ Lifeguard team to participate in regional and state competitions.
- ❑ Complete Feasibility Study.
- ❑ Implement card scanner for summer recreational swim.
- ❑ Install pool blankets for the Educational and Competition Pools.

**City of Conroe
General Fund
Aquatic Center
0001-1440**

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Aquatics Superintendent | 1 | 1 | 1 | 1 |
| 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 | 2 | 2 | 2 | 2 |
| TOTAL FULL TIME | 7 | 7 | 7 | 7 |
| Part-time Admissions (Hours) | 3,354 | 3,354 | 3,354 | 3,354 |
| Part-time Cashiers (Hours) | 2,000 | 2,000 | 2,000 | 2,000 |
| Part-time Head Lifeguard (Hours) | 2,660 | 2,660 | 2,660 | 2,660 |
| Part-time Lifeguards (Hours) | 18,138 | 18,138 | 18,138 | 21,804 |
| Part-time Water Safety Inst. (Hours) | 4,779 | 4,779 | 4,779 | 4,779 |
| Part-time Asst. Aquatics Super. (Hours) | 0 | 0 | 0 | 0 |
| Part-time Asst. Aquatics Operations Coord. (Hours) | 1,560 | 1,560 | 1,560 | 1,560 |
| TOTAL PART TIME HOURS | 32,491 | 32,491 | 32,491 | 36,157 |
| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
| PERFORMANCE MEASURES | | | | |
| Participants | | | | |
| Rentals | 11,253 | 12,119 | 12,119 | 12,483 |
| Memberships | 58,256 | 60,408 | 60,408 | 62,220 |
| Programs | 34,882 | 35,613 | 35,613 | 36,681 |
| Special Events | 1,367 | 3,465 | 3,465 | 3,569 |
| Total | 105,758 | 111,605 | 111,605 | 114,953 |
| Revenue | | | | |
| 6050 Rentals | \$ 28,058 | \$ 33,297 | \$ 34,296 | \$ 34,296 |
| 6050 Memberships | 218,907 | 211,794 | 218,478 | 218,478 |
| 6050 Sales | 38,655 | 40,945 | 42,173 | 42,173 |
| 6051 Programs | 197,339 | 166,799 | 171,802 | 171,802 |
| Total | \$ 482,959 | \$ 452,835 | \$ 466,749 | \$ 466,749 |

CITY OF CONROE
FY 2014-2015
0001-1440

BUDGET LINE ITEMS

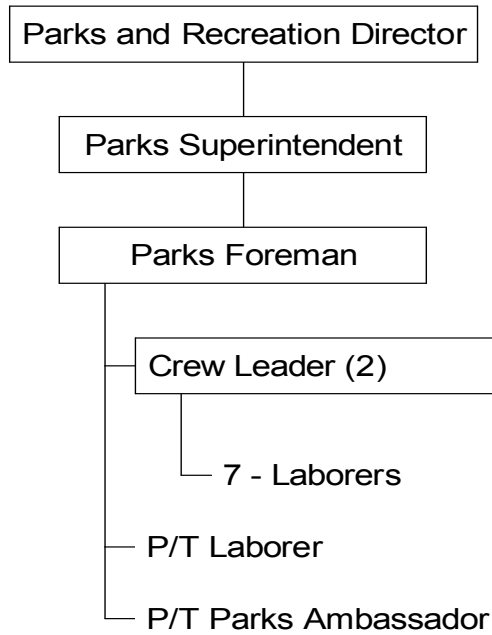
| <div style="display: flex; justify-content: space-between;"> FUND: GENERAL FUND DEPARTMENT: AQUATIC CENTER DIVISION: AQUATIC CENTER </div> | | | | | | | |
|--|--------------------|--------------------|--------------------|--------------------|-----------------|---------------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$334,358 | \$347,931 | \$347,931 | \$364,518 | \$0 | \$0 | \$364,518 |
| 7012 Salaries - Part Time | \$329,879 | \$295,763 | \$328,763 | \$295,763 | \$0 | \$33,000 | \$328,763 |
| 7020 Overtime | \$12,036 | \$12,961 | \$12,961 | \$12,961 | \$0 | \$0 | \$12,961 |
| 7025 Social Security | \$50,794 | \$59,756 | \$59,756 | \$56,889 | \$0 | \$2,525 | \$59,414 |
| 7030 Retirement & Pension | \$58,375 | \$60,892 | \$60,892 | \$61,306 | \$0 | \$0 | \$61,306 |
| 7035 Workers Compensation | \$6,170 | \$8,667 | \$8,667 | \$8,018 | \$0 | \$152 | \$8,170 |
| 7040 Employee Insurance | \$55,256 | \$60,060 | \$60,060 | \$60,060 | \$0 | \$0 | \$60,060 |
| PERSONNEL SERVICES SUBTOTAL | \$846,868 | \$846,030 | \$879,030 | \$859,515 | \$0 | \$35,677 | \$895,192 |
| 7110 Office Supplies | \$4,034 | \$4,350 | \$4,350 | \$4,350 | \$0 | \$0 | \$4,350 |
| 7130 Building Supplies | \$70,066 | \$45,000 | \$81,000 | \$44,000 | \$36,000 | \$0 | \$80,000 |
| 7140 Wearing Apparel | \$8,790 | \$7,000 | \$7,000 | \$7,000 | \$0 | \$0 | \$7,000 |
| 7160 Vehicle Operations | \$0 | \$0 | \$0 | \$1,000 | \$0 | \$0 | \$1,000 |
| 7180 Equipment Repairs | \$42,530 | \$73,597 | \$63,737 | \$63,737 | \$0 | \$0 | \$63,737 |
| 7200 Operating Supplies | \$38,564 | \$18,538 | \$18,538 | \$10,938 | \$0 | \$0 | \$10,938 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$163,984 | \$148,485 | \$174,625 | \$131,025 | \$36,000 | \$0 | \$167,025 |
| 8010 Utilities | \$92,732 | \$104,300 | \$104,300 | \$104,300 | \$0 | \$0 | \$104,300 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$4,454 | \$5,000 | \$5,000 | \$5,000 | \$0 | \$0 | \$5,000 |
| 8050 Travel & Training | \$16,543 | \$14,515 | \$14,515 | \$14,515 | \$0 | \$0 | \$14,515 |
| 8060 Contract Services | \$111,419 | \$138,450 | \$125,930 | \$113,450 | \$0 | \$47,480 | \$160,930 |
| CONTRACTUAL SUBTOTAL | \$225,148 | \$262,265 | \$249,745 | \$237,265 | \$0 | \$47,480 | \$284,745 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$9,860 | \$0 | \$0 | \$22,000 | \$22,000 |
| 9051 Machinery & Equipment <\$5,000 | \$1,145 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$1,145 | \$0 | \$9,860 | \$0 | \$0 | \$22,000 | \$22,000 |
| TOTAL 0001-1440 | \$1,237,145 | \$1,256,780 | \$1,313,260 | \$1,227,805 | \$36,000 | \$105,157 | \$1,368,962 |

CITY OF CONROE
FY 2014-2015
0001-1440

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|-------------------------------------|----------------------------|----------------------------|------------------|
| 2633 | 2 | Part-time Salaries | Enhanced Program | 7012 SALARIES - PART TIME | \$33,000 |
| | | | | 7025 SOCIAL SECURITY | \$2,525 |
| | | | | 7035 WORKERS COMPENSATION | \$152 |
| | | | | Request Total | \$35,677 |
| <hr/> | | | | | |
| 2635 | 3 | Contract Water Exercise Instructors | Enhanced Program | 8060 CONTRACT SERVICES | \$12,480 |
| | | | | Request Total | \$12,480 |
| <hr/> | | | | | |
| 2636 | 4 | Contract Swim Team Coach | Enhanced Program | 8060 CONTRACT SERVICES | \$35,000 |
| | | | | Request Total | \$35,000 |
| <hr/> | | | | | |
| 2632 | 5 | Pool Heater | Replacement Equipment | 9050 MACHINERY & EQUIPMENT | \$22,000 |
| | | | | >\$5,000 | |
| | | | | Request Total | \$22,000 |
| <hr/> | | | | | |
| 4 Requests | | | Total for 0001-1440 | | \$105,157 |

Park Operations



The Park Operations Division maintains over 375 acres of beautiful parks, playgrounds, multi-use trails, athletic facilities, and pavilion and picnic facilities with skilled and trained staff dedicated to providing quality facilities for the citizens of the City of Conroe.

Park Operations

Accomplishments for FY 2013-2014

- ✓ Initiated FacilityDude™, a web based work order system for managing maintenance and repairs to parks and facilities.
- ✓ Renovated gazebo at Candy Cane Park.
- ✓ Resurfaced Candy Cane Park trail.
- ✓ Enhanced median with landscaping and irrigation at Wilson Road and Westview Boulevard.
- ✓ Qualified five staff for the Texas Recreation and Parks Society State Equipment Rodeo.
- ✓ Installed French drain along perimeter of recreational pool for improved surface drainage.
- ✓ Partnered with Conroe Live, Inc. to promote Arbor Day in the city.
- ✓ Stocked over 2,000 rainbow trout in Carl Barton, Jr. Park pond.

Goals & Objectives for FY 2014-2015

- ❑ Resurface walking/jogging trail at McDade Park.
- ❑ Increase seasonal color throughout parks and medians.
- ❑ Replace playscape at Stewarts Creek Park.
- ❑ Enhance leash park at Kasmiersky Park with pet friendly equipment.

**City of Conroe
General Fund**

**Park Operations
0001-1450**

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Parks Superintendent | 1 | 1 | 1 | 1 |
| Parks Foreman | 1 | 1 | 1 | 1 |
| Parks Crew Leader - Facilities | 1 | 1 | 1 | 1 |
| Parks Crew Leader - Green Space | 1 | 1 | 1 | 1 |
| Parks Laborer | 7 | 7 | 7 | 7 |
| TOTAL FULL TIME | 11 | 11 | 11 | 11 |
| P/T Parks Laborer (Hours) | 1,040 | 1,040 | 1,040 | 1,040 |
| PT Park Ambassador (Hours) | 3,120 | 3,120 | 3,120 | 3,120 |
| TOTAL PART TIME HOURS | 4,160 | 4,160 | 4,160 | 4,160 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Acres maintained | 412 | 420 | 457 | 463 |
| Ball field prep man-hours | 4,278 | 2,932 | 2,682 | 3,185 |
| Trails maintained (lf) | 42,240 | 42,240 | 42,240 | 44,900 |
| Playground Inspections | 174 | 194 | 215 | 228 |
| Trout Stocking | 2,014 | 2,004 | 2,200 | 2,400 |

CITY OF CONROE

FY 2014-2015

0001-1450

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: PARK OPERATIONS | | DIVISION: PARK OPERATIONS | | | |
|-------------------------------------|------------------|-----------------------------|------------------|---------------------------|------------------|----------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$416,398 | \$440,947 | \$420,117 | \$453,020 | \$0 | \$0 | \$453,020 |
| 7012 Salaries - Part Time | \$32,709 | \$46,581 | \$39,300 | \$46,581 | \$0 | \$0 | \$46,581 |
| 7020 Overtime | \$30,337 | \$9,700 | \$29,870 | \$9,700 | \$0 | \$0 | \$9,700 |
| 7025 Social Security | \$35,956 | \$45,248 | \$45,248 | \$43,036 | \$0 | \$0 | \$43,036 |
| 7030 Retirement & Pension | \$76,417 | \$76,753 | \$76,753 | \$75,624 | \$0 | \$0 | \$75,624 |
| 7035 Workers Compensation | \$4,847 | \$6,564 | \$6,564 | \$6,067 | \$0 | \$0 | \$6,067 |
| 7040 Employee Insurance | \$87,241 | \$94,380 | \$94,380 | \$94,380 | \$0 | \$0 | \$94,380 |
| PERSONNEL SERVICES SUBTOTAL | \$683,905 | \$720,173 | \$712,232 | \$728,408 | \$0 | \$0 | \$728,408 |
| 7110 Office Supplies | \$3,121 | \$1,300 | \$1,280 | \$1,300 | \$0 | \$0 | \$1,300 |
| 7130 Building Supplies | \$971 | \$600 | \$800 | \$600 | \$0 | \$0 | \$600 |
| 7140 Wearing Apparel | \$4,924 | \$4,500 | \$5,200 | \$5,000 | \$0 | \$0 | \$5,000 |
| 7160 Vehicle Operations | \$28,953 | \$38,200 | \$31,200 | \$38,200 | \$0 | \$0 | \$38,200 |
| 7170 Vehicle Repairs | \$590 | \$1,500 | \$1,500 | \$1,500 | \$0 | \$0 | \$1,500 |
| 7180 Equipment Repairs | \$13,654 | \$29,600 | \$20,460 | \$18,800 | \$0 | \$0 | \$18,800 |
| 7190 Radio Repairs | \$0 | \$400 | \$400 | \$400 | \$0 | \$0 | \$400 |
| 7200 Operating Supplies | \$109,044 | \$145,767 | \$153,600 | \$145,767 | \$0 | \$0 | \$145,767 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$161,257 | \$221,867 | \$214,440 | \$211,567 | \$0 | \$0 | \$211,567 |
| 8010 Utilities | \$145,245 | \$120,199 | \$130,625 | \$120,199 | \$33,360 | \$0 | \$153,559 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$6,107 | \$8,725 | \$6,225 | \$8,725 | \$0 | \$0 | \$8,725 |
| 8060 Contract Services | \$366,024 | \$471,102 | \$475,000 | \$425,172 | \$74,984 | \$3,300 | \$503,456 |
| CONTRACTUAL SUBTOTAL | \$517,376 | \$600,026 | \$611,850 | \$554,096 | \$108,344 | \$3,300 | \$665,740 |
| 9030 Improvements >\$5,000 | \$200,755 | \$248,000 | \$241,000 | \$0 | \$0 | \$15,000 | \$15,000 |
| 9031 Improvements <\$5,000 | \$8,025 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furnitures & Fixtures >\$5,000 | \$0 | \$7,500 | \$7,500 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furnitures & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$5,999 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment | \$8,400 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

CITY OF CONROE
FY 2014-2015
0001-1450

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: PARK OPERATIONS

DIVISION: PARK OPERATIONS

| | 2013 | 2014 | | 2015 | | | |
|--------------------------------|--------------------|--------------------|--------------------|--------------------|------------------|-----------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| <\$5,000 | | | | | | | |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$223,179 | \$255,500 | \$248,500 | \$0 | \$0 | \$15,000 | \$15,000 |
| TOTAL 0001-1450 | \$1,585,717 | \$1,797,566 | \$1,787,022 | \$1,494,071 | \$108,344 | \$18,300 | \$1,620,715 |

CITY OF CONROE

FY 2014-2015

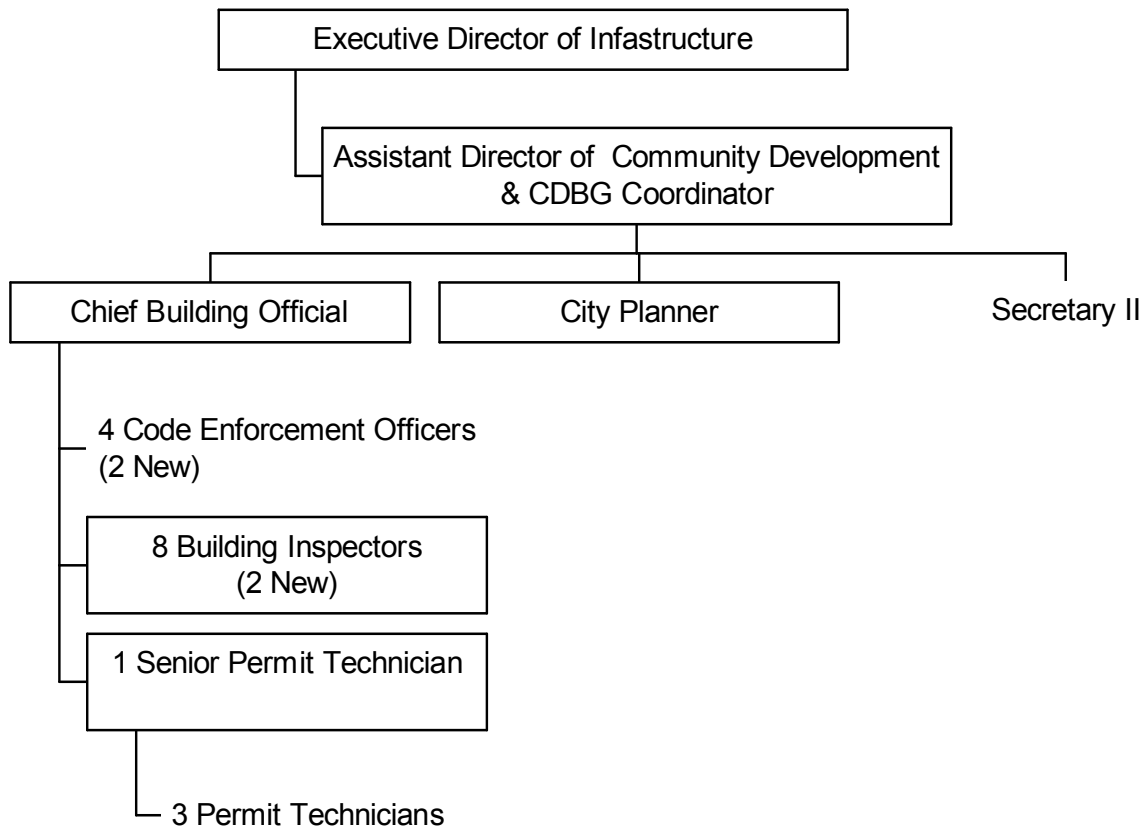
0001-1450

SUPPLEMENTAL REQUESTS WITH LINE ITEMS

(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|--|----------------------------|----------------------------|-----------------|
| 2158 | 2 | Replace 3-row Bleachers At Carl Barton, Jr. Park | Enhanced Program | 9030 IMPROVEMENTS >\$5,000 | \$15,000 |
| | | | | Request Total | \$15,000 |
| 2685 | 5 | Wildflower Seed | Enhanced Program | 8060 CONTRACT SERVICES | \$3,300 |
| | | | | Request Total | \$3,300 |
| 2 Requests | | | Total for 0001-1450 | | \$18,300 |

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. 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 2013-2014

- ✓ Completed Annexation of Camp Strake.
- ✓ Updated Annexation Plan and initiated 2014 Annexations.
- ✓ Established Comprehensive Plan update process.
- ✓ Increased training and certifications for staff.
- ✓ Adopted Commercial Tree Ordinance.
- ✓ Completed the process of updating all Building Codes to ICC 2009.
- ✓ Completed HEB Project.
- ✓ Re-instated Trade Boards.
- ✓ Added Code Enforcement Staff.
- ✓ Successfully implemented an aggressive Code Enforcement Program.
- ✓ Completed Strategic Partnership Agreement and with Moran Ranch, (North of 830).
- ✓ Maintained safety program for office and field staff.
- ✓ Maintained certifications for all certified staff.
- ✓ Improved customer service.
- ✓ Improved work flow between Community Development and Public Works.
- ✓ Implemented combination inspections to assist developers.
- ✓ Completed changes to Irrigation Ordinance.

Goals & Objectives for FY 2014-2015

- Hire Planner and re-establish Annexation Plan.
- Create Comprehensive Plan Timeline.
- Secure Development Agreements with strategic properties and initiate 2015 Annexations.
- Complete Annexation of April Sound.
- Get Comprehensive Plan update process back on track.
- Hire and train Assistant Planner.
- Continue training and certifications for staff.
- Improve cross-training for staff.
- Provide outstanding customer service.
- Continue webpage updates and design.
- Hire Project Manager/Tree Preservation Specialist.
- Complete adoption of Residential Tree Ordinance.
- Research and consider changes to the Mobile Home Ordinance.

**City of Conroe
General Fund
Community Development
0001-1500**

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| City Planner | 1 | 1 | 1 | 1 |
| Secretary I | 1 | 1 | 1 | 0 |
| Secretary II | 0 | 0 | 0 | 1 |
| Permit Technicians | 3 | 3 | 3 | 3 |
| Senior Permit Technician | 1 | 1 | 1 | 1 |
| Building Official | 1 | 1 | 1 | 1 |
| Building Inspector | 6 | 6 | 6 | 8 |
| Code Enforcement Officers | 2 | 2 | 2 | 4 |
| TOTAL PERSONNEL SERVICES | 15 | 15 | 15 | 19 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of Permits Issued | 6,655 | 7,583 | 7,924 | 8,000 |
| Revenue | \$ 1,743,000 | \$ 2,232,541 | \$ 3,037,340 | \$ 3,000,000 |
| Number of Inspections | 12,571 | 16,995 | 18,180 | 19,000 |

CITY OF CONROE

FY 2014-2015

0001-1500

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: COMMUNITY DEVELOPMENT | | DIVISION: COMMUNITY DEVELOPMENT | | | |
|-------------------------------------|------------------|-----------------------------------|--------------------|---------------------------------|------------|------------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$669,415 | \$743,309 | \$672,326 | \$765,222 | \$0 | \$184,192 | \$949,414 |
| 7012 Salaries - Part Time | \$11,119 | \$0 | \$22,029 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$11,277 | \$3,000 | \$5,997 | \$3,000 | \$0 | \$0 | \$3,000 |
| 7025 Social Security | \$51,652 | \$67,914 | \$53,192 | \$64,915 | \$0 | \$14,090 | \$79,005 |
| 7030 Retirement & Pension | \$116,241 | \$126,254 | \$116,027 | \$124,912 | \$0 | \$31,496 | \$156,408 |
| 7035 Workers Compensation | \$7,324 | \$10,008 | \$7,500 | \$9,293 | \$0 | \$848 | \$10,141 |
| 7040 Employee Insurance | \$112,048 | \$128,700 | \$135,441 | \$128,700 | \$0 | \$34,320 | \$163,020 |
| PERSONNEL SERVICES SUBTOTAL | \$979,076 | \$1,079,185 | \$1,012,512 | \$1,096,042 | \$0 | \$264,946 | \$1,360,988 |
| 7110 Office Supplies | \$17,290 | \$19,412 | \$19,412 | \$19,412 | \$0 | \$0 | \$19,412 |
| 7130 Building Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7140 Wearing Apparel | \$25 | \$1,500 | \$1,500 | \$1,500 | \$0 | \$0 | \$1,500 |
| 7160 Vehicle Operations | \$31,195 | \$64,397 | \$64,397 | \$64,397 | \$0 | \$0 | \$64,397 |
| 7170 Vehicle Repairs | \$3,727 | \$5,000 | \$5,000 | \$5,000 | \$0 | \$0 | \$5,000 |
| 7180 Equipment Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$10,587 | \$35,900 | \$35,900 | \$35,900 | \$0 | \$0 | \$35,900 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$62,824 | \$126,209 | \$126,209 | \$126,209 | \$0 | \$0 | \$126,209 |
| 8010 Utilities | \$4,027 | \$12,011 | \$12,011 | \$12,011 | \$0 | \$0 | \$12,011 |
| 8020 Insurance and Bonds | \$4,950 | \$4,000 | \$4,000 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$86 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$3,411 | \$3,241 | \$3,241 | \$3,241 | \$0 | \$0 | \$3,241 |
| 8050 Travel & Training | \$10,744 | \$34,725 | \$34,725 | \$34,725 | \$0 | \$0 | \$34,725 |
| 8060 Contract Services | \$27,906 | \$67,375 | \$67,375 | \$64,640 | \$0 | \$0 | \$64,640 |
| CONTRACTUAL SUBTOTAL | \$51,124 | \$121,352 | \$121,352 | \$114,617 | \$0 | \$0 | \$114,617 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$16,966 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

CITY OF CONROE
FY 2014-2015
0001-1500

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: COMMUNITY DEVELOPMENT | | | DIVISION: COMMUNITY DEVELOPMENT | | |
|-------------------------------------|-------------|-----------------------------------|-------------|-------------|---------------------------------|--------------|-------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 9051 Machinery & Equipment <\$5,000 | \$18,379 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$27,000 | \$27,000 | \$0 | \$0 | \$96,000 | \$96,000 |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$35,345 | \$27,000 | \$27,000 | \$0 | \$0 | \$96,000 | \$96,000 |
| TOTAL 0001-1500 | \$1,128,369 | \$1,353,746 | \$1,287,073 | \$1,336,868 | \$0 | \$360,946 | \$1,697,814 |

CITY OF CONROE
FY 2014-2015
0001-1500

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|------|------|----------------------------------|---------------|-------------------------------------|-----------------|
| 2468 | 2 | Code Enforcement Officer | New Personnel | 7010 SALARIES | \$42,744 |
| | | | | 7025 SOCIAL SECURITY | \$3,270 |
| | | | | 7030 RETIREMENT & PENSION | \$7,309 |
| | | | | 7035 WORKERS COMPENSATION | \$197 |
| | | | | 7040 EMPLOYEE INSURANCE | \$8,580 |
| | | | | 7160 VEHICLE OPERATIONS | \$0 |
| | | | | 7170 VEHICLE REPAIRS | \$0 |
| | | | | 7200 OPERATING SUPPLIES | \$0 |
| | | | | 7253 FURNITURE & FIXTURES <\$5,000 | \$0 |
| | | | | 7254 MACHINERY & EQUIPMENT <\$5,000 | \$0 |
| | | | | 8050 TRAVEL & TRAINING | \$0 |
| | | | | 9060 VEHICLES >\$5,000 | \$24,000 |
| | | | | Request Total | \$86,100 |
| 2733 | 2 | Code Enforcement Officer | New Personnel | 7010 SALARIES | \$42,744 |
| | | | | 7025 SOCIAL SECURITY | \$3,270 |
| | | | | 7030 RETIREMENT & PENSION | \$7,309 |
| | | | | 7035 WORKERS COMPENSATION | \$197 |
| | | | | 7040 EMPLOYEE INSURANCE | \$8,580 |
| | | | | 9060 VEHICLES >\$5,000 | \$24,000 |
| | | | | Request Total | \$86,100 |
| 2669 | 6 | Building Inspector / Plan Review | New Personnel | 7010 SALARIES | \$49,352 |
| | | | | 7025 SOCIAL SECURITY | \$3,775 |
| | | | | 7030 RETIREMENT & PENSION | \$8,439 |
| | | | | 7035 WORKERS COMPENSATION | \$227 |
| | | | | 7040 EMPLOYEE INSURANCE | \$8,580 |
| | | | | 9060 VEHICLES >\$5,000 | \$24,000 |
| | | | | Request Total | \$94,373 |
| 2734 | 6 | Building Inspector / Plan Review | New Personnel | 7010 SALARIES | \$49,352 |
| | | | | 7025 SOCIAL SECURITY | \$3,775 |

CITY OF CONROE
FY 2014-2015
0001-1500

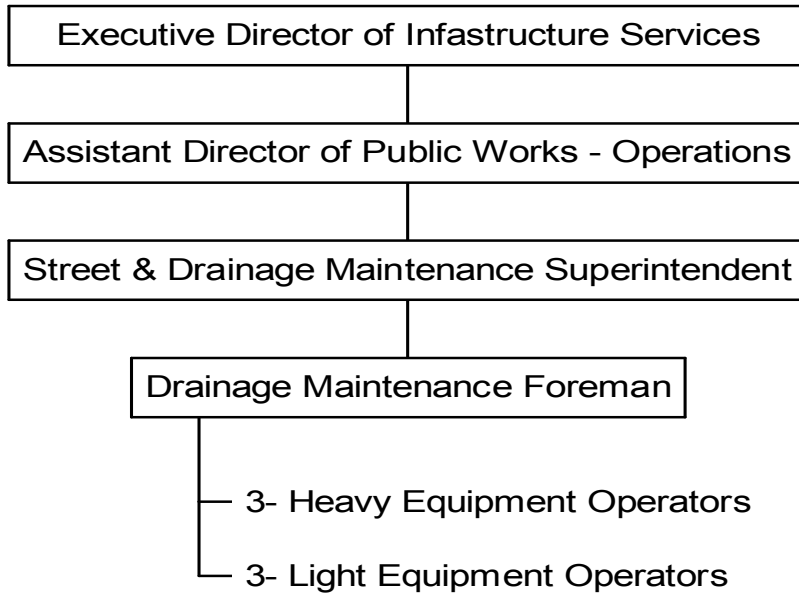
SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items |
|----|------|-------|------|------------|
|----|------|-------|------|------------|

| | |
|---------------------------|-----------------|
| 7030 RETIREMENT & PENSION | \$8,439 |
| 7035 WORKERS COMPENSATION | \$227 |
| 7040 EMPLOYEE INSURANCE | \$8,580 |
| 9060 VEHICLES >\$5,000 | \$24,000 |
| Request Total | \$94,373 |

| | | |
|-------------------|----------------------------|------------------|
| 4 Requests | Total for 0001-1500 | \$360,946 |
|-------------------|----------------------------|------------------|

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.

Drainage Maintenance

Accomplishments for FY 2013-2014

- ✓ Improved drainage throughout: Dugan Phase III.
- ✓ Cleaned Alligator Creek from N. Roberson to FM 2854.
- ✓ Cleaned West Branch of Alligator Creek from SH 105 to Semands Street.
- ✓ Participated in the installation and removal of the Downtown Christmas lights.
- ✓ Recycled 50,000 square yards of greenwaste.
- ✓ Designed and installed new underground drainage system at OJJCC..
- ✓ Completed mitigation plan for Stewarts Creek.
- ✓ Installed reinforced concrete boxes on North and South Rivershire drainage project.
- ✓ Installed 648 linear feet of Reinforced Concrete Boxes on McDade Estates Drainage Project.
- ✓ Installed 300 linear feet of Reinforced Concrete Boxes on Highland Hollow Drainage Project.
- ✓ Assisted Street Department in all street overlays and rehabs.

Goals & Objectives for FY 2014-2015

- Begin the following Capital Improvement Program Projects:
 - a. Owens Road @ Loop 336.
 - b. Live Oak Creek Drainage Project (Estates Drive).
 - c. Wilson Road, Oddfellow area (will be fixed under Wilson Road Improvements).
 - d. Post Oak, Bowman, and Austin Road area.
 - e. Milltown area Drainage Project.
 - f. Crighton Road @ Little Caney Creek Drainage Project.

**City of Conroe
General Fund**

**Drainage Maintenance
0001-1530**

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| PERSONNEL SERVICES | | | | |
| Drainage Foreman | 1 | 1 | 1 | 1 |
| Heavy Equipment Operator | 3 | 3 | 3 | 3 |
| Light Equipment Operator/Driver | 3 | 3 | 3 | 3 |
| TOTAL PERSONNEL SERVICES | 7 | 7 | 7 | 7 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------------|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of drainage projects completed | 7 | 8 | 6 | 7 |
| Number of trees recycled (in yards) | 68,000 | 48,000 | 60,000 | 50,000 |
| Number of work orders completed | 115 | 125 | 190 | 230 |

CITY OF CONROE

FY 2014-2015

0001-1530

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: DRAINAGE MAINTENANCE | | DIVISION: DRAINAGE MAINTENANCE | | | |
|--------------------------------------|------------------|----------------------------------|------------------|--------------------------------|------------|--------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$282,640 | \$292,603 | \$287,297 | \$303,624 | \$0 | \$0 | \$303,624 |
| 7020 Overtime | \$5,046 | \$52,500 | \$15,395 | \$52,500 | \$0 | \$0 | \$52,500 |
| 7025 Social Security | \$20,844 | \$31,404 | \$22,785 | \$30,093 | \$0 | \$0 | \$30,093 |
| 7030 Retirement & Pension | \$49,099 | \$58,838 | \$51,793 | \$58,267 | \$0 | \$0 | \$58,267 |
| 7035 Workers Compensation | \$2,769 | \$3,940 | \$2,953 | \$3,687 | \$0 | \$0 | \$3,687 |
| 7040 Employee Insurance | \$60,075 | \$60,060 | \$67,131 | \$60,060 | \$0 | \$0 | \$60,060 |
| PERSONNEL SERVICES SUBTOTAL | \$420,473 | \$499,345 | \$447,354 | \$508,231 | \$0 | \$0 | \$508,231 |
| 7110 Office Supplies | \$1,123 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$0 | \$1,000 |
| 7140 Wearing Apparel | \$3,339 | \$3,500 | \$3,500 | \$3,500 | \$0 | \$0 | \$3,500 |
| 7160 Vehicle Operations | \$127,188 | \$120,000 | \$123,400 | \$120,000 | \$0 | \$0 | \$120,000 |
| 7170 Vehicle Repairs | \$8,536 | \$20,000 | \$16,000 | \$20,000 | \$0 | \$0 | \$20,000 |
| 7180 Equipment Repairs | \$2,330 | \$5,000 | \$5,000 | \$5,000 | \$0 | \$0 | \$5,000 |
| 7190 Radio Repairs | \$45 | \$500 | \$500 | \$500 | \$0 | \$0 | \$500 |
| 7200 Operating Supplies | \$27,172 | \$65,492 | \$102,780 | \$65,942 | \$0 | \$0 | \$65,942 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$169,733 | \$215,492 | \$252,180 | \$215,942 | \$0 | \$0 | \$215,942 |
| 8010 Utilities | \$732 | \$1,900 | \$600 | \$1,200 | \$0 | \$0 | \$1,200 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$10,000 | \$10,000 | \$10,000 | \$0 | \$0 | \$10,000 |
| 8050 Travel & Training | \$3,205 | \$2,000 | \$2,000 | \$2,250 | \$0 | \$0 | \$2,250 |
| 8060 Contract Services | \$1,499 | \$61,252 | \$61,252 | \$61,252 | \$0 | \$0 | \$61,252 |
| CONTRACTUAL SUBTOTAL | \$5,436 | \$75,152 | \$73,852 | \$74,702 | \$0 | \$0 | \$74,702 |
| 9010 Land > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9011 Land <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$27,854 | \$100,000 | \$100,000 | \$0 | \$0 | \$100,000 | \$100,000 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment < \$5,000 | \$2,957 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

CITY OF CONROE
FY 2014-2015
0001-1530

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: DRAINAGE MAINTENANCE

DIVISION: DRAINAGE MAINTENANCE

| | 2013 | 2014 | | 2015 | | | |
|--------------------------------|------------------|------------------|------------------|------------------|------------|------------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9101 CIP Allocation | (\$27,854) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$2,957 | \$100,000 | \$100,000 | \$0 | \$0 | \$100,000 | \$100,000 |
| TOTAL 0001-1530 | \$598,599 | \$889,989 | \$873,386 | \$798,875 | \$0 | \$100,000 | \$898,875 |

CITY OF CONROE

FY 2014-2015

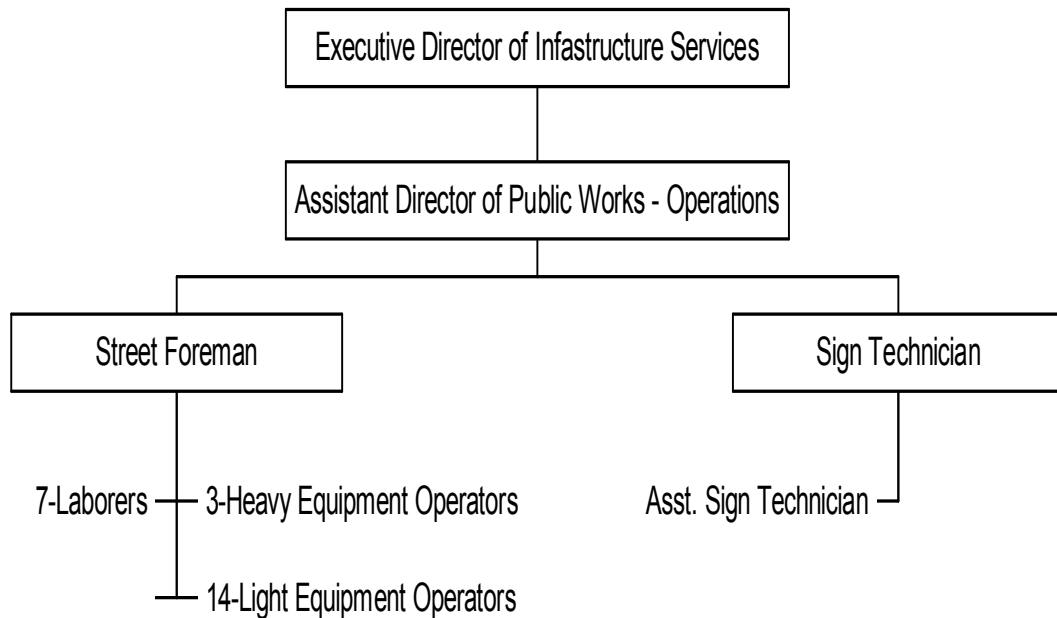
0001-1530

SUPPLEMENTAL REQUESTS WITH LINE ITEMS

(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|---------------------------------|----------------------------|----------------------------|------------------|
| 2397 | 1 | Materials For Drainage Projects | Enhanced Program | 9030 Improvements >\$5,000 | \$100,000 |
| | | | | Request Total | \$100,000 |
| 1 Requests | | | Total for 0001-1530 | | \$100,000 |

Street Department



The Street Department 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.

Street Department

Accomplishments for FY 2013-2014

- ✓ Rehabilitated streets at the following: Dugan Street Rehab Phase III, Foster Drive, Rhodes Road, Pebble Glenn Drive, N&S Airport Parkway.
- ✓ Reconstructed Wilson road from Longmire to I-45 and installed sidewalks.
- ✓ Overlayed Airport Road and S. Main Street.
- ✓ Crack sealed approximately three miles of streets.
- ✓ Participated in the installation of the Downtown Christmas lighting.
- ✓ Cleaned four miles of ditches throughout the City.
- ✓ Mowed City right-of-way six times (contracted).
- ✓ Stripped League Line Road from SH 75 to Dominion Ridge Subdivision.
- ✓ Stripped Walden Road.
- ✓ Stripped Crighton Road.
- ✓ Updated all stripping and pavement markings in Downtown.
- ✓ Implemented OMS upgrade for Cartegraph.

Goals & Objectives for FY 2014-2015

- ❑ Continue with our crack seal program for City streets.
- ❑ Maintain 18 miles of ditches in city limits.
- ❑ Mow city limits right-of-way six times a year.
- ❑ Rehabilitate Park Place from Ave E to Ave H.
- ❑ Overlay Walden Road, Ave M (1314 to 3083), Vine, Gladiola, Ave M (east 1314).
- ❑ Implement Lightview (streetlights), a module of Cartegraph for asset management.
- ❑ Overlay Kirk and Humble Tank Road.

**City of Conroe
General Fund**

**Street Department
0001-1540**

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| PERSONNEL SERVICES | | | | |
| Street Superintendent | 1 | 1 | 0 | 0 |
| Assistant Public Works Director - Operations | 0 | 0 | 1 | 0 |
| Foreman | 1 | 1 | 1 | 1 |
| Sign Technician | 1 | 1 | 1 | 1 |
| Assistant Sign Technician | 1 | 1 | 1 | 1 |
| Heavy Equipment Operator | 3 | 3 | 3 | 3 |
| Light Equipment Operator/Driver | 14 | 14 | 14 | 14 |
| Laborer | 7 | 7 | 7 | 7 |
| TOTAL PERSONNEL SERVICES | 28 | 28 | 28 | 27 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of miles streets swept | 11,300 | 12,320 | 11,000 | 12,500 |
| Number of miles ditches cleaned | 13 | 16 | 3 | 12 |
| Number of work orders completed | 1,969 | 1,672 | 1,700 | 1,700 |
| Number of potholes repaired | 527 | 1,086 | 1,000 | 1,200 |
| Number of street signs repaired/manufactured | 695 | 408 | 587 | 800 |
| Tons of asphalt, utility cuts repaired | 645 | 730 | 749 | 800 |
| Number of acres of right-of-ways mowed | 471 | 1,800 | 1,950 | 2,000 |
| Miles of streets overlayed | 2 | 9 | 5 | 6 |

CITY OF CONROE

FY 2014-2015

0001-1540

BUDGET LINE ITEMS

| <div style="display: flex; justify-content: space-between;"> FUND: GENERAL FUND DEPARTMENT: STREETS DIVISION: STREETS </div> | | | | | | | |
|---|--------------------|--------------------|--------------------|--------------------|-----------------|--------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$996,200 | \$1,099,113 | \$1,027,456 | \$1,068,799 | \$0 | \$0 | \$1,068,799 |
| 7020 Overtime | \$47,080 | \$68,200 | \$56,866 | \$68,200 | \$0 | \$0 | \$68,200 |
| 7025 Social Security | \$75,622 | \$106,226 | \$81,612 | \$96,076 | \$0 | \$0 | \$96,076 |
| 7030 Retirement & Pension | \$178,358 | \$199,128 | \$185,907 | \$186,444 | \$0 | \$0 | \$186,444 |
| 7035 Workers Compensation | \$10,370 | \$14,798 | \$11,090 | \$12,979 | \$0 | \$0 | \$12,979 |
| 7040 Employee Insurance | \$217,946 | \$240,240 | \$249,278 | \$231,660 | \$0 | \$0 | \$231,660 |
| 7050 Pre-Employment Physicals | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| PERSONNEL SERVICES SUBTOTAL | \$1,525,576 | \$1,727,705 | \$1,612,209 | \$1,664,158 | \$0 | \$0 | \$1,664,158 |
| 7110 Office Supplies | \$1,328 | \$1,900 | \$1,400 | \$1,900 | \$0 | \$0 | \$1,900 |
| 7140 Wearing Apparel | \$11,925 | \$13,000 | \$13,000 | \$13,000 | \$0 | \$0 | \$13,000 |
| 7160 Vehicle Operations | \$379,270 | \$265,000 | \$289,000 | \$265,000 | \$0 | \$0 | \$265,000 |
| 7170 Vehicle Repairs | \$33,672 | \$30,000 | \$30,000 | \$27,710 | \$0 | \$0 | \$27,710 |
| 7180 Equipment Repairs | \$2,849 | \$10,000 | \$10,000 | \$10,000 | \$0 | \$0 | \$10,000 |
| 7190 Radio Repairs | \$4 | \$800 | \$800 | \$800 | \$0 | \$0 | \$800 |
| 7200 Operating Supplies | \$231,747 | \$254,965 | \$255,000 | \$254,965 | \$0 | \$0 | \$254,965 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$25,000 | \$57,390 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$660,795 | \$600,665 | \$656,590 | \$573,375 | \$0 | \$0 | \$573,375 |
| 8010 Utilities | \$430,845 | \$346,507 | \$440,000 | \$346,051 | \$0 | \$0 | \$346,051 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$877 | \$10,000 | \$10,000 | \$10,000 | \$0 | \$0 | \$10,000 |
| 8050 Travel & Training | \$5,615 | \$10,000 | \$10,000 | \$12,290 | \$0 | \$0 | \$12,290 |
| 8060 Contract Services | \$253,679 | \$260,123 | \$267,000 | \$247,000 | \$25,000 | \$0 | \$272,000 |
| CONTRACTUAL SUBTOTAL | \$691,016 | \$626,630 | \$727,000 | \$615,341 | \$25,000 | \$0 | \$640,341 |
| 9020 Buildings >\$5,000 | \$6,265 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$723,017 | \$500,000 | \$500,000 | \$0 | \$0 | \$900,000 | \$900,000 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$339,775 | \$120,000 | \$120,000 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment | \$2,018 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

CITY OF CONROE
FY 2014-2015
0001-1540

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: STREETS DIVISION: STREETS

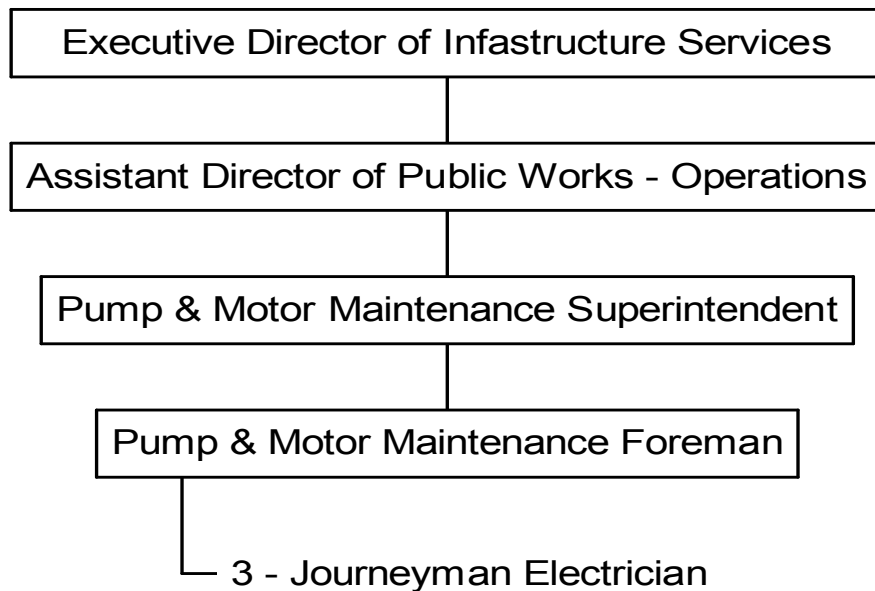
| | 2013 | 2014 | | 2015 | | | |
|---------------------------------|--------------------|--------------------|--------------------|--------------------|-----------------|------------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| <\$5,000 | | | | | | | |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$48,000 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9070 Intang. Assets-Indef. Life | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9101 CIP Allocation | (\$155,982) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$915,093 | \$620,000 | \$668,000 | \$0 | \$0 | \$900,000 | \$900,000 |
| TOTAL 0001-1540 | \$3,792,480 | \$3,575,000 | \$3,663,799 | \$2,852,874 | \$25,000 | \$900,000 | \$3,777,874 |

CITY OF CONROE
FY 2014-2015
0001-1540

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|--------------------------------------|----------------------------|--|-------------------------------|
| 1173 | 2 | Increase Funds In Account # 9030 | Enhanced Program | 9030 Improvements >\$5,000 Request Total | \$750,000 \$750,000 |
| 2129 | 3 | New Sidewalk Installation Program | Enhanced Program | 9030 Improvements >\$5,000 Request Total | \$150,000 \$150,000 |
| 2 Requests | | | Total for 0001-1540 | | \$900,000 |

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. This department will also compile and maintain a list of all intersections and their maintenance and operation records. This will enable us to keep up with Texas Department of Transportation specifications, quality, performance and all critical aspects to meet or exceed the City's expectations. We take care of 82 traffic signals we have taken over 9 signals along the I-45 this year we have 2 new signals that we have built. Due to Annexation we will be taking over 6 signals out 105 W and building 5 new signals. This Annexation will bring us to a total of 104 Traffic signals.

Signal Maintenance

Accomplishments for FY 2013-2014

- ✓ Repaired damaged communication lines to traffic signals.
- ✓ Hired an additional Journeyman Electrician to maintain operation and maintenance of all traffic signals, school zone flashers and overhead illuminations.
- ✓ Conducted annual proper Bucket Truck Safety training for all employees that operate bucket truck.
- ✓ Attended traffic signal and camera training classes.
- ✓ Purchased stock material and spare parts for traffic signal operations.
- ✓ Monitored current traffic signal maintenance and operations.
- ✓ Replaced current L.E.D. bulbs in all traffic signal with new ones.

Goals & Objectives for FY 2014-2015

- Upgrade two 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 two new traffic signal intersections.
- Inspect all traffic signal intersection for annual inspection reports.

**City of Conroe
General Fund**

**Signal Maintenance
0001-1550**

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| PERSONNEL SERVICES | | | | |
| Journeyman Electrician | 2 | 2 | 2 | 3 |
| Traffic Signal Technician | 0 | 1 | 1 | 0 |
| TOTAL PERSONNEL SERVICES | 2 | 3 | 3 | 3 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--------------------------------|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Signal Repair Work Orders | 264 | 400 | 430 | 500 |
| New Signal Install Work Orders | 0 | 0 | 3 | 4 |
| Timing Change Work Orders | 15 | 23 | 10 | 30 |
| Number of Power Outages | 20 | 15 | 45 | 50 |
| Signal Rebuild | 5 | 4 | 5 | 6 |

CITY OF CONROE

FY 2014-2015

0001-1550

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: SIGNAL MAINTENANCE | | DIVISION: SIGNAL MAINTENANCE | | | |
|-------------------------------------|------------------|--------------------------------|------------------|------------------------------|-----------------|--------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$95,534 | \$126,185 | \$127,986 | \$135,319 | \$0 | \$0 | \$135,319 |
| 7020 Overtime | \$12,172 | \$4,623 | \$18,500 | \$4,623 | \$27,300 | \$0 | \$31,923 |
| 7025 Social Security | \$7,961 | \$11,904 | \$10,032 | \$11,825 | \$2,088 | \$0 | \$13,913 |
| 7030 Retirement & Pension | \$18,427 | \$22,204 | \$22,691 | \$22,635 | \$4,668 | \$0 | \$27,303 |
| 7035 Workers Compensation | \$930 | \$1,699 | \$1,273 | \$1,643 | \$0 | \$0 | \$1,643 |
| 7040 Employee Insurance | \$9,239 | \$25,740 | \$27,123 | \$25,740 | \$0 | \$0 | \$25,740 |
| PERSONNEL SERVICES SUBTOTAL | \$144,263 | \$192,355 | \$207,605 | \$201,785 | \$34,056 | \$0 | \$235,841 |
| 7110 Office Supplies | \$603 | \$773 | \$773 | \$773 | \$0 | \$0 | \$773 |
| 7140 Wearing Apparel | \$855 | \$1,109 | \$1,200 | \$1,109 | \$0 | \$0 | \$1,109 |
| 7160 Vehicle Operations | \$10,349 | \$8,750 | \$8,750 | \$8,750 | \$0 | \$0 | \$8,750 |
| 7170 Vehicle Repairs | \$470 | \$8,000 | \$3,000 | \$3,000 | \$0 | \$0 | \$3,000 |
| 7180 Equipment Repairs | \$23,522 | \$40,000 | \$45,000 | \$50,733 | \$0 | \$0 | \$50,733 |
| 7190 Radio Repairs | \$0 | \$600 | \$600 | \$600 | \$0 | \$0 | \$600 |
| 7200 Operating Supplies | \$88,492 | \$61,175 | \$75,000 | \$55,475 | \$0 | \$0 | \$55,475 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$28,733 | \$28,733 | \$28,700 | \$80,000 | \$0 | \$108,700 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$124,291 | \$149,140 | \$163,056 | \$149,140 | \$80,000 | \$0 | \$229,140 |
| 8010 Utilities | \$26,057 | \$44,683 | \$44,683 | \$44,227 | \$0 | \$0 | \$44,227 |
| 8040 Leased Equipment | \$0 | \$5,000 | \$5,000 | \$5,000 | \$0 | \$0 | \$5,000 |
| 8050 Travel & Training | \$1,421 | \$5,852 | \$5,852 | \$5,852 | \$0 | \$0 | \$5,852 |
| 8060 Contract Services | \$13,656 | \$148,000 | \$137,000 | \$148,000 | \$0 | \$0 | \$148,000 |
| CONTRACTUAL SUBTOTAL | \$41,134 | \$203,535 | \$192,535 | \$203,079 | \$0 | \$0 | \$203,079 |
| 9030 Improvements >\$5,000 | \$3,592 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$27,357 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

CITY OF CONROE
FY 2014-2015
0001-1550

BUDGET LINE ITEMS

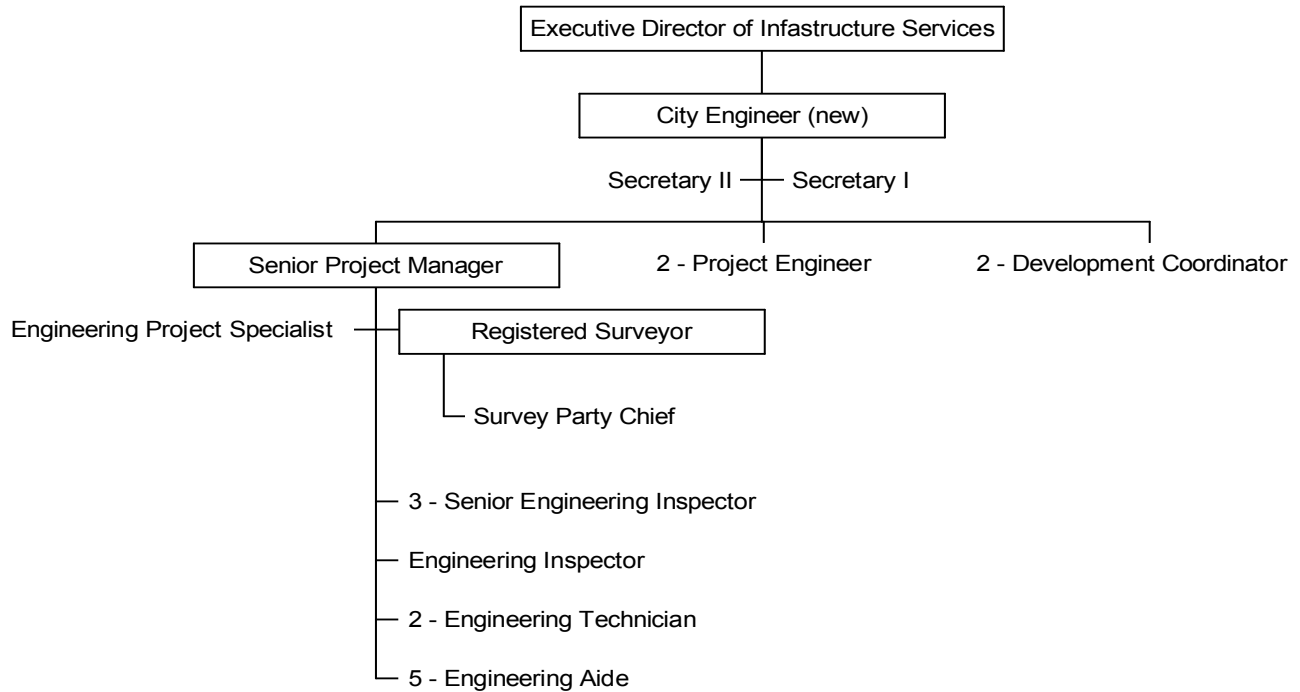
FUND: GENERAL FUND

DEPARTMENT: SIGNAL MAINTENANCE

DIVISION: SIGNAL MAINTENANCE

| | 2013 | 2014 | | 2015 | | | |
|--------------------------------|------------------|------------------|------------------|------------------|------------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 9101 CIP Allocation | (\$3,592) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$27,357 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1550 | \$337,045 | \$545,030 | \$563,196 | \$554,004 | \$114,056 | \$0 | \$668,060 |

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 either a division of Public Works or 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 2013-2014

- ✓ Constructed Water System Improvements – Panorama Village.
- ✓ Constructed Well No. 23.
- ✓ Constructed Well No. 24.
- ✓ Constructed Water Well No. 24 pump building and cooling tower.
- ✓ Painted Water Well No. 24 storage tank.
- ✓ Installed grounding system for Water Wells 4, 5, 6, 7, 12, 13, 14 & 15
- ✓ Constructed LaSalle to League Line Sewer Phase 2.
- ✓ Constructed MUD 95 Water and Wastewater Improvements.
- ✓ Designed Traffic Signals at various locations in the City of Conroe.
- ✓ Designed Stewarts Forest Road Extension Project.
- ✓ Designed Wilson Road Widening Project.
- ✓ Constructed Drennan Road West and Plantation Drive South
- ✓ Constructed Plantation Drive North Phase I & II
- ✓ Constructed hot mix overlay project for Main Street, 10th Street & Airport Road

Goals & Objectives for FY 2014-2015

- ❑ Construct Crighton Road Improvements, Including Signalization.
- ❑ Update City of Conroe Design Manual.
- ❑ Develop Master Drainage Plan for City of Conroe.
- ❑ Construct Surface Water Improvements.
- ❑ Design and construct SSOI projects.
- ❑ Develop Master Water Distribution Plan.
- ❑ Develop Master Wastewater Collection System Plan.
- ❑ Construct Improvements to FM 1488 Corridor for Water and Wastewater.
- ❑ Update City of Conroe Standard Details and Standard Specifications.

City of Conroe General Fund

Engineering 0001-1570

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Planning Commission | 7 | 7 | 7 | 7 |
| Subtotal | 7 | 7 | 7 | 7 |
| City Engineer | 0 | 0 | 0 | 1 |
| Assistant City Engineer | 1 | 1 | 1 | 0 |
| Senior Project Manager | 0 | 0 | 1 | 1 |
| Project Manager | 1 | 1 | 0 | 0 |
| Lead Engineer | 0 | 1 | 1 | 0 |
| Project Engineer | 0 | 1 | 1 | 2 |
| Secretary II | 0 | 0 | 0 | 1 |
| Secretary I | 1 | 2 | 2 | 1 |
| Engineering Project Specialist | 0 | 1 | 1 | 1 |
| Development Coordinator | 1 | 1 | 1 | 2 |
| Senior Engineering Technician | 0 | 1 | 2 | 0 |
| Engineering Technician | 0 | 0 | 0 | 2 |
| Engineering Aide | 2 | 6 | 5 | 5 |
| Project Coordinator | 0 | 1 | 1 | 0 |
| Project Inspector | 0 | 1 | 1 | 0 |
| Senior Engineering Inspector | 1 | 1 | 1 | 3 |
| Engineering Inspector | 1 | 1 | 1 | 1 |
| Registered Surveyor | 0 | 1 | 1 | 1 |
| Survey Party Chief | 0 | 1 | 1 | 1 |
| TOTAL PERSONNEL SERVICES | 8 | 21 | 21 | 22 |

*The staff from Project Construction (7020) was moved to the General Fund and combined with Engineering to create Division 1570. This was done FY 12-13.

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--------------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of Development Permits Issued | 43 | 75 | 120 | 180 |
| Number of Plats Reviewed | 74 | 93 | 122 | 160 |
| Review Revenue | \$ 293,924 | \$ 194,566 | \$ 256,800 | \$ 286,000 |

CITY OF CONROE
FY 2014-2015
0001-1570

BUDGET LINE ITEMS

| <div style="display: flex; justify-content: space-between;"> FUND: GENERAL FUND DEPARTMENT: ENGINEERING DIVISION: ENGINEERING </div> | | | | | | | |
|--|--------------------|--------------------|--------------------|--------------------|------------------|---------------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$1,116,155 | \$1,276,461 | \$1,080,318 | \$1,315,818 | \$0 | \$0 | \$1,315,818 |
| 7012 Salaries - Part Time | \$130 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$23,078 | \$11,500 | \$26,190 | \$11,500 | \$0 | \$0 | \$11,500 |
| 7025 Social Security | \$83,259 | \$117,204 | \$83,478 | \$112,158 | \$0 | \$0 | \$112,158 |
| 7030 Retirement & Pension | \$206,902 | \$214,332 | \$188,246 | \$212,939 | \$0 | \$0 | \$212,939 |
| 7035 Workers Compensation | \$12,303 | \$17,186 | \$12,880 | \$15,979 | \$0 | \$0 | \$15,979 |
| 7040 Employee Insurance | \$154,997 | \$180,180 | \$187,616 | \$188,760 | \$0 | \$0 | \$188,760 |
| PERSONNEL SERVICES SUBTOTAL | \$1,596,824 | \$1,816,863 | \$1,578,728 | \$1,857,154 | \$0 | \$0 | \$1,857,154 |
| 7110 Office Supplies | \$15,926 | \$28,708 | \$28,595 | \$27,708 | \$0 | \$0 | \$27,708 |
| 7130 Building Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7140 Wearing Apparel | \$2,670 | \$1,700 | \$2,532 | \$2,700 | \$0 | \$0 | \$2,700 |
| 7160 Vehicle Operations | \$45,656 | \$27,000 | \$27,000 | \$27,000 | \$0 | \$0 | \$27,000 |
| 7170 Vehicle Repairs | \$6,739 | \$8,350 | \$8,350 | \$8,350 | \$0 | \$0 | \$8,350 |
| 7180 Equipment Repairs | \$5,008 | \$5,000 | \$5,000 | \$5,000 | \$0 | \$0 | \$5,000 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$13,940 | \$26,729 | \$18,084 | \$26,729 | \$0 | \$0 | \$26,729 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$7,700 | \$7,813 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$89,939 | \$105,187 | \$97,374 | \$97,487 | \$0 | \$0 | \$97,487 |
| 8010 Utilities | \$3,921 | \$9,457 | \$9,457 | \$9,457 | \$0 | \$0 | \$9,457 |
| 8020 Insurance and Bonds | \$5,922 | \$6,000 | \$6,145 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$1,864 | \$2,200 | \$2,200 | \$2,200 | \$0 | \$0 | \$2,200 |
| 8040 Leased Equipment | \$7,285 | \$19,548 | \$19,548 | \$19,548 | \$0 | \$0 | \$19,548 |
| 8050 Travel & Training | \$28,191 | \$31,438 | \$31,438 | \$31,438 | \$0 | \$0 | \$31,438 |
| 8060 Contract Services | \$218,439 | \$335,652 | \$335,507 | \$136,040 | \$360,000 | \$0 | \$496,040 |
| CONTRACTUAL SUBTOTAL | \$265,622 | \$404,295 | \$404,295 | \$198,683 | \$360,000 | \$0 | \$558,683 |
| 9041 Furniture & Fixtures <\$5,000 | \$1,973 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$19,077 | \$0 | \$10,000 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$21,065 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$42,115 | \$0 | \$10,000 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0001-1570 | \$1,994,500 | \$2,326,345 | \$2,090,397 | \$2,153,324 | \$360,000 | \$0 | \$2,513,324 |

**City of Conroe
General Fund**

**General Fund Non-Departmental
0001-1800**

| <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|---|---|--|---|
|---|---|--|---|

There are no personnel items associated with this department.

CITY OF CONROE

FY 2014-2015

0001-1800

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: GF NON-DEPARTMENTAL | | DIVISION: GF NON-DEPARTMENTAL | | | |
|-------------------------------------|--------------------|---------------------------------|--------------------|-------------------------------|------------|--------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$0 | \$874,488 | \$0 | \$209,015 | \$0 | \$0 | \$209,015 |
| 7025 Social Security | \$0 | \$120,907 | \$0 | \$17,662 | \$0 | \$0 | \$17,662 |
| 7030 Retirement & Pension | \$0 | \$227,200 | \$0 | \$34,383 | \$0 | \$0 | \$34,383 |
| 7035 Workers Compensation | \$2,429 | \$17,889 | \$17,889 | \$2,538 | \$0 | \$0 | \$2,538 |
| 7040 EMPLOYEE INSURANCE | \$1,074,228 | \$1,168,985 | \$1,168,985 | \$1,160,794 | \$0 | \$0 | \$1,160,794 |
| 7070 Unemployment | \$17,477 | \$20,000 | \$20,000 | \$20,000 | \$0 | \$0 | \$20,000 |
| PERSONNEL SERVICES SUBTOTAL | \$1,094,134 | \$2,429,469 | \$1,206,874 | \$1,444,392 | \$0 | \$0 | \$1,444,392 |
| 7110 Office Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$23,504 | \$38,900 | \$38,900 | \$38,900 | \$0 | \$0 | \$38,900 |
| 7251 Buildings <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$23,504 | \$38,900 | \$38,900 | \$38,900 | \$0 | \$0 | \$38,900 |
| 8010 Utilities | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8020 Insurance and Bonds | \$251,658 | \$275,000 | \$285,000 | \$305,000 | \$0 | \$0 | \$305,000 |
| 8030 Legal Services | \$0 | \$0 | \$1,000 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8060 Contract Services | \$275,754 | \$272,280 | \$355,282 | \$3,500,274 | \$0 | \$0 | \$3,500,274 |
| 8062 Community Services | \$602,273 | \$653,575 | \$634,067 | \$539,509 | \$0 | \$0 | \$539,509 |
| 8080 Garbage & Recycling Fees | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8085 Donated Rent Expense | \$25,512 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8095 Unallocated Resources | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$1,155,197 | \$1,200,855 | \$1,275,349 | \$4,344,783 | \$0 | \$0 | \$4,344,783 |
| 9010 Land >\$5,000 | \$0 | \$655,000 | \$480,000 | \$0 | \$0 | \$0 | \$0 |
| 9011 Land <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9020 Buildings >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9021 Buildings <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$0 | \$625,000 | \$604,000 | \$0 | \$0 | \$0 | \$0 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

CITY OF CONROE
FY 2014-2015
0001-1800

BUDGET LINE ITEMS

| FUND: GENERAL FUND | | DEPARTMENT: GF NON-DEPARTMENTAL | | DIVISION: GF NON-DEPARTMENTAL | | | |
|----------------------------|-------------|---------------------------------|-------------|-------------------------------|-----|--------------|-------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| >\$5,000 | | | | | | | |
| 9051 Machinery & Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <\$5,000 | | | | | | | |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$1,280,000 | \$1,084,000 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$4,273,309 | \$4,375,125 | \$4,851,027 | \$3,029,968 | \$0 | \$0 | \$3,029,968 |
| 8540 Beautification | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS SUBTOTAL | \$4,273,309 | \$4,375,125 | \$4,851,027 | \$3,029,968 | \$0 | \$0 | \$3,029,968 |
| 9660 Principal-Lease | \$53,048 | \$55,144 | \$55,144 | \$57,322 | \$0 | \$0 | \$57,322 |
| 9670 Interest-Lease | \$22,130 | \$20,035 | \$20,035 | \$17,856 | \$0 | \$0 | \$17,856 |
| DEBT SERVICE SUBTOTAL | \$75,178 | \$75,179 | \$75,179 | \$75,178 | \$0 | \$0 | \$75,178 |
| TOTAL 0001-1800 | \$6,621,322 | \$9,399,528 | \$8,531,329 | \$8,933,221 | \$0 | \$0 | \$8,933,221 |



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WATER AND SEWER OPERATING FUND

FY 14-15 Budget Summary Water/Sewer Operating Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Dollar FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - |
|-----------------------------------|----------------------|----------------------|----------------------|--------------------|----------------------|--------------------------|----------------------|---------------------|------------------|
| Beginning Working Capital: | | \$ 10,699,927 | \$ 10,699,927 | \$ - | \$ 10,968,464 | \$ - | \$ 10,968,464 | \$ - | 0.0% |
| W/S Fund Revenues: | | | | | | | | | |
| Revenues | \$ 24,091,763 | \$ 27,143,120 | \$ 27,099,707 | \$ (43,413) | \$ 31,117,702 | \$ - | \$ 31,117,702 | \$ 3,974,582 | 14.6% |
| Total Revenues | \$ 24,091,763 | \$ 27,143,120 | \$ 27,099,707 | \$ (43,413) | \$ 31,117,702 | \$ - | \$ 31,117,702 | \$ 3,974,582 | 14.6% |
| Total Resources: | \$ 24,091,763 | \$ 37,843,047 | \$ 37,799,634 | \$ (43,413) | \$ 42,086,166 | \$ - | \$ 42,086,166 | \$ 3,974,582 | 10.5% |
| W/S Fund Expenditures: | | | | | | | | | |
| Utility Billing | \$ 804,136 | \$ 837,559 | \$ 809,955 | \$ 27,604 | \$ 773,295 | \$ 35,500 | \$ 808,795 | \$ (28,764) | -3.4% |
| Public Works | 816,434 | 974,886 | 975,972 | (1,086) | 803,655 | 58,000 | 861,655 | (113,231) | -11.6% |
| Water Conservation | 124,865 | 151,196 | 151,196 | - | 143,285 | - | 143,285 | (7,911) | -5.2% |
| Water | 3,432,373 | 4,044,986 | 3,609,005 | 435,981 | 3,536,519 | 300,000 | 3,836,519 | (208,467) | -5.2% |
| Wastewater Treatment | 1,876,039 | 1,886,275 | 1,872,513 | 13,762 | 1,972,105 | - | 1,972,105 | 85,830 | 4.6% |
| Sewer | 1,126,397 | 1,745,902 | 1,593,950 | 151,952 | 1,123,302 | 285,000 | 1,408,302 | (337,600) | -19.3% |
| Pump & Motor Maint | 816,708 | 1,299,202 | 1,285,242 | 13,960 | 853,308 | - | 853,308 | (445,894) | -34.3% |
| Project Construction | 10,885 | 1,423,408 | 1,246,116 | 177,292 | 2,131,484 | 111,000 | 2,242,484 | 819,076 | 57.5% |
| W/S Non-Departmental | 15,948,186 | 15,203,268 | 15,287,221 | (83,953) | 17,845,396 | - | 17,845,396 | 2,642,128 | 17.4% |
| Total Expenditures | \$ 24,956,023 | \$ 27,566,682 | \$ 26,831,170 | \$ 735,512 | \$ 29,182,349 | \$ 789,500 | \$ 29,971,849 | \$ 2,405,167 | 8.7% |
| New Working Capital: | | \$ 10,276,365 | \$ 10,968,464 | \$ 692,099 | \$ 12,903,817 | | \$ 12,114,317 | \$ 1,837,952 | |
| 60-Day Reserve: | | \$ 4,531,963 | \$ 4,411,044 | | \$ 4,797,578 | | \$ 4,927,372 | | |
| Over/(Under): | | 5,744,402 | 6,557,420 | | 8,106,239 | | 7,186,945 | | |
| Budget Contingency: | | \$ 2,265,981 | \$ 2,205,522 | | \$ 2,398,789 | | \$ 2,463,686 | | |
| Over/(Under) 30-Days: | | 3,478,421 | 4,351,897 | | 5,707,450 | | 4,723,259 | | |

Breakdown of Transfer In:

| | |
|-----------------------------------|---------------------|
| General Fund - Rate Stabilization | \$ 1,000,000 |
| Administrative Transfer (W/S) | 145,967 |
| Total | \$ 1,145,967 |

Breakdown of Transfer Out:

| | |
|--|---------------------|
| Administrative Transfer (GF) | \$ - |
| Revenue Debt Service Fund | 6,084,699 |
| Revenue Debt Reserve Fund (2009, 2011, and 2013 RBs) | 223,746 |
| W&S Vehicle & Equipment Replacement Fund | 813,636 |
| Conroe Tower Fund | 134,631 |
| Total | \$ 7,256,712 |

FY 14-15 Budget Summary by Category Water/Sewer Operating Fund

| | <u>FY 13-14 Budget</u> | <u>FY 13-14 Estimate</u> | <u>Under/ (Over)</u> | <u>FY 14-15 Base</u> | <u>FY 14-15 Supplemental</u> | <u>FY 14-15 Proposed</u> |
|-----------------------|-----------------------------------|-------------------------------------|---------------------------------|---------------------------------|---|-------------------------------------|
| Personnel | \$ 6,045,227 | \$ 5,435,354 | \$ 609,873 | \$ 6,137,233 | \$ - | \$ 6,137,233 |
| Supplies | 2,330,676 | 2,166,335 | 164,341 | 2,372,565 | 58,000 | 2,430,565 |
| Contractual | 10,580,802 | 10,513,418 | 67,384 | 11,877,014 | 110,000 | 11,987,014 |
| Capital Outlay | 659,747 | 765,833 | (106,086) | - | 621,500 | 621,500 |
| Transfers | 7,382,494 | 7,382,494 | - | 8,227,802 | - | 8,227,802 |
| Debt Service | 567,736 | 567,736 | - | 567,735 | - | 567,735 |
| Total | <u>\$ 27,566,682</u> | <u>\$ 26,831,170</u> | <u>\$ 735,512</u> | <u>\$ 29,182,349</u> | <u>\$ 789,500</u> | <u>\$ 29,971,849</u> |

FY 14-15 Supplemental Requests Water/Sewer Operating Fund

| <u>Department/Division</u> | <u>Dept</u> | <u>Supplemental Req. Title</u> | <u>Requested</u> | <u>FY 13-14</u> | <u>CAO</u> | <u>List "A"</u> | <u>Type</u> |
|--|-------------|--|-------------------|------------------|--------------------|--------------------|------------------------------|
| | <u>Rank</u> | | <u>Amount1</u> | <u>Purchase2</u> | <u>Adjustment3</u> | <u>(Included)4</u> | |
| 0002-2800 Utility Billing | 0 | Postage Increase For Bills And Delinquent Notices | 8,225 | - | 8,225 | - | Non-discretionary Adjustment |
| 0002-2800 Utility Billing | 1 | Payment Kiosk | 30,000 | - | - | 30,000 | New Program |
| 0002-2800 Utility Billing | 2 | Mobile Data Collector_mrx 920 | 8,500 | 8,500 | - | - | Replacement Equipment |
| 0002-2800 Utility Billing | 3 | Handheld Data Collector | 5,500 | - | - | 5,500 | Replacement Equipment |
| 0002-2800 Utility Billing | 4 | Meter Technician | 79,780 | - | - | - | New Personnel |
| 0002-2800 Utilities/Meter Readers Total | | | \$ 132,005 | \$ 8,500 | \$ 8,225 | \$ 35,500 | |
| 0002-2810 Public Works | 0 | Additional Funds For Part Time Salary | 2,153 | - | - | - | Enhanced Program |
| 0002-2810 Public Works | 0 | Increase Funds In Account # 7200 - Maint. Supplies | 5,000 | - | 5,000 | - | Non-discretionary Adjustment |
| 0002-2810 Public Works | 0 | Install Storm Water Shelters Per T C E Q | 350,000 | - | - | - | Non-discretionary Adjustment |
| 0002-2810 Public Works | 0 | Increase Funds In Account # 8060 - Security | 36,000 | - | 36,000 | - | Non-discretionary Adjustment |
| 0002-2810 Public Works | 0 | Increase Funds In Account # 7180 - Svc Ctr | 10,000 | - | - | - | Non-discretionary Adjustment |
| 0002-2810 Public Works | 0 | Replace A / C For Classroom & Admin | 250,000 | - | - | - | Non-discretionary Adjustment |
| 0002-2810 Public Works | 1 | Replace Tables And Chairs In Classroom | 58,000 | - | - | 58,000 | Replacement Equipment |
| 0002-2810 Public Works | 2 | Paint Existing Offices And Door Frames | 13,000 | 13,000 | - | - | Replacement Equipment |
| 0002-2810 Public Works | 3 | Security Equipment - Svc Ctr Complex- Phase I V | 57,200 | - | - | - | New Equipment |
| 0002-2810 Public Works | 4 | Replace Flooring In Water & Sewer Building | 30,000 | - | - | - | Replacement Equipment |
| 0002-2810 Public Works | 5 | Replace Flooring In Street & Pump Building | 30,000 | - | - | - | Replacement Equipment |
| 0002-2810 Public Works | 6 | Service Center Stock Yard Lighting Phase I I | 25,000 | 25,000 | - | - | New Equipment |
| 0002-2810 Public Works | 7 | Maintenance Technician For Service Center | 48,985 | - | - | - | New Personnel |
| 0002-2810 Public Works Total | | | \$ 915,338 | \$ 38,000 | \$ 41,000 | \$ 58,000 | |
| 0002-2811 Water Conservation | 1 | Increase In Funds Account # 8050 | 10,000 | - | - | - | New Travel & Training |
| 0002-2811 Water Conservation Total | | | \$ 10,000 | \$ - | \$ - | \$ - | |
| 0002-2820 Water | 0 | Water Well Static Level Monitoring Program | 35,000 | 35,000 | - | - | New Program |
| 0002-2820 Water | 0 | Increase In Acct. #8060 - Mandatory State Testing | 16,200 | - | 16,200 | - | Non-discretionary Adjustment |
| 0002-2820 Water | 0 | Water Wells Security Annual Maintenance Contract | 7,200 | - | 7,200 | - | Non-discretionary Adjustment |
| 0002-2820 Water | 1 | Robinwood Elevated Storage Tank Rehab | 200,000 | - | - | 200,000 | Enhanced Program |
| 0002-2820 Water | 2 | 500 Hp Water Well Motor | 100,000 | - | - | 100,000 | New Equipment |
| 0002-2820 Water | 3 | Tapping Machine | 4,000 | 4,000 | - | - | Replacement Equipment |
| 0002-2820 Water | 4 | Electronic Flow Metering Device | 11,000 | 11,000 | - | - | New Equipment |
| 0002-2820 Water Total | | | \$ 373,400 | \$ 50,000 | \$ 23,400 | \$ 300,000 | |
| 0002-2881 WWTP | 0 | Increase Funds In Account #8060 - Lab Testing | 30,000 | - | 30,000 | - | Non-discretionary Adjustment |
| 0002-2881 WWTP | 0 | Increase Funds In Account #8060 - Landfill Fees | 100,000 | - | 100,000 | - | Non-discretionary Adjustment |
| 0002-2881 WWTP | 0 | Increase Funds In Account # 7180 | 250,000 | - | 50,000 | - | Non-discretionary Adjustment |
| 0002-2881 WWTP | 1 | Storm Water Pump And Motor | 105,000 | - | - | - | Replacement Equipment |
| 0002-2881 WWTP Total | | | \$ 485,000 | \$ - | \$ 180,000 | \$ - | |
| 0002-2882 Sewer | 0 | Jet Hose For Sewer Cleaning Trucks | 3,650 | 3,650 | - | - | Non-discretionary Adjustment |
| 0002-2882 Sewer | 0 | Jet Truck (E 9812) | 175,000 | - | - | 175,000 | New Equipment |
| 0002-2882 Sewer | 1 | New 3 Man Maintenance Crew | 243,709 | - | - | - | New Personnel |
| 0002-2882 Sewer | 2 | T V Inspection Of 48 Inch Sewer Trunk Mains | 110,000 | - | - | 110,000 | Enhanced Program |
| 0002-2882 Sewer | 3 | Utility Line Locator | 6,000 | 6,000 | - | - | Replacement Equipment |
| 0002-2882 Sewer | 5 | Sewer Camera Rig | 50,000 | 50,000 | - | - | Replacement Equipment |
| 0002-2882 Sewer Total | | | \$ 588,359 | \$ 59,650 | \$ - | \$ 285,000 | |
| 0002-2883 Pump & Motor Maint | 1 | New Journeyman Electrician Position | 69,866 | - | - | - | New Personnel |
| 0002-2883 Pump & Motor Maint | 1 | New Pump Mechanic Position | 60,601 | - | - | - | New Personnel |

FY 14-15 Supplemental Requests Water/Sewer Operating Fund

| <u>Department/Division</u> | <u>Dept</u> | <u>Supplemental Req. Title</u> | <u>Requested Amount1</u> | <u>FY 13-14 Purchase2</u> | <u>CAO Adjustment3</u> | <u>List "A" (Included)4</u> | <u>Type</u> |
|---|-------------|--------------------------------|--------------------------|---------------------------|------------------------|-----------------------------|---------------|
| 0002-2883 Pump & Motor Maint | 2 | 55 Ton Ironworker | 7,853 | 7,853 | - | - | New Equipment |
| 0002-2883 Pump & Motor Maint Total | | | \$ 138,320 | \$ 7,853 | \$ - | \$ - | |
| 0002-2884 Project Construction | 2 | Road Boring Machine | 75,000 | - | - | 75,000 | New Equipment |
| 0002-2884 Project Construction | 3 | Variable Well Point Pump | 36,000 | - | - | 36,000 | New Equipment |
| 0002-2884 Project Construction | 4 | Pipe Laser | 7,000 | 7,000 | - | - | New Equipment |
| 0002-2884 Project Construction Total | | | \$ 118,000 | \$ 7,000 | \$ - | \$ 111,000 | |
| Grand Total | | | \$ 2,760,422 | \$ 171,003 | \$ 252,625 | \$ 789,500 | |

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 13-14 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. CAO (City Administrator's Office) Adjustment - This category is for items that are generally non-discretionary, inflationary increases that are critical to a department's operations and are uncontrollable expenses (i.e. gasoline and diesel cost increases).
4. List "A" (Included) - These items are included in the Operating Budget as supplementals.

Notes:

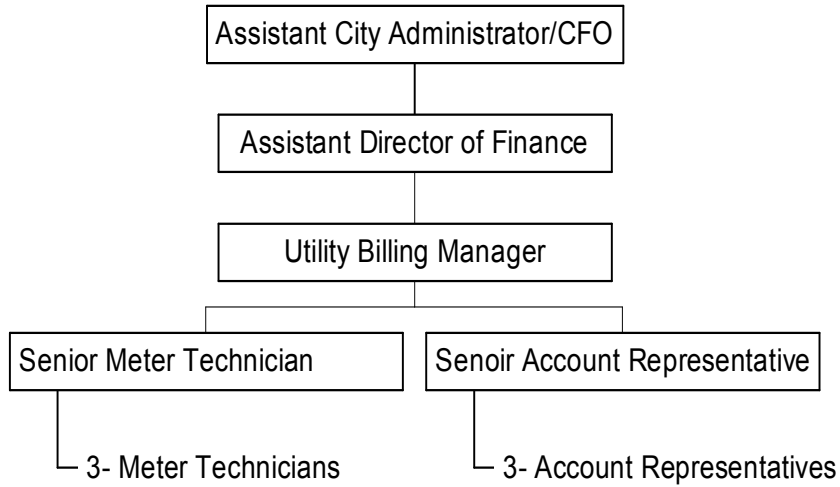
5. If there is no funding listed in the FY13-14 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2014-2015
0002-2000

BUDGET LINE ITEMS

| FUND: W&S OPERATING FUND | | DEPARTMENT: REVENUES | | DIVISION: REVENUES | | | |
|-------------------------------------|---------------------|-----------------------------|---------------------|---------------------------|------------|---------------------|---------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 5100 Water Charges | \$10,623,472 | \$10,995,602 | \$10,845,304 | \$11,971,154 | \$0 | \$0 | \$11,971,154 |
| 5105 Groundwater Conservation Fee | \$176,849 | \$175,847 | \$170,740 | \$170,740 | \$0 | \$0 | \$170,740 |
| 5110 Sewer Charges | \$7,737,977 | \$8,131,049 | \$8,168,547 | \$8,762,133 | \$0 | \$0 | \$8,762,133 |
| 5115 Surface Water Conversion Fee | \$4,414,144 | \$6,143,069 | \$5,999,603 | \$7,713,776 | \$0 | \$0 | \$7,713,776 |
| 5116 Discharged Water Sales | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 5120 Water Taps | \$509,811 | \$375,000 | \$494,750 | \$494,750 | \$0 | \$0 | \$494,750 |
| 5130 Sewer Taps | \$53,455 | \$46,919 | \$70,033 | \$70,033 | \$0 | \$0 | \$70,033 |
| 5140 Reconnects | \$105,660 | \$109,745 | \$98,346 | \$98,346 | \$0 | \$0 | \$98,346 |
| 5150 Service Charges | \$67,493 | \$66,396 | \$73,755 | \$73,755 | \$0 | \$0 | \$73,755 |
| 5160 Bulk Water Sales | \$13 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 5170 Special Revenue/Water & Sewer | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 5180 Pretreatment Fees | \$207,922 | \$210,621 | \$286,697 | \$286,697 | \$0 | \$0 | \$286,697 |
| 6010 Interest on Investments | \$1,229 | \$8,776 | \$5,421 | \$5,421 | \$0 | \$0 | \$5,421 |
| 6015 Gains (Losses) on Investmt | (\$35,858) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6020 Penalty & Interest | \$262,290 | \$257,619 | \$267,849 | \$267,849 | \$0 | \$0 | \$267,849 |
| 6030 Lease Income | \$750 | \$0 | \$1,050 | \$0 | \$0 | \$0 | \$0 |
| 6036 Sales of Cap. Assets | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6037 Capital Recovery Fee | \$77,427 | \$78,990 | \$71,632 | \$17,149 | \$0 | \$0 | \$17,149 |
| 6060 Unanticipated Revenues | \$37,183 | \$39,989 | \$37,932 | \$37,932 | \$0 | \$0 | \$37,932 |
| 6070 Short & Over | \$267 | \$0 | \$284 | \$0 | \$0 | \$0 | \$0 |
| 6080 Donations | \$500 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6106 Intergovernmental | \$0 | \$501,856 | \$501,856 | \$0 | \$0 | \$0 | \$0 |
| 6510 Interest - Other | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6520 Recovery of Bad Debts | \$2,033 | \$1,642 | \$3,717 | \$2,000 | \$0 | \$0 | \$2,000 |
| 6530 Other Non-Operating Income | \$3,679 | \$0 | \$2,191 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$0 | \$0 | \$0 | \$1,145,967 | \$0 | \$0 | \$1,145,967 |
| 6951 Gain on Sale of Cap Asset | (\$154,533) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| REVENUES SUBTOTAL | \$24,091,763 | \$27,143,120 | \$27,099,707 | \$31,117,702 | \$0 | \$0 | \$31,117,702 |
| TOTAL 0002-2000 | \$24,091,763 | \$27,143,120 | \$27,099,707 | \$31,117,702 | \$0 | \$0 | \$31,117,702 |

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 usage services. 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 2013-2014

- ✓ Completed meter conversion for new water system located on FM 1488
- ✓ Completed 1" water meter conversion for various service addresses in the City
- ✓ Received Gulf Coast Recycling Leadership Award for New or Expanded Recycling Program
- ✓ Implemented Incode Online Payment Module
- ✓ Hosted 4th Annual Paper Shred and Electronics Recycling Event
- ✓ Implemented Pilot Remote Payment Location with Fiesta Food Mart
- ✓ Implemented Paperless Work Order System for the Meter Division
- ✓ Researched Incode Version X Utility Billing software conversion

Goals & Objectives for FY 2014-2015

- ❑ Implement Payment Kiosk for City Hall
- ❑ Implement more remote payment locations within the City

City of Conroe
Water and Sewer Operating Fund

Utility Billing
0002-2800

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|---------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERSONNEL SERVICES | | | | |
| Utility Billing Manager | 1 | 1 | 1 | 1 |
| Senior Meter Technician | 1 | 1 | 1 | 1 |
| Meter Technician | 3 | 3 | 3 | 3 |
| Senior Account Representative | 1 | 1 | 1 | 1 |
| Account Representative | 3 | 3 | 3 | 3 |
| TOTAL PERSONNEL SERVICES | 9 | 9 | 9 | 9 |

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|--|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Number of connect service orders | 1,789 | 2,689 | 2,797 | 2,908 |
| Number of occupant change service orders | 1,017 | 1,287 | 1,338 | 1,391 |
| Number of disconnect service orders | 5,323 | 2,229 | 2,318 | 2,410 |
| Number of reinstate service orders | 3,068 | 3,220 | 3,348 | 3,481 |
| Total number of transactions completed | 101,662 | 87,192 | 93,448 | 97,185 |
| Total number of utility billings | 184,438 | 190,703 | 198,331 | 206,264 |

CITY OF CONROE

FY 2014-2015

0002-2800

BUDGET LINE ITEMS

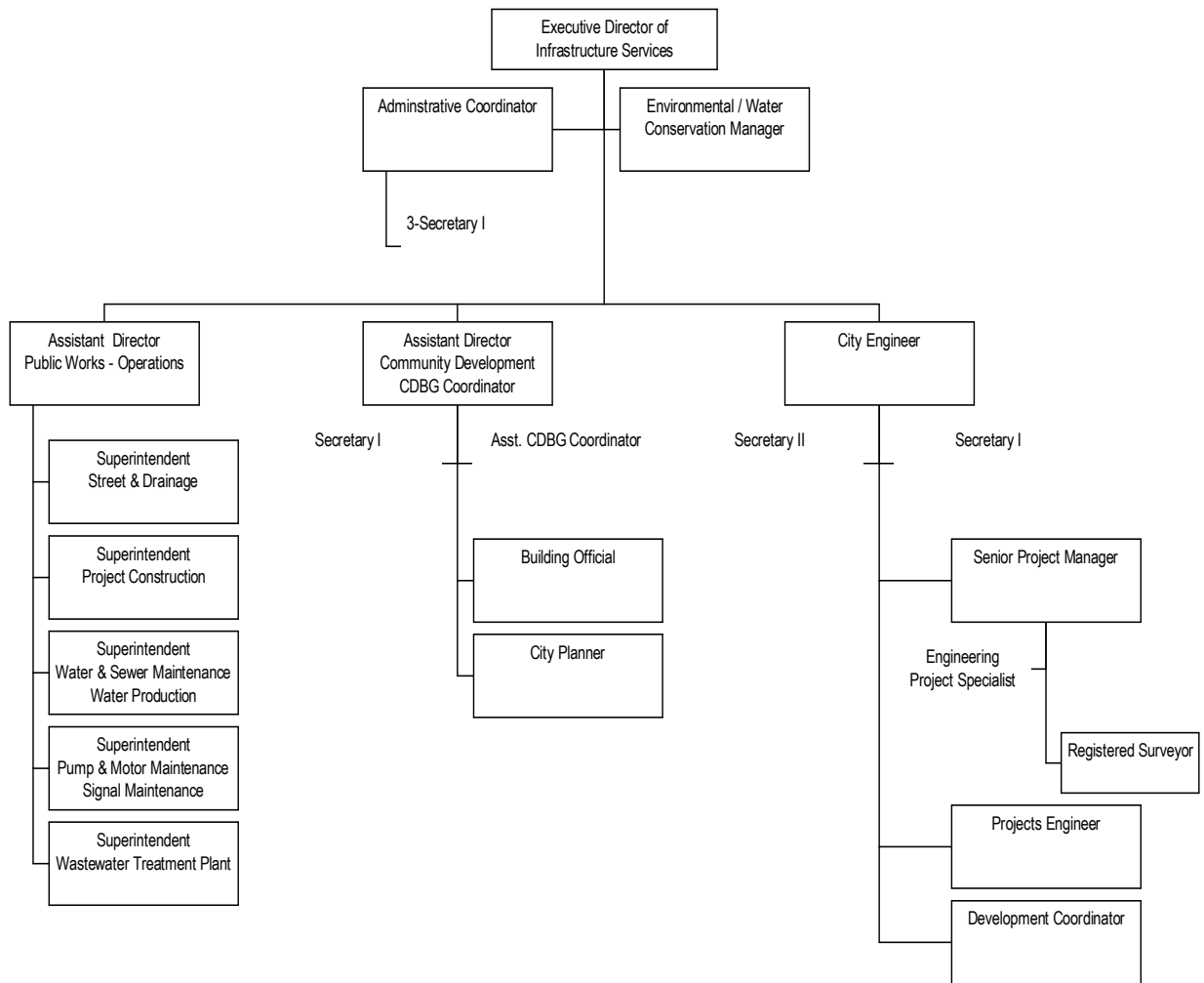
| FUND: W&S OPERATING FUND | | DEPARTMENT: UTILITY BILLING | | DIVISION: UTILITY BILLING | | | |
|-------------------------------------|------------------|-----------------------------|------------------|---------------------------|----------------|-----------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$360,965 | \$368,235 | \$371,479 | \$376,286 | \$0 | \$0 | \$376,286 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$15,434 | \$24,000 | \$10,000 | \$10,000 | \$0 | \$0 | \$10,000 |
| 7025 Social Security | \$26,247 | \$34,419 | \$28,693 | \$32,641 | \$0 | \$0 | \$32,641 |
| 7030 Retirement & Pension | \$50,136 | \$64,596 | \$66,366 | \$63,465 | \$0 | \$0 | \$63,465 |
| 7035 Workers Compensation | \$3,536 | \$4,958 | \$3,716 | \$4,570 | \$0 | \$0 | \$4,570 |
| 7040 Employee Insurance | \$75,771 | \$77,220 | \$87,070 | \$77,220 | \$0 | \$0 | \$77,220 |
| PERSONNEL SERVICES SUBTOTAL | \$532,089 | \$573,428 | \$567,324 | \$564,182 | \$0 | \$0 | \$564,182 |
| 7110 Office Supplies | \$92,395 | \$93,740 | \$93,740 | \$93,740 | \$8,225 | \$0 | \$101,965 |
| 7140 Wearing Apparel | \$2,166 | \$1,850 | \$1,850 | \$1,850 | \$0 | \$0 | \$1,850 |
| 7160 Vehicle Operations | \$21,856 | \$24,584 | \$24,584 | \$24,584 | \$0 | \$0 | \$24,584 |
| 7170 Vehicle Repairs | \$271 | \$1,100 | \$1,100 | \$1,100 | \$0 | \$0 | \$1,100 |
| 7180 Equipment Repairs | \$0 | \$100 | \$100 | \$100 | \$0 | \$0 | \$100 |
| 7190 Radio Repairs | \$38 | \$350 | \$350 | \$350 | \$0 | \$0 | \$350 |
| 7200 Operating Supplies | \$27,867 | \$23,994 | \$23,994 | \$23,994 | \$0 | \$0 | \$23,994 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$21,336 | \$21,336 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$144,593 | \$167,054 | \$167,054 | \$145,718 | \$8,225 | \$0 | \$153,943 |
| 8010 Utilities | \$1,624 | \$5,228 | \$5,228 | \$5,228 | \$0 | \$0 | \$5,228 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$2,675 | \$2,420 | \$2,420 | \$2,420 | \$0 | \$0 | \$2,420 |
| 8050 Travel & Training | \$2,528 | \$4,928 | \$4,928 | \$4,928 | \$0 | \$0 | \$4,928 |
| 8060 Contract Services | \$50,345 | \$72,594 | \$42,594 | \$42,594 | \$0 | \$0 | \$42,594 |
| CONTRACTUAL SUBTOTAL | \$57,172 | \$85,170 | \$55,170 | \$55,170 | \$0 | \$0 | \$55,170 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$7,907 | \$16,407 | \$0 | \$0 | \$35,500 | \$35,500 |
| 9051 Machinery & Equipment <\$5,000 | \$70,282 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$4,000 | \$4,000 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$70,282 | \$11,907 | \$20,407 | \$0 | \$0 | \$35,500 | \$35,500 |
| TOTAL 0002-2800 | \$804,136 | \$837,559 | \$809,955 | \$765,070 | \$8,225 | \$35,500 | \$808,795 |

CITY OF CONROE
FY 2014-2015
0002-2800

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|-------------------------|----------------------------|----------------------------|-----------------|
| 1721 | 1 | Payment Kiosk | New Program | 8060 CONTRACT SERVICES | \$0 |
| | | | | 9050 Machinery & Equipment | \$30,000 |
| | | | | >\$5,000 | |
| | | | | Request Total | \$30,000 |
| <hr/> | | | | | |
| 2574 | 3 | Handheld Data Collector | Replacement Equipment | 9050 MACHINERY & EQUIPMENT | \$5,500 |
| | | | | >\$5,000 | |
| | | | | Request Total | \$5,500 |
| <hr/> | | | | | |
| 2 Requests | | | Total for 0002-2800 | | \$35,500 |

Public Works



The Public Works Department includes the management and supervision of the Street, Drainage Maintenance, Pump and Motor Maintenance, Signal Maintenance, Project Construction, Water Production, Water Maintenance, Sewer Maintenance, Wastewater Treatment Plant, Community Development (Building / Permits / Code Enforcement / Planning & C. D. B. G.), and Engineering 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 2013-2014

- ✓ Continued with Sanitary Sewer Overflow Initiative Program tracking and reporting.
- ✓ Continued with engineering for the new Wastewater Treatment Plant.
- ✓ Started Rehab on the current Wastewater Treatment Plant Rehab expansion.
- ✓ Completed Phase III of security at the Service Center.
- ✓ Replaced Audio Visual equipment in classroom.
- ✓ Replaced barb wire fence at stock yard along Anderson Road with chain link.
- ✓ Added lighting to stock yard areas that are currently unlit.
- ✓ Implemented upgrade of CarteGraph OMS software.

Goals & Objectives for FY 2014-2015

- ❑ Complete Phase IV of security at the Service Center.
- ❑ Hire Maintenance Technician for Service Center.
- ❑ Complete Engineering for the new Wastewater Treatment Plant.
- ❑ Replace tables and chairs in classroom.
- ❑ Install new flooring in Street and Water/Sewer buildings.
- ❑ Continue with Sanitary Sewer Overflow Initiative Program tracking and reporting.
- ❑ Paint and repair Administration building walls and door frames.

City of Conroe
Water and Sewer Operating Fund

Public Works
0002-2810

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|---|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERSONNEL SERVICES | | | | |
| Executive Director of Infrastructure Services | 0 | 0 | 1 | 1 |
| Director of Public Works | 1 | 1 | 0 | 0 |
| Assistant Public Works Director-Operations | 0 | 0 | 0 | 1 |
| Assistant Public Works Director-Engineer | 1 | 1 | 1 | 0 |
| Administrative Coordinator | 0 | 0 | 1 | 1 |
| Secretary II | 1 | 1 | 0 | 0 |
| Secretary I | 2 | 2 | 3 | 3 |
| TOTAL PERSONNEL SERVICES | 5 | 5 | 6 | 6 |

*Transferred Secretary I position from Department 2881 to 2810 FY 13-14

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|-----------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Work Orders Issued | 5,100 | 6,565 | 6,050 | 6,100 |
| Customer Call Backs | 750 | 1,164 | 1,250 | 1,200 |
| Project Reports | 100 | 168 | 125 | 100 |
| Call Center Calls Taken | 2,240 | 2,321 | 7,700 | 8,500 |

CITY OF CONROE
FY 2014-2015
0002-2810

BUDGET LINE ITEMS

| FUND: W&S OPERATING FUND DEPARTMENT: PUBLIC WORKS DIVISION: PUBLIC WORKS | | | | | | | |
|--|------------------|------------------|------------------|------------------|-----------------|-----------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$367,359 | \$417,104 | \$396,698 | \$383,450 | \$0 | \$0 | \$383,450 |
| 7012 Salaries - Part Time | \$186 | \$0 | \$1,000 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$183 | \$1,100 | \$1,068 | \$1,100 | \$0 | \$0 | \$1,100 |
| 7025 Social Security | \$26,348 | \$37,581 | \$30,139 | \$32,494 | \$0 | \$0 | \$32,494 |
| 7030 Retirement & Pension | \$78,007 | \$70,167 | \$68,069 | \$62,824 | \$0 | \$0 | \$62,824 |
| 7035 Workers Compensation | \$3,726 | \$5,545 | \$4,156 | \$4,657 | \$0 | \$0 | \$4,657 |
| 7040 Employee Insurance | \$43,024 | \$51,480 | \$48,330 | \$51,480 | \$0 | \$0 | \$51,480 |
| PERSONNEL SERVICES SUBTOTAL | \$518,833 | \$582,977 | \$549,460 | \$536,005 | \$0 | \$0 | \$536,005 |
| 7110 Office Supplies | \$7,063 | \$7,000 | \$7,000 | \$7,000 | \$0 | \$0 | \$7,000 |
| 7140 Wearing Apparel | \$2,376 | \$5,000 | \$600 | \$5,000 | \$0 | \$0 | \$5,000 |
| 7160 Vehicle Operations | \$5,963 | \$6,000 | \$4,500 | \$6,000 | \$0 | \$0 | \$6,000 |
| 7170 Vehicle Repairs | \$198 | \$1,000 | \$1,000 | \$1,000 | \$0 | \$0 | \$1,000 |
| 7180 Equipment Repairs | \$741 | \$2,500 | \$2,500 | \$2,500 | \$0 | \$0 | \$2,500 |
| 7190 Radio Repairs | \$0 | \$200 | \$0 | \$200 | \$0 | \$0 | \$200 |
| 7200 Operating Supplies | \$17,994 | \$30,205 | \$31,000 | \$30,205 | \$5,000 | \$0 | \$35,205 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$3,000 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$58,000 | \$58,000 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$4,412 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$34,335 | \$51,905 | \$54,012 | \$51,905 | \$5,000 | \$58,000 | \$114,905 |
| 8010 Utilities | \$64,043 | \$61,000 | \$61,000 | \$61,000 | \$0 | \$0 | \$61,000 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$918 | \$1,500 | \$1,500 | \$1,500 | \$0 | \$0 | \$1,500 |
| 8050 Travel & Training | \$5,573 | \$18,945 | \$15,000 | \$18,945 | \$0 | \$0 | \$18,945 |
| 8060 Contract Services | \$92,675 | \$127,059 | \$139,000 | \$93,300 | \$36,000 | \$0 | \$129,300 |
| CONTRACTUAL SUBTOTAL | \$163,209 | \$208,504 | \$216,500 | \$174,745 | \$36,000 | \$0 | \$210,745 |
| 9030 Improvements > \$5,000 | \$0 | \$25,000 | \$50,000 | \$0 | \$0 | \$0 | \$0 |
| 9031 Improvements < \$5,000 | \$83,844 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$8,014 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$8,199 | \$106,500 | \$106,000 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$100,057 | \$131,500 | \$156,000 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0002-2810 | \$816,434 | \$974,886 | \$975,972 | \$762,655 | \$41,000 | \$58,000 | \$861,655 |

CITY OF CONROE
FY 2014-2015
0002-2810

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|------|------|--|-----------------------|------------------------------------|-----------------|
| 2374 | 1 | Replace Tables And Chairs In Classroom | Replacement Equipment | 7253 Furniture & Fixtures <\$5,000 | \$58,000 |
| | | | | Request Total | \$58,000 |

| | | |
|-------------------|----------------------------|-----------------|
| 1 Requests | Total for 0002-2810 | \$58,000 |
|-------------------|----------------------------|-----------------|

Water Conservation

Executive Director of Infrastructure Services

Environmental / Water Conservation Manager

This Department has developed new water conservation billing inserts, brochures and ads and participated in updating the Drought Contingency Plan for the City. The Water Conservation Manager promotes water conservation throughout Montgomery County through a newly formed alliance with both Lone Star Groundwater Conservation District and San Jacinto River Authority. The Water Conservation Advisory Board that was formed by this department will continue to explore new and cutting edge water conservation methods and technology.

Water Conservation

Accomplishments for FY 2013-2014

- ✓ Conducted training sessions for the public on the use of their irrigation controller box and sessions on optimizing their irrigation systems.
- ✓ The Advisory Board and City Council were kept informed on new cutting edge water conservation projects that would benefit the City of Conroe.
- ✓ Held several meetings throughout the city to inform residents and Property Owners Association's / Home Owners Association's (POA/HOA) about Water Conservation and the new Year Round watering restrictions.
- ✓ Expanded the Water Conservation Advisory Board to include 3 new members including the Texas A&M AgriLife Extension Service County Extension Agent.
- ✓ Held the 2nd meeting for large permitted industrial users.
- ✓ Developed advertisements and billing inserts for the new Year Round watering restrictions.
- ✓ The alliance formed with both San Jacinto River Authority (SJRA) and Lone Star Groundwater Conservation District (LSGCD) resulted in the LSGCD purchasing a new ET weather station that will be used by the City of Conroe and The Woodlands to further promote water conservation.
- ✓ Implemented a very successful city wide rainwater harvesting program.

Goals & Objectives for FY 2014-2015

- ❑ Make available the weekly watering recommendations from the ET weather station through several venues including the city website, the Courier and phone apps.
- ❑ Continue monitoring water saved by the implementation of the Year Round Water Restrictions.
- ❑ Continue to inform Advisory Board and City Council of new cutting edge water conservation projects that would benefit the City of Conroe.
- ❑ Continue to make calls with LSGCD & SJRA in promoting water conservation to Municipal Utility District's, investor owned utilities and cities within Montgomery County.

City of Conroe
Water and Sewer Operating Fund

Water Conservation
0002-2811

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|----------------------------|---|---|--|---|
| PERSONNEL SERVICES | | | | |
| Water Conservation Manager | 0 | 1 | 1 | 1 |
| TOTAL FULL TIME | 0 | 1 | 1 | 1 |

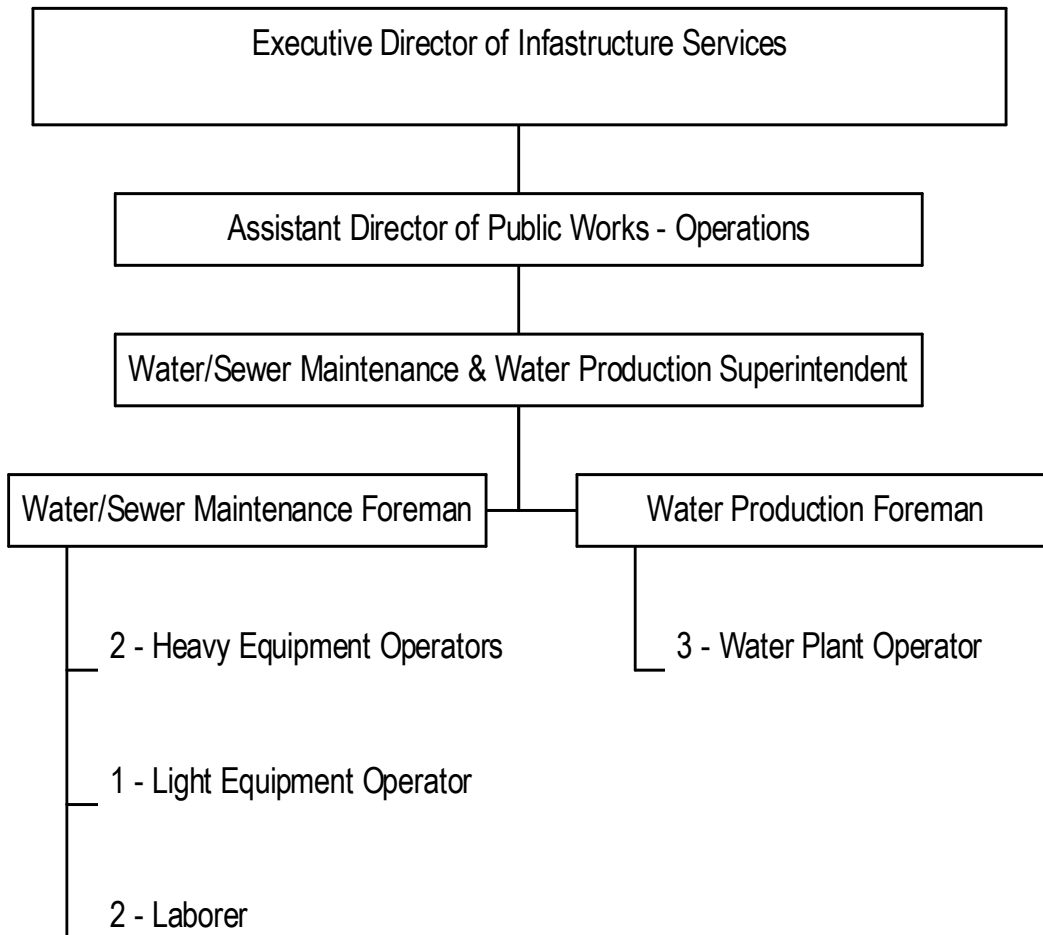
| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|---|---|---|--|---|
| PERFORMANCE MEASURES | | | | |
| Advertisement & Billing Insert Mailouts | 6 | 12 | 6 | 6 |
| New Water Conservation Programs | 4 | 8 | 6 | 6 |
| Conservation Meetings Held | 20 | 36 | 36 | 36 |

CITY OF CONROE
FY 2014-2015
0002-2811

BUDGET LINE ITEMS

| FUND: W&S OPERATING FUND | | DEPARTMENT: WATER CONSERVATION | | DIVISION: WATER CONSERVATION | | | |
|--------------------------------------|------------------|--------------------------------|------------------|------------------------------|------------|--------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$63,573 | \$67,248 | \$67,248 | \$69,663 | \$0 | \$0 | \$69,663 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7025 Social Security | \$4,783 | \$6,120 | \$6,120 | \$5,887 | \$0 | \$0 | \$5,887 |
| 7030 Retirement & Pension | \$9,165 | \$11,346 | \$11,346 | \$11,312 | \$0 | \$0 | \$11,312 |
| 7035 Workers Compensation | \$177 | \$905 | \$905 | \$846 | \$0 | \$0 | \$846 |
| 7040 Employee Insurance | \$7,941 | \$8,580 | \$8,580 | \$8,580 | \$0 | \$0 | \$8,580 |
| PERSONNEL SERVICES SUBTOTAL | \$85,639 | \$94,199 | \$94,199 | \$96,288 | \$0 | \$0 | \$96,288 |
| 7110 Office Supplies | \$1,645 | \$7,200 | \$7,200 | \$7,200 | \$0 | \$0 | \$7,200 |
| 7140 Wearing Apparel | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7160 Vehicle Operations | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$16,559 | \$6,121 | \$6,121 | \$6,121 | \$0 | \$0 | \$6,121 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$18,204 | \$13,321 | \$13,321 | \$13,321 | \$0 | \$0 | \$13,321 |
| 8010 Utilities | \$313 | \$500 | \$500 | \$500 | \$0 | \$0 | \$500 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$4,394 | \$12,776 | \$12,776 | \$2,776 | \$0 | \$0 | \$2,776 |
| 8060 Contract Services | \$12,151 | \$30,400 | \$30,400 | \$30,400 | \$0 | \$0 | \$30,400 |
| CONTRACTUAL SUBTOTAL | \$16,858 | \$43,676 | \$43,676 | \$33,676 | \$0 | \$0 | \$33,676 |
| 9040 Furniture & Fixtures > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures < \$5,000 | \$425 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment < \$5,000 | \$3,739 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles < \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$4,164 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0002-2811 | \$124,865 | \$151,196 | \$151,196 | \$143,285 | \$0 | \$0 | \$143,285 |

Water



The Water Department provides installation of large meter service and lines to residential and commercial customers. They participate in the relocating of lines, repair of broken lines, replacement of faulty meters, and new construction. The Water Production division of this department maintains fifteen active City of Conroe water wells and storage tank facilities and is working on three new additional water plant facilities for a total of eighteen sites.

Water

Accomplishments for FY 2013-2014

- ✓ Received from TCEQ the “Outstanding Public Drinking Water System” award.
- ✓ Received from TCEQ the “Innovative and Proactive Water System” award.
- ✓ Maintained water tap and waterline work order completion time to a minimum.
- ✓ Completed the Water Well rehabilitation for Well #14, Well #17 and Well #12.
- ✓ Updated water system mapping.
- ✓ Maintained Superior Water rating through Texas Commission on Environmental Quality (TCEQ).
- ✓ Completed 600 ft. 8” waterline extension down Bowman St. for fire protection.
- ✓ Completed 350 ft. 8” waterline extension down 2nd St. for fire protection.
- ✓ Completed 9 large meter vault installations.
- ✓ Took over FM1488 water system and brought it up to code with TCEQ and started a corrosion control program.
- ✓ Changed out all 15 Water Well meters and installed Mag meters with SCADA capabilities.
- ✓ Maintained a 1% water loss ratio for the year.
- ✓ Kept Hydrant maintenance and GIS locating program going.
- ✓ Completed 8335 Water Utility Locates.
- ✓ Maintained the Safety Program for the Public Works Department.

Goals & Objectives for FY 2014-2015

- Keep water distribution maps updated.
- Complete construction of Water Well #23 and Water Well #24.
- Maintain and rehabilitate Water Well buildings.
- Keep water wells up to Texas Commission on Environmental Quality compliance code.
- Maintain GIS locates on valve and hydrant locations and maintenance (CarteGraph)

City of Conroe

Water and Sewer Operating Fund

Water 0002-2820

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Water/Sewer Superintendent | 1 | 1 | 1 | 1 |
| Water Maintenance Foreman | 1 | 1 | 1 | 1 |
| Water Production Foreman | 1 | 1 | 1 | 1 |
| Heavy Equipment Operator | 2 | 2 | 2 | 2 |
| Light Equipment Operator/Driver | 2 | 2 | 2 | 1 |
| Laborer | 5 | 5 | 5 | 2 |
| Water Plant Operator | 3 | 3 | 3 | 3 |
| TOTAL PERSONNEL SERVICES | 15 | 15 | 15 | 11 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--------------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Water locates | 6,336 | 8,335 | 8,300 | 8,500 |
| Water taps | 156 | 187 | 180 | 200 |
| Water main extensions (linear feet) | 1,020 | 500 | 950 | 1,000 |
| Water leak repairs | 783 | 744 | 696 | 800 |
| Gallons water produced (in billions) | 3.538 | 3.523 | 3.600 | 3.600 |

*Effective October 1, 2014, all remaining employees from the Water & Sewer Maintenance Department were moved to the Project Construction Department.

CITY OF CONROE
FY 2014-2015
0002-2820

BUDGET LINE ITEMS

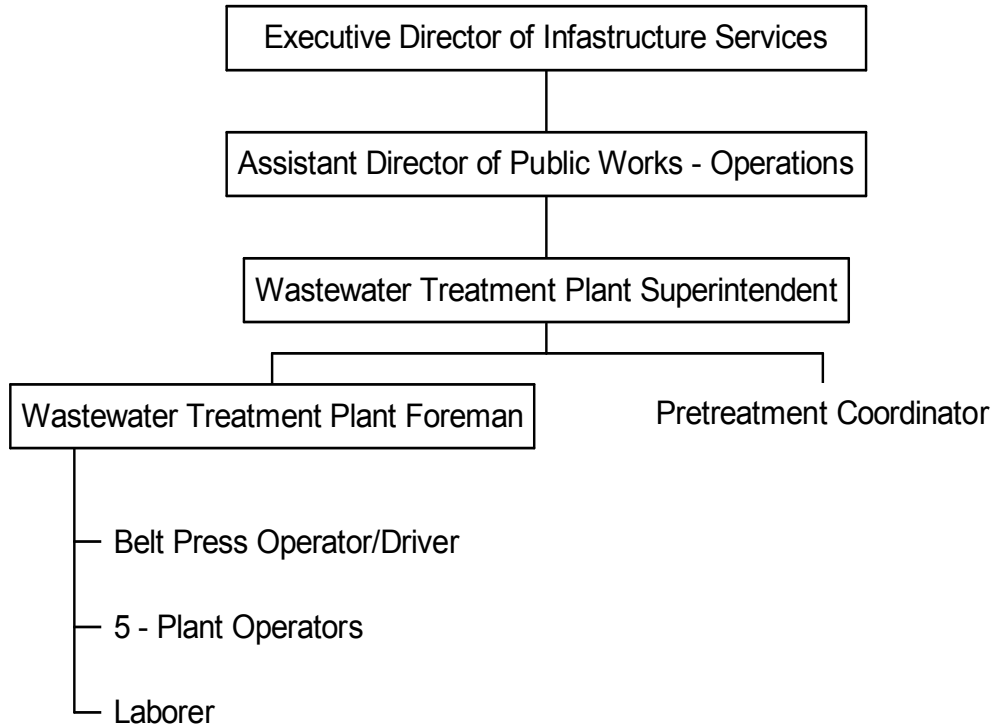
| FUND: W&S OPERATING FUND DEPARTMENT: WATER DIVISION: WATER | | | | | | | |
|--|--------------------|--------------------|--------------------|--------------------|-----------------|------------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$555,169 | \$634,713 | \$570,000 | \$539,031 | \$0 | \$0 | \$539,031 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$51,207 | \$65,000 | \$51,000 | \$65,000 | \$0 | \$0 | \$65,000 |
| 7025 Social Security | \$43,149 | \$63,674 | \$43,000 | \$51,041 | \$0 | \$0 | \$51,041 |
| 7030 Retirement & Pension | \$78,097 | \$119,179 | \$90,000 | \$98,662 | \$0 | \$0 | \$98,662 |
| 7035 Workers Compensation | \$6,212 | \$8,546 | \$13,000 | \$6,546 | \$0 | \$0 | \$6,546 |
| 7040 Employee Insurance | \$101,669 | \$128,700 | \$110,000 | \$94,380 | \$0 | \$0 | \$94,380 |
| PERSONNEL SERVICES SUBTOTAL | \$835,503 | \$1,019,812 | \$877,000 | \$854,660 | \$0 | \$0 | \$854,660 |
| 7110 Office Supplies | \$2,076 | \$3,000 | \$2,700 | \$3,000 | \$0 | \$0 | \$3,000 |
| 7140 Wearing Apparel | \$6,430 | \$7,000 | \$6,500 | \$7,000 | \$0 | \$0 | \$7,000 |
| 7160 Vehicle Operations | \$106,221 | \$117,118 | \$107,000 | \$117,118 | \$0 | \$0 | \$117,118 |
| 7170 Vehicle Repairs | \$2,370 | \$8,000 | \$6,500 | \$8,000 | \$0 | \$0 | \$8,000 |
| 7180 Equipment Repairs | \$34,319 | \$58,127 | \$45,000 | \$58,127 | \$0 | \$0 | \$58,127 |
| 7190 Radio Repairs | \$0 | \$288 | \$288 | \$288 | \$0 | \$0 | \$288 |
| 7200 Operating Supplies | \$576,632 | \$698,402 | \$577,000 | \$699,796 | \$0 | \$0 | \$699,796 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$1,394 | \$4,000 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$728,048 | \$893,329 | \$748,988 | \$893,329 | \$0 | \$0 | \$893,329 |
| 8010 Utilities | \$868,299 | \$1,025,000 | \$880,000 | \$1,025,000 | \$0 | \$0 | \$1,025,000 |
| 8020 Insurance and Bonds | \$2,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$506 | \$8,000 | \$4,000 | \$8,000 | \$0 | \$0 | \$8,000 |
| 8050 Travel & Training | \$7,412 | \$8,223 | \$7,400 | \$8,223 | \$0 | \$0 | \$8,223 |
| 8060 Contract Services | \$546,117 | \$1,047,112 | \$1,037,107 | \$723,907 | \$23,400 | \$0 | \$747,307 |
| CONTRACTUAL SUBTOTAL | \$1,424,334 | \$2,088,335 | \$1,928,507 | \$1,765,130 | \$23,400 | \$0 | \$1,788,530 |
| 9030 Improvements >\$5,000 | \$289,825 | \$43,510 | \$43,510 | \$0 | \$0 | \$200,000 | \$200,000 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$173,417 | \$0 | \$11,000 | \$0 | \$0 | \$100,000 | \$100,000 |
| 9051 Machinery & Equipment <\$5,000 | \$39,189 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$2,224 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9101 CIP Allocation | (\$60,167) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$444,488 | \$43,510 | \$54,510 | \$0 | \$0 | \$300,000 | \$300,000 |
| TOTAL 0002-2820 | \$3,432,373 | \$4,044,986 | \$3,609,005 | \$3,513,119 | \$23,400 | \$300,000 | \$3,836,519 |

CITY OF CONROE
FY 2014-2015
0002-2820

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|------|---------------------------------------|----------------------------|---|-------------------------------|
| 2624 | 1 | Robinwood Elevated Storage Tank Rehab | Enhanced Program | 9030 IMPROVEMENTS >\$5,000 Request Total | \$200,000 \$200,000 |
| 1539 | 2 | 500 Hp Water Well Motor | New Equipment | 9050 MACHINERY & EQUIPMENT >\$5,000 Request Total | \$100,000 \$100,000 |
| 2 Requests | | | Total for 0002-2820 | | \$300,000 |

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 2013-2014

- ✓ The Wastewater Treatment Plant (WWTP) discharged the highest quality effluent into the San Jacinto River ensuring a safe environment for the citizens of Conroe and State of Texas.
- ✓ Treated approximately 2.51 billion gallons of wastewater.
- ✓ Processed and disposed of approximately 12,700 cubic yards of municipal biosolids.
- ✓ Renewed NPDES Water Quality Permit for Southwest Regional WWTP.
- ✓ Continued to utilize computerized maintenance software for the wastewater plant.
- ✓ Progressed to 50% on the Capital Improvement Project for wastewater plant improvements.
- ✓ Completed security system upgrade Phase III for WWTP.
- ✓ Completed the transition of disposing biosolids at Waste Management Security Landfill and commenced the disposing biosolids at the New Earth composting complex in Conroe.

Goals & Objectives for FY 2014-2015

- ❑ Continue to discharge the highest quality effluent from the Wastewater Treatment Plant into the San Jacinto River ensuring a safe environment for the citizens of Conroe and State of Texas.
- ❑ Treat approximately 2.65 billion gallons of wastewater.
- ❑ Process and dispose of approximately 13,100 cubic yards of Municipal Biosolids.
- ❑ Capital Improvement Project for wastewater plant improvements will reach 75% progress.
- ❑ Decommission Longmire on Lake Conroe Wastewater Treatment Plant (LOLC) and re-route wastewater flow the City of Conroe wastewater collection system and the Southwest Regional Wastewater Treatment Facility.

City of Conroe
Water and Sewer Operating Fund

Wastewater Treatment Plant
0002-2881

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|---------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERSONNEL SERVICES | | | | |
| WWTP Superintendent | 1 | 1 | 1 | 1 |
| Pre-Treatment Coordinator | 1 | 1 | 1 | 1 |
| WWTP Foreman | 1 | 1 | 1 | 1 |
| Operator | 5 | 5 | 5 | 5 |
| Secretary I | 1 | 1 | 0 | 0 |
| Laborer | 1 | 1 | 1 | 1 |
| Driver/Press Operator | 1 | 1 | 1 | 1 |
| TOTAL PERSONNEL SERVICES | 11 | 11 | 10 | 10 |

The Secretary I position was transferred to Department 2810 in FY 13-14

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|---|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Treated wastewater discharged (in billion gallons) | 2.627 | 2.367 | 2.516 | 2.557 |
| Sludge hauled (cubic yards) | 8,768 | 10,175 | 12,700 | 13,083 |
| Grit hauled (cubic yards) | 685 | 417 | 352 | 311 |

CITY OF CONROE
FY 2014-2015
0002-2881

BUDGET LINE ITEMS

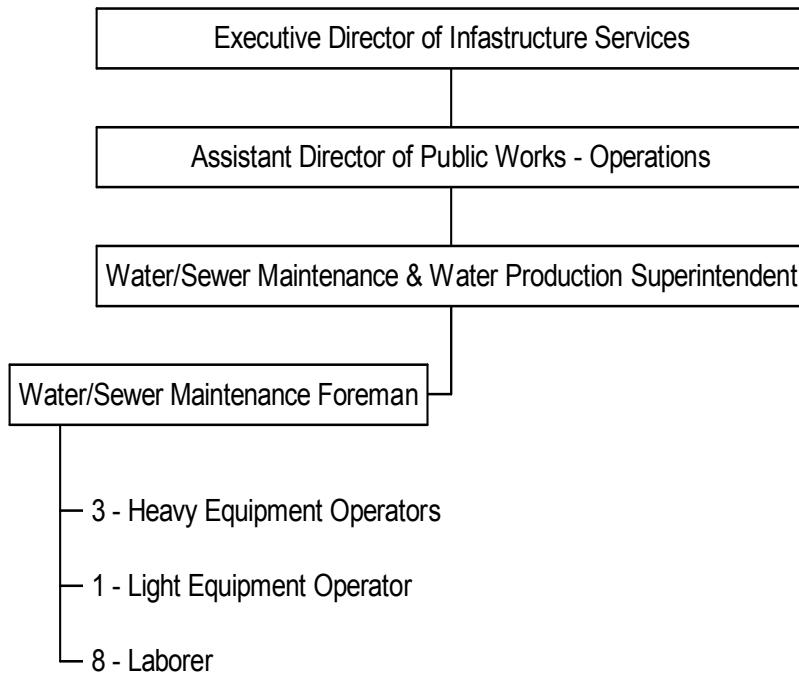
FUND: W&S OPERATING FUND

DEPARTMENT: WASTEWATER TREATMENT PLANT

DIVISION: WWTP

| | 2013 | 2014 | | 2015 | | | |
|--|--------------------|--------------------|--------------------|--------------------|------------------|--------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$513,431 | \$502,965 | \$467,265 | \$520,345 | \$0 | \$0 | \$520,345 |
| 7020 Overtime | \$21,211 | \$26,000 | \$19,599 | \$26,000 | \$0 | \$0 | \$26,000 |
| 7025 Social Security | \$39,038 | \$48,136 | \$35,873 | \$46,166 | \$0 | \$0 | \$46,166 |
| 7030 Retirement & Pension | \$72,336 | \$90,053 | \$82,499 | \$89,242 | \$0 | \$0 | \$89,242 |
| 7035 Workers Compensation | \$5,147 | \$6,772 | \$5,075 | \$6,319 | \$0 | \$0 | \$6,319 |
| 7040 Employee Insurance | \$90,362 | \$85,800 | \$97,750 | \$85,800 | \$0 | \$0 | \$85,800 |
| PERSONNEL SERVICES SUBTOTAL | \$741,525 | \$759,726 | \$708,061 | \$773,872 | \$0 | \$0 | \$773,872 |
| 7110 Office Supplies | \$4,515 | \$4,000 | \$3,550 | \$3,200 | \$0 | \$0 | \$3,200 |
| 7140 Wearing Apparel | \$3,629 | \$3,500 | \$4,306 | \$4,300 | \$0 | \$0 | \$4,300 |
| 7160 Vehicle Operations | \$49,115 | \$35,500 | \$29,000 | \$32,500 | \$0 | \$0 | \$32,500 |
| 7170 Vehicle Repairs | \$3,188 | \$4,000 | \$3,450 | \$4,000 | \$0 | \$0 | \$4,000 |
| 7180 Equipment Repairs | \$81,192 | \$55,000 | \$78,500 | \$55,000 | \$50,000 | \$0 | \$105,000 |
| 7190 Radio Repairs | \$0 | \$1,000 | \$750 | \$1,000 | \$0 | \$0 | \$1,000 |
| 7200 Operating Supplies | \$185,948 | \$173,075 | \$167,400 | \$176,075 | \$0 | \$0 | \$176,075 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$327,587 | \$276,075 | \$286,956 | \$276,075 | \$50,000 | \$0 | \$326,075 |
| 8010 Utilities | \$431,191 | \$436,616 | \$414,060 | \$436,616 | \$0 | \$0 | \$436,616 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$721 | \$4,000 | \$3,800 | \$4,000 | \$0 | \$0 | \$4,000 |
| 8050 Travel & Training | \$8,567 | \$7,230 | \$6,200 | \$7,365 | \$0 | \$0 | \$7,365 |
| 8060 Contract Services | \$358,969 | \$387,628 | \$439,350 | \$294,177 | \$130,000 | \$0 | \$424,177 |
| CONTRACTUAL SUBTOTAL | \$799,448 | \$835,474 | \$863,410 | \$742,158 | \$130,000 | \$0 | \$872,158 |
| 9010 Land >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$15,000 | \$14,086 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$7,479 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$7,479 | \$15,000 | \$14,086 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0002-2881 | \$1,876,039 | \$1,886,275 | \$1,872,513 | \$1,792,105 | \$180,000 | \$0 | \$1,972,105 |

Sewer



The Sewer Department performs sewer line maintenance as well as installation of sewer taps to residential and commercial customers and they also perform 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 2013-2014

- ✓ Maintained sewer tap and sewer line work order completion time to a minimum.
- ✓ Completed specifications for coating rehab work on 55 manhole rehabs for SSOI to be bid in March for Mill Town, Kenwood, Pine Crest, and N. Thompson.
- ✓ Completed specifications for slip-line rehab work on 16 manhole rehabs for SSOI.
- ✓ Updated sanitary sewer map books.
- ✓ Continued on-going inspection of easements for inflow & infiltration issues.
- ✓ Relocated sewer line along FM 3083 & 75 N.
- ✓ Completed Inflow and Infiltration study on Sanitary Sewer Overflow Initiative Section 6 and started repairs.
- ✓ Maintained the Safety Program for the Public Works Department.
- ✓ Completed Gladstell St. @ I-45 200 ft. Sewer extension.
- ✓ Completed Callahan @ Holder 300 Ft. Sewer extension.

Goals & Objectives for FY 2014-2015

- ❑ Keep sewer collection maps updated.
- ❑ Continue to keep sewer maintenance work order completion time to a minimum.
- ❑ Inspect and rehabilitate 50 sanitary sewer manholes.
- ❑ Inspect by camera 7,500 linear feet of sanitary sewer mains.
- ❑ Continue to implement Sanitary Sewer Overflow Initiative plan.
- ❑ Start data collection on sanitary sewer manholes (CarteGraph).
- ❑ Start smoke testing in Sanitary Sewer Overflow Initiative Section 7.
- ❑ Sewer extension in Longwood Subdivision.

City of Conroe Water and Sewer Operating Fund

Sewer 0002-2882

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Superintendent Water/Sewer | 1 | 1 | 1 | 0 |
| Foreman Water/Sewer | 1 | 1 | 1 | 0 |
| Heavy Equipment Operator | 5 | 5 | 5 | 3 |
| Laborer | 11 | 11 | 11 | 8 |
| Light Equipment Operator | 2 | 2 | 2 | 1 |
| TOTAL PERSONNEL SERVICES | 20 | 20 | 20 | 12 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|-----------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Sewer locates | 6,336 | 8,335 | 8,300 | 8,500 |
| Sewer taps | 81 | 82 | 106 | 100 |
| Sewer main extensions | 0 | 400 | 500 | 1,000 |
| Sewer main repairs | 57 | 50 | 50 | 150 |
| Sewer stopups | 333 | 309 | 318 | 400 |
| Sewer mains cleaned (linear feet) | 791,215 | 471,653 | 650,000 | 700,000 |

*Effective October 1, 2014, all remaining employees from the Water & Sewer Maintenance Department were moved to the Project Construction Department.

CITY OF CONROE
FY 2014-2015
0002-2882

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND DEPARTMENT: SEWER DIVISION: SEWER

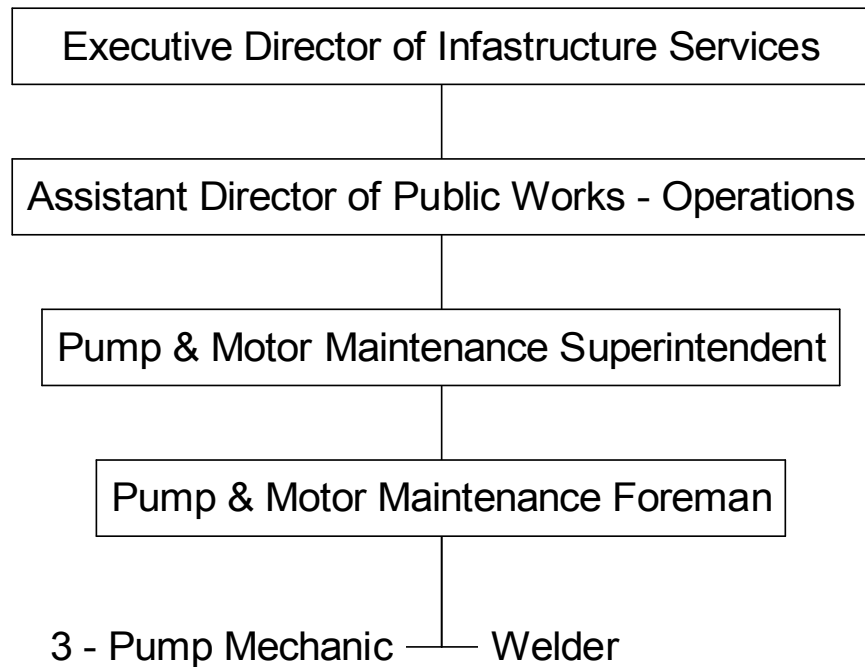
| | 2013 | 2014 | | 2015 | | | |
|--|--------------------|--------------------|--------------------|--------------------|------------|------------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$510,218 | \$731,095 | \$622,000 | \$387,740 | \$0 | \$0 | \$387,740 |
| 7020 Overtime | \$50,121 | \$55,666 | \$51,500 | \$55,666 | \$0 | \$0 | \$55,666 |
| 7025 Social Security | \$42,878 | \$71,595 | \$61,000 | \$37,468 | \$0 | \$0 | \$37,468 |
| 7030 Retirement & Pension | \$69,429 | \$134,136 | \$100,000 | \$72,792 | \$0 | \$0 | \$72,792 |
| 7035 Workers Compensation | \$7,098 | \$9,843 | \$14,700 | \$4,709 | \$0 | \$0 | \$4,709 |
| 7040 Employee Insurance | \$110,690 | \$171,600 | \$146,000 | \$102,960 | \$0 | \$0 | \$102,960 |
| PERSONNEL SERVICES SUBTOTAL | \$790,434 | \$1,173,935 | \$995,200 | \$661,335 | \$0 | \$0 | \$661,335 |
| 7110 Office Supplies | \$1,160 | \$2,800 | \$2,000 | \$2,800 | \$0 | \$0 | \$2,800 |
| 7140 Wearing Apparel | \$4,935 | \$8,000 | \$6,000 | \$8,000 | \$0 | \$0 | \$8,000 |
| 7160 Vehicle Operations | \$183,522 | \$190,034 | \$185,000 | \$190,034 | \$0 | \$0 | \$190,034 |
| 7170 Vehicle Repairs | \$16,802 | \$48,669 | \$43,000 | \$48,669 | \$0 | \$0 | \$48,669 |
| 7180 Equipment Repairs | \$5,286 | \$6,000 | \$6,000 | \$6,000 | \$0 | \$0 | \$6,000 |
| 7190 Radio Repairs | \$186 | \$500 | \$500 | \$500 | \$0 | \$0 | \$500 |
| 7200 Operating Supplies | \$63,291 | \$123,368 | \$117,000 | \$124,883 | \$0 | \$0 | \$124,883 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$1,515 | \$3,650 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$275,182 | \$380,886 | \$363,150 | \$380,886 | \$0 | \$0 | \$380,886 |
| 8010 Utilities | \$2,437 | \$4,600 | \$4,600 | \$4,600 | \$0 | \$0 | \$4,600 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$3,137 | \$3,500 | \$2,000 | \$3,500 | \$0 | \$0 | \$3,500 |
| 8050 Travel & Training | \$5,622 | \$9,457 | \$8,000 | \$9,457 | \$0 | \$0 | \$9,457 |
| 8060 Contract Services | \$43,547 | \$173,524 | \$165,000 | \$63,524 | \$0 | \$110,000 | \$173,524 |
| CONTRACTUAL SUBTOTAL | \$54,743 | \$191,081 | \$179,600 | \$81,081 | \$0 | \$110,000 | \$191,081 |
| 9030 Improvements >\$5,000 | \$79,440 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$56,000 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$4,838 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$175,000 | \$175,000 |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9101 CIP Allocation | (\$78,240) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$6,038 | \$0 | \$56,000 | \$0 | \$0 | \$175,000 | \$175,000 |
| TOTAL 0002-2882 | \$1,126,397 | \$1,745,902 | \$1,593,950 | \$1,123,302 | \$0 | \$285,000 | \$1,408,302 |

CITY OF CONROE
FY 2014-2015
0002-2882

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|--|----------------------------|--|-------------------------------|
| 901 | 2 | T V Inspection Of 48 Inch Sewer Trunk Mains | Enhanced Program | 8060 CONTRACT SERVICES Request Total | \$110,000 \$110,000 |
| 843 | 4 | Jet Truck | New Equipment | 9060 VEHICLES >\$5,000 Request Total | \$175,000 \$175,000 |
| 2 Requests | | | Total for 0002-2882 | | \$285,000 |

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 fifty-six lift stations, seventeen water wells, one wastewater treatment plant, five fire stations, one 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 nine parks. The staff is also responsible for trimming around streetlights. The Welder is responsible for welding all equipment, road bores, water drops and for Public Works and does fabrication and repair welding for all departments within the City.

Pump & Motor Maintenance

Accomplishments for FY 2013-2014

- ✓ Built new liftstation on FM 3083 at Fuel Maxx center.
- ✓ Attended training for Pumps and Motors.
- ✓ Installed Supervisory Control and Data Acquisitions (SCADA) at 2 lift stations.
- ✓ Worked on and kept up with the Sanitary Sewer Overflow Initiative.
- ✓ Maintained 56 lift stations, 17 water wells, wastewater treatment plant, all parks and recreation buildings, fire stations, police department and city buildings.

Goals & Objectives for FY 2014-2015

- ❑ Keep all liftstations and water wells in operation.
- ❑ Build 5 new liftstations.
- ❑ Build two new water wells.
- ❑ Remove Forest Estates 1, Forest Estates 2, Longwood, Brown Road, Country Club, FM 2854, White Oak, Pebble glen 1,2,and 3, Longmire way, Longmire point and 6 Teaswood lift stations from service.
- ❑ Work on and keep up with the Sanitary Sewer Overflow Initiative.
- ❑ Install 9 new generators at liftstations.

City of Conroe
Water and Sewer Operating Fund

Pump & Motor Maintenance
0002-2883

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|---|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERSONNEL SERVICES | | | | |
| Superintendent | 1 | 1 | 1 | 1 |
| Pump Motor & Signal Maintenance Foreman | 1 | 1 | 1 | 1 |
| Pump Mechanic | 2 | 2 | 3 | 3 |
| Laborer | 2 | 2 | 0 | 0 |
| Welder | 1 | 1 | 1 | 1 |
| Journeyman Electrician | 0 | 0 | 0 | 0 |
| TOTAL PERSONNEL SERVICES | 7 | 7 | 6 | 6 |

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|-----------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Maintenance work orders | 480 | 500 | 515 | 560 |
| Daily maintenance of Liftstations | 54 | 56 | 56 | 56 |
| New Construction | 2 | 2 | 2 | 1 |
| | 2 | 3 | 2 | 3 |
| Welding/Fabrication | 4 | 2 | 4 | 6 |
| | 10 | 10 | 25 | 30 |
| | 6 | 5 | 4 | 4 |
| | 175 | 150 | 200 | 250 |
| Water well rehab | 2 | 0 | 0 | 6 |
| Liftstation rehab | 6 | 4 | 6 | 5 |

CITY OF CONROE
FY 2014-2015
0002-2883

BUDGET LINE ITEMS

| FUND: W&S OPERATING FUND DEPARTMENT: PUMP & MOTOR MAINTENANCE DIVISION: PUMP & MOTOR MAINT | | | | | | | |
|---|------------------|------------------|------------------|------------------|------------|---------------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$329,528 | \$331,794 | \$327,073 | \$345,442 | \$0 | \$0 | \$345,442 |
| 7020 Overtime | \$25,641 | \$27,200 | \$22,560 | \$27,200 | \$0 | \$0 | \$27,200 |
| 7025 Social Security | \$25,536 | \$32,668 | \$25,011 | \$31,488 | \$0 | \$0 | \$31,488 |
| 7030 Retirement & Pension | \$48,754 | \$60,711 | \$56,870 | \$60,451 | \$0 | \$0 | \$60,451 |
| 7035 Workers Compensation | \$3,360 | \$4,467 | \$3,348 | \$4,195 | \$0 | \$0 | \$4,195 |
| 7040 Employee Insurance | \$51,814 | \$51,480 | \$60,518 | \$51,480 | \$0 | \$0 | \$51,480 |
| PERSONNEL SERVICES SUBTOTAL | \$484,633 | \$508,320 | \$495,380 | \$520,256 | \$0 | \$0 | \$520,256 |
| 7110 Office Supplies | \$1,119 | \$2,500 | \$2,500 | \$2,500 | \$0 | \$0 | \$2,500 |
| 7140 Wearing Apparel | \$2,601 | \$5,000 | \$5,000 | \$5,000 | \$0 | \$0 | \$5,000 |
| 7160 Vehicle Operations | \$34,203 | \$28,000 | \$28,000 | \$28,000 | \$0 | \$0 | \$28,000 |
| 7170 Vehicle Repairs | \$1,133 | \$16,520 | \$15,000 | \$16,520 | \$0 | \$0 | \$16,520 |
| 7180 Equipment Repairs | \$32,652 | \$52,934 | \$54,454 | \$32,934 | \$0 | \$0 | \$32,934 |
| 7190 Radio Repairs | \$0 | \$600 | \$600 | \$600 | \$0 | \$0 | \$600 |
| 7200 Operating Supplies | \$74,057 | \$70,020 | \$69,000 | \$70,020 | \$0 | \$0 | \$70,020 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$20,000 | \$0 | \$0 | \$20,000 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$145,765 | \$175,574 | \$174,554 | \$175,574 | \$0 | \$0 | \$175,574 |
| 8010 Utilities | \$90,285 | \$97,874 | \$97,874 | \$97,874 | \$0 | \$0 | \$97,874 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$500 | \$500 | \$500 | \$0 | \$0 | \$500 |
| 8050 Travel & Training | \$2,885 | \$8,000 | \$8,000 | \$8,000 | \$0 | \$0 | \$8,000 |
| 8060 Contract Services | \$51,477 | \$51,104 | \$51,104 | \$51,104 | \$0 | \$0 | \$51,104 |
| CONTRACTUAL SUBTOTAL | \$144,647 | \$157,478 | \$157,478 | \$157,478 | \$0 | \$0 | \$157,478 |
| 9030 Improvements >\$5,000 | \$1,963 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$41,663 | \$457,830 | \$457,830 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

CITY OF CONROE
FY 2014-2015
0002-2883

BUDGET LINE ITEMS

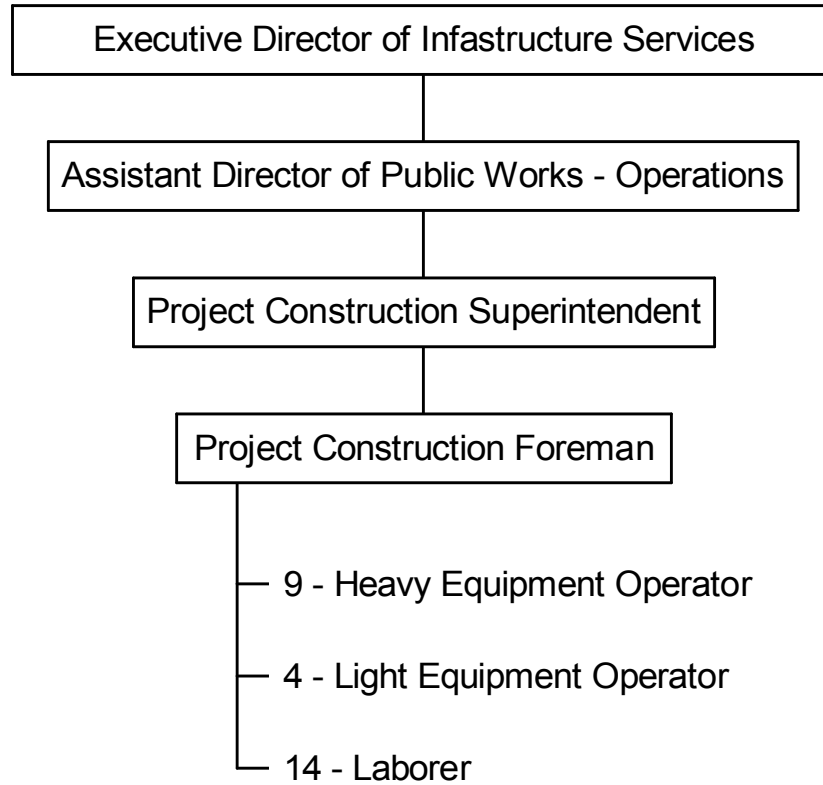
FUND: W&S OPERATING FUND

**DEPARTMENT: PUMP & MOTOR MAINTENANCE
MAINT**

DIVISION: PUMP & MOTOR

| | 2013 | 2014 | | 2015 | | | |
|--------------------------------|------------------|--------------------|--------------------|------------------|------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9101 CIP Allocation | (\$1,963) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$41,663 | \$457,830 | \$457,830 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0002-2883 | \$816,708 | \$1,299,202 | \$1,285,242 | \$853,308 | \$0 | \$0 | \$853,308 |

Project Construction



The Project Construction Department is responsible for the major construction of water and sewer lines that provide safe distribution of water and wastewater to the citizens of Conroe.

Project Construction

Accomplishments for FY 2013-2014

- ✓ Completed White Oak Creek Phase 4 Sewer.
- ✓ Completed Live Oak Creek line D Sewer.
- ✓ Completed F.M. 1314 to Little Caney Creek Sewer.
- ✓ Completed 6" sewer to Candy Cane Park.
- ✓ Completed 1200 feet of 24" sewer on Live Oak Creek project.
- ✓ Completed waterline relocate at Northwest water plant.
- ✓ Completed 24" sewer on I-45 and State highway 105.
- ✓ Completed sewer line extension on Sgt. Ed Holcomb Blvd.

Goals & Objectives for FY 2014-2015

- ❑ Complete numerous Capital Improvements Plan water and sewer projects.
- ❑ Construct and complete any project that needs to be done.
- ❑ Continue to provide a safe work place for all employees.
- ❑ Continue to provide the quality of service to the citizens of Conroe that they expect.
- ❑ Work with every department as a whole, and take on any task that is given to us.

City of Conroe
Water and Sewer Construction Fund Combined

Project Construction
0002-2884

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|---------------------------------|---|---|--|---|
| PERSONNEL SERVICES | | | | |
| Superintendent | 0 | 0 | 0 | 1 |
| Foreman | 0 | 0 | 0 | 1 |
| Heavy Equipment Operator | 0 | 0 | 7 | 9 |
| Light Equipment Operator | 0 | 0 | 2 | 4 |
| Laborer | 0 | 0 | 8 | 14 |
| TOTAL PERSONNEL SERVICES | 0 | 0 | 17 | 29 |

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|--|---|---|--|---|
| PERFORMANCE MEASURES | | | | |
| Water and Sewer Lines Installed (feet) | 48,526 | 25,000 | 24,321 | 25,000 |
| Manholes Installed | 20 | 30 | 40 | 30 |
| Fire Hydrants Installed | 76 | 32 | 15 | 32 |

*Effective October 1, 2014, all remaining employees from the Water & Sewer Maintenance Department were moved to the Project Construction Department.

CITY OF CONROE
FY 2014-2015
0002-2884

BUDGET LINE ITEMS

| FUND: W&S OPERATING FUND DEPARTMENT: PROJECT CONSTRUCTION DIVISION: PROJECT CONSTRUCTION | | | | | | | |
|---|-----------------|--------------------|--------------------|--------------------|------------|---------------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$9,851 | \$633,204 | \$530,894 | \$1,167,192 | \$0 | \$0 | \$1,167,192 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$0 | \$45,400 | \$47,218 | \$45,400 | \$0 | \$0 | \$45,400 |
| 7025 Social Security | \$306 | \$61,753 | \$43,700 | \$102,464 | \$0 | \$0 | \$102,464 |
| 7030 Retirement & Pension | \$718 | \$116,041 | \$99,379 | \$198,741 | \$0 | \$0 | \$198,741 |
| 7035 Workers Compensation | \$0 | \$8,525 | \$6,389 | \$14,174 | \$0 | \$0 | \$14,174 |
| 7040 Employee Insurance | \$10 | \$195,792 | \$153,936 | \$248,820 | \$0 | \$0 | \$248,820 |
| PERSONNEL SERVICES SUBTOTAL | \$10,885 | \$1,060,715 | \$881,516 | \$1,776,791 | \$0 | \$0 | \$1,776,791 |
| 7110 Office Supplies | \$0 | \$4,400 | \$2,500 | \$4,400 | \$0 | \$0 | \$4,400 |
| 7140 Wearing Apparel | \$0 | \$7,260 | \$6,200 | \$9,000 | \$0 | \$0 | \$9,000 |
| 7160 Vehicle Operations | \$0 | \$210,432 | \$220,000 | \$220,432 | \$0 | \$0 | \$220,432 |
| 7170 Vehicle Repairs | \$0 | \$46,000 | \$46,000 | \$46,260 | \$0 | \$0 | \$46,260 |
| 7180 Equipment Repairs | \$0 | \$20,000 | \$5,000 | \$8,000 | \$0 | \$0 | \$8,000 |
| 7190 Radio Repairs | \$0 | \$600 | \$600 | \$600 | \$0 | \$0 | \$600 |
| 7200 Operating Supplies | \$0 | \$47,840 | \$42,000 | \$47,840 | \$0 | \$0 | \$47,840 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$0 | \$336,532 | \$322,300 | \$336,532 | \$0 | \$0 | \$336,532 |
| 8010 Utilities | \$0 | \$800 | \$800 | \$800 | \$0 | \$0 | \$800 |
| 8020 Insurance and Bonds | \$0 | \$8,000 | \$15,000 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$5,000 | \$5,000 | \$5,000 | \$0 | \$0 | \$5,000 |
| 8050 Travel & Training | \$0 | \$6,691 | \$4,500 | \$6,691 | \$0 | \$0 | \$6,691 |
| 8060 Contact Services | \$0 | \$5,670 | \$10,000 | \$5,670 | \$0 | \$0 | \$5,670 |
| CONTRACTUAL SUBTOTAL | \$0 | \$26,161 | \$35,300 | \$18,161 | \$0 | \$0 | \$18,161 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$7,000 | \$0 | \$0 | \$111,000 | \$111,000 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$7,000 | \$0 | \$0 | \$111,000 | \$111,000 |
| 9101 CIP Allocation | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0002-2884 | \$10,885 | \$1,423,408 | \$1,246,116 | \$2,131,484 | \$0 | \$111,000 | \$2,242,484 |

CITY OF CONROE

FY 2014-2015

0002-2884

SUPPLEMENTAL REQUESTS WITH LINE ITEMS

(Active Only)

| ID | Rank | Title | Type | Line Items |
|-------------------|------|-----------------------------|----------------------------|---|
| 2623 | 2 | Road Boring Machine | New Equipment | 9050 MACHINERY & EQUIPMENT \$75,000 >\$5,000 Request Total \$75,000 |
| 2600 | 3 | Variable Well Point Pump | New Equipment | 9050 MACHINERY & EQUIPMENT \$36,000 >\$5,000 Request Total \$36,000 |
| 2 Requests | | | Total for 0002-2884 | \$111,000 |

City of Conroe
Water and Sewer Operating Fund

Water and Sewer Fund Non-Departmental
0002-2900

| <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|---|---|--|---|
|---|---|--|---|

There are no personnel items associated with this department.

CITY OF CONROE
FY 2014-2015
0002-2900

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND

**DEPARTMENT: W/S NON-DEPARTMENTAL
DEPARTMENTAL**

DIVISION: W/S NON-

| | 2013 | 2014 | | 2015 | | | |
|---|---------------------|---------------------|---------------------|---------------------|------------|--------------|---------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$0 | \$47,247 | \$0 | \$75,238 | \$0 | \$0 | \$75,238 |
| 7025 Social Security | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7030 Retirement & Pension | \$0 | \$8,079 | \$0 | \$12,377 | \$0 | \$0 | \$12,377 |
| 7035 Workers Compensation | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7040 EMPLOYEE INSURANCE | \$186,300 | \$196,789 | \$247,214 | \$246,229 | \$0 | \$0 | \$246,229 |
| 7070 Unemployment | \$17,477 | \$20,000 | \$20,000 | \$20,000 | \$0 | \$0 | \$20,000 |
| PERSONNEL SERVICES SUBTOTAL | \$203,777 | \$272,115 | \$267,214 | \$353,844 | \$0 | \$0 | \$353,844 |
| 7110 Office Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$14,074 | \$36,000 | \$36,000 | \$36,000 | \$0 | \$0 | \$36,000 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$14,074 | \$36,000 | \$36,000 | \$36,000 | \$0 | \$0 | \$36,000 |
| 8020 Insurance and Bonds | \$51,544 | \$57,420 | \$65,000 | \$71,500 | \$0 | \$0 | \$71,500 |
| 8030 Legal Services | \$12,017 | \$0 | \$25,000 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8060 Contract Services | \$5,097,586 | \$6,887,503 | \$6,943,777 | \$8,588,515 | \$0 | \$0 | \$8,588,515 |
| 8095 Unallocated Resources | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8511 Depreciation | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8951 Loss-Sale of Cap Assets | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9510 Accounts Charged Off | \$82,758 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$5,243,905 | \$6,944,923 | \$7,033,777 | \$8,660,015 | \$0 | \$0 | \$8,660,015 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$9,047,685 | \$6,543,175 | \$6,543,175 | \$7,256,712 | \$0 | \$0 | \$7,256,712 |
| 8530 Gross Receipts | \$871,010 | \$839,319 | \$839,319 | \$971,090 | \$0 | \$0 | \$971,090 |
| TRANSFERS SUBTOTAL | \$9,918,695 | \$7,382,494 | \$7,382,494 | \$8,227,802 | \$0 | \$0 | \$8,227,802 |
| 9660 Principal-Lease | \$400,613 | \$416,438 | \$416,438 | \$432,887 | \$0 | \$0 | \$432,887 |
| 9670 Interest-Lease | \$167,122 | \$151,298 | \$151,298 | \$134,848 | \$0 | \$0 | \$134,848 |
| DEBT SERVICE SUBTOTAL | \$567,735 | \$567,736 | \$567,736 | \$567,735 | \$0 | \$0 | \$567,735 |
| TOTAL 0002-2900 | \$15,948,186 | \$15,203,268 | \$15,287,221 | \$17,845,396 | \$0 | \$0 | \$17,845,396 |

GENERAL OBLIGATION DEBT SERVICE FUND

FY 14-15 Budget Summary

General Obligation Debt Service Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|-----------------|------------------|
| Beginning Fund Balance: | \$ 8,312,617 | \$ 8,312,617 | \$ 10,534,897 | \$ - | \$ 10,534,897 | \$ - | 0.0% | |
| General Obligation Debt Service Revenues: | | | | | | | | |
| Revenues | \$ 16,220,692 | \$ 10,781,212 | \$ 10,745,521 | \$ 11,576,746 | \$ - | \$ 11,576,746 | \$ 795,534 | 7.4% |
| Total Revenues | \$ 16,220,692 | \$ 10,781,212 | \$ 10,745,521 | \$ 11,576,746 | \$ - | \$ 11,576,746 | \$ 795,534 | 7.4% |
| Total Resources: | \$ 16,220,692 | \$ 19,093,829 | \$ 19,058,138 | \$ 22,111,643 | \$ - | \$ 22,111,643 | \$ 795,534 | 4.2% |
| General Obligation Debt Service Fund Expenditures: | | | | | | | | |
| GO Debt | \$ 15,089,670 | \$ 8,873,324 | \$ 8,523,241 | \$ 10,051,381 | \$ - | \$ 10,074,031 | \$ 1,200,707 | 13.5% |
| Total Expenditures | \$ 15,089,670 | \$ 8,873,324 | \$ 8,523,241 | \$ 10,051,381 | \$ - | \$ 10,074,031 | \$ 1,200,707 | 13.5% |
| New Fund Balance: | \$ 10,220,505 | \$ 10,534,897 | \$ 12,060,262 | | | \$ 12,037,612 | | |

Breakdown of Transfer In:

| | |
|------------------|---------------------|
| CIDC (park debt) | \$ 1,300,670 |
| TIRZ #3 | 2,100,127 |
| Total | \$ 3,400,797 |

CITY OF CONROE
FY 2014-2015
0010-0000

BUDGET LINE ITEMS

FUND: GO DEBT SVC FUND

DEPARTMENT: GENERAL OBLIGATION DEBT SERVICE

DIVISION: REVENUES

| | 2013 | 2014 | | 2015 | | | |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|------------|--------------|---------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 4010 Current Taxes | \$6,717,787 | \$7,201,828 | \$7,201,828 | \$8,046,436 | \$0 | \$0 | \$8,046,436 |
| 4020 Delinquent Taxes | \$84,405 | \$90,883 | \$60,642 | \$60,642 | \$0 | \$0 | \$60,642 |
| 6010 Interest | \$13,011 | \$23,717 | \$23,735 | \$23,735 | \$0 | \$0 | \$23,735 |
| 6015 Gains (Losses) on Investmt | (\$77,934) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6020 Penalty & Interest | \$46,599 | \$51,525 | \$46,057 | \$45,136 | \$0 | \$0 | \$45,136 |
| 6035 Land Sales | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6100 Other Financing Sources | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6112 Oth Fin - Proceeds of Ref Bond | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$9,436,824 | \$3,413,259 | \$3,413,259 | \$3,400,797 | \$0 | \$0 | \$3,400,797 |
| REVENUES SUBTOTAL | \$16,220,692 | \$10,781,212 | \$10,745,521 | \$11,576,746 | \$0 | \$0 | \$11,576,746 |
| TOTAL 0010-0000 | \$16,220,692 | \$10,781,212 | \$10,745,521 | \$11,576,746 | \$0 | \$0 | \$11,576,746 |

CITY OF CONROE
FY 2014-2015
0010-1010

BUDGET LINE ITEMS

| FUND: GO DEBT SVC FUND | | DEPARTMENT: GENERAL OBLIGATION DEBT SERVICE | | | DIVISION: EXPENDITURES | | |
|----------------------------------|--------------|---|-------------|--------------|------------------------|--------------|--------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 8060 Contract Services | \$11,126 | \$22,650 | \$22,650 | \$22,650 | \$0 | \$0 | \$22,650 |
| CONTRACTUAL SUBTOTAL | \$11,126 | \$22,650 | \$22,650 | \$22,650 | \$0 | \$0 | \$22,650 |
| 9600 Principal | \$10,870,000 | \$4,745,000 | \$4,645,000 | \$5,035,000 | \$0 | \$0 | \$5,035,000 |
| 9610 Interest | \$4,198,463 | \$4,050,674 | \$3,800,591 | \$4,961,381 | \$0 | \$0 | \$4,961,381 |
| 9615 Handling Charges | \$10,081 | \$55,000 | \$55,000 | \$55,000 | \$0 | \$0 | \$55,000 |
| 9616 Bond Issue Expense | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9621 Oth Fin - Pmt Ref Bd Escrow | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9624 Refund Bond Prem/Discount | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| DEBT SERVICE SUBTOTAL | \$15,078,544 | \$8,850,674 | \$8,500,591 | \$10,051,381 | \$0 | \$0 | \$10,051,381 |
| TOTAL 0010-1010 | \$15,089,670 | \$8,873,324 | \$8,523,241 | \$10,074,031 | \$0 | \$0 | \$10,074,031 |

City of Conroe

Schedule of Requirements

All General Obligation Bonds

| Fiscal Year | | Bonds Outstanding | Principal Requirements | Interest Requirements | Total Requirements |
|------------------------|----|------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| 2014-15 | \$ | 121,840,000 | \$ 5,035,000 | \$ 4,961,381 | \$ 9,996,381 |
| 2015-16 | | 116,805,000 | 5,240,000 | 4,808,959 | 10,048,959 |
| 2016-17 | | 111,565,000 | 5,400,000 | 4,647,413 | 10,047,413 |
| 2017-18 | | 106,165,000 | 5,585,000 | 4,462,344 | 10,047,344 |
| 2018-19 | | 100,580,000 | 5,790,000 | 4,257,894 | 10,047,894 |
| 2019-20 | | 94,790,000 | 6,000,000 | 4,045,649 | 10,045,649 |
| 2020-21 | | 88,790,000 | 6,235,000 | 3,811,967 | 10,046,967 |
| 2021-22 | | 82,555,000 | 6,495,000 | 3,554,917 | 10,049,917 |
| 2022-23 | | 76,060,000 | 6,770,000 | 3,279,425 | 10,049,425 |
| 2023-24 | | 69,290,000 | 7,065,000 | 2,982,278 | 10,047,278 |
| 2024-25 | | 62,225,000 | 7,385,000 | 2,664,550 | 10,049,550 |
| 2025-26 | | 54,840,000 | 7,720,000 | 2,327,685 | 10,047,685 |
| 2026-27 | | 47,120,000 | 8,075,000 | 1,971,917 | 10,046,917 |
| 2027-28 | | 39,045,000 | 8,450,000 | 1,596,597 | 10,046,597 |
| 2028-29 | | 30,595,000 | 8,850,000 | 1,199,930 | 10,049,930 |
| 2029-30 | | 21,745,000 | 9,265,000 | 780,685 | 10,045,685 |
| 2030-31 | | 12,480,000 | 4,020,000 | 477,902 | 4,497,902 |
| 2031-32 | | 8,460,000 | 2,870,000 | 324,909 | 3,194,909 |
| 2032-33 | | 5,590,000 | 2,730,000 | 196,463 | 2,926,463 |
| 2033-34 | | 2,860,000 | 2,860,000 | 66,495 | 2,926,495 |
| TOTAL | | | \$ 121,840,000 | \$ 52,419,360 | \$ 174,259,360 |

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 Rd, and minor park improvements
 Amount Issued: \$ 3,865,000
 Amount Outstanding \$ 3,665,000
 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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 4.325 | \$ 50,000 | \$ 157,430 | \$ 207,430 |
| 2015-16 | 4.325 | 75,000 | 154,727 | 229,727 |
| 2016-17 | 4.325 | 100,000 | 150,943 | 250,943 |
| 2017-18 | 4.325 | 100,000 | 146,618 | 246,618 |
| 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 | \$ | 3,665,000 | \$ 1,728,811 | \$ 5,393,811 |

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2006
 Date of Issue: October 1, 2006
 Purpose: To fund the Silverdale Road extension and street rehabilitation in the South Magnolia/Presswood/Orval area and Southern Oaks
 Amount Issued: \$ 1,489,920
 Amount Outstanding \$ 1,440,000
 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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 4.000 | \$ 7,680 | \$ 66,023 | \$ 73,703 |
| 2015-16 | 4.000 | 7,680 | 65,716 | 73,396 |
| 2016-17 | 4.000 | 7,680 | 65,408 | 73,088 |
| 2017-18 | 4.000 | 29,952 | 64,656 | 94,147 |
| 2018-19 | 4.100 | 30,720 | 63,427 | 94,608 |
| 2019-20 | 4.100 | 33,024 | 62,120 | 95,144 |
| 2020-21 | 4.200 | 33,792 | 60,734 | 94,526 |
| 2021-22 | 4.250 | 33,792 | 59,306 | 93,098 |
| 2022-23 | 5.000 | 37,632 | 57,647 | 95,279 |
| 2023-24 | 5.000 | 148,224 | 53,001 | 201,225 |
| 2024-25 | 5.000 | 155,904 | 45,397 | 201,301 |
| 2025-26 | 5.000 | 163,584 | 37,410 | 200,994 |
| 2026-27 | 4.375 | 172,800 | 29,541 | 202,341 |
| 2027-28 | 4.375 | 182,784 | 21,762 | 204,546 |
| 2028-29 | 4.500 | 192,000 | 13,444 | 205,444 |
| 2029-30 | 4.500 | 202,752 | 4,562 | 207,314 |
| Total | \$ | 1,440,000 | \$ 770,154 | \$ 2,210,154 |

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2006A
Date of Issue: October 1, 2006
Purpose: To fund the construction of Longmire Road Phase II-A and other roadway improvements in Tax Increment Reinvestment Zone (TIRZ) #3
Amount Issued: \$ 5,986,840
Amount Outstanding \$ 5,786,250
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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 4.000 | \$ 30,860 | \$ 265,295 | \$ 296,155 |
| 2015-16 | 4.000 | 30,860 | 264,061 | 294,921 |
| 2016-17 | 4.000 | 30,860 | 262,826 | 293,686 |
| 2017-18 | 4.000 | 120,354 | 259,802 | 378,304 |
| 2018-19 | 4.100 | 123,440 | 254,864 | 380,156 |
| 2019-20 | 4.100 | 132,698 | 249,613 | 382,311 |
| 2020-21 | 4.200 | 135,784 | 244,042 | 379,826 |
| 2021-22 | 4.250 | 135,784 | 238,305 | 374,089 |
| 2022-23 | 5.000 | 151,214 | 231,639 | 382,853 |
| 2023-24 | 5.000 | 595,598 | 212,969 | 808,567 |
| 2024-25 | 5.000 | 626,458 | 182,417 | 808,875 |
| 2025-26 | 5.000 | 657,318 | 150,323 | 807,641 |
| 2026-27 | 4.375 | 694,350 | 118,701 | 813,051 |
| 2027-28 | 4.375 | 734,468 | 87,446 | 821,914 |
| 2028-29 | 4.500 | 771,500 | 54,020 | 825,520 |
| 2029-30 | 4.500 | 814,704 | 18,331 | 833,035 |
| Total | \$ | 5,786,250 | \$ 3,094,654 | \$ 8,880,904 |

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2006B
 Date of Issue: October 1, 2006
 Purpose: To reimburse The Woodlands Operating Company for development expenses per Development Agreement
 Amount Issued: \$ 2,223,240
 Amount Outstanding \$ 2,148,750
 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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 4.000 | \$ 11,460 | \$ 98,518 | \$ 109,978 |
| 2015-16 | 4.000 | 11,460 | 98,060 | 109,520 |
| 2016-17 | 4.000 | 11,460 | 97,602 | 109,062 |
| 2017-18 | 4.000 | 44,694 | 96,479 | 141,173 |
| 2018-19 | 4.100 | 45,840 | 94,645 | 140,485 |
| 2019-20 | 4.100 | 49,278 | 92,695 | 141,973 |
| 2020-21 | 4.200 | 50,424 | 90,626 | 141,050 |
| 2021-22 | 4.250 | 50,424 | 88,496 | 138,920 |
| 2022-23 | 5.000 | 56,154 | 86,020 | 142,174 |
| 2023-24 | 5.000 | 221,178 | 79,087 | 300,265 |
| 2024-25 | 5.000 | 232,638 | 67,741 | 300,379 |
| 2025-26 | 5.000 | 244,098 | 55,823 | 299,921 |
| 2026-27 | 4.375 | 257,850 | 44,080 | 301,930 |
| 2027-28 | 4.375 | 272,748 | 32,473 | 305,221 |
| 2028-29 | 4.500 | 286,500 | 20,061 | 306,561 |
| 2029-30 | 4.500 | 302,544 | 6,807 | 309,351 |
| Total | \$ | 2,148,750 | \$ 1,149,213 | \$ 3,297,963 |

City of Conroe

General Obligations

Debt Requirements

Description: Refunding Bonds, Series 2007
 Date of Issue: March 1, 2007
 Purpose: Refund \$1,520,000 of 1996 Refunding Bonds, \$2,575,000 of 1997 Refunding bonds, \$3,500,000 of 1998 C.O.s, and \$2,575,000 of 2000 C.O.s and related issuance costs
 Amount Issued: \$ 13,155,000
 Amount Outstanding \$ 3,720,000
 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 |
|-------------|------------------|---------------------------|--------------------------|-----------------------|
| 2014-15 | 4.000 \$ | 1,710,000 | \$ 114,600 | \$ 1,824,600 |
| 2015-16 | 4.000 | 985,000 | 60,700 | 1,045,700 |
| 2016-17 | 4.000 | 1,025,000 | 20,500 | 1,045,500 |
| | Total \$ | 3,720,000 | \$ 195,800 | \$ 3,915,800 |

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2007
 Date of Issue: September 20, 2007
 Purpose: To fund street rehabilitation projects in the Guinn Rd/Butler Rd/
 Old Hwy 105/N. Magnolia/Andershire areas, Downtown Revitalization
 project phases VI, VII, and VIII, the Animal Shelter, expansion designs
 for Carl Barton and McDade Parks, and various drainage buyouts.
 Amount Issued: \$ 6,340,000
 Amount Outstanding: \$ 6,220,000
 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 |
|--------------|------------------|---------------------------|--------------------------|-----------------------|
| 2014-15 | 4.250 | \$ 45,000 | \$ 308,010 | \$ 353,010 |
| 2015-16 | 4.250 | 55,000 | 305,885 | 360,885 |
| 2016-17 | 4.350 | 55,000 | 303,520 | 358,520 |
| 2017-18 | 4.400 | 350,000 | 294,624 | 644,624 |
| 2018-19 | 4.600 | 365,000 | 278,529 | 643,529 |
| 2019-20 | 4.650 | 380,000 | 261,299 | 641,299 |
| 2020-21 | 5.500 | 400,000 | 241,464 | 641,464 |
| 2021-22 | 5.500 | 420,000 | 218,914 | 638,914 |
| 2022-23 | 5.500 | 440,000 | 195,264 | 635,264 |
| 2023-24 | 4.850 | 460,000 | 172,009 | 632,009 |
| 2024-25 | 4.875 | 485,000 | 149,032 | 634,032 |
| 2025-26 | 4.900 | 510,000 | 124,715 | 634,715 |
| 2026-27 | 4.900 | 530,000 | 99,235 | 629,235 |
| 2027-28 | 5.000 | 555,000 | 72,375 | 627,375 |
| 2028-29 | 5.000 | 575,000 | 44,125 | 619,125 |
| 2029-30 | 5.000 | 595,000 | 14,875 | 609,875 |
| Total | \$ | 6,220,000 | \$ 3,083,873 | \$ 9,303,873 |

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2007A
 Date of Issue: September 20, 2007
 Purpose: To fund the construction of 7th St. Phase I (Kidd Rd.) in Tax Increment Reinvestment Zone (TIRZ) #3
 Amount Issued: \$ 2,380,000
 Amount Outstanding: \$ 2,340,000
 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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 4.250 | \$ 15,000 | \$ 115,844 | \$ 130,844 |
| 2015-16 | 4.250 | 25,000 | 114,994 | 139,994 |
| 2016-17 | 4.350 | 25,000 | 113,919 | 138,919 |
| 2017-18 | 4.400 | 130,000 | 110,515 | 240,515 |
| 2018-19 | 4.600 | 140,000 | 104,435 | 244,435 |
| 2019-20 | 4.650 | 145,000 | 97,844 | 242,844 |
| 2020-21 | 5.500 | 150,000 | 90,348 | 240,348 |
| 2021-22 | 5.500 | 155,000 | 81,960 | 236,960 |
| 2022-23 | 5.500 | 165,000 | 73,160 | 238,160 |
| 2023-24 | 4.850 | 175,000 | 64,379 | 239,379 |
| 2024-25 | 4.875 | 180,000 | 55,748 | 235,748 |
| 2025-26 | 4.900 | 190,000 | 46,705 | 236,705 |
| 2026-27 | 4.900 | 200,000 | 37,150 | 237,150 |
| 2027-28 | 5.000 | 205,000 | 27,125 | 232,125 |
| 2028-29 | 5.000 | 215,000 | 16,625 | 231,625 |
| 2029-30 | 5.000 | 225,000 | 5,625 | 230,625 |
| Total | \$ | 2,340,000 | \$ 1,156,374 | \$ 3,496,374 |

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2007B
 Date of Issue: September 20, 2007
 Purpose: Reimburse Woodlands Operating Company for infrastructure development expenses per Development Agreement
 Amount Issued: \$ 2,100,000
 Amount Outstanding: \$ 2,060,000
 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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 4.250 | \$ 15,000 | \$ 102,011 | \$ 117,011 |
| 2015-16 | 4.250 | 20,000 | 101,268 | 121,268 |
| 2016-17 | 4.350 | 20,000 | 100,408 | 120,408 |
| 2017-18 | 4.400 | 115,000 | 97,443 | 212,443 |
| 2018-19 | 4.600 | 120,000 | 92,153 | 212,153 |
| 2019-20 | 4.650 | 125,000 | 86,486 | 211,486 |
| 2020-21 | 5.500 | 135,000 | 79,868 | 214,868 |
| 2021-22 | 5.500 | 140,000 | 72,305 | 212,305 |
| 2022-23 | 5.500 | 145,000 | 64,468 | 209,468 |
| 2023-24 | 4.850 | 150,000 | 56,843 | 206,843 |
| 2024-25 | 4.875 | 160,000 | 49,305 | 209,305 |
| 2025-26 | 4.900 | 170,000 | 41,240 | 211,240 |
| 2026-27 | 4.900 | 175,000 | 32,788 | 207,788 |
| 2027-28 | 5.000 | 180,000 | 24,000 | 204,000 |
| 2028-29 | 5.000 | 190,000 | 14,750 | 204,750 |
| 2029-30 | 5.000 | 200,000 | 5,000 | 205,000 |
| Total | \$ | 2,060,000 | \$ 1,020,333 | \$ 3,080,333 |

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2008
 Date of Issue: September 1, 2008
 Purpose: Construction of sidewalks, street rehabilitation, Downtown Ph. VII, IX, & X projects, Carl Barton & McDade Park projects, and county land exchange and parking agreement
 Amount Issued: \$ 9,439,200
 Amount Outstanding: \$ 9,254,280
 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 |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2014-15 | 3.500 | \$ 113,160 | \$ 418,133 | \$ 531,293 |
| 2015-16 | 4.000 | 292,560 | 410,302 | 702,862 |
| 2016-17 | 4.000 | 276,000 | 398,930 | 674,930 |
| 2017-18 | 4.000 | 499,560 | 383,419 | 882,979 |
| 2018-19 | 4.125 | 518,880 | 362,726 | 881,606 |
| 2019-20 | 4.250 | 538,200 | 340,587 | 878,787 |
| 2020-21 | 4.250 | 563,040 | 317,186 | 880,226 |
| 2021-22 | 4.500 | 590,640 | 291,932 | 882,572 |
| 2022-23 | 4.500 | 618,240 | 264,732 | 882,972 |
| 2023-24 | 4.500 | 648,600 | 236,228 | 884,828 |
| 2024-25 | 4.625 | 678,960 | 205,934 | 884,894 |
| 2025-26 | 4.750 | 709,320 | 173,387 | 882,707 |
| 2026-27 | 4.750 | 745,200 | 138,842 | 884,042 |
| 2027-28 | 4.750 | 781,080 | 102,593 | 883,673 |
| 2028-29 | 5.000 | 819,720 | 63,549 | 883,269 |
| 2029-30 | 5.000 | 861,120 | 21,528 | 882,648 |
| Total | \$ | 9,254,280 | \$ 4,130,009 | \$ 13,384,289 |

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2008A
 Date of Issue: September 1, 2008
 Purpose: Construction of the following TIRZ #3 projects: Crighton Road, Gladstell Road Ph I, League Line Road Ph II, Longmire Road Ph III, & Ed Kharbat Dr.
 Amount Issued: \$ 7,660,800
 Amount Outstanding: \$ 7,510,720
 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 |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2014-15 | 3.500 | \$ 91,840 | \$ 339,354 | \$ 431,194 |
| 2015-16 | 4.000 | 237,440 | 332,998 | 570,438 |
| 2016-17 | 4.000 | 224,000 | 323,770 | 547,770 |
| 2017-18 | 4.000 | 405,440 | 311,181 | 716,621 |
| 2018-19 | 4.125 | 421,120 | 294,386 | 715,506 |
| 2019-20 | 4.250 | 436,800 | 276,419 | 713,219 |
| 2020-21 | 4.250 | 456,960 | 257,426 | 714,386 |
| 2021-22 | 4.500 | 479,360 | 236,930 | 716,290 |
| 2022-23 | 4.500 | 501,760 | 214,855 | 716,615 |
| 2023-24 | 4.500 | 526,400 | 191,722 | 718,122 |
| 2024-25 | 4.625 | 551,040 | 167,135 | 718,175 |
| 2025-26 | 4.750 | 575,680 | 140,720 | 716,400 |
| 2026-27 | 4.750 | 604,800 | 112,683 | 717,483 |
| 2027-28 | 4.750 | 633,920 | 83,264 | 717,184 |
| 2028-29 | 5.000 | 665,280 | 51,576 | 716,856 |
| 2029-30 | 5.000 | 698,880 | 17,472 | 716,352 |
| Total | \$ | 7,510,720 | \$ 3,351,891 | \$ 10,862,611 |

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2009
 Date of Issue: September 1, 2009
 Purpose: Construction of Drennan Rd., 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: \$ 12,228,015
 Amount Outstanding: \$ 10,818,197
 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 |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2014-15 | 2.500 | \$ 479,530 | \$ 401,522 | \$ 881,052 |
| 2015-16 | 3.000 | 551,460 | 387,256 | 938,716 |
| 2016-17 | 3.000 | 575,436 | 370,353 | 945,789 |
| 2017-18 | 3.250 | 556,255 | 352,682 | 908,937 |
| 2018-19 | 3.500 | 575,436 | 333,573 | 909,009 |
| 2019-20 | 3.500 | 599,413 | 313,013 | 912,426 |
| 2020-21 | 4.000 | 618,594 | 290,152 | 908,745 |
| 2021-22 | 4.000 | 647,366 | 264,832 | 912,198 |
| 2022-23 | 4.000 | 676,137 | 238,362 | 914,500 |
| 2023-24 | 4.000 | 700,114 | 210,837 | 910,951 |
| 2024-25 | 4.000 | 728,886 | 182,257 | 911,143 |
| 2025-26 | 4.000 | 757,657 | 152,527 | 910,184 |
| 2026-27 | 4.000 | 786,429 | 121,645 | 908,074 |
| 2027-28 | 4.000 | 819,996 | 89,516 | 909,513 |
| 2028-29 | 4.125 | 853,563 | 55,512 | 909,075 |
| 2029-30 | 4.250 | 891,926 | 18,953 | 910,879 |
| Total | \$ | 10,818,197 | \$ 3,782,994 | \$ 14,601,191 |

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 Ph. III
 Amount Issued: \$ 555,720
 Amount Outstanding: \$ 461,803
 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 |
|--------------|------------------|---------------------------|--------------------------|-----------------------|
| 2014-15 | 2.500 | \$ 20,470 | \$ 17,140 | \$ 37,610 |
| 2015-16 | 3.000 | 23,541 | 16,531 | 40,072 |
| 2016-17 | 3.000 | 24,564 | 15,810 | 40,374 |
| 2017-18 | 3.250 | 23,745 | 15,055 | 38,800 |
| 2018-19 | 3.500 | 24,564 | 14,239 | 38,803 |
| 2019-20 | 3.500 | 25,588 | 13,362 | 38,949 |
| 2020-21 | 4.000 | 26,406 | 12,386 | 38,792 |
| 2021-22 | 4.000 | 27,635 | 11,305 | 38,940 |
| 2022-23 | 4.000 | 28,863 | 10,175 | 39,038 |
| 2023-24 | 4.000 | 29,886 | 9,000 | 38,886 |
| 2024-25 | 4.000 | 31,114 | 7,780 | 38,895 |
| 2025-26 | 4.000 | 32,343 | 6,511 | 38,854 |
| 2026-27 | 4.000 | 33,571 | 5,193 | 38,764 |
| 2027-28 | 4.000 | 35,004 | 3,821 | 38,825 |
| 2028-29 | 4.125 | 36,437 | 2,370 | 38,806 |
| 2029-30 | 4.250 | 38,074 | 809 | 38,883 |
| Total | \$ | 461,803 | \$ 161,487 | \$ 623,290 |

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: \$ 7,147,800
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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 2.000 | \$ 234,080 | \$ 256,736 | \$ 490,816 |
| 2015-16 | 2.000 | 342,760 | 250,967 | 593,727 |
| 2016-17 | 3.000 | 351,120 | 242,273 | 593,393 |
| 2017-18 | 3.000 | 380,380 | 231,300 | 611,680 |
| 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 | \$ | 7,147,800 | \$ 2,483,296 | \$ 9,631,096 |

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, Ph. II
 Amount Issued: \$ 1,512,420
 Amount Outstanding: \$ 1,402,200
 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 |
|--------------|------------------|---------------------------|--------------------------|-----------------------|
| 2014-15 | 2.000 | \$ 45,920 | \$ 50,364 | \$ 96,284 |
| 2015-16 | 2.000 | 67,240 | 49,233 | 116,473 |
| 2016-17 | 3.000 | 68,880 | 47,527 | 116,407 |
| 2017-18 | 3.000 | 74,620 | 45,375 | 119,995 |
| 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 | \$ | 1,402,200 | \$ 487,154 | \$ 1,889,354 |

City of Conroe

General Obligations

Debt Requirements

Description: Refunding Bonds, Series 2010
 Date of Issue: September 1, 2010
 Purpose: Refund the Series 1998 Refunding Bonds and Series 2001 Certificates of Obligation

Amount Issued: \$ 4,035,000
 Amount Outstanding: \$ 1,870,000
 Paying Agent: Bank of New York
 Payments: March 1st (P) and September 1st

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------------|----------------------|-------------------------------|------------------------------|---------------------------|
| 2014-15 | 2.000 | \$ 770,000 | \$ 35,350 | \$ 805,350 |
| 2015-16 | 2.000 | 535,000 | 22,300 | 557,300 |
| 2016-17 | 3.000 | 565,000 | 8,475 | 573,475 |
| | Total | \$ 1,870,000 | \$ 66,125 | \$ 1,936,125 |

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: \$ 8,939,514
 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 |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2014-15 | 1.875 % | \$ 174,294 | \$ 338,858 | \$ 513,152 |
| 2015-16 | 2.000 | 421,842 | 333,006 | 754,848 |
| 2016-17 | 2.000 | 431,946 | 324,468 | 756,414 |
| 2017-18 | 3.625 | 442,050 | 312,136 | 754,186 |
| 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 | \$ | 8,939,514 | \$ 3,641,339 | \$ 12,580,853 |

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: \$ 7,016,068
 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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 1.875 | \$ 136,793 | \$ 265,949 | \$ 402,741 |
| 2015-16 | 2.000 | 331,078 | 261,355 | 592,433 |
| 2016-17 | 2.000 | 339,008 | 254,655 | 593,662 |
| 2017-18 | 3.625 | 346,938 | 244,976 | 591,914 |
| 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 | \$ | 7,016,068 | \$ 2,857,860 | \$ 9,873,928 |

City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 1,792,501
 Amount Outstanding: \$ 1,739,419
 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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 1.875 % | \$ 33,914 | \$ 65,934 | \$ 99,847 |
| 2015-16 | 2.000 | 82,081 | 64,795 | 146,876 |
| 2016-17 | 2.000 | 84,047 | 63,134 | 147,180 |
| 2017-18 | 3.625 | 86,013 | 60,734 | 146,747 |
| 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 | \$ | 1,739,419 | \$ 708,519 | \$ 2,447,937 |

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: \$ 5,617,000
 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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 2.000 | \$ 545,300 | \$ 127,510 | \$ 672,810 |
| 2015-16 | 2.000 | 565,800 | 116,399 | 682,199 |
| 2016-17 | 2.000 | 586,300 | 104,878 | 691,178 |
| 2017-18 | 2.000 | 602,700 | 92,988 | 695,688 |
| 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 | \$ | 5,617,000 | \$ 685,049 | \$ 6,302,049 |

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 Operating Company for development expenses per Development Agreement

Amount Issued: \$ 1,633,200
 Amount Outstanding: \$ 1,233,000
 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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 2.000 | \$ 119,700 | \$ 27,990 | \$ 147,690 |
| 2015-16 | 2.000 | 124,200 | 25,551 | 149,751 |
| 2016-17 | 2.000 | 128,700 | 23,022 | 151,722 |
| 2017-18 | 2.000 | 132,300 | 20,412 | 152,712 |
| 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 | \$ | 1,233,000 | \$ 150,377 | \$ 1,383,377 |

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: \$ 2,628,160
 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 |
|--------------|------------------|---------------------------|--------------------------|-----------------------|
| 2014-15 | 2.000 | \$ 103,140 | \$ 70,407 | \$ 173,547 |
| 2015-16 | 2.000 | 103,140 | 68,345 | 171,485 |
| 2016-17 | 2.000 | 106,960 | 66,244 | 173,204 |
| 2017-18 | 2.000 | 152,800 | 63,646 | 216,446 |
| 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 | | \$ 2,628,160 | \$ 728,009 | \$ 3,356,169 |

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: \$ 811,840
 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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 2.000 | \$ 31,860 | \$ 21,749 | \$ 53,609 |
| 2015-16 | 2.000 | 31,860 | 21,112 | 52,972 |
| 2016-17 | 2.000 | 33,040 | 20,463 | 53,503 |
| 2017-18 | 2.000 | 47,200 | 19,660 | 66,860 |
| 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 | \$ | 811,840 | \$ 224,882 | \$ 1,036,722 |

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2014 (Proposed)

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: \$ 28,010,000

Amount Outstanding: \$ 28,010,000

Paying Agent: TBD

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

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2014-15 | 4.650 | \$ 250,000 | \$ 1,296,653 | \$ 1,546,653 |
| 2015-16 | 4.650 | 320,000 | 1,283,400 | 1,603,400 |
| 2016-17 | 4.650 | 330,000 | 1,268,288 | 1,598,288 |
| 2017-18 | 4.650 | 945,000 | 1,238,644 | 2,183,644 |
| 2018-19 | 4.650 | 990,000 | 1,193,655 | 2,183,655 |
| 2019-20 | 4.650 | 1,035,000 | 1,146,574 | 2,181,574 |
| 2020-21 | 4.650 | 1,095,000 | 1,097,051 | 2,192,051 |
| 2021-22 | 4.650 | 1,145,000 | 1,044,971 | 2,189,971 |
| 2022-23 | 4.650 | 1,195,000 | 990,566 | 2,185,566 |
| 2023-24 | 4.650 | 1,250,000 | 933,720 | 2,183,720 |
| 2024-25 | 4.650 | 1,315,000 | 874,084 | 2,189,084 |
| 2025-26 | 4.650 | 1,375,000 | 811,541 | 2,186,541 |
| 2026-27 | 4.650 | 1,440,000 | 746,093 | 2,186,093 |
| 2027-28 | 4.650 | 1,505,000 | 677,621 | 2,182,621 |
| 2028-29 | 4.650 | 1,580,000 | 605,895 | 2,185,895 |
| 2029-30 | 4.650 | 1,655,000 | 530,681 | 2,185,681 |
| 2030-31 | 4.650 | 2,355,000 | 437,449 | 2,792,449 |
| 2031-32 | 4.650 | 2,640,000 | 321,315 | 2,961,315 |
| 2032-33 | 4.650 | 2,730,000 | 196,463 | 2,926,463 |
| 2033-34 | 4.650 | 2,860,000 | 66,495 | 2,926,495 |
| Total | \$ | 28,010,000 | \$ 16,761,159 | \$ 44,771,159 |

WATER AND SEWER DEBT SERVICE FUND

FY 14-15 Budget Summary

Water and Sewer Debt Service Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - |
|---|---------------------|---------------------|----------------------|---------------------|--------------------------|----------------------|-------------------|------------------|
| Beginning Working Capital: | \$ 274,090 | \$ 274,090 | \$ 274,090 | \$ 311,400 | \$ - | \$ 311,400 | \$ - | 0.0% |
| Water & Sewer Debt Service Revenues: | | | | | | | | |
| Revenues | \$ 4,653,050 | \$ 5,435,494 | \$ 5,435,494 | \$ 6,332,887 | \$ - | \$ 6,332,887 | \$ 897,393 | 16.5% |
| Total Revenues | \$ 4,653,050 | \$ 5,435,494 | \$ 5,435,494 | \$ 6,332,887 | \$ - | \$ 6,332,887 | \$ 897,393 | 16.5% |
| Total Resources: | \$ 4,653,050 | \$ 5,709,584 | \$ 5,709,584 | \$ 6,644,287 | \$ - | \$ 6,644,287 | \$ 897,393 | 15.7% |
| Water & Sewer Debt Service Expenditures: | | | | | | | | |
| W & S Debt | \$ 4,596,817 | \$ 5,435,494 | \$ 5,398,184 | \$ 6,332,887 | \$ - | \$ 6,332,887 | \$ 897,393 | 16.5% |
| Total Expenditures | \$ 4,596,817 | \$ 5,435,494 | \$ 5,398,184 | \$ 6,332,887 | \$ - | \$ 6,332,887 | \$ 897,393 | 16.5% |
| New Fund Balance: | \$ 274,090 | \$ 311,400 | \$ 311,400 | \$ 311,400 | | \$ 311,400 | | |

Breakdown of Transfer In:

| | |
|--------------------------|---------------------|
| Water & Sewer Oper. Fund | \$ 6,084,699 |
| CIDC General Fund | 248,188 |
| Total | \$ 6,332,887 |

CITY OF CONROE
FY 2014-2015
0006-0000

BUDGET LINE ITEMS

FUND: REV BOND DEBT SVC FUND

DEPARTMENT: REVENUE BOND DEBT SERVICE

DIVISION: REVENUES

| | 2013 | 2014 | | 2015 | | | |
|---------------------------------|--------------------|--------------------|--------------------|--------------------|------------|--------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 6010 Interest on Investments | \$1,786 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6015 Gains (Losses) on Investmt | (\$3,788) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$4,655,052 | \$5,435,494 | \$5,435,494 | \$6,332,887 | \$0 | \$0 | \$6,332,887 |
| REVENUES SUBTOTAL | \$4,653,050 | \$5,435,494 | \$5,435,494 | \$6,332,887 | \$0 | \$0 | \$6,332,887 |
| TOTAL 0006-0000 | \$4,653,050 | \$5,435,494 | \$5,435,494 | \$6,332,887 | \$0 | \$0 | \$6,332,887 |

CITY OF CONROE
FY 2014-2015
0006-6000

BUDGET LINE ITEMS

| FUND: REV BOND DEBT SVC FUND | | DEPARTMENT: REVENUE BOND DEBT SERVICE | | | DIVISION: EXPENDITURES | | |
|------------------------------|-------------|---------------------------------------|-------------|-------------|------------------------|--------------|-------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 8060 Contract Services | \$3,100 | \$0 | \$4,000 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$3,100 | \$0 | \$4,000 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9600 Principal | \$1,910,000 | \$2,595,000 | \$2,595,000 | \$2,945,000 | \$0 | \$0 | \$2,945,000 |
| 9610 Interest | \$2,676,544 | \$2,835,494 | \$2,792,384 | \$3,379,887 | \$0 | \$0 | \$3,379,887 |
| 9615 Fees | \$6,673 | \$5,000 | \$5,000 | \$8,000 | \$0 | \$0 | \$8,000 |
| 9616 Bond Issue Expense | \$500 | \$0 | \$1,800 | \$0 | \$0 | \$0 | \$0 |
| 9660 Principal-Lease | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| DEBT SERVICE SUBTOTAL | \$4,593,717 | \$5,435,494 | \$5,394,184 | \$6,332,887 | \$0 | \$0 | \$6,332,887 |
| TOTAL 0006-6000 | \$4,596,817 | \$5,435,494 | \$5,398,184 | \$6,332,887 | \$0 | \$0 | \$6,332,887 |

City of Conroe

Schedule of Requirements

All Water & Sewer Revenue Bonds

| Fiscal Year | Bonds Outstanding | Principal Requirements | Interest Requirements | Total Requirements |
|------------------------|------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| 2014-15 | \$ 91,735,000 | \$ 2,945,000 | \$ 3,379,887 | \$ 6,324,887 |
| 2015-16 | 88,790,000 | 3,605,000 | 3,644,190 | 7,249,190 |
| 2016-17 | 85,185,000 | 3,730,000 | 3,518,809 | 7,248,809 |
| 2017-18 | 81,455,000 | 3,865,000 | 3,379,936 | 7,244,936 |
| 2018-19 | 77,590,000 | 4,015,000 | 3,231,291 | 7,246,291 |
| 2019-20 | 73,575,000 | 4,175,000 | 3,073,777 | 7,248,777 |
| 2020-21 | 69,400,000 | 4,340,000 | 2,907,883 | 7,247,883 |
| 2021-22 | 65,060,000 | 4,515,000 | 2,728,964 | 7,243,964 |
| 2022-23 | 60,545,000 | 4,715,000 | 2,529,073 | 7,244,073 |
| 2023-24 | 55,830,000 | 4,930,000 | 2,311,895 | 7,241,895 |
| 2024-25 | 50,900,000 | 5,155,000 | 2,092,936 | 7,247,936 |
| 2025-26 | 45,745,000 | 5,380,000 | 1,867,905 | 7,247,905 |
| 2026-27 | 40,365,000 | 5,615,000 | 1,627,461 | 7,242,461 |
| 2027-28 | 34,750,000 | 5,865,000 | 1,378,552 | 7,243,552 |
| 2028-29 | 28,885,000 | 6,125,000 | 1,120,015 | 7,245,015 |
| 2029-30 | 22,760,000 | 6,400,000 | 849,578 | 7,249,578 |
| 2030-31 | 16,360,000 | 6,680,000 | 568,453 | 7,248,453 |
| 2031-32 | 9,680,000 | 3,275,000 | 357,463 | 3,632,463 |
| 2032-33 | 6,405,000 | 3,035,000 | 227,528 | 3,262,528 |
| 2033-34 | 3,370,000 | 1,885,000 | 119,594 | 2,004,594 |
| 2034-35 | 1,485,000 | 1,485,000 | 37,125 | 1,522,125 |
| TOTAL | | \$ 91,735,000 | \$ 40,952,314 | \$ 132,687,314 |

City of Conroe

Revenue Bond

Debt Requirements

Description: Series 2006 Water and Sewer System Revenue Bonds
Date of Issue: May 11, 2006
Purpose: Construction of various water and sewer projects related to annexations in the northwest part of the City
Amount Issued: \$ 10,850,000
Amount Outstanding: \$ 9,010,000
Paying Agent: JP Morgan Chase Bank
Payments: November 15th (P) & May 15th

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal Requirements | Interest Requirements | Total Requirements |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2014-15 | 5.000 | \$ 345,000 | \$ 416,313 | \$ 761,313 |
| 2015-16 | 5.000 | 360,000 | 398,688 | 758,688 |
| 2016-17 | 5.000 | 380,000 | 380,188 | 760,188 |
| 2017-18 | 4.375 | 400,000 | 361,938 | 761,938 |
| 2018-19 | 4.375 | 420,000 | 344,000 | 764,000 |
| 2019-20 | 4.500 | 440,000 | 324,913 | 764,913 |
| 2020-21 | 4.500 | 465,000 | 304,550 | 769,550 |
| 2021-22 | 5.000 | 490,000 | 281,838 | 771,838 |
| 2022-23 | 5.000 | 515,000 | 256,713 | 771,713 |
| 2023-24 | 4.625 | 540,000 | 231,350 | 771,350 |
| 2024-25 | 4.625 | 570,000 | 205,681 | 775,681 |
| 2025-26 | 4.625 | 600,000 | 178,625 | 778,625 |
| 2026-27 | 4.625 | 630,000 | 150,181 | 780,181 |
| 2027-28 | 4.750 | 660,000 | 119,938 | 779,938 |
| 2028-29 | 4.750 | 695,000 | 87,756 | 782,756 |
| 2029-30 | 4.750 | 730,000 | 53,913 | 783,913 |
| 2030-31 | 4.750 | 770,000 | 18,288 | 788,288 |
| Total | | \$ 9,010,000 | \$ 4,114,869 | \$ 13,124,869 |

City of Conroe

Revenue Bond

Debt Requirements

Description: Series 2007 Water and Sewer System Revenue Bonds
Date of Issue: September 20, 2007
Purpose: Construction of water wells #4 and #5 and storage tanks, water well security system, and water and sewer lines related to annexation 1544 (Bison Building Supply)
Amount Issued: \$ 5,700,000
Amount Outstanding: \$ 4,765,000
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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 5.000 | \$ 185,000 | \$ 222,223 | \$ 407,223 |
| 2015-16 | 4.250 | 200,000 | 213,348 | 413,348 |
| 2016-17 | 4.250 | 210,000 | 204,635 | 414,635 |
| 2017-18 | 4.350 | 220,000 | 195,388 | 415,388 |
| 2018-19 | 4.400 | 230,000 | 185,543 | 415,543 |
| 2019-20 | 4.600 | 240,000 | 174,963 | 414,963 |
| 2020-21 | 4.650 | 245,000 | 163,746 | 408,746 |
| 2021-22 | 4.700 | 260,000 | 151,940 | 411,940 |
| 2022-23 | 4.750 | 270,000 | 139,418 | 409,418 |
| 2023-24 | 4.800 | 285,000 | 126,165 | 411,165 |
| 2024-25 | 4.850 | 300,000 | 112,050 | 412,050 |
| 2025-26 | 4.875 | 310,000 | 97,219 | 407,219 |
| 2026-27 | 4.875 | 325,000 | 81,741 | 406,741 |
| 2027-28 | 4.875 | 345,000 | 65,409 | 410,409 |
| 2028-29 | 5.000 | 360,000 | 48,000 | 408,000 |
| 2029-30 | 5.000 | 380,000 | 29,500 | 409,500 |
| 2030-31 | 5.000 | 400,000 | 10,000 | 410,000 |
| Total | | \$ 4,765,000 | \$ 2,221,285 | \$ 6,986,285 |

City of Conroe

Revenue Bond

Debt Requirements

Description: Series 2008 Water and Sewer System Revenue Bonds
Date of Issue: September 1, 2008
Purpose: Construction of various water and sewer lines, waterline rehabilitation, Water Wells #4 & #5, Sanitary Sewer Overflow Initiative, wastewater treatment plant expansion, and the acquisition of the Wagner system
Amount Issued: \$ 11,225,000
Amount Outstanding: \$ 9,430,000
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 |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2014-15 | 3.500 | \$ 405,000 | \$ 411,419 | \$ 816,419 |
| 2015-16 | 3.500 | 415,000 | 397,069 | 812,069 |
| 2016-17 | 4.000 | 425,000 | 381,306 | 806,306 |
| 2017-18 | 4.000 | 440,000 | 364,006 | 804,006 |
| 2018-19 | 4.000 | 455,000 | 346,106 | 801,106 |
| 2019-20 | 4.125 | 475,000 | 327,209 | 802,209 |
| 2020-21 | 4.250 | 495,000 | 306,894 | 801,894 |
| 2021-22 | 4.250 | 515,000 | 285,431 | 800,431 |
| 2022-23 | 4.500 | 540,000 | 262,338 | 802,338 |
| 2023-24 | 4.500 | 565,000 | 237,475 | 802,475 |
| 2024-25 | 4.500 | 585,000 | 211,600 | 796,600 |
| 2025-26 | 4.625 | 610,000 | 184,331 | 794,331 |
| 2026-27 | 4.750 | 640,000 | 155,025 | 795,025 |
| 2027-28 | 4.750 | 670,000 | 123,913 | 793,913 |
| 2028-29 | 4.750 | 700,000 | 91,375 | 791,375 |
| 2029-30 | 5.000 | 730,000 | 56,500 | 786,500 |
| 2030-31 | 5.000 | 765,000 | 19,125 | 784,125 |
| Total | | \$ 9,430,000 | \$ 4,161,122 | \$ 13,591,122 |

City of Conroe

Revenue Bond

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: \$ 6,330,000
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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 3.000 | \$ 275,000 | \$ 239,324 | \$ 514,324 |
| 2015-16 | 3.000 | 285,000 | 230,924 | 515,924 |
| 2016-17 | 3.000 | 295,000 | 222,224 | 517,224 |
| 2017-18 | 3.000 | 305,000 | 213,224 | 518,224 |
| 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 | | \$ 6,330,000 | \$ 2,432,126 | \$ 8,762,126 |

City of Conroe

Revenue Bond

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: \$ 13,895,000
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 |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2014-15 | 2.000 | \$ 630,000 | \$ 475,050 | \$ 1,105,050 |
| 2015-16 | 2.000 | 645,000 | 462,300 | 1,107,300 |
| 2016-17 | 2.000 | 655,000 | 449,300 | 1,104,300 |
| 2017-18 | 3.000 | 675,000 | 432,625 | 1,107,625 |
| 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 | \$ | 13,895,000 | \$ 4,935,575 | \$ 18,830,575 |

City of Conroe

Revenue Bond

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: \$ 5,610,000
Amount Outstanding: \$ 4,765,000
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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 1.750 | \$ 205,000 | \$ 160,306 | \$ 365,306 |
| 2015-16 | 1.875 | 210,000 | 156,544 | 366,544 |
| 2016-17 | 2.000 | 210,000 | 152,475 | 362,475 |
| 2017-18 | 2.000 | 215,000 | 148,225 | 363,225 |
| 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 | | \$ 4,765,000 | \$ 1,792,113 | \$ 6,557,113 |

City of Conroe

Revenue Bond

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: \$ 17,510,000
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 |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2014-15 | 1.750 | \$ 645,000 | \$ 627,306 | \$ 1,272,306 |
| 2015-16 | 2.500 | 655,000 | 613,475 | 1,268,475 |
| 2016-17 | 4.000 | 685,000 | 591,588 | 1,276,588 |
| 2017-18 | 4.000 | 705,000 | 563,788 | 1,268,788 |
| 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 | | \$ 17,510,000 | \$ 6,603,206 | \$ 24,113,206 |

City of Conroe

Revenue Bond

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: \$ 6,790,000
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 |
|--------------|---------------|------------------------|-----------------------|---------------------|
| 2014-15 | 2.000 | \$ 255,000 | \$ 229,369 | \$ 484,369 |
| 2015-16 | 2.000 | 260,000 | 224,219 | 484,219 |
| 2016-17 | 2.000 | 265,000 | 218,969 | 483,969 |
| 2017-18 | 2.000 | 270,000 | 213,619 | 483,619 |
| 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 | | \$ 6,790,000 | \$ 2,901,191 | \$ 9,691,191 |

City of Conroe

Revenue Bond

Debt Requirements

Description: Series 2014 Water and Sewer System Revenue Bonds (Proposed)

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: \$ 19,240,000

Amount Outstanding: \$ 19,240,000

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 |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2014-15 | 5.000 | \$ - | \$ 598,578 | \$ 598,578 |
| 2015-16 | 5.000 | 575,000 | 947,625 | 1,522,625 |
| 2016-17 | 5.000 | 605,000 | 918,125 | 1,523,125 |
| 2017-18 | 5.000 | 635,000 | 887,125 | 1,522,125 |
| 2018-19 | 5.000 | 670,000 | 854,500 | 1,524,500 |
| 2019-20 | 5.000 | 700,000 | 820,250 | 1,520,250 |
| 2020-21 | 5.000 | 735,000 | 784,375 | 1,519,375 |
| 2021-22 | 5.000 | 775,000 | 746,625 | 1,521,625 |
| 2022-23 | 5.000 | 815,000 | 706,875 | 1,521,875 |
| 2023-24 | 5.000 | 855,000 | 665,125 | 1,520,125 |
| 2024-25 | 5.000 | 900,000 | 621,250 | 1,521,250 |
| 2025-26 | 5.000 | 945,000 | 575,125 | 1,520,125 |
| 2026-27 | 5.000 | 995,000 | 526,625 | 1,521,625 |
| 2027-28 | 5.000 | 1,045,000 | 475,625 | 1,520,625 |
| 2028-29 | 5.000 | 1,100,000 | 422,000 | 1,522,000 |
| 2029-30 | 5.000 | 1,155,000 | 365,625 | 1,520,625 |
| 2030-31 | 5.000 | 1,215,000 | 306,375 | 1,521,375 |
| 2031-32 | 5.000 | 1,280,000 | 244,000 | 1,524,000 |
| 2032-33 | 5.000 | 1,345,000 | 178,375 | 1,523,375 |
| 2033-34 | 5.000 | 1,410,000 | 109,500 | 1,519,500 |
| 2034-35 | 5.000 | 1,485,000 | 37,125 | 1,522,125 |
| Total | \$ | 19,240,000 | \$ 11,790,828 | \$ 31,030,828 |

**CONROE INDUSTRIAL
DEVELOPMENT
CORPORATION (CIDC)
DEBT SERVICE FUND**

FY 14-15 Budget Summary

Conroe Industrial Development Corporation

Debt Service Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - | | | | | | | |
|---------------------------------|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|-----------------|------------------|-----|---|----|-----------|----|--------|------|
| Beginning Fund Balance: | \$ | - | \$ | - | \$ | - | \$ | - | N/A | | | | | | |
| CIDC Debt Service Revenues: | | | | | | | | | | | | | | | |
| Revenues | \$ | 17,868,427 | \$ | 4,059,047 | \$ | 4,066,047 | \$ | 4,069,493 | \$ | - | \$ | 4,069,493 | \$ | 10,446 | 0.3% |
| Total Revenues | \$ | 17,868,427 | \$ | 4,059,047 | \$ | 4,066,047 | \$ | 4,069,493 | \$ | - | \$ | 4,069,493 | \$ | 10,446 | 0.3% |
| Total Resources: | \$ | 17,868,427 | \$ | 4,059,047 | \$ | 4,066,047 | \$ | 4,069,493 | \$ | - | \$ | 4,069,493 | \$ | 10,446 | 0.3% |
| CIDC Debt Service Expenditures: | | | | | | | | | | | | | | | |
| CIDC Debt | \$ | 17,078,066 | \$ | 4,059,047 | \$ | 4,066,047 | \$ | 4,069,493 | \$ | - | \$ | 4,069,493 | \$ | 10,446 | 0.3% |
| Total Expenditures | \$ | 17,078,066 | \$ | 4,059,047 | \$ | 4,066,047 | \$ | 4,069,493 | \$ | - | \$ | 4,069,493 | \$ | 10,446 | 0.3% |
| New Fund Balance: | \$ | - | \$ | - | \$ | - | \$ | - | | | | | | | |

Breakdown of Transfer In:

| | |
|-------------------------|---------------------|
| CIDC Rev. Clearing Fund | \$ 4,069,493 |
| Total | \$ 4,069,493 |

CITY OF CONROE
FY 2014-2015
0009-0001

BUDGET LINE ITEMS

FUND: CIDC DEBT SVC FUND

DEPARTMENT: CIDC DEBT SERVICE

DIVISION: REVENUES

| | 2013 | 2014 | | 2015 | | | |
|---------------------------------------|---------------------|--------------------|--------------------|--------------------|------------|--------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 6010 Interest on Investments | \$1,651 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6112 Other Fin - Proceeds of Ref Bond | \$12,305,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6113 Other Sources - Bond Premium | \$967,971 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$4,593,805 | \$4,059,047 | \$4,066,047 | \$4,069,493 | \$0 | \$0 | \$4,069,493 |
| REVENUES SUBTOTAL | \$17,868,427 | \$4,059,047 | \$4,066,047 | \$4,069,493 | \$0 | \$0 | \$4,069,493 |
| TOTAL 0009-0001 | \$17,868,427 | \$4,059,047 | \$4,066,047 | \$4,069,493 | \$0 | \$0 | \$4,069,493 |

CITY OF CONROE
FY 2014-2015
0009-9200

BUDGET LINE ITEMS

FUND: CIDC DEBT SVC FUND

DEPARTMENT: CIDC DEBT SERVICE

DIVISION: EXPENDITURES

| | 2013 | 2014 | | 2015 | | | |
|------------------------------------|---------------------|--------------------|--------------------|--------------------|------------|--------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 8060 Contract Services | \$3,674 | \$0 | \$7,000 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$3,674 | \$0 | \$7,000 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9600 Principal | \$2,165,000 | \$2,395,000 | \$2,395,000 | \$2,475,000 | \$0 | \$0 | \$2,475,000 |
| 9610 Interest | \$1,564,370 | \$1,644,047 | \$1,644,047 | \$1,564,493 | \$0 | \$0 | \$1,564,493 |
| 9615 Fees | \$28,186 | \$20,000 | \$20,000 | \$30,000 | \$0 | \$0 | \$30,000 |
| 9616 Bond Issue Expense | \$247,399 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9621 Other Fin - Pmt Ref Bd Escrow | \$13,069,437 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| DEBT SERVICE SUBTOTAL | \$17,074,392 | \$4,059,047 | \$4,059,047 | \$4,069,493 | \$0 | \$0 | \$4,069,493 |
| TOTAL 0009-9200 | \$17,078,066 | \$4,059,047 | \$4,066,047 | \$4,069,493 | \$0 | \$0 | \$4,069,493 |

City of Conroe
Schedule of Requirements
All Conroe Industrial Development Corporation
Sales Tax Bonds

| Fiscal Year | Bonds Outstanding | Principal | Interest | Total |
|------------------------|------------------------------|----------------------|----------------------|----------------------|
| 2014-15 | \$ 41,370,000 | \$ 2,475,000 | \$ 1,564,493 | \$ 4,039,493 |
| 2015-16 | 38,895,000 | 2,560,000 | 1,481,911 | 4,041,911 |
| 2016-17 | 36,335,000 | 2,650,000 | 1,387,851 | 4,037,851 |
| 2017-18 | 33,685,000 | 2,040,000 | 1,287,513 | 3,327,513 |
| 2018-19 | 31,645,000 | 2,115,000 | 1,213,563 | 3,328,563 |
| 2019-20 | 29,530,000 | 2,205,000 | 1,123,613 | 3,328,613 |
| 2020-21 | 27,325,000 | 2,300,000 | 1,029,663 | 3,329,663 |
| 2021-22 | 25,025,000 | 2,395,000 | 930,413 | 3,325,413 |
| 2022-23 | 22,630,000 | 2,500,000 | 827,238 | 3,327,238 |
| 2023-24 | 20,130,000 | 2,595,000 | 731,688 | 3,326,688 |
| 2024-25 | 17,535,000 | 2,700,000 | 627,888 | 3,327,888 |
| 2025-26 | 14,835,000 | 2,805,000 | 519,888 | 3,324,888 |
| 2026-27 | 12,030,000 | 2,900,000 | 425,738 | 3,325,738 |
| 2027-28 | 9,130,000 | 3,000,000 | 327,038 | 3,327,038 |
| 2028-29 | 6,130,000 | 2,035,000 | 223,475 | 2,258,475 |
| 2029-30 | 4,095,000 | 2,115,000 | 144,756 | 2,259,756 |
| 2030-31 | 1,980,000 | 975,000 | 64,350 | 1,039,350 |
| 2031-32 | 1,005,000 | 1,005,000 | 32,663 | 1,037,663 |
| TOTAL | | \$ 41,370,000 | \$ 13,943,735 | \$ 55,313,735 |

City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Revenue Bonds, Series 1997
Date of Issue: December 15, 1997
Purpose: Construction of west side sewer trunk main and other sewer projects (\$15,000,000) and construction of police station (\$2,500,000).
Amount Authorized: \$ 17,500,000
Amount Issued: \$ 17,500,000
Amount Outstanding: \$ 3,795,000
Paying Agent: Chase Bank of Texas, National Association, Houston
Payments: March 1st and September 1st (P)

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal | Interest | Total |
|------------------------|--------------------------|---------------------|-------------------|---------------------|
| 2014-15 | 4.38 | \$ 1,210,000 | \$ 166,221 | \$ 1,376,221 |
| 2015-16 | 4.38 | 1,265,000 | 113,223 | 1,378,223 |
| 2016-17 | 4.38 | 1,320,000 | 57,816 | 1,377,816 |
| Total | | \$ 3,795,000 | \$ 337,260 | \$ 4,132,260 |

City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Revenue Bonds, Series 1999
Date of Issue: April 18, 1999
Purpose: 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 Authorized: \$ 2,500,000
Amount Issued: \$ 2,500,000
Amount Outstanding: \$ 555,000
Paying Agent: Chase Bank of Texas, National Association, Houston
Payments: March 1st and September 1st (P)

Principal and Interest Requirements

| Fiscal Year | Interest Rate | Principal | Interest | Total |
|------------------------|--------------------------|-------------------|------------------|-------------------|
| 2014-15 | 4.38 | \$ 180,000 | \$ 24,309 | \$ 204,309 |
| 2015-16 | 4.38 | 185,000 | 16,425 | 201,425 |
| 2016-17 | 4.38 | 190,000 | 8,322 | 198,322 |
| Total | | \$ 555,000 | \$ 49,056 | \$ 604,056 |

City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Revenue Bonds, Series 2011
Date of Issue: September 1, 2011
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: \$ 13,845,000
Amount Outstanding: \$ 13,055,000
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 |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2014-15 | 2.000 | \$ 270,000 | \$ 482,431 | \$ 752,431 |
| 2015-16 | 2.000 | 275,000 | 477,031 | 752,031 |
| 2016-17 | 3.000 | 285,000 | 471,531 | 756,531 |
| 2017-18 | 3.000 | 765,000 | 462,981 | 1,227,981 |
| 2018-19 | 3.000 | 790,000 | 440,031 | 1,230,031 |
| 2019-20 | 3.000 | 815,000 | 416,331 | 1,231,331 |
| 2020-21 | 3.125 | 840,000 | 391,881 | 1,231,881 |
| 2021-22 | 3.500 | 865,000 | 365,631 | 1,230,631 |
| 2022-23 | 3.500 | 890,000 | 335,356 | 1,225,356 |
| 2023-24 | 4.000 | 925,000 | 304,206 | 1,229,206 |
| 2024-25 | 4.000 | 965,000 | 267,206 | 1,232,206 |
| 2025-26 | 4.000 | 1,000,000 | 228,606 | 1,228,606 |
| 2026-27 | 4.125 | 1,040,000 | 188,606 | 1,228,606 |
| 2027-28 | 4.250 | 1,085,000 | 145,706 | 1,230,706 |
| 2028-29 | 4.500 | 1,100,000 | 99,594 | 1,199,594 |
| 2029-30 | 4.375 | 1,145,000 | 50,094 | 1,195,094 |
| Total | \$ | 13,055,000 | \$ 5,127,225 | \$ 18,182,225 |

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: \$ 12,885,000

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 |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2014-15 | 2.000 | \$ 200,000 | \$ 476,331 | \$ 676,331 |
| 2015-16 | 3.000 | 205,000 | 472,331 | 677,331 |
| 2016-17 | 3.000 | 205,000 | 466,181 | 671,181 |
| 2017-18 | 4.000 | 610,000 | 460,031 | 1,070,031 |
| 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 | \$ | 12,885,000 | \$ 5,074,744 | \$ 17,959,744 |

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: \$ 11,080,000

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 |
|--------------|---------------|------------------------|-----------------------|----------------------|
| 2014-15 | 2.000 | \$ 615,000 | \$ 415,200 | \$ 1,030,200 |
| 2015-16 | 3.000 | 630,000 | 402,900 | 1,032,900 |
| 2016-17 | 3.000 | 650,000 | 384,000 | 1,034,000 |
| 2017-18 | 4.000 | 665,000 | 364,500 | 1,029,500 |
| 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 | \$ | 11,080,000 | \$ 3,355,450 | \$ 14,435,450 |

VEHICLE AND EQUIPMENT REPLACEMENT FUND

FY 14-15 Budget Summary

Vehicle and Equipment Replacement Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - |
|---|---------------------|---------------------|----------------------|---------------------|--------------------------|----------------------|-----------------------|------------------|
| Beginning Fund Balance: | | \$ 3,906,728 | \$ 3,906,728 | \$ 4,018,574 | \$ - | \$ 4,018,574 | \$ - | 0.0% |
| Vehicle and Equipment Replacement Fund Revenues: | | | | | | | | |
| Revenues | \$ 2,589,133 | \$ 2,091,776 | \$ 2,138,281 | \$ 13,491 | \$ - | \$ 13,491 | \$ (2,078,285) | -99.4% |
| Total Revenues | \$ 2,589,133 | \$ 2,091,776 | \$ 2,138,281 | \$ 13,491 | \$ - | \$ 13,491 | \$ (2,078,285) | -99.4% |
| Total Resources: | \$ 2,589,133 | \$ 5,998,504 | \$ 6,045,009 | \$ 4,032,065 | \$ - | \$ 4,032,065 | \$ (2,078,285) | -34.6% |
| Vehicle and Equipment Replacement Fund Expenditures: | | | | | | | | |
| Vehicles | \$ 1,767,781 | \$ 2,094,664 | \$ 2,026,435 | \$ 1,447,350 | \$ - | \$ 1,447,350 | \$ (647,314) | -30.9% |
| Total Expenditures | \$ 1,767,781 | \$ 2,094,664 | \$ 2,026,435 | \$ 1,447,350 | \$ - | \$ 1,447,350 | \$ (647,314) | -30.9% |
| New Fund Balance: | | \$ 3,903,840 | \$ 4,018,574 | \$ 2,584,715 | | \$ 2,584,715 | | |

Breakdown of Transfer In:

| | |
|--------------------------|------------------|
| General Fund | \$ - |
| General Fund (Fire Dept) | - |
| Tower Fund | 2,253 |
| Fleet Services Fund | 8,638 |
| Total | \$ 10,891 |

CITY OF CONROE
FY 2014-2015
0003-0000

BUDGET LINE ITEMS

FUND: VERF DEPARTMENT: VEHICLE & EQUIPMENT REPLACEMENT DIVISION: VERF REVENUES

| | 2013 | 2014 | | 2015 | | | |
|---------------------------------|--------------------|--------------------|--------------------|-----------------|------------|--------------|-----------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 6010 Interest on Investments | \$2,685 | \$2,600 | \$2,600 | \$2,600 | \$0 | \$0 | \$2,600 |
| 6015 Gains (Losses) on Investmt | (\$25,426) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6036 Sales of Cap. Assets | \$149,021 | \$0 | \$25,700 | \$0 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$1,807 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6200 Proceeds of Capital Leases | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6530 Other Non-Operating Income | \$78,050 | \$0 | \$20,805 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$2,382,996 | \$2,089,176 | \$2,089,176 | \$10,891 | \$0 | \$0 | \$10,891 |
| REVENUES SUBTOTAL | \$2,589,133 | \$2,091,776 | \$2,138,281 | \$13,491 | \$0 | \$0 | \$13,491 |
| TOTAL 0003-0000 | \$2,589,133 | \$2,091,776 | \$2,138,281 | \$13,491 | \$0 | \$0 | \$13,491 |

CITY OF CONROE
FY 2014-2015
0003-3010

BUDGET LINE ITEMS

| FUND: VERF | DEPARTMENT: VEHICLE & EQUIPMENT REPLACEMENT | | | DIVISION: VERF EXPENDITURES | | | |
|-------------------------------------|---|-------------|-------------|-----------------------------|-----|--------------|-------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$2,188 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$0 | \$0 | \$2,188 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$136,800 | \$140,400 | \$140,400 | \$171,600 | \$0 | \$0 | \$171,600 |
| 8060 Contract Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$136,800 | \$140,400 | \$140,400 | \$171,600 | \$0 | \$0 | \$171,600 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$181,350 | \$0 | \$14,200 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$2,265 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$1,446,302 | \$1,954,264 | \$1,869,647 | \$1,275,750 | \$0 | \$0 | \$1,275,750 |
| 9061 Vehicles <\$5,000 | \$1,064 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$1,630,981 | \$1,954,264 | \$1,883,847 | \$1,275,750 | \$0 | \$0 | \$1,275,750 |
| 8520 Transfer Out | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0003-3010 | \$1,767,781 | \$2,094,664 | \$2,026,435 | \$1,447,350 | \$0 | \$0 | \$1,447,350 |

FY 14-15 Supplemental Requests Vehicle Equipment Replacement Fund

| <u>Contributing Department/Division</u> | <u>Rank</u> | <u>Supplemental Req. Title</u> | <u>Amount</u> | <u>Type</u> |
|---|-------------|--|---------------------|------------------------------|
| 0001-1202 Police Support Services | 0 | Chevrolet Caprice (0825) | \$ 29,351 | Vehicle Equipment Replacemen |
| 0001-1203 Police Patrol | 0 | Chevrolet Caprice (1010) | 29,351 | Vehicle Equipment Replacemen |
| 0001-1203 Police Patrol | 0 | Chevrolet Caprice (1013) | 29,351 | Vehicle Equipment Replacemen |
| 0001-1203 Police Patrol | 0 | Chevrolet Caprice (1105) | 29,351 | Vehicle Equipment Replacemen |
| 0001-1203 Police Patrol | 0 | Chevrolet Caprice (1108) | 29,351 | Vehicle Equipment Replacemen |
| 0001-1203 Police Patrol | 0 | Chevrolet Caprice (1112) | 29,351 | Vehicle Equipment Replacemen |
| 0001-1203 Police Patrol | 0 | Chevrolet Caprice (1113) | 29,351 | Vehicle Equipment Replacemen |
| 0001-1203 Police Patrol | 0 | Chevrolet Caprice (1114) | 29,351 | Vehicle Equipment Replacemen |
| 0001-1203 Police Patrol | 0 | Chevrolet Caprice (1115) | 29,351 | Vehicle Equipment Replacemen |
| 0001-1203 Police Patrol | 0 | Chevrolet Caprice (1119) | 29,351 | Vehicle Equipment Replacemen |
| 0001-1204 Police Investigations | 0 | Ford F-150 Extended Cab (0610) | 32,500 | Vehicle Equipment Replacemen |
| 0001-1206 Police Animal Services | 0 | Ford F-150 Extended Cab (0705) | 26,500 | Vehicle Equipment Replacemen |
| 0001-1300 Fire | 0 | Pierce Arrow 1250 GPM (9330) | 733,240 | Vehicle Equipment Replacemen |
| 0001-1540 Streets | 10 | Pot Hole Patch Truck (0701) | 160,000 | Vehicle Equipment Replacemen |
| 0001-1540 Streets | 13 | John Deere Four Wheel Drive Tractor (E 0501) | 30,000 | Vehicle Equipment Replacemen |
| | | | \$ 1,275,750 | |

Notes:

1. These replacements were reviewed by the Vehicle and Equipment Replacement Committee to determine replacement.



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**WATER AND SEWER
VEHICLE AND
EQUIPMENT
REPLACEMENT FUND**

FY 14-15 Budget Summary

Water and Sewer

Vehicle and Equipment Replacement Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - |
|---|---------------------|---------------------|----------------------|---------------------|--------------------------|----------------------|---------------------|------------------|
| Beginning Working Capital: | \$ 1,077,345 | \$ 1,077,345 | \$ 749,948 | \$ - | \$ 749,948 | \$ - | 0.0% | |
| Water & Sewer VERF Revenues: | | | | | | | | |
| Revenues | \$ 886,814 | \$ 938,342 | \$ 940,603 | \$ 813,636 | \$ - | \$ 813,636 | \$ (124,706) | -13.3% |
| Total Revenues | \$ 886,814 | \$ 938,342 | \$ 940,603 | \$ 813,636 | \$ - | \$ 813,636 | \$ (124,706) | -13.3% |
| Total Resources: | \$ 886,814 | \$ 2,015,687 | \$ 2,017,948 | \$ 1,563,584 | \$ - | \$ 1,563,584 | \$ (124,706) | -6.2% |
| Water & Sewer VERF Expenditures: | | | | | | | | |
| Vehicles | \$ 502,885 | \$ 1,268,000 | \$ 1,268,000 | \$ 279,700 | \$ - | \$ 279,700 | \$ (988,300) | -77.9% |
| Total Expenditures | \$ 502,885 | \$ 1,268,000 | \$ 1,268,000 | \$ 279,700 | \$ - | \$ 279,700 | \$ (988,300) | -77.9% |
| New Fund Balance: | \$ 747,687 | \$ 749,948 | \$ 1,283,884 | | | \$ 1,283,884 | | |

Breakdown of Transfer In:

| | |
|-----------------------|-------------------|
| W&S Operating Fund | \$ 813,636 |
| W&S Construction Fund | - |
| Total | \$ 813,636 |

CITY OF CONROE
FY 2014-2015
0045-0000

BUDGET LINE ITEMS

FUND: W&S VERF

DEPARTMENT: WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT
VERF REVENUES

DIVISION: W&S

| | 2013 | 2014 | | 2015 | | | |
|---------------------------------|------------------|------------------|------------------|------------------|------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 6010 Interest | (\$2,020) | \$0 | \$1,580 | \$0 | \$0 | \$0 | \$0 |
| 6015 Gains (Losses) on Investmt | (\$14,092) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6036 Sales of Cap. Assets | \$72,994 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6530 Other Non-Operating Income | \$0 | \$0 | \$681 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$829,932 | \$938,342 | \$938,342 | \$813,636 | \$0 | \$0 | \$813,636 |
| REVENUES SUBTOTAL | \$886,814 | \$938,342 | \$940,603 | \$813,636 | \$0 | \$0 | \$813,636 |
| TOTAL 0045-0000 | \$886,814 | \$938,342 | \$940,603 | \$813,636 | \$0 | \$0 | \$813,636 |

CITY OF CONROE
FY 2014-2015
0045-4500

BUDGET LINE ITEMS

FUND: W&S VERF

**DEPARTMENT: WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT
VERF EXPENDITURES**

DIVISION: W&S

| | 2013 | 2014 | | 2015 | | | |
|--|------------------|--------------------|--------------------|------------------|------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8060 Contract Services | \$416 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$416 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$472,471 | \$1,268,000 | \$948,000 | \$279,700 | \$0 | \$0 | \$279,700 |
| 9051 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$29,998 | \$0 | \$320,000 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$502,469 | \$1,268,000 | \$1,268,000 | \$279,700 | \$0 | \$0 | \$279,700 |
| TOTAL 0045-4500 | \$502,885 | \$1,268,000 | \$1,268,000 | \$279,700 | \$0 | \$0 | \$279,700 |

FY 14-15 Supplemental Requests

Water Sewer Vehicle Equipment Replacement Fund

| <u>Contributing Department/Division</u> | <u>Rank</u> | <u>Supplemental Req. Title</u> | <u>Amount</u> | <u>Type</u> |
|---|-------------|--|-------------------|--|
| 0002-2820 Water | 5 | Utility Trailer (T 9210) | \$ 5,700 | Vehicle Equipment Replacement Fund - V. E. R. F. |
| 0002-2820 Water | 6 | Griffin 6" Transfer Pump (E 9824) | 36,000 | Vehicle Equipment Replacement Fund - V. E. R. F. |
| 0002-2820 Water | 7 | Rubber Track Excavator (E 0719) | 35,000 | Vehicle Equipment Replacement Fund - V. E. R. F. |
| 0002-2881 WWTP | 2 | 14-yd Dump Truck (0546) | 140,000 | Vehicle Equipment Replacement Fund - V. E. R. F. |
| 0002-2884 Project Construction | 1 | Ford F450 Crew Cab 4x4 Work Truck (0630) | 63,000 | Vehicle Equipment Replacement Fund - V. E. R. F. |
| | | | \$ 279,700 | |

Notes:

1. These replacements were reviewed by the Vehicle and Equipment Replacement Committee to determine replacement.



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**CONROE INDUSTRIAL
DEVELOPMENT
CORPORATION (CIDC)
REVENUE CLEARING FUND**

FY 14-15 Budget Summary

Conroe Industrial Development Corporation

Revenue Clearing Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - |
|--|---------------------|---------------------|----------------------|----------------------|--------------------------|----------------------|-------------------|------------------|
| Beginning Fund Balance: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | N/A |
| CIDC Revenue Clearing Revenues: | | | | | | | | |
| Revenues | \$ 9,160,163 | \$ 9,576,771 | \$ 9,576,771 | \$ 10,034,884 | \$ - | \$ 10,034,884 | \$ 458,113 | 4.8% |
| Total Revenues | \$ 9,160,163 | \$ 9,576,771 | \$ 9,576,771 | \$ 10,034,884 | \$ - | \$ 10,034,884 | \$ 458,113 | 4.8% |
| Total Resources: | \$ 9,576,771 | \$ 9,576,771 | \$ 10,034,884 | \$ - | \$ 10,034,884 | \$ 458,113 | 4.8% | |
| CIDC Revenue Clearing Expenditures: | | | | | | | | |
| Revenue Clearing | \$ 8,962,618 | \$ 9,576,771 | \$ 9,576,771 | \$ 10,034,884 | \$ - | \$ 10,034,884 | \$ 458,113 | 4.8% |
| Total Expenditures | \$ 8,962,618 | \$ 9,576,771 | \$ 9,576,771 | \$ 10,034,884 | \$ - | \$ 10,034,884 | \$ 458,113 | 4.8% |
| New Fund Balance: | \$ - | \$ - | \$ - | \$ - | | \$ - | | |

Breakdown of Transfer Out:

| | |
|------------------------|----------------------|
| CIDC Debt Service Fund | \$ 4,069,493 |
| CIDC General Fund | 5,965,391 |
| Total | \$ 10,034,884 |

CITY OF CONROE
FY 2014-2015
0009-0002

BUDGET LINE ITEMS

FUND: CIDC REVENUE CLEARING FUND

DEPARTMENT: CIDC REVENUE CLEARING

DIVISION: REVENUES

| | 2013 | 2014 | | 2015 | | | |
|--------------------------|--------------------|--------------------|--------------------|---------------------|------------|--------------|---------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 4040 Sales Tax | \$9,160,163 | \$9,576,771 | \$9,576,771 | \$10,034,884 | \$0 | \$0 | \$10,034,884 |
| REVENUES SUBTOTAL | \$9,160,163 | \$9,576,771 | \$9,576,771 | \$10,034,884 | \$0 | \$0 | \$10,034,884 |
| TOTAL 0009-0002 | \$9,160,163 | \$9,576,771 | \$9,576,771 | \$10,034,884 | \$0 | \$0 | \$10,034,884 |

**CITY OF CONROE
FY 2014-2015
0009-9400**

BUDGET LINE ITEMS

FUND: CIDC REVENUE CLEARING FUND

DEPARTMENT: CIDC REVENUE CLEARING

DIVISION: EXPENDITURES

| | 2013 | 2014 | | 2015 | | | |
|---------------------------|--------------------|--------------------|--------------------|---------------------|------------|--------------|---------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 8520 Transfer Out | \$8,962,618 | \$9,576,771 | \$9,576,771 | \$10,034,884 | \$0 | \$0 | \$10,034,884 |
| TRANSFERS SUBTOTAL | \$8,962,618 | \$9,576,771 | \$9,576,771 | \$10,034,884 | \$0 | \$0 | \$10,034,884 |
| TOTAL 0009-9400 | \$8,962,618 | \$9,576,771 | \$9,576,771 | \$10,034,884 | \$0 | \$0 | \$10,034,884 |

**CONROE INDUSTRIAL
DEVELOPMENT
CORPORATION (CIDC)
GENERAL FUND**

FY 14-15 Budget Summary

Conroe Industrial Development Fund

General Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - |
|--|---------------------|----------------------|----------------------|----------------------|--------------------------|----------------------|-----------------------|------------------|
| Beginning Fund Balance: | | \$ 15,422,163 | \$ 15,422,163 | \$ 13,213,209 | \$ - | \$ 13,213,209 | \$ - | 0.0% |
| CIDC General Fund Revenues: | | | | | | | | |
| Revenues | \$ 7,142,936 | \$ 5,532,522 | \$ 8,498,740 | \$ 5,992,396 | \$ - | \$ 5,992,396 | \$ 459,874 | 8.3% |
| Total Revenues | \$ 7,142,936 | \$ 5,532,522 | \$ 8,498,740 | \$ 5,992,396 | \$ - | \$ 5,992,396 | \$ 459,874 | 8.3% |
| Total Resources: | \$ 7,142,936 | \$ 20,954,685 | \$ 23,920,903 | \$ 19,205,605 | \$ - | \$ 19,205,605 | \$ 459,874 | 2.2% |
| CIDC General Fund Expenditures: | | | | | | | | |
| CIDC General Fund | \$ 4,043,013 | \$ 6,376,158 | \$ 6,802,906 | \$ 3,677,282 | \$ - | \$ 3,677,282 | \$ (2,698,876) | -42.3% |
| Total Expenditures | \$ 4,043,013 | \$ 6,376,158 | \$ 6,802,906 | \$ 3,677,282 | \$ - | \$ 3,677,282 | \$ (2,698,876) | -42.3% |
| Debt Service Reserve: | | \$ 3,904,788 | \$ 3,904,788 | \$ (63,556) | | \$ (63,556) | | |
| New Fund Balance: | | \$ 10,673,739 | \$ 13,213,209 | \$ 15,591,879 | | \$ 15,591,879 | | |

| | | |
|----------------------------------|---------------------|--|
| Breakdown of Transfer In: | | |
| CIDC Rev. Clearing Fund | \$ 5,965,391 | |
| General Fund (Transit Related) | - | |
| Total | \$ 5,965,391 | |

| | | |
|---|---------------------|--|
| Breakdown of Transfer Out: | | |
| W&S Debt Service Fund (Water Well debt) | \$ 248,188 | |
| CIDC CIP Fund (Section 8 - Industrial Park) | - | |
| General Fund (CIDC Administration) | - | |
| GO Debt Service Fund (Park debt) | 1,300,670 | |
| Total | \$ 1,548,858 | |

| Breakdown of Economic Development Contracts: | | Actual FY 12-13 | Estimated FY 13-14 | Budget FY 14-15 |
|---|-------------------|----------------------------|-------------------------------|----------------------------|
| Marketing Agreement | | \$ - | \$ - | \$ - |
| Incentive Agreements (10%) | | | | |
| McKesson | \$ - | \$ - | \$ - | |
| Byrne Medical | 18,990 | 20,940 | 23,448 | |
| Byrne Medical #2 | 4,446 | 5,305 | 5,666 | |
| Royal Equipment | 10,145 | 10,766 | - | |
| NOV Downhole (Formerly ReedHycalog) | 214,569 | 217,115 | - | |
| Texas Oil Tools (National Oil Well Varco) | - | - | - | |
| Texas Oil Tools (National Oil Well Varco) #2 | - | 98,188 | 101,135 | |
| Sooner Container | - | 14,053 | 14,936 | |
| Bordon Milk | 3,216 | 2,655 | - | |
| Bordon Milk #2 | 8,556 | 8,239 | 7,923 | |
| GE Energy formerly Sondex | 19,959 | 17,128 | 21,557 | |
| Professional Directional | 42,234 | 46,692 | 48,028 | |
| Multi-Shot | 96,091 | 134,251 | 180,266 | |
| Bauer | 122,119 | 132,134 | 243,345 | |
| Town Center Office Plaza | 11,268 | 11,268 | 11,268 | |
| Blue Magic | 15,921 | - | - | |
| Hunting Energy Services | 43,716 | 61,754 | 74,664 | |
| C&C Metals | 6,069 | 6,168 | 11,524 | |
| Turbo Drill | 6,894 | 6,710 | 13,214 | |
| Jyoti | - | 75,421 | 75,208 | |
| HTTP | 15,947 | 16,367 | 16,814 | |
| Stainless Structural | - | 64,977 | 67,447 | |
| Byrne Medical #3 | 2,170 | 3,150 | 3,819 | |
| Protect Controls | - | 23,622 | 34,823 | |
| R & M Energy Systems | - | 671 | 2,741 | |
| Energy Alloys, LLC | - | 15,783 | 53,793 | |
| Hempel USA | - | - | 23,420 | |
| Bordon Milk #3 | - | - | 24,246 | |
| Available for Additional Incentives | - | - | - | |
| Subtotal | \$ 642,310 | \$ 993,356 | \$ 1,059,285 | |
| TOTAL ALL AGREEMENTS | \$ 642,310 | \$ 993,356 | \$ 1,059,285 | |

FY 14-15 Supplemental Requests CIDC Fund

| <u>Department/Division</u> | <u>Dept Rank</u> | <u>Supplemental Req. Title</u> | <u>Requested Amount</u> | <u>FY 13-14 Purchase</u> | <u>CAO Adjustment</u> | <u>List "A" (Included)</u> | <u>Type</u> |
|----------------------------|------------------|--|-------------------------|--------------------------|-----------------------|----------------------------|------------------------------|
| 0009-9000 CIDC | 0 | Deison Technology Fountain Maintenance | \$ 20,000 | \$ - | \$ 20,000 | \$ - | Non-discretionary Adjustment |
| 0009-9000 CIDC | 0 | Deison Technology Park Utilities | 8,034 | - | 8,034 | - | Non-discretionary Adjustment |
| 0009-9000 CIDC | 0 | CIDC Van Fuel And Maintenance | 3,500 | - | 3,500 | - | Non-discretionary Adjustment |
| | | | \$ 31,534 | \$ - | \$ 31,534 | \$ - | |

Definitions:

1. **Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. **FY 13-14 Purchase** - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. **CAO (City Administrator's Office) Adjustment**- This category is for items that are generally non-discretionary, inflationary increases that are critical to a department's operations and are uncontrollable expenses (i.e. gasoline and diesel cost increases).
4. **List "A" (Included)** - These items are included in the Operating Budget as supplementals.

Notes:

5. If there is no funding listed in the FY 13-14 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

**CITY OF CONROE
FY 2014-2015
0009-0000**

BUDGET LINE ITEMS

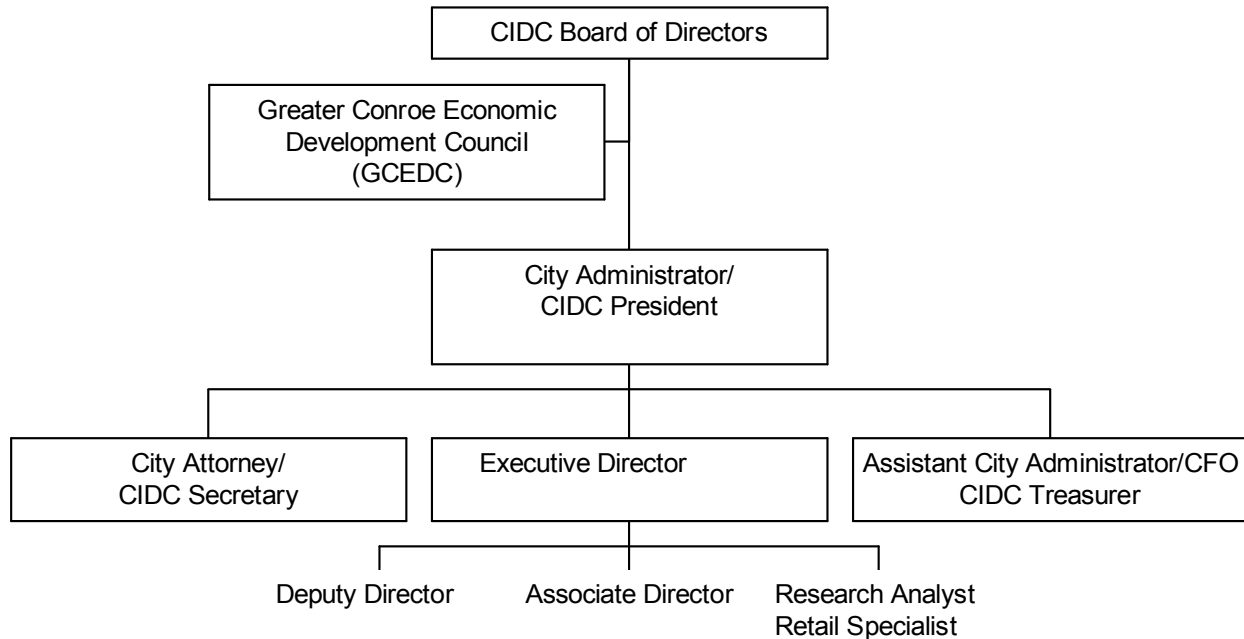
FUND: CIDC GENERAL FUND

DEPARTMENT: CIDC GENERAL FUND

DIVISION: REVENUES

| | 2013 | 2014 | | 2015 | | | |
|---------------------------------|--------------------|--------------------|--------------------|--------------------|------------|--------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 6010 Interest on Investments | \$28,125 | \$14,798 | \$27,005 | \$27,005 | \$0 | \$0 | \$27,005 |
| 6015 Gains (Losses) on Investmt | (\$31,611) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6030 Lease Income | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6035 Land Sales | \$2,461,269 | \$0 | \$2,961,011 | \$0 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$264,383 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$4,420,770 | \$5,517,724 | \$5,510,724 | \$5,965,391 | \$0 | \$0 | \$5,965,391 |
| REVENUES SUBTOTAL | \$7,142,936 | \$5,532,522 | \$8,498,740 | \$5,992,396 | \$0 | \$0 | \$5,992,396 |
| TOTAL 0009-0000 | \$7,142,936 | \$5,532,522 | \$8,498,740 | \$5,992,396 | \$0 | \$0 | \$5,992,396 |

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 the Lone Star Executive Airport.

The CIDC is governed by a seven member board of directors.

Conroe Industrial Development Corporation

Accomplishments for FY 2013-2014

- ✓ Secured retailers city-wide
- ✓ Represented the City at the Gulf Coast Economic Development Council
- ✓ Developed and marketed the Deison Technology Park
- ✓ Marketed Conroe Park North Industrial Park

Goals & Objectives for FY 2014-2015

- ❑ Sell property in the Conroe Park North Industrial Park and the Deison Technology Park
- ❑ Recruit businesses for Conroe Park North and Deison Technology Park
- ❑ Acquire grants for the Deison Technology Park
- ❑ Continue management of the economic development activity for the City of Conroe
- ❑ Distribute incentives for existing businesses for retention and expansion
- ❑ Represented City of Conroe at Industrial Asset Management Council
- ❑ Represented City of Conroe at International Shopping Center Council
- ❑ Represented City of Conroe at International Economic Development Council
- ❑ Represented City of Conroe at Texas Economic Development Council
- ❑ Represented City of Conroe at Gulf Coast Workforce Council
- ❑ Promote economic development for the City of Conroe through Public speaking events
- ❑ Update GCEDC website & link it to the Deison Technology Park website
- ❑ Update Deison Technology Park Website & link it to the GCEDC website
- ❑ Complete process for reaccreditation with the Accredited Economic Development Organization.
- ❑ Continue recruitment trips with Texas One

City of Conroe General Fund

Conroe Industrial Development Corporation 0009-9000

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| CIDC Executive Director | 0 | 1 | 1 | 1 |
| CIDC Deputy Director | 0 | 1 | 1 | 1 |
| Associate Director | 0 | 1 | 1 | 1 |
| Administration Coordinator/Transportation Specialist | 0 | 1 | 0 | 0 |
| Research Analyst/Retail Specialist | 0 | 1 | 1 | 1 |
| TOTAL PERSONNEL SERVICES | 0 | 5 | 4 | 4 |
| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
| PERFORMANCE MEASURES | | | | |
| Business Attraction & Marketing | | | | |
| Number of Businesses attracted to Conroe | N/A | N/A | N/A | 3 |
| Number of jobs attracted to Conroe | N/A | N/A | N/A | 150 |
| New investment attracted/facilitated | N/A | N/A | N/A | \$60 million |
| Increase in tax revenue/base growth | N/A | N/A | N/A | 5% |
| Average wages/salaries of jobs attracted | N/A | N/A | N/A | \$ 45,000 |
| "Active" prospects in the pipeline | N/A | N/A | N/A | 5 |
| Number of leads responded to | N/A | N/A | N/A | 65 |
| Cost-benefit analysis of proposed projects (ROI) | N/A | N/A | N/A | 38% |
| Incentives awarded for new projects (number) | N/A | N/A | N/A | 3 |
| Total cash incentive value for new projects | N/A | N/A | N/A | \$ 200,000 |
| Targeted marketing campaigns undertaken (sales missions, ad campaigns, trade shows) | N/A | N/A | N/A | 10 |
| Availability of shovel-ready sites (number, acreage) | | | | |
| Conroe Park North - 36 sites | N/A | N/A | N/A | 510.81 acres |
| Deison Technology Park - 27 sites | N/A | N/A | N/A | 220.92 acres |
| Business Retention & Expansion | | | | |
| Number of businesses expanded | N/A | N/A | N/A | 3 |
| Number of jobs created by expansions | N/A | N/A | N/A | 150 |
| Number of businesses assisted | N/A | N/A | N/A | 5 |
| Communications | | | | |
| Number of positive media hits | N/A | N/A | N/A | 20 |

Ranking of web site in online search engines

#1 Google, #1 Bing

Note: The Administrative Coordinator/Transportation Specialist was moved to the Transportation Grants Fund in FY 13-14.

CITY OF CONROE

FY 2014-2015

0009-9000

BUDGET LINE ITEMS

| FUND: CIDC GENERAL FUND | | DEPARTMENT: CIDC GENERAL FUND | | DIVISION: EXPENDITURES | | | |
|--------------------------------------|------------------|-------------------------------|--------------------|------------------------|-----------------|--------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$360,328 | \$358,729 | \$358,729 | \$393,824 | \$0 | \$0 | \$393,824 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$357 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7025 Social Security | \$25,008 | \$32,168 | \$32,168 | \$33,278 | \$0 | \$0 | \$33,278 |
| 7030 Retirement & Pension | \$61,573 | \$60,120 | \$60,120 | \$64,468 | \$0 | \$0 | \$64,468 |
| 7035 Workers Compensation | \$2,077 | \$4,760 | \$4,760 | \$4,783 | \$0 | \$0 | \$4,783 |
| 7040 Employee Insurance | \$50,681 | \$46,069 | \$46,069 | \$46,045 | \$0 | \$0 | \$46,045 |
| PERSONNEL SERVICES SUBTOTAL | \$500,024 | \$501,846 | \$501,846 | \$542,398 | \$0 | \$0 | \$542,398 |
| 7110 Office Supplies | \$12,418 | \$12,000 | \$12,000 | \$12,000 | \$0 | \$0 | \$12,000 |
| 7160 Vehicle Operations | \$53 | \$0 | \$0 | \$0 | \$3,500 | \$0 | \$3,500 |
| 7180 Equipment Repairs | \$0 | \$1,500 | \$1,500 | \$1,500 | \$0 | \$0 | \$1,500 |
| 7200 Operating Supplies | \$7,134 | \$2,500 | \$2,500 | \$2,500 | \$0 | \$0 | \$2,500 |
| 7251 Buildings <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$19,605 | \$16,000 | \$16,000 | \$16,000 | \$3,500 | \$0 | \$19,500 |
| 8010 Utilities | \$9,764 | \$11,966 | \$11,966 | \$11,966 | \$8,034 | \$0 | \$20,000 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$95 | \$10,000 | \$10,000 | \$10,000 | \$0 | \$0 | \$10,000 |
| 8040 Leased Equipment | \$450 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$85,544 | \$105,765 | \$105,765 | \$105,765 | \$0 | \$0 | \$105,765 |
| 8060 Contract Services | \$864,811 | \$2,106,816 | \$1,933,564 | \$1,410,761 | \$20,000 | \$0 | \$1,430,761 |
| 8087 Donation Expense | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$960,664 | \$2,234,547 | \$2,061,295 | \$1,538,492 | \$28,034 | \$0 | \$1,566,526 |
| 9010 LAND > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9020 Buildings > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9021 Buildings < \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures < \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment < \$5,000 | \$537 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

CITY OF CONROE
FY 2014-2015
0009-9000

BUDGET LINE ITEMS

| FUND: CIDC GENERAL FUND | | DEPARTMENT: CIDC GENERAL FUND | | | DIVISION: EXPENDITURES | | |
|-------------------------|-------------|-------------------------------|-------------|-------------|------------------------|--------------|-------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 9060 Vehicles >\$5,000 | \$26,811 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$27,348 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$2,535,372 | \$3,623,765 | \$4,223,765 | \$1,548,858 | \$0 | \$0 | \$1,548,858 |
| TRANSFERS SUBTOTAL | \$2,535,372 | \$3,623,765 | \$4,223,765 | \$1,548,858 | \$0 | \$0 | \$1,548,858 |
| TOTAL 0009-9000 | \$4,043,013 | \$6,376,158 | \$6,802,906 | \$3,645,748 | \$31,534 | \$0 | \$3,677,282 |



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HOTEL OCCUPANCY TAX FUND

FY 14-15 Budget Summary Hotel Occupancy Tax Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - |
|-----------------------------------|--------------------|---------------------|----------------------|---------------------|--------------------------|----------------------|-------------------|------------------|
| Beginning Fund Balance: | | \$ 1,098,528 | \$ 1,098,528 | \$ 1,389,300 | \$ - | \$ 1,389,300 | \$ - | 0.0% |
| HOT Revenues | | | | | | | | |
| Revenues | \$ 927,516 | \$ 820,272 | \$ 1,011,442 | \$ 1,006,946 | \$ - | \$ 1,006,946 | \$ 186,674 | 22.8% |
| Total Revenues | \$ 927,516 | \$ 820,272 | \$ 1,011,442 | \$ 1,006,946 | \$ - | \$ 1,006,946 | \$ 186,674 | 22.8% |
| Total Resources: | \$ 927,516 | \$ 1,918,800 | \$ 2,109,970 | \$ 2,396,246 | \$ - | \$ 2,396,246 | \$ 186,674 | 9.7% |
| HOT Expenses | | | | | | | | |
| Con. & Vis. Bureau | \$ 592,708 | \$ 741,446 | \$ 720,670 | \$ 765,501 | \$ 47,172 | \$ 812,673 | \$ 71,227 | 9.6% |
| Total Expenditures | \$ 592,708 | \$ 741,446 | \$ 720,670 | \$ 765,501 | \$ 47,172 | \$ 812,673 | \$ 71,227 | 9.6% |
| New Fund Balance: | | \$ 1,177,354 | \$ 1,389,300 | \$ 1,630,745 | | \$ 1,583,573 | | |
| Breakdown of Transfer Out: | | | | | | | | |
| General Fund | | | \$ - | | | | | |
| Total | | | \$ - | | | | | |

FY 14-15 Supplemental Requests HOT Fund

| <u>Department/Division</u> | <u>Dept Rank</u> | <u>Supplemental Req. Title</u> | <u>Requested Amount</u> | <u>FY 13-14 Purchase</u> | <u>CAO Adjustment</u> | <u>List "A" (Included)</u> | <u>Type</u> |
|------------------------------------|------------------|---|-------------------------|--------------------------|-----------------------|----------------------------|------------------------------|
| 004-4010 Convention & Visitors Bur | 0 | Office Supplies | \$ 35,000 | \$ - | \$ - | \$ - | Non-discretionary Adjustment |
| 004-4010 Convention & Visitors Bur | 1 | Marketing Opportunities- Corporate & Tours | 28,858 | - | - | - | Enhanced Program |
| 004-4010 Convention & Visitors Bur | 2 | Travel & Training | 6,500 | - | - | 6,500 | New Travel & Training |
| 004-4010 Convention & Visitors Bur | 3 | Marketing Opportunities- Recreational | 13,160 | - | - | 13,160 | Enhanced Program |
| 004-4010 Convention & Visitors Bur | 3 | External Audit Hotels-Verify Local HOT | 12,800 | - | - | 12,800 | New Program |
| 004-4010 Convention & Visitors Bur | 4 | Marketing Opportunities- Texas Parks & Wildlife | 14,712 | - | - | 14,712 | Enhanced Program |
| 004-4010 Convention & Visitors Bur | 5 | Tourism Video | 20,000 | 20,000 | - | - | New Program |
| | | | \$ 131,030 | \$ 20,000 | \$ - | \$ 47,172 | |

Definitions:

1. **Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. **FY 13-14 Purchase** - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. **CAO (City Administrator's Office) Adjustment** - This category is for items that are generally non-discretionary, inflationary increases that are critical to a department's operations and are uncontrollable expenses (i.e. gasoline and diesel cost increases).
4. **List "A" (Included)** - These items are included in the Operating Budget as supplementals.

Notes:

5. If there is no funding listed in the FY13-14 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2014-2015
0004-0000

BUDGET LINE ITEMS

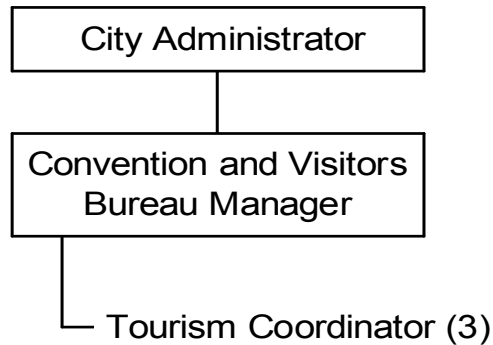
FUND: HOTEL OCCUPANCY TAX FUND

DEPARTMENT: HOTEL OCCUPANCY TAX

DIVISION: HOT REVENUES

| | 2013 | 2014 | | 2015 | | | |
|-----------------------------|------------------|------------------|--------------------|--------------------|------------|--------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 4050 Hotel Occupancy Tax | \$926,573 | \$816,476 | \$1,006,946 | \$1,006,946 | \$0 | \$0 | \$1,006,946 |
| 6010 Interest | \$943 | \$0 | \$700 | \$0 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$0 | \$3,796 | \$3,796 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| REVENUES SUBTOTAL | \$927,516 | \$820,272 | \$1,011,442 | \$1,006,946 | \$0 | \$0 | \$1,006,946 |
| TOTAL 0004-0000 | \$927,516 | \$820,272 | \$1,011,442 | \$1,006,946 | \$0 | \$0 | \$1,006,946 |

Convention and 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 Convention Center facility utilization and attract and develop visitors to other City of Conroe facilities.

Convention and Visitors Bureau

Accomplishments FY 2013-2014

- ✓ Fully redesigned Visitor Guide utilizing techniques to improve readership
- ✓ Increased our presence in social media, increasing followers and page views
- ✓ Revitalized and completely rebuilt a new Hotel Managers and Owners Alliance
- ✓ Educated special grants recipients and re-evaluated grant procurement process
- ✓ Designed and launched new advertising campaign
- ✓ Increased Familiarization Tours in Conroe by 200%
- ✓ Created Caching Conroe, our geocaching program, and launched it
- ✓ Won TACVB state award for our geocaching program
- ✓ Made presentations about geocaching to the I-45 Corridor Coalition, Montgomery County Historical Commission, and La Torretta
- ✓ Lead a 10 city geocaching campaign for the I-45 Corridor Coalition
- ✓ Worked closely with GIS to create a Conroe map for visitors
- ✓ Created and launched a monthly Conroe CVB newsletter
- ✓ Worked with 12 major events to in Conroe to achieve successful outcomes
- ✓ Streamlined processes in office to save a total of \$2,615.00 annually, including an in-house visitor database and other operating costs
- ✓ Increased our bulk mail distribution by 543%
- ✓ Developed a new Artist Series Postcards campaign
- ✓ Assisted with Flag Park Way-finding signs
- ✓ Assisted with Conroe Downtown Association and the downtown maps

Goals & Objectives FY 2014-2015

- ❑ Design and produce new group marketing literature for Family Reunions and Social Events
- ❑ Develop a program and itineraries for bus tours in Conroe
- ❑ Update the Corporate Meeting Planner, and reach out to local area businesses to share our information, in order to recruit out-of-town meetings and visits to be held in Conroe, as opposed to other locales
- ❑ Update mobile and standard website
- ❑ Grow the Conroe CVB newsletter

City of Conroe
HOT Fund
Convention & Visitors Bureau
0004-4010

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Actual 2013-2014</u> | <u>Estimated 2014-2015</u> |
|---|-----------------------------|-----------------------------|-----------------------------|--------------------------------|
| PERSONNEL SERVICES | | | | |
| Convention & Visitors Bureau Manager | 1 | 1 | 1 | 1 |
| Tourism Coordinator | 2 | 2 | 3 | 3 |
| TOTAL FULL TIME | 3 | 3 | 4 | 4 |
| P/T Tourism Coordinator | 0 | 0 | 0 | 0 |
| TOTAL PART TIME | 0 | 0 | 0 | 0 |
| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Actual 2013-2014</u> | <u>Estimated 2014-2015</u> |
| PERFORMANCE MEASURES | | | | |
| Marketing Efforts | | | | |
| Ads Produced | 46 | 71 | 86 | 99 |
| Trade Shows | 5 | 4 | 6 | 7 |
| Familiarization Tours | 2 | 1 | 0 | 2 |
| Marketing Results | | | | |
| <i>Events Supported, Acquired and/or Retained</i> | | | | |
| Sporting Events | 10 | 16 | 11 | 11 |
| Social Events (Wedding, etc.) | 10 | 26 | 26 | 26 |
| Corporate Events | 10 | 3 | 15 | 17 |
| <i>Information Requests</i> | | | | |
| Walk In Visitors | 226 | 338 | 500 | 1,020 |
| Telephone Requests | 400 | 392 | 554 | 1,560 |
| Email/Web Downloads | 2,700 | 2,836 | 3,640 | 515 |
| Wedding Packets | 350 | 472 | 249 | 60 |
| Meeting & Events Packets | 25 | 588 | 150 | 300 |
| Media Leads | 26,500 | 30,452 | 31,820 | 32,000 |
| Bulk Distribution | 11,000 | 11,155 | 4,600 | 22,227 |
| <i>Website and Social Media</i> | | | | |
| Website Visitors | 85,230 | 70,804 | 52,339 | 53,000 |
| Facebook Likes | 7,000 | 6,911 | 7,446 | 8,000 |
| Twitter Followers | 600 | 715 | 929 | 1,100 |
| Blog Pageviews | 3,000 | 3,151 | 4,882 | 6,600 |
| Continuing Education | | | | |
| Industry Conventions | 9 | 16 | 22 | 24 |

CITY OF CONROE
FY 2014-2015
0004-4010

BUDGET LINE ITEMS

FUND: HOTEL OCCUPANCY TAX FUND

DEPARTMENT: CONVENTION & VISITORS BUREAU
EXPENDITURES

DIVISION: CVB

| | 2013 | 2014 | | 2015 | | | |
|--|------------------|------------------|------------------|------------------|------------|-----------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$127,659 | \$205,308 | \$205,308 | \$211,804 | \$0 | \$0 | \$211,804 |
| 7012 Salaries - Part Time | \$2,872 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$3,237 | \$2,000 | \$2,000 | \$2,000 | \$0 | \$0 | \$2,000 |
| 7025 Social Security | \$9,902 | \$17,984 | \$15,077 | \$18,066 | \$0 | \$0 | \$18,066 |
| 7030 Retirement & Pension | \$22,442 | \$35,275 | \$28,777 | \$35,003 | \$0 | \$0 | \$35,003 |
| 7035 Workers Compensation | (\$1) | \$2,121 | \$1,946 | \$2,572 | \$0 | \$0 | \$2,572 |
| 7040 Employee Insurance | \$31,709 | \$42,951 | \$34,551 | \$46,045 | \$0 | \$0 | \$46,045 |
| PERSONNEL SERVICES SUBTOTAL | \$197,820 | \$305,639 | \$287,659 | \$315,490 | \$0 | \$0 | \$315,490 |
| 7110 Office Supplies | \$29,754 | \$28,850 | \$44,850 | \$9,850 | \$0 | \$0 | \$9,850 |
| 7200 Operating Supplies | \$1,233 | \$500 | \$500 | \$500 | \$0 | \$0 | \$500 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$3,000 | \$3,000 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$30,987 | \$32,350 | \$48,350 | \$10,350 | \$0 | \$0 | \$10,350 |
| 8010 Utilities | \$1,870 | \$2,050 | \$2,050 | \$2,050 | \$0 | \$0 | \$2,050 |
| 8050 Travel & Training | \$17,353 | \$48,321 | \$48,321 | \$48,321 | \$0 | \$6,500 | \$54,821 |
| 8060 Contract Services | \$343,394 | \$353,086 | \$334,290 | \$389,290 | \$0 | \$40,672 | \$429,962 |
| CONTRACTUAL SUBTOTAL | \$362,617 | \$403,457 | \$384,661 | \$439,661 | \$0 | \$47,172 | \$486,833 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$1,284 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$1,284 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0004-4010 | \$592,708 | \$741,446 | \$720,670 | \$765,501 | \$0 | \$47,172 | \$812,673 |

CITY OF CONROE
FY 2014-2015
0004-4010

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|---|----------------------------|--|-----------------------------|
| 2077 | 0 | External Audit Hotels - Verify Local Hot | New Program | 8060 CONTRACT SERVICES Request Total | \$12,800 \$12,800 |
| 2681 | 2 | Travel & Training | New Travel & Training | 8050 TRAVEL & TRAINING Request Total | \$6,500 \$6,500 |
| 2683 | 3 | Marketing Opportunities- Recreational | Enhanced Program | 8060 CONTRACT SERVICES Request Total | \$13,160 \$13,160 |
| 2700 | 4 | Marketing Opportunities- Texas Parks & Wildlife | Enhanced Program | 8060 CONTRACT SERVICES Request Total | \$14,712 \$14,712 |
| 4 Requests | | | Total for 0004-4010 | | \$47,172 |



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**COMMUNITY
DEVELOPMENT BLOCK
GRANT (CDBG)
ENTITLEMENT FUND**

FY 14-15 Budget Summary CDBG Entitlement Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|-------------------|--------------------------|----------------------|---------------------|------------------|
| Beginning Fund Balance: | \$ 340,042 | \$ 340,042 | \$ 340,042 | \$ 205,965 | \$ - | \$ 205,965 | \$ - | 0.0% |
| CDBG Entitlement Fund Revenues: | | | | | | | | |
| Revenues | \$ 420,552 | \$ 729,698 | \$ 579,288 | \$ 626,095 | \$ - | \$ 626,095 | \$ (103,603) | -14.2% |
| Total Revenues | \$ 420,552 | \$ 729,698 | \$ 579,288 | \$ 626,095 | \$ - | \$ 626,095 | \$ (103,603) | -14.2% |
| Total Resources: | \$ 420,552 | \$ 1,069,740 | \$ 919,330 | \$ 832,060 | \$ - | \$ 832,060 | \$ (103,603) | -9.7% |
| CDBG Entitlement Fund Expenditures: | | | | | | | | |
| CDBG | \$ 197,442 | \$ 714,117 | \$ 713,365 | \$ 626,095 | \$ - | \$ 626,095 | \$ (88,022) | -12.3% |
| Total Expenditures | \$ 197,442 | \$ 714,117 | \$ 713,365 | \$ 626,095 | \$ - | \$ 626,095 | \$ (88,022) | -12.3% |
| New Fund Balance: | \$ 355,623 | \$ 205,965 | \$ 205,965 | \$ 205,965 | | \$ 205,965 | | |

CITY OF CONROE
FY 2014-2015
0024-0000

BUDGET LINE ITEMS

FUND: CDBG OPERATIONS FUND

DEPARTMENT: CDBG OPERATIONS

DIVISION: CDBG REVENUES

| | 2013 | 2014 | | 2015 | | | |
|--------------------------|------------------|------------------|------------------|------------------|------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 6106 Intergovernmental | \$420,552 | \$714,118 | \$579,288 | \$626,095 | \$0 | \$0 | \$626,095 |
| 6550 Transfer In | \$0 | \$15,580 | \$0 | \$0 | \$0 | \$0 | \$0 |
| REVENUES SUBTOTAL | \$420,552 | \$729,698 | \$579,288 | \$626,095 | \$0 | \$0 | \$626,095 |
| TOTAL 0024-0000 | \$420,552 | \$729,698 | \$579,288 | \$626,095 | \$0 | \$0 | \$626,095 |

CITY OF CONROE
FY 2014-2015
0024-2400

BUDGET LINE ITEMS

FUND: CDBG OPERATIONS FUND

DEPARTMENT: CDBG OPERATIONS

DIVISION: CDBG EXPENDITURES

| | 2013 | 2014 | | 2015 | | | |
|--|------------------|------------------|------------------|------------------|------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7200 Operating Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8060 Contract Services | \$38,550 | \$555,225 | \$555,225 | \$468,999 | \$0 | \$0 | \$468,999 |
| CONTRACTUAL SUBTOTAL | \$38,550 | \$555,225 | \$555,225 | \$468,999 | \$0 | \$0 | \$468,999 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TRANSFERS SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9601 Sec 108 Principal | \$95,000 | \$95,000 | \$99,000 | \$103,000 | \$0 | \$0 | \$103,000 |
| 9611 Sec 108 Interest | \$63,892 | \$63,892 | \$59,140 | \$54,096 | \$0 | \$0 | \$54,096 |
| DEBT SERVICE SUBTOTAL | \$158,892 | \$158,892 | \$158,140 | \$157,096 | \$0 | \$0 | \$157,096 |
| TOTAL 0024-2400 | \$197,442 | \$714,117 | \$713,365 | \$626,095 | \$0 | \$0 | \$626,095 |

TRANSPORTATION GRANTS FUND

FY 14-15 Budget Summary Transportation Grants Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - |
|--|--------------------|---------------------|----------------------|-------------------|--------------------------|----------------------|---------------------|------------------|
| Beginning Fund Balance: | \$ - | \$ - | \$ - | \$ (163,448) | \$ - | \$ (163,448) | \$ - | N/A |
| Transportation Grant Fund Revenues: | | | | | | | | |
| Revenues | \$ - | \$ 1,429,375 | \$ 1,162,927 | \$ 826,391 | \$ - | \$ 826,391 | \$ (602,984) | -42.2% |
| Total Revenues | \$ - | \$ 1,429,375 | \$ 1,162,927 | \$ 826,391 | \$ - | \$ 826,391 | \$ (602,984) | -42.2% |
| Total Resources: | \$ - | \$ 1,429,375 | \$ 1,162,927 | \$ 662,943 | \$ - | \$ 662,943 | \$ (602,984) | -42.2% |
| Transportation Grant Fund Expenditures: | | | | | | | | |
| Transit | \$ - | \$ 1,429,375 | \$ 1,326,375 | \$ 662,943 | \$ - | \$ 662,943 | \$ (766,432) | -53.6% |
| Total Expenditures | \$ - | \$ 1,429,375 | \$ 1,326,375 | \$ 662,943 | \$ - | \$ 662,943 | \$ (766,432) | -53.6% |
| New Fund Balance: | \$ - | \$ - | \$ (163,448) | \$ - | \$ - | \$ - | \$ - | |

Breakdown of Transfer In:

| | |
|--------------------------------|-------------|
| General Fund | \$ - |
| Water and Sewer Operating Fund | - |
| Total | \$ - |

Breakdown of Transfer Out:

| | |
|--------------------------|-------------|
| Vehicle & Equipment Fund | \$ - |
| Total | \$ - |

FY 14-15 Supplemental Requests Transportation Grants Fund

| <u>Department/Division</u> | <u>Dept Rank</u> | <u>Supplemental Req. Title</u> | <u>Requested Amount1</u> | <u>FY 13-14 Purchase2</u> | <u>CAO Adjustment3</u> | <u>List "A" Included4</u> | <u>Type</u> |
|----------------------------|----------------------|--|------------------------------|-------------------------------|----------------------------|-------------------------------|------------------------------|
| 0036-3600 Transit | 0 | Transit Planning Contract | \$ 373,000 | \$ - | \$ - | \$ - | Non-discretionary Adjustment |
| 0036-3600 Transit | 0 | Transit Planning Contract - Commuter Buses | 25,000 | - | - | - | Non-discretionary Adjustment |
| | | | \$ 398,000 | \$ - | \$ - | \$ - | |

Definitions:

1. **Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. **FY 13-14 Purchase** - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. **CAO (City Administrator's Office) Adjustment** - This category is for items that are generally non-discretionary, inflationary increases that are critical to a department's operations and are uncontrollable expenses (i.e. gasoline and diesel cost increases).
4. **List "A" (Included)** - These items are included in the Operating Budget as supplementals.

Notes:

5. If there is no funding listed in the FY 13-14 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2014-2015
0036-0000

BUDGET LINE ITEMS

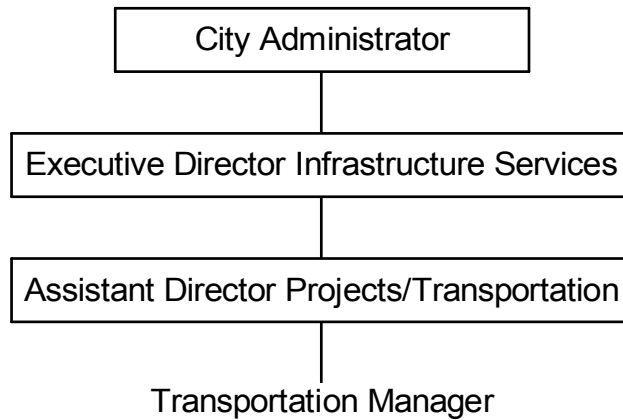
FUND: TRANSPORTATION GRANTS FUND

DEPARTMENT: TRANSIT

DIVISION: TRANSIT REVENUE

| | 2013 | 2014 | | 2015 | | | |
|--------------------------|------------|--------------------|--------------------|------------------|------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 6106 Intergovernmental | \$0 | \$908,149 | \$141,050 | \$826,391 | \$0 | \$0 | \$826,391 |
| 6550 Transfer In | \$0 | \$521,226 | \$1,021,877 | \$0 | \$0 | \$0 | \$0 |
| REVENUES SUBTOTAL | \$0 | \$1,429,375 | \$1,162,927 | \$826,391 | \$0 | \$0 | \$826,391 |
| TOTAL 0036-0000 | \$0 | \$1,429,375 | \$1,162,927 | \$826,391 | \$0 | \$0 | \$826,391 |

Transit



This department is responsible for the mobility and transit needs for the City of Conroe. The department seeks to obtain grants on a Federal and State level and private funding. These grants will provide a local bus route service, ADA Paratransit services and a Park and Ride commuter service. Transit services will enable riders to have greater mobility alternatives for work-related opportunities, shopping capabilities, access to governmental, medical services and the downtown Houston area.

Transit

Accomplishments for FY 2013-2014

- ✓ Oversaw Consultant's in their efforts to obtain Federal and State funding, grants and private donations
- ✓ Initiated and completed New Freedom project, received \$90,000 in Tx DOT reimbursements
- ✓ Awarded the Demand Response Service Provider contract to The Friendship Center
- ✓ Received and reviewed the Transit Multi-year Financial Capacity Analysis
- ✓ Initiated an Interlocal agreement with Texoma Area Paratransit System to procure 4 Glaval buses through the TAPS Low Floor Bus Contract
- ✓ Began fixed route bus service between Dugan, Downtown, Conroe Regional Medical Center and the Walmart Super Center
- ✓ Represented Conroe's transit program at monthly H-GAC Transportation Policy Council and Transportation Advisory Committee meetings
- ✓ Supported Mayor Pro Tem Martin as the Vice Chair of the Conroe-Woodlands UZA Transit Advisory Committee
- ✓ Awarded architect-engineering contracts for two transit related TxDOT projects - Conroe Park & Ride Lot IH-45 & SH-105 Access Management Design Project
- ✓ Completed Park and Ride Agreement with TxDOT
- ✓ Initiated Transit marketing "Conroe Connection" – branding/ logo use/ website

Goals & Objectives for FY 2014-2015

- ❑ Oversee the first full year of transit operations by a third party contractor
- ❑ Startup Complementary ADA Paratransit service
- ❑ Construct the Conroe Park and Ride at FM2854
- ❑ Represent Conroe's transit program at monthly H-GAC Transportation Policy Council and Transportation Advisory Committee meetings
- ❑ Support Mayor Pro Tem Martin as the Vice Chair of the C-W UZA Transit Advisory Committee
- ❑ Initiate procurement of park & ride commuter buses

City of Conroe Transportation Grants Fund

Transit 0036-3600

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Admin Coord./Transportation Specialist | 0 | 0 | 1 | 1 |
| TOTAL FULL TIME | 0 | 0 | 1 | 1 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Trainings | N/A | N/A | 4 | 4 |
| Conferences | N/A | N/A | 3 | 3 |
| TGC Planning Meetings | N/A | N/A | 24 | 36 |
| Service Effectiveness - Unlinked Passenger Trips per Vehicle Revenue Hour | | | | |
| Fixed Route | N/A | N/A | 5 | 5 |
| ADA | N/A | N/A | 0 | 1 |
| Cost Effectiveness - Farebox Recovery Ratio (fares collected/total cost of service) | | | | |
| Fixed Route | N/A | N/A | 5% | 10% |
| ADA | N/A | N/A | 0% | 6% |

Note: This division started in FY 13-14. It was previously the Transit Division in the General Fund.

CITY OF CONROE
FY 2014-2015
0036-3600

BUDGET LINE ITEMS

FUND: TRANSPORTATION GRANTS FUND

DEPARTMENT: TRANSIT

DIVISION: TRANSIT EXPENDITURES

| | 2013 | 2014 | | 2015 | | | |
|-------------------------------------|------------|--------------------|--------------------|------------------|------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$0 | \$54,721 | \$54,721 | \$58,005 | \$0 | \$0 | \$58,005 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7025 Social Security | \$0 | \$4,835 | \$4,835 | \$4,901 | \$0 | \$0 | \$4,901 |
| 7030 Retirement & Pension | \$0 | \$9,357 | \$9,357 | \$9,542 | \$0 | \$0 | \$9,542 |
| 7035 Workers Compensation | \$0 | \$602 | \$602 | \$704 | \$0 | \$0 | \$704 |
| 7040 Employee Insurance | \$0 | \$8,580 | \$8,580 | \$11,511 | \$0 | \$0 | \$11,511 |
| PERSONNEL SERVICES SUBTOTAL | \$0 | \$78,095 | \$78,095 | \$84,663 | \$0 | \$0 | \$84,663 |
| 7110 Office Supplies | \$0 | \$1,500 | \$1,500 | \$1,500 | \$0 | \$0 | \$1,500 |
| 7200 Operating Supplies | \$0 | \$15,000 | \$15,000 | \$15,000 | \$0 | \$0 | \$15,000 |
| 7251 Buildings <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7252 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$0 | \$16,500 | \$16,500 | \$16,500 | \$0 | \$0 | \$16,500 |
| 8010 Utilities | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8030 Legal Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$0 | \$16,500 | \$16,500 | \$16,500 | \$0 | \$0 | \$16,500 |
| 8060 Contract Services | \$0 | \$778,280 | \$675,280 | \$545,280 | \$0 | \$0 | \$545,280 |
| CONTRACTUAL SUBTOTAL | \$0 | \$794,780 | \$691,780 | \$561,780 | \$0 | \$0 | \$561,780 |
| 9020 Buildings > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures > \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$540,000 | \$540,000 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$540,000 | \$540,000 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0036-3600 | \$0 | \$1,429,375 | \$1,326,375 | \$662,943 | \$0 | \$0 | \$662,943 |

CONROE TOWER FUND

FY 14-15 Budget Summary Conroe Tower Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - |
|---------------------------------|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|-----------------|------------------|
| Beginning Fund Balance: | \$ 385,950 | \$ 385,950 | \$ 299,666 | \$ - | \$ 299,666 | \$ - | 0.0% | |
| Conroe Tower Fund Revenues: | | | | | | | | |
| Revenues | \$ 421,207 | \$ 523,608 | \$ 528,220 | \$ 524,395 | \$ - | \$ 524,395 | \$ 787 | 0.2% |
| Total Revenues | \$ 421,207 | \$ 523,608 | \$ 528,220 | \$ 524,395 | \$ - | \$ 524,395 | \$ 787 | 0.2% |
| Total Resources: | \$ 421,207 | \$ 909,558 | \$ 914,170 | \$ 824,061 | \$ - | \$ 824,061 | \$ 787 | 0.1% |
| Conroe Tower Fund Expenditures: | | | | | | | | |
| Conroe Tower | \$ 502,038 | \$ 616,139 | \$ 614,504 | \$ 441,270 | \$ 83,125 | \$ 524,395 | \$ (91,744) | -14.9% |
| Total Expenditures | \$ 502,038 | \$ 616,139 | \$ 614,504 | \$ 441,270 | \$ 83,125 | \$ 524,395 | \$ (91,744) | -14.9% |
| New Fund Balance: | \$ 293,419 | \$ 299,666 | \$ 382,791 | | | \$ 299,666 | | |

Breakdown of Transfer In:

| | |
|--------------------------------|-------------------|
| General Fund | \$ 134,632 |
| Water and Sewer Operating Fund | 134,631 |
| Total | \$ 269,263 |

Breakdown of Transfer Out:

| | |
|--------------------------|-----------------|
| Vehicle & Equipment Fund | \$ 2,253 |
| Total | \$ 2,253 |

FY 14-15 Supplemental Requests Conroe Tower Fund

| <u>Department/Division</u> | <u>Dept Rank</u> | <u>Supplemental Req. Title</u> | <u>Requested Amount</u> | <u>FY 13-14 Purchase</u> | <u>CAO Adjustment</u> | <u>List "A" (Included)</u> | <u>Type</u> |
|----------------------------|------------------|---|-------------------------|--------------------------|-----------------------|----------------------------|------------------------------|
| 0025-2500 Conroe Tower | 0 | Annual Security Maintenance Increase | \$ 4,347 | \$ - | \$ 4,347 | \$ - | Non-discretionary Adjustment |
| 0025-2500 Conroe Tower | 1 | Update Paint And Ceiling In Utility Billing | 8,000 | - | - | 8,000 | Replacement Equipment |
| 0025-2500 Conroe Tower | 2 | Banquet Room Chairs | 10,125 | - | - | 10,125 | Replacement Equipment |
| 0025-2500 Conroe Tower | 3 | Update Restrooms On Floors 3,4,5,6 | 25,000 | - | - | 25,000 | Replacement Equipment |
| 0025-2500 Conroe Tower | 4 | Replacement Carpet In Hallways Of 2,4,5,6 | 20,000 | - | - | 20,000 | Replacement Equipment |
| 0025-2500 Conroe Tower | 5 | Update 3rd Floor Kitchen | 20,000 | - | - | 20,000 | Replacement Equipment |
| | | | \$ 87,472 | \$ - | \$ 4,347 | \$ 83,125 | |

Definitions:

1. **Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. **FY 13-14 Purchase** - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. **CAO (City Administrator's Office) Adjustment** - This category is for items that are generally non-discretionary, inflationary increases that are critical to a department's operations and are uncontrollable expenses (i.e. gasoline and diesel cost increases).
4. **List "A" (Included)** - These items are included in the Operating Budget as supplementals.

Notes:

5. If there is no funding listed in the FY13-14 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2014-2015
0025-0000

BUDGET LINE ITEMS

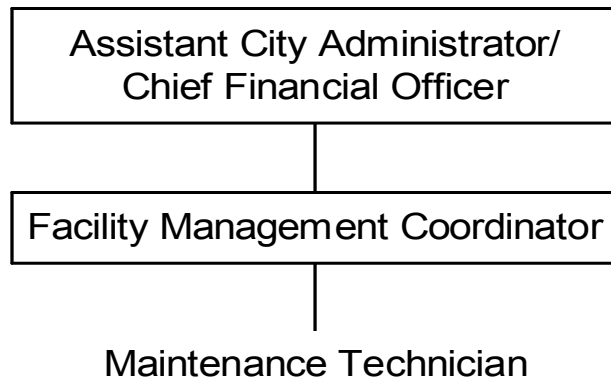
FUND: CONROE TOWER FUND

DEPARTMENT: CONROE TOWER

DIVISION: CONROE TOWER REVENUES

| | 2013 | 2014 | | 2015 | | | |
|---------------------------------|------------------|------------------|------------------|------------------|------------|--------------|------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 6010 Interest | \$313 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6030 Lease Income | \$257,166 | \$251,520 | \$256,132 | \$255,132 | \$0 | \$0 | \$255,132 |
| 6050 Recreational | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6106 Intergovernmental | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6530 Other Non-Operating Income | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$163,728 | \$272,088 | \$272,088 | \$269,263 | \$0 | \$0 | \$269,263 |
| REVENUES SUBTOTAL | \$421,207 | \$523,608 | \$528,220 | \$524,395 | \$0 | \$0 | \$524,395 |
| TOTAL 0025-0000 | \$421,207 | \$523,608 | \$528,220 | \$524,395 | \$0 | \$0 | \$524,395 |

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 Conroe Tower Facility Maintenance Coordinator also manages maintenance for the Madeley Building and Owen Theatre in downtown Conroe, in addition to preparing new lease contracts and management of 6 cell towers located around Montgomery County.

Conroe Tower

Accomplishments for FY 2013-2014

- ✓ Renovated Council Chambers
- ✓ Maintained 100% occupancy level in the Tower
- ✓ Renovated one tenant suite, following the leasing policy guidelines
- ✓ Power washed and sealed exterior walls of City Hall
- ✓ Glazed exterior windows for City Hall
- ✓ Painted and replaced ceiling of 6th floor hallway
- ✓ Updated flooring of the 6th floor kitchen
- ✓ Added 3 cameras to the parking garage of City Hall
- ✓ Added a camera to the 6th floor hallway
- ✓ Maintained ice machine and soda fountain located in 1st floor break room
- ✓ Installed noise control panels in the EOC to enhance training opportunities
- ✓ Sealed and repaired leaks on the Northwest side of City Hall
- ✓ Restriped and painted basement parking of City Hall
- ✓ Updated the exterior of building with paint and landscaping
- ✓ Worked with upper roof lease tenants to remove unnecessary equipment
- ✓ Update lobby area with new furnishings & greenery
- ✓ Implemented new security software
- ✓ Installed wall panels and additional insulation measures pertaining to sound control at the Owen Theatre

Goals & Objectives for FY 2014-2015

- ❑ Maintain 100% occupancy level in the Tower
- ❑ Maintain an excellent level of tenant and employee customer satisfaction
- ❑ Renovate restrooms on floors 2-6
- ❑ Update interior areas in City Hall as needed
- ❑ Replace carpet in the common area (hallways) on floors 2-6 as needed
- ❑ Update landscaping around City Hall
- ❑ Diamond polish tile in the lobby of City Hall
- ❑ Replace guest chairs in banquet hall
- ❑ Repair or replace steps at the South and North entrance of City Hall
- ❑ Replace or repair lighting of the exterior of City Hall

**City of Conroe
Conroe Tower Fund**

**Conroe Tower
0025-2500**

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| PERSONNEL SERVICES | | | | |
| Maintenance Technician | 1 | 1 | 1 | 1 |
| TOTAL PERSONNEL SERVICES | 1 | 1 | 1 | 1 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--|------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|
| PERFORMANCE MEASURES | | | | |
| Tower Occupancy at 100% | 100% | 100% | 100% | 100% |
| Number of 6th Floor Rental/Usage Information Requests | 1,000 | 1,050 | 1,050 | 1,075 |
| Number of 6th FI Reservations | 118 | 120 | 125 | 150 |
| Number of Tower Maintenance Service Orders | 460 | 460 | 500 | 525 |
| Number of Specialty Service Orders (Owen Theatre-Madeley Building) | 100 | 100 | 100 | 100 |

CITY OF CONROE
FY 2014-2015
0025-2500

BUDGET LINE ITEMS

| FUND: CONROE TOWER FUND | | DEPARTMENT: CONROE TOWER | | DIVISION: CONROE TOWER EXPENDITURES | | | |
|-------------------------------------|------------------|---------------------------------|------------------|--|----------------|---------------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$45,326 | \$45,014 | \$45,014 | \$47,497 | \$0 | \$0 | \$47,497 |
| 7020 Overtime | \$2,041 | \$2,100 | \$2,100 | \$2,100 | \$0 | \$0 | \$2,100 |
| 7025 Social Security | \$3,525 | \$4,287 | \$4,287 | \$4,191 | \$0 | \$0 | \$4,191 |
| 7030 Retirement & Pension | \$8,102 | \$7,954 | \$7,954 | \$8,060 | \$0 | \$0 | \$8,060 |
| 7035 Workers Compensation | \$452 | \$606 | \$606 | \$577 | \$0 | \$0 | \$577 |
| 7040 Employee Insurance | \$11,821 | \$11,517 | \$11,517 | \$11,511 | \$0 | \$0 | \$11,511 |
| PERSONNEL SERVICES SUBTOTAL | \$71,267 | \$71,478 | \$71,478 | \$73,936 | \$0 | \$0 | \$73,936 |
| 7110 Office Supplies | \$685 | \$225 | \$225 | \$225 | \$0 | \$0 | \$225 |
| 7130 Building Supplies | \$2,280 | \$1,400 | \$2,400 | \$2,400 | \$0 | \$0 | \$2,400 |
| 7140 Wearing Apparel | \$376 | \$720 | \$720 | \$720 | \$0 | \$0 | \$720 |
| 7160 Vehicle Operations | \$3,397 | \$2,500 | \$2,100 | \$2,100 | \$0 | \$0 | \$2,100 |
| 7170 Vehicle Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7180 Equipment Repairs | \$155 | \$500 | \$500 | \$500 | \$0 | \$0 | \$500 |
| 7200 Other Operating Supplies | \$29,924 | \$18,925 | \$23,925 | \$23,925 | \$0 | \$0 | \$23,925 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$846 | \$10,000 | \$0 | \$0 | \$10,125 | \$10,125 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$43,470 | \$43,470 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$36,817 | \$68,586 | \$83,340 | \$29,870 | \$0 | \$10,125 | \$39,995 |
| 8010 Utilities | \$129,440 | \$171,220 | \$171,220 | \$166,070 | \$0 | \$0 | \$166,070 |
| 8020 Insurance and Bonds | \$789 | \$800 | \$820 | \$800 | \$0 | \$0 | \$800 |
| 8030 Legal Services | \$0 | \$800 | \$800 | \$800 | \$0 | \$0 | \$800 |
| 8050 Travel & Training | \$0 | \$450 | \$450 | \$0 | \$0 | \$0 | \$0 |
| 8060 Contract Services | \$195,937 | \$211,409 | \$200,000 | \$163,194 | \$4,347 | \$0 | \$167,541 |
| CONTRACTUAL SUBTOTAL | \$326,166 | \$384,679 | \$373,290 | \$330,864 | \$4,347 | \$0 | \$335,211 |
| 9030 Improvements >\$5,000 | \$0 | \$90,000 | \$85,000 | \$0 | \$0 | \$73,000 | \$73,000 |
| 9031 Improvements <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$50,612 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$15,784 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

CITY OF CONROE
FY 2014-2015
0025-2500

BUDGET LINE ITEMS

| FUND: CONROE TOWER FUND | | DEPARTMENT: CONROE TOWER | | DIVISION: CONROE TOWER EXPENDITURES | | | |
|--------------------------------|------------------|---------------------------------|------------------|--|----------------|---------------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$66,396 | \$90,000 | \$85,000 | \$0 | \$0 | \$73,000 | \$73,000 |
| 8520 Transfer Out | \$1,392 | \$1,396 | \$1,396 | \$2,253 | \$0 | \$0 | \$2,253 |
| TRANSFERS SUBTOTAL | \$1,392 | \$1,396 | \$1,396 | \$2,253 | \$0 | \$0 | \$2,253 |
| TOTAL 0025-2500 | \$502,038 | \$616,139 | \$614,504 | \$436,923 | \$4,347 | \$83,125 | \$524,395 |

CITY OF CONROE
FY 2014-2015
0025-2500

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|---|----------------------------|--|-----------------------------|
| 2717 | 1 | Update Paint And Ceiling In Utility Billing | Replacement Equipment | 9030 IMPROVEMENTS >\$5,000 Request Total | \$8,000 \$8,000 |
| 1015 | 2 | Banquet Room Chairs | Replacement Equipment | 7253 Furniture & Fixtures <\$5,000 Request Total | \$10,125 \$10,125 |
| 1017 | 3 | Update Restrooms On Floors 3,4,5,6 | Replacement Equipment | 9030 IMPROVEMENTS >\$5,000 Request Total | \$25,000 \$25,000 |
| 644 | 4 | Replacement Carpet In Hallways Of 2,4,5,6 | Replacement Equipment | 9030 Improvements >\$5,000 Request Total | \$20,000 \$20,000 |
| 2385 | 5 | Update 3rd Floor Kitchen | Replacement Equipment | 9030 IMPROVEMENTS >\$5,000 Request Total | \$20,000 \$20,000 |
| 5 Requests | | | Total for 0025-2500 | | \$83,125 |

**OSCAR JOHNSON, JR.
COMMUNITY CENTER
FUND**

FY 14-15 Budget Summary

Oscar Johnson, Jr. Community Center Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - | |
|--------------------------|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|-----------------|------------------|-------|
| Beginning Fund Balance: | \$ | - | \$ | - | \$ | - | \$ | - | N/A |
| OJJCC Fund Revenues: | | | | | | | | | |
| Revenues | \$ 1,123,056 | \$ 1,153,763 | \$ 1,176,539 | \$ 1,102,554 | \$ | - | \$ 1,102,554 | \$ (51,209) | -4.4% |
| Total Revenues | \$ 1,123,056 | \$ 1,153,763 | \$ 1,176,539 | \$ 1,102,554 | \$ | - | \$ 1,102,554 | \$ (51,209) | -4.4% |
| Total Resources: | \$ 1,123,056 | \$ 1,153,763 | \$ 1,176,539 | \$ 1,102,554 | \$ | - | \$ 1,102,554 | \$ (51,209) | -4.4% |
| OJJCC Fund Expenditures: | | | | | | | | | |
| OJJCC | \$ 1,123,396 | \$ 1,153,763 | \$ 1,176,539 | \$ 1,069,418 | \$ | 33,136 | \$ 1,102,554 | \$ (51,209) | -4.4% |
| Total Expenditures | \$ 1,123,396 | \$ 1,153,763 | \$ 1,176,539 | \$ 1,069,418 | \$ | 33,136 | \$ 1,102,554 | \$ (51,209) | -4.4% |
| New Fund Balance: | \$ | - | \$ | - | \$ | 33,136 | \$ | - | |

FY 14-15 Supplemental Requests OJJCC Fund

| <u>Department/Division</u> | <u>Dept Rank</u> | <u>Supplemental Req. Title</u> | <u>Requested Amount</u> | <u>FY 13-14 Purchase</u> | <u>CAO Adjustment</u> | <u>List "A" (Included)</u> | <u>Type</u> |
|----------------------------|----------------------|--|-----------------------------|------------------------------|---------------------------|--------------------------------|---------------|
| 003-3000 OJJCC | 1 | Secondary Sanitation System (uv) | \$ 27,000 | \$ - | \$ - | \$ - | New Equipment |
| 003-3000 OJJCC | 2 | Tables And Chairs (pool) | 4,200 | - | - | 4,200 | New Equipment |
| 003-3000 OJJCC | 3 | Part-time Staff- New After School Site | 28,936 | - | - | 28,936 | New Personnel |
| | | | \$ 60,136 | \$ - | \$ - | \$ 33,136 | |

Definitions:

1. **Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. **FY 13-14 Purchase** - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. **CAO (City Administrator's Office) Adjustment** - This category is for items that are generally non-discretionary, inflationary increases that are critical to a department's operations and are uncontrollable expenses (i.e. gasoline and diesel cost increases).
4. **List "A" (Included)** - These items are included in the Operating Budget as supplementals.

Notes:

5. If there is no funding listed in the FY 13-14 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2014-2015
0030-0000

BUDGET LINE ITEMS

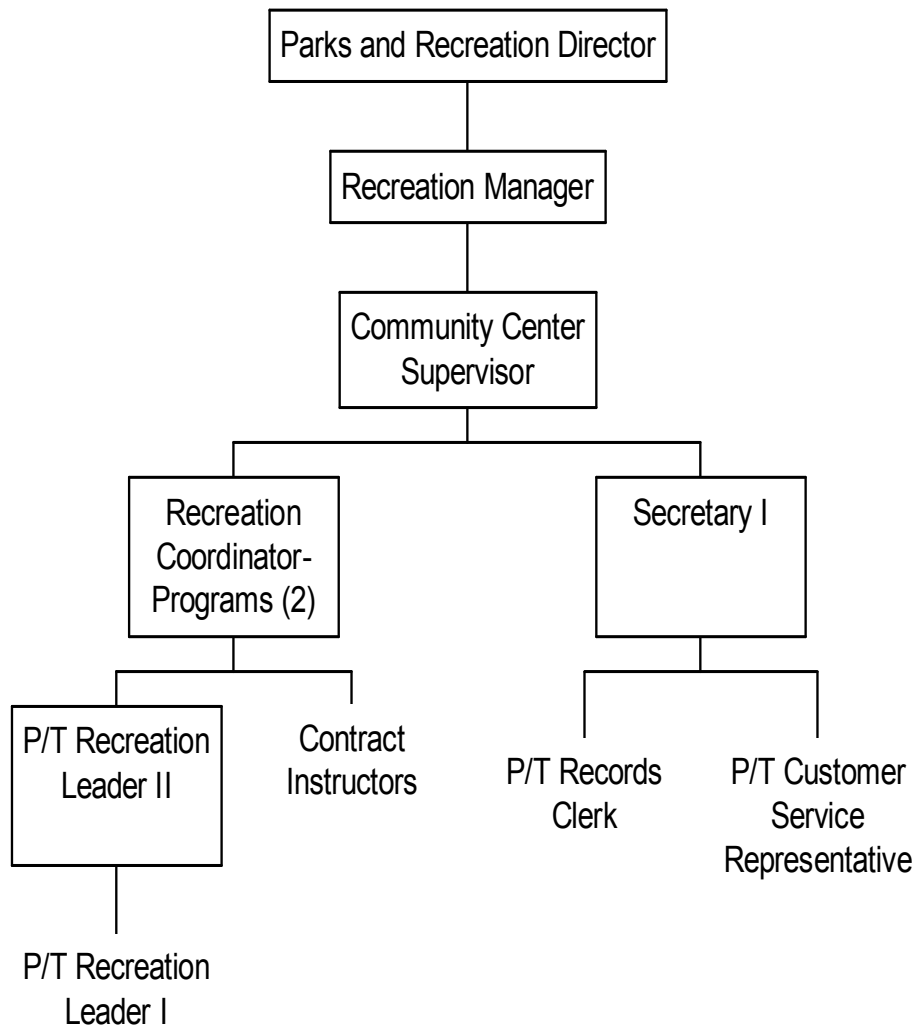
FUND: OSCAR JOHNSON COMMUNITY CENTER FUND

DEPARTMENT: OJCC

DIVISION: OJCC REVENUES

| | 2013 | 2014 | | 2015 | | | |
|-----------------------------|--------------------|--------------------|--------------------|--------------------|------------|--------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 5150 Service Charges | \$50 | \$0 | \$25 | \$0 | \$0 | \$0 | \$0 |
| 6010 Interest | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6050 Recreational | \$17,570 | \$15,075 | \$18,450 | \$19,372 | \$0 | \$0 | \$19,372 |
| 6051 Parks Programs | \$493,128 | \$485,113 | \$517,784 | \$543,673 | \$0 | \$0 | \$543,673 |
| 6052 Donations | \$10,630 | \$0 | \$6,150 | \$0 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$87 | \$0 | \$63 | \$0 | \$0 | \$0 | \$0 |
| 6104 CDBG-OJCC | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6106 Intergovernmental | \$601,591 | \$653,575 | \$634,067 | \$539,509 | \$0 | \$0 | \$539,509 |
| 6550 Transfer In | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| REVENUES SUBTOTAL | \$1,123,056 | \$1,153,763 | \$1,176,539 | \$1,102,554 | \$0 | \$0 | \$1,102,554 |
| TOTAL 0030-0000 | \$1,123,056 | \$1,153,763 | \$1,176,539 | \$1,102,554 | \$0 | \$0 | \$1,102,554 |

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 over fifteen years.

Oscar Johnson, Jr. Community Center

Accomplishments for FY 2013-2014

- ✓ Installed new 360 degree turn water slide at the pool.
- ✓ Demolished and replaced pool shade structure.
- ✓ Remodeled front desk area of pool bath house.
- ✓ Initiated Feasibility Study to research and recommend use of adjacent property and future program and facility needs.
- ✓ Added Bozman Intermediate as After School Recreation Program sites.
- ✓ Participated in National Science Day with After School Recreation Program.
- ✓ Implemented 'Words from the Wise" into the Pass 2 Play program.
- ✓ Increased overall program enrollment by 9%.

Goals & Objectives for FY 2014-2015

- ❑ Open Patterson Elementary School as new After School Recreation Program site.
- ❑ Explore addition of one special event.
- ❑ Perform a cost analysis for After School Recreation Program and Camp Fun Quest.
- ❑ Explore new collaborative relationships with community organizations.
- ❑ Increase overall program enrollment by 5%.

**City of Conroe
OJCC Fund**

**Oscar Johnson, Jr. Community Center
030-3000**

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| 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 |

| | | | | |
|----------------------------------|---------------|---------------|---------------|---------------|
| Part Time Recreation Coordinator | 1,560 | 1,560 | 1,560 | 1,560 |
| Part Time Rec Leader I | 36,470 | 36,470 | 36,470 | 37,190 |
| Part Time Rec Leader II | 14,015 | 14,015 | 14,015 | 16,175 |
| TOTAL PART TIME HOURS | 52,045 | 52,045 | 52,045 | 54,925 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Participants | | | | |
| Rentals | \$ 3,869 | \$ 3,947 | \$ 4,500 | \$ 4,590 |
| Programs | 86,435 | 89,700 | 94,483 | 99,000 |
| Special Events | 1,677 | 1,347 | 2,000 | 2,300 |
| Total | \$ 91,981 | \$ 94,994 | \$ 100,983 | \$ 105,890 |
| Revenue | | | | |
| 6050 Rentals | \$ 16,198 | \$ 17,570 | \$ 18,450 | \$ 19,372 |
| 6051 Programs | 411,126 | 493,128 | 517,784 | 543,673 |
| Total | \$ 427,324 | \$ 510,698 | \$ 536,234 | \$ 563,045 |

Notes:

Estimated 2013-2014 maintains 5% increase in participation and revenue.

Budget for 2014-2015 considers a 5% increase in participation and revenue.

CITY OF CONROE
FY 2014-2015
0030-3000

BUDGET LINE ITEMS

FUND: OSCAR JOHNSON COMMUNITY CENTER FUND

DEPARTMENT: OJCC

DIVISION: OJCC EXPENDITURES

| | 2013 | 2014 | | 2015 | | | |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------|------------|-----------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$190,504 | \$221,034 | \$221,000 | \$233,054 | \$0 | \$0 | \$233,054 |
| 7012 Salaries - Part Time | \$451,972 | \$421,781 | \$451,972 | \$421,781 | \$0 | \$25,840 | \$447,621 |
| 7020 Overtime | \$3,074 | \$2,500 | \$2,500 | \$2,500 | \$0 | \$0 | \$2,500 |
| 7025 Social Security | \$48,781 | \$58,118 | \$58,118 | \$55,545 | \$0 | \$1,977 | \$57,522 |
| 7030 Retirement & Pension | \$32,712 | \$37,742 | \$37,742 | \$38,285 | \$0 | \$0 | \$38,285 |
| 7035 Workers Compensation | \$5,583 | \$8,612 | \$8,612 | \$7,952 | \$0 | \$119 | \$8,071 |
| 7040 Employee Insurance | \$46,050 | \$54,649 | \$54,649 | \$46,045 | \$0 | \$0 | \$46,045 |
| PERSONNEL SERVICES SUBTOTAL | \$778,676 | \$804,436 | \$834,593 | \$805,162 | \$0 | \$27,936 | \$833,098 |
| 7110 Office Supplies | \$6,290 | \$8,000 | \$8,000 | \$7,881 | \$0 | \$0 | \$7,881 |
| 7130 Building Supplies | \$2,382 | \$2,000 | \$2,500 | \$3,000 | \$0 | \$0 | \$3,000 |
| 7140 Wearing Apparel | \$7,952 | \$9,000 | \$9,000 | \$9,000 | \$0 | \$0 | \$9,000 |
| 7160 Vehicle Operations | \$7,489 | \$10,000 | \$8,000 | \$8,000 | \$0 | \$0 | \$8,000 |
| 7170 Vehicle Repairs | \$3,848 | \$2,000 | \$3,000 | \$3,000 | \$0 | \$0 | \$3,000 |
| 7180 Equipment Repairs | \$3,659 | \$5,000 | \$6,000 | \$6,000 | \$0 | \$0 | \$6,000 |
| 7200 Operating Supplies | \$29,324 | \$55,000 | \$50,000 | \$45,000 | \$0 | \$1,000 | \$46,000 |
| 7251 Buildings <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$4,200 | \$4,200 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$60,944 | \$91,000 | \$86,500 | \$81,881 | \$0 | \$5,200 | \$87,081 |
| 8010 Utilities | \$30,966 | \$38,000 | \$38,000 | \$38,000 | \$0 | \$0 | \$38,000 |
| 8040 Leased Equipment | \$5,315 | \$7,881 | \$5,000 | \$5,000 | \$0 | \$0 | \$5,000 |
| 8050 Travel & Training | \$11,993 | \$17,375 | \$17,375 | \$17,375 | \$0 | \$0 | \$17,375 |
| 8060 Contract Services | \$122,672 | \$135,000 | \$135,000 | \$122,000 | \$0 | \$0 | \$122,000 |
| CONTRACTUAL SUBTOTAL | \$170,946 | \$198,256 | \$195,375 | \$182,375 | \$0 | \$0 | \$182,375 |
| 9021 Buildings <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9030 Improvements >\$5,000 | \$100,784 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9040 Furniture & Fixtures >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$60,071 | \$60,071 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$12,046 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$112,830 | \$60,071 | \$60,071 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0030-3000 | \$1,123,396 | \$1,153,763 | \$1,176,539 | \$1,069,418 | \$0 | \$33,136 | \$1,102,554 |

CITY OF CONROE
FY 2014-2015
0030-3000

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

| ID | Rank | Title | Type | Line Items | |
|-------------------|-------------|---|----------------------------|------------------------------------|-----------------|
| 2583 | 2 | Tables And Chairs (pool) | New Equipment | 7253 Furniture & Fixtures <\$5,000 | \$4,200 |
| | | | | Request Total | \$4,200 |
| 2581 | 3 | Part-time Staff- New After School Site | New Personnel | 7012 SALARIES - PART TIME | \$25,840 |
| | | | | 7025 SOCIAL SECURITY | \$1,977 |
| | | | | 7035 WORKERS COMPENSATION | \$119 |
| | | | | 7200 OPERATING SUPPLIES | \$1,000 |
| | | | | Request Total | \$28,936 |
| 2 Requests | | | Total for 0030-3000 | | \$33,136 |



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FLEET SERVICES FUND

FY 14-15 Budget Summary

Fleet Services Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - | |
|-----------------------------------|--------------------|---------------------|----------------------|------------------|--------------------------|----------------------|-----------------|------------------|------|
| Beginning Fund Balance: | \$ | (8,789) | \$ | (8,789) | \$ | 15,018 | \$ | - | 0.0% |
| Fleet Services Fund Revenues: | | | | | | | | | |
| Revenues | \$ 1,333,715 | \$ 1,378,057 | \$ 1,290,522 | \$ 1,405,571 | \$ | - | \$ 1,405,571 | \$ 27,514 | 2.0% |
| Total Revenues | \$ 1,333,715 | \$ 1,378,057 | \$ 1,290,522 | \$ 1,405,571 | \$ | - | \$ 1,405,571 | \$ 27,514 | 2.0% |
| Total Resources: | \$ 1,333,715 | \$ 1,369,268 | \$ 1,281,733 | \$ 1,420,589 | \$ | - | \$ 1,420,589 | \$ 27,514 | 2.0% |
| Fleet Services Fund Expenditures: | | | | | | | | | |
| Fleet Services | \$ 1,309,242 | \$ 1,383,646 | \$ 1,266,715 | \$ 1,413,855 | \$ | - | \$ 1,413,855 | \$ 30,209 | 2.2% |
| Total Expenditures | \$ 1,309,242 | \$ 1,383,646 | \$ 1,266,715 | \$ 1,413,855 | \$ | - | \$ 1,413,855 | \$ 30,209 | 2.2% |
| New Fund Balance: | \$ | (14,378) | \$ | 15,018 | \$ | 6,734 | \$ | 6,734 | |

Breakdown of Transfer Out:

| | | |
|--------------------------|-----------|--------------|
| Vehicle & Equipment Fund | \$ | 8,638 |
| Total | \$ | 8,638 |

FY 14-15 Supplemental Requests Fleet Services Fund

| <u>Department/Division</u> | <u>Dept Rank</u> | <u>Supplemental Req. Title</u> | <u>Requested Amount</u> | <u>FY 13-14 Purchase</u> | <u>CAO Adjustment</u> | <u>List "A" (Included)</u> | <u>Type</u> |
|----------------------------|------------------|--|-------------------------|--------------------------|-----------------------|----------------------------|------------------------------|
| 0052-5200 Fleet Services | 0 | Stock Parts Adjustment-7301 | \$ 15,000 | \$ - | \$ 15,000 | \$ - | Non-discretionary Adjustment |
| 0052-5200 Fleet Services | 1 | 2 - Laptop Computer | 1,400 | 1,400 | - | - | Enhanced Program |
| 0052-5200 Fleet Services | 2 | Fleet Building Access Control And Cameras | 12,200 | - | - | - | New Equipment |
| 0052-5200 Fleet Services | 3 | Fleet Services Bldg / Emergency Generator Switch | 19,500 | 19,500 | - | - | New Equipment |
| | | | \$ 48,100 | \$ 20,900 | \$ 15,000 | \$ - | |

Definitions:

1. **Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. **FY 13-14 Purchase** - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. **CAO (City Administrator's Office) Adjustment** - This category is for items that are generally non-discretionary, inflationary increases that are critical to a department's operations and are uncontrollable expenses (i.e. gasoline and diesel cost increases).
4. **List "A" (Included)** - These items are included in the Operating Budget as supplementals.

Notes:

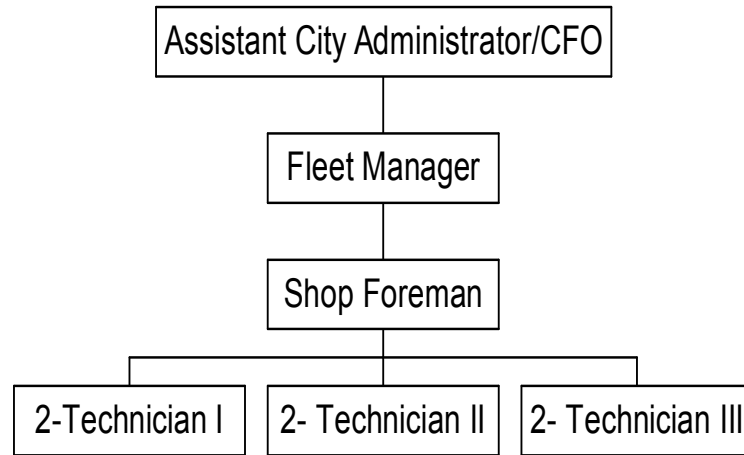
5. If there is no funding listed in the FY 13-14 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2014-2015
0052-0000

BUDGET LINE ITEMS

| FUND: FLEET SERVICES FUND | | DEPARTMENT: FLEET SERVICES | | DIVISION: REVENUES | | | |
|----------------------------------|--------------------|-----------------------------------|--------------------|---------------------------|------------|---------------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 5150 Service Charges | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 5151 Fuel | \$140,048 | \$143,000 | \$137,220 | \$160,000 | \$0 | \$0 | \$160,000 |
| 5152 Parts | \$460,788 | \$460,000 | \$440,879 | \$454,105 | \$0 | \$0 | \$454,105 |
| 5153 Labor | \$460,570 | \$516,557 | \$476,624 | \$540,000 | \$0 | \$0 | \$540,000 |
| 5154 Sublets | \$197,580 | \$210,000 | \$192,150 | \$210,000 | \$0 | \$0 | \$210,000 |
| 5155 Carwash | \$15,183 | \$16,500 | \$16,562 | \$15,734 | \$0 | \$0 | \$15,734 |
| 5156 Miscellaneous | \$23,532 | \$32,000 | \$27,087 | \$25,732 | \$0 | \$0 | \$25,732 |
| 6010 Interest | \$15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6060 Unanticipated Revenues | \$686 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$35,313 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| REVENUES SUBTOTAL | \$1,333,715 | \$1,378,057 | \$1,290,522 | \$1,405,571 | \$0 | \$0 | \$1,405,571 |
| TOTAL 0052-0000 | \$1,333,715 | \$1,378,057 | \$1,290,522 | \$1,405,571 | \$0 | \$0 | \$1,405,571 |

Fleet Services



The Fleet Services Division is responsible for the management and maintenance of fleet vehicles and equipment for both internal and external customers. Services include scheduled preventive maintenance, predictive maintenance, diagnostics, repairs, safety & emission inspections, parts warehouse and inventory functions. In addition, Fleet Services coordinates the following external services: paint and body repair, engine and transmission repair/rebuild/replace, heavy duty suspension service, and glass replacement.

Fleet Services

Accomplishments for FY 2013-2014

- ✓ 11th Place among 100 Best Fleets In North America
- ✓ ASE Automotive Service Excellence Blue Seal Certified
- ✓ Entered into Interlocal Fleet Service Agreements with external customers
- ✓ Implemented Faster Software Upgrade with graphics module
- ✓ Up fit Fleet Services with Wi-Fi
- ✓ Implemented two lap tops for Fleet Technicians
- ✓ Sent Fleet Management staff to national training conferences

Goals & Objectives for FY 2014-2015

- ❑ Implement Faster Software Upgrade with dashboards
- ❑ Implement Faster Service Center for Customer Relations
- ❑ Apply For 100 Best Fleets in North America
- ❑ Implement the remainder of Fleet Technicians with lap tops
- ❑ Bring maintenance and repairs for Fire Pumpers back in house
- ❑ Add at least one more external customer
- ❑ Send Technicians to police equipment install and repair training
- ❑ Have two or more Fleet Technicians Level I EVT Certified
- ❑ Continue sending Fleet Management staff to national training conferences
- ❑ Reduce excess and underutilized fleet assets

City of Conroe Fleet Services Fund

Fleet Services

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | |
| Fleet Services Manager | 1 | 1 | 1 | 1 |
| Foreman | 1 | 1 | 1 | 1 |
| Fleet Technician III | 0 | 2 | 2 | 2 |
| Fleet Technician II | 4 | 1 | 4 | 2 |
| Fleet Technician I | 0 | 2 | 0 | 2 |
| TOTAL PERSONNEL SERVICES | 6 | 7 | 8 | 8 |

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--------------------------------|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| PERFORMANCE MEASURES | | | | |
| Fleet Summary | | | | |
| Total Fleet Available | 442 | 441 | 441 | 453 |
| Total Hours Downtime | 2% | 3% | 3% | 3% |
| Fleet Availability | 98% | 97% | 97% | 97% |
| Downtime Summary | | | | |
| Less Than 24 Hours | 95% | 95% | 95% | 95% |
| 24- 48 Hours | 2% | 2% | 2% | 2% |
| More Than 48 Hours | 3% | 3% | 3% | 3% |
| Labor Hour Summary | | | | |
| Total Labor Hours | 6,346 | 5,335 | 7,500 | 7,500 |
| Non-Scheduled Hours | 8% | 8% | 10% | 10% |
| Scheduled Hours | 92% | 92% | 90% | 90% |
| Captured Parts Warranty | | | | |
| Parts | \$ 39,967 | \$ 38,842 | \$ 40,000 | \$ 40,000 |
| Number of Work Orders | | | | |
| Number of Work Orders | 3,336 | 2,975 | 3,500 | 3,500 |

CITY OF CONROE

FY 2014-2015

0052-5200

BUDGET LINE ITEMS

| FUND: FLEET SERVICES FUND | | DEPARTMENT: FLEET SERVICES | | DIVISION: EXPENDITURES | | | |
|-------------------------------------|------------------|----------------------------|------------------|------------------------|-----------------|--------------|------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$419,484 | \$452,138 | \$360,361 | \$473,414 | \$0 | \$0 | \$473,414 |
| 7020 Overtime | \$15,406 | \$20,500 | \$27,432 | \$20,500 | \$0 | \$0 | \$20,500 |
| 7025 Social Security | \$31,999 | \$42,861 | \$29,446 | \$41,736 | \$0 | \$0 | \$41,736 |
| 7030 Retirement & Pension | \$64,401 | \$81,392 | \$66,379 | \$81,121 | \$0 | \$0 | \$81,121 |
| 7035 Workers Compensation | \$3,740 | \$7,090 | \$5,314 | \$5,749 | \$0 | \$0 | \$5,749 |
| 7040 Employee Insurance | \$79,677 | \$89,020 | \$85,638 | \$92,090 | \$0 | \$0 | \$92,090 |
| PERSONNEL SERVICES SUBTOTAL | \$614,707 | \$693,001 | \$574,570 | \$714,610 | \$0 | \$0 | \$714,610 |
| 7110 Office Supplies | \$1,891 | \$1,100 | \$1,100 | \$1,100 | \$0 | \$0 | \$1,100 |
| 7140 Wearing Apparel | \$2,900 | \$4,525 | \$4,525 | \$4,525 | \$0 | \$0 | \$4,525 |
| 7160 Vehicle Operations | \$6,659 | \$7,650 | \$7,650 | \$7,650 | \$0 | \$0 | \$7,650 |
| 7170 Vehicle Repairs | \$50 | \$980 | \$980 | \$980 | \$0 | \$0 | \$980 |
| 7180 Equipment Repairs | \$13,030 | \$8,784 | \$2,250 | \$2,250 | \$0 | \$0 | \$2,250 |
| 7190 Radio Repairs | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$12,585 | \$9,249 | \$8,910 | \$8,910 | \$0 | \$0 | \$8,910 |
| 7252 Improvements<\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$1,400 | \$0 | \$0 | \$0 | \$0 |
| 7255 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7301 Fleet Stock Parts | \$161,805 | \$146,507 | \$162,000 | \$150,000 | \$15,000 | \$0 | \$165,000 |
| 7400 Fleet Non-Stock Parts | \$241,984 | \$254,388 | \$242,000 | \$250,000 | \$0 | \$0 | \$250,000 |
| 7450 Sublet Labor | \$182,316 | \$200,000 | \$183,000 | \$200,000 | \$0 | \$0 | \$200,000 |
| SUPPLIES SUBTOTAL | \$623,220 | \$633,183 | \$613,815 | \$625,415 | \$15,000 | \$0 | \$640,415 |
| 8010 Utilities | \$14,821 | \$16,250 | \$16,250 | \$16,250 | \$0 | \$0 | \$16,250 |
| 8020 Insurance and Bonds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8040 Leased Equipment | \$0 | \$251 | \$251 | \$251 | \$0 | \$0 | \$251 |
| 8050 Travel & Training | \$12,835 | \$11,300 | \$11,300 | \$11,300 | \$0 | \$0 | \$11,300 |
| 8060 Contract Services | \$24,006 | \$21,023 | \$22,391 | \$22,391 | \$0 | \$0 | \$22,391 |
| CONTRACTUAL SUBTOTAL | \$51,662 | \$48,824 | \$50,192 | \$50,192 | \$0 | \$0 | \$50,192 |
| 9031 Improvements < \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9041 Furniture & Fixtures <\$5,000 | \$3,985 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9050 Machinery & Equipment >\$5,000 | \$0 | \$0 | \$19,500 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment <\$5,000 | \$8,372 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

CITY OF CONROE
FY 2014-2015
0052-5200

BUDGET LINE ITEMS

| FUND: FLEET SERVICES FUND | | DEPARTMENT: FLEET SERVICES | | DIVISION: EXPENDITURES | | | |
|----------------------------------|--------------------|-----------------------------------|--------------------|-------------------------------|-----------------|---------------------|--------------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 9060 Vehicles >\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9061 Vehicles <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$12,357 | \$0 | \$19,500 | \$0 | \$0 | \$0 | \$0 |
| 8520 Transfer Out | \$7,296 | \$8,638 | \$8,638 | \$8,638 | \$0 | \$0 | \$8,638 |
| TRANSFERS SUBTOTAL | \$7,296 | \$8,638 | \$8,638 | \$8,638 | \$0 | \$0 | \$8,638 |
| TOTAL 0052-5200 | \$1,309,242 | \$1,383,646 | \$1,266,715 | \$1,398,855 | \$15,000 | \$0 | \$1,413,855 |



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SELF-FUNDED INSURANCE FUND

FY 14-15 Budget Summary Self Funded Insurance Fund

| Type | Actual FY 12-13 | Amended FY 13-14 | Estimate FY 13-14 | Base FY 14-15 | Supplemental FY 14-15 | Proposed FY 14-15 | Dollar + / - | Percent + / - |
|---|---------------------|---------------------|----------------------|---------------------|--------------------------|----------------------|-------------------|------------------|
| Beginning Fund Balance: | \$ 2,314,281 | \$ 2,314,281 | \$ 1,700,767 | \$ - | \$ 1,700,767 | \$ - | \$ - | \$ - |
| Self Funded Insurance Fund Revenues: | | | | | | | | |
| Revenues | \$ 6,861,716 | \$ 7,424,794 | \$ 7,331,136 | \$ 7,672,915 | \$ - | \$ 7,672,915 | \$ 248,121 | 3.3% |
| Total Revenues | \$ 6,861,716 | \$ 7,424,794 | \$ 7,331,136 | \$ 7,672,915 | \$ - | \$ 7,672,915 | \$ 248,121 | 3.3% |
| Total Resources | \$ 6,861,716 | \$ 9,739,075 | \$ 9,645,417 | \$ 9,373,682 | \$ - | \$ 9,373,682 | \$ 248,121 | 2.5% |
| Self Funded Insurance Fund Expenditures: | | | | | | | | |
| 0081-8100 | \$ 6,786,379 | \$ 7,443,014 | \$ 7,944,650 | \$ 7,672,915 | \$ - | \$ 7,672,915 | \$ 229,901 | 3.1% |
| Total Exp | \$ 6,786,379 | \$ 7,443,014 | \$ 7,944,650 | \$ 7,672,915 | \$ - | \$ 7,672,915 | \$ 229,901 | 3.1% |
| New Fund Balance: | \$ 2,296,061 | \$ 1,700,767 | \$ 1,700,767 | \$ - | \$ 1,700,767 | \$ - | \$ - | \$ - |

Note: The "Beginning Fund Balance" does not include the total Other Post Employment Benefits (OPEB) Liability in the amount of \$3,323,534. 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 14-15.

**CITY OF CONROE
FY 2014-2015
0081-0000**

BUDGET LINE ITEMS

FUND: SELF FUNDED INSURANCE FUND

DEPARTMENT: SELF FUNDED INSURANCE

DIVISION: REVENUES

| | 2013 | 2014 | | 2015 | | | |
|---------------------------------|--------------------|--------------------|--------------------|--------------------|------------|--------------|--------------------|
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 5150 Service Charges | \$6,886,810 | \$7,424,794 | \$7,331,136 | \$7,672,915 | \$0 | \$0 | \$7,672,915 |
| 6010 Interest | \$5,521 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6015 Gains (Losses) on Investmt | (\$30,615) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 6550 Transfer In | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| REVENUES SUBTOTAL | \$6,861,716 | \$7,424,794 | \$7,331,136 | \$7,672,915 | \$0 | \$0 | \$7,672,915 |
| TOTAL 0081-0000 | \$6,861,716 | \$7,424,794 | \$7,331,136 | \$7,672,915 | \$0 | \$0 | \$7,672,915 |

City of Conroe
Self Funded Insurance Fund

Self Funded Insurance
0081-8100

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|---------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| PERSONNEL SERVICES | | | | |
| Employee Specialist | 1 | 1 | 0 | 0 |
| TOTAL PERSONNEL SERVICES | 1 | 1 | 0 | 0 |

Note: The Employee Specialist was moved to the General Fund Human Resources Division in FY 13-14

CITY OF CONROE
FY 2014-2015
0081-8100

BUDGET LINE ITEMS

| FUND: SELF FUNDED INSURANCE FUND | | DEPARTMENT: SELF FUNDED INSURANCE | | | DIVISION: EXPENDITURES | | |
|--------------------------------------|-------------|-----------------------------------|-------------|-------------|------------------------|--------------|-------------|
| | 2013 | 2014 | | 2015 | | | |
| ACCOUNT | ACTUAL | AMENDED | ESTIMATE | BASE | CAO | SUPPLEMENTAL | PROPOSED |
| 7010 Salaries | \$31,816 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7012 Salaries - Part Time | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7020 Overtime | \$432 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7025 Social Security | \$2,402 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7030 Retirement & Pension | \$5,770 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7035 Workers Compensation | \$417 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7040 Employee Insurance | \$10,406 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7050 Pre-Employment Physicals | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| PERSONNEL SERVICES SUBTOTAL | \$51,243 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7200 Operating Supplies | \$0 | \$3,000 | \$0 | \$3,000 | \$0 | \$0 | \$3,000 |
| 7253 Furniture & Fixtures <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 7254 Machinery & Equipment <\$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUPPLIES SUBTOTAL | \$0 | \$3,000 | \$0 | \$3,000 | \$0 | \$0 | \$3,000 |
| 8010 Utilities | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8050 Travel & Training | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8060 Contract Services | \$6,735,136 | \$7,440,014 | \$7,944,650 | \$7,669,915 | \$0 | \$0 | \$7,669,915 |
| 8090 OPEB Expense | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CONTRACTUAL SUBTOTAL | \$6,735,136 | \$7,440,014 | \$7,944,650 | \$7,669,915 | \$0 | \$0 | \$7,669,915 |
| 9041 Furniture & Fixtures < \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 9051 Machinery & Equipment < \$5,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| CAPITAL OUTLAY SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL 0081-8100 | \$6,786,379 | \$7,443,014 | \$7,944,650 | \$7,672,915 | \$0 | \$0 | \$7,672,915 |



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October 1, 2014

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

This fiscal year, a capital budget is being 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, 2014, through September 30, 2015). 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, projects for water and wastewater improvements in the Water and Sewer CIP, and other CIP funds such as the Conroe Industrial Development Corporation (CIDC) CIP.

In the General Government CIP, the following funds will be budgeted for FY 14-15:

Fund 075 – Streets Improvements CIP Fund

The Streets Improvements CIP fund accounts for capital projects related to design, construction, improvement, and rehabilitation of streets and roads. For FY 14-15, the Streets CIP fund includes fifteen (15) projects for a total of \$23,713,000, including those projects that will carry over from prior fiscal years because they will not be completed this fiscal year. More detailed information regarding project descriptions and funding can be found behind the Streets Improvements tab of the CIP budget document.

Fund 041 – Signals Improvements CIP Fund

The Signals Improvements CIP fund accounts for capital projects related to design, construction, and improvement of traffic signals in the City of Conroe. For FY 14-15, the Signals CIP fund includes six (6) projects for a total of \$1,750,000. More detailed information regarding the project description and funding can be found behind the Signals Improvements tab of the CIP budget document.

Fund 042 – Facilities Improvements CIP Fund

The Facilities Improvements CIP fund accounts for capital projects related to design, construction, and improvement of City buildings, facilities, and related infrastructure. For FY 14-15, the Facilities Improvements CIP fund includes two (2) projects for a total of \$26,824,000. More detailed information regarding the project description and funding can be found behind the Facilities Improvements tab of the CIP budget document.

Fund 073 – Parks Improvements CIP Fund

The Parks Improvements CIP fund accounts for capital projects related to design, construction, and improvement of City parks and recreation facilities and infrastructure. For FY 14-15, the Parks Improvements CIP fund includes one (1) project for a total of \$737,000, including those projects that will carry over from prior fiscal years because they will not be completed this fiscal year. More detailed information regarding project descriptions and funding can be found behind the Parks Improvements tab of the CIP budget document.

Fund 063 – Drainage Improvements CIP Fund

The Drainage Improvements CIP fund accounts for capital projects related to design, construction, and improvement of City drainage infrastructure. For FY 14-15, the Drainage Improvements CIP fund includes two (2) projects for a total of \$162,000, including those projects that will carry over from prior fiscal years because they will not be completed this fiscal year. More detailed information regarding project descriptions and funding can be found behind the Drainage Improvements tab of the CIP budget document.

Fund 046 – Transportation Grants CIP Fund

The Transportation Grants CIP fund accounts for capital projects related to design, construction, and improvement of transportation infrastructure funded with grant proceeds. For FY 14-15, the Transportation Grants CIP fund includes two (2) projects for a total of \$710,000, including those projects that will carry over from prior fiscal years because they will not be completed this fiscal year. More detailed information regarding project descriptions and funding can be found behind the Transportation Grants tab of the CIP budget document.

Annexation and Municipal Service Agreement – The Woodlands Land Development Company Fund

In November 2000, the City of Conroe entered into an Annexation and Municipal Services Agreement with The Woodlands Land Development Company (TWLDC), which in part specifies that the City will reimburse TWLDC for certain infrastructure improvements to the College Park shopping area at IH 45 and SH 242 (i.e., Garden Ridge, Kohl's, etc.) and the Windsor Lakes Subdivision. In brief, the City is to calculate the total amount of property taxes and one-fourth of the sales taxes that were received from properties within the annexed area during the preceding year. If this amount is sufficient to pay the debt on at least \$2.0 million, the City owes TWLDC a reimbursement. If it is not, then this calculation is repeated in subsequent years until such time as a payment can be supported.

In the Water & Sewer CIP, the following funds will be budgeted for FY 14-15:

Fund 043 – Water Improvements CIP Fund

The Water Improvements CIP fund accounts for capital projects related to design, construction, improvement, and rehabilitation of the City's water distribution system, which includes water wells, storage tanks, mains, and pipes. For FY 14-15, the Water Improvements CIP fund includes eight (8) projects for a total of \$8,572,000, including those projects that will carry over from prior fiscal years because they will not be completed this fiscal year. More detailed information regarding project descriptions and funding can be found behind the Water Improvements tab of the CIP budget document.

Fund 044 – Sewer Improvements CIP Fund

The Sewer Improvements CIP fund accounts for capital projects related to design, construction, improvement, and rehabilitation of the City's wastewater collection and treatment system, which includes sewer mains, pipes, liftstations, and wastewater treatment plant. For FY 14-15, the Sewer Improvements CIP fund includes ten (10) projects for a total of \$24,373,000, including those projects that will carry over from prior fiscal years because they will not be completed this fiscal year. More detailed information regarding project descriptions and funding can be found behind the Sewer Improvements tab of the CIP budget document.

Other CIP funds will be budgeted in FY 14-15, including:

Fund 080 – Conroe Industrial Development Corporation (CIDC) CIP

In FY 07-08, the Conroe Industrial Development Corporation (CIDC) purchased 575 acres to expand and improve the Conroe Park North Industrial Park. This project includes purchasing land and installing infrastructure such as streets, drainage, water, and sewer improvements. The size and scope of this project necessitated adding it to the City's existing CIP.

On May 15, 2008, the City issued \$15,000,000 of sales tax revenue bonds for the purchase of the 575 acres related to this project. An additional transfer of \$11,758,000 was transferred from the CIDC General Fund. \$4,000,000 was transferred in FY 07-08, \$5,608,000 was transferred in FY 08-09, and \$2,150,000 was transferred in FY 09-10. An additional \$1,705,000 came from 2011 sales tax revenue bonds, and the remaining balance of \$1,500,000 came from a transfer in of 4B sales tax in FY 13-14.

In FY 09-10, the CIDC pledged to create a 250-acre technology park at the Lone Star Executive Airport, known as the Deison Technology Park. The park will be designed to attract businesses to Conroe. Bonds were issued in FY 10-11 to acquire and engineer the property, which will be important to the economic growth and development of the City and its residents. In FY 11-12, the City issued \$13,556,000 to construct streets, drainage, water, and sewer infrastructure in the park.

Fund 076 – Tax Increment Reinvestment Zone #2 (West Fork Subdivision)

The city established the Tax Increment Reinvestment Zone #2 (TIRZ #2) as an incentive to develop the West Fork subdivision on State Highway 105 west of Loop 336. All property tax revenue generated by the increase in value in the subdivision that is above the value that was there when the TIRZ was created will be set aside in this fund. The money will be used to reimburse the developer for certain infrastructure costs related to the development.

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 money 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.

HUD Section 108 Guaranteed Loan Fund

The city has been approved for a loan from the Housing and Urban Administration Program. The loan will allow the city to speed up its downtown façade improvement program. In this program, the city loans property owners funds to improve their building facades. The interest-free loans are forgivable after ten years. The loan will be 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 2026.

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 is a spreadsheet that shows the impact 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 \$16,123,997, which is mainly due to the new Police & Municipal Courts Facility, Fire Station #8, and the Fire Department Training Facility. These costs will have to be funded by increasing revenues or decreasing current expenses.

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 \$10,260,000. These costs are due to operating the new wastewater treatment plant. These costs 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 \$172,879,000, with the first year being \$88,841,000, which is largely due to streets, facility, parks, water, and sewer-related 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.

Sincerely,

Webb Melder

Mayor

City of Conroe
General Government Capital Projects
Summary of Operating Budget Impact
FY 2014-2015 (Adopted)

| STREETS: | | PROJECTED OPERATIONS & MAINTENANCE COSTS | | | | | | |
|--|---------------------|---|------------------|------------------|------------------|------------------|------------------|---------------------------|
| PROJECT | Project Code | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST |
| Pedestrian Access & Transit Improvements | 941 | (1,000) | (1,000) | (1,000) | (1,000) | (1,000) | (5,000) | (10,000) |
| SUBTOTAL | | (1,000) | (1,000) | (1,000) | (1,000) | (1,000) | (5,000) | (10,000) |

| SIGNALS: | | PROJECTED OPERATIONS & MAINTENANCE COSTS | | | | | | |
|-------------------------------|---------------------|---|------------------|------------------|------------------|------------------|------------------|---------------------------|
| PROJECT | Project Code | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST |
| No Projected Operating Impact | | - | - | - | - | - | - | - |
| SUBTOTAL | | - | - | - | - | - | - | - |

| FACILITIES: | | PROJECTED OPERATIONS & MAINTENANCE COSTS | | | | | | |
|-----------------------------------|---------------------|---|------------------|------------------|--------------------|--------------------|---------------------|---------------------------|
| PROJECT | Project Code | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST |
| Police & Municipal Court Facility | TBD | - | (62,750) | (125,500) | (129,300) | (133,200) | (689,200) | (1,139,950) |
| Fire Station #8 | TBD | - | - | - | (2,038,075) | (1,893,217) | (9,750,000) | (13,681,292) |
| Fire Department Training Facility | TBD | - | - | - | - | (194,255) | (1,001,000) | (1,195,255) |
| SUBTOTAL | | - | (62,750) | (125,500) | (2,167,375) | (2,220,672) | (11,440,200) | (16,016,497) |

| PARKS: | | PROJECTED OPERATIONS & MAINTENANCE COSTS | | | | | | |
|--------------------------------|---------------------|---|------------------|------------------|------------------|------------------|------------------|---------------------------|
| PROJECT | Project Code | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST |
| Carl Barton, Jr. Park Phase VI | TBD | - | - | (10,000) | (10,000) | (10,000) | (50,000) | (80,000) |
| Lewis Park | TBD | - | - | - | (2,500) | (2,500) | (12,500) | (17,500) |
| SUBTOTAL | | - | - | (10,000) | (12,500) | (12,500) | (62,500) | (97,500) |

City of Conroe
General Government Capital Projects
Summary of Operating Budget Impact
FY 2014-2015 (Adopted)

| DRAINAGE: | | PROJECTED OPERATIONS & MAINTENANCE COSTS | | | | | | |
|-------------------------------|---------------------|---|------------------|------------------|------------------|------------------|------------------|---------------------------|
| PROJECT | Project Code | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST |
| No Projected Operating Impact | | - | - | - | - | - | - | - |
| SUBTOTAL | | - | - | - | - | - | - | - |

| TRANSPORTATION GRANTS: | | PROJECTED OPERATIONS & MAINTENANCE COSTS | | | | | | |
|-------------------------------|---------------------|---|------------------|------------------|------------------|------------------|------------------|---------------------------|
| PROJECT | Project Code | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST |
| Park and Ride at FM 2854 | TBD | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 35,000 | 70,000 |
| SUBTOTAL | | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 35,000 | 70,000 |

| WOODLANDS ANNEXATION AGREEMENT: | | PROJECTED OPERATIONS & MAINTENANCE COSTS | | | | | | |
|--|---------------------|---|------------------|------------------|------------------|------------------|------------------|---------------------------|
| PROJECT | Project Code | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST |
| No Projected Operating Impact | | - | - | - | - | - | - | - |
| SUBTOTAL | | - | - | - | - | - | - | - |

| | | | | | | | | |
|--------------------|--|---------|----------|-----------|-------------|-------------|--------------|--------------|
| GRAND TOTAL | | (1,000) | (63,750) | (136,500) | (2,180,875) | (2,234,172) | (11,507,700) | (16,123,997) |
|--------------------|--|---------|----------|-----------|-------------|-------------|--------------|--------------|

City of Conroe
Water and Sewer Capital Projects
Summary of Operating Budget Impact
FY 2014-2015 (Adopted)

| WATER: | PROJECTED OPERATIONS & MAINTENANCE COSTS | | | | | | | |
|-------------------------------|---|------------------|------------------|------------------|------------------|------------------|------------------|---------------------------|
| PROJECT | Project Code | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST |
| No Projected Operating Impact | | - | - | - | - | - | - | - |
| SUBTOTAL | | - | - | - | - | - | - | - |

| SEWER: | PROJECTED OPERATIONS & MAINTENANCE COSTS | | | | | | | |
|--|---|------------------|------------------|------------------|------------------|------------------|------------------|---------------------------|
| PROJECT | Project Code | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST |
| Treatment Plant – Construction of New Plant (Phase IV) | 975 | - | - | - | (1,710,000) | (1,710,000) | (6,840,000) | (10,260,000) |
| SUBTOTAL | | - | - | - | (1,710,000) | (1,710,000) | (6,840,000) | (10,260,000) |
| GRAND TOTAL | | - | - | - | (1,710,000) | (1,710,000) | (6,840,000) | (10,260,000) |

CERTIFICATE FOR ORDINANCE

I.

On the 28th of August, 2014, the City Council of the City of Conroe, Texas consisting of the following qualified members, to-wit: **Webb Melder, Mayor; Mayor Pro Tem Guy Martin; Council Members Gil Snider, Duke Coon, Marsha Porter, and Seth Gibson,** 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 except the following, to wit: no absentees. 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. 2205-14

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, 2014, AND ENDING SEPTEMBER 30, 2015; APPROPRIATING FUNDS IN ACCORDANCE WITH THE BUDGET; PROVIDING FOR EFFECTIVE DATE AND ORDAINING OTHER RELATED MATTERS.

III.

Upon motion of Council Member Snider, 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 28th day of August, 2014.


MARLA J. PORTER, City Secretary

ORDINANCE NO. 2205-14

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, 2014, AND ENDING SEPTEMBER 30, 2015; 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, 2014, and ending September 30, 2015; 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, 2014, and ending September 30, 2015.

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:

General Government Capital Budget for FY 14-15:

| | |
|-----------------------------------|----------------------|
| Street Improvements | \$ 23,713,000 |
| Signals | 1,750,000 |
| Facilities | 26,824,000 |
| Parks | 737,000 |
| Drainage | 162,000 |
| Transportation Grants | 710,000 |
| Annex. & Muni. Services Agreement | 2,000,000 |
| Engineering Adjustment | - |
| Total | <u>\$ 55,896,000</u> |

Water & Sewer Capital Budget for FY 14-15.:

| | |
|------------------------|----------------------|
| Water | \$ 8,572,000 |
| Sewer | 24,373,000 |
| Engineering Adjustment | - |
| Total | <u>\$ 32,945,000</u> |

Other Capital Funds for FY 14-15:

| | |
|-----------------------|---------------------|
| CIDC CIP | \$ - |
| TIRZ #2 | 194,772 |
| TIRZ #3 | 2,100,127 |
| CDBG Section 108 Loan | - |
| | <u>\$ 2,294,899</u> |

Total FY 14-15 Appropriation\$ 91,135,899

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 28th day of August, 2014.


WEBB MELDER, Mayor

APPROVED AS TO FORM:

ATTEST:


MARCUS L. WINBERRY, City Attorney


MARLA J. PORTER, City Secretary

City of Conroe
General Government Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2014-2015 Adopted

| STREETS: | | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | | | | DEBT ISSUANCE SCHEDULE | | | | | |
|---|--------------|------|-----------------------|------------|-----------|-----------|-----------|-----------|-----------|--------------------|-----------------|---|----------------------------------|------|------------|------------|------------------------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Rank | Prior Fiscal Years | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST | OTHER SOURCES | | ISSUED DEBT (G.O. BONDS & C.O.s) | | NEW DEBT | | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 |
| Street Rehab - PW - Dugan Area | 714 | C | 300,000 | - | - | - | - | - | - | 300,000 | | | 300,000 | (l) | - | - | - | - | - | - | - | - |
| Sidewalk - Frazier Street | 627 | C | 298,000 | - | - | - | - | - | - | 298,000 | - | | 298,000 | (i) | - | - | - | - | - | - | - | - |
| Roadway Trans - Anderson Crossing Road Phase 1 | 894 | C | 450,000 | - | - | - | - | - | - | 450,000 | - | | 450,000 | (ah) | - | - | - | - | - | - | - | - |
| Roadway Trans - Wilson Road Widening - IH-45 to Frazier | 914 | C | 250,000 | 3,446,000 | - | - | - | - | - | 3,696,000 | - | | 250,000 | (ah) | 3,446,000 | 3,446,000 | - | - | - | - | - | - |
| Roadway Trans - Peoples/Guinn/Schoettie Road Improvements | TBD | C | 425,000 | - | - | - | - | - | - | 425,000 | - | | 425,000 | (ah) | - | - | - | - | - | - | - | - |
| Roadway Trans - FM 3083 Grade Separation | 902 | C | 3,000,000 | - | - | - | - | - | - | 3,000,000 | - | | 3,000,000 | (ah) | - | - | - | - | - | - | - | - |
| Pedestrian Access & Transit Improvements | 941 | C | - | 1,700,000 | - | - | - | - | - | 1,700,000 | 1,700,000 | 1 | - | - | - | - | - | - | - | - | - | - |
| Roadway Trans - League Line Road East | TBD | C | 5,400,000 | 2,100,000 | - | - | - | - | - | 7,500,000 | - | | 5,400,000 | (ah) | 2,100,000 | 2,100,000 | - | - | - | - | - | - |
| Roadway Trans - TIRZ #3 - Crighton Road Widening | 959 | 1 | - | 3,000,000 | - | - | - | - | - | 3,000,000 | - | | - | - | 3,000,000 | 3,000,000 | - | - | - | - | - | - |
| Roadway Trans - Walden Road Overlay | TBD | 2 | - | 400,000 | - | - | - | - | - | 400,000 | - | | - | - | 400,000 | 400,000 | - | - | - | - | - | - |
| Roadway Trans - Grace Crossing Extension | TBD | 3 | - | 950,000 | - | - | - | - | - | 950,000 | - | | - | - | 950,000 | 950,000 | - | - | - | - | - | - |
| Roadway Trans - Vine/Gladiola/Avenue M Overlay | TBD | 4 | - | 390,000 | - | - | - | - | - | 390,000 | - | | - | - | 390,000 | 390,000 | - | - | - | - | - | - |
| Roadway Trans - McDade Estates Subdivision Overlay | TBD | 5 | - | 238,000 | - | - | - | - | - | 238,000 | - | | - | - | 238,000 | 238,000 | - | - | - | - | - | - |
| Roadway Trans - Robinwood Street Reconstruction | TBD | 6 | - | - | - | 1,500,000 | - | - | - | 1,500,000 | - | | - | - | 1,500,000 | - | - | 1,500,000 | - | - | - | - |
| Roadway Trans - TIRZ #3 - Longmire Rd Phase 2B | 669 | 7 | - | - | 4,082,000 | - | - | - | - | 4,082,000 | - | | - | - | 4,082,000 | - | 4,082,000 | - | - | - | - | - |
| Roadway Trans -TIRZ #3 - Longmire Rd Phase 3 | 604 | 8 | - | - | - | 6,800,000 | - | - | - | 6,800,000 | - | | - | - | 6,800,000 | - | 6,800,000 | - | - | - | - | - |
| Roadway Trans - M.P. Clark Road | 892 | 9 | - | 400,000 | - | - | - | - | - | 400,000 | - | | - | - | 400,000 | 400,000 | - | - | - | - | - | - |
| Roadway Trans - Anderson Crossing Phase 2C | 980 | 10 | 966,000 | - | - | - | - | - | - | 966,000 | - | | 966,000 | (ah) | - | - | - | - | - | - | - | - |
| SUBTOTAL | | | 11,089,000 | 12,624,000 | 4,082,000 | 8,300,000 | - | - | - | 36,095,000 | 1,700,000 | | 11,089,000 | | 23,306,000 | 10,924,000 | 4,082,000 | 8,300,000 | - | - | - | - |

| SIGNALS: | | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | | | | DEBT ISSUANCE SCHEDULE | | | | | |
|---|--------------|------|-----------------------|-----------|-----------|-----------|-----------|-----------|-----------|--------------------|-----------------|---|----------------------------------|------|-----------|--|------------------------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Rank | Prior Fiscal Years | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST | OTHER SOURCES | | ISSUED DEBT (G.O. BONDS & C.O.s) | | NEW DEBT | | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 |
| Signals - 1st Street at Silverdale | 983 | C | 250,000 | - | - | - | - | - | - | 250,000 | - | | 250,000 | (af) | - | | - | - | - | - | - | - |
| Signals - SH 75 at North Loop 336 | 981 | C | 100,000 | 150,000 | - | - | - | - | - | 250,000 | - | | 100,000 | (af) | 150,000 | | 150,000 | - | - | - | - | - |
| Signals - FM 1488 at Grace Crossing | TBD | 1 | - | 375,000 | - | - | - | - | - | 375,000 | - | | - | | 375,000 | | 375,000 | - | - | - | - | - |
| Signals - North Loop 336 at Oxford Dr | TBD | 2 | - | 375,000 | - | - | - | - | - | 375,000 | - | | - | | 375,000 | | 375,000 | - | - | - | - | - |
| Signals - Crighton Road at Ed Kharbat Drive | TBD | 3 | - | 300,000 | - | - | - | - | - | 300,000 | - | | - | | 300,000 | | 300,000 | - | - | - | - | - |
| Signals - Loop 336 at Owen Drive | TBD | 4 | - | 200,000 | - | - | - | - | - | 200,000 | - | | - | | 200,000 | | 200,000 | - | - | - | - | - |
| Signals - FM 1484 at Technology Park Dr. | TBD | 5 | - | - | 375,000 | - | - | - | - | 375,000 | 375,000 | 7 | - | - | - | | - | - | - | - | - | - |
| SUBTOTAL | | | 350,000 | 1,400,000 | 375,000 | - | - | - | - | 2,125,000 | 375,000 | | 350,000 | | 1,400,000 | | 1,400,000 | - | - | - | - | - |

City of Conroe
General Government Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2014-2015 Adopted

| FACILITIES: | | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | | | DEBT ISSUANCE SCHEDULE | | | | | |
|---|--------------|------|-----------------------|------------|-----------|-----------|-----------|-----------|-----------|--------------------|-----------------|--|----------------------------------|------|------------|------------------------|------------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Rank | Prior Fiscal Years | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST | OTHER SOURCES | | ISSUED DEBT (G.O. BONDS & C.O.s) | | NEW DEBT | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 |
| Police & Municipal Court Facility | 990 | C | 15,571,000 | 10,153,000 | - | - | - | - | - | 25,724,000 | - | | 15,571,000 | (aj) | 10,153,000 | | 10,153,000 | - | - | - | - |
| Dean Towery Service Center Upgrades/Repairs | TBD | 1 | - | 1,100,000 | - | - | - | - | - | 1,100,000 | - | | - | | 1,100,000 | | 1,100,000 | - | - | - | - |
| Fire Station #7 | TBD | 2 | - | - | 300,000 | 4,225,000 | - | - | - | 4,525,000 | - | | - | | 4,525,000 | | - | 300,000 | 4,225,000 | - | - |
| Fire Department Training Facility | TBD | 3 | - | - | - | 75,000 | 3,925,000 | - | - | 4,000,000 | - | | - | | 4,000,000 | | - | - | 75,000 | 3,925,000 | - |
| SUBTOTAL | | | 15,571,000 | 11,253,000 | 300,000 | 4,300,000 | 3,925,000 | - | - | 35,349,000 | - | | 15,571,000 | | 19,778,000 | | 11,253,000 | 300,000 | 4,300,000 | 3,925,000 | - |

| PARKS: | | | | | CONSTRUCTION SCHEDULE | | | | | | | FUNDING SOURCES | | | | | DEBT ISSUANCE SCHEDULE | | | | | |
|------------------------------------|--------------|------|--------------------|-----------|-----------------------|-----------|-----------|-----------|-----------|--------------------|---------------|-----------------|----------------------------------|------|-----------|---|------------------------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Rank | Prior Fiscal Years | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST | OTHER SOURCES | | ISSUED DEBT (G.O. BONDS & C.O.s) | | NEW DEBT | | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 |
| Carl Barton, Jr. Park Phase 6 | TBD | 1 | - | - | 2,320,000 | - | - | - | - | 2,320,000 | - | | - | | 2,320,000 | | - | 2,320,000 | - | - | - | - |
| Candy Cane Park Access & Entrances | F12 | 2 | 737,000 | - | - | - | - | - | - | 737,000 | - | | 737,000 | (ae) | - | - | - | - | - | - | - | - |
| SUBTOTAL | | | 737,000 | - | 2,320,000 | - | - | - | - | 3,057,000 | - | | 737,000 | | 2,320,000 | | - | 2,320,000 | - | - | - | - |

| DRAINAGE: | | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | | | | | | | | | |
|--|--------------|------|-----------------------|-----------|-----------|-----------|-----------|-----------|-----------|--------------------|-----------------|--|----------------------------------|-----|-----------|--|-----------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Rank | Prior Fiscal Years | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST | OTHER SOURCES | | ISSUED DEBT (G.O. BONDS & C.O.s) | | NEW DEBT | | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 |
| Drainage Project - PW - West Fork (McDade)/White Oak Creek | 900 | C | 65,000 | - | - | - | - | - | - | 65,000 | - | | 65,000 | (d) | - | | - | - | - | - | - | - |
| Drainage Project - PW - East Forest Way Bridge | 808 | 1 | 97,000 | - | - | - | - | - | - | 97,000 | - | | 97,000 | (d) | - | | - | - | - | - | - | - |
| Drainage - Alligator Creek Phase 1 | TBD | 2 | - | - | 1,150,000 | - | - | - | - | 1,150,000 | - | | - | | 1,150,000 | | - | 1,150,000 | - | - | - | - |
| SUBTOTAL | | | 162,000 | - | 1,150,000 | - | - | - | - | 1,312,000 | - | | 162,000 | | 1,150,000 | | - | 1,150,000 | - | - | - | - |

City of Conroe
General Government Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2014-2015 Adopted

| TRANSPORTATION GRANTS: | | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | | | DEBT ISSUANCE SCHEDULE | | | | | |
|-----------------------------------|--------------|------|-----------------------|-----------|-----------|-----------|-----------|-----------|-----------|--------------------|-----------------|---|----------------------------------|------|-----------|------------------------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Rank | Prior Fiscal Years | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST | OTHER SOURCES | | ISSUED DEBT (G.O. BONDS & C.O.s) | | NEW DEBT | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 |
| SH 105 Access Management & Safety | F10 | 1 | 634,000 | - | 900,000 | - | - | - | - | 1,534,000 | 507,000 | 1 | 127,000 | (ak) | 900,000 | - | 900,000 | - | - | - | - |
| Park and Ride at FM 2854 | F07 | 2 | - | 76,000 | 560,000 | - | - | - | - | 636,000 | 61,000 | 1 | - | | 575,000 | 15,000 | 560,000 | - | - | - | - |
| SUBTOTAL | | | 634,000 | 76,000 | 1,460,000 | - | - | - | - | 2,170,000 | 568,000 | | 127,000 | | 1,475,000 | 15,000 | 1,460,000 | - | - | - | - |

| WOODLANDS ANNEXATION AGREEMENT: | | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | | | DEBT ISSUANCE SCHEDULE | | | | | |
|--|--------------|------|-----------------------|-----------|-----------|-----------|-----------|-----------|-----------|--------------------|-----------------|--|----------------------------------|--|-----------|------------------------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Rank | Prior Fiscal Years | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST | OTHER SOURCES | | ISSUED DEBT (G.O. BONDS & C.O.s) | | NEW DEBT | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 |
| Infrastructure Improv. near College Park & Windsor Lakes | N/A | | - | 2,000,000 | - | - | - | - | - | 2,000,000 | - | | - | | 2,000,000 | 2,000,000 | - | - | - | - | - |
| SUBTOTAL | | | - | 2,000,000 | - | - | - | - | - | 2,000,000 | - | | - | | 2,000,000 | 2,000,000 | - | - | - | - | - |

| | | | | | | | | | | | | | | | | | | | | | |
|-------------|--|--|------------|------------|-----------|------------|-----------|---|---|------------|-----------|--|------------|--|------------|------------|-----------|------------|-----------|---|---|
| GRAND TOTAL | | | 28,543,000 | 27,353,000 | 9,687,000 | 12,600,000 | 3,925,000 | - | - | 82,108,000 | 2,643,000 | | 28,036,000 | | 51,429,000 | 25,592,000 | 9,312,000 | 12,600,000 | 3,925,000 | - | - |
|-------------|--|--|------------|------------|-----------|------------|-----------|---|---|------------|-----------|--|------------|--|------------|------------|-----------|------------|-----------|---|---|

| | | | | | | | | | | | | | | | | | | | | | |
|---------------------------------------|--|--|------------|------------|-----------|------------|-----------|---|---|------------|-----------|--|------------|--|------------|------------|-----------|------------|-----------|---|---|
| Estimated City Engineering Adjustment | | | - | - | - | - | - | - | - | - | - | | - | | - | - | - | - | - | - | - |
| ADJUSTED GRAND TOTAL | | | 28,543,000 | 27,353,000 | 9,687,000 | 12,600,000 | 3,925,000 | - | - | 82,108,000 | 2,643,000 | | 28,036,000 | | 51,429,000 | 25,592,000 | 9,312,000 | 12,600,000 | 3,925,000 | - | - |

- 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
- Issued Debt Notes:

(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
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

City of Conroe
Water and Sewer Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2014-2015 Adopted

| WATER: | | | CONSTRUCTION SCHEDULE | | | | | | | | | FUNDING SOURCES | | | | DEBT ISSUANCE SCHEDULE | | | | | |
|--|--------------|------|-----------------------|-----------|------------|-----------|-----------|-----------|-----------|--------------------|---------------|-----------------|-----------------------------|---------|-----------|------------------------|-----------|-----------|-----------|-----------|-----------|
| PROJECT | Project Code | Rank | Prior Fiscal Years | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST | OTHER SOURCES | | ISSUED DEBT (REVENUE BONDS) | | NEW DEBT | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 |
| Water Line - Anderson Crossing Road Phase 1 | 918 | C | 100,000 | - | - | - | - | - | - | 100,000 | - | | 100,000 | (m,q) | - | - | - | - | - | - | |
| Water Line - MUD #95 (SH242) Water Extension | 954 | C | 420,000 | - | - | - | - | - | - | 420,000 | - | | 420,000 | (q) | - | - | - | - | - | - | |
| Water Plant - Water Well No. 23 & Storage Tank | 825 | C | 2,541,000 | 700,000 | - | - | - | - | - | 3,241,000 | - | | 2,541,000 | (i,m,q) | 700,000 | 700,000 | - | - | - | - | |
| Water Line - FM 1488 Phase 1 | 985 | C | 1,403,000 | - | - | - | - | - | - | 1,403,000 | - | | 1,403,000 | (q) | - | - | - | - | - | - | |
| Water Line Relocates - Wilson Road East | TBD | C | - | - | 311,000 | - | - | - | - | 311,000 | - | | - | | 311,000 | - | 311,000 | - | - | - | |
| Water Plant - Surface Water System Improvements (SJRA) | F11 | C | 327,000 | 1,065,000 | 7,432,000 | - | - | - | - | 8,824,000 | 8,824,000 | | - | | - | - | - | - | - | - | |
| Water Line - Robinwood Subdivision Replacement | 984 | 1 | - | 739,000 | 761,000 | - | - | - | - | 1,500,000 | - | | - | | 1,500,000 | 739,000 | 761,000 | - | - | - | |
| Water Line Rehab - Milltown Area | TBD | 2 | - | 577,000 | - | - | - | - | - | 577,000 | - | | - | | 577,000 | 577,000 | - | - | - | - | |
| Water Line Rehab - North Thompson Area | TBD | 3 | - | - | 645,000 | - | - | - | - | 645,000 | - | | - | | 645,000 | - | 645,000 | - | - | - | |
| Water Line - 1st Street Replacement | TBD | 4 | - | - | - | 274,000 | - | - | - | 274,000 | - | | - | | 274,000 | - | - | 274,000 | - | - | |
| Water Line Rehab - 3rd Street Replacement | TBD | 5 | - | - | 344,000 | - | - | - | - | 344,000 | - | | - | | 344,000 | - | 344,000 | - | - | - | |
| Water Line Rehab - 3rd Street, 1st Street, Montrose, Halo, Reaves Street | TBD | 6 | - | 700,000 | - | - | - | - | - | 700,000 | - | | - | | 700,000 | 700,000 | - | - | - | - | |
| Water Plant - Well #14 Ground Storage Tank Replacement | TBD | 7 | - | - | - | - | - | - | 1,726,000 | 1,726,000 | - | | - | | 1,726,000 | - | - | - | - | 1,726,000 | |
| Water Line Relocates - Longmire Rd Phase 2B | TBD | 8 | - | - | 830,000 | - | - | - | - | 830,000 | - | | - | | 830,000 | - | 830,000 | - | - | - | |
| Water Line Rehab - Lewis, Roberson, Dallas | TBD | 9 | - | - | 517,000 | - | - | - | - | 517,000 | - | | - | | 517,000 | - | 517,000 | - | - | - | |
| Water Line Relocates - Longmire Rd Phase 3 | TBD | 10 | - | - | - | 260,000 | - | - | - | 260,000 | - | | - | | 260,000 | - | - | 260,000 | - | - | |
| SUBTOTAL | | | 4,791,000 | 3,781,000 | 10,840,000 | 534,000 | - | - | 1,726,000 | 21,672,000 | 8,824,000 | | 4,464,000 | | 8,384,000 | 2,716,000 | 3,408,000 | 534,000 | - | 1,726,000 | |

City of Conroe
Water and Sewer Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2014-2015 Adopted

| SEWER: | | | CONSTRUCTION SCHEDULE | | | | | | | | FUNDING SOURCES | | | | | DEBT ISSUANCE SCHEDULE | | | | | | | |
|---|--------------|------|-----------------------|------------|------------|------------|------------|------------|------------|--------------------|-----------------|-------------|-----------------------------|-------|------------|------------------------|------------|------------|------------|------------|------------|------------|------------|
| PROJECT | Project Code | Rank | Prior Fiscal Years | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | TOTAL PROJECT COST | OTHER SOURCES | | ISSUED DEBT (REVENUE BONDS) | | NEW DEBT | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2024 | | |
| Treatment Plant – Existing Plant Rehab (Phase II) | 932 | C | 4,451,000 | 7,665,000 | 3,000,000 | - | - | - | - | 15,116,000 | - | | 4,451,000 | (r) | 10,665,000 | 7,665,000 | 3,000,000 | - | - | - | - | | |
| SSOI Program | 665 | C | 700,000 | 938,000 | 985,000 | 1,034,000 | 1,085,000 | 1,786,000 | - | 6,528,000 | 700,000 | 5 | 938,000 | (r) | 5,828,000 | 938,000 | 985,000 | 1,034,000 | 1,085,000 | 1,786,000 | - | | |
| Sewer Line - Anderson Crossing Road - Phase 1 | 919 | C | 300,000 | - | - | - | - | - | - | 300,000 | - | | 300,000 | (n,r) | - | - | - | - | - | - | - | | |
| Sewer Line - Live Oak Creek (SSOI) | 759 | C | 2,046,000 | - | - | - | - | - | - | 2,046,000 | - | | 2,046,000 | (h,r) | - | - | - | - | - | - | - | | |
| Sewer Line - MUD #95 (SH242) Sanitary Sewer | 955 | C | 400,000 | - | - | - | - | - | - | 400,000 | - | | 400,000 | (r) | - | - | - | - | - | - | - | | |
| Sewer Line - LaSalle at League Line | 797 | C | 300,000 | - | - | - | - | - | - | 300,000 | - | | 300,000 | (r) | - | - | - | - | - | - | - | | |
| Treatment Plant – Construction of New Plant (Phase IV) | 975 | C | 934,000 | 2,109,000 | 209,000 | - | 17,169,000 | 8,880,000 | 24,434,000 | 53,735,000 | 934,000 | 6 | - | | 52,801,000 | 2,109,000 | 209,000 | - | 17,169,000 | 8,880,000 | 24,434,000 | | |
| Sewer Line Relocates - Wilson Road East | TBD | C | - | - | 322,000 | - | - | - | - | 322,000 | - | | - | | 322,000 | - | 322,000 | - | - | - | - | | |
| Sewer Line - SH 242 and FM 1488 | TBD | 1 | - | 3,500,000 | 1,700,000 | - | - | - | - | 5,200,000 | - | | - | | 5,200,000 | 3,500,000 | 1,700,000 | - | - | - | - | | |
| Sewer Rehab - Holly Hills | TBD | 2 | - | - | - | - | - | - | 1,280,000 | 1,280,000 | - | | - | | 1,280,000 | - | - | - | - | - | 1,280,000 | | |
| Sewer Line - Plantation Drive Trunk Line | TBD | 3 | - | 320,000 | - | - | - | - | - | 320,000 | - | | - | | 320,000 | 320,000 | - | - | - | - | - | | |
| Sewer Rehab - SH 105/IH-45 Phase 2 | TBD | 4 | - | 710,000 | - | - | - | - | - | 710,000 | - | | - | | 710,000 | 710,000 | - | - | - | - | - | | |
| Sewer Rehab - East Lewis, Murray, 2nd, 3rd, 4th | TBD | 5 | - | - | - | - | - | - | 444,000 | 444,000 | - | | - | | 444,000 | - | - | - | - | - | 444,000 | | |
| Sewer Rehab - Arnold to Frazier Street | TBD | 6 | - | - | - | - | - | - | 550,000 | 550,000 | - | | - | | 550,000 | - | - | - | - | - | 550,000 | | |
| Sewer Line - Friendwood Trunk Line | TBD | 7 | - | - | 2,910,000 | - | - | - | - | 2,910,000 | - | | - | | 2,910,000 | - | 2,910,000 | - | - | - | - | | |
| Sewer Rehab -York, Bertrand, Crooke, Mill, North Loop, Willowbend, North Pkwy | TBD | 8 | - | - | - | - | - | - | 912,000 | 912,000 | - | | - | | 912,000 | - | - | - | - | - | 912,000 | | |
| SUBTOTAL | | | 9,131,000 | 15,242,000 | 9,126,000 | 1,034,000 | 18,254,000 | 10,666,000 | 27,620,000 | 91,073,000 | 1,634,000 | | 8,435,000 | | 81,942,000 | 15,242,000 | 9,126,000 | 1,034,000 | 18,254,000 | 10,666,000 | 27,620,000 | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| GRAND TOTAL | | | | | 13,922,000 | 19,023,000 | 19,966,000 | 1,568,000 | 18,254,000 | 10,666,000 | 29,346,000 | 112,745,000 | 10,458,000 | | 12,899,000 | | 90,326,000 | 17,958,000 | 12,534,000 | 1,568,000 | 18,254,000 | 10,666,000 | 29,346,000 |
| | | | | | | | | | | | | | | | | | | | | | | | |
| Estimated City Engineering Cost | | | | | - | - | - | - | - | - | - | - | | | | | - | - | - | - | - | - | |
| ADJUSTED GRAND TOTAL | | | | | 13,922,000 | 19,023,000 | 19,966,000 | 1,568,000 | 18,254,000 | 10,666,000 | 29,346,000 | 112,745,000 | 10,458,000 | | 12,899,000 | | 90,326,000 | 17,958,000 | 12,534,000 | 1,568,000 | 18,254,000 | 10,666,000 | 29,346,000 |

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

Issued Debt Notes:

- (a) 2006 Revenue Bonds -- 043-4300
- (b) 2006 Revenue Bonds -- 044-4400
- (c) 2007 Revenue Bonds -- 043-4310
- (d) 2007 Revenue Bonds -- 044-4410
- (e) 2008 Revenue Bonds -- 043-4320
- (f) 2008 Revenue Bonds -- 044-4420
- (g) 2009 Revenue Bonds -- 043-4330
- (h) 2009 Revenue Bonds -- 044-4430
- (i) 2010 Revenue Bonds -- 043-4340
- (j) 2010 Revenue Bonds -- 044-4440
- (k) 2011 Revenue Bonds -- 043-4350
- (l) 2011 Revenue Bonds -- 044-4450
- (m) 2012 Revenue Bonds -- 043-4360
- (n) 2012 Revenue Bonds -- 044-4460
- (o) 2013 Revenue Bonds -- 043-4370
- (p) 2013 Revenue Bonds -- 044-4470
- (q) 2014 Revenue Bonds -- 043-4380
- (r) 2014 Revenue Bonds -- 044-4480



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City of Conroe

Financial Management Policy

January 23, 2014

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.

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 the meeting of the City Council at which the budget is submitted, the City Council shall fix the time and place of the 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 Director of Finance & Administration 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 periodically to ensure that fees provide adequate coverage of costs of services. 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 operating 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 Director of Finance & Administration 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:

- 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 Director of Finance & Administration 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.

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 Director of Finance & Administration to assign fund balance to reflect the City's intended use of resources. Assignments of fund balance by the City Administrator and Director of Finance & Administration 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:
 - 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 and utility operating funds.

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 deficit 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 Director of Finance & Administration 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 Director of Finance & Administration 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, and/or drainage improvements.
2. **Water & Sewer CIP:** Includes expenses for the replacement, expansion acquisition, and/or construction of water and sewer infrastructure improvements.
3. **Conroe Industrial Development Corp. (CIDC) CIP:** Includes expenditures for capital improvements for the purposes of promoting economic development within the City of Conroe pursuant to state law regarding 4B sales tax.

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. The Administrative Budget Staff usually completes this phase of development of the Capital Improvement Program with significant input from the Mayor and Council Members and other citizen advisory boards. Upon completion of this review process, a recommended Ten-Year Capital Improvement Program is submitted to the 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 Improvement Program, 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.

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, Certificates of Obligation or 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. An annual report on the status of grant programs and their effectiveness shall also be prepared.
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.

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 the 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 the 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 and Community Development Block Grant Entitlement 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 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.

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 a certified 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, 2014

| | |
|--|---------------------------------|
| Taxable Assessed Valuation | \$4,829,793,550 |
| Constitutional Limit | 2.50% of assessed valuation |
| Maximum Constitutional Revenue Available | \$120,744,839 |
| Tax Rate to Achieve Maximum Tax Revenue | \$2.50 per \$100 of valuation |
| Adopted Tax Rate for 2014-2015 | \$0.4200 per \$100 of valuation |
| Available Unused Constitutional Max Tax Rate | \$2.08 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 2014 TAX YEAR PROPOSED PROPERTY TAX RATE FOR CITY OF CONROE

A tax rate of \$0.4200 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.

| | |
|---------------------------|--------------------|
| PROPOSED TAX RATE | \$0.4200 per \$100 |
| PRECEDING YEAR'S TAX RATE | \$0.4200 per \$100 |
| EFFECTIVE TAX RATE | \$0.3887 per \$100 |
| ROLLBACK TAX RATE | \$0.4259 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 2013 tax year and the 2014 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:

J.R. Moore, Jr.
400 N. San Jacinto
Conroe, TX. 77301
936-539-7897
tammy.mcrae@mctx.org
cityofconroe.org

You are urged to attend and express your views at the following public hearings on the proposed tax rate:

First Hearing: August 14, 2014 at 9:30 AM at CITY COUNCIL CHAMBERS AT CONROE CITY HALL, 300 W. DAVIS ST., CONROE, TX 77301.

Second Hearing: August 21, 2014 at 10:30 AM at CITY COUNCIL CHAMBERS AT CONROE CITY HALL, 300 W. DAVIS ST., CONROE, TX 77301.

CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| GENERAL FUND | | | | |
| 0001-1041 Administration | | | | |
| City Administrator | 1 | 1 | 1 | 1 |
| Communications Coordinator | 0 | 1 | 1 | 1 |
| Executive Secretary | 1 | 1 | 1 | 1 |
| Subtotal | 2 | 3 | 3 | 3 |
| 0001-1042 Mayor and City Council | | | | |
| Mayor | 1 | 1 | 1 | 1 |
| Mayor Pro Tem | 1 | 1 | 1 | 1 |
| Councilmembers | 4 | 4 | 4 | 4 |
| Subtotal | 6 | 6 | 6 | 6 |
| City Secretary | 1 | 1 | 1 | 1 |
| Hispanic Liaison/Asst City Secretary | 1 | 1 | 1 | 1 |
| Subtotal | 2 | 2 | 2 | 2 |
| 0001-1043 Arts And Communications | | | | |
| Arts and Communications Coordinator | 1 | 0 | 0 | 0 |
| Subtotal | 1 | 0 | 0 | 0 |
| 0001-1044 Transit | | | | |
| CIDC Executive Director | 1 | 0 | 0 | 0 |
| Subtotal | 1 | 0 | 0 | 0 |
| P/T Research Analyst (Hours) | 1,248 | 0 | 0 | 0 |
| Subtotal | 1,248 | 0 | 0 | 0 |
| 0001-1060 Legal | | | | |
| City Attorney | 1 | 1 | 1 | 1 |
| Assistant City Attorney | 1 | 1 | 1 | 1 |
| Executive Secretary | 1 | 1 | 1 | 1 |
| Subtotal | 3 | 3 | 3 | 3 |
| 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 |

CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| Subtotal | 9 | 9 | 9 | 9 |
| 0001-1100 Finance | | | | |
| Assistant City Administrator/CFO | 0 | 0 | 1 | 1 |
| Director of Finance & Administration | 1 | 1 | 0 | 0 |
| Assistant Director of Finance & Administration | 1 | 1 | 1 | 1 |
| Internal Auditor | 1 | 1 | 1 | 1 |
| Accounting Manager | 1 | 1 | 1 | 1 |
| Accountant | 2 | 2 | 2 | 2 |
| Senior Accountant | 1 | 1 | 1 | 1 |
| Facility Management Coordinator | 1 | 1 | 1 | 1 |
| Payroll Specialist | 1 | 1 | 1 | 1 |
| Accounts Payable Clerk | 1 | 1 | 1 | 1 |
| Subtotal | 10 | 10 | 10 | 10 |
| P/T Sr. Accountant (Hours) | 999 | 999 | 1,560 | 1,560 |
| Subtotal | 999 | 999 | 1,560 | 1,560 |
| 0001-1110 CDBG Administration | | | | |
| Assistant Community Development Director | 1 | 1 | 1 | 1 |
| Assistant Coordinator | 1 | 1 | 1 | 1 |
| Subtotal | 2 | 2 | 2 | 2 |
| 0001-1120 Warehouse-Purchasing | | | | |
| Purchasing Director | 1 | 1 | 1 | 1 |
| Warehouse Supervisor | 1 | 1 | 1 | 1 |
| Warehouse Technician | 2 | 2 | 2 | 2 |
| Buyer | 1 | 1 | 1 | 1 |
| Subtotal | 5 | 5 | 5 | 5 |
| 0001-1130 Information Technology | | | | |
| Information Technology Manager | 1 | 1 | 1 | 1 |
| Unix System Administrator | 1 | 1 | 1 | 1 |
| Network System Administrator | 1 | 1 | 1 | 1 |
| 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 | 1 |
| GIS Coordinator | 1 | 1 | 1 | 1 |
| GIS Technician | 2 | 2 | 2 | 2 |
| Subtotal | 11 | 11 | 11 | 11 |
| 0001-1160 Human Resources | | | | |
| Civil Service Commission | 3 | 3 | 3 | 3 |
| Subtotal | 3 | 3 | 3 | 3 |

CITY OF CONROE

PERSONNEL SUMMARY

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|--|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| 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 | 0 | 0 | 1 | 1 |
| Subtotal | 5 | 5 | 6 | 6 |
| P/T Receptionist (Hours) | 1,500 | 1,500 | 1,500 | 1,500 |
| P/T Mail Clerk (Hours) | 1,300 | 1,300 | 1,300 | 1,300 |
| Subtotal | 2,800 | 2,800 | 2,800 | 2,800 |
| 0001-1201 Police Administration | | | | |
| Police Chief | 1 | 1 | 1 | 1 |
| Deputy Chief | 2 | 2 | 2 | 2 |
| Inventory Tech | 1 | 1 | 1 | 1 |
| Lieutenant | 0 | 0 | 1 | 1 |
| Police Officer | 0 | 1 | 1 | 1 |
| Police Officer/Warrant Officer/Bailiff | 0 | 0 | 2 | 2 |
| Secretary III | 1 | 1 | 1 | 1 |
| Subtotal | 5 | 6 | 9 | 9 |
| 0001-1202 Police Support Services | | | | |
| Lieutenant | 1 | 1 | 1 | 1 |
| Sergeant | 0 | 0 | 1 | 1 |
| Police Officer | 0 | 0 | 2 | 2 |
| Facilities Maintenance Coordinator | 0 | 0 | 1 | 1 |
| Communications Supervisor | 4 | 4 | 0 | 0 |
| Communications Officer | 16 | 16 | 0 | 0 |
| Parking Patrol/Clerk | 1 | 1 | 1 | 1 |
| Records Manager/Police | 1 | 1 | 1 | 1 |
| Records Clerk | 3 | 3 | 3 | 3 |
| Custodian | 1 | 1 | 1 | 1 |
| Switchboard Operator/Receptionist | 1 | 1 | 1 | 1 |
| Subtotal | 28 | 28 | 12 | 12 |
| P/T Communications Officer (Hours) | 1,800 | 1,800 | 1,800 | 0 |
| P/T Switchboard Operator (Hours) | 400 | 400 | 400 | 400 |
| P/T Custodian (Hours) | 1,664 | 1,664 | 1,664 | 1,664 |
| Subtotal | 3,864 | 3,864 | 3,864 | 2,064 |
| 0001-1203 Police Patrol | | | | |
| Lieutenant | 2 | 3 | 3 | 3 |
| Sergeant | 8 | 8 | 11 | 11 |
| Police Officer | 52 | 62 | 63 | 64 |

CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| Communications Supervisor | 0 | 0 | 5 | 5 |
| Communications Officer | 0 | 0 | 16 | 16 |
| Secretary I | 1 | 1 | 1 | 1 |
| Subtotal | 63 | 74 | 99 | 100 |
| P/T Communications Officer (Hours) | 0 | 0 | 0 | 1,800 |
| Subtotal | 0 | 0 | 0 | 1,800 |
| 0001-1204 Police Investigative Services | | | | |
| Lieutenant | 1 | 1 | 1 | 1 |
| Sergeant | 3 | 3 | 3 | 3 |
| Police Officer/Investigator | 22 | 22 | 25 | 25 |
| Secretary I | 1 | 1 | 1 | 1 |
| Victim Assistance Liaison | 1 | 1 | 1 | 1 |
| Evidence Technician | 1 | 1 | 1 | 2 |
| Subtotal | 29 | 29 | 32 | 33 |
| P/T Evidence Technician (Hours) | 0 | 0 | 1,040 | 0 |
| Subtotal | 0 | 0 | 1,040 | 0 |
| 0001-1205 Police Professional Services | | | | |
| Lieutenant | 1 | 1 | 0 | 0 |
| Sergeant | 2 | 2 | 0 | 0 |
| Police Officer | 9 | 9 | 0 | 0 |
| Police Officer/Warrant Officer/Bailiff | 2 | 2 | 0 | 0 |
| Facilities Maintenance Coordinator | 1 | 1 | 0 | 0 |
| Subtotal | 15 | 15 | 0 | 0 |
| P/T Custodian | 0 | 0 | 0 | 0 |
| Subtotal | 0 | 0 | 0 | 0 |
| 0001-1206 Police Animal Services | | | | |
| Animal Shelter Manager | 1 | 1 | 0 | 0 |
| Animal/Parking Control Supervisor | 1 | 1 | 1 | 1 |
| Animal Control Officer | 1 | 1 | 1 | 1 |
| Kennel Technician | 2 | 2 | 0 | 0 |
| Subtotal | 5 | 5 | 2 | 2 |
| P/T Kennel Technician (Hours) | 4,940 | 4,940 | 0 | 0 |
| P/T Animal Control (Hours) | 850 | 850 | 850 | 850 |
| P/T Veterinary Technician (Hours) | 720 | 960 | 0 | 0 |
| Subtotal | 6,510 | 6,750 | 850 | 850 |
| 0001-1207 Red Light Program | | | | |
| Deputy Court Clerk I | 1 | 1 | 0 | 0 |
| Subtotal | 1 | 1 | 0 | 0 |

CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| 0001-1208 Police Traffic Services | | | | |
| Police Officer | 2 | 2 | 2 | 2 |
| Subtotal | 2 | 2 | 2 | 2 |
| 0001-1209 Police Commercial Vehicle Enforcement Program | | | | |
| Police Officer | 0 | 0 | 1 | 1 |
| Subtotal | 0 | 0 | 1 | 1 |
| 0001-1300 Fire | | | | |
| Fire Chief | 1 | 1 | 1 | 1 |
| Assistant Chief | 1 | 1 | 1 | 1 |
| Battalion Chief | 5 | 5 | 5 | 5 |
| Lieutenant | 22 | 22 | 22 | 28 |
| Engine Operator | 18 | 18 | 18 | 24 |
| Firefighter | 36 | 36 | 36 | 54 |
| Administrative Coordinator | 1 | 1 | 1 | 1 |
| Secretary | 2 | 2 | 2 | 2 |
| Asset Coordinator | 0 | 0 | 1 | 1 |
| Subtotal | 86 | 86 | 87 | 117 |
| 0001-1400 Parks Administration | | | | |
| Parks Board | 7 | 7 | 7 | 7 |
| Subtotal | 7 | 7 | 7 | 7 |
| Parks Director | 1 | 1 | 1 | 1 |
| Secretary II | 1 | 1 | 1 | 1 |
| Subtotal | 2 | 2 | 2 | 2 |
| PT Customer Service Rep. (Hours) | 1,560 | 1,560 | 1,560 | 1,560 |
| Subtotal | 1,560 | 1,560 | 1,560 | 1,560 |
| 0001-1410 Recreation Center | | | | |
| Recreation Manager | 1 | 1 | 1 | 1 |
| Recreation Center Supervisor | 1 | 1 | 1 | 1 |
| Recreation Coordinator - Programs | 1 | 1 | 1 | 1 |
| Recreation Coordinator - Special Events | 1 | 1 | 1 | 1 |
| Recreation Coordinator - Arts & Culture | 0 | 1 | 1 | 1 |
| Secretary II | 1 | 1 | 1 | 1 |
| Subtotal | 5 | 6 | 6 | 6 |
| P/T Recreation Leader I (Hours) | 13,615 | 13,615 | 13,615 | 13,615 |
| P/T Recreation Leader II (Hours) | 7,190 | 6,150 | 6,150 | 6,150 |
| Subtotal | 20,805 | 19,765 | 19,765 | 19,765 |

CITY OF CONROE

PERSONNEL SUMMARY

| | <u>Actual</u> <u>2011-2012</u> | <u>Actual</u> <u>2012-2013</u> | <u>Estimated</u> <u>2013-2014</u> | <u>Budgeted</u> <u>2014-2015</u> |
|--|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|
| 0001-1440 Aquatic Center | | | | |
| Aquatics Superintendent | 1 | 1 | 1 | 1 |
| 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 | 2 | 2 | 2 | 2 |
| Subtotal | 7 | 7 | 7 | 7 |
| Part-time Admissions (Hours) | 3,354 | 3,354 | 3,354 | 3,354 |
| Part-time Cashiers (Hours) | 2,000 | 2,000 | 2,000 | 2,000 |
| Part-time Head Lifeguard (Hours) | 2,660 | 2,660 | 2,660 | 2,660 |
| Part-time Lifeguards (Hours) | 18,138 | 18,138 | 18,138 | 21,804 |
| Part-time Water Safety Inst. (Hours) | 4,779 | 4,779 | 4,779 | 4,779 |
| Part-time Asst. Aquatics Operations Coord. (Hours) | 1,560 | 1,560 | 1,560 | 1,560 |
| Subtotal | 32,491 | 32,491 | 32,491 | 36,157 |
| 0001-1450 Parks Operations | | | | |
| Parks Superintendent | 1 | 1 | 1 | 1 |
| Parks Foreman | 1 | 1 | 1 | 1 |
| Parks Crew Leader - Facilities | 1 | 1 | 1 | 1 |
| Parks Crew Leader - Green Space | 1 | 1 | 1 | 1 |
| Parks Laborer | 7 | 7 | 7 | 7 |
| Subtotal | 11 | 11 | 11 | 11 |
| P/T Parks Laborer (Hours) | 1,040 | 1,040 | 1,040 | 1,040 |
| PT Park Ambassador (Hours) | 3,120 | 3,120 | 3,120 | 3,120 |
| Subtotal | 4,160 | 4,160 | 4,160 | 4,160 |
| 0001-1500 Community Development | | | | |
| City Planner | 1 | 1 | 1 | 1 |
| Secretary I | 1 | 1 | 1 | 0 |
| Secretary II | 0 | 0 | 0 | 1 |
| Permit Technicians | 3 | 3 | 3 | 3 |
| Senior Permit Technician | 1 | 1 | 1 | 1 |
| Building Official | 1 | 1 | 1 | 1 |
| Building Inspector | 6 | 6 | 6 | 8 |
| Code Enforcement Officers | 2 | 2 | 2 | 4 |
| Subtotal | 15 | 15 | 15 | 19 |
| 0001-1530 Drainage Maintenance | | | | |
| Drainage Foreman | 1 | 1 | 1 | 1 |
| Heavy Equipment Operator | 3 | 3 | 3 | 3 |
| Light Equipment Operator/Driver | 3 | 3 | 3 | 3 |
| Subtotal | 7 | 7 | 7 | 7 |

CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| 0001-1540 Streets | | | | |
| Street Superintendent | 1 | 1 | 0 | 0 |
| Assistant Public Works Director-Operations | 0 | 0 | 1 | 0 |
| Foreman | 1 | 1 | 1 | 1 |
| Sign Technician | 1 | 1 | 1 | 1 |
| Assistant Sign Technician | 1 | 1 | 1 | 1 |
| Heavy Equipment Operator | 3 | 3 | 3 | 3 |
| Light Equipment Operator/Driver | 14 | 14 | 14 | 14 |
| Laborer | 7 | 7 | 7 | 7 |
| Subtotal | 28 | 28 | 28 | 27 |
| 0001-1550 Signal Maintenance | | | | |
| Journeyman Electrician | 2 | 2 | 2 | 3 |
| Traffic Signal Technician | 0 | 1 | 1 | 0 |
| Subtotal | 2 | 3 | 3 | 3 |
| 0001-1570 Engineering | | | | |
| Planning Commission | 7 | 7 | 7 | 7 |
| Subtotal | 7 | 7 | 7 | 7 |
| City Engineer | 0 | 0 | 0 | 1 |
| Assistant City Engineer | 1 | 1 | 1 | 0 |
| Senior Project Manager | 1 | 1 | 1 | 1 |
| Lead Engineer | 0 | 1 | 1 | 0 |
| Project Engineer | 0 | 1 | 1 | 2 |
| Secretary II | 0 | 0 | 0 | 1 |
| Secretary I | 1 | 2 | 2 | 1 |
| Engineering Project Specialist | 0 | 1 | 1 | 1 |
| Development Coordinator | 1 | 1 | 1 | 2 |
| Senior Engineering Technician | 0 | 1 | 2 | 0 |
| Engineering Technician | 0 | 0 | 0 | 2 |
| Engineering Aide | 2 | 6 | 5 | 5 |
| Project Coordinator | 0 | 1 | 1 | 0 |
| Project Inspector | 0 | 1 | 1 | 0 |
| Senior Engineering Inspector | 1 | 1 | 1 | 3 |
| Engineering Inspector | 1 | 1 | 1 | 1 |
| Registered Surveyor | 0 | 1 | 1 | 1 |
| Survey Party Chief | 0 | 1 | 1 | 1 |
| Subtotal | 8 | 21 | 21 | 22 |
| TOTAL GENERAL FUND | 370 | 396 | 395 | 431 |
| WATER & SEWER OPERATING FUND | | | | |
| 0002-2800 Utilities/Meter Readers | | | | |
| Utility Billing Manager | 1 | 1 | 1 | 1 |
| Senior Meter Technician | 1 | 1 | 1 | 1 |

CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| Meter Technician | 3 | 3 | 3 | 3 |
| Senior Account Representative | 1 | 1 | 1 | 1 |
| Account Representative | 3 | 3 | 3 | 3 |
| Subtotal | 9 | 9 | 9 | 9 |
| 0002-2810 Public Works | | | | |
| Executive Director of Infrastructure Services | 0 | 0 | 1 | 1 |
| Director of Public Works | 1 | 1 | 0 | 0 |
| Assistant Public Works Director-Operations | 0 | 0 | 0 | 1 |
| Assistant Public Works Director-Engineer | 1 | 1 | 1 | 0 |
| Administrative Coordinator | 0 | 0 | 1 | 1 |
| Secretary II | 1 | 1 | 0 | 0 |
| Secretary I | 2 | 2 | 3 | 3 |
| Subtotal | 5 | 5 | 6 | 6 |
| WATER CONSERVATION | | | | |
| 0002-2811 Water Conservation | | | | |
| Water Conservation/Environmental Manager | 0 | 1 | 1 | 1 |
| Subtotal | 0 | 1 | 1 | 1 |
| P/T Water Conservation Manager (Hours) | 1,560 | 0 | 0 | 0 |
| Subtotal | 1,560 | 0 | 0 | 0 |
| 0002-2820 Water | | | | |
| Water/Sewer Superintendent | 1 | 1 | 1 | 1 |
| Water Maintenance Foreman | 1 | 1 | 1 | 1 |
| Water Production Foreman | 1 | 1 | 1 | 1 |
| Heavy Equipment Operator | 2 | 2 | 2 | 2 |
| Light Equipment Operator/Driver | 2 | 2 | 2 | 1 |
| Laborer | 5 | 5 | 5 | 2 |
| Water Plant Operator | 3 | 3 | 3 | 3 |
| Subtotal | 15 | 15 | 15 | 11 |
| 0002-2881 Waste Water Treatment Plant | | | | |
| WWTP Superintendent | 1 | 1 | 1 | 1 |
| Pre-Treatment Coordinator | 1 | 1 | 1 | 1 |
| WWTP Foreman | 1 | 1 | 1 | 1 |
| Operator | 5 | 5 | 5 | 5 |
| Secretary I | 1 | 1 | 0 | 0 |
| Laborer | 1 | 1 | 1 | 1 |
| Driver/Press Operator | 1 | 1 | 1 | 1 |
| Subtotal | 11 | 11 | 10 | 10 |
| 0002-2882 Sewer | | | | |
| Superintendent Water/Sewer | 1 | 1 | 1 | 0 |
| Foreman Water/Sewer | 1 | 1 | 1 | 0 |

CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| Heavy Equipment Operator | 5 | 5 | 5 | 3 |
| Laborer | 11 | 11 | 11 | 8 |
| Light Equipment Operator | 2 | 2 | 2 | 1 |
| Subtotal | 20 | 20 | 20 | 12 |
| 0002-2883 Pump & Motor Maintenance | | | | |
| Superintendent | 1 | 1 | 1 | 1 |
| Pump, Motor, Signal and Maintenance Foreman | 0 | 0 | 1 | 1 |
| Master Electrician | 1 | 1 | 0 | 0 |
| Pump Mechanic | 2 | 2 | 3 | 3 |
| Laborer | 2 | 2 | 0 | 0 |
| Welder | 1 | 1 | 1 | 1 |
| Subtotal | 7 | 7 | 6 | 6 |
| 0002-2884 Project Construction | | | | |
| Superintendent | 0 | 0 | 0 | 1 |
| Foreman | 0 | 0 | 0 | 1 |
| Heavy Equipment Operator | 0 | 0 | 7 | 9 |
| Light Equipment Operator | 0 | 0 | 2 | 4 |
| Laborer | 0 | 0 | 8 | 14 |
| Subtotal | 0 | 0 | 17 | 29 |
| TOTAL WATER & SEWER OPERATING FUND | 67 | 68 | 84 | 84 |
| WATER & SEWER CONSTRUCTION FUND | | | | |
| 0007-7020 Project Engineering | | | | |
| Assistant Director - Capital Projects | 1 | 0 | 0 | 0 |
| Secretary | 1 | 0 | 0 | 0 |
| Project Specialist | 1 | 0 | 0 | 0 |
| Project Engineer | 1 | 0 | 0 | 0 |
| Engineering Aide II | 4 | 0 | 0 | 0 |
| Engineering Project Inspector | 1 | 0 | 0 | 0 |
| Senior Engineering Technician | 1 | 0 | 0 | 0 |
| Survey Party Chief | 1 | 0 | 0 | 0 |
| Registered Surveyor | 1 | 0 | 0 | 0 |
| Engineering Project Coordinator | 1 | 0 | 0 | 0 |
| Subtotal | 13 | 0 | 0 | 0 |
| 0007-7030 Project Construction | | | | |
| Heavy Equipment Operator | 7 | 7 | 0 | 0 |
| Light Equipment Operator | 2 | 2 | 0 | 0 |
| Laborer | 8 | 8 | 0 | 0 |
| Subtotal | 17 | 17 | 0 | 0 |
| TOTAL WATER & SEWER CONSTRUCTION | 30 | 17 | 0 | 0 |

CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|---|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| HOTEL OCCUPANCY TAX FUND | | | | |
| 0004-4010 Convention & Visitors Bureau | | | | |
| Convention & Visitors Bureau Manager | 1 | 1 | 1 | 1 |
| Tourism Coordinator | 2 | 2 | 3 | 3 |
| Subtotal | 3 | 3 | 4 | 4 |
| P/T Tourism Coordinator | 0 | 0 | 0 | 0 |
| Subtotal | 0 | 0 | 0 | 0 |
| TOTAL HOTEL OCCUPANCY TAX FUND | 3 | 3 | 4 | 4 |
| CONROE INDUSTRIAL DEVELOPMENT CORP (CIDC) FUND | | | | |
| 0009-9000 CIDC | | | | |
| CIDC Executive Director | 0 | 1 | 1 | 1 |
| CIDC Deputy Director | 0 | 1 | 1 | 1 |
| Associate Director | 0 | 1 | 1 | 1 |
| Research Analyst/Retail Specialist | 0 | 1 | 1 | 1 |
| CIDC Coordinator | 0 | 1 | 0 | 0 |
| Subtotal | 0 | 5 | 4 | 4 |
| TOTAL CIDC FUND | 0 | 5 | 4 | 4 |
| 0025-2500 Conroe Tower Fund | | | | |
| Maintenance Technician | 1 | 1 | 1 | 1 |
| Subtotal | 1 | 1 | 1 | 1 |
| TOTAL CONROE TOWER FUND | 1 | 1 | 1 | 1 |
| FLEET SERVICES FUND | | | | |
| 0052-5200 Fleet Services | | | | |
| Fleet Services Manager | 1 | 1 | 1 | 1 |
| Foreman | 1 | 1 | 1 | 1 |
| Fleet Technician III | 0 | 0 | 2 | 2 |
| Fleet Technician II | 4 | 5 | 4 | 2 |
| Fleet Technician I | 0 | 0 | 0 | 2 |
| Subtotal | 6 | 7 | 8 | 8 |
| TOTAL FLEET SERVICES FUND | 6 | 7 | 8 | 8 |
| OSCAR JOHNSON, JR. COMMUNITY CENTER FUND | | | | |
| 030-3000 Oscar Johnson, Jr. Community Center | | | | |
| Recreation Center Supervisor | 1 | 1 | 1 | 1 |
| Secretary I | 1 | 1 | 1 | 1 |

CITY OF CONROE PERSONNEL SUMMARY

| | <u>Actual 2011-2012</u> | <u>Actual 2012-2013</u> | <u>Estimated 2013-2014</u> | <u>Budgeted 2014-2015</u> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|
| Recreation Coordinator - Programs | 2 | 2 | 2 | 2 |
| Subtotal | 4 | 4 | 4 | 4 |
| Part Time Rec Coordinator | 1,560 | 1,560 | 1,560 | 1,560 |
| Part Time Rec Leader I | 36,470 | 36,470 | 36,470 | 37,190 |
| Part Time Rec Leader II | 14,015 | 14,015 | 14,015 | 16,175 |
| Subtotal | 52,045 | 52,045 | 52,045 | 54,925 |
| TOTAL OJCC FUND | 4 | 4 | 4 | 4 |
| TRANSPORTATION GRANTS FUND | | | | |
| 0036-3600 | | | | |
| Administrative Coordinator/Transportation Specialist | 0 | 0 | 1 | 1 |
| Subtotal | 0 | 0 | 1 | 1 |
| TRANSPORTATION GRANTS FUND | 0 | 0 | 1 | 1 |
| SELF FUNDED INSURANCE FUND | | | | |
| 0081-8100 | | | | |
| Employee Specialist | 1 | 1 | 0 | 0 |
| Subtotal | 1 | 1 | 0 | 0 |
| SELF FUNDED INSURANCE FUND | 1 | 1 | 0 | 0 |
| TOTAL ALL FUNDS | 482 | 502 | 501 | 537 |

2014-2015 Compensation Ranges

Fiscal Year 2014-2015

NON-EXEMPT

| Grade | MINIMUM | | | MIDPOINT | | | MAXIMUM | | |
|-------|---------|---------|--------|----------|---------|--------|---------|---------|--------|
| | Annual | Monthly | Hourly | Annual | Monthly | Hourly | Annual | Monthly | Hourly |
| 203 | 22,848 | 1,904 | 10.985 | 28,560 | 2,380 | 13.731 | 34,272 | 2,856 | 16.477 |
| 204 | 24,333 | 2,028 | 11.699 | 30,416 | 2,535 | 14.623 | 36,500 | 3,042 | 17.548 |
| 205 | 25,915 | 2,160 | 12.459 | 32,393 | 2,699 | 15.574 | 38,872 | 3,239 | 18.689 |
| 206 | 27,599 | 2,300 | 13.269 | 34,499 | 2,875 | 16.586 | 41,398 | 3,450 | 19.903 |
| 207 | 29,393 | 2,449 | 14.131 | 36,741 | 3,062 | 17.664 | 44,090 | 3,674 | 21.197 |
| 208 | 31,304 | 2,609 | 15.050 | 39,129 | 3,261 | 18.812 | 46,956 | 3,913 | 22.575 |
| 209 | 33,339 | 2,778 | 16.028 | 41,673 | 3,473 | 20.035 | 50,008 | 4,167 | 24.042 |
| 210 | 35,505 | 2,959 | 17.070 | 44,382 | 3,699 | 21.338 | 53,258 | 4,438 | 25.605 |
| 211 | 37,813 | 3,151 | 18.180 | 47,267 | 3,939 | 22.724 | 56,720 | 4,727 | 27.269 |
| 212 | 40,272 | 3,356 | 19.361 | 50,339 | 4,195 | 24.201 | 60,999 | 5,083 | 29.326 |
| 213 | 42,889 | 3,574 | 20.620 | 53,611 | 4,468 | 25.775 | 64,333 | 5,361 | 30.930 |
| 214 | 45,677 | 3,806 | 21.960 | 57,096 | 4,758 | 27.450 | 68,514 | 5,710 | 32.940 |
| 215 | 48,646 | 4,054 | 23.387 | 60,807 | 5,067 | 29.234 | 72,969 | 6,081 | 35.081 |
| 216 | 51,808 | 4,317 | 24.908 | 64,760 | 5,397 | 31.135 | 77,712 | 6,476 | 37.361 |

EXEMPT

| Grade | MINIMUM | | | MIDPOINT | | | MAXIMUM | | |
|-------|---------|---------|--------|----------|---------|--------|---------|------------|--------|
| | Annual | Monthly | Hourly | Annual | Monthly | Hourly | Annual | Monthly | Hourly |
| 108 | 49,333 | 4,111 | 23.718 | 61,666 | 5,139 | 29.647 | 74,000 | 6,167 | 35.577 |
| 109 | 50,813 | 4,234 | 24.429 | 63,516 | 5,293 | 30.537 | 76,220 | 6,352 | 36.644 |
| 110 | 52,846 | 4,404 | 25.407 | 66,057 | 5,505 | 31.758 | 79,268 | 6,606 | 38.110 |
| 111 | 55,488 | 4,624 | 26.677 | 68,000 | 5,667 | 32.692 | 83,232 | 6,936 | 40.015 |
| 112 | 59,372 | 4,948 | 28.544 | 74,215 | 6,185 | 35.680 | 89,058 | 7,422 | 42.816 |
| 113 | 64,122 | 5,344 | 30.828 | 80,153 | 6,679 | 38.535 | 96,183 | 8,015 | 46.242 |
| 114 | 69,892 | 5,824 | 33.602 | 87,366 | 7,281 | 42.003 | 107,900 | 8,992 | 51.875 |
| 115 | 77,250 | 6,437 | 37.139 | 96,102 | 8,009 | 46.203 | 115,323 | 9,610 | 55.444 |
| 116 | 84,570 | 7,048 | 40.659 | 105,713 | 8,809 | 50.823 | 126,855 | 10,571 | 60.988 |
| 117 | 93,027 | 7,752 | 44.725 | 116,325 | 9,694 | 55.925 | 139,541 | 11,628 | 67.087 |
| 118 | 96,308 | 8,026 | 46.302 | 133,727 | 11,144 | 64.292 | 160,473 | 13,372.750 | 77.150 |
| 119 | 124,098 | 10,342 | 59.663 | 155,124 | 12,927 | 74.579 | 186,146 | 15,512.167 | 89.493 |

Civil Service Compensation Ranges

Fiscal Year 2014-2015

Effective 10/1/2014

| FIRE | Entry | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
|-------------|-------|---|---|---|---|---|---|---|---|---|
|-------------|-------|---|---|---|---|---|---|---|---|---|

| | | | | | | | | | | |
|-----------------|--------|--------|--------|---------|---------|--------|--------|--------|--------|--------|
| Firefighter | 45,706 | 47,077 | 48,490 | 49,944 | 51,443 | 52,986 | 54,575 | 56,213 | 57,899 | 59,636 |
| F1 | | | | | | | | | | |
| | | | | | | | | | | |
| E/O | | 62,957 | 65,162 | 67,442 | | | | | | |
| F2 | | | | | | | | | | |
| | | | | | | | | | | |
| Lieutenant | | 72,251 | 74,779 | 77,397 | | | | | | |
| F3 | | | | | | | | | | |
| | | | | | | | | | | |
| Battalion Chief | | 83,064 | 85,556 | 88,122 | 90,766 | | | | | |
| F4 | | | | | | | | | | |
| | | | | | | | | | | |
| Assistant Chief | | 95,359 | 98,220 | 101,166 | 104,201 | | | | | |
| F5 | | | | | | | | | | |

INCENTIVE PAY

| | | | |
|----------------------|--------|--------------------------|--------|
| Associates degree | \$ 70 | Intermediate Certificate | \$ 105 |
| Bachelors degree | \$ 125 | Advanced Certificate | \$ 150 |
| | | Masters Certificate | \$ 263 |
| Admin Assignment pay | \$300 | | |

Civil Service Compensation Ranges

Fiscal Year 2014-2015

Effective 10/1/2013

| POLICE | Entry | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|---------------|---------|---------|---------|--------|--------|--------|--------|---|---|
| Cadet | 42,423 | | | | | | | | |
| | | | | | | | | | |
| Trainee* | 43,271 | | | | | | | | |
| | | | | | | | | | |
| Officer | | 50,498 | 52,897 | 55,409 | 58,041 | 60,798 | 63,687 | | |
| P1 | | | | | | | | | |
| | | | | | | | | | |
| Sergeant | 67,891 | 70,268 | 72,727 | 75,272 | 77,907 | | | | |
| P2 | | | | | | | | | |
| | | | | | | | | | |
| Lieutenant | 80,793 | 83,217 | 85,714 | 88,285 | | | | | |
| P3 | | | | | | | | | |
| | | | | | | | | | |
| Deputy Chief | 100,768 | 103,791 | 106,905 | | | | | | |
| P4 | | | | | | | | | |

INCENTIVE PAY

Effective Date 10/1/2011

| | | | |
|-------------------|--------|--------------------------|--------|
| Associates degree | \$ 70 | Intermediate Certificate | \$ 210 |
| Bachelors degree | \$ 125 | Advanced Certificate | \$ 300 |
| | | Masters Certificate | \$ 526 |

PART-TIME/SEASONAL

| Grade | | Minimum | Maximum |
|-------|--|---------|---------|
| 27 | P/T WATER CONSERVATION MANAGER-Exempt | 23.879 | 29.263 |
| 28 | P/T BALLET INSTRUCTOR | 20.808 | 30.600 |
| 29 | P/T ANIMAL CONTROL | 13.677 | 16.762 |
| 30 | P/T RECREATION LEADER I | 8.359 | 10.686 |
| 31 | P/T RECREATION LEADER II | 10.744 | 13.057 |
| 32 | P/T SCOREKEEPER | 8.359 | 13.057 |
| 33 | P/T DAY CAMP COORDINATOR | 10.744 | 13.057 |
| 34 | P/T PROGRAM COORDINATOR | 17.420 | 22.170 |
| 35 | P/T DAY CAMP COUNSELOR | 8.359 | 10.686 |
| 36 | P/T YOUTH COUNSELOR INTRAINING | 7.543 | 8.872 |
| 37 | P/T LIFEGUARD | 8.359 | 9.495 |
| 38 | P/T HEAD LIFEGUARD | 8.359 | 10.992 |
| 39 | P/T WATER SAFETY INSTRUCTOR -SWIM COACH | 10.755 | 13.363 |
| 40 | P/T ADMISSIONS RECEPTIONIST | 8.359 | 10.533 |
| 41 | P/T AQUATIC ADMISSIONS CONCESSIONS ATTENDANT | 7.543 | 9.180 |
| 42 | P/T SWITCHBOARD | 11.948 | 14.642 |
| 43 | P/T SECRETARY | 12.772 | 15.658 |
| 44 | P/T METER READER | 77.948 | 14.642 |
| 45 | P/T AQUATICS FACILITY MAINTENANCE TECH. | 10.744 | 13.057 |
| 46 | P/T DATA ENTRY CLERK | 7.543 | 8.872 |
| 47 | P/T CLERK | 11.290 | 13.942 |
| 48 | P/T HR REPRESENTATIVE | 16.762 | 20.542 |
| 49 | P/T CALL TAKER | 11.535 | 14.696 |
| 50 | P/T COMMUNICATIONS OFFICER | 14.623 | 17.930 |
| 51 | P/T ENGINEERING INTERN | 13.664 | 16.761 |
| 52 | P/T MGMT INTERN | 13.664 | 16.761 |
| 53 | PT RECORDS CLK/RECPT | 11.948 | 14.642 |
| 54 | P/T ASST ADMISSIONS COORD. | 9.228 | 12.434 |
| 55 | P/T ASST AQUATIC SUPERVISOR | 15.681 | 19.176 |
| 56 | P/T MAIL CLERK | 11.948 | 14.642 |
| 57 | P/T PARKS AMBASSADOR | 11.948 | 14.641 |
| 58 | P/T CUSTODIAN/LABORER/KENNEL TECHNICIAN | 11.948 | 14.641 |
| 59 | P/T ACCOUNTANT III | 24.357 | 29.848 |

City of Conroe
Revenue and Expenditure Accounts

| <u>ACCOUNT</u> | <u>DESCRIPTION</u> |
|-----------------------|--|
| Revenues: | |
| 4010 | Current Taxes |
| 4020 | Delinquent taxes |
| 4025 | Tax Refunds |
| 4030 | Gross Receipts |
| 4040 | Sales Tax |
| 4050 | Hotel Occupancy Tax |
| 4060 | Occupation Tax |
| 4070 | Mixed Beverage |
| 4080 | In Lieu of Taxes |
| 4510 | Licenses |
| 4520 | Permits |
| 4530 | Miscellaneous |
| 4531 | Commercial Hauler Permits |
| 4532 | Alarm Permits New/Renewal |
| 4533 | Excessive Alarm Fees |
| 4535 | Wrecker Permits |
| 5010 | Refuse Collection |
| 5020 | Copies |
| 5030 | Tax Certificates |
| 5040 | Planning and Zoning |
| 5060 | Dispatch Services |
| 5100 | Water Charges |
| 5110 | Sewer Charges |
| 5120 | Water Taps |
| 5125 | Development |
| 5130 | Sewer Taps |
| 5140 | Reconnects |
| 5150 | Service Charges |
| 5151 | Fuel Revenue (Fleet Services) |
| 5152 | Parts Revenue (Fleet Services) |
| 5153 | Labor Revenue (Fleet Services) |
| 5154 | Sublets Revenue (Fleet Services) |
| 5155 | Carwash Revenue (Fleet Services) |
| 5156 | Miscellaneous Revenue (Fleet Services) |
| 5160 | Bulk Water Sales |
| 5170 | Spec Rev W/S |
| 5180 | Pretreatment Fees |
| 5510 | Traffic and Criminal Fines |
| 5520 | Parking Fines |

City of Conroe
Revenue and Expenditure Accounts

| <u>ACCOUNT</u> | <u>DESCRIPTION</u> |
|-----------------------|--|
| 5530 | Traffic Camera Fines |
| 6000 | Investment Income |
| 6010 | Interest on Investments |
| 6015 | Unrealized Gains (Losses) on Investments |
| 6020 | Penalty and Interest |
| 6030 | Lease Income |
| 6035 | Land Sales |
| 6040 | Oil and Gas Royalties |
| 6045 | Swim Center Concession |
| 6050 | Recreational |
| 6051 | Parks Programs |
| 6055 | Refuse Containers |
| 6060 | Unanticipated Revenues |
| 6065 | Other Income |
| 6070 | Short and Over |
| 6080 | Donations |
| 6085 | Graffiti Abatement |
| 6090 | Fundraisers for Art |
| 6100 | Other Financing Sources |
| 6101 | Other Financing Sources REV Bond |
| 6102 | Proceeds of Cont Obligation |
| 6103 | Proceeds of Cert of Obligation |
| 6104 | CDBG-OJCC |
| 6105 | Seized Assets-Intergov |
| 6106 | Intergovernmental |
| 6107 | S.T.E.P. Intergov |
| 6108 | H.M.G.P. Intergov |
| 6109 | Sec 108 Loan Proceeds |
| 6110 | Federal |
| 6200 | Proceeds for Cap Leases |
| 6500 | Convention Center |
| 6510 | Non Operating Revenues |
| 6520 | Interest- Other |
| 6550 | Transfer In |
| Expenditures: | |
| 7010 | Salaries |
| 7012 | Part Time Salaries |
| 7015 | Contract Labor |
| 7020 | Overtime |
| 7025 | Social Security |
| 7030 | Retirement and Pension |

City of Conroe
Revenue and Expenditure Accounts

| <u>ACCOUNT</u> | <u>DESCRIPTION</u> |
|-----------------------|-----------------------------------|
| 7035 | Work Comp |
| 7040 | Employee Insurance |
| 7050 | Pre-Employment Physicals |
| 7060 | Uninsured Injuries |
| 7070 | Unemployment |
| 7110 | Office Supplies |
| 7130 | Building Supplies |
| 7140 | Wearing Apparel |
| 7150 | Allowance |
| 7160 | Vehicle Operations |
| 7170 | Vehicle Repairs |
| 7180 | Equipment Repairs |
| 7190 | Radio Repairs |
| 7200 | Other Operating Supplies |
| 7250 | Land < \$5,000 |
| 7251 | Buildings < \$5,000 |
| 7252 | Improvements < \$5,000 |
| 7253 | Furniture and Fixtures < \$5,000 |
| 7254 | Machinery and Equipment < \$5,000 |
| 7255 | Vehicles < \$5,000 |
| 7301 | Fleet Stock Parts |
| 7400 | Fleet Non Stock Parts |
| 7450 | Sublet Labor |
| 8010 | Utilities |
| 8020 | Insurance and Bonds |
| 8030 | Legal |
| 8040 | Leased Equipment |
| 8050 | Travel and Training |
| 8060 | Contract Services |
| 8062 | Community Services (OJCC) |
| 8070 | Elections |
| 8095 | Unallocated Resources |
| 8100 | Flood Repair/Rebuilding |
| 8510 | Other Financing Uses |
| 8511 | Depreciation |
| 8520 | Transfer Out |
| 8530 | Gross Receipts |
| 8540 | Beautification |
| 9010 | Land > \$5,000 |
| 9020 | Buildings > \$5,000 |
| 9030 | Improvements > \$5,000 |

City of Conroe
Revenue and Expenditure Accounts

| <u>ACCOUNT</u> | <u>DESCRIPTION</u> |
|-----------------------|---|
| 9040 | Furniture and Fixtures > \$5,000 |
| 9050 | Machinery and Equipment > \$5,000 |
| 9060 | Vehicles > \$5,000 |
| 9070 | Intangible Assets - Indefinite Life > \$5,000 (aka Easements) |
| 9100 | Administrative Overhead |
| 9101 | CIP Allocation |
| 9510 | Accounts Charged Off |
| 9520 | Bad Debt Finance |
| 9600 | Bond Principal |
| 9601 | Section 108 Principal |
| 9610 | Bond Interest |
| 9611 | Sec 108 Interest |
| 9615 | Handling Charges |
| 9616 | Bond Issue Expense |
| 9620 | Other Uses Retire Princ |
| 9622 | Other Uses Issue Costs |
| 9660 | Principal Lease |
| 9670 | Interest Lease |

City of Conroe
Fund and Department Accounts

| FUND | DEPT. | NAME |
|----------------|-----------------|--|
| 001 | 1020 | GF Revenues |
| 001 | 1041 | Administration |
| 001 | 1042 | Mayor and Council |
| 001 | 1043 | Arts and Communications |
| 001 | 1044 | Transit (INACTIVE) |
| 001 | 1060 | Legal |
| 001 | 1070 | Municipal Court |
| 001 | 1100 | Finance |
| 001 | 1110 | CDBG |
| 001 | 1120 | Purchasing |
| 001 | 1130 | Information Technology |
| 001 | 1160 | Human Resources |
| 001 | 1201 | Police Administration |
| 001 | 1202 | Police Support Services |
| 001 | 1203 | Police Patrol |
| 001 | 1204 | Police Investigations |
| 001 | 1205 | Police Professional Services |
| 001 | 1206 | Police Animal Services |
| 001 | 1207 | Red Light Program |
| 001 | 1208 | Traffic Services |
| 001 | 1209 | Commercial Vehicle Enforcement |
| 001 | 1300 | Fire |
| 001 | 1400 | Parks Administration |
| 001 | 1410 | Recreation Center |
| 001 | 1440 | Aquatic Center |
| 001 | 1450 | Parks Operations |
| 001 | 1500 | Community Development |
| 001 | 1530 | Drainage Construction |
| 001 | 1540 | Streets |
| 001 | 1550 | Signal Maintenance |
| 001 | 1570 | Engineering |
| 001 | 1650 | Building Maintenance (INACTIVE) |
| 001 | 1800 | General Fund Non-Departmental |
| 002 | 2000 | Water and Sewer Operating |
| 002 | 2800 | Utility Billing |
| 002 | 2810 | Public Works |
| 002 | 2811 | Water Conservation |
| 002 | 2820 | Water |
| 002 | 2881 | Wastewater Treatment Plant |

City of Conroe
Fund and Department Accounts

| FUND | DEPT. | NAME |
|----------------|-----------------|--|
| 002 | 2882 | Sewer Maintenance |
| 002 | 2883 | Pump & Motor Maintenance |
| 002 | 2884 | Project Construction |
| 002 | 2900 | W&S Non-Departmental |
| 003 | 3010 | Vehicle and Equipment |
| 004 | 4010 | Hotel/Motel Occupancy Tax |
| 006 | 6000 | Revenue Bond Debt Service |
| 007 | 7000 | Water and Sewer Construction (INACTIVE) |
| 007 | 7020 | Project Engineering (INACTIVE) |
| 007 | 7030 | Project Construction (INACTIVE) |
| 008 | 8000 | Water and Sewer Reserve Fund |
| 009 | 9000 | CIDC General Fund |
| 009 | 9200 | CIDC Debt Service |
| 009 | 9300 | CIDC D.S. Reserves |
| 009 | 9400 | CIDC Revenue Clearing |
| 010 | 1010 | GO Debt Service |
| 024 | 2400 | CDBG Entitlement |
| 025 | 2500 | Conroe Tower |
| 030 | 3000 | OJJCC |
| 036 | 3600 | Transportation Grants - Operating Fund |
| 042 | 4200 | Facilities CIP |
| 043 | 4300 | Water Improvements CIP |
| 044 | 4400 | Sewer Improvements CIP |
| 045 | 4500 | W&S Vehicle & Equipment Replacement |
| 046 | 4600 | Transportation Grants - CIP |
| 052 | 5200 | Service Center |
| 053 | 5300 | CDBG Sec. 108 Façade Improvements |
| 054 | 5400 | Fire Arms Training |
| 056 | 5600 | Woodlands Annexation |
| 063 | 6300 | Drainage CIP |
| 068 | 6800 | Downtown Revitalization |
| 073 | 7300 | Park Improvements |
| 075 | 7500 | Street Improvements CIP |
| 076 | 7600 | Tax Increment Reinvestment Zone 2 |
| 079 | 7900 | Tax Increment Reinvestment Zone 3 |
| 080 | 80X0 | CIDC CIP |
| 081 | 8100 | Self Funded Insurance |

City of Conroe
P-Code Account Keys

| <u>P-CODE</u> | <u>KEY</u> | <u>NAME</u> |
|----------------------|-------------------|-----------------------------|
| Any | 1111 | Land Acquisition |
| Any | 1112 | Planning Design (Outside) |
| Any | 1113 | Testing/Inspection |
| Any | 1114 | Construction (Outside) |
| Any | 1115 | Project Construction (7030) |
| Any | 1116 | Materials |
| Any | 1117 | Machinery/Equipment |
| Any | 1118 | Miscellaneous |
| Any | 1119 | Construction (City Crews) |
| Any | 1120 | Furniture & Fixtures |
| Any | 1121 | TBD |
| Any | 1122 | TBD |
| Any | 1123 | TBD |
| Any | 1124 | TBD |
| Any | 1125 | TBD |
| Any | 1126 | TBD |
| Any | 1127 | TBD |

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.

CAO (City Administrator's Office): Within a department's Budget Line Items report, any amounts listed under the CAO column are Supplemental Budget Requests (see **Supplementals** below) that have been approved by the City Administrator. Approval of supplementals in this category are typically limited to those of a non-discretionary or inflationary nature.

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.

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-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 who's 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's 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.

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Financial Trends

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These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.

Revenue Capacity

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These schedules present information to help the reader assess the factors affecting the City's ability to generate its property and sales taxes.

Debt Capacity

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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

Demographic and Economic Information

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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.

Operating Information

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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.

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
(ACCRUAL BASIS OF ACCOUNTING)

| | Fiscal Year | | | | |
|---|-----------------|---------------|---------------|----------------|----------------|
| | 2005 | 2006 | 2007 | 2008 | 2009 |
| Governmental Activities: | | | | | |
| Net Investment in Capital Assets | \$ (11,377,274) | \$ 6,521,797 | \$ 15,076,286 | \$ 30,494,416 | \$ 9,491,461 |
| Restricted for: | | | | | |
| Capital Projects | 4,679,343 | 7,719,594 | 3,879,363 | - | 34,504,480 |
| Debt Service | 4,101,959 | 596,287 | 4,885,305 | 356,030 | 8,598,275 |
| Federal & State Programs | 1,501,003 | 90,683 | 226,818 | 101,185 | 74,890 |
| CIDC | 5,676,286 | 6,659,112 | 11,041,766 | 14,291,377 | 5,794,691 |
| Other Purposes | 34,095 | 979,744 | 837,285 | 590,338 | 711,703 |
| Unrestricted | (3,856,350) | (3,347,366) | 13,947,148 | 18,623,082 | 10,289,905 |
| Total Governmental Activities Net Position | \$ 759,062 | \$ 19,219,851 | \$ 49,893,971 | \$ 64,456,428 | \$ 69,465,405 |
| Business-type Activities: | | | | | |
| Net Investment in Capital Assets | \$ 50,815,915 | \$ 36,583,725 | \$ 40,138,677 | \$ 34,302,455 | \$ 30,550,082 |
| Restricted for: | | | | | |
| Debt Service | - | - | - | - | - |
| Unrestricted | 3,397,835 | 13,315,205 | 9,005,666 | 12,443,817 | 16,429,178 |
| Total Business-type Activities Net Position | \$ 54,213,750 | \$ 49,898,930 | \$ 49,144,343 | \$ 46,746,272 | \$ 46,979,260 |
| Primary Government: | | | | | |
| Net Investment in Capital Assets | \$ 39,438,641 | \$ 37,786,573 | \$ 55,214,963 | \$ 64,796,871 | \$ 40,041,543 |
| Restricted for: | | | | | |
| Capital Projects | 4,679,343 | 7,719,594 | 3,879,363 | - | 34,504,480 |
| Debt Service | 4,101,959 | 596,287 | 4,885,305 | 356,030 | 8,598,275 |
| Federal & State Programs | 1,501,003 | 90,683 | 226,818 | 101,185 | 74,890 |
| CIDC | 5,676,286 | 6,659,112 | 11,041,766 | 14,291,377 | 5,794,691 |
| Other Purposes | 34,095 | 979,744 | 837,285 | 590,338 | 711,703 |
| Unrestricted | (458,515) | 15,286,788 | 22,952,814 | 31,066,899 | 26,719,083 |
| Total Primary Government Net Position | \$ 54,972,812 | \$ 69,118,781 | \$ 99,038,314 | \$ 111,202,700 | \$ 116,444,665 |

TABLE C-1

| Fiscal Year | | | |
|-----------------------|-----------------------|-----------------------|-----------------------|
| 2010 | 2011 | 2012 | 2013 |
| \$ 45,594,829 | \$ 44,291,192 | \$ 46,590,472 | \$ 49,087,033 |
| - | - | - | - |
| 5,114,405 | 6,293,542 | 7,028,107 | 8,342,744 |
| - | - | - | - |
| - | - | - | - |
| - | - | - | - |
| 22,393,150 | 30,316,480 | 33,221,815 | 42,229,165 |
| <u>\$ 73,102,384</u> | <u>\$ 80,901,214</u> | <u>\$ 86,840,394</u> | <u>\$ 99,658,942</u> |
| | | | |
| \$ 42,313,096 | \$ 41,092,795 | \$ 38,394,869 | \$ 38,080,390 |
| 768,607 | 2,011,388 | 3,469,710 | 2,883,757 |
| 3,482,423 | 6,574,281 | 10,849,396 | 14,536,011 |
| <u>\$ 46,564,126</u> | <u>\$ 49,678,464</u> | <u>\$ 52,713,975</u> | <u>\$ 55,500,158</u> |
| | | | |
| \$ 87,907,925 | \$ 85,383,987 | \$ 84,985,341 | \$ 87,167,423 |
| - | - | - | - |
| 5,883,012 | 8,304,930 | 10,497,817 | 11,226,501 |
| - | - | - | - |
| - | - | - | - |
| - | - | - | - |
| 25,875,573 | 36,890,761 | 44,071,211 | 56,765,176 |
| <u>\$ 119,666,510</u> | <u>\$ 130,579,678</u> | <u>\$ 139,554,369</u> | <u>\$ 155,159,100</u> |

CITY OF CONROE, TEXAS
CHANGE IN NET POSITION
(ACCRUAL BASIS OF ACCOUNTING)

TABLE C-2

| | Fiscal Year | | | | | | | | |
|---|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
| Expenses: | | | | | | | | | |
| Governmental Activities: | | | | | | | | | |
| General Government | \$ 5,765,495 | \$ 13,354,977 | \$ 10,673,508 | \$ 15,745,057 | \$ 15,339,833 | \$ 15,821,856 | \$ 16,197,260 | \$ 20,069,578 | \$ 10,710,512 |
| Finance | 984,020 | 953,556 | 1,005,747 | 1,322,176 | 1,356,686 | 1,829,867 | 1,366,931 | 2,025,523 | 1,384,161 |
| Public Safety | 15,354,723 | 17,482,857 | 18,776,769 | 20,566,227 | 23,126,347 | 24,091,284 | 24,932,831 | 25,729,415 | 26,579,331 |
| Parks | 4,322,139 | 4,619,033 | 4,099,203 | 4,199,935 | 5,606,763 | 5,712,279 | 6,309,608 | 5,531,230 | 5,872,870 |
| Public Works | 4,409,759 | 5,565,872 | 6,004,553 | 8,479,694 | 6,892,655 | 6,858,838 | 7,462,982 | 7,202,936 | 8,408,438 |
| Debt Service: | | | | | | | | | |
| Interest and Fiscal Charges | 3,151,513 | 3,631,719 | 3,317,992 | 3,773,890 | 4,710,814 | 4,935,903 | 4,908,920 | 5,649,013 | 5,928,039 |
| Capital Outlay | 77,564 | - | - | - | - | - | - | - | - |
| Other | 1,131,154 | 183,126 | - | - | - | - | - | - | - |
| Total Governmental | | | | | | | | | |
| Activities Expenses | \$ 35,196,367 | \$ 45,791,140 | \$ 43,877,772 | \$ 54,086,979 | \$ 57,033,098 | \$ 59,250,027 | \$ 61,178,532 | \$ 66,207,695 | \$ 58,883,351 |
| Business-Type Activities: | | | | | | | | | |
| Enterprise | 10,752,233 | 13,484,224 | 13,582,979 | 13,494,738 | 14,256,678 | 15,432,772 | 17,552,228 | 18,470,310 | 21,378,030 |
| Fleet Services | 720,242 | 690,502 | 550,206 | 797,463 | 1,008,177 | 1,029,431 | 1,108,717 | 1,252,899 | 1,301,942 |
| Total Business-type Activities Expenses | 11,472,475 | 14,174,726 | 14,133,185 | 14,292,201 | 15,264,855 | 16,462,203 | 18,660,945 | 19,723,209 | 22,679,972 |
| Total Primary Government Expenses | \$ 46,668,842 | \$ 59,965,866 | \$ 58,010,957 | \$ 68,379,180 | \$ 72,297,953 | \$ 75,712,230 | \$ 79,839,477 | \$ 85,930,904 | \$ 81,563,323 |
| Program Revenues: | | | | | | | | | |
| Governmental Activities: | | | | | | | | | |
| Charges for Services: | | | | | | | | | |
| General Government | \$ 2,086,274 | \$ 6,688,317 | \$ 6,774,117 | \$ 6,760,940 | \$ 7,059,292 | \$ 6,725,603 | \$ 7,577,554 | \$ 8,199,459 | \$ 1,982,113 |
| Public Safety | 1,823,010 | 2,601,118 | 1,430,892 | 1,178,518 | 1,375,485 | 2,430,917 | 4,350,954 | 3,725,515 | 3,489,063 |
| Parks | 525,109 | 594,503 | 723,509 | 732,336 | 828,233 | 877,457 | 1,084,825 | 1,157,025 | 1,194,628 |
| Public Works | 1,401,430 | 287,265 | 579,590 | 705,732 | 573,402 | 618,137 | 722,668 | 718,931 | 742,027 |
| Operating Grants & Contributions: | | | | | | | | | |
| General Government | 748,332 | 655,598 | 768,143 | 215,183 | 584,351 | 649,953 | 1,247,405 | 1,698,203 | 1,758,848 |
| Finance | - | - | - | - | 57,995 | - | - | - | - |
| Public Safety | - | - | - | - | 925,361 | 87,564 | 62,070 | 353,102 | 494,595 |
| Parks | - | - | - | - | 191,572 | - | - | - | - |
| Public Works | - | - | - | - | 246,467 | 896,259 | - | - | 104,520 |
| Total Governmental Activities | | | | | | | | | |
| Program Revenues | \$ 6,584,155 | \$ 10,826,801 | \$ 10,276,251 | \$ 9,592,709 | \$ 11,842,158 | \$ 12,285,890 | \$ 15,045,476 | \$ 15,852,235 | \$ 9,765,794 |
| Business-type Activities: | | | | | | | | | |
| Charges for Services: | | | | | | | | | |
| Enterprise | 9,718,894 | 11,043,310 | 11,298,324 | 13,767,268 | 14,200,624 | 15,451,810 | 21,660,846 | 20,963,406 | 24,239,291 |
| Service Center | 647,562 | 543,743 | 803,220 | 745,546 | 951,870 | 1,088,578 | 1,156,833 | 1,211,046 | 1,297,701 |
| Operating Grants & Contributions: | | | | | | | | | |
| Enterprise | - | - | - | - | 685,721 | - | - | - | - |
| Total Business-type Activities | | | | | | | | | |
| Program Revenues | 10,366,456 | 11,587,053 | 12,101,544 | 14,512,814 | 15,838,215 | 16,540,388 | 22,817,679 | 22,174,452 | 25,536,992 |
| Total Primary Government | | | | | | | | | |
| Program Revenues | \$ 16,950,611 | \$ 22,413,854 | \$ 22,377,795 | \$ 24,105,523 | \$ 27,680,373 | \$ 28,826,278 | \$ 37,863,155 | \$ 38,026,687 | \$ 35,302,786 |
| Net (Expense) Revenues | | | | | | | | | |
| Governmental Activities | \$ (28,612,212) | \$ (34,964,339) | \$ (33,601,521) | \$ (44,494,270) | \$ (45,190,940) | \$ (46,964,137) | \$ (46,133,056) | \$ (50,355,460) | \$ (49,117,557) |
| Business-type Activities | (1,106,019) | (2,587,673) | (2,031,641) | 220,613 | 573,360 | 78,185 | 4,156,734 | 2,451,243 | 2,857,020 |
| Total Primary Government Net Expenses | \$ (29,718,231) | \$ (37,552,012) | \$ (35,633,162) | \$ (44,273,657) | \$ (44,617,580) | \$ (46,885,952) | \$ (41,976,322) | \$ (47,904,217) | \$ (46,260,537) |

| | Fiscal Year | | | | | | | | |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
| General Revenues and Other Changes in Net Assets | | | | | | | | | |
| Governmental Activities: | | | | | | | | | |
| Property Taxes | \$ 8,710,890 | \$ 9,670,927 | \$ 10,542,923 | \$ 12,086,406 | \$ 13,766,694 | \$ 14,490,433 | \$ 14,512,982 | \$ 15,551,084 | \$ 16,887,252 |
| In Lieu of Taxes | 112,822 | 379,862 | 378,998 | 435,170 | 457,851 | 480,206 | 489,904 | 570,277 | 587,634 |
| Gross Receipts Tax | 2,343,976 | 3,031,455 | 3,160,436 | 3,747,522 | 3,940,939 | 4,189,983 | 4,715,542 | 4,837,834 | 5,275,521 |
| Sales and Other Taxes | 22,729,197 | 27,297,564 | 28,266,100 | 29,786,065 | 28,863,680 | 27,168,790 | 30,033,856 | 31,967,819 | 36,640,659 |
| Hotel Occupancy Taxes | 324,188 | 175,416 | 279,111 | 228,666 | 406,603 | 690,112 | 591,940 | 801,963 | 926,572 |
| Mixed Beverage Taxes | 103,211 | 119,216 | 134,088 | 140,886 | 147,909 | 173,790 | 168,103 | 141,111 | 149,146 |
| Seized Assets | 26,437 | - | - | - | - | - | - | - | - |
| Miscellaneous | 1,547,410 | 1,676,290 | 2,544,540 | 2,094,181 | 2,852,751 | 811,074 | 839,882 | 1,044,394 | 305,564 |
| Donations | - | - | - | - | 76,412 | 161,124 | 193,335 | 173,978 | 397,521 |
| Grants and Contributions Not | | | | | | | | | |
| Restricted to Specific Programs | - | - | - | - | - | 1,636,394 | 872,055 | 870,190 | 984,394 |
| Unrestricted Investment Earnings | 1,213,038 | 989,750 | 1,948,043 | 1,211,705 | 718,596 | 240,119 | 176,010 | 160,852 | 122,179 |
| Gain (Loss) on Investments | - | (733,375) | 285,948 | 467,934 | (240,904) | (83,186) | 38,218 | 14,930 | (221,800) |
| Gain (Loss) on Capital Assets | - | 233,293 | (504,685) | 4,780,042 | - | - | - | - | - |
| Transfers | (285,993) | 1,156,645 | 141,445 | 3,441,351 | 453,959 | 642,277 | 1,300,059 | 160,208 | 1,108,072 |
| Total Governmental Activities | <u>\$ 36,825,176</u> | <u>\$ 43,997,043</u> | <u>\$ 47,176,947</u> | <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> |
| Business-type Activities: | | | | | | | | | |
| Miscellaneous | - | - | 2,898 | - | - | 31,492 | 120,155 | 126,429 | 356,157 |
| Donations | - | - | - | - | - | 880 | 105 | 1,000 | 500 |
| Grants and Contributions Not | | | | | | | | | |
| Restricted to Specific Programs | - | - | - | - | - | 119,062 | 48,160 | 576,728 | 1,500,000 |
| Unrestricted Investment Earnings | 459,079 | 303,334 | 389,611 | 873,629 | 216,786 | 24,326 | 36,412 | 41,335 | 32,490 |
| Gain (Loss) on Investments | - | (187,907) | 125,198 | (26,230) | (103,199) | (26,802) | 52,831 | (1,016) | (36,457) |
| Gain (Loss) on Capital Assets | - | 161,592 | 52,528 | - | - | - | - | - | - |
| Transfers | 285,993 | (1,156,645) | (141,445) | (3,441,351) | (453,959) | (642,277) | (1,300,059) | (160,208) | (1,108,072) |
| Total Business-type Activities | <u>745,072</u> | <u>(879,626)</u> | <u>428,790</u> | <u>(2,593,952)</u> | <u>(340,372)</u> | <u>(493,319)</u> | <u>(1,042,396)</u> | <u>584,268</u> | <u>744,618</u> |
| Total Primary Government | <u>\$ 37,570,248</u> | <u>\$ 43,117,417</u> | <u>\$ 47,605,737</u> | <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> |
| Change in Net Assets | | | | | | | | | |
| Governmental Activities | \$ 8,212,964 | \$ 9,032,704 | \$ 13,575,426 | \$ 13,925,658 | \$ 6,253,550 | \$ 3,636,979 | \$ 7,798,830 | \$ 5,939,180 | \$ 14,045,157 |
| Business-type Activities | (360,947) | (3,467,299) | (1,602,851) | (2,373,339) | 232,988 | (415,134) | 3,114,338 | 3,035,511 | 3,601,638 |
| Total Primary Government | <u>\$ 7,852,017</u> | <u>\$ 5,565,405</u> | <u>\$ 11,972,575</u> | <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> |

CITY OF CONROE, TEXAS

PROGRAM REVENUE BY FUNCTION/PROGRAMS

| | Fiscal Year | | | | |
|----------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| | 2005 | 2006 | 2007 | 2008 | 2009 |
| Functions/Programs | | | | | |
| Governmental Activities: | | | | | |
| Charges for Services | | | | | |
| General Government | \$ 2,086,274 | \$ 6,688,317 | \$ 6,774,117 | \$ 6,760,940 | \$ 7,059,292 |
| Public Safety | 1,823,010 | 2,601,118 | 1,430,892 | 1,178,518 | 1,375,485 |
| Parks | 525,109 | 594,503 | 723,509 | 732,336 | 828,233 |
| Public Works | 1,401,430 | 287,265 | 579,590 | 705,732 | 573,402 |
| Operating Grants & Contributions | | | | | |
| General Government | 748,332 | 655,598 | 768,143 | 215,183 | 584,351 |
| Finance | - | - | - | - | 57,995 |
| Public Safety | - | - | - | - | 925,361 |
| Parks | - | - | - | - | 191,572 |
| Public Works | - | - | - | - | 246,467 |
| Total Governmental Activities | <u>\$ 6,584,155</u> | <u>\$ 10,826,801</u> | <u>\$ 10,276,251</u> | <u>\$ 9,592,709</u> | <u>\$ 11,842,158</u> |
| Business-type Activities: | | | | | |
| Charges for Services | | | | | |
| Enterprise | 9,718,894 | 11,043,310 | 11,298,324 | 13,767,268 | 14,200,624 |
| Fleet Services | 647,562 | 543,743 | 803,220 | 745,546 | 951,870 |
| Operating Grants & Contributions | | | | | |
| Enterprise | - | - | - | - | 685,721 |
| Total Business-type Activities | <u>10,366,456</u> | <u>11,587,053</u> | <u>12,101,544</u> | <u>14,512,814</u> | <u>15,838,215</u> |
| Total Primary Government | <u>\$ 16,950,611</u> | <u>\$ 22,413,854</u> | <u>\$ 22,377,795</u> | <u>\$ 24,105,523</u> | <u>\$ 27,680,373</u> |

TABLE C-3

| Fiscal Year | | | |
|---------------------|---------------------|---------------------|---------------------|
| 2010 | 2011 | 2012 | 2013 |
| \$ 6,725,603 | \$ 7,577,554 | \$ 8,199,459 | \$ 1,982,113 |
| 2,430,917 | 4,350,954 | 3,725,515 | 3,489,063 |
| 877,457 | 1,084,825 | 1,157,025 | 1,194,628 |
| 618,137 | 722,668 | 718,931 | 742,027 |
| 649,953 | 1,247,405 | 1,698,203 | 1,758,848 |
| - | - | - | - |
| 87,564 | 62,070 | 353,102 | 494,595 |
| - | - | - | - |
| 896,259 | - | - | 104,520 |
| <u>\$12,285,890</u> | <u>\$15,045,476</u> | <u>\$15,852,235</u> | <u>\$ 9,765,794</u> |
| 15,451,810 | 21,660,846 | 20,963,406 | 24,239,291 |
| 1,088,578 | 1,156,833 | 1,211,046 | 1,297,701 |
| - | - | - | - |
| <u>16,540,388</u> | <u>22,817,679</u> | <u>22,174,452</u> | <u>25,536,992</u> |
| <u>\$28,826,278</u> | <u>\$37,863,155</u> | <u>\$38,026,687</u> | <u>\$35,302,786</u> |

CITY OF CONROE, TEXAS

FUND BALANCES OF GOVERNMENTAL FUNDS

(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

| | Fiscal Year | | | |
|--|----------------------|----------------------|----------------------|----------------------|
| | 2005 | 2006 | 2007 | 2008 |
| General Fund | | | | |
| Reserved | \$ 67,947 | \$ 58,395 | \$ 4,443,217 | \$ 67,477 |
| Unreserved | 8,252,471 | 14,404,541 | 12,946,865 | 18,246,066 |
| Nonspendable: | | | | |
| Inventories | - | - | - | - |
| Prepaid Items | - | - | - | - |
| Restricted for: | | | | |
| Court Technology Fund | - | - | - | - |
| Court Security Fund | - | - | - | - |
| Court Efficiency Fund | - | - | - | - |
| Severance Pay 2% Sinking Fund | - | - | - | - |
| Seized Assets | - | - | - | - |
| Red Light Cameras | - | - | - | - |
| State Franchise 1% PEG Fee | - | - | - | - |
| Assigned to: | | | | |
| Tree Mitigation Revenue | - | - | - | - |
| Equipment Replacement | - | - | 4,375,889 | 5,204,390 |
| General Fund-Balance FY2014 Appropriation | - | - | - | - |
| Unassigned | - | - | - | - |
| Total General Fund | <u>\$ 8,320,418</u> | <u>\$ 14,462,936</u> | <u>\$ 21,765,971</u> | <u>\$ 23,517,933</u> |
| All Other Governmental Funds | | | | |
| Reserved for: | | | | |
| Debt Service | \$ 755,165 | \$ 870,322 | \$ 1,201,318 | \$ 952,326 |
| Unreserved, designated for, reported in: | | | | |
| Special Revenue Funds: | | | | |
| CIDC Fund | 5,403,154 | 6,765,338 | 11,010,511 | 14,921,377 |
| Retained Risk | - | 3,193 | - | - |
| Unreserved, Undesignated for, reported in: | | | | |
| Capital Project Funds | 2,455,570 | 2,825,996 | 11,448,676 | 21,910,731 |
| Special Projects | 1,494,066 | 1,307,837 | 1,256,628 | 765,092 |
| 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. Inc. Park-Infrastructure | - | - | - | - |
| Conroe Tower-Lease Income | - | - | - | - |
| Owen Theater-Ticket Sales | - | - | - | - |
| Woodlands Township Reg. Participation | - | - | - | - |
| Assigned to: | | | | |
| Parks Foundation-Donations | - | - | - | - |
| CIDC-Balance FY2014 Appropriations | - | - | - | - |
| Unassigned: | - | - | - | - |
| Total All Other Governmental Funds | <u>\$ 10,107,955</u> | <u>\$ 11,772,686</u> | <u>\$ 24,917,133</u> | <u>\$ 38,549,526</u> |

TABLE C-4

| Fiscal Year | | | | |
|----------------------|----------------------|----------------------|----------------------|----------------------|
| 2009 | 2010 | 2011 | 2012 | 2013 |
| \$ 36,942 | \$ 165,106 | \$ - | \$ - | \$ - |
| 19,864,037 | 17,838,511 | | | |
| - | - | 25,373 | 42,871 | 43,791 |
| - | - | 120,070 | 116,910 | 113,750 |
| - | - | 100,395 | - | 31,497 |
| - | - | - | 188,541 | 105,605 |
| - | - | - | 204,460 | 151,170 |
| - | - | - | - | 15,829 |
| - | - | 236,503 | 394,828 | 184,389 |
| - | - | 312,564 | 405,739 | 416,273 |
| - | - | 11,905 | 54,311 | 93,998 |
| - | - | - | - | 15,353 |
| 2,460,433 | 2,686,253 | 2,659,177 | 3,082,043 | 3,906,728 |
| - | - | - | - | 1,751,375 |
| - | - | 19,911,074 | 23,483,574 | 24,887,074 |
| <u>\$ 22,361,412</u> | <u>\$ 20,689,870</u> | <u>\$ 23,377,061</u> | <u>\$ 27,973,277</u> | <u>\$ 31,716,832</u> |
| \$ 4,304,747 | \$ 5,028,864 | \$ - | \$ - | \$ - |
| 5,075,144 | 4,910,240 | - | - | - |
| - | - | - | - | - |
| 29,377,504 | 29,668,367 | - | - | - |
| 865,526 | 740,551 | - | - | - |
| - | - | 5,718,604 | 6,444,898 | 8,591,820 |
| - | - | 6,441,765 | 10,451,194 | 12,260,043 |
| - | - | 28,774,112 | 23,677,654 | 12,796,545 |
| - | - | 822,755 | 1,146,480 | 1,446,517 |
| - | - | 3,439,652 | 1,621,505 | 2,461,268 |
| - | - | 362,504 | 362,451 | 340,554 |
| - | - | 3 | 5 | 8 |
| - | - | 2,922,942 | 3,023,439 | 3,463,184 |
| - | - | 2,516,382 | - | - |
| - | - | 385,084 | 466,711 | 385,950 |
| - | - | 97,514 | 100,739 | 98,386 |
| - | - | 35,360 | 44,042 | 54,123 |
| - | - | 4,604 | 4,604 | - |
| - | - | - | - | 421,649 |
| - | - | - | (4,872,753) | - |
| <u>\$ 39,622,921</u> | <u>\$ 40,348,022</u> | <u>\$ 51,521,281</u> | <u>\$ 42,470,969</u> | <u>\$ 42,320,047</u> |

CITY OF CONROE, TEXAS

CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS (MODIFIED ACCRUAL BASIS OF ACCOUNTING)

| | 2005 | 2006 | 2007 | 2008 | 2009 |
|--|---------------|---------------|---------------|---------------|---------------|
| Revenues | | | | | |
| Taxes | \$ 34,582,604 | \$ 40,498,583 | \$ 42,780,198 | \$ 46,107,838 | \$ 47,521,728 |
| Licenses and Permits | 1,857,903 | 2,394,336 | 2,055,529 | 1,628,111 | 1,174,481 |
| Charges for Services | 1,984,967 | 916,490 | 1,376,537 | 1,484,854 | 1,518,562 |
| Lease Income | 301,666 | 309,551 | 295,408 | 281,458 | 301,447 |
| Land Sales | 626,868 | 1,093,043 | 953,745 | 5,142,836 | 1,192,527 |
| Fines and Forfeitures | 1,125,117 | 1,315,769 | 1,317,815 | 1,029,715 | 3,820,757 |
| Intergovernmental | 2,368,709 | 3,003,857 | 2,542,020 | 2,217,918 | 718,692 |
| Investment Income | 418,397 | 1,000,074 | 1,915,809 | 1,138,113 | (247,791) |
| Gain (Loss) on Investments | - | (733,375) | 275,649 | 471,925 | 124,740 |
| Penalties and Interest | 133,207 | 141,259 | 132,178 | 121,257 | 830,453 |
| Sale of Assets | - | - | 1,299,847 | - | - |
| Other | 1,581,826 | 694,174 | 991,527 | 217,811 | 1,325,953 |
| Total Revenues | 44,981,264 | 50,633,761 | 55,936,262 | 59,841,836 | 58,281,549 |
| Expenditures | | | | | |
| General Government | 5,327,329 | 9,671,105 | 7,061,998 | 10,535,145 | 8,043,022 |
| Finance | 951,489 | 961,631 | 967,077 | 1,269,490 | 1,277,562 |
| Public Safety | 14,831,292 | 15,964,914 | 16,987,159 | 19,506,439 | 20,322,601 |
| Parks | 3,547,279 | 3,877,382 | 3,033,828 | 3,678,713 | 4,294,923 |
| Public Works | 4,045,718 | 4,692,501 | 4,960,344 | 5,397,344 | 5,433,457 |
| Debt Service: | | | | | |
| Principal | 4,287,000 | 5,029,157 | 5,351,293 | 5,812,976 | 6,496,604 |
| Interest | 3,124,910 | 3,100,448 | 3,286,714 | 3,810,590 | 4,730,550 |
| Bond Issuance Costs | - | - | - | - | - |
| Capital Outlay | 4,919,743 | 7,754,555 | 14,329,659 | 28,827,746 | 21,013,380 |
| Other | 1,131,154 | - | - | - | - |
| Total Expenditures | 42,165,914 | 51,051,693 | 55,978,072 | 78,838,443 | 71,612,099 |
| Excess of Revenues Over (Under) Expenditures | 2,815,350 | (417,932) | (41,810) | (18,996,607) | (13,330,550) |
| Other Financing Sources/(Uses) | | | | | |
| Proceeds from Bonds and COs | 4,168,378 | 4,155,666 | 33,701,208 | 32,100,000 | 12,750,000 |
| Refunding Bonds Issued | - | - | - | - | - |
| Proceeds from Capital Lease | 1,314,221 | 2,452,456 | - | - | - |
| Premiums and Discounts | - | - | - | - | - |
| Premium, Disc. and/or Issuance Costs | - | - | (152,284) | 122,115 | 43,466 |
| Payment to Refunded Bond Escrow Agent | (4,110,408) | - | (13,086,693) | (1,282,504) | - |
| Transfers In | 3,998,571 | 4,181,543 | 4,072,130 | 18,298,629 | 19,193,905 |
| Transfers Out | (4,284,564) | (3,024,898) | (3,930,685) | (14,857,278) | (18,739,946) |
| Total Other Financing Sources/(Uses) | 1,086,198 | 7,764,767 | 20,603,676 | 34,380,962 | 13,247,425 |
| Net Change in Fund Balances | \$ 3,901,548 | \$ 7,346,835 | \$ 20,561,866 | \$ 15,384,355 | \$ (83,125) |
| Debt Service as a Percentage of Noncapital Expenditures | 19.9% | 18.8% | 20.7% | 19.2% | 22.2% |

TABLE C-5

| 2010 | 2011 | 2012 | 2013 |
|---------------|---------------|----------------|---------------|
| \$ 46,779,434 | \$ 50,327,235 | \$ 53,584,786 | \$ 60,358,883 |
| 1,293,727 | 1,240,026 | 1,414,723 | 1,752,598 |
| 1,545,589 | 1,833,902 | 1,909,626 | 1,979,380 |
| 312,867 | 332,526 | 339,640 | 331,029 |
| 751,187 | - | - | - |
| 2,247,748 | 4,204,363 | 3,480,694 | 3,344,824 |
| 3,789,076 | 2,705,939 | 3,610,177 | 3,342,357 |
| 290,805 | 183,455 | 277,440 | 116,658 |
| (78,519) | 33,809 | (9,121) | (191,185) |
| 150,095 | 107,349 | 140,798 | 112,655 |
| - | 3,439,652 | 1,621,505 | 2,645,283 |
| 614,992 | 677,273 | 830,787 | 852,106 |
| 57,697,001 | 65,085,529 | 67,201,055 | 74,644,588 |
| 10,469,930 | 9,858,475 | 12,912,210 | 11,444,046 |
| 1,259,066 | 1,302,032 | 1,354,043 | 1,333,034 |
| 21,289,975 | 22,150,568 | 22,534,671 | 24,048,252 |
| 4,403,634 | 4,724,826 | 4,124,585 | 4,238,271 |
| 5,269,914 | 5,772,043 | 5,519,381 | 6,703,354 |
| 6,687,970 | 6,916,093 | 7,437,033 | 13,183,048 |
| 4,859,814 | 4,889,929 | 5,751,981 | 5,887,124 |
| - | 453,738 | 239,023 | 433,014 |
| 13,646,743 | 29,127,940 | 21,033,141 | 18,897,565 |
| - | - | - | - |
| 67,887,046 | 85,195,644 | 80,906,068 | 86,167,708 |
| (10,190,045) | (20,110,115) | (13,705,013) | (11,523,120) |
| 9,270,000 | 32,080,000 | 8,970,000 | 13,080,000 |
| 4,035,000 | - | 7,560,000 | 12,305,000 |
| - | - | - | - |
| - | 590,506 | 258,044 | 1,692,117 |
| 425,757 | - | - | (13,069,437) |
| (4,064,917) | - | (7,697,335) | 13,761,078 |
| 9,374,078 | 7,848,088 | 7,289,803 | (12,653,006) |
| (9,796,314) | (6,548,029) | (7,129,595) | - |
| 9,243,604 | 33,970,565 | 9,250,917 | 15,115,752 |
| \$ (946,441) | \$ 13,860,450 | \$ (4,454,096) | \$ 3,592,632 |
| 21.3% | 21.1% | 22.0% | 28.3% |

CITY OF CONROE, TEXAS**TABLE C-6****TAX REVENUES BY SOURCE-GOVERNMENTAL FUNDS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)**

| Fiscal Year | Property | Sales & Use | Occupancy | Franchise | Other | Total |
|---------------------|-------------|--------------|------------|-------------|------------|--------------|
| 2005 | \$8,554,138 | \$22,729,197 | \$ 270,699 | \$2,343,976 | \$ 684,594 | \$34,582,604 |
| 2006 | 9,352,664 | 27,297,564 | 357,855 | 3,031,455 | \$ 459,045 | 40,498,583 |
| 2007 | 10,517,805 | 28,266,100 | 418,612 | 3,160,436 | \$ 417,245 | 42,780,198 |
| 2008 | 11,786,615 | 29,786,065 | 424,744 | 3,747,522 | \$ 362,892 | 46,107,838 |
| 2009 | 13,351,420 | 28,863,680 | 518,732 | 3,940,939 | \$ 846,957 | 47,521,728 |
| 2010 | 14,231,807 | 27,168,790 | 441,937 | 4,189,983 | \$ 746,917 | 46,779,434 |
| 2011 | 14,336,402 | 30,033,856 | 591,940 | 4,715,542 | \$ 649,495 | 50,327,235 |
| 2012 | 15,067,739 | 31,967,819 | 801,963 | 4,837,834 | \$ 909,431 | 53,584,786 |
| 2013 | 16,610,584 | 36,640,659 | 926,573 | 5,275,521 | \$ 905,546 | 60,358,883 |
| Change 2005-2014 | 94% | 61% | 242% | 125% | 32% | 75% |

CITY OF CONROE, TEXAS**TABLE C-7****TAXABLE ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY**

| Fiscal Year | Residential Property | Commercial Property | Personal Property | Less: Tax Exempt Property | Total Taxable Assessed Value | Total Direct Tax Rate |
|-------------|----------------------|---------------------|-------------------|---------------------------|------------------------------|-----------------------|
| 2005 | \$ 1,107,034,770 | \$ 658,081,879 | \$ 575,711,594 | \$ 361,332,939 | \$ 1,979,495,304 | 0.4335 |
| 2006 | 1,365,324,116 | 694,723,935 | 588,997,649 | 483,915,135 | 2,165,130,565 | 0.4335 |
| 2007 | 1,412,912,626 | 767,896,649 | 835,045,102 | 554,553,365 | 2,461,301,012 | 0.4300 |
| 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 |

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

TABLE C-8

| Fiscal Year | City Direct Rates | | | Overlapping Rates | | | | | | |
|----------------|-------------------|---------------------------------------|-------------------------|----------------------|-----------------------------------|--|---------------|----------------------|----------------------|-----------------------|
| | Basic Rates | General Obligation Debt Service | Total Direct Rate | Montgomery County | Mont. Co. Hospital District | North Harris/ Mont. Comm. College | Conroe ISD | Mont. Co. MUD #90 | Mont. Co. MUD #92 | Mont. Co. MUD #107 |
| 2005 | 0.2235 | 0.2100 | 0.4335 | 0.4963 | 0.0999 | 0.1145 | 1.7325 | N/A | N/A | N/A |
| 2006 | 0.2435 | 0.1900 | 0.4335 | 0.4963 | 0.0850 | 0.1207 | 1.7600 | 0.6000 | 0.6000 | N/A |
| 2007 | 0.2400 | 0.1900 | 0.4300 | 0.4913 | 0.0781 | 0.1167 | 1.5900 | 0.6000 | 0.6000 | 0.6000 |
| 2008 | 0.2350 | 0.1900 | 0.4250 | 0.4888 | 0.0777 | 0.1144 | 1.2400 | 0.6000 | 0.6000 | 0.6000 |
| 2009 | 0.2300 | 0.1900 | 0.4200 | 0.4838 | 0.0760 | 0.1101 | 1.2700 | 0.6000 | 0.6000 | 0.6000 |
| 2010 | 0.2450 | 0.1750 | 0.4200 | 0.4838 | 0.0755 | 0.1101 | 1.2850 | 0.6000 | 0.6000 | 0.7000 |
| 2011 | 0.2500 | 0.1700 | 0.4200 | 0.4838 | 0.0754 | 0.1176 | 1.2950 | 0.6000 | 0.6000 | 0.7000 |
| 2012 | 0.2500 | 0.1700 | 0.4200 | 0.4838 | 0.0729 | 0.1198 | 1.2900 | 0.6000 | 0.6000 | 0.7000 |
| 2013 | 0.2500 | 0.1700 | 0.4200 | 0.4838 | 0.0727 | 0.1160 | 1.2850 | 0.6000 | 0.6000 | 0.7000 |

Source: Montgomery Central Appraisal District.

CITY OF CONROE, TEXAS
PRINCIPAL PROPERTY TAXPAYERS
CURRENT YEAR AND TEN YEARS AGO

TABLE C-9

| 2013 Taxpayer | Type of Business | 2012 Assessed Valuation | Percentage of Total Assessed Valuation |
|------------------------------------|-------------------|----------------------------|--|
| Conroe Hospital Corporation | Hospital | \$ 74,795,580 | 1.87% |
| McKesson Corporation | Pharmaceuticals | 55,631,940 | 1.39% |
| Wal-Mart Real Estate Bus. Trust | Retail | 48,918,113 | 1.22% |
| Maverick Tube Texas Works | Manufacturing | 46,524,500 | 1.16% |
| National Oilwell Varco DHT LP | Manufacturing | 41,437,380 | 1.04% |
| Entergy Texas Inc. | Electric Utility | 31,643,850 | 0.79% |
| Crown Cork & Seal Company | Manufacturing | 29,798,380 | 0.74% |
| Conroe Marketplace S C LP | Retail | 29,558,780 | 0.74% |
| Consolidated Communications (LCTX) | Telephone Company | 27,589,270 | 0.69% |
| MS Energy Services | Energy Services | 27,176,050 | 0.68% |
| Total | | <u>\$ 413,073,843</u> | <u>10.32%</u> |

| 2003 Taxpayer | Type of Business | 2002 Assessed Valuation | Percentage of Total Assessed Valuation |
|--------------------------------|--------------------------|-------------------------------|--|
| Conroe Hospital Corporation | Hospital | \$ 73,584,080 | 4.20% |
| TXU Communications Telephone | Telephone Utility | 33,969,700 | 2.00% |
| Conroe Regional Medical Center | Hospital | 30,369,118 | 1.70% |
| Gulf States Utilities | Electric Utility | 19,644,153 | 1.10% |
| Crown Cork & Seal Company | Manufacturing | 19,534,140 | 1.10% |
| The Prime Outlets at Conroe | Retail - Shopping Center | 17,787,697 | 1.00% |
| Town Center Venture LLP | Retail | 15,760,720 | 0.90% |
| Hempel Coatings (USA) | Manufacturing | 15,565,490 | 0.90% |
| Ball Metal Container Group | Manufacturing | 12,065,162 | 0.70% |
| US Filter | Manufacturing | 11,472,870 | 0.70% |
| Total | | <u>\$ 249,753,130</u> | <u>14.30%</u> |

Source: Montgomery Central Appraisal District

CITY OF CONROE, TEXAS
PROPERTY TAX LEVIES AND COLLECTIONS

TABLE C-10

| 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 |
| 2005 | 8,575,518 | 8,405,954 | 98.00% | 148,184 | 8,554,138 | 99.75% |
| 2006 | 9,381,199 | 9,274,223 | 98.28% | 78,441 | 9,352,664 | 99.70% |
| 2007 | 10,549,673 | 10,376,943 | 98.38% | 140,862 | 10,517,805 | 99.70% |
| 2008 | 11,813,302 | 11,716,511 | 99.18% | 70,104 | 11,786,615 | 99.77% |
| 2009 | 13,395,885 | 13,171,609 | 98.33% | 179,811 | 13,351,420 | 99.67% |
| 2010 | 14,378,880 | 14,164,088 | 98.51% | 67,719 | 14,231,807 | 98.98% |
| 2011 | 14,452,462 | 14,222,611 | 98.41% | 113,791 | 14,336,402 | 99.20% |
| 2012 | 15,205,842 | 14,951,252 | 98.33% | 116,487 | 15,067,739 | 99.09% |
| 2013 | 16,858,196 | 16,610,584 | 98.53% | - | 16,610,584 | 98.53% |

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
(IN THOUSANDS OF DOLLARS)

TABLE C-11

| | Calendar Year | | | | | | | | |
|----------------------------|-------------------|-------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 |
| Agriculture | | | | | | | | | |
| Forestry & Fishing | \$ - | \$ 124 | \$ 218 | \$ 287 | \$ 2 | \$ - | \$ 4 | \$ 6 | \$ 54 |
| Mining | 1,195 | 2,763 | 3,928 | 8,895 | 11,527 | 11,892 | 11,915 | 6,053 | 25,385 |
| Construction | 19,625 | 23,581 | 36,790 | 40,017 | 45,295 | 28,214 | 27,992 | 23,958 | 33,488 |
| Manufacturing | 49,118 | 59,229 | 58,104 | 70,697 | 80,117 | 57,968 | 55,559 | 75,498 | 115,291 |
| Transportation, | | | | | | | | | |
| Communication & Utilities | 766 | 1,748 | 1,750 | 3,819 | 5,877 | 3,813 | 4,117 | 1,524 | 843 |
| Wholesale Trade | 82,773 | 92,273 | 99,775 | 110,891 | 88,029 | 58,721 | 56,385 | 72,428 | 93,319 |
| Retail Trade | 594,725 | 558,577 | 627,361 | 760,016 | 798,061 | 745,719 | 775,226 | 786,202 | 850,416 |
| Information | 12,114 | 15,260 | 19,228 | 39,333 | 53,842 | 23,303 | 23,282 | 29,425 | 31,573 |
| Finance, | | | | | | | | | |
| Insurance & Real Estate | 21,003 | 25,599 | 27,275 | 36,160 | 39,862 | 22,009 | 20,163 | 28,683 | 28,226 |
| Services | 155,549 | 170,183 | 179,955 | 187,367 | 193,176 | 198,447 | 193,343 | 201,872 | 218,972 |
| Other | 852 | 540 | 5 | - | 11 | - | - | - | - |
| Total | <u>\$ 937,721</u> | <u>\$ 949,877</u> | <u>\$ 1,054,390</u> | <u>\$ 1,257,482</u> | <u>\$ 1,315,799</u> | <u>\$ 1,150,086</u> | <u>\$ 1,167,986</u> | <u>\$ 1,225,649</u> | <u>\$ 1,397,567</u> |
| City Direct Sales Tax Rate | 2.00% | 2.00% | 2.00% | 2.00% | 2.00% | 2.00% | 2.00% | 2.00% | 2.00% |

Source: Texas Comptroller of Public Accounts

Notes: Calendar years 2004-2006 reflect the State Comptroller's change of industry codes. Original submission of data based on NAICS codes. Data shown based on SIC codes.

CITY OF CONROE, TEXAS
DIRECT AND OVERLAPPING SALES TAX RATES

TABLE C-12

| <u>Fiscal Year</u> | <u>City Direct Rate</u> |
|------------------------|---------------------------------|
| 2005 | 2.00% |
| 2006 | 2.00% |
| 2007 | 2.00% |
| 2008 | 2.00% |
| 2009 | 2.00% |
| 2010 | 2.00% |
| 2011 | 2.00% |
| 2012 | 2.00% |
| 2013 | 2.00% |

Source: City Finance and Administration Department

CITY OF CONROE, TEXAS

SALES TAX REVENUE PAYERS BY INDUSTRY
FISCAL YEARS 2003 AND 2013
(DOLLARS ARE IN MILLIONS)

TABLE C-13

| Tax Remitter | Fiscal Year 2003 | | | | Fiscal Year 2013 | | | |
|--|---------------------|---------------|------------------|---------------|---------------------|---------------|------------------|---------------|
| | Number of Filers | % of Total | Tax Liability | % of Total | Number of Filers | % of Total | Tax Liability | % of Total |
| Agriculture, Forestry & Fishing | 259 | 3.84% | \$ 0.05 | 0.32% | 54 | 0.52% | \$ - | 0.00% |
| Mining | 30 | 0.45% | 0.05 | 0.28% | 93 | 0.89% | 0.53 | 1.98% |
| Construction | 456 | 6.76% | 0.22 | 1.28% | 935 | 8.98% | 0.64 | 2.38% |
| Manufacturing | 342 | 5.07% | 0.76 | 4.44% | 900 | 8.64% | 2.13 | 7.91% |
| Transportation, Communication & Utilities | 105 | 1.56% | 0.46 | 2.70% | 81 | 0.78% | 0.02 | 0.06% |
| Wholesale Trade | 420 | 6.23% | 1.76 | 10.29% | 592 | 5.69% | 1.74 | 6.45% |
| Retail Trade | 3,471 | 51.49% | 12.71 | 74.20% | 3,599 | 34.57% | 16.45 | 61.01% |
| Information | - | 0.00% | - | 0.00% | 121 | 1.16% | 0.61 | 2.27% |
| Finance, Insurance & Real Estate | 80 | 1.19% | 0.03 | 0.17% | 398 | 3.82% | 0.57 | 2.12% |
| Services | 1,578 | 23.41% | 1.08 | 6.32% | 3,613 | 34.70% | 4.27 | 15.82% |
| Other | - | 0.00% | - | 0.00% | 26 | 0.25% | - | 0.00% |
| Total | 6,741 | 100.00% | \$ 17.12 | 100.00% | 10,412 | 100.00% | \$ 26.96 | 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. Fiscal year 2012 is the most recent year for which data is available.

CITY OF CONROE, TEXAS
RATIOS OF OUTSTANDING DEBT BY TYPE

TABLE C-14

| Governmental Activities | | | | | | |
|--------------------------|--|---------------------------------|----------------------------|--------------------------------|-------------------------------------|---------------|
| Fiscal Year | GO Bonds, CO Bonds & Sales Tax Revenue Bonds ⁽¹⁾ | Capital Leases Obligation | Notes | Total Long-Term Debt | | |
| 2005 | \$ 63,490,815 | \$ 1,835,186 | \$ 1,428,000 | \$ 66,754,001 | | |
| 2006 | 62,977,842 | 3,788,485 | 1,658,666 | 68,424,993 | | |
| 2007 | 78,918,355 | 2,518,351 | 1,788,890 | 83,225,596 | | |
| 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 | 143,868,156 | 566,341 | 1,165,000 | 145,599,497 | | |
| 2013 | 145,034,959 | 513,293 | 1,070,000 | 146,618,252 | | |
| Business-type Activities | | | | | | |
| Fiscal Year | Revenue Bonds | Capital Leases Obligation | Total Long-Term Debt | Total Primary Government | Percentage of Personal Income | Per Capita |
| 2005 | \$ 1,612,071 | \$ 105,238 | \$ 1,717,309 | \$ 68,471,310 | 8.35% | \$ 1,449 |
| 2006 | 11,828,536 | 6,387,667 | 18,216,203 | 86,641,196 | 9.97% | 1,752 |
| 2007 | 16,865,000 | 6,634,623 | 23,499,623 | 106,725,219 | 11.16% | 2,071 |
| 2008 | 27,479,444 | 6,082,839 | 33,562,283 | 142,333,557 | 15.09% | 2,662 |
| 2009 | 34,434,295 | 5,517,554 | 39,951,849 | 155,073,967 | 12.83% | 2,810 |
| 2010 | 49,811,369 | 4,980,983 | 54,792,352 | 173,124,220 | 14.51% | 3,080 |
| 2011 | 53,963,439 | 4,610,237 | 58,573,676 | 202,658,590 | 15.39% | 3,602 |
| 2012 | 71,718,321 | 4,224,846 | 75,943,167 | 221,542,664 | 16.86% | 3,919 |
| 2013 | 76,694,943 | 3,824,233 | 80,519,176 | 227,137,428 | 17.14% | 3,689 |

(1) Presented net of original issuance discounts and premiums.

*Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.
See Table C-19 for personal income and population data.*

CITY OF CONROE, TEXAS
RATIOS OF GENERAL BONDED DEBT OUTSTANDING
TABLE C-15

| Fiscal Year | General Bonded Debt Outstanding | | | Less: Amounts Available for Debt Service | Total | Percentage of Actual Taxable Value of Property | Per Capita |
|----------------|---------------------------------|----------------------------------|---------------|---|---------------|---|---------------|
| | General Obligation Bonds | Certificates of Obligation | Total | | | | |
| 2005 | \$ 12,130,000 | \$ 36,990,000 | \$ 49,120,000 | \$ 4,101,959 | \$ 45,018,041 | 3.18% | \$ 953 |
| 2006 | 10,650,000 | 38,805,000 | 49,455,000 | 596,287 | 48,858,713 | 2.25% | 988 |
| 2007 | 22,420,000 | 44,220,000 | 66,640,000 | 4,885,305 | 61,754,695 | 3.17% | 1,198 |
| 2008 | 20,820,000 | 58,470,000 | 79,290,000 | 356,030 | 78,933,970 | 2.82% | 1,476 |
| 2009 | 18,490,000 | 69,365,000 | 87,855,000 | 8,598,275 | 79,256,725 | 2.62% | 1,436 |
| 2010 | 19,040,000 | 73,480,000 | 92,520,000 | 5,114,405 | 87,405,595 | 2.55% | 1,555 |
| 2011 | 15,950,000 | 89,410,000 | 105,360,000 | 6,293,542 | 99,066,458 | 2.87% | 1,761 |
| 2012 | 19,570,000 | 89,775,000 | 109,345,000 | 7,028,107 | 102,316,893 | 2.81% | 1,810 |
| 2013 | 15,475,000 | 83,000,000 | 98,475,000 | 8,342,744 | 90,132,256 | 2.25% | 1,464 |

*Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.
See Table C-7 for property value data.
Population data can be found on Table C-19.*



CITY OF CONROE, TEXAS
DIRECT AND OVERLAPPING
GOVERNMENTAL ACTIVITIES DEBT
AS OF SEPTEMBER 30, 2013
(DOLLARS IN THOUSANDS)

TABLE C-16

| <u>Governmental Unit</u> | <u>Debt Outstanding</u> | <u>Estimated Percentage Applicable</u> | <u>Estimated Share of Direct and Overlapping Debt</u> |
|---|-----------------------------|--|---|
| Debt Repaid With Property Taxes | | | |
| Montgomery County | \$ 446,595 | 11.14% | \$ 49,751 |
| Conroe Independent School District | 972,885 | 16.13% | 156,926 |
| Willis Independent School District | 71,424 | 18.50% | 13,213 |
| Lone Star College | 488,630 | 3.32% | 16,223 |
| MUD #90 | 5,025 | 100.00% | 5,025 |
| MUD #92 | 1,785 | 100.00% | 1,785 |
| MUD #107 | 10,605 | 100.00% | 10,605 |
| Subtotal, Overlapping Debt | | | \$253,528 |
| City Direct Debt (Net of original issuance discounts and premiums) | 99,748 | | <u>99,748</u> |
| Total Direct and Overlapping Debt | | | <u>\$ 353,276</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.

Note: For debt repaid with property taxes, the percentage of overlapping debt applicable is estimate 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

| | 2005 | 2006 | 2007 | 2008 |
|--|------------------|------------------|------------------|------------------|
| Assessed Value | \$ 1,979,495,304 | \$ 2,165,130,565 | \$ 2,461,301,012 | \$ 2,782,770,982 |
| Debt Limit <15% of assessed value> | 296,924,296 | 324,769,585 | 369,195,152 | 417,415,647 |
| Debt Applicable to Limit: | | | | |
| Total Bonded Debt | 49,120,000 | 49,455,000 | 66,640,000 | 79,290,000 |
| Less: Assets in Debt | | | | |
| Service Funds available | | | | |
| for payment of principal | (755,165) | (870,322) | (1,201,318) | (952,326) |
| Total Debt Applicable to Limit | 48,364,835 | 48,584,678 | 65,438,682 | 78,337,674 |
| Legal Debt Margin | 248,559,461 | 276,184,907 | 303,756,470 | 339,077,973 |
| Total Net Debt Applicable to the Limit | | | | |
| As a Percentage of Debt Limit | 16.29% | 14.96% | 17.72% | 18.77% |

TABLE C-17

| 2009 | 2010 | 2011 | 2012 | 2013 |
|------------------|------------------|------------------|------------------|------------------|
| \$ 3,183,689,979 | \$ 3,427,354,014 | \$ 3,450,170,655 | \$ 3,630,957,910 | \$ 4,002,688,279 |
| 477,553,497 | 514,103,102 | 517,525,598 | 544,643,687 | 600,403,242 |
| 87,855,000 | 92,520,000 | 105,360,000 | 109,345,000 | 98,475,000 |
| (4,304,747) | (5,028,864) | (6,441,765) | (7,181,606) | (8,312,617) |
| 83,550,253 | 87,491,136 | 98,918,235 | 102,163,394 | 90,162,383 |
| 394,003,244 | 426,611,966 | 418,607,363 | 442,480,293 | 510,240,859 |
| 17.50% | 17.02% | 19.11% | 18.76% | 15.02% |

CITY OF CONROE, TEXAS
PLEDGED REVENUE COVERAGE

| Water and Sewer Revenue Bonds | | | | | | |
|-------------------------------|------------------------------|--|-----------------------------|--------------|-----------|----------|
| Fiscal Year | Utility Service Charge | Less: Adjusted Operating Expenses | Net Available Revenue | Debt Service | | Coverage |
| | | | | Principal | Interest | |
| 2005 | \$ 9,718,894 | \$8,186,457 | \$ 1,532,437 | \$ 655,000 | \$ 95,479 | 2.04 |
| 2006 | 11,043,310 | 10,626,384 | 416,926 | 685,000 | 64,651 | 0.56 |
| 2007 | 11,298,324 | 8,354,613 | 2,943,711 | 715,000 | 525,885 | 2.37 |
| 2008 | 13,767,268 | 7,139,031 | 6,628,237 | 415,000 | 721,633 | 5.83 |
| 2009 | 14,200,623 | 7,598,300 | 6,602,323 | 390,000 | 1,124,066 | 4.36 |
| 2010 | 15,476,990 | 7,753,255 | 7,723,735 | 745,000 | 1,431,911 | 3.55 |
| 2011 | 21,775,264 | 8,900,768 | 12,874,496 | 1,025,000 | 1,839,729 | 4.49 |
| 2012 | 20,982,974 | 8,941,053 | 12,041,921 | 1,660,000 | 2,062,585 | 3.23 |
| 2013 | 24,277,240 | 10,516,921 | 13,760,319 | 1,910,000 | 2,676,544 | 3.00 |

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

Sales tax revenue bonds are backed by the 1/2 cent sales tax for economic development.

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.

TABLE C-18

| Sales Tax Revenue Bonds | | | |
|--------------------------|--------------|------------|----------|
| 1/2 Cent Sales Tax | Debt Service | | Coverage |
| | Principal | Interest | |
| \$ 5,295,776 | \$ 900,000 | \$ 525,720 | 3.71 |
| 6,962,819 | 940,000 | 524,417 | 4.75 |
| 6,551,423 | 985,000 | 516,757 | 4.36 |
| 7,019,937 | 1,035,000 | 753,952 | 3.92 |
| 6,813,124 | 1,550,000 | 1,195,671 | 2.48 |
| 6,403,018 | 1,615,000 | 1,126,736 | 2.34 |
| 7,116,988 | 1,690,000 | 1,054,910 | 2.59 |
| 7,475,443 | 2,020,000 | 1,448,912 | 2.15 |
| 9,160,165 | 2,165,000 | 1,564,370 | 2.46 |



CITY OF CONROE, TEXAS
DEMOGRAPHIC AND ECONOMIC STATISTICS

TABLE C-19

| | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
|---|------------|------------|------------|------------|-------------|-------------|-------------|-------------|-------------|
| Population | 47,258 | 49,456 | 51,538 | 53,472 | 55,195 | 56,207 | 56,257 | 56,530 | 61,564 |
| Personal Income (thousands of dollars) | \$ 819,595 | \$ 869,140 | \$ 956,700 | \$ 943,193 | \$1,208,439 | \$1,192,937 | \$1,317,033 | \$1,313,870 | \$1,325,350 |
| Per Capita Personal Income | \$ 17,343 | \$ 17,574 | \$ 18,563 | \$ 17,639 | \$ 21,894 | \$ 21,224 | \$ 23,411 | \$ 23,242 | \$ 21,528 |
| Median Age | 28.9 | 28.9 | 29.1 | 29.8 | 33.0 | 28.8 | 33.0 | 33.0 | 33.0 |
| Education Level in Years of Schooling | 12.18 | 12.18 | 13.55 | 14.29 | 14.29 | 14.29 | 14.29 | 14.29 | 14.29 |
| School Enrollment | 9,832 | 10,215 | 10,594 | 10,806 | 11,495 | 12,229 | 11,091 | 11,861 | 12,518 |
| Unemployment Rate | 4.2% | 3.7% | 3.7% | 4.0% | 6.4% | 6.7% | 6.9% | 5.3% | 5.1% |

Sources: Varous school websites, the Conroe Greater Economic Development Council, the Texas State Population Center, and Texas Workforce Comrr

Note: The unemployment rate is determined by the Texas Workforce Commission, and prior periods were adjusted to match the data from the TWC.

CITY OF CONROE, TEXAS
PRINCIPAL EMPLOYERS

| Employer | Employees | | | | | | | |
|---------------------------------------|-----------|--------|--------|--------|--------|--------|--------|--------|
| | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
| Conroe Independent School District | 5,130 | 5,500 | 5,700 | 5,700 | 6,000 | 6,000 | 5,915 | 7,710 |
| Montgomery County | 1,959 | 1,774 | 1,868 | 1,946 | 1,975 | 1,952 | 1,952 | 2,000 |
| Conroe Regional Medical Center | 1,200 | 1,070 | 1,200 | 1,200 | 1,200 | 1,200 | 1,200 | 1,250 |
| Sadler Clinic | - | 388 | 600 | 600 | 600 | 345 | - | - |
| National Oilwell Varco - Reed Hycalog | 250 | 926 | 926 | 1,145 | 550 | 630 | 630 | 630 |
| City of Conroe | 350 | 453 | 463 | 470 | 479 | 482 | 482 | 493 |
| Tenaris | - | 300 | 300 | - | 396 | 410 | 410 | 425 |
| Wal-Mart | - | - | - | - | 300 | 300 | 300 | 370 |
| National Oilwell Varco - Brandt | - | - | - | - | 279 | 425 | 425 | 300 |
| Professional Directional | - | - | - | - | - | 277 | 277 | 319 |
| Byrne Medical | - | - | - | - | 243 | - | - | - |
| Borden Milk Products | 190 | 228 | 228 | 248 | - | - | - | - |
| Capro, Inc. | - | - | 225 | 225 | - | - | - | - |
| Consolidated Communications of Tex | 220 | 225 | - | 220 | - | - | - | - |
| McKesson Corporation | - | 160 | - | 163 | - | - | - | - |
| Crown Beverage Packaging | 150 | - | - | 150 | - | - | - | - |
| Ball Corporation | - | - | - | 130 | - | - | - | - |
| Dal-Tile | - | 175 | 175 | - | - | - | - | - |
| R&M Energy | 175 | - | 175 | - | - | - | - | - |
| Maverick Tube | 289 | - | - | - | - | - | - | - |
| Medivators | - | - | - | - | - | - | 201 | 171 |
| Total | 9,913 | 11,199 | 11,860 | 12,197 | 12,022 | 12,021 | 11,792 | 13,668 |

TABLE C-20

| Employer | Percentage of Total City Employment | | | | | | | |
|---------------------------------------|-------------------------------------|--------|--------|--------|--------|--------|--------|--------|
| | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
| Conroe Independent School District | 23.70% | 23.71% | 23.93% | 22.08% | 21.92% | 20.68% | 21.99% | 27.41% |
| Montgomery County | 9.05% | 7.65% | 7.84% | 7.54% | 7.21% | 6.73% | 7.26% | 7.11% |
| Conroe Regional Medical Center | 5.54% | 4.61% | 5.04% | 4.65% | 4.38% | 4.14% | 4.46% | 4.44% |
| Sadler Clinic | - | 1.67% | 2.52% | 2.32% | 2.19% | 1.19% | - | - |
| National Oilwell Varco - Reed Hycalog | 1.15% | 3.99% | 3.89% | 4.43% | 2.01% | 2.17% | 2.34% | 2.24% |
| City of Conroe | 1.62% | 1.95% | 1.94% | 1.82% | 1.75% | 1.66% | 1.79% | 1.75% |
| Tenaris | - | 1.29% | 1.26% | - | 1.45% | 1.41% | 1.52% | 1.51% |
| Wal-Mart | - | - | - | - | 1.10% | 1.03% | 1.12% | 1.32% |
| National Oilwell Varco - Brandt | - | - | - | - | 1.02% | 1.46% | 1.58% | 1.07% |
| Professional Directional | - | - | - | - | - | 0.95% | 1.03% | 1.13% |
| Byrne Medical | - | - | - | - | 0.89% | - | - | - |
| Borden Milk Products | 0.88% | 0.98% | 0.96% | 0.96% | - | - | - | - |
| Capro, Inc. | - | - | - | 0.87% | - | - | - | - |
| Consolidated Communications of Tex | 1.02% | 0.97% | 0.94% | 0.85% | - | - | - | - |
| McKesson Corporation | - | 0.69% | - | 0.63% | - | - | - | - |
| Crown Beverage Packaging | 0.69% | - | - | 0.58% | - | - | - | - |
| Ball Corporation | - | - | - | 0.50% | - | - | - | - |
| Dal-Tile | - | 0.75% | 0.73% | - | - | - | - | - |
| R&M Energy | 0.81% | - | 0.73% | - | - | - | - | - |
| Maverick Tube | 1.34% | - | - | - | - | - | - | - |
| Medivators | - | - | - | - | - | - | 0.75% | 0.61% |
| Total | 45.80% | 48.26% | 49.78% | 47.23% | 43.92% | 41.42% | 43.84% | 48.59% |

Note: Fiscal Year 2006 is the first year this type of data was compiled. No comparative data is available.

CITY OF CONROE, TEXAS

FULL – TIME EQUIVALENT EMPLOYEES BY FUNCTIONS/PROGRAMS

| | 2005 | 2006 ⁽¹⁾ | 2007 ⁽²⁾ | 2008 ⁽³⁾ | 2009 ⁽⁴⁾ | 2010 ⁽⁵⁾ | 2011 ⁽⁶⁾ | 2012 ⁽⁷⁾ | 2013 ⁽⁸⁾ |
|----------------------------------|------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <u>Functions/Programs</u> | | | | | | | | | |
| General Government | | | | | | | | | |
| Administration | 4 | 3 | 3 | 3 | 3 | 3 | 3 | 2 | 3 |
| Mayor & Council | - | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| Arts & Communications | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Downtown Development | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | - |
| Legal | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Municipal Court | 7 | 8 | 9 | 9 | 9 | 10 | 10 | 10 | 10 |
| CDBG Administration | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| Human Resources | 4 | 8 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| Finance | 8 | 8 | 9 | 10 | 10 | 10 | 10 | 10 | 10 |
| Information Technology | 4 | 4 | 5 | 5 | 7 | 7 | 7 | 11 | 11 |
| Public Safety | | | | | | | | | |
| Police Administration | 45 | 7 | 5 | 4 | 5 | 5 | 6 | 5 | 7 |
| Police Support | - | 28 | 28 | 30 | 30 | 29 | 28 | 28 | 28 |
| Police Patrol | 55 | 56 | 60 | 65 | 66 | 64 | 63 | 63 | 63 |
| Police Investigative Services | 25 | 26 | 26 | 29 | 28 | 28 | 28 | 29 | 29 |
| Police Professional Services | - | 12 | 12 | 11 | 11 | 14 | 14 | 14 | 15 |
| Police Animal Services | - | - | - | - | - | 5 | 5 | 5 | 5 |
| Red Light Program | - | - | - | - | - | - | 1 | 1 | 1 |
| Traffic Services | - | - | - | - | - | - | 2 | 2 | 2 |
| Fire | 74 | 86 | 86 | 87 | 87 | 88 | 88 | 88 | 86 |
| Parks | | | | | | | | | |
| Parks & Rec Admin | 10 | 11 | 11 | 11 | 13 | 13 | 13 | 2 | 2 |
| Recreation Center | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| Oscar Johnson, Jr. CC | 4 | 4 | 4 | 4 | - | - | - | - | - |
| Swim Center | 6 | 7 | 7 | 7 | - | - | - | - | - |
| Aquatic Center | - | - | - | - | 7 | 7 | 7 | 7 | 7 |
| Parks Operations | - | - | - | - | - | - | - | 11 | 11 |
| Public Works | | | | | | | | | |
| Community Development | 21 | 21 | 23 | 27 | 27 | 26 | 25 | 13 | 15 |
| Drainage Engineering | - | - | - | - | - | - | - | - | - |
| Drainage Construction | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 |
| Streets | 26 | 28 | 28 | 28 | 28 | 28 | 28 | 28 | 28 |
| Signal Maintenance | - | - | - | - | - | - | 2 | 2 | 3 |
| Engineering | - | - | - | - | - | - | - | 8 | 21 |
| Service Center | - | - | - | - | - | - | - | - | - |
| Building Maintenance | 6 | 6 | - | - | - | - | - | - | - |
| Warehouse Purchasing | 3 | 4 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| Conroe Industrial Development | - | - | - | - | - | - | - | - | 5 |
| Conroe Tower | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Hotel/Motel Occupancy Tax | - | - | - | - | - | 2 | 2 | 3 | 3 |
| Component Unit | | | | | | | | | |
| Oscar Johnson, Jr. CC | - | - | - | - | 4 | 4 | 4 | 4 | 4 |

TABLE C-21

| | 2005 | 2006 ⁽¹⁾ | 2007 ⁽²⁾ | 2008 ⁽³⁾ | 2009 ⁽⁴⁾ | 2010 ⁽⁵⁾ | 2011 ⁽⁶⁾ | 2012 ⁽⁷⁾ | 2013 ⁽⁸⁾ |
|-------------------------|------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Water & Sewer | | | | | | | | | |
| Utilities/Meter Readers | 11 | 12 | 9 | 9 | 9 | 9 | 9 | 9 | 9 |
| Public Works | 4 | 5 | 3 | 3 | 5 | 6 | 6 | 5 | 5 |
| Water Conservation | - | - | - | - | - | - | - | - | 1 |
| Water | 13 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 |
| Wastewater Treatment | 15 | 15 | 14 | 11 | 11 | 11 | 11 | 11 | 11 |
| Sewer | 15 | 18 | 18 | 18 | 20 | 20 | 20 | 20 | 20 |
| Pump & Motor Maint. | - | 6 | 6 | 7 | 7 | 7 | 7 | 7 | 7 |
| Project Engineering | 12 | 12 | 12 | 12 | 12 | 12 | 13 | 13 | - |
| Project Construction | 5 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 |
| Service Center Fund | 8 | 7 | 7 | 7 | 7 | 7 | 6 | 6 | 7 |
| Self Funded Insurance | - | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Total | 405 | 457 | 450 | 462 | 471 | 480 | 483 | 482 | 493 |

Source: City Finance Office.

Notes:

- (1) In FY 2006, the Mayor & Council Dept. was added to the General Government function.
Self Funded Insurance was added.
- (2) In FY 2007, the Building Maintenance Dept. was renamed Pump & Motor Maintenance and moved from the Public Works function and added to the Water & Sewer function.
- (3) In FY 2008, Oscar Johnson, Jr. Community Center (OJCC) was reported as a discretely presented component unit in the CAFR.
- (4) In FY 2009, Oscar Johnson, Jr. Community Center (OJCC) was removed from the Parks function.
Swim Center was renamed to Aquatic Center.
- (5) In FY 2010, Police Animal Services was added to the Public Safety function.
Hotel/Motel Occupancy Tax was added.
- (6) 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.
- (7) In FY 2012, Parks Operations and Engineering were added.
- (8) 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.

CITY OF CONROE, TEXAS

OPERATING INDICATORS BY FUNCTIONS/PROGRAMS

| | 2005 | 2006 | 2007 | 2008 | 2009 |
|---|---------|---------|---------|---------|---------|
| <u>Functions/Programs</u> | | | | | |
| General Government | | | | | |
| Building Permits Issued | 890 | 1,027 | 850 | 682 | 546 |
| Building Inspections Conducted | 20,067 | 24,934 | 24,537 | 19,362 | 18,377 |
| Police | | | | | |
| Physical Arrests | 3,982 | 3,561 | 4,178 | 4,146 | 4,049 |
| Parking Violations | 4,424 | 4,988 | 5,425 | 1,473 | 1,922 |
| Traffic Violations | 13,489 | 10,791 | 17,079 | 15,429 | 15,671 |
| Fire | | | | | |
| Emergency Responses | 4,424 | 4,069 | 3,644 | 5,383 | 5,063 |
| Fires Extinguished | 318 | 378 | 172 | 257 | 244 |
| Inspections | 1,087 | 674 | 1,236 | 1,143 | 2,655 |
| Refuse Collection | | | | | |
| Refuse Collected (tons per day) (a) | 68.20 | 67.40 | 65.00 | 50.44 | 55.04 |
| Recyclables Collected (tons per day) (a) | 0.20 | 0.24 | 0.35 | 0.58 | 1.73 |
| Other Public Works | | | | | |
| Street Resurfacing (miles) | - | - | 11.00 | 5.83 | 2.50 |
| Potholes Repaired (b) | N/A | N/A | N/A | N/A | N/A |
| Parks and Recreation | | | | | |
| Athletic Field Permits Issued | 250 | 316 | 460 | 402 | 285 |
| Community Center Admissions | 467,519 | 476,122 | 384,340 | 390,000 | 339,000 |
| Water | | | | | |
| New Connections (c) | 3,632 | 4,139 | 4,032 | 1,990 | 1,859 |
| Water Main Breaks | 600 | 800 | 735 | 861 | 726 |
| Average Daily Consumption (thousands of gallons) | 6,890 | 8,306 | 7,389 | 8,730 | 9,182 |
| Peak Monthly Consumption (thousands of gallons) | 460,262 | 305,349 | 286,000 | 374,576 | 399,575 |
| Wastewater | | | | | |
| Average Daily Sewage Treatment (thousands of gallons) | 4,900 | 5,500 | 6,792 | 6,609 | 6,800 |
| Transit | | | | | |
| Total Route Miles | 3,312 | 8,670 | 6,948 | 8,874 | 7,440 |
| Passenger | 3,348 | 16,740 | 13,680 | 12,617 | 12,240 |

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

TABLE C-22

| 2010 | 2011 | 2012 | 2013 |
|---------|---------|---------|---------|
| 645 | 489 | 520 | 789 |
| 16,950 | 15,317 | 14,957 | 16,995 |
| 4,163 | 3,915 | 4,313 | 4,758 |
| 2,485 | 3,113 | 4,554 | 2,972 |
| 13,865 | 26,673 | 27,181 | 15,482 |
| 5,425 | 6,111 | 6,417 | 7,124 |
| 180 | 320 | 133 | 129 |
| 2,863 | 2,724 | 1,675 | 1,017 |
| 58.07 | 38.00 | 37.50 | 58.00 |
| 0.61 | 9.48 | 12.10 | 16.00 |
| 1.50 | 5.63 | 2.20 | 5.10 |
| N/A | N/A | 550 | 582 |
| 288 | 326 | 297 | 304 |
| 298,261 | 307,662 | 366,045 | 424,640 |
| 1,862 | 2,115 | 2,221 | 2,521 |
| 770 | 888 | 800 | 775 |
| 8,554 | 11,291 | 9,893 | 9,652 |
| 384,058 | 500,038 | 395,510 | 393,936 |
| 7,000 | 7,000 | 7,000 | 7,000 |
| 8,100 | 7,140 | 8,330 | 11,219 |
| 13,140 | 12,175 | 12,222 | 14,020 |

CITY OF CONROE, TEXAS

CAPITAL ASSET STATISTICS BY FUNCTIONS/PROGRAMS

| <u>Functions/Programs</u> | Fiscal Year | | | |
|---|-------------|--------|--------|--------|
| | 2005 | 2006 | 2007 | 2008 |
| Police | | | | |
| Stations | 2 | 2 | 2 | 1 |
| Zone Offices | - | - | - | 1 |
| Patrol Units | 45 | 51 | 49 | 45 |
| Fire Stations | 4 | 4 | 4 | 5 |
| Refuse Collection | | | | |
| Collection trucks | 4 | 4 | 5 | 6 |
| Other Public Works | | | | |
| Streets (miles) | 327.56 | 218.60 | 220.00 | 225.00 |
| Highways (miles) (a) | N/A | N/A | N/A | N/A |
| Streetlights (b) | N/A | N/A | N/A | N/A |
| Traffic Signals | 3 | 4 | 5 | 5 |
| Parks and Recreation | | | | |
| Acreage | 345.70 | 345.70 | 347.50 | 350.00 |
| Playgrounds | 32 | 32 | 32 | 34 |
| Baseball/Softball Diamonds | 31 | 31 | 31 | 31 |
| Soccer/Football Fields | 10 | 10 | 10 | 10 |
| Community Centers | 3 | 3 | 3 | 3 |
| Water (d) | | | | |
| Water Mains (miles) | 305.35 | 309.53 | 314.01 | 318.09 |
| Fire Hydrants | 1,819 | 2,300 | 2,700 | 2,800 |
| Storage Capacity (thousands of gallons) | 7,490 | 7,490 | 7,490 | 8,490 |
| Wastewater (d) | | | | |
| Sanitary Sewers (miles) | 329.95 | 333.67 | 337.59 | 340.61 |
| Storm Sewers (miles) (c) | 20.892 | 23.691 | 26.340 | 26.340 |
| Treatment capacity (thousands of gallons) | 10,000 | 10,000 | 10,000 | 10,000 |
| Transit | | | | |
| Vans | 2 | 4 | 4 | 4 |

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 C-23

| 2009 | Fiscal Year | | | |
|--------|-------------|--------|--------|--------|
| | 2010 | 2011 | 2012 | 2013 |
| 1 | 1 | 1 | 1 | 1 |
| 1 | 1 | 1 | 1 | 1 |
| 46 | 46 | 48 | 46 | 55 |
| 5 | 5 | 5 | 5 | 5 |
| 8 | 8 | 8 | 8 | 8 |
| 240.00 | 248.00 | 268.00 | 276.00 | 270.00 |
| N/A | N/A | N/A | N/A | N/A |
| N/A | 3,200 | 3,200 | 3,518 | 3,530 |
| 5 | 6 | 6 | 80 | 82 |
| 350.00 | 354.00 | 354.00 | 407.00 | 407.00 |
| 34 | 17 | 18 | 19 | 19 |
| 35 | 28 | 25 | 27 | 27 |
| 13 | 18 | 21 | 18 | 18 |
| 3 | 4 | 4 | 4 | 4 |
| 334.72 | 340.61 | 342.44 | 367.00 | 403.00 |
| 2,955 | 2,996 | 3,009 | 3,009 | 3,009 |
| 9,490 | 9,490 | 11,490 | 11,490 | 11,490 |
| 355.92 | 357.65 | 360.21 | 389.00 | 391.00 |
| 36.564 | 40.162 | 40.280 | 41.720 | 42.000 |
| 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| 4 | 4 | 4 | 4 | 4 |

How Does the City of Conroe Compare?

| City | Population | 2014 Ad Valorem Tax Base | Tax Base Per Capita | FY 14-15 Tax Rate/ \$100 AV | Average Home Value | Tax Levy | CY 2013 All Sales Tax Collections | Sales Tax Per Capita | FY 14-15 General Fund Revenues | FY 14-15 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 | 73,413 | 2,779,493,108 | 37,861 | 0.8220 | 139,900 | 1,150.02 | 14,518,263 | 198 | 70,948,614 | 12,602,024 | 17.76% | 116,325,000 | 86,940,000 | 2,769 |
| Bryan | 78,709 | 3,867,109,679 | 49,132 | 0.6300 | 137,704 | 867.52 | 15,141,486 | 192 | 60,897,555 | 16,732,500 | 27.48% | 91,880,908 | 60,235,000 | 1,933 |
| Conroe | 61,564 | 4,506,227,091 | 73,196 | 0.4200 | 166,885 | 700.92 | 36,832,928 | 598 | 56,351,840 | 30,104,652 | 53.42% | 121,840,000 | 91,735,000 | 3,469 |
| DeSoto | 51,102 | 3,017,996,030 | 59,058 | 0.7574 | 183,249 | 1,387.93 | 8,208,084 | 161 | 33,565,296 | 6,403,000 | 19.08% | 77,245,000 | 13,835,000 | 1,782 |
| Galveston | 47,762 | 5,177,532,364 | 108,403 | 0.5339 | 143,017 | 763.55 | 17,931,699 | 375 | 50,668,241 | 14,608,207 | 28.83% | 64,814,374 | 44,513,236 | 2,289 |
| League City | 96,000 | 6,014,333,039 | 62,649 | 0.5970 | 264,539 | 1,579.30 | 14,681,940 | 153 | 59,082,051 | 14,175,000 | 23.99% | 85,337,095 | 139,395,711 | 2,341 |
| Missouri City | 72,625 | 4,425,493,313 | 60,936 | 0.5650 | - | - | 7,361,682 | 101 | 38,531,087 | 8,000,000 | 20.76% | 132,625,720 | 4,825,000 | 1,893 |
| Pearland | 106,500 | 7,582,387,082 | 71,196 | 0.7121 | 177,860 | 1,266.54 | 23,664,263 | 222 | 63,692,881 | 17,843,535 | 28.01% | 281,255,000 | 114,790,000 | 3,719 |
| San Marcos | 54,076 | 3,394,045,225 | 62,764 | 1 | 128,891 | 683.38 | 23,151,925 | 428 | 53,470,508 | 24,817,740 | 46.41% | 76,190,000 | 100,435,000 | 3,266 |
| Temple | 73,248 | 3,699,245,668 | 50,503 | 0.5864 | 124,496 | 730.04 | 18,245,352 | 249 | 62,749,012 | 19,100,000 | 30.44% | 100,120,000 | 71,600,000 | 2,344 |
| Victoria | 64,072 | 4,085,594,474 | 63,766 | 0.5840 | 137,467 | 802.81 | 25,746,700 | 402 | 47,293,485 | 17,616,420 | 37.25% | 103,385,000 | 83,290,000 | 2,914 |



CITY OF CONROE