

City of Conroe, Texas Annual Budget Fiscal Year 2015-2016



*“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, Councilman Seth Gibson.

Seated left to right: Mayor Pro Tem Guy Martin, Mayor Webb Melder, Councilman Jim Gentry.

“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 \$6,215,774, which is a 30.6 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 \$4,651,698.”

On August 27, 2015, the members of the governing body voted on the Fiscal Year 2015-16 Budget as follows:

FOR:

Guy Martin, Mayor Pro Tem
Marsha Porter, Councilwoman
Seth Gibson, Councilman
Duke W. Coon, Councilman
Gil Snider, Councilman

AGAINST:

None

PRESENT and not voting:

Webb Melder, Mayor

ABSENT:

NONE

Tax Rate Comparison

	<u>FY 14-15</u>	<u>FY 15-16</u>
Total Property Tax Rate:	\$0.4200	\$0.4200
Effective Tax Rate:	\$0.3887	\$0.3928
Effective M&O Tax Rate:	\$0.2194	\$0.2750
Rollback Tax Rate:	\$0.4259	\$0.4393
Debt Tax Rate:	\$0.1700	\$0.1450
Total Municipal Debt Obligations (secured by property taxes):	\$121,840,000	\$130,705,000



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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, 2014

A handwritten signature in black ink, which appears to read '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, 2014.

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
2015- 2016**

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

2015-2016 Annual Operating Budget

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CITY OF CONROE

Est. 1904

October 1, 2015

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, 2015, and ending September 30, 2016, 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 15-16 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 15-16 is \$151,532,223; however, exclusive of interfund transfers that are effectively counted twice, the actual budget is \$126,593,410. 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 2015 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 recent annexation. Effective January 1, 2015, the City annexed commercial and residential portions of State Highway 105 West including April Sound, Tejas Creek, Diamond Head, and several other subdivisions. This annexation added 5.2 square miles to the city limits and 9,765 residents to the City's population. We began preparations for the annexation during FY 14-15 with the addition of six Fire Lieutenants, six Fire Engine Operators, and twelve Firefighters. This provided 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 be received in FY 15-16, due to the timing of the property tax cycle. Collection of sales taxes and other revenues related to the annexed area began after January 2015. The additional revenues and expenditures resulting from the annexation were 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 15-16 budget.

The first quarter of 2015 was a weak start; however, the second quarter's gross domestic product is likely to be between 2.5% and 3%, before accelerating to above 3% in the second half of the year according to investment manager, JP Morgan Asset Management, Inc. Improving labor markets, a high savings rate, increased confidence and less expense dedicated to gasoline will allow consumers to spend more. However, the continued decline in oil rigs in the second quarter is anticipated to lower growth in the energy sector which is a significant part of the Texas economy. The rig counts have recently stabilized indicating there may not be as much impact on the second half of the year.

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 "Job growth in the Houston region – which has a large share of energy-related jobs – will slow significantly but remain positive in 2015."

In the City of Conroe, our taxable assessed value is increasing through annexation as well as new construction plus our unemployment rates are low. Overall, the number of building permits issued in Conroe was up 11.7% through May 2015, while single family housing starts were down 10.71% through May 2015. While permit numbers are lower, our growth has been in the value of construction with an overall increase of 78.2%. Unemployment rates in the City and Montgomery County have steadily decreased through 2015. Conroe's unemployment rate in April 2015 was 3.4% which is a decrease of 0.6% compared to May 2014. We expect the labor market to remain strong and unemployment rates to hold steady through next year. In the State of Texas the unemployment rate was 4.0% in April 2015, which was a 1.1% decrease from May 2014 to April 2015.

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 no increase over the previous year's estimate in sales tax revenue for the upcoming year. As compared to the previous year's adopted budget, sales tax revenue is anticipated to increase by 5.5% 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 \$197,264. The City tax levy on that amount will be \$828.51. This is a monthly cost of \$69.04; 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 2015 is 18%. Below is a breakdown of the 2015 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 2015 tax rates; however, it does not reflect the various exemptions that are available for residential property.

Entity	2015 Tax Rate	Levy on Avg. Home
Conroe Ind. School District	\$1.2800	\$2,524.98
Montgomery County	0.4767	940.36
City of Conroe	0.4200	828.51
Lone Star College	0.1079	212.85
Montgomery County Hospital District	0.0710	140.06
Total	\$2.3556	\$4,646.75

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 14.5¢ for the Debt Service rate and 27.5¢ 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 2015 tax rates.

Montgomery County Property Tax Rates			
Panorama Village	\$0.6743	Conroe	\$0.4200
Willis	0.5961	Montgomery	0.4155
Magnolia	0.4629	Shenandoah	0.2399
Oak Ridge North	0.4598		

Other Texas Cities Property Tax Rates			
Baytown	\$0.8220	Victoria	0.5711
Desoto	0.7574	Missouri City	0.5447
Pearland	0.7121	San Marcos	0.5302
Bryan	0.6300	Galveston	0.5290
Temple	0.6298	Conroe	0.4200
League City	0.5735		

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 \$1,479,946,195, or 30.6%. New improvements and new personal property added over \$157,502,461 to the roll. Newly annexed property added approximately \$950,044,768 of value to the roll.

Water and Sewer Sales

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

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

For residential and sprinkler customers, the budget includes no increase in water rates and a 4% increase in sewer rates over the previous fiscal year. Commercial customer water rates will increase by 4.5%, and the rate per gallon for usage over 150,000 gallons will drop to \$2.57 (per 1,000). Previously, the rate dropped at 100,000 gallons. Commercial customers will also have a 4% increase in sewer rates. New this year, the City will implement a water and sewer Lifeline Rate for customers over age 65 and/or disabled customers. 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 Improvement Program.

The City has raised its rates each year since FY 04-05. Prior to fiscal year 02-03, the City's water and sewer rates were highly subsidized through the use of the ½¢ 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 12-13.

Minimum Monthly Base Charge by Meter Size

	FY <u>12-13</u>	FY <u>13-14</u>	% <u>Incr.</u>	FY <u>14-15</u>	% <u>Incr.</u>	FY <u>15-16</u>	% <u>Incr.</u>
5/8 inches	\$10.00	\$10.00	n/a	\$12.00	20.0%	\$12.00	0.0%
1 inch	15.00	15.00	n/a	18.00	20.0%	18.00	0.0%
1.5 inches	20.00	20.00	n/a	25.00	25.0%	25.00	0.0%
2 inches	25.00	25.00	n/a	35.00	40.0%	35.00	0.0%
3 inches	30.00	30.00	n/a	46.00	53.3%	46.00	0.0%
4 inches	35.00	35.00	n/a	65.00	85.7%	65.00	0.0%
6 inches	40.00	40.00	n/a	90.00	125.0%	90.00	0.0%
8 inches	45.00	45.00	n/a	145.00	222.2%	145.00	0.0%
10 inches	50.00	50.00	n/a	250.00	400.0%	250.00	0.0%

Residential & Sprinkler Rates Inside City Limits

	FY <u>12-13</u>	FY <u>13-14</u>	% <u>Incr.</u>	FY <u>14-15</u>	% <u>Incr.</u>	FY <u>15-16</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	2.51	4.6%	2.56	2.0%	2.56	0.0%
10,000 - 15,000 gal. (per 1,000 gallons)	2.95	3.08	4.6%	3.15	2.3%	3.15	0.0%
15,000 - 25,000 gal. (per 1,000 gallons)	3.50	3.66	4.6%	3.74	2.2%	3.74	0.0%
25,000 - 35,000 gal. (per 1,000 gallons)	4.00	4.18	4.6%	4.27	2.2%	4.27	0.0%
Over 35,000 gal. (per 1,000 gallons)	7.00	7.32	4.6%	7.47	2.0%	7.47	0.0%
Sewer Rates							
0 - 3,000 gal. (minimum charge)	\$19.99	\$20.90	4.6%	\$22.36	7.0%	\$23.25	4.0%
3,000+ (per 1,000 gal.)	2.44	2.55	4.6%	2.73	7.1%	2.84	4.0%
Maximum Charge at 10,000 gallons	37.06	38.75	4.6%	41.47	7.0%	43.13	4.0%

Lifeline Rates - Over 65 and/or disabled customers

	Rates <u>15-16</u>	Lifeline <u>15-16</u>	% <u>Discount</u>
Minimum Monthly Base, meter - 5/8 inches	\$12.00	\$9.00	25%
Water Rates			
0 - 3,000 gallons (minimum charge)	\$0.00	\$0.00	
3,000 - 10,000 gal. (per 1,000 gallons)	2.56	2.05	20%
10,000 - 15,000 gal. (per 1,000 gallons)	3.15	2.68	15%
15,000 - 25,000 gal. (per 1,000 gallons)	3.74	3.74	0%
25,000 - 35,000 gal. (per 1,000 gallons)	4.27	4.27	0%
Over 35,000 gal. (per 1,000 gallons)	7.47	7.47	0%
Sewer Rates			
0 - 3,000 gal. (minimum charge)	\$23.25	\$17.44	25%
3,000+ (per 1,000 gal.)	2.84	2.27	20%
Maximum Charge at 10,000 gallons	43.13	33.34	23%

Commercial Rates Inside City Limits

	<u>FY</u> <u>12-13</u>	<u>FY</u> <u>13-14</u>	<u>%</u> <u>Incr.</u>	<u>FY</u> <u>14-15</u>	<u>%</u> <u>Incr.</u>	<u>FY</u> <u>15-16</u>	<u>%</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	2.61	4.6%	2.67	2.3%	2.79	4.5%
10,000 - 15,000 gal. (per 1,000 gallons)	2.95	3.08	4.6%	3.15	2.3%	3.29	4.4%
15,000 - 25,000 gal. (per 1,000 gallons)	3.50	3.66	4.6%	3.74	2.2%	3.91	4.5%
25,000 - 35,000 gal. (per 1,000 gallons)	4.00	4.18	4.6%	4.27	2.2%	4.46	4.4%
35,000 - 100,000 gal. (per 1,000 gallons)	7.00	7.32	4.6%	7.47	2.0%	7.81	4.6%
100,000 - 150,000 gal. (per 1,000 gallons)	2.30	2.40	4.6%	2.46	2.5%	7.81	217.5%
Over 150,000 gal. (per 1,000 gallons)	2.30	2.40	4.6%	2.46	2.5%	2.57	4.5%
	<u>FY</u> <u>12-13</u>	<u>FY</u> <u>13-14</u>	<u>%</u> <u>Incr.</u>	<u>FY</u> <u>14-15</u>	<u>%</u> <u>Incr.</u>	<u>FY</u> <u>15-16</u>	<u>%</u> <u>Incr.</u>
Sewer Rates							
0 - 3,000 gal. (minimum charge)	\$19.99	\$20.90	4.6%	\$22.36	7.0%	\$23.25	4.0%
3,000+ (per 1,000 gal.)	2.44	2.55	4.6%	2.73	7.1%	2.84	4.0%

Surface Water Conversion Fee

	<u>Rate</u> <u>per 1,000</u> <u>gallons</u>	<u>%</u> <u>Incr.</u>
FY 09-10	\$0.50	
FY 10-11	\$0.75	50.0%
FY 11-12	\$1.05	40.0%
FY 12-13	\$1.50	42.9%
FY 13-14	\$2.10	40.0%
FY 14-15	\$2.70	28.6%
FY 15-16	\$2.95	9.3%

Beginning in FY 09-10, the City implemented a surface water conversion fee as a part of the agreement with the San Jacinto River Authority (SJRA) for the reduction of groundwater usage and transition to surface water as the primary source of water. For FY 15-16, the fee will increase to \$2.95 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 and receiving water from Lake Conroe (i.e. surface water).

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	\$ -
Tomball	39.40	17.50	-	57.91	114.81	-
Conroe	29.92	27.00	0.60	41.47	98.99	103.15
Huntsville	46.41	-	-	51.96	98.37	-
Sugar Land	36.83	18.80	-	41.40	97.03	-
Average of cities 50,000 – 75,000 population	48.39	-	-	44.09	92.48	-
Willis	33.85	22.80	0.60	33.85	91.10	-
Deer Park	44.04	-	-	46.60	90.64	-
Pearland	40.46	-	-	40.65	81.11	-
Oak Ridge North	37.50	18.00	0.60	17.50	73.60	-
Panorama Village	33.83	-	0.60	37.40	71.83	-
Friendswood	35.80	-	-	36.00	71.80	-
Pasadena	33.00	-	-	31.25	64.25	-
Humble	26.85	-	-	34.75	61.60	-
Shenandoah	30.85	6.60	0.60	23.00	61.05	-

Gross Receipts Tax

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

The electric utility provider, Entergy, pays the largest fee the City receives, which is actually a cost power factor that is multiplied against the amount of kilowatt-hours (kWh) consumed by all Conroe customers. The City is projecting a 7.1% increase in electricity gross receipts for FY 15-16.

Commercial solid waste service within the City of Conroe operates in an open market whereby customers may contract with any company to provide this service. Any company providing this service within the City must obtain a franchise and pay 3% of gross revenues for the use of the City's streets, alleys, and rights-of-way. The City is anticipating a 14.3% increase in revenues for this program due to growth from annexation.

Other Revenues

Revenues from residential and commercial building permits are anticipated to increase in FY 15-16 due to increased building activity. The City is budgeting a 51.4% increase in these revenues. Through May 2015, building permit values have increased 78.2% as compared to last year. We anticipate the building activity to continue in Conroe through FY 15-16.

Revenues from traffic and criminal fines are expected to decrease by \$69,998 in the upcoming fiscal year due to lower trends during FY 14-15. 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. Defendants that perform community service or that are indigent are not required to pay the court in monetary funds but in time of service.

In early 2010, the City added red light cameras to certain intersections to increase safety and reduce side impact automobile crashes. Violators received a \$75 civil citation for running a red light. During the election in May 2014, voters eliminated the red light camera program. Since the program terminated in March 2015, traffic camera fines are budgeted to decrease by \$548,000, or 100.0%, next year compared to the FY 14-15 budget.

Parks and recreation fees are anticipated to decrease by 9.7% from last year's estimate in FY 15-16. The City has a number of parks facilities such as the C.K. Ray Recreation Center, Kasmiersky Park, Martin Luther King, Jr. Park, and Candy Cane Park. Memberships and facility use fees, as well as program fees, are anticipated to decrease based on this year's level of participation.

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 \$1,481,157 in FY 15-16, which is an increase of \$21,889 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 15-16.

FUND SUMMARIES

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

General Fund

The General Fund is our largest fund. Any function that does not need to be accounted for separately is located here. The General Fund budget is a balanced budget, and requests for new personnel, programs, travel and training, and capital were carefully scrutinized. 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, an upgrade to police radio equipment, and increases in professional development. The Fire department received increased funding for facilities maintenance, equipment, and training.

The Parks and Recreation department received additional funding for new equipment and an intern position. The Recreation Center received additional funding for new chairs at the C.K. Ray Recreational Center and Activity Center. The Aquatic Center received funding for a secondary sanitation system to be installed in various locations as mandated by the National Model Aquatic Health Code. Parks Operations received additional funding for higher utility costs and for various park renovation projects.

In the administration area, the Mayor & Council division received funding for election equipment and related costs for conducting the 2016 Election. The Finance department received funding for an increase in sales tax revenue recovery fees and additional training for personnel. The Purchasing department received funding for an annual diesel tank cleaning and testing service. The Municipal Court received funding through dedicated Court Technology funds for a collection machine to be installed at the new court facility. The Court Efficiency Funds will be used for a clerk's certification incentive pay program. They also received additional funding for fuel, equipment, supplies and training.

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. A part-time, contracted helpdesk position was approved as well as vehicle operation costs, a firewall for Police CJIS equipment, and an upgrade for City Hall virtual network cards. The I.T. division also received additional funding to cover the increased costs of computer hardware and software maintenance agreements.

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 Signal Maintenance department budget allocates funds for replacement and spare parts for traffic signals (controllers, cabinets, L.E.D. balls, arrows, and lighting). Funding includes increases to utilities for highway illumination and equipment for synchronizing traffic signals. Additional equipment for vehicles, as well as a crash truck for safety of workers and the public when working on state highways were approved. The Community Development division received funding for additional overtime costs to complete inspections in a timely manner to prevent construction downtime.

The General Fund budget allocates \$1,000,000 for street maintenance in the Streets division. It also includes funding for new vehicle upgrades, increased utilities, and tire disposal. Also, the Drainage division received \$500,000 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 a vehicle, temporary clerical staff, and additional overtime.

The approval of these funding requests addresses immediate needs to provide City services as well as implement the 2015 Strategic Plan.

Water and Sewer Operating Fund

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

Several supplemental budget requests were approved in the Water and Sewer Operating Fund. The Utility Billing division received funding to upgrade billing software as well as increases for vehicle operations, postage, and credit card processing fees. Public Works Administration received one-time funding for water hydraulic modeling which will identify needed system modifications or improvements. The cost will include preparation of model results and exhibits for presentation to City staff. Additional one-time funding was approved for staff training in asset management software.

The Water division received funding for two hydro pneumatic tank rehabilitations, a security system for Well #6 Northwest, an annual maintenance contract for generators located at water wells, and an increase for meter costs. The Waste Water Treatment Plant division received funding for increases in equipment repairs and operating supplies. They also received funding for perimeter fence replacement, facility roofing repairs, and effluent disinfection equipment. Finally, the Pump & Motor Maintenance division received additional funding for vehicle upgrades to fully equip two trucks scheduled for replacement.

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 15-16 include: Crighton Road widening, Drennan Road East Phase 2, M.P. Clark Road, Guinn Road Improvements, Grace Crossing Extension, Wilson Road East widening and various street overlay projects; pedestrian access and transit service; and various traffic signal improvements throughout the city. Major park projects include land acquisition for future parks and improvements to Dr. Martin Luther King, Jr. Park. The CIP also includes funding for the new Police & Municipal Courts facility, Fire Station #7, and Fire Department Training facility Phase 1.

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 2015, the City plans to issue \$14,400,000 in revenue bonds. The Series 2015 Water and Sewer System Revenue Bonds would be used for the MUD #95 (SH242) Water Extension; Robinwood Subdivision Replacement; Milltown Area; 3rd Street, 1st Street, Montrose, Halo, Reaves Street; Panorama/Shenandoah Catahoula Water Well; Existing Plant Rehab (Phase II); Construction of New Plant (Phase IV); SSOI Program; MUD #95 (SH242) Sanitary Sewer; SH 242 and FM 1488; and Plantation Drive Trunk Line.

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 prior to 2009 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. In some instances, additional funding was approved this year within departments for vehicle upgrades to meet operation requirements.

The Vehicle and Equipment Replacement Fund covers general government-type activities (GTA) vehicles and equipment. Contributions are made from the General, Conroe Tower, and Fleet Services Funds to pay for the FY 15-16 replacements, as well as for those to occur in the future. The City will transfer excess fund balance from the General Fund in FY 14-15 to cover the transfer that would occur in FY 15-16. The General Fund contribution in FY 15-16 will cover Fire Department replacements only.

Water and Sewer Vehicle and Equipment Replacement Fund

The Water and Sewer Vehicle and Equipment Replacement Fund accounts for the funding of replacement vehicles and equipment for the City's water & sewer utility system. Contributions are made from the Water and Sewer Operating Fund to pay for the FY 15-16 replacements, as well as for those that will occur in the future.

Hotel Occupancy Tax (HOT) Fund

The City of Conroe levies a 7% hotel occupancy tax, which by law must be used to promote the tourism and convention industry. The City has an agreement with Montgomery County in which it remits 2/7 of the tax to the County to help fund the Lone Star Convention Center. The City retains the remaining proceeds in the HOT Fund. 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). The major initiative for FY 15-16 is additional funding to expand marketing for encouraging and promoting the tourist and convention industry in Conroe.

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 of the city. In FY 14-15, the first year initiatives included providing a fixed route transit service through a third party contractor along with a Complementary ADA Paratransit Service Plan. In FY 15-16, the City anticipates continuing the fixed route transit service and estimates receiving \$1,019,101 in federal and state 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 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 14-15 with a loss ratio over 100%, which means that claims will exceed premium and re-insurance income. For FY 15-16, the City increased the contribution rate for the employer. Last year's employer contribution was \$8,580 per full-time employee, and it was increased to \$10,195 per full-time employee. The City anticipates employee premiums to increase as well. The deficit in this fund will require substantial increases in contributions and/or cost cutting that may be phased in over several years. To mitigate the increased insurance costs, the medical, dental and vision plans will be competitively rebid.

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 on October 1, 2015.

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 5.0% 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 October 1, 2015, and those positions will also receive a cost of living adjustment (COLA) of 2% effective October 1, 2015. (Note: In October 2015, the Non-Civil Service merit-based pay adjustment was reduced to 0 - 3.5%.)

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, 2016, of \$19,722,622, which is equivalent to 109.0 days of operating expenditures (also stated as a 29.9% 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 advisor.

The Water and Sewer Operating Fund reserve is estimated at \$11,808,696, which is 139.5 days of operating expenditures, or 38.2%. This amount exceeds the threshold of 90 days (60 day reserve plus 30 day budget contingency) established in the City's Financial Management Policy and is considered adequate by our auditors and our financial advisor.

The City's other operating funds' reserve amounts can be seen in the summary schedule entitled "FY 15-16 Projected Fund Balances."

SUMMARY

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

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

Respectfully submitted,

Webb Melder

Webb Melder
Mayor

Conroe Strategic Plan - 2015

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.

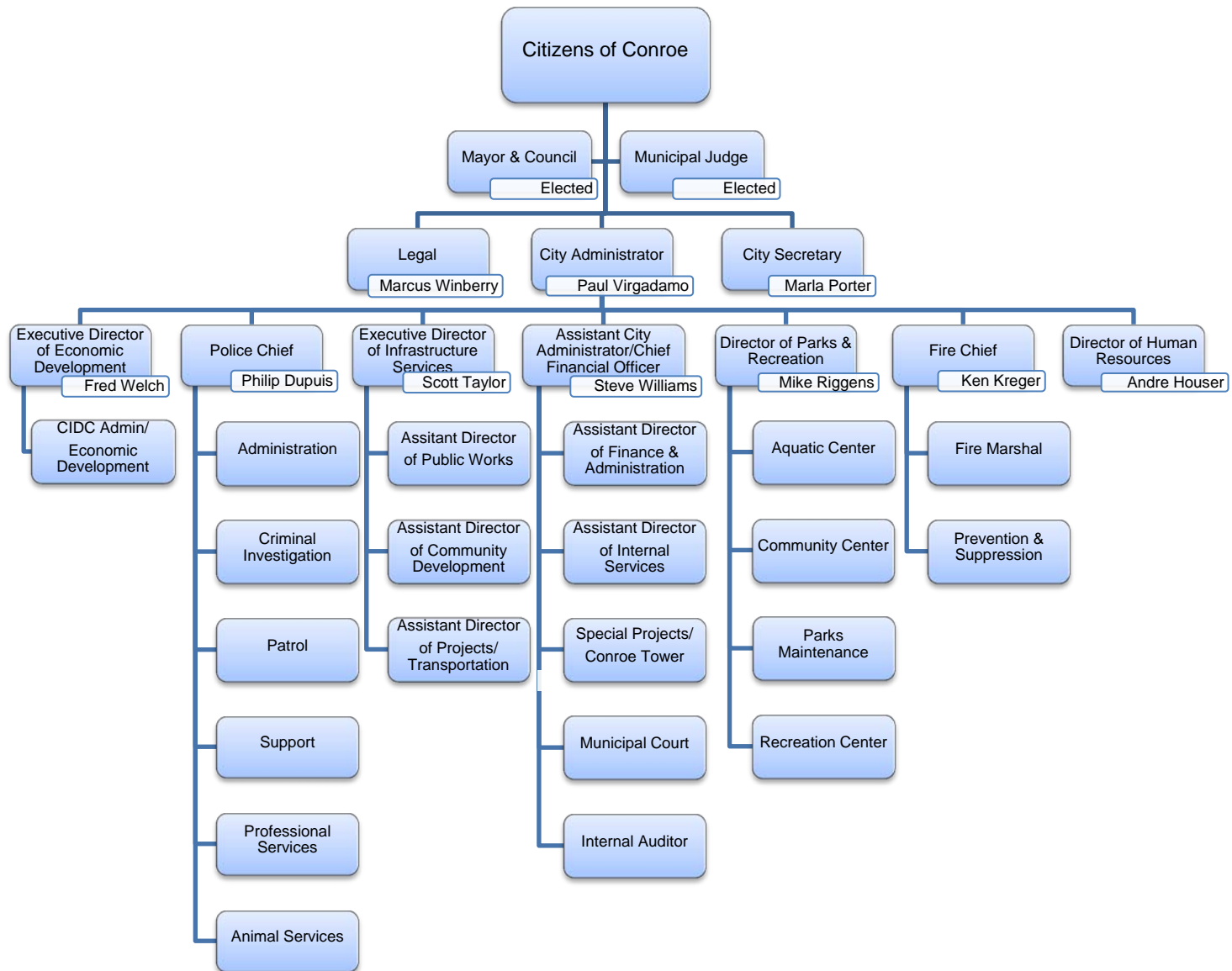
Strategic Issue 9: (Public Safety) There is a need to establish a stand-alone City of Conroe Emergency Operations Center. (in progress)

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 71,592, 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. Luke's 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.

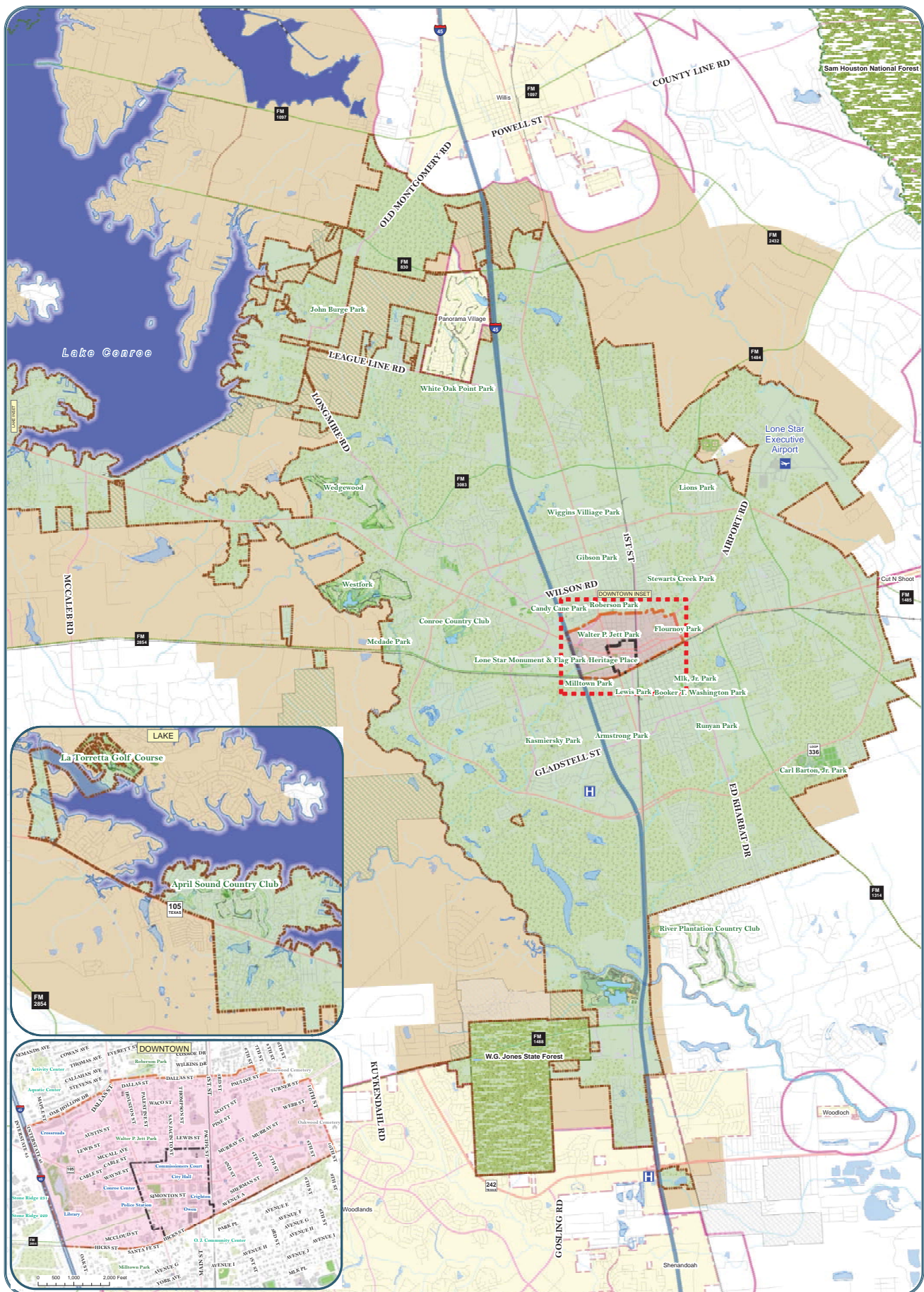
Education

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

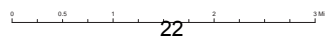
Conroe's rapid growth has been enhanced by its infrastructure development including a superior water supply and quality roads. The utility companies serving Conroe include Entergy Electric, Centerpoint Energy (Natural Gas), and Consolidated Communications for the telecommunications. The cable franchise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



- Legend**
- Interstate Highway
 - US Highway
 - State Highway, Loop and Spurs
 - Farm to Market
 - Arterial
 - Conroe Planning Area
 - Conroe ETJ
 - Proposed Street
 - Railroad
 - Surrounding Cities
 - Water
 - Conroe Central Business District
 - Forested Area
 - Sam Houston National Forest
 - W.G. Jones State Forest
 - Non-Anneas Areas (DA's)
 - Delayed Anneas Areas (SPA's)
 - Conroe Downtown Area

CITY LIMITS THROUGH DECEMBER 2014
CITY OF CONROE, TEXAS

LAND AREA: 69.3 sq.mi. CITY 2014 POPULATION ESTIMATE: 71,592



CITY OF CONROE, TEXAS
 WWW.CITYOFCONROE.ORG



GUIDE TO USING THE FY 2015-2016 ANNUAL BUDGET

The City of Conroe's FY 2015-2016 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 2015-2016 Annual Budget" section has been added to assist readers with using this document. The FY 2015-2016 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 2015-2016. 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 47 departments. There are 26 departments that fall within the General Fund, 7 departments in the Water & Sewer Operating Fund, 3 departments in the Debt Service Funds, and 11 departments in the Other Funds section of the budget.

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

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

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

Other Funds includes information on the Vehicle and Equipment Replacement, Water and Sewer Vehicle and Equipment Replacement, CIDC Revenue Clearing Fund, CIDC General Fund, 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 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 2015-2016 budget. The process of developing and preparing the Annual Budget of the City begins during February of each year, at which time an initial operating and capital budget kickoff meeting is held with all department heads and administrative budget staff. The purpose of this meeting is to distribute and review the budget preparation schedule and departmental budget request forms and accompanying instructions. During the kickoff meeting, the Assistant City Administrator/CFO distributes and reviews the budget calendar, budget preparation manual, department budget request forms, and accompanying instructions. The Assistant City Administrator/CFO also introduces members of the Finance Department who serve as the Budget Team. The Budget Team provides assistance to departments as they complete their budget submittals.

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

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

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

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

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

According to the City's Charter:

Section 9.06 Notice of Public Hearing on Budget.

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

Section 9.07 Public Hearing on Budget.

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

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

Section 9.05 Budget as Public Record.

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

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

According to:

Section 9.09 Vote Required for Adoption.

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

Section 9.10 Date of Final Adoption.

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

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

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

MULTI-YEAR FINANCIAL PLAN

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

BUDGET AMENDMENT PROCESS

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

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

In addition, the following conditions must be met:

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

BUDGETARY CONTROL

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

FY 2015-2016 Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
February		
February 12, 2015	Finalize the Budget Preparation Manual	A.D. of Finance, Accountant
February 17, 2015	Operating & Capital Budget Kickoff Orientation & Overview: - Provide explanations and instructions for preparing the FY 15-16 budget submissions - Distribute and discuss Budget Preparation Manual - Location: City Council Chambers - Time: 9:00 - 10:30 a.m. Budget Training - McLainDSS Location: City Council Chambers Time: 2:00 - 3:30 p.m.	City Administrator, ACA/CFO A.D. of Finance, Management Team, all other personnel involved in budget preparation ACA/CFO, A.D. of Finance all personnel involved in budget preparation (if necessary)
March		
February 18 - March 18, 2015	Meet individually with all departments and provide assistance in preparing their budget(s), if needed	ACA/CFO, Finance Department staff, department personnel
March 19, 2015	Operating & CIP Budget submissions due to Finance	Department heads, designated staff
April		
March 20 - April 1, 2015	Technical Reviews of Operating Budget submissions	Budget Team Leaders
March 31, 2015	Send City Council the FY 15-16 Budget Preparation Calendar	ACA/CFO, A.D. of Finance
April 6 - April 9, 2015	Technical Reviews of CIP Budget submissions	CIP Project Managers
April 15 - April 23, 2015	Operating Budget Submittal Meetings with the City Administrator	City Administrator, ACA/CFO, A.D. of Finance, Finance Manager Department Staff
May		
May 4 & 5, 2015	Operating Budget Meetings with City Administrator	City Administrator, ACA/CFO A.D. of Finance, Finance Manager
May 12, 2015	CIP Budget Meetings with City Administrator	City Administrator, ACA/CFO, A.D. of Finance, Finance Manager CIP Project Managers
May 15, 2015	Preliminary Appraisal Roll due from Montgomery Central Appraisal District (MCAD)	Chief Appraiser
June		
June 9, 2015	Budget Meetings with City Administrator	City Administrator, ACA/CFO, A.D. of Finance, Finance Manager

FY 2015-2016

Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
June 11, 2015	Distribute CIDC Proposed Budget to the CIDC Board and the GCEDC	Finance Manager
June 18, 2015	CIDC Board Review of CIDC Proposed Budget Location: City Council Chambers Time: 4:00 p.m.	CIDC Board, City Administrator, CIDC ED, ACA/CFO, A.D. of Finance
July		
July 7, 2015	Meet to Discuss Proposed Budget Location: 3rd Floor Conference Room Time: 2:00 p.m. - 5:00 p.m.	Mayor, City Administrator, ACA/CFO, A.D. of Finance, Finance Manager
July 9, 2015	Vote to schedule a Public Hearing on the Budget on August 13, 2015 (Charter Requirement, 9.06; L.G.C. 102.006(c)) Location: Council Chambers Time: 6:00 p.m.	City Council
July 16, 2015	Proposed Budget submitted to the City Council and placed on file with the City Secretary (Charter Requirement, 9.02; L.G.C. 102.005(a)) Proposed Budget posted on the City website (L.G.C. 102.005(c))	Mayor, City Administrator, ACA/CFO Finance Manager, Accountant
July 16-17, 2015	Council Retreat Location: City EOC Time: 7:30 a.m.	City Council, City Administrator Management Team, A.D. of Finance, Finance Manager
July 22, 2015	Council Budget Workshop (if needed) Location: Council Chambers Time: 11:00 a.m. - 2:00 p.m.	City Council, City Administrator Management Team, A.D. of Finance, Finance Manager
July 23, 2015	Council CIP Workshop (if needed) Location: Council Chambers Time: 1:00 p.m. - 5:00 p.m.	City Council, City Administrator Management Team, A.D. of Finance, Finance Manager
July 25, 2015	Chief Appraiser certifies the appraisal roll	Chief Appraiser
July 27, 2015	Calculate the Effective & Roll Back tax rates	Montgomery County Tax Assessor/Collector, ACA/CFO
July 30, 2015	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))	Finance Manager (take to newspaper by July 28)
August		
August 3, 2015	Submission of the Effective and Rollback Tax Rates to the City Council (T.C. 26.04(e))	City Council, Tax Assessor/ Collector, ACA/CFO

FY 2015-2016

Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
August 3, 2015	<p>Special City Council Meeting Location: Council Chambers Time: 9:30 a.m.</p> <p>Vote to consider a tax increase (if needed) and to schedule two Public Hearings on Proposed Tax Rate on August 13, 2015, and August 20, 2015 Location: Council Chambers Time: 9:30 a.m.</p> <p>Submission of the Certified Collection Rate (T.C. 26.04(b)) Location: Council Chambers Time: 9:30 a.m.</p> <p>Provide Tax Assessor/Collector with the City Council vote on the proposed tax rate and public hearings for their office to prepare and publish the simplified notice, "Notice of Property Tax Rates"</p>	<p>City Council, ACA/CFO</p> <p>City Council, ACA/CFO</p> <p>Finance Manager</p>
August 6, 2015	<p>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. 13, 2015). (L.G.C. 140.010(b))</p>	Tax Assessor/Collector
August 13, 2015	<p>1st Public Hearing on Proposed Tax Rate (if needed) Location: Council Chambers Time: 6:00 p.m.</p> <p>Public Hearing on the Budget. Hearing must be held at least 15 days after the budget is filed with the City Secretary, but before the City makes its Tax Levy. (L.G.C. 102.006(b)) Location: Council Chambers Time: 6:00 p.m.</p> <p>Following the Public Hearing, take action to delay the adoption of the budget until August 27, 2015 (L.G.C. 102.007(a)) Location: Council Chambers Time: 6:00 p.m.</p>	<p>City Council</p> <p>City Council</p> <p>City Council</p>
August 20, 2015	<p>2nd Public Hearing on Proposed Tax Rate (if needed). Hearing must be held between 7 and 14 days from the 1st Public Hearing on Proposed Tax Rate. Adoption must be set between 3 to 14 days from this date. (T.C. 26.06(e)) Special City Council Meeting Location: Council Chambers Time: 10:30 a.m.</p>	City Council
August 27, 2015	<p>Vote to Ratify the Property Tax Increase (if needed) (L.G.C. 102.007 (c)) Location: Council Chambers Time: 9:30 a.m.</p> <p>City Council adopts the FY 15-16 Annual Budget Location: Council Chambers Time: 9:30 a.m.</p>	<p>City Council</p> <p>City Council</p>

FY 2015-2016 Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
August 27, 2015	Council Adopts the FY 15-16 Annual Tax Rate Location: Council Chambers Time: 9:30 a.m.	City Council
	Council Adopts the Capital Improvement Program Location: Council Chambers Time: 9:30 a.m.	City Council
August 28, 2015	Provide Tax Assessor/Collector with the City Council Order and Resolution setting the Ad Valorem Tax Rate	Finance Manager
	Post the Adopted Tax Rate Statement on the City Website	Finance Manager, Accountant
September		
September 1, 2015	Budget and Tax Rate must be adopted by this date per contract with the Montgomery County Tax Assessor/Collector	City Council
September 10, 2015	Initialize Adopted Budget into Incode (the City's financial system)	Accounting Manager
October		
October 1, 2015	Fiscal Year begins	
October 15, 2015	Distribute the "Budget-In-Brief" document	A.D. of Finance, Finance Manager, Accountant
October 31, 2015	Print Adopted Budget	Finance Manager, Accountant
	Adopted Budget posted on City Website (L.G.C. 102.008)	Finance Manager, Accountant
November		
November 25, 2015	Adopted Budget to GFOA by this date; 90 days after adoption	A.D. of Finance, Finance Manager, Accountant

CERTIFICATE FOR ORDINANCE

I.

On the 27th day of August, 2015, 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. 2268-15

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 2015 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, 2015, SPECIFYING SEPARATE COMPONENTS OF SUCH RATE FOR OPERATIONS AND MAINTENANCE AND FOR DEBT SERVICE; LEVYING AN AD VALOREM TAX FOR THE YEAR 2015; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; PROVIDING FOR COLLECTION AND ORDAINING OTHER RELATED MATTERS.

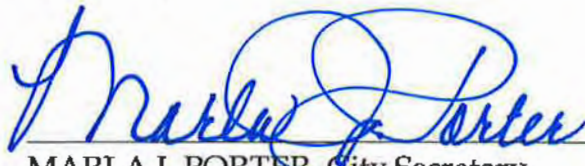
III.

Upon motion of Council Member Gibson, seconded by Council Member Porter, 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 27th day of August , 2015.



MARLA J. PORTER, City Secretary

ORDINANCE NO. 2268-15

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 2015 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, 2015, SPECIFYING SEPARATE COMPONENTS OF SUCH RATE FOR OPERATIONS AND MAINTENANCE AND FOR DEBT SERVICE; LEVYING AN AD VALOREM TAX FOR THE YEAR 2015; 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 2015 calendar year, such rate consisting of the following specified components:

- (a) For operations and maintenance, \$0.2750 per one hundred dollars (\$100.00) assessed valuation.
- (b) For payment of principal and interest on bonds, \$0.1450 per one hundred dollars (\$100.00) assessed valuation.

Section 2. That an ad valorem tax for the 2015 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, 2016, 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.

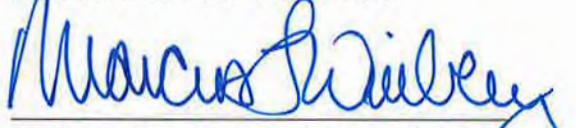
Section 7. That THE TAX RATE WILL EFFECTIVELY BE RAISED BY 6.67% PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$25.00.

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


PASSED AND APPROVED this 27th day of August, 2015.


WEBB MELDER, Mayor

APPROVED AS TO FORM:


MARCUS L. WINBERRY, City Attorney

ATTEST:


MARLA J. PORTER, City Secretary

CERTIFICATE FOR ORDINANCE

I.

On the 27th of August, 2015, 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 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. 2266-15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, ADOPTING A MUNICIPAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015, AND ENDING SEPTEMBER 30, 2016; APPROPRIATING FUNDS IN ACCORDANCE WITH THE BUDGET; PROVIDING FOR EFFECTIVE DATE AND ORDAINING OTHER RELATED MATTERS.


III.

Upon motion of Mayor Pro tem Martin, seconded by Council Member Coon, 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 27th day of August, 2015.



MARLA J. PORTER, City Secretary

ORDINANCE NO. 2266-15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, ADOPTING A MUNICIPAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015, AND ENDING SEPTEMBER 30, 2016; 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, 2015, 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, 2015 and ending September 30, 2016.

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	\$ 66,015,168
Water/Sewer Operating Fund	30,896,272
General Obligation Debt Service Fund	13,511,162
Water/Sewer Debt Service	7,709,080
CIDC Debt Service Fund	2,492,263
CIDC Revenue Clearing Fund	10,546,069
CIDC General Fund	3,471,447
Hotel Occupancy Tax Fund	822,143
CDBG Entitlement Fund	657,852
Conroe Tower Fund	525,752
Vehicle & Equipment Fund	1,022,512
Water & Sewer Vehicle & Equipment Fund	711,490
Oscar Johnson, Jr. Comm. Center Fund	1,202,978
Transportation Grants Fund	1,150,159
Fleet Services Fund	1,407,972
Self Funded Insurance Fund	9,262,904
Total Expenditures	\$ 151,505,223
Contingent Appropriation (3%)	\$ 4,545,157
TOTAL APPROPRIATION	\$ 156,050,380

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.

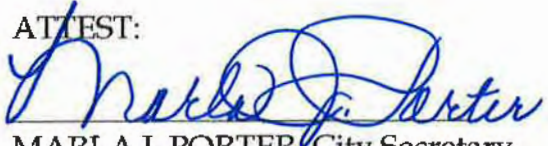
PASSED AND APPROVED this the 27th day of August, 2015.


WEBB MELDER, Mayor

APPROVED AS TO FORM:


MARCUS L. WINBERRY, City Attorney

ATTEST:


MARLA J. PORTER, City Secretary



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FY 15-16 Projected Budget Summary

Revenues	FY 13-14 Actual	FY 14-15 Budget	FY 14-15 Estimated	FY 15-16 Proposed
General Fund	\$ 57,688,928	\$ 59,408,826	\$ 61,419,437	\$ 65,526,026
Water/Sewer Operating Fund	26,713,436	31,573,872	30,958,404	32,024,017
Water/Sewer Construction Fund	-	-	-	-
General Obligation Debt Serv Fund	10,779,093	44,946,746	44,915,217	12,360,096
Water/Sewer Debt Service	5,436,059	6,332,887	6,218,083	7,709,080
CIDC Debt Service Fund	4,059,048	6,869,130	6,879,463	2,492,263
CIDC Revenue Clearing Fund	10,065,385	10,589,133	10,589,133	10,646,069
CIDC General Fund	10,602,642	6,546,645	7,391,449	8,179,968
Hotel Occupancy Tax Fund	1,107,791	1,006,946	1,199,669	1,187,631
CDBG Entitlement Fund	893,557	626,095	626,480	657,852
Conroe Tower Fund	543,596	524,395	550,860	464,992
Vehicle & Equipment Fund	2,245,876	1,578,987	1,755,201	963,491
Water/Sewer Vehicle & Equipment	978,283	813,636	1,263,530	330,655
OJCC Fund	1,168,348	1,102,554	1,152,945	1,202,978
Transportation Grants	655,413	1,064,391	1,404,742	1,150,159
Fleet Services Fund	1,359,560	1,405,571	1,321,466	1,390,437
Self Funded Insurance Fund	7,299,481	8,094,530	7,086,873	8,123,702
Total Revenues	\$ 141,596,496	\$ 182,484,344	\$ 184,732,952	\$ 154,409,416

Expenditures	FY 13-14 Actual	FY 14-15 Budget	FY 14-15 Estimated	FY 15-16 Proposed
General Fund	\$ 57,661,178	\$ 68,389,456	\$ 67,267,980	\$ 66,042,168
Water/Sewer Operating Fund	26,444,553	33,398,310	32,327,453	30,896,272
Water/Sewer Construction Fund	-	-	-	-
General Obligation Debt Serv Fund	8,459,308	43,834,051	43,512,816	13,511,162
Water/Sewer Debt Service	5,710,135	6,332,887	6,218,083	7,709,080
CIDC Debt Service Fund	4,048,316	6,869,130	6,879,463	2,492,263
CIDC Revenue Clearing Fund	9,874,606	10,589,133	10,589,133	10,646,069
CIDC General Fund	5,549,762	15,464,350	14,898,893	3,471,447
Hotel Occupancy Tax Fund	678,387	939,173	886,356	822,143
CDBG Entitlement Fund	715,604	626,095	1,141,029	657,852
Conroe Tower Fund	585,284	568,513	594,978	525,752
Vehicle & Equipment Fund	1,175,519	2,335,433	2,319,675	1,022,512
Water/Sewer Vehicle & Equipment	1,060,777	436,384	412,691	711,490
OJCC Fund	1,168,363	1,102,554	1,152,945	1,202,978
Transportation Grants	399,595	1,607,744	1,660,552	1,150,159
Fleet Services Fund	1,245,925	1,462,915	1,408,778	1,407,972
Self Funded Insurance Fund	9,310,260	7,672,915	8,559,089	9,262,904
Total Expenditures	\$ 134,087,572	\$ 201,629,043	\$ 199,829,914	\$ 151,532,223

FY 15-16 Projected Fund Balances

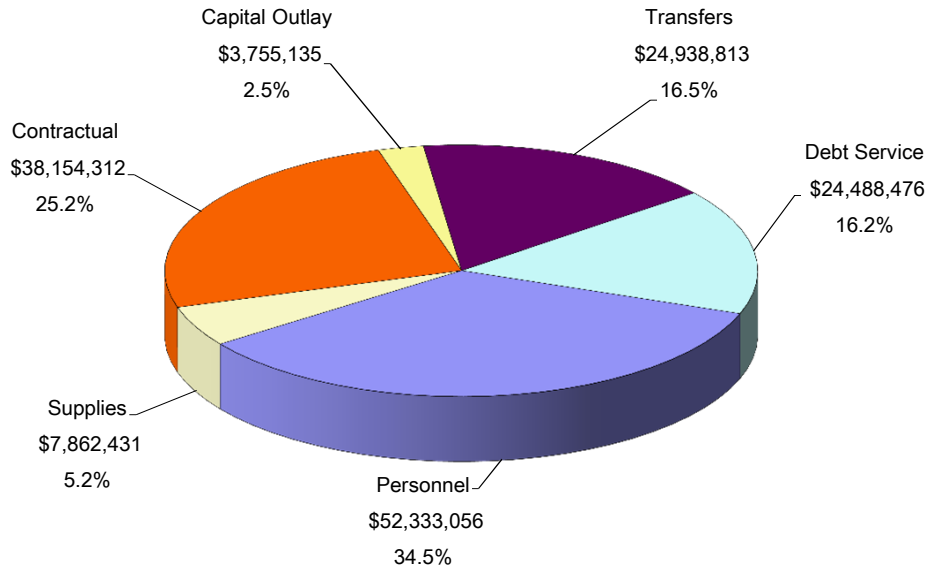
	Fund Balance/ Working Capital 10/1/2014	Estimated Revenues 2014-2015	Estimated Expenditures 2014-2015	New Fund Balance 9/30/2015	Proposed Revenues 2015-2016	Proposed Expenditures 2015-2016	Projected Fund Balance 9/30/2016	% Incr From 10/1/14 to 9/30/16
General Fund	\$ 26,087,307	\$ 61,419,437	\$ 67,267,980	\$ 20,238,764	\$ 65,526,026	\$ 66,042,168	\$ 19,722,622	-24.4%
Water/Sewer Operating Fund	12,050,000	30,958,404	32,327,453	10,680,951	32,024,017	30,896,272	11,808,696	-2.0%
Water/Sewer Construction Fund	-	-	-	-	-	-	-	N/A
General Obligation Debt Service Fund	10,632,394	44,915,217	43,512,816	12,034,795	12,360,096	13,511,162	10,883,729	2.4%
Water/Sewer Debt Service	-	6,218,083	6,218,083	-	7,709,080	7,709,080	-	N/A
CIDC Debt Service Fund	-	6,879,463	6,879,463	-	2,492,263	2,492,263	-	N/A
CIDC Revenue Clearing Fund	-	10,589,133	10,589,133	-	10,646,069	10,646,069	-	N/A
CIDC General Fund	20,676,559	7,391,449	14,898,893	9,839,452	8,179,968	3,471,447	14,547,973	-29.6%
Hotel Occupancy Tax Fund	1,527,938	1,199,669	886,356	1,841,251	1,187,631	822,143	2,206,739	44.4%
CDBG Entitlement Fund	517,999	626,480	1,141,029	3,450	657,852	657,852	3,450	-99.3%
Conroe Tower Fund	344,253	550,860	594,978	300,135	464,992	525,752	239,375	-30.5%
Vehicle & Equipment Fund	4,977,087	1,755,201	2,319,675	4,412,613	963,491	1,022,512	4,353,592	-12.5%
Water/Sewer Vehicle & Equipment	994,993	1,263,530	412,691	1,845,832	330,655	711,490	1,464,997	47.2%
Oscar Johnson, Jr. Comm. Center Fund	-	1,152,945	1,152,945	-	1,202,978	1,202,978	-	N/A
Transportation Grants	255,810	1,404,742	1,660,552	-	1,150,159	1,150,159	-	-100.0%
Fleet Services Fund	104,847	1,321,466	1,408,778	17,535	1,390,437	1,407,972	-	-100.0%
Self Funded Insurance Fund	262,157	7,086,873	8,559,089	(1,210,059)	8,123,702	9,262,904	(2,349,261)	-996.1%
TOTAL	\$ 78,431,344	\$ 184,732,952	\$ 199,829,914	\$ 60,004,719	\$ 154,409,416	\$ 151,532,223	\$ 62,881,912	-19.8%

Note:

The Projected Fund Balance in the CIDC General Fund as of September 30, 2015 is reduced by \$3,329,663 for Debt Service Reserve.

Consolidated Budget Summary

Expenditures by Object Code Category

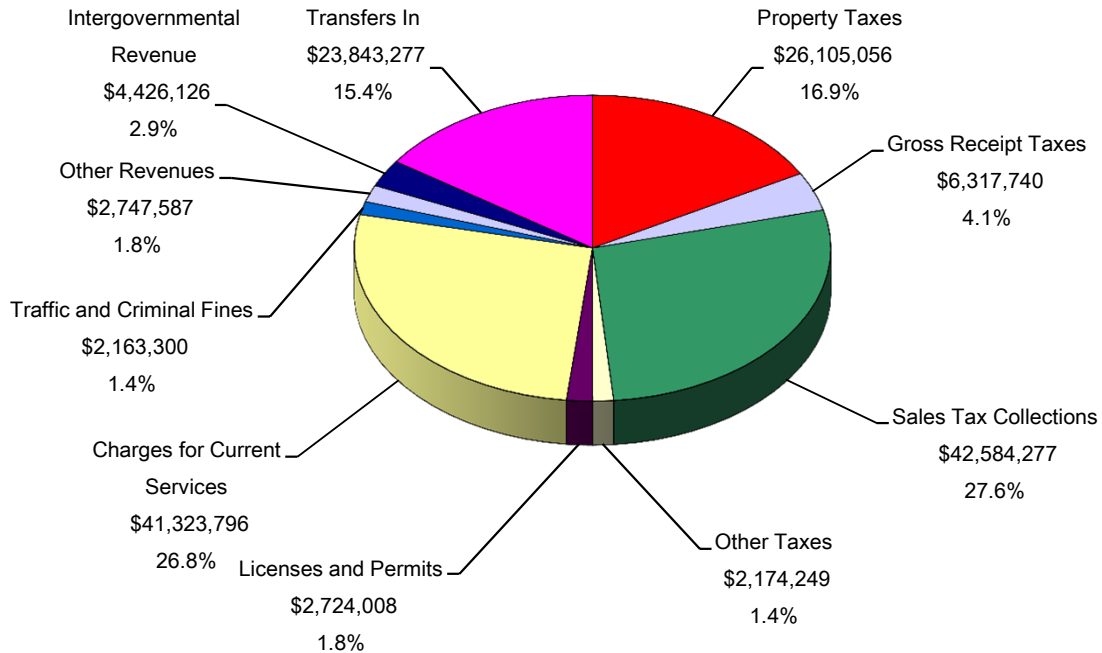


	Personnel	Supplies	Contractual	Capital Outlay	Transfers	Debt Service	Totals
Administration	\$ 462,666	\$ 7,909	\$ 62,680	\$ -	\$ -	\$ -	\$ 533,255
Mayor and Council	504,394	8,168	91,536	32,414	-	-	636,512
Legal	460,334	4,000	125,534	-	-	-	589,868
Municipal Court	704,268	41,249	479,797	10,719	-	-	1,236,033
Finance	1,381,062	24,095	383,935	-	-	-	1,789,092
CDBG Administration	226,415	5,250	21,332	-	-	-	252,997
Purchasing-Warehouse	305,679	24,905	25,772	-	-	-	356,356
Information Technology	1,120,618	57,250	936,681	115,000	-	-	2,229,549
Human Resources	696,888	24,251	93,063	-	-	-	814,202
Police Administration	1,152,764	68,767	237,924	-	-	-	1,459,455
Police Support	1,063,108	106,781	186,540	-	-	-	1,356,429
Police Patrol	9,589,612	1,299,581	41,979	-	-	-	10,931,172
Police Investigative	3,310,277	190,874	45,062	-	-	-	3,546,213
Police Animal Services	136,318	18,800	418,576	-	-	-	573,694
Commercial Vehicle Enforcement	111,521	14,800	2,450	-	-	-	128,771
Fire	11,732,773	701,050	846,511	126,500	-	-	13,406,834
Parks Administration	294,335	11,500	153,345	-	-	-	459,180
Recreation Center	755,905	81,063	592,670	-	-	-	1,429,638
Aquatic Center	929,949	167,025	424,545	-	-	-	1,521,519
Parks Operations	787,028	214,817	886,810	-	-	-	1,888,655
Community Development	1,404,732	126,209	114,617	-	-	-	1,645,558
Drainage Maintenance	616,158	214,118	76,526	500,000	-	-	1,406,802
Streets	2,311,049	639,825	918,238	1,000,000	-	-	4,869,112
Signal Maintenance	324,177	271,500	460,279	180,000	-	-	1,235,956
Engineering	2,022,639	94,787	569,383	27,000	-	-	2,713,809
GF Non-Departmental	1,968,493	38,900	2,983,185	-	3,965,751	75,178	9,031,507
Utility Billing	660,843	170,525	116,166	-	-	-	947,534
Public Works	703,437	79,485	363,165	-	-	-	1,146,087
Water	976,241	959,002	1,884,530	35,000	-	-	3,854,773
Wastewater Treatment Plant	853,883	662,574	1,105,659	25,000	-	-	2,647,116
Sewer	1,025,262	438,559	222,081	-	-	-	1,685,902
Pump & Motor Maintenance	761,845	175,574	157,478	141,100	-	-	1,235,997
W/S Non-Departmental	360,969	36,000	9,336,444	-	9,077,715	567,735	19,378,863
Vehicle & Equipment Replacement	-	-	171,600	850,912	-	-	1,022,512
W/S Vehicle & Equipment Replace.	-	-	-	711,490	-	-	711,490
Debt Service	-	-	22,650	-	-	21,197,592	21,220,242
C.I.D.C.	517,441	19,500	1,787,689	-	11,792,886	2,492,263	16,609,779
Convention & Visitors Bureau (CVB)	337,525	21,850	462,768	-	-	-	822,143
CDBG Operations	-	-	410,574	-	91,570	155,708	657,852
Conroe Tower	78,602	76,250	368,647	-	2,253	-	525,752
OJ Community Center	894,722	112,881	195,375	-	-	-	1,202,978
Transit	91,297	16,500	1,042,362	-	-	-	1,150,159
Fleet Services	697,827	633,257	68,250	-	8,638	-	1,407,972
Self Funded Insurance	-	3,000	9,259,904	-	-	-	9,262,904
TOTALS	\$ 52,333,056	\$ 7,862,431	\$ 38,154,312	\$ 3,755,135	\$ 24,938,813	\$ 24,488,476	\$ 151,532,223

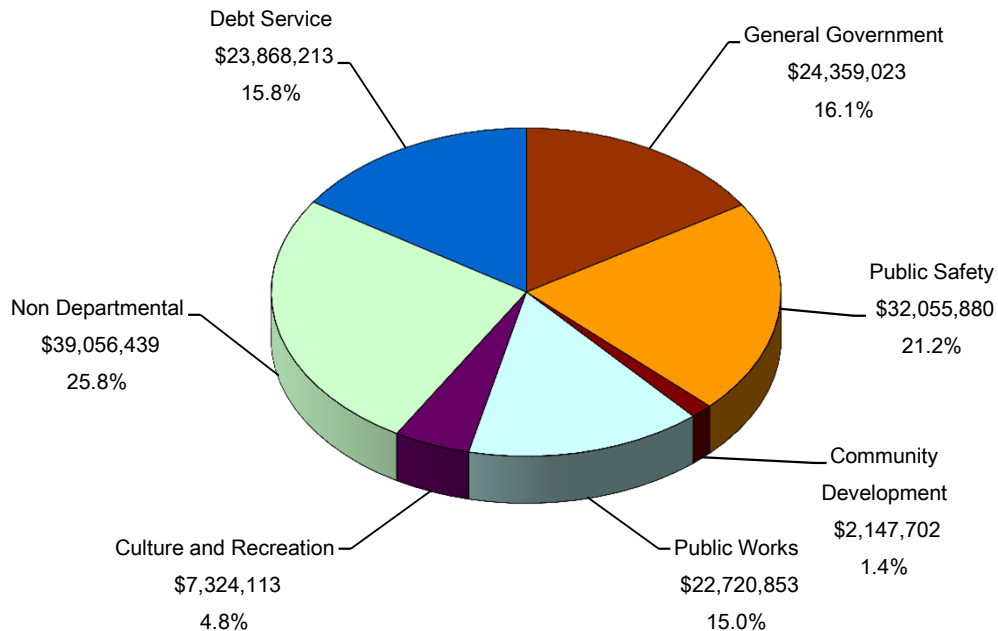
Consolidated Budget Summary by Fund Group

	General Fund	Enterprise Fund	Debt Service Funds	Other Funds	Grand Total
Revenues:					
Property Taxes	\$ 17,084,854	\$ -	\$ 9,020,202	\$ -	\$ 26,105,056
Gross Receipt Taxes	6,317,740	-	-	-	6,317,740
Sales Tax Collections	31,938,208	-	-	10,646,069	42,584,277
Other Taxes	986,618	-	-	1,187,631	2,174,249
Licenses and Permits	2,724,008	-	-	-	2,724,008
Charges for Current Services	864,479	30,945,178	-	9,514,139	41,323,796
Traffic and Criminal Fines	2,163,300	-	-	-	2,163,300
Other Revenues	1,505,393	312,003	75,334	854,857	2,747,587
Intergovernmental Revenue	1,849,856	259,737	-	2,316,533	4,426,126
Transfers In	91,570	507,099	13,465,903	9,778,705	23,843,277
Total Revenues	\$ 65,526,026	\$ 32,024,017	\$ 22,561,439	\$ 34,297,934	\$ 154,409,416
Beginning Fund Balances	\$ 20,238,764	\$ 10,680,951	\$ 12,034,795	\$ 17,050,209	\$ 60,004,719
Total Available Resources	\$ 85,764,790	\$ 42,704,968	\$ 34,596,234	\$ 51,348,143	\$ 214,414,135
Expenditures:					
General Government	\$ 8,437,864	\$ -	\$ -	\$ 15,921,159	\$ 24,359,023
Public Safety	31,402,568	-	-	653,312	32,055,880
Community Development	1,645,558	-	-	502,144	2,147,702
Public Works	10,225,679	11,517,409	-	977,765	22,720,853
Culture and Recreation	5,298,992	-	-	2,025,121	7,324,113
Non-Departmental	9,031,507	19,378,863	-	10,646,069	39,056,439
Debt Service:					
Principal	-	-	13,350,000	107,000	13,457,000
Interest	-	-	10,246,855	48,708	10,295,563
Administrative Fees	-	-	115,650	-	115,650
Total Expenditures	\$ 66,042,168	\$ 30,896,272	\$ 23,712,505	\$ 30,881,278	\$ 151,532,223
Ending Fund Balances	\$ 19,722,622	\$ 11,808,696	\$ 10,883,729	\$ 20,466,865	\$ 62,881,912
Total Fund Commitments/ Fund Balance	\$ 85,764,790	\$ 42,704,968	\$ 34,596,234	\$ 51,348,143	\$ 214,414,136

Consolidated Summary of Revenues by Source



Consolidated Summary of Expenditures by Function



FY 15-16 Projected Budget Summary By Category - Major Funds

	General Fund				Water & Sewer Operating Fund			
	FY 13-14 Actual	FY 14-15 Budget	FY 14-15 Estimated	FY 15-16 Proposed	FY 13-14 Actual	FY 14-15 Budget	FY 14-15 Estimated	FY 15-16 Proposed
Revenues								
Property Taxes	\$ 10,792,251	\$ 11,917,803	\$ 11,913,099	\$ 17,084,854	\$ -	\$ -	\$ -	\$ -
Gross Receipt Taxes	5,498,113	5,773,176	5,928,693	6,317,740	-	-	-	-
Sales Tax Collections	30,196,157	31,767,398	31,767,398	31,938,208	-	-	-	-
Other Taxes	901,659	969,158	865,215	986,618	-	-	-	-
Licenses and Permits	2,260,525	1,870,671	2,681,074	2,724,008	-	-	-	-
Charges for Current Services	720,751	688,971	1,059,766	864,479	26,014,395	29,641,384	28,969,595	30,945,178
Traffic and Criminal Fines	3,693,068	2,935,138	2,738,876	2,163,300	-	-	-	-
Other Revenues	1,805,063	1,493,212	1,751,278	1,505,393	385,881	330,351	331,776	312,003
Intergovernmental Revenue	1,821,341	1,868,080	2,073,885	1,849,856	45,686	456,170	511,066	259,737
Transfers In	-	125,219	640,153	91,570	267,474	1,145,967	1,145,967	507,099
Total Revenues	\$ 57,688,928	\$ 59,408,826	\$ 61,419,437	\$ 65,526,026	\$ 26,713,436	\$ 31,573,872	\$ 30,958,404	\$ 32,024,017
Expenditures								
Personnel	\$ 36,051,293	\$ 41,223,245	\$ 39,905,482	\$ 44,373,162	\$ 5,297,545	\$ 6,151,233	\$ 5,479,999	\$ 5,342,480
Supplies	5,228,688	4,977,316	4,691,764	4,457,474	2,529,796	2,440,419	2,463,589	2,521,719
Contractual	8,011,614	13,292,494	13,472,341	11,178,970	10,497,494	13,683,901	13,567,603	13,185,523
Capital Outlay	3,919,279	3,736,544	3,947,362	1,991,633	169,485	1,193,220	999,243	201,100
Transfers	4,375,125	5,084,679	5,175,853	3,965,751	7,382,497	9,361,802	9,249,284	9,077,715
Debt Service	75,179	75,178	75,178	75,178	567,736	567,735	567,735	567,735
Total Expenditures	\$ 57,661,178	\$ 68,389,456	\$ 67,267,980	\$ 66,042,168	\$ 26,444,553	\$ 33,398,310	\$ 32,327,453	\$ 30,896,272

Notes:

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

FY 15-16 Projected Budget Summary By Category - Other Funds

	Other Funds				Total All Funds			
	FY 13-14 Actual	FY 14-15 Budget	FY 14-15 Estimated	FY 15-16 Proposed	FY 13-14 Actual	FY 14-15 Budget	FY 14-15 Estimated	FY 15-16 Proposed
Revenues								
Property Taxes	\$ 7,323,110	\$ 8,107,078	\$ 8,100,498	\$ 9,020,202	\$ 18,115,361	\$ 20,024,881	\$ 20,013,597	\$ 26,105,056
Gross Receipt Taxes	-	-	-	-	5,498,113	5,773,176	5,928,693	6,317,740
Sales Tax Collections	10,065,385	10,589,133	10,589,133	10,646,069	40,261,542	42,356,531	42,356,531	42,584,277
Other Taxes	1,103,093	1,006,946	1,187,631	1,187,631	2,004,752	1,976,104	2,052,846	2,174,249
Licenses and Permits	-	-	-	-	2,260,525	1,870,671	2,681,074	2,724,008
Charges for Current Services	8,658,599	9,078,486	7,985,427	9,514,139	35,393,745	39,408,841	38,014,788	41,323,796
Traffic and Criminal Fines	-	-	-	-	3,693,068	2,935,138	2,738,876	2,163,300
Other Revenues	5,888,545	34,286,653	35,815,926	930,191	8,079,489	36,110,216	37,898,980	2,747,587
Intergovernmental Revenue	1,595,627	2,162,395	2,459,435	2,316,533	3,462,654	4,486,645	5,044,386	4,426,126
Transfers In	22,559,773	26,270,955	26,217,061	23,244,608	22,827,247	27,542,141	28,003,181	23,843,277
Total Revenues	\$ 57,194,132	\$ 91,501,646	\$ 92,355,111	\$ 56,859,373	\$ 141,596,496	\$ 182,484,344	\$ 184,732,952	\$ 154,409,416
Expenditures								
Personnel	\$ 2,359,352	\$ 2,574,195	\$ 2,506,300	\$ 2,617,414	\$ 43,708,190	\$ 49,948,673	\$ 47,891,781	\$ 52,333,056
Supplies	939,752	840,836	889,767	883,238	8,698,236	8,258,571	8,045,120	7,862,431
Contractual	12,703,388	13,084,794	13,758,137	13,789,819	31,212,496	40,061,189	40,798,081	38,154,312
Capital Outlay	2,111,844	3,736,243	3,433,722	1,562,402	6,200,608	8,666,007	8,380,327	3,755,135
Transfers	13,775,880	22,434,695	22,917,080	11,895,347	25,533,502	36,881,176	37,342,217	24,938,813
Debt Service	18,091,625	57,170,514	56,729,475	23,845,563	18,734,540	57,813,427	57,372,388	24,488,476
Total Expenditures	\$ 49,981,841	\$ 99,841,277	\$ 100,234,481	\$ 54,593,783	\$ 134,087,572	\$ 201,629,043	\$ 199,829,914	\$ 151,532,223

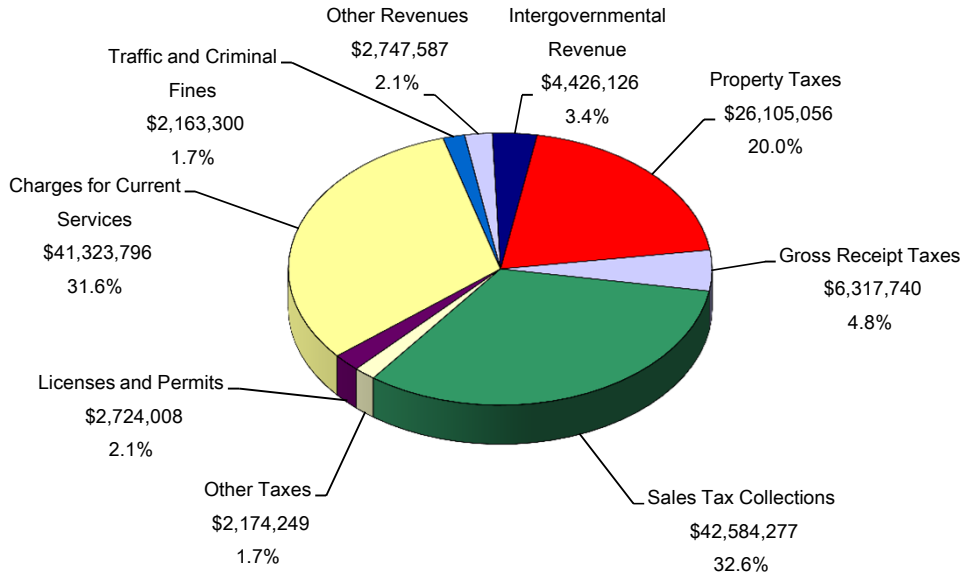
Notes:

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

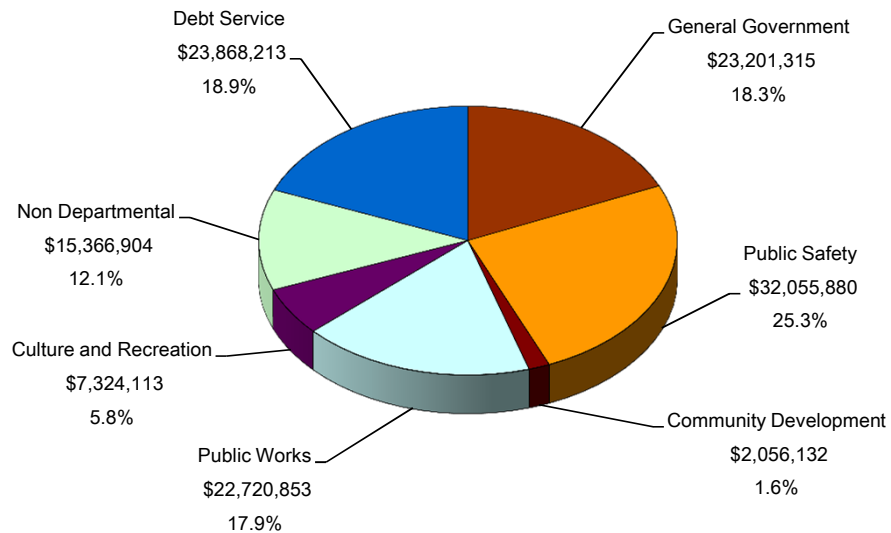
**Consolidated Budget Summary
by Fund Group
(Net of Interfund Transfers)**

	General Fund	Enterprise Funds	Debt Service Funds	Other Funds	Grand Total
Revenues:					
Property Taxes	\$ 17,084,854	\$ -	\$ 9,020,202	\$ -	\$ 26,105,056
Gross Receipt Taxes	6,317,740	-	-	-	6,317,740
Sales Tax Collections	31,938,208	-	-	10,646,069	42,584,277
Other Taxes	986,618	-	-	1,187,631	2,174,249
Licenses and Permits	2,724,008	-	-	-	2,724,008
Charges for Current Services	864,479	30,945,178	-	9,514,139	41,323,796
Traffic and Criminal Fines	2,163,300	-	-	-	2,163,300
Other Revenues	1,505,393	312,003	75,334	854,857	2,747,587
Intergovernmental Revenue	1,849,856	259,737	-	2,316,533	4,426,126
Total Revenues	\$ 65,434,456	\$ 31,516,918	\$ 9,095,536	\$ 24,519,229	\$ 130,566,139
Transfers In	\$ 91,570	\$ 507,099	\$ 13,465,903	\$ 9,778,705	\$ 23,843,277
Total Revenues After Transfers In	\$ 65,526,026	\$ 32,024,017	\$ 22,561,439	\$ 34,297,934	\$ 154,409,416
Expenditures:					
General Government	\$ 8,437,864	\$ -	\$ -	\$ 14,763,451	\$ 23,201,315
Public Safety	31,402,568	-	-	653,312	32,055,880
Community Development	1,645,558	-	-	410,574	2,056,132
Public Works	10,225,679	11,517,409	-	977,765	22,720,853
Culture and Recreation	5,298,992	-	-	2,025,121	7,324,113
Non-Departmental	5,065,756	10,301,148	-	-	15,366,904
Debt Service:					
Principal	-	-	13,350,000	107,000	13,457,000
Interest	-	-	10,246,855	48,708	10,295,563
Administrative Fees	-	-	115,650	-	115,650
Total Expenditures	\$ 62,076,417	\$ 21,818,557	\$ 23,712,505	\$ 18,985,931	\$ 126,593,410
Transfers Out	\$ 3,965,751	\$ 9,077,715	\$ -	\$ 11,895,347	\$ 24,938,813
Total Expenditures After Transfers Out	\$ 66,042,168	\$ 30,896,272	\$ 23,712,505	\$ 30,881,278	\$ 151,532,223

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



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



FY 15-16 Projected Budget Summary (Net of Interfund Transfers)

Revenues	FY 13-14 Actual	FY 14-15 Budget	FY 14-15 Estimated	FY 15-16 Proposed
General Fund	\$ 57,688,928	\$ 59,283,607	\$ 60,779,284	\$ 65,434,456
Water/Sewer Operating Fund	26,445,962	30,427,905	29,812,437	31,516,918
Water/Sewer Construction Fund	-	-	-	-
General Obligation Debt Serv Fund	7,365,832	41,545,949	41,546,969	9,095,536
Water/Sewer Debt Service	563	-	-	-
CIDC Debt Service Fund	-	-	-	-
CIDC Revenue Clearing Fund	10,065,385	10,589,133	10,589,133	10,646,069
CIDC General Fund	4,787,084	27,005	882,142	26,162
Hotel Occupancy Tax Fund	1,107,791	1,006,946	1,199,669	1,187,631
CDBG Entitlement Fund	877,979	626,095	626,480	657,852
Conroe Tower Fund	271,508	255,132	277,027	260,000
Vehicle & Equipment Fund	156,702	2,600	178,814	2,600
Water/Sewer Vehicle & Equipment Fund	39,943	-	449,894	2,697
OJCC Fund	1,168,348	1,102,554	1,152,945	1,202,978
Transportation Grants	134,183	996,791	1,248,253	1,019,101
Fleet Services Fund	1,359,560	1,405,571	1,321,466	1,390,437
Self Funded Insurance Fund	7,299,481	7,672,915	6,665,258	8,123,702
Total Revenues	\$ 118,769,249	\$ 154,942,203	\$ 156,729,771	\$ 130,566,139
Transfers In	\$ 22,827,247	\$ 27,542,141	\$ 28,003,181	\$ 23,843,277
Total Revenues After Transfers In	\$ 141,596,496	\$ 182,484,344	\$ 184,732,952	\$ 154,409,416

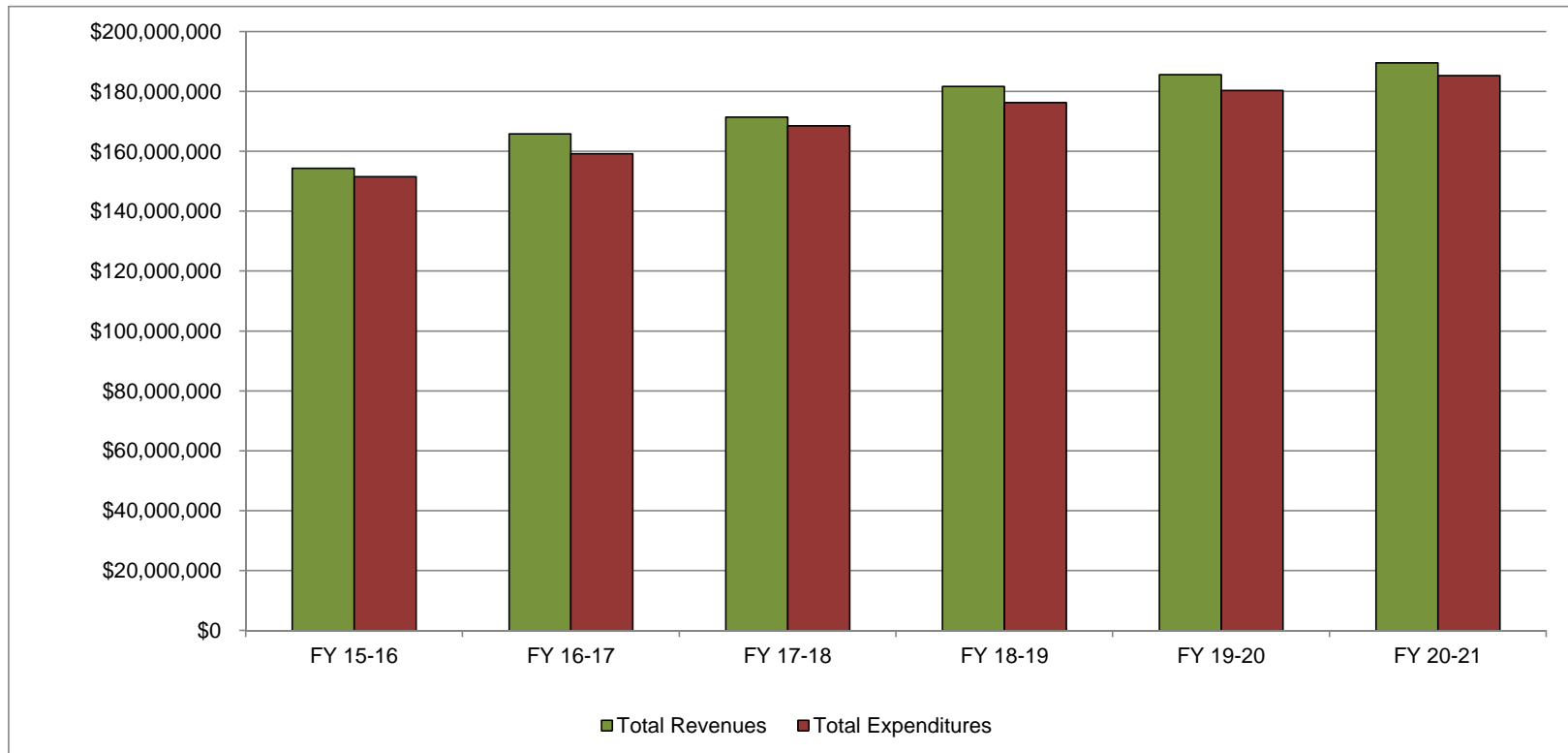
Expenditures	FY 13-14 Actual	FY 14-15 Budget	FY 14-15 Estimated	FY 15-16 Proposed
General Fund	\$ 53,286,053	\$ 63,304,777	\$ 62,092,127	\$ 62,076,417
Water/Sewer Operating Fund	19,062,056	24,036,508	23,078,169	21,818,557
Water/Sewer Construction Fund	-	-	-	-
General Obligation Debt Serv Fund	8,459,308	43,834,051	43,512,816	13,511,162
Water/Sewer Debt Service	5,442,661	6,332,887	6,218,083	7,709,080
CIDC Debt Service Fund	4,048,316	6,869,130	6,879,463	2,492,263
CIDC Revenue Clearing Fund	-	-	-	-
CIDC General Fund	1,925,994	3,754,898	3,221,990	2,324,630
Hotel Occupancy Tax Fund	678,387	939,173	886,356	822,143
CDBG Entitlement Fund	715,604	500,876	500,876	566,282
Conroe Tower Fund	583,892	566,260	592,725	523,499
Vehicle & Equipment Fund	1,175,519	2,335,433	2,319,675	1,022,512
Water/Sewer Vehicle & Equipment Fund	1,060,777	436,384	412,691	711,490
OJCC Fund	1,168,363	1,102,554	1,152,945	1,202,978
Transportation Grants	399,595	1,607,744	1,660,552	1,150,159
Fleet Services Fund	1,237,285	1,454,277	1,400,140	1,399,334
Self Funded Insurance Fund	9,310,260	7,672,915	8,559,089	9,262,904
Total Expenditures	\$ 108,554,070	\$ 164,747,867	\$ 162,487,697	\$ 126,593,410
Transfers Out	\$ 25,533,502	\$ 36,881,176	\$ 37,342,217	\$ 24,938,813
Total Expenditures After Transfers Out	\$ 134,087,572	\$ 201,629,043	\$ 199,829,914	\$ 151,532,223

FY 15-16 Multi-Year Financial Projection Summary

Revenues	FY 15-16 Adopted	FY 16-17 Projected	FY 17-18 Projected	FY 18-19 Projected	FY 19-20 Projected	FY 20-21 Projected
General Fund	\$ 65,526,026	\$ 67,831,902	\$ 70,223,959	\$ 72,705,632	\$ 75,280,503	\$ 77,952,306
Water/Sewer Operating Fund	32,024,017	35,455,869	36,540,241	41,288,300	41,675,173	42,063,076
General Obligation Debt Serv Fund	12,360,096	13,262,574	14,104,652	14,441,522	14,732,350	15,041,606
Water/Sewer Debt Service	7,709,080	10,464,677	10,899,806	12,587,105	12,326,015	11,879,595
CIDC Debt Service Fund	2,492,263	2,492,613	3,359,340	3,361,345	3,362,378	3,364,441
CIDC Revenue Clearing Fund	10,646,069	10,752,530	10,860,055	10,968,656	11,078,342	11,189,126
CIDC General Fund	8,179,968	8,286,341	7,527,403	7,634,266	7,743,188	7,852,182
Hotel Occupancy Tax Fund	1,187,631	1,223,260	1,259,958	1,297,756	1,336,689	1,376,790
CDBG Entitlement Fund	657,852	657,852	657,852	657,852	657,852	657,852
Conroe Tower Fund	464,992	478,942	493,310	508,109	523,353	539,053
Vehicle & Equipment Fund	963,491	1,185,091	1,185,091	1,185,091	1,185,091	1,185,091
Water/Sewer Vehicle & Equipment	330,655	330,655	330,655	330,655	330,655	330,655
OJJCC Fund	1,202,978	1,239,067	1,276,239	1,314,527	1,353,962	1,394,581
Transportation Grants Fund	1,150,159	2,691,203	2,735,504	2,769,669	2,787,728	2,800,275
Fleet Services Fund	1,390,437	1,432,150	1,475,115	1,519,368	1,564,949	1,611,898
Self Funded Insurance Fund	8,123,702	8,042,397	8,557,251	9,107,796	9,695,305	10,325,921
Total Revenues	\$ 154,409,416	\$ 165,827,123	\$ 171,486,431	\$ 181,677,649	\$ 185,633,533	\$ 189,564,448

Expenditures	FY 15-16 Adopted	FY 16-17 Projected	FY 17-18 Projected	FY 18-19 Projected	FY 19-20 Projected	FY 20-21 Projected
General Fund	\$ 66,042,168	\$ 69,492,419	\$ 71,086,248	\$ 72,454,255	\$ 74,088,119	\$ 75,789,298
Water/Sewer Operating Fund	30,896,272	32,857,797	35,451,929	39,682,600	42,018,106	44,136,906
General Obligation Debt Serv Fund	13,511,162	12,571,701	14,139,786	15,074,848	15,240,649	15,239,599
Water/Sewer Debt Service	7,709,080	10,464,677	10,899,806	12,587,105	12,326,015	11,879,595
CIDC Debt Service Fund	2,492,263	2,492,613	3,359,340	3,361,345	3,362,378	3,364,441
CIDC Revenue Clearing Fund	10,646,069	10,752,530	10,860,055	10,968,656	11,078,342	11,189,126
CIDC General Fund	3,471,447	3,659,324	3,097,421	3,153,834	3,278,919	2,963,700
Hotel Occupancy Tax Fund	822,143	846,807	872,212	898,378	925,329	953,089
CDBG Entitlement Fund	657,852	657,852	657,852	657,852	657,852	657,852
Conroe Tower Fund	525,752	478,942	493,310	508,109	523,353	539,053
Vehicle & Equipment Fund	1,022,512	1,409,619	3,059,915	2,019,744	1,022,628	2,098,373
Water/Sewer Vehicle & Equipment	711,490	200,180	506,582	279,701	402,164	420,604
OJJCC	1,202,978	1,239,067	1,276,239	1,314,527	1,353,962	1,394,581
Transportation Grants Fund	1,150,159	2,691,203	2,735,504	2,769,669	2,787,728	2,800,275
Fleet Services Fund	1,407,972	1,432,150	1,475,115	1,519,368	1,564,949	1,611,898
Self Funded Insurance Fund	9,262,904	8,042,397	8,557,251	9,107,796	9,695,305	10,325,921
Total Expenditures	\$ 151,532,223	\$ 159,289,279	\$ 168,528,564	\$ 176,357,787	\$ 180,325,798	\$ 185,364,311

FY 15-16 Multi-Year Financial Projection Summary

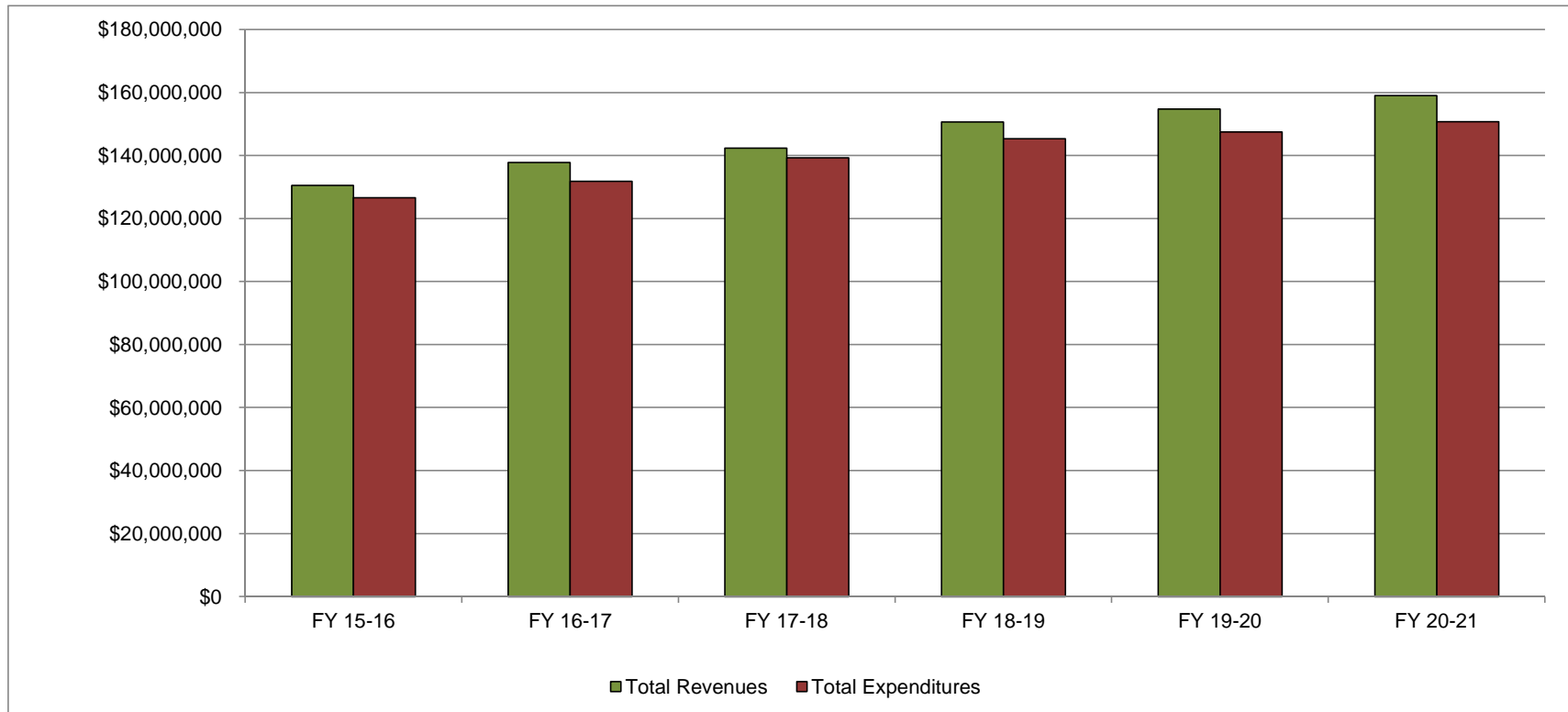


	FY 15-16 Adopted	FY 16-17 Projected	FY 17-18 Projected	FY 18-19 Projected	FY 19-20 Projected	FY 20-21 Projected
Total Revenues	\$ 154,409,416	\$ 165,827,123	\$ 171,486,431	\$ 181,677,649	\$ 185,633,533	\$ 189,564,448
Total Expenditures	\$ 151,532,223	\$ 159,289,279	\$ 168,528,564	\$ 176,357,787	\$ 180,325,798	\$ 185,364,311

FY 15-16 Multi-Year Financial Projection Summary
(Net of Interfund Transfers)

Revenues	FY 15-16 Adopted	FY 16-17 Projected	FY 17-18 Projected	FY 18-19 Projected	FY 19-20 Projected	FY 20-21 Projected
General Fund	\$ 65,434,456	\$ 67,737,585	\$ 70,126,812	\$ 72,605,571	\$ 75,177,441	\$ 77,846,151
Water/Sewer Operating Fund	31,516,918	34,925,950	35,986,476	40,709,616	41,070,448	41,431,139
General Obligation Debt Serv Fund	9,095,536	9,435,158	9,722,560	10,011,094	10,302,291	10,603,642
Water/Sewer Debt Service	-	-	-	-	-	-
CIDC Debt Service Fund	-	-	-	-	-	-
CIDC Revenue Clearing Fund	10,646,069	10,752,530	10,860,055	10,968,656	11,078,342	11,189,126
CIDC General Fund	26,162	26,424	26,688	26,955	27,224	27,497
HOT Fund	1,187,631	1,223,260	1,259,958	1,297,756	1,336,689	1,376,790
CDBG Entitlement Fund	657,852	657,852	657,852	657,852	657,852	657,852
Conroe Tower Fund	260,000	267,800	275,834	284,109	292,632	301,411
Vehicle & Equipment Fund	2,600	52,600	52,600	52,600	52,600	52,600
Water/Sewer Vehicle & Equipment	2,697	2,697	2,697	2,697	2,697	2,697
OJCC Fund	1,202,978	1,251,097	1,301,141	1,353,187	1,407,314	1,463,607
Transportation Grants Fund	1,019,101	1,981,066	2,044,495	2,088,009	2,147,618	2,150,696
Fleet Services Fund	1,390,437	1,432,150	1,475,115	1,519,368	1,564,949	1,611,898
Self Funded Insurance Fund	8,123,702	8,042,397	8,557,251	9,107,796	9,695,305	10,325,921
Total Revenues	\$ 130,566,139	\$ 137,788,566	\$ 142,349,533	\$ 150,685,266	\$ 154,813,403	\$ 159,041,026
Transfers In	\$ 23,843,277	\$ 28,038,557	\$ 29,136,897	\$ 30,992,383	\$ 30,820,131	\$ 30,523,421
Total Revenues After Transfers In	\$ 154,409,416	\$ 165,827,123	\$ 171,486,431	\$ 181,677,649	\$ 185,633,533	\$ 189,564,448
Expenditures	FY 15-16 Adopted	FY 16-17 Projected	FY 17-18 Projected	FY 18-19 Projected	FY 19-20 Projected	FY 20-21 Projected
General Fund	\$ 62,076,417	\$ 64,681,842	\$ 66,197,485	\$ 67,764,717	\$ 69,344,862	\$ 70,938,056
Water/Sewer Operating Fund	21,818,557	22,098,482	22,664,720	24,961,474	25,543,883	26,145,356
General Obligation Debt Serv Fund	13,511,162	12,571,701	14,139,786	15,074,848	15,240,649	15,239,599
Water/Sewer Debt Service	7,709,080	10,464,677	10,899,806	12,587,105	12,326,015	11,879,595
CIDC Debt Service Fund	2,492,263	2,492,613	3,359,340	3,361,345	3,362,378	3,364,441
CIDC Revenue Clearing Fund	-	-	-	-	-	-
CIDC General Fund	2,324,630	2,517,124	2,429,278	2,552,612	2,678,405	2,363,398
HOT Fund	822,143	846,807	872,212	898,378	925,329	953,089
CDBG Entitlement Fund	566,282	566,282	566,282	566,282	566,282	566,282
Conroe Tower Fund	523,499	539,204	555,380	572,041	589,203	606,879
Vehicle & Equipment Fund	1,022,512	1,409,619	3,059,915	2,019,744	1,022,628	2,098,373
Water/Sewer Vehicle & Equipment	711,490	200,180	506,582	279,701	402,164	420,604
OJCC Fund	1,202,978	1,251,097	1,301,141	1,353,187	1,407,314	1,463,607
Transportation Grants Fund	1,150,159	2,691,203	2,735,504	2,769,669	2,787,728	2,800,275
Fleet Services Fund	1,399,334	1,441,314	1,484,553	1,529,090	1,574,963	1,622,212
Self Funded Insurance Fund	9,262,904	8,042,397	8,557,251	9,107,796	9,695,305	10,325,921
Total Expenditures	\$ 126,593,410	\$ 131,814,542	\$ 139,329,235	\$ 145,397,989	\$ 147,467,108	\$ 150,787,686
Transfers Out	\$ 24,938,813	\$ 27,474,736	\$ 29,199,329	\$ 30,959,798	\$ 32,858,690	\$ 34,576,625
Total Expenditures After Transfers Out	\$ 151,532,223	\$ 159,289,279	\$ 168,528,564	\$ 176,357,787	\$ 180,325,798	\$ 185,364,311

FY 15-16 Multi-Year Financial Projection Summary (Net of Interfund Transfers)



	FY 15-16 Adopted	FY 16-17 Projected	FY 17-18 Projected	FY 18-19 Projected	FY 19-20 Projected	FY 20-21 Projected
Total Revenues	\$ 130,566,139	\$ 137,788,566	\$ 142,349,533	\$ 150,685,266	\$ 154,813,403	\$ 159,041,026
Total Expenditures	\$ 126,593,410	\$ 131,814,542	\$ 139,329,235	\$ 145,397,989	\$ 147,467,108	\$ 150,787,686

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 2015-2016 Budget By Fund Type

This executive summary recaps the most significant factors included in the annual budget: revenue assumptions, major initiatives, and a fund-by-fund and category synopsis of expenditures. Please note that any references to comparative increases or decreases are based on estimates for FY 2014-2015.

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.

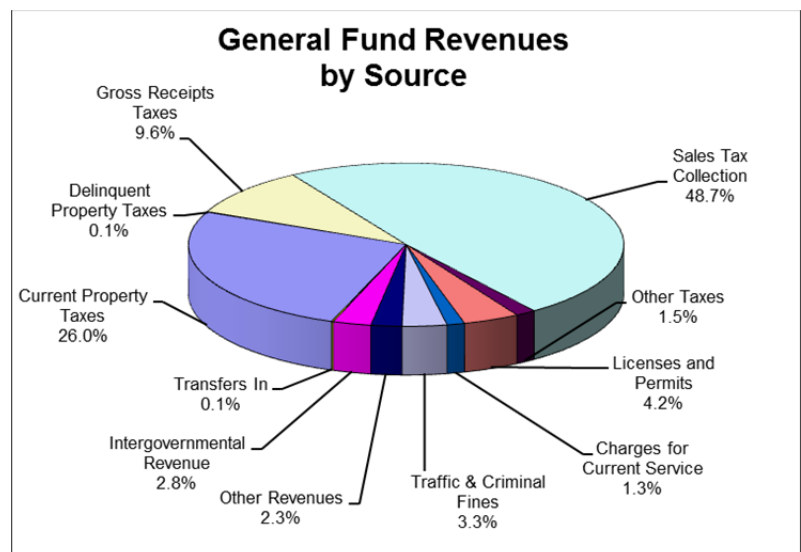
Revenue Assumptions:

The budget document assumes a cautious approach in dealing with revenues, especially growth-oriented revenues. Proposed revenues for FY 2015-2016 assume an overall increase of 6.69 percent from FY 2014-2015 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 other taxes, which are offset by decreases in traffic and criminal fine revenue, charges for services, and transfers. A major impact on the budget is the annexation of the SH 105 West area which was effective January 1, 2015. Certain General Fund revenues, as well as expenditures, are projected to increase due to this initiative.

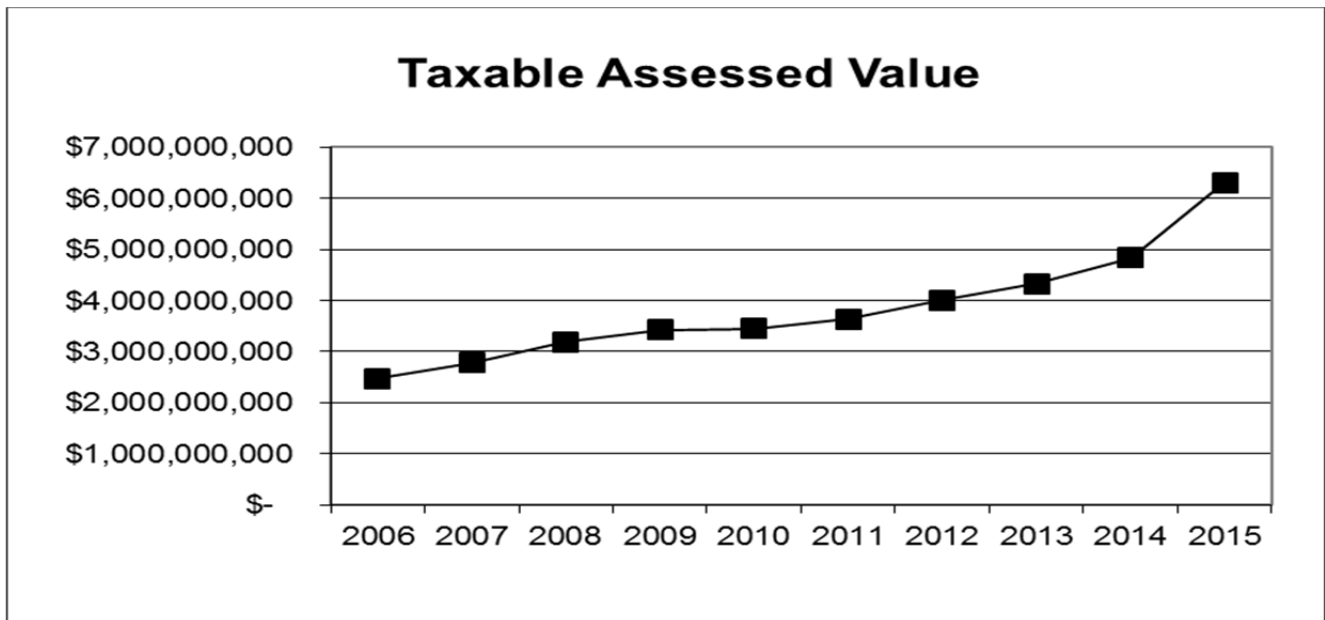
Funding of the City's General Fund operations is derived from 10 major revenue categories. Each of these categories is detailed below with a brief description of how internal and external factors affect revenue amounts and how amounts differ from the prior year.

Current Property Taxes: \$17,004,749 (up \$5,171,755 or 43.71 percent)

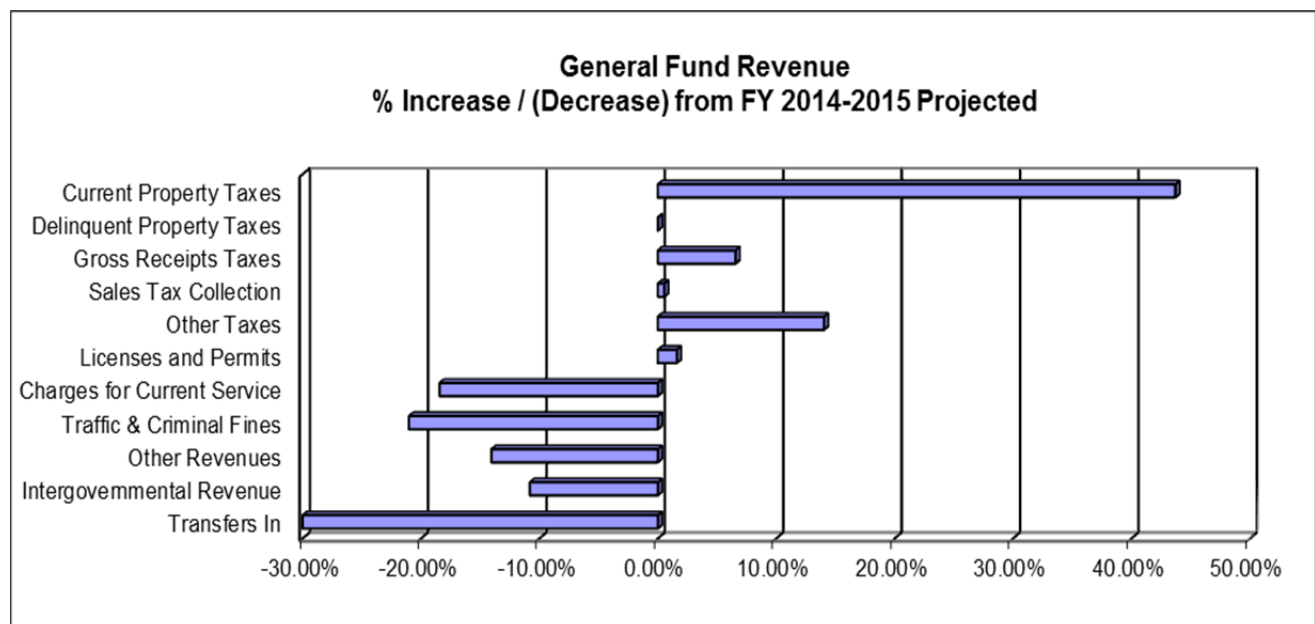
The second largest revenue source of the General Fund is the ad valorem tax (property tax). Property taxes are levied each October 1 on the assessed value listed as of the prior January 1, for all real and personal property located within the City. Assessed values represent the appraised value less applicable 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 25.95 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 \$6,309,739,745 for 2015 (inclusive of Over 65/Disabled Freeze amounts). This is an increase of \$1,479,946,195 over the 2014 certified tax roll. The tax roll is reflective of all taxable property in the City as of January 1, 2015. Increases in taxable assessed value are due to property assessments rising and the annexation of the SH 105 West area.



Delinquent Property Taxes: \$80,105 (\$0 or 0.00 percent)

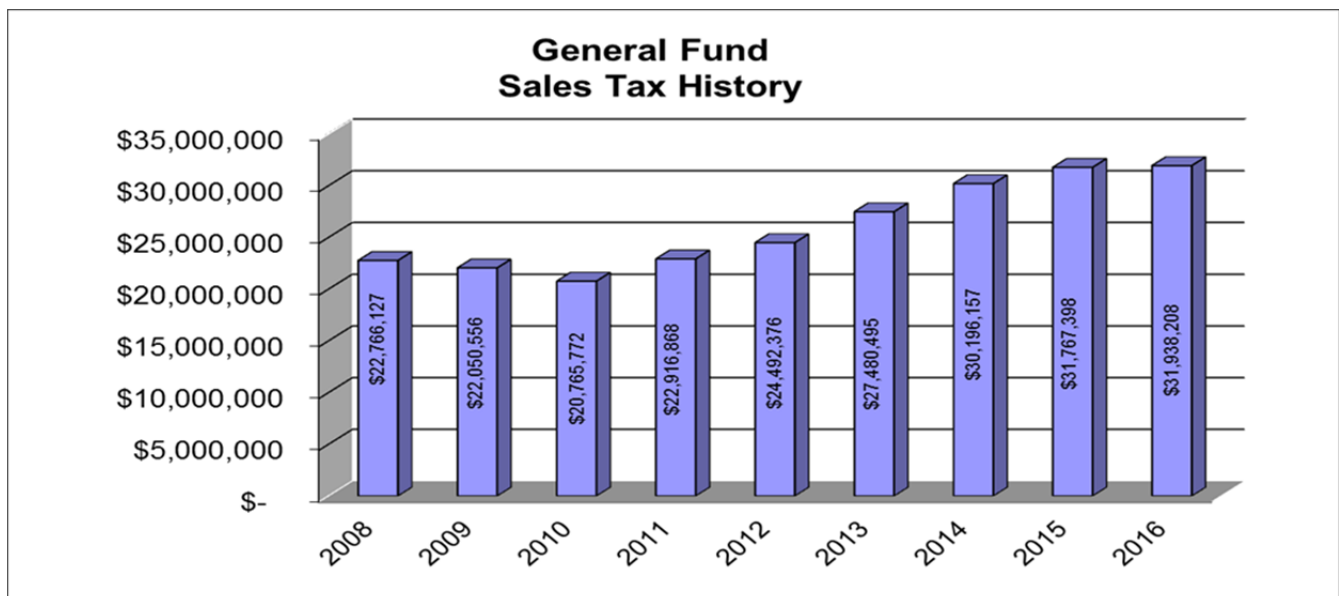
Taxes are due upon receipt and delinquent on February 1 of the year following the year in which imposed. Delinquent taxes incur a penalty and accrue interest for each month the taxes remain unpaid. The City's current delinquent tax collection rate is predicted to remain at relatively the same level as the previous year. Delinquent Taxes account for 0.12 percent of all General Fund revenues.

Gross Receipts Taxes: \$6,317,740 (up \$389,047 or 6.56 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. Gross Receipt taxes include an "In Lieu of Franchise Fee" levied against the City's water and sewer utility. The City's Financial Management Policy provides that the Water & 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 an 8.72% 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 2015-2016 projections for each franchise fee are based on varying methodologies, according to the type of utility. Gross Receipt Taxes account for 9.64 percent of all General Fund revenues.

Sales Tax Collections: \$31,938,208 (up \$170,810 or 0.54 percent)

The City has experienced steady growth in sales tax revenues through the past several fiscal years. For FY 2015-2016, we conservatively estimate 0.54% growth to factor in the new annexed area offset by a recent decline in sales tax collections due to a decline in oil prices. 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.



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 48.74 percent of all General Fund revenues.

Other Taxes: \$986,618 (up \$121,403 or 14.03 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 14.03 percent, which is mainly due to projected growth, based on historical trends, of these two tax sources. The PILOT includes a payment made by the City's Water and Sewer Operating Fund. The payment is based on applying the City's total property tax rate to the total assets of the Water & Sewer Fund. Total assets increased from \$141,024,287 in 2013 to \$162,444,348 in 2014, which accounts for the increase in this account. Mixed Beverage Taxes are the result of a 6.7 percent tax being applied to all mixed beverage sales within the City. The State Comptroller then remits 10.7143% 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). Mixed Beverage Taxes are anticipated to increase based on historical trends and the SH 105 West annexation. Other Taxes account for 1.51 percent of all General Fund revenues.

Licenses and Permits: \$2,724,008 (up \$42,934 or 1.60 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 2015-2016 due to the economy. The estimate for FY 2014-2015 includes payments for commercial and residential activity. A conservative increase is budgeted since commercial permits can be one-time, large payments. Alarm Fee and Excessive Alarm revenue are anticipated to stay flat for next fiscal year. Licenses and Permits account for 4.16 percent of all General Fund revenues.

Charges for Current Services: \$864,479 (down -\$195,287 or -18.43 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. 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 estimated conservatively to decline. Charges for Current Services account for 1.32 percent of General Fund revenues.

Traffic and Criminal Fines: \$2,163,300 (down -\$575,576 or -21.02 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. The Police Department's Commercial Vehicle Enforcement Program which levies fines against commercial vehicles violating state traffic laws are included in these revenues. 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. The total decrease in revenue is attributed to the elimination of the red light camera program. All other traffic and criminal fines are anticipated to remain flat in FY 2015-2016. This revenue source accounts for 3.30 percent of General Fund revenues.

Other Revenues: \$1,505,393 (down -\$245,885 or -14.04 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 2015-2016. Parks and Recreation revenue are anticipated to decrease. The City does not budget for Seized Assets due to the nature of this revenue source; therefore resulting in a decrease next fiscal year. The City also anticipates a decrease in Animal Shelter fees and donations based on historical trends. Interest income is expected to 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 2.30 percent of all General Fund revenues.

Intergovernmental Revenue: \$1,849,856 (down -\$224,029 or -10.80 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 began receiving sales tax payments from the Westwood Magnolia Special Improvement District. The agreement states that, in exchange for not annexing the area, the City is to receive 50% of sales and use tax revenues from the district. The City anticipates this revenue source to grow due to increases in taxable sales. Overall, the decrease in revenue compared to FY 2014-2015 is a result of one-time grants, such as the Flood Protection Planning and Montgomery County Emergency Communications District grants, that are not anticipated to be received in FY 2015-2016. Intergovernmental revenues account for 2.82 percent of all General Fund revenues.

Transfers In: \$91,570 (down -\$548,583 or -85.70%)

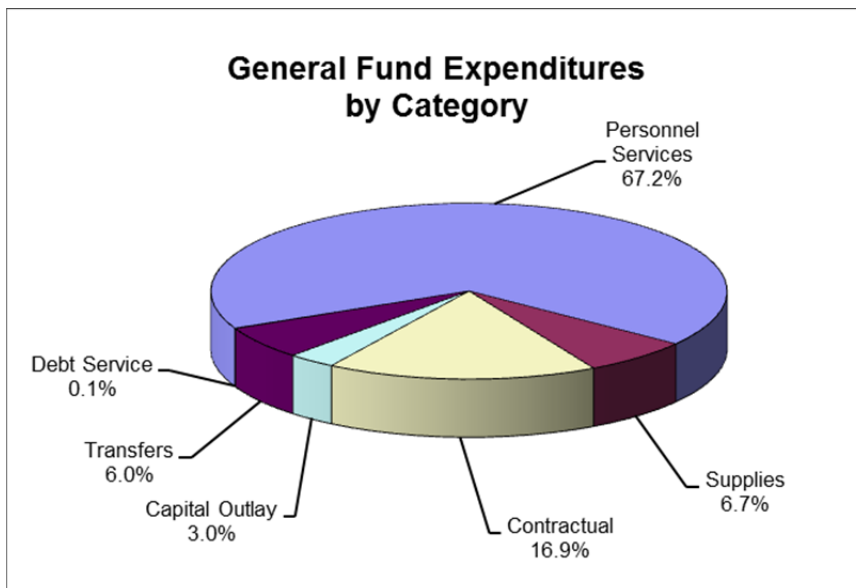
Transfers In includes scheduled transfers from Other Funds to the General Fund. In FY 2014-2015, the Community Development Block Grant (CDGB) Entitlement Fund transferred several years of General Administration salaries and benefits that were due to the General Fund. The FY 2015-2016 budgeted transfer in represents one year of General Administration salaries and benefits from the CDBG Entitlement Fund. Transfers In revenues account for 0.14 percent of all General Fund revenues.

Expenditure Synopsis:

Personnel: \$44,373,162 (up \$4,467,680 or 11.20 percent)

As the single largest expenditure category, personnel expenses account for 67.19 percent of General Fund expenditures. Increases in FY 2015-2016 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 the transfer of several employees from the Project Construction Department in the Water and Sewer Operating Fund to the General Fund effective on October 1, 2015 due to the department closing. Finally, the City increased its insurance

contribution per full-time employee from \$8,580 to \$10,195. More information on these increases can be found in the Mayor's Message at the front of this budget document.



Supplies: \$4,457,474 (down -\$234,290 or -4.99 percent)

This object classification is for expendable materials and operating supplies necessary to conduct departmental activities. The anticipated decrease for FY 2015-2016 is primarily related to maintaining base budget levels although several departments are projected to exceed their supplies budgets in FY 2014-2015. Expenditures within this classification account for 6.75 percent of all General Fund expenditures.

Contractual: \$11,178,970 (down -\$2,293,371 or -17.02 percent)

These expenditures are for obligations resulting in services rendered to City activities by private firms for such things as legal services, travel and training, or contractual services. The expected decrease in these costs is primarily due to termination of the contracts related to the discontinued Red Light Program and a one-time debt proration payment to Emergency Service District #3 in FY 2014-2015. The proposed budget includes increased utilities for Signal Maintenance related to IH-45 illumination and Streets for the SH 105 West annexation area. Funding is also provided for Parks equipment replacement, the Aquatic Center tower slide and play structure restoration, and a kiosk collection machine for the new Municipal Court location. For FY 2015-2016, expenditures within this classification account for 16.93 percent of all General Fund expenditures.

Capital Outlay: \$1,991,633 (down -\$1,955,729) or -49.55 percent)

This object classification includes large expenditures for capital items such as vehicles, machinery, equipment, and improvements to infrastructure. In FY 2014-2015 there were more planned, one-time purchases of capital items, such as land purchases for future fire stations and construction of the South Gateway, which will not be recurring in FY 2015-2016. In FY 2015-2016, the Drainage division is allocated \$500,000 for improvements to the City's drainage ways, and the Streets division has \$1,000,000 for street improvements. Expenditures within this classification account for 3.02 percent of all General Fund expenditures.

Transfers: \$3,965,751 (down -\$1,210,102 or -23.38 percent)

This object classification includes scheduled transfers from the General Fund to other funds within the City, such as to the Tax Increment Reinvestment Zones (TIRZ) #2 and #3, Vehicle and Equipment Replacement, Water and Sewer Operating Fund, and Conroe Tower funds. The decrease in Transfers is a combination of decreases from non-recurring items funded in the prior year and planned increases in others types of transactions. In FY 2014-2015, transfers included funding to the Water and Sewer Operating Fund for rate stabilization and to the Self-Funded Insurance Fund to mitigate changes to the plan. These types of transfers are not planned to continue in FY 2015-2016. The total amount of Vehicle and Equipment Replacement (VERF) funding decreased from the prior year as funding is on a discretionary basis. The VERF allows the City to replace vehicles and equipment with cash, and save interest costs associated with purchasing these items with debt. The administrative transfer to the Water and Sewer Operating Fund for water usage, net of administrative overhead provided by General Fund Departments, increased compared to the prior year. Transfers to the TIRZ #2 and TIRZ #3 funds increased slightly in FY 2015-2016. Expenditures within this classification account for 6.00 percent of all General Fund expenditures.

Debt Service: \$75,178 (up \$0 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 0.11 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 2015-2016 assume an overall growth of 3.44

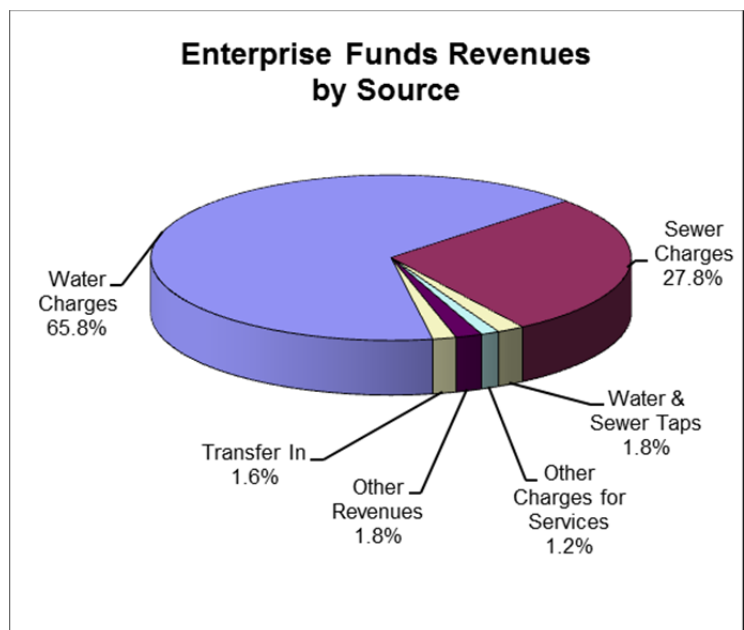
percent over FY 2014-2015 projections. This fund derives its revenue from: Water Sales; Sewer Charges; Water & Sewer Taps; Surface Water Conversion (SJRA Pass-thru) Fee; Groundwater Conservation Fee; Penalties-Utility Billing; and Pretreatment Fees. The following is a brief description of how internal and external factors affect these revenue sources and how the estimated amounts differ from the previous year.

Water Sales: \$21,065,261 (up \$1,928,931 or 10.08 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.

In FY 2015-2016, water rates include no residential rate increase and provide a discount for age 65 and older and/or disabled customers (Lifeline Rate). There is an increase in the commercial rates for high volume customers for usage between 100,000 and 150,000 gallons per month.

Residential and commercial customer growth is expected to continue to increase in FY 2015-2016; however, actual revenues can vary based on weather conditions. This revenue source has expanded over the past few years due to new development, as well as rate increases in previous fiscal years. The City implemented water conservation rates in April 2010 to encourage customers to conserve water. A long-term water and sewer rate study was performed by McLain DSS which looks at the projected costs of operating the water and sewer system and includes the City's 10-year Capital Improvement Program (CIP).



The Groundwater Conservation Fee charge is a pass-through charge of the fee that the City pays to the Lone Star Groundwater Conservation District. The Surface Water Conversion Fee is a fee that was enacted in FY 2009-2010 to recover costs associated with converting the City from ground water to surface water from Lake Conroe. This fee was started in May 2010. Customers are currently billed \$2.70 per 1,000 gallons consumed. The City is proposing to increase this fee to \$2.95 in October 2015. This increase is due to the San Jacinto River Authority (SJRA) increasing the fee to pump water from the ground and the implementation of a surface water rate for treatment of water taken from Lake Conroe.

Detailed information about the water rates can be found in the Mayor's Message at the beginning of this budget. Water Sales account for 65.78 percent of all Water & Sewer Operating Fund revenues.

Sewer Charges: \$8,899,533 (up \$46,652 or 0.53 percent)

Revenues in this category are expected to increase by 0.53 percent in FY 2015-2016. Actual revenue can vary depending on weather conditions. These revenues include a proposed sewer rate increase and a discount for age 65 and older and/or disabled customers (Lifeline Rate). A long-term water and sewer rate study was performed by McLain DSS which looks at the projected costs of operating the water and sewer system and includes the City's 10-year Capital Improvement Program (CIP). Detailed information about the sewer rates can be found in the Mayor's Message at the beginning of this budget. Sewer Charges account for 27.79 percent of all Enterprise Fund revenues.

Water and Sewer Taps: \$588,655 (up \$0 or 0.00 percent)

Revenues in this category are anticipated to remain flat in FY 2015-2016. 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 1.84 percent of all Enterprise Fund revenues.

Other Charges for Service: \$391,729 (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 2015-2016, based on historical averages. Other Charges for Service revenues account for 1.22 percent of Enterprise Fund revenues.

Other Revenues: \$571,740 (down -\$271,102 or -32.17 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 a one-time grant for the purchase of generators and began collecting water and sewer revenues from MUD #95 at 1.25 times the current rates. In FY 2015-2016 we do not anticipate intergovernmental grants, but we expect to collect more from MUD #95 as more households connect to our system. Other Revenues accounts for 1.79 percent of all Enterprise Fund revenues.

Transfers In: \$507,099 (down -\$638,868 or -55.75 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. The administrative transfer includes an adjustment for General Fund water usage for items such as parks and buildings. The result was a net payment from the General Fund to the Water and Sewer Operating Fund. Staff will evaluate this transfer each fiscal year to "true-up" the costs between the funds to ensure these costs are appropriately accounted for. In FY 2014-2015 the General Fund transferred \$1,000,000 to mitigate water & sewer rate increases and did not continue this rate stabilization effort in FY 2015-2016.

Expenditure Synopsis:

Personnel Services: \$5,342,480 (down \$137,519 or -2.51 percent)

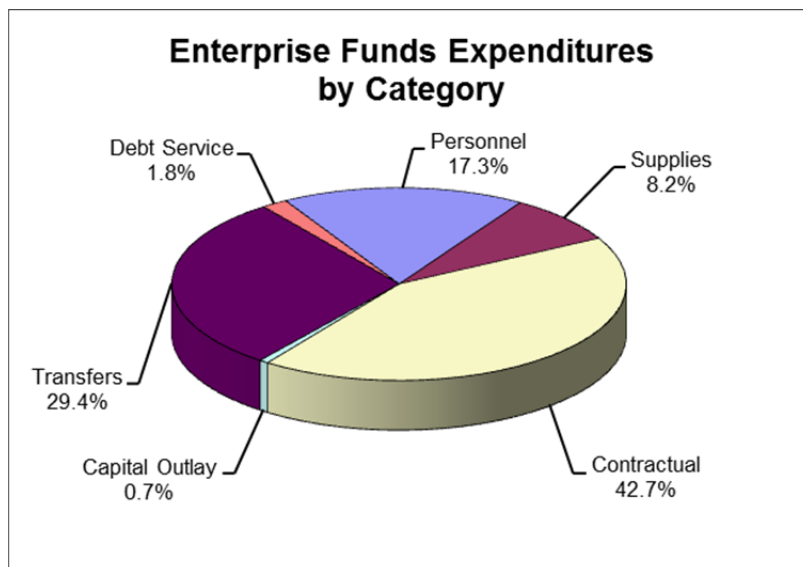
Personnel Services accounts for 17.29 percent of the total budget. The total decrease in FY 2015-2016 is the net effect of reduced expense from closing the Project Construction department and an increase from the proposed merit pay program and COLA adjustment. More information on this topic can be seen in the Mayor's Message at the front of this budget.

Supplies: \$2,521,719 (up \$58,130 or 2.36 percent)

These object classifications are for expendable materials and operating supplies necessary to conduct departmental activities. The anticipated increase for FY 2015-2016 is primarily related to Wastewater Treatment Plant (WWTP) equipment repairs and higher costs for operating supplies. The purchase of supplies and materials constitutes 8.16 percent of all fund expenditures.

Contractual: \$13,185,523 (down - \$382,080 or -2.82 percent)

Contractual Services is the largest expenditure category in the Water & Sewer Operating Fund, and it accounts for 42.68 percent of the total budget. These expenditures are for obligations resulting in services rendered to City activities by private firms for such things as legal services, travel and training, or contractual services. For FY 2015-2016, the overall decrease is attributed to one-time contractual services approved in FY 2014-2015 for water and wastewater master plans. Contract services approved for FY 2015-2016 include software migration for Utility Billing, water wells generator maintenance, rehabilitation of two hydro pneumatic tanks, water hydraulic modeling, perimeter fencing and roof repairs at the WWTP.



Capital Outlay: \$201,100 (down -\$798,143 or -79.87 percent)

This object classification includes large expenditures for capital items such as vehicles, machinery, equipment, and improvements to buildings. The decrease in comparison to 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. In FY 2015-2016 funding for upgrades to vehicle replacement costs for a crew truck and boom truck as well as a security system for well #6 are included. Expenditures within this classification account for 0.65 percent of all fund expenditures.

Transfers: \$9,077,715 (down \$171,569 or -1.85 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. It also includes a Gross Receipts payment “In Lieu of Franchise Fee” levied against the City’s water and sewer utility that is paid to the General Fund. In FY 2014-2015 transfers included a one-time payment of \$1,134,000 to the Water CIP Fund for Surface Water Generators. In FY 2015-2016 the transfer to the Water & Sewer Debt Service Fund to cover principal and interest payments for revenue bond debt increased by \$1,490,765. It was offset by a decrease to the VERF transfer. Expenditures within this classification account for 29.38 percent of all fund expenditures.

Debt Service: \$567,735 (up \$0 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 1.84 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 2014-2015, which will increase the debt service payment in FY 2015-2016. The bonds will be used to fund construction of: Streets – Walden Road Overlay; Grace Crossing Extension; Vine/Gladiola/Avenue M Overlay; McDade Estates Subdivision Overlay; Traffic Signals – FM 1488 at Grace Crossing; North Loop 336 at Oxford Drive; Crighton Road at Ed Kharbat Drive; Loop 336 at Owen Drive; Facilities - Police & Municipal Court Facility; Dean Towery Service Center Upgrades/Repairs; Transportation Grants - Park and Ride at FM 2854; and Woodlands Annexation Agreement - Infrastructure Improvements near College Park & Windsor Lakes.

2015-2016 General Obligation Debt Service Revenues:

Property Taxes	\$9,020,202
Penalties and Interest	55,718
Interest	19,616
Transfer In	<u>3,264,560</u>
Total Revenues	\$12,360,096

2015-2016 General Obligation Debt Service Expenditures: \$13,511,162

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 2014-2015, which will increase the debt service payment in FY 2015-2016. The Series 2015 Water and Sewer System Revenue Bonds would be used for the construction of: Water Line - MUD #95 (SH242) Water Extension; Robinwood Subdivision Replacement; Water Line Rehabilitation – Milltown Area; 3rd Street, 1st Street, Montrose, Halo, Reaves Street; Water Plant - Panorama/Shenandoah Catahoula Water Well; Sewer Treatment Plant - Existing Plant Rehab (Phase II); Construction of New Plant (Phase IV); Sewer Line - SSOI Program; MUD #95 (SH242) Sanitary Sewer; SH 242 and FM 1488; Plantation Drive Trunk Line.

2015-2016 Water and Sewer Debt Service Revenues:

Interest	\$ 0
Transfer In	<u>7,709,080</u>
Total Revenues	\$7,709,080

2015-2016 Water and Sewer Debt Service Expenditures:	\$7,709,080
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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.

2015-2016 CIDC Debt Service Revenues:

Transfer In	<u>\$2,492,263</u>
Total Revenues	\$2,492,263

2015-2016 CIDC Debt Service Expenditures:	\$2,492,263
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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>
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
2015	6,140,549,278	1,762,388,483	1,593,198,016	6,309,739,745

Analysis of Ad Valorem Tax Rate

<u>Fiscal Year</u>	<u>General Fund</u>	<u>Debt Service</u>	<u>Total per \$100</u>
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
2015-16	.2750	.1450	.4200

Current Tax Levy and Collections

<u>Fiscal Year</u>	<u>Levied</u>	<u>Collected</u>	<u>Percent of Collections</u>
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	18,076,015	18,010,688	98%
2014-15 est.	20,285,133	19,879,430	99%
2015-16 est.	26,500,907	25,970,889	98%

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

2015 Tax Year (Certified)

Taxable Assessed Valuation (est.)	\$6,309,739,745
Proposed Rate	\$0.4200
Estimated Levy	\$26,500,907
Estimated Collection Percentage	98%
Estimated Net Ad Valorem Taxes	\$25,970,889

Distribution (Current)

	<u>Rate</u>	<u>Percent</u>	
General Fund	.2750	65.5%	\$17,004,749
G.O. Debt Service Fund	.1450	34.5%	\$8,966,140

Distribution (Delinquent)

General Fund	\$80,105
G.O. Debt Service Fund	\$54,062

Distribution (Penalties & Interest)

General Fund	\$73,894
G.O. Debt Service Fund	\$55,718



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GENERAL FUND

FY 15-16 Budget Summary

General Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Dollar FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 26,087,307	\$ 26,087,307	\$ -	\$ 20,238,764	\$ -	\$ 20,238,764	\$ (5,848,543)	-22.4%
General Fund Revenues:									
Revenues	\$ 57,688,928	\$ 59,408,826	\$ 61,419,437	\$ 2,010,611	\$ 65,526,026	\$ -	\$ 65,526,026	\$ 6,117,200	10.3%
Total Revenues	\$ 57,688,928	\$ 59,408,826	\$ 61,419,437	\$ 2,010,611	\$ 65,526,026	\$ -	\$ 65,526,026	\$ 6,117,200	10.3%
Total Resources	\$ 57,688,928	\$ 85,496,133	\$ 87,506,744	\$ 2,010,611	\$ 85,764,790	\$ -	\$ 85,764,790	\$ 268,657	0.3%
General Fund Expenditures:									
Administration	\$ 553,514	\$ 509,832	\$ 509,655	\$ 177	\$ 533,255	\$ -	\$ 533,255	\$ 23,423	4.6%
Mayor & Council	543,366	600,898	608,968	(8,070)	582,438	54,074	636,512	35,614	5.9%
Arts & Communications	-	-	-	-	-	-	-	-	N/A
Transit	-	-	-	-	-	-	-	-	N/A
Legal	495,724	564,193	553,588	10,605	589,868	-	589,868	25,675	4.6%
Municipal Court	1,292,345	1,166,043	1,224,698	(58,655)	1,171,646	64,387	1,236,033	69,990	6.0%
Finance	1,421,768	1,564,227	1,547,178	17,049	1,783,622	5,470	1,789,092	224,865	14.4%
CDBG Administration	240,534	260,599	238,727	21,872	252,997	-	252,997	(7,602)	-2.9%
Purchasing-Warehouse	445,001	584,034	544,839	39,195	352,856	3,500	356,356	(227,678)	-39.0%
Information Technology	2,021,629	1,988,835	1,990,252	(1,417)	1,951,349	278,200	2,229,549	240,714	12.1%
Human Resources	658,833	796,836	791,229	5,607	814,202	-	814,202	17,366	2.2%
Police Administration	1,283,866	1,454,035	1,383,508	70,527	1,459,455	-	1,459,455	5,420	0.4%
Police Support	1,364,487	1,340,260	1,166,172	174,088	1,353,929	2,500	1,356,429	16,169	1.2%
Police Patrol	9,741,425	10,338,493	10,313,201	25,292	10,931,172	-	10,931,172	592,679	5.7%
Police Investigations	3,317,435	3,437,495	3,315,845	121,650	3,540,813	5,400	3,546,213	108,718	3.2%
Police Professional Svc	-	-	-	-	-	-	-	-	N/A
Police Animal Services	581,923	563,238	562,823	415	573,694	-	573,694	10,456	1.9%
Red Light Program	890,381	765,289	763,352	1,937	-	-	-	(765,289)	-100.0%
Traffic Services	272,257	191,825	168,431	23,394	-	-	-	(191,825)	-100.0%
Police CVEP	71,492	115,964	115,621	343	124,080	4,691	128,771	12,807	11.0%
Seized Assets	-	-	-	-	-	-	-	-	N/A
Fire	11,426,454	13,792,203	12,967,286	824,917	13,194,834	212,000	13,406,834	(385,369)	-2.8%
Parks Administration	402,349	469,212	473,966	(4,754)	444,430	14,750	459,180	(10,032)	-2.1%
Recreation Center	1,476,945	1,413,647	1,443,067	(29,420)	1,422,162	7,476	1,429,638	15,991	1.1%
Oscar Johnson, Jr. CC	-	-	-	-	-	-	-	-	N/A
Aquatic Center	1,411,913	1,368,962	1,368,962	-	1,424,719	96,800	1,521,519	152,557	11.1%
Park Operations	1,668,101	1,793,660	1,771,200	22,460	1,688,035	200,620	1,888,655	94,995	5.3%
Community Devel.	1,188,161	1,697,814	1,494,330	203,484	1,608,328	37,230	1,645,558	(52,256)	-3.1%
Drainage Maintenance	816,175	898,875	808,415	90,460	906,802	500,000	1,406,802	507,927	56.5%
Streets	3,573,073	3,777,874	3,992,857	(214,983)	3,702,112	1,167,000	4,869,112	1,091,238	28.9%
Signal Maintenance	416,066	668,060	669,851	(1,791)	753,396	482,560	1,235,956	567,896	85.0%
Engineering	1,963,861	2,513,324	2,525,355	(12,031)	2,659,077	54,732	2,713,809	200,485	8.0%
Service Center	-	-	-	-	-	-	-	-	N/A
Building Maint.	-	-	-	-	-	-	-	-	N/A
GF Non-Departmental	8,122,100	13,753,729	13,954,604	(200,875)	9,031,507	-	9,031,507	(4,722,222)	-34.3%
Total Expenditures	\$ 57,661,178	\$ 68,389,456	\$ 67,267,980	\$ 1,121,476	\$ 62,850,778	\$ 3,191,390	\$ 66,042,168	\$ (2,347,288)	-3.4%
New Fund Balance:		\$ 17,106,677	\$ 20,238,764	\$ 3,132,087	\$ 22,914,012		\$ 19,722,622	\$ 2,615,945	
90-Day Reserve:		\$ 17,097,364	\$ 16,816,995		\$ 15,712,695		\$ 16,510,542		
Over/(Under):		9,313	3,421,769		7,201,318		3,212,080		

Breakdown of Transfer In:

CDBG Entitlement Fund	\$ 91,570
Administrative Transfer (W/S)	-
HOT Fund	-
Total	\$ 91,570

Breakdown of Transfer Out:

TIRZ #2 Fund	\$ 265,819
TIRZ #3 Fund	1,958,031
Vehicle & Equipment Fund	950,000
Conroe Tower Fund	153,744
Net Administrative Transfer	507,099
W&S Oper - Rate Stabilization	-
Trans. Grants Fund (Transit)	131,058
Total	\$ 3,965,751

FY 15-16 Budget Summary by Category General Fund

	<u>FY 14-15 Budget</u>	<u>FY 14-15 Estimate</u>	<u>Under/ (Over)</u>	<u>FY 15-16 Base</u>	<u>FY 15-16 Supplemental</u>	<u>FY 15-16 Proposed</u>
Personnel	\$ 41,223,245	\$ 39,905,482	\$ 1,317,763	\$ 44,276,255	\$ 96,907	\$ 44,373,162
Supplies	4,977,316	4,691,764	285,552	4,330,438	127,036	4,457,474
Contractual	13,292,494	13,472,341	(179,847)	10,203,156	975,814	11,178,970
Capital Outlay	3,736,544	3,947,362	(210,818)	-	1,991,633	1,991,633
Transfers	5,084,679	5,175,853	(91,174)	3,965,751	-	3,965,751
Debt Service	75,178	75,178	-	75,178	-	75,178
Total	<u><u>\$ 68,389,456</u></u>	<u><u>\$ 67,267,980</u></u>	<u><u>\$ 1,121,476</u></u>	<u><u>\$ 62,850,778</u></u>	<u><u>\$ 3,191,390</u></u>	<u><u>\$ 66,042,168</u></u>

FY 15-16 Supplemental Requests General Fund

<u>Department/Division</u>	<u>Dept Rank</u>	<u>Supplemental Req. Title</u>	<u>Requested Amount1</u>	<u>FY 14-15 Purchase2</u>	<u>CAO Adjustment3</u>	<u>List "A" Included4</u>	<u>Type</u>
0001-1042 Mayor & Council	0	Election Equipment	\$ 32,414	\$ -	\$ -	\$ 32,414	Non-discretionary Adjustment
0001-1042 Mayor & Council	0	2016 Elections	21,660	-	-	21,660	Non-discretionary Adjustment
0001-1042 Mayor & Council	1	Secretary / Record Technician	58,149	-	-	-	New Personnel
0001-1042 Mayor & Council Total			\$ 112,223	\$ -	\$ -	\$ 54,074	
0001-1070 Municipal Court	0	Incode	7,005	-	7,005	-	Non-discretionary Adjustment
0001-1070 Municipal Court	0	Knight Security - Maintenance Agreement	6,906	-	6,906	-	Non-discretionary Adjustment
0001-1070 Municipal Court	1	Clerks Certification Incentive Program	17,504	-	-	17,504	Enhanced Program
0001-1070 Municipal Court	2	Operating Supplies	1,200	-	-	1,200	Enhanced Program
0001-1070 Municipal Court	3	Jack Collection Machine For New Court Building	32,977	-	-	32,977	New Equipment
0001-1070 Municipal Court	4	Customer Flow Power Tool	9,406	-	-	9,406	New Equipment
0001-1070 Municipal Court	5	Juvenile Case Manager Training	1,000	-	-	1,000	Enhanced Program
0001-1070 Municipal Court	6	Fuel For 2 Warrant/bailiff Officer Vehicle	2,300	-	-	2,300	Enhanced Program
0001-1070 Municipal Court Total			\$ 78,298	\$ -	\$ 13,911	\$ 64,387	
0001-1100 Finance	0	Muni Services Sales Tax	55,000	-	55,000	-	Non-discretionary Adjustment
0001-1100 Finance	1	Additional Training For New Personnel	5,470	-	-	5,470	Enhanced Program
0001-1100 Finance	2	Accounts Payable Clerk	48,888	-	-	-	New Personnel
0001-1100 Finance	3	Accountant	77,649	-	-	-	New Personnel
0001-1100 Finance Total			\$ 187,007	\$ -	\$ 55,000	\$ 5,470	
0001-1120 Purchasing	1	Yearly Diesel Tank Cleaning And Testing Service	3,500	-	-	3,500	Enhanced Program
0001-1120 Purchasing Total			\$ 3,500	\$ -	\$ -	\$ 3,500	
0001-1130 Information Technology	0	Non-discretionary Software Maintenance Increases	60,200	-	-	60,200	Non-discretionary Adjustment
0001-1130 Information Technology	1	I. T. S. P. - P C Support Specialist	81,713	-	-	-	New Personnel
0001-1130 Information Technology	2	Part Time Employee Contract Services	55,000	-	-	55,000	Enhanced Program
0001-1130 Information Technology	3	Request for Vehicle Operations Cost	3,000	-	-	3,000	New Program
0001-1130 Information Technology	4	Replace Aging Storage Hardware	15,000	-	-	15,000	Replacement Equipment
0001-1130 Information Technology	5	I. T. S. P. - Server Replacement Program	20,000	-	-	20,000	Replacement Equipment
0001-1130 Information Technology	6	I. T. S. P. - P C Replacement Program	90,000	-	-	45,000	Replacement Equipment
0001-1130 Information Technology	7	I. T. S. P. - Switch Replacement Program	50,000	-	-	50,000	Replacement Equipment
0001-1130 Information Technology	8	Firewall For Police CJIS Equipment	11,000	-	-	11,000	Enhanced Program
0001-1130 Information Technology	9	Upgrade City Hall Virtual Network Cards To 10gb	19,000	-	-	19,000	Enhanced Program
0001-1130 Information Technology	10	Barracuda Spam Firewall	7,700	7,700	-	-	Enhanced Program
0001-1130 Information Technology	11	Increase Over Time Budget	2,581	-	-	-	Enhanced Program
0001-1130 Information Technology	12	Enterprise Data Logging Software	9,000	-	-	-	New Program
0001-1130 Information Technology Total			\$ 424,194	\$ 7,700	\$ -	\$ 278,200	
0001-1160 Human Resources	1	Full Time Employment Clerk	48,859	-	-	-	New Personnel
0001-1160 Human Resources Total			\$ 48,859	\$ -	\$ -	\$ -	
0001-1201 Police Administration	1	Secretary I	47,323	-	-	-	New Personnel
0001-1201 Police Administration	12	Enterprise Data Logging Software	-	9,000	-	-	New Program
0001-1201 Police Administration Total			\$ 47,323	\$ 9,000	\$ -	\$ -	
0001-1202 Police Support Services	0	Travel / Training Adjustment	9,500	-	9,500	-	Non-discretionary Adjustment
0001-1202 Police Support Services	1	Records Clerk (1)	46,720	-	-	-	New Personnel
0001-1202 Police Support Services	2	Telecommunicator Professional Development	2,500	-	-	2,500	New Travel & Training
0001-1202 Police Support Services	3	Scan-Tron Grading System	2,500	2,500	-	-	New Equipment
0001-1202 Police Support Services	4	Site Specific Trash Collection Bins	1,800	-	-	-	New Equipment
0001-1202 Police Support Services	5	2 Electric Automatic Floor Scrubbers	2,600	-	-	-	New Equipment

FY 15-16 Supplemental Requests General Fund

<u>Department/Division</u>	<u>Dept Rank</u>	<u>Supplemental Req. Title</u>	<u>Requested Amount1</u>	<u>FY 14-15 Purchase2</u>	<u>CAO Adjustment3</u>	<u>List "A" Included4</u>	<u>Type</u>
0001-1202 Police Support Services	6	2 Portable Tool Boxes	1,000	1,000	-	-	New Equipment
0001-1202 Police Support Services Total			\$ 66,620	\$ 3,500	\$ 9,500	\$ 2,500	
0001-1203 Police Patrol	0	Radio Communication Equipment	254,484	-	254,484	-	Non-discretionary Adjustment
0001-1203 Police Patrol	0	Police Patrol Car Equipment Packages (12)	348,312	-	348,312	-	Non-discretionary Adjustment
0001-1203 Police Patrol	0	Motorcycle Operator Training And Certification	3,800	-	3,800	-	Non-discretionary Adjustment
0001-1203 Police Patrol	1	Patrol Sergeants (4)	652,480	-	-	-	New Personnel
0001-1203 Police Patrol	2	Crime Reduction Program	446,689	-	-	-	New Personnel
0001-1203 Police Patrol	3	Communications Officers (4)	194,047	-	-	-	New Personnel
0001-1203 Police Patrol	5	Critical Telecommunicator Testing System	6,000	6,000	-	-	New Program
0001-1203 Police Patrol Total			\$ 1,905,812	\$ 6,000	\$ 606,596	\$ -	
0001-1204 Police Investigations	0	Cellebrite Phone Analyzer	3,100	-	3,100	-	Non-discretionary Adjustment
0001-1204 Police Investigations	1	Travel And Training	5,400	-	-	5,400	Enhanced Program
0001-1204 Police Investigations Total			\$ 8,500	\$ -	\$ 3,100	\$ 5,400	
0001-1206 Police Animal Services	1	Full Time Animal Control Officer	75,375	-	-	-	New Personnel
0001-1206 Police Animal Services Total			\$ 75,375	\$ -	\$ -	\$ -	
0001-1208 Traffic Services	4	Replace Motor Unit Camera System	36,800	36,800	-	-	Replacement Equipment
0001-1208 Traffic Services Total			\$ 36,800	\$ 36,800	\$ -	\$ -	
0001-1209 CVEP	1	Overtime - Commercial Motor Vehicle Officer	4,691	-	-	4,691	Enhanced Program
0001-1209 CVEP Total			\$ 4,691	\$ -	\$ -	\$ 4,691	
0001-1300 Fire	0	Candidate Physical Agility Test Equipment (CPAT)	75,000	-	-	75,000	Non-discretionary Adjustment
0001-1300 Fire	0	Line Item Increase Contract Services	45,000	-	-	-	Non-discretionary Adjustment
0001-1300 Fire	0	Line Item Increase Physicals	68,750	-	68,750	-	Non-discretionary Adjustment
0001-1300 Fire	0	Airpacks For Station 6 Apparatus	50,000	50,000	-	-	Non-discretionary Adjustment
0001-1300 Fire	1	Chassis Pre-payment Fire Engine St 7	-	-	-	-	New Equipment
0001-1300 Fire	2	Grace Accountability System	19,000	-	-	19,000	Enhanced Program
0001-1300 Fire	3	Timekeeping Software	60,000	-	-	-	New Equipment
0001-1300 Fire	4	Assistant Chief (2nd One)	195,738	-	-	-	New Personnel
0001-1300 Fire	5	Fireboat 6 Upgrade	80,000	-	-	-	Replacement Equipment
0001-1300 Fire	6	Desk And Wall For Front Office	15,000	-	-	15,000	Enhanced Program
0001-1300 Fire	7	Physical Fitness Equipment St 6	25,000	-	-	-	New Equipment
0001-1300 Fire	8	Part-time Courier	12,000	-	-	-	New Personnel
0001-1300 Fire	9	Portable Building	10,000	-	-	10,000	New Equipment
0001-1300 Fire	10	Fire Boat Training Course	21,500	-	-	21,500	New Travel & Training
0001-1300 Fire	11	Vehicle For Asset Coordinator	26,500	-	-	26,500	Replacement Equipment
0001-1300 Fire	12	Opticom Traffic Signal Preemption System	161,100	-	-	-	Enhanced Program
0001-1300 Fire	13	Training Facility	-	-	-	-	Enhanced Program
0001-1300 Fire	14	Evacuation Boat	45,500	-	-	-	New Equipment
0001-1300 Fire	15	Facilities Maintenance Fund	45,000	-	-	45,000	Enhanced Program
0001-1300 Fire	16	(1) Lieutenant/ Deputy Fire Marshal	148,250	-	-	-	New Personnel
0001-1300 Fire	17	Drager Phase One Flashover System	-	-	-	-	Enhanced Program
0001-1300 Fire Total			\$ 1,103,338	\$ 50,000	\$ 68,750	\$ 212,000	
0001-1400 Parks	0	Customer Service Representative	5,720	-	5,720	-	New Personnel
0001-1400 Parks	0	Building Supplies	2,000	-	2,000	-	Non-discretionary Adjustment
0001-1400 Parks	0	Equipment Repairs	1,000	-	1,000	-	Non-discretionary Adjustment

FY 15-16 Supplemental Requests General Fund

<u>Department/Division</u>	<u>Dept Rank</u>	<u>Supplemental Req. Title</u>	<u>Requested Amount1</u>	<u>FY 14-15 Purchase2</u>	<u>CAO Adjustment3</u>	<u>List "A" Included4</u>	<u>Type</u>
0001-1400 Parks	0	Operating Supplies	4,350	-	4,350	-	Non-discretionary Adjustment
0001-1400 Parks	0	Leased Equipment	3,000	-	3,000	-	Non-discretionary Adjustment
0001-1400 Parks	0	Unexpected Repairs	50,000	-	-	-	Non-discretionary Adjustment
0001-1400 Parks	1	Parks And Recreation Intern	14,750	-	-	14,750	New Personnel
0001-1400 Parks Total			\$ 80,820	\$ -	\$ 16,070	\$ 14,750	
0001-1410 Recreation Center	1	Fitness Center Attendant	24,783	-	-	-	New Personnel
0001-1410 Recreation Center	2	Chairs	7,476	-	-	7,476	New Equipment
0001-1410 Recreation Center	3	Recreation Coordinator- Marketing & Technology	84,453	-	-	-	New Personnel
0001-1410 Recreation Center	4	Unexpected Repairs	60,000	-	-	-	Replacement Equipment
0001-1410 Recreation Center Total			\$ 176,712	\$ -	\$ -	\$ 7,476	
0001-1440 Aquatic Center	0	Secondary Sanitation System (ultra-violet)	43,000	-	43,000	-	Non-discretionary Adjustment
0001-1440 Aquatic Center	1	Restore Tower Slide & Play Structure	96,800	-	-	96,800	Enhanced Program
0001-1440 Aquatic Center	2	Pool Covers & Reels	42,850	-	-	-	Replacement Equipment
0001-1440 Aquatic Center	3	Unexpected Repairs	50,000	-	-	-	Replacement Equipment
0001-1440 Aquatic Center Total			\$ 232,650	\$ -	\$ 43,000	\$ 96,800	
0001-1450 Parks Operations	0	F-450 Utility Truck (0631)	-	-	-	-	VERF
0001-1450 Parks Operations	0	F-250 Extended Cab Truck (0829)	-	-	-	-	VERF
0001-1450 Parks Operations	0	24 Ft. Gooseneck Trailer (t-9724)	-	-	-	-	VERF
0001-1450 Parks Operations	0	Additional Utilities Funding	27,000	-	27,000	-	Non-discretionary Adjustment
0001-1450 Parks Operations	1	Trail Renovations - McDade Park	95,000	-	-	-	Enhanced Program
0001-1450 Parks Operations	2	Park Renovations	200,000	-	-	200,000	Replacement Equipment
0001-1450 Parks Operations	3	Additional Sidewalks At Carl Barton, Jr. Park	28,500	-	-	-	Enhanced Program
0001-1450 Parks Operations	4	Lions Club Membership	620	-	-	620	New Travel & Training
0001-1450 Parks Operations Total			\$ 351,120	\$ -	\$ 27,000	\$ 200,620	
0001-1500 Community Development	1	Code Enforcement Coordinator / Lien Processor	58,149	-	-	-	New Personnel
0001-1500 Community Development	2	Code Enforcement Abatement	100,000	-	-	-	New Program
0001-1500 Community Development	3	Plan Intake Coord./ Open Record Request Processor	61,169	-	-	-	New Personnel
0001-1500 Community Development	4	Project Manager / Tree Preservation	103,670	-	-	-	New Personnel
0001-1500 Community Development	5	Code Enforcement Officer / New Extended Cab Truck	97,956	-	-	-	New Personnel
0001-1500 Community Development	6	Building Insp Plan Review/ New Extended Cab Truck	105,977	-	-	-	New Personnel
0001-1500 Community Development	7	Digital Color Copier	4,200	-	-	-	Replacement Equipment
0001-1500 Community Development	8	Temp Service Clerk	30,000	-	-	-	New Personnel
0001-1500 Community Development	9	Overtime	37,230	-	-	37,230	Enhanced Program
0001-1500 Community Development Total			\$ 598,351	\$ -	\$ -	\$ 37,230	
0001-1530 Drainage Construction	1	Materials For Drainage Projects	500,000	-	-	500,000	Enhanced Program
0001-1530 Drainage Construction Total			\$ 500,000	\$ -	\$ -	\$ 500,000	
0001-1540 Streets	0	Unit E 1338 Additional Funding Needed	50,000	-	-	-	VERF
0001-1540 Streets	0	Additional Funds In Account 8010 For Annex Areas	142,000	-	-	142,000	Non-discretionary Adjustment
0001-1540 Streets	0	Additional Funds In Account 8060 for Tire Disposal	25,000	-	-	25,000	Non-discretionary Adjustment
0001-1540 Streets	1	Data Collections For Pavement Management	80,000	-	-	-	Enhanced Program
0001-1540 Streets	2	Asphalt Funding In Account 9030	1,250,000	-	-	1,000,000	Enhanced Program
0001-1540 Streets	3	1 Light Equip. Oper. & 1 Laborer - Patch Truck	274,874	-	-	-	New Personnel
0001-1540 Streets	4	Driver/ Light Equipment Operator - Street Sweeper	253,254	-	-	-	New Personnel
0001-1540 Streets	5	2 Light Equip. Oper. & 2 Laborers- Barricade Crew	389,577	-	-	-	New Personnel
0001-1540 Streets Total			\$ 2,464,705	\$ -	\$ -	\$ 1,167,000	

FY 15-16 Supplemental Requests General Fund

<u>Department/Division</u>	<u>Dept Rank</u>	<u>Supplemental Req. Title</u>	<u>Requested Amount1</u>	<u>FY 14-15 Purchase2</u>	<u>CAO Adjustment3</u>	<u>List "A" Included4</u>	<u>Type</u>
0001-1550 Signal Maintenance	0	Increase In Account 8050 For Additional Employees	3,000	-	-	3,000	Non-discretionary Adjustment
0001-1550 Signal Maintenance	0	Unit 0634 Additional Funding Needed	62,000	-	-	62,000	VERF
0001-1550 Signal Maintenance	0	Increase in Account 8010 For I 45 Illumination	250,000	-	-	250,000	Non-discretionary Adjustment
0001-1550 Signal Maintenance	0	2015 Hino 268 A Crash Truck W/ Scorpion Attenuator	121,500	-	-	121,500	New Equipment
0001-1550 Signal Maintenance	0	Increase In Account 7254 For I-45 Illumination	20,000	-	-	-	Non-discretionary Adjustment
0001-1550 Signal Maintenance	0	Increase in Account 8060 For I 45 Illumination	150,000	-	-	-	Non-discretionary Adjustment
0001-1550 Signal Maintenance	0	Increase In Account 7110 For Transferred Employees	1,500	-	-	1,500	Non-discretionary Adjustment
0001-1550 Signal Maintenance	0	Increase in Account 7140 For Transferred Employees	1,560	-	-	1,560	Non-discretionary Adjustment
0001-1550 Signal Maintenance	0	Increase in Account 7020 For Annexed Areas Overtime	3,000	-	-	3,000	Non-discretionary Adjustment
0001-1550 Signal Maintenance	1	Verizon Traffic Signal Controls Synchronizing	40,000	-	-	40,000	New Equipment
0001-1550 Signal Maintenance	2	Upgrade I 45 High Mast Lighting To L E D Bulbs	187,000	-	-	-	Replacement Equipment
0001-1550 Signal Maintenance	3	Upgrade I 45 Bridge And Roadside Bulbs To L E D	80,000	-	-	-	Replacement Equipment
0001-1550 Signal Maintenance	4	Bobcat Compact Excavator	38,664	-	-	-	New Equipment
0001-1550 Signal Maintenance	5	New Forklift	31,000	-	-	-	New Equipment
0001-1550 Signal Maintenance	6	Replace Signal Loops with Radar Detection	100,000	-	-	-	New Equipment
0001-1550 Signal Maintenance Total			\$ 1,089,224	\$ -	\$ -	\$ 482,560	
0001-1570 Engineering	1	Sport Utility Vehicle (SUV)	27,000	-	-	27,000	New Equipment
0001-1570 Engineering	2	Temp Service Clerical Staffing	8,000	-	-	8,000	Enhanced Program
0001-1570 Engineering	3	Additional Overtime	19,732	-	-	19,732	Enhanced Program
0001-1570 Engineering	4	Traffic Analysis, Synchronization And Design	125,000	-	-	-	New Program
0001-1570 Engineering	5	G I S Technician	61,550	-	-	-	New Personnel
0001-1570 Engineering	6	Update Design Manual And Standard Specifications	250,000	-	-	-	New Program
0001-1570 Engineering	7	Engineering Technician	76,606	-	-	-	New Personnel
0001-1570 Engineering	8	Pedestrian Sidewalk, Trail, & Bike Path Study	125,000	-	-	-	New Program
0001-1570 Engineering	9	Drainage Master Plan & Update Detention Ordinance	200,000	-	-	-	New Program
0001-1570 Engineering	10	Summer Engineering Aide Interns	13,652	-	-	-	New Personnel
0001-1570 Engineering	11	4 Wheel Drive Quad Cab Truck	27,100	-	-	-	New Equipment
0001-1570 Engineering	12	1/2 Ton 4 X 4 Extended Cab Truck (0548)	26,075	-	-	-	Replacement Equipment
0001-1570 Engineering Total			\$ 959,715	\$ -	\$ -	\$ 54,732	
Grand Total			\$ 10,555,837	\$ 113,000	\$ 842,927	\$ 3,191,390	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 14-15 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 FY14-15 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2015-2016
0001-1020

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: REVENUES DIVISION: REVENUES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
4010 Current Taxes	\$10,732,873	\$11,832,994	\$11,832,994	\$17,004,749	\$0	\$0	\$17,004,749
4020 Delinquent Taxes	\$59,378	\$84,809	\$80,105	\$80,105	\$0	\$0	\$80,105
4030 Gross Receipts	\$5,498,113	\$5,773,176	\$5,928,693	\$6,317,740	\$0	\$0	\$6,317,740
4040 Sales Tax	\$30,196,157	\$31,767,398	\$31,767,398	\$31,938,208	\$0	\$0	\$31,938,208
4050 Hotel Occupancy Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4070 Mixed Beverage Tax	\$219,546	\$257,453	\$272,913	\$304,352	\$0	\$0	\$304,352
4080 P.I.L.O.T.	\$682,113	\$711,705	\$592,302	\$682,266	\$0	\$0	\$682,266
4510 Licenses	\$30,441	\$24,445	\$33,188	\$33,188	\$0	\$0	\$33,188
4520 Permits	\$2,084,706	\$1,651,172	\$2,459,579	\$2,500,000	\$0	\$0	\$2,500,000
4530 Miscellaneous	\$3,188	\$3,310	\$3,456	\$3,456	\$0	\$0	\$3,456
4532 Alarm Fees	\$99,290	\$155,694	\$134,601	\$134,601	\$0	\$0	\$134,601
4533 Excessive Alarms	\$42,900	\$36,050	\$50,250	\$52,763	\$0	\$0	\$52,763
4535 Wrecker Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5010 Refuse Collection	\$411,966	\$390,186	\$433,814	\$440,321	\$0	\$0	\$440,321
5020 Copies	\$20,312	\$18,133	\$19,853	\$19,853	\$0	\$0	\$19,853
5040 Planning and Zoning Fees	\$284,169	\$272,852	\$591,627	\$400,000	\$0	\$0	\$400,000
5117 Code Enforcement Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5150 Service Charges	\$4,304	\$7,800	\$14,472	\$4,305	\$0	\$0	\$4,305
5510 Traffic and Criminal Fines	\$2,260,068	\$2,184,548	\$2,114,550	\$2,114,550	\$0	\$0	\$2,114,550
5530 Traffic Camera Fines	\$1,416,969	\$548,000	\$575,576	\$0	\$0	\$0	\$0
5540 Commercial Vehicle Fines	\$16,031	\$202,590	\$48,750	\$48,750	\$0	\$0	\$48,750
6010 Interest	\$60,684	\$55,756	\$54,386	\$54,386	\$0	\$0	\$54,386
6015 Gains (Losses) on Investmt	(\$56,381)	\$0	\$0	\$0	\$0	\$0	\$0
6020 Penalty & Interest	\$61,569	\$63,865	\$73,894	\$73,894	\$0	\$0	\$73,894
6030 Lease Income	\$63,200	\$54,760	\$63,440	\$63,440	\$0	\$0	\$63,440
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	\$804,164	\$771,862	\$866,474	\$784,953	\$0	\$0	\$784,953
6051 Parks Programs	\$398,777	\$375,026	\$416,584	\$373,451	\$0	\$0	\$373,451
6052 Parks Donations	\$7,195	\$0	\$9,590	\$0	\$0	\$0	\$0
6053 Animal Shelter Fees	\$43,250	\$0	\$11,040	\$9,000	\$0	\$0	\$9,000
6054 Tree Mitigation	\$16,000	\$0	\$1,463	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$134,033	\$81,943	\$96,269	\$96,269	\$0	\$0	\$96,269
6070 Short & Over	\$332	\$0	\$0	\$0	\$0	\$0	\$0
6080 Donations	\$103,361	\$90,000	\$55,220	\$50,000	\$0	\$0	\$50,000
6100 Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0

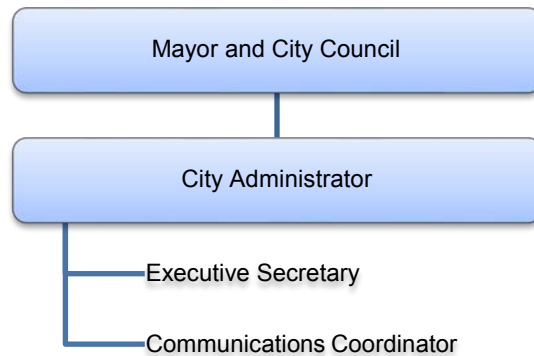
CITY OF CONROE
FY 2015-2016
0001-1020

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: REVENUES DIVISION: REVENUES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6104 CDBG-OJCC	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6105 Seized Assets	\$140,867	\$0	\$100,196	\$0	\$0	\$0	\$0
6106 Intergovernmental	\$1,821,341	\$1,868,080	\$2,073,885	\$1,849,856	\$0	\$0	\$1,849,856
6111 Proceeds for Capital Leases	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$2,500	\$0	\$2,722	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$125,219	\$640,153	\$91,570	\$0	\$0	\$91,570
REVENUES SUBTOTAL	\$57,688,928	\$59,408,826	\$61,419,437	\$65,526,026	\$0	\$0	\$65,526,026
TOTAL 0001-1020	\$57,688,928	\$59,408,826	\$61,419,437	\$65,526,026	\$0	\$0	\$65,526,026

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 2014-2015

- ✓ Completed “Conroe Lean” seventh year
- ✓ Developed 2014 State of the City Report
- ✓ Attended City Council Workshops, meetings, Conroe Industrial Development Corporation and Greater Conroe Economic Development Council meetings
- ✓ Completed FY 14-15 Capital Improvement Plan (CIP)
- ✓ Oversaw preparation of FY 14-15 Annual Budget
- ✓ Continued improvement of City’s reserve funds

Goals & Objectives for FY 2015-2016

- ❑ 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 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
City Administrator	1	1	1	1
Communications Coordinator	1	1	1	1
Executive Secretary	1	1	1	1
TOTAL FULL TIME	3	3	3	3

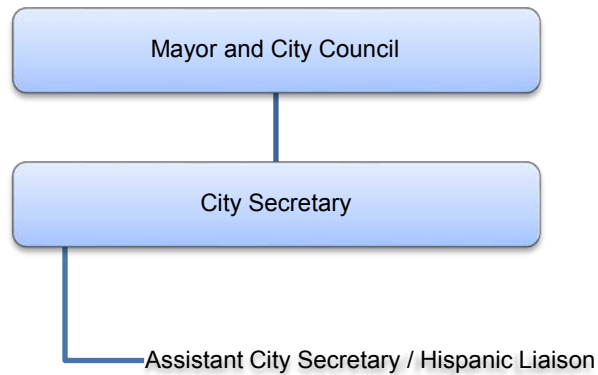
	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Conduct Bi-Monthly Management Team Meetings	21	20	20	20
Conduct bi-weekly one-on-one Meeting with Directors	120	120	110	115
Respond to all citizen inquiries/ complaints in a timely	Yes	Yes	Yes	Yes
Maintain sound fiscal health of City of Conroe	Yes	Yes	Yes	Yes
Maintain "quality" communications with employees	Yes	Yes	Yes	Yes

CITY OF CONROE
FY 2015-2016
0001-1041

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: ADMINISTRATION		DIVISION: ADMINISTRATION			
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$318,837	\$327,705	\$322,456	\$342,925	\$0	\$0	\$342,925
7012 Salaries - Part Time	\$0	\$353	\$353	\$353	\$0	\$0	\$353
7020 Overtime	\$238	\$0	\$236	\$0	\$0	\$0	\$0
7025 Social Security	\$19,278	\$27,721	\$21,786	\$29,007	\$0	\$0	\$29,007
7030 Retirement & Pension	\$54,613	\$53,740	\$54,269	\$55,410	\$0	\$0	\$55,410
7035 Workers Compensation	\$3,198	\$3,984	\$3,972	\$4,386	\$0	\$0	\$4,386
7040 Employee Insurance	\$25,740	\$25,740	\$25,740	\$30,585	\$0	\$0	\$30,585
PERSONNEL SERVICES SUBTOTAL	\$421,904	\$439,243	\$428,812	\$462,666	\$0	\$0	\$462,666
7110 Office Supplies	\$4,426	\$2,709	\$0	\$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	\$9,068	\$5,000	\$5,800	\$5,000	\$0	\$0	\$5,000
7253 Furniture & Fixtures <\$5,000	\$1,333	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$3,043	\$0	\$1,143	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$17,870	\$7,909	\$6,943	\$7,909	\$0	\$0	\$7,909
8010 Utilities	\$975	\$2,000	\$1,100	\$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	\$8,406	\$11,500	\$10,800	\$11,500	\$0	\$0	\$11,500
8050 Travel & Training	\$30,352	\$22,462	\$30,000	\$22,462	\$0	\$0	\$22,462
8060 Contract Services	\$74,007	\$26,718	\$32,000	\$26,718	\$0	\$0	\$26,718
8070 Elections	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$113,740	\$62,680	\$73,900	\$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	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1041	\$553,514	\$509,832	\$509,655	\$533,255	\$0	\$0	\$533,255

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 2014-2015

- ✓ Successfully completed Local Option Election in conjunction with Montgomery County Election Administrator's Office
- ✓ 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 four books restored

Goals & Objectives for FY 2015-2016

- ❑ 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 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</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
Asst City Secretary/Hispanic Liaison	1	1	1	1
TOTAL FULL TIME	2	2	2	2
	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Minutes / Agendas / Packets	100	91	100	105
Open Records Requests	222	473	496	521
Liaison Telephone Contacts	1,200	900	855	812
Document Recording	35	30	31	32
Publications	90	109	114	119

CITY OF CONROE
FY 2015-2016
0001-1042

BUDGET LINE ITEMS

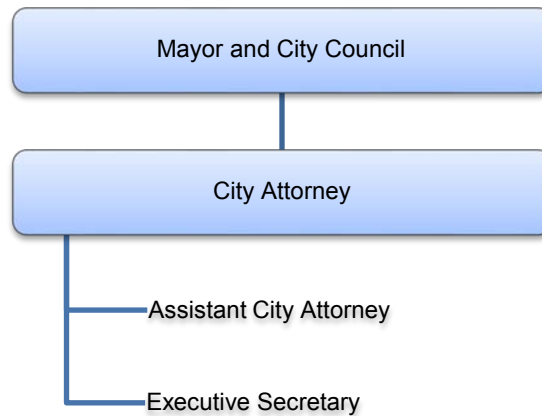
FUND: GENERAL FUND		DEPARTMENT: MAYOR AND COUNCIL		DIVISION: MAYOR AND COUNCIL			
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$375,827	\$401,200	\$382,440	\$407,934	\$0	\$0	\$407,934
7012 Salaries - Part Time	\$0	\$193	\$5,370	\$193	\$0	\$0	\$193
7020 Overtime	\$4,374	\$1,750	\$2,696	\$1,750	\$0	\$0	\$1,750
7025 Social Security	\$22,939	\$34,066	\$28,531	\$34,635	\$0	\$0	\$34,635
7030 Retirement & Pension	\$33,892	\$33,780	\$54,452	\$34,277	\$0	\$0	\$34,277
7035 Workers Compensation	\$3,527	\$4,875	\$4,370	\$5,215	\$0	\$0	\$5,215
7040 Employee Insurance	\$17,160	\$17,160	\$17,160	\$20,390	\$0	\$0	\$20,390
PERSONNEL SERVICES SUBTOTAL	\$457,719	\$493,024	\$495,019	\$504,394	\$0	\$0	\$504,394
7110 Office Supplies	\$2,362	\$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	\$6,612	\$4,768	\$4,768	\$4,768	\$0	\$0	\$4,768
7253 Furniture & Fixtures <\$5,000	\$1,394	\$0	\$2,490	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$2,928	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$13,296	\$8,168	\$10,658	\$8,168	\$0	\$0	\$8,168
8010 Utilities	\$1,552	\$800	\$1,407	\$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	\$25,244	\$42,192	\$42,192	\$42,192	\$0	\$0	\$42,192
8060 Contract Services	\$19,637	\$10,544	\$10,544	\$10,544	\$0	\$0	\$10,544
8070 Elections	\$25,918	\$31,340	\$34,318	\$16,340	\$0	\$21,660	\$38,000
CONTRACTUAL SUBTOTAL	\$72,351	\$84,876	\$88,461	\$69,876	\$0	\$21,660	\$91,536
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	\$14,830	\$14,830	\$0	\$0	\$32,414	\$32,414
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$14,830	\$14,830	\$0	\$0	\$32,414	\$32,414
TOTAL 0001-1042	\$543,366	\$600,898	\$608,968	\$582,438	\$0	\$54,074	\$636,512

CITY OF CONROE
FY 2015-2016
0001-1042

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2698	0	Election Equipment	Non-discretionary Adjustment	9050 Machinery & Equipment > \$5,000 Request Total	\$32,414 \$32,414
2784	0	2016 Elections	Non-discretionary Adjustment	8070 ELECTIONS Request Total	\$21,660 \$21,660
2 Requests			Total for 0001-1042		\$54,074

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**

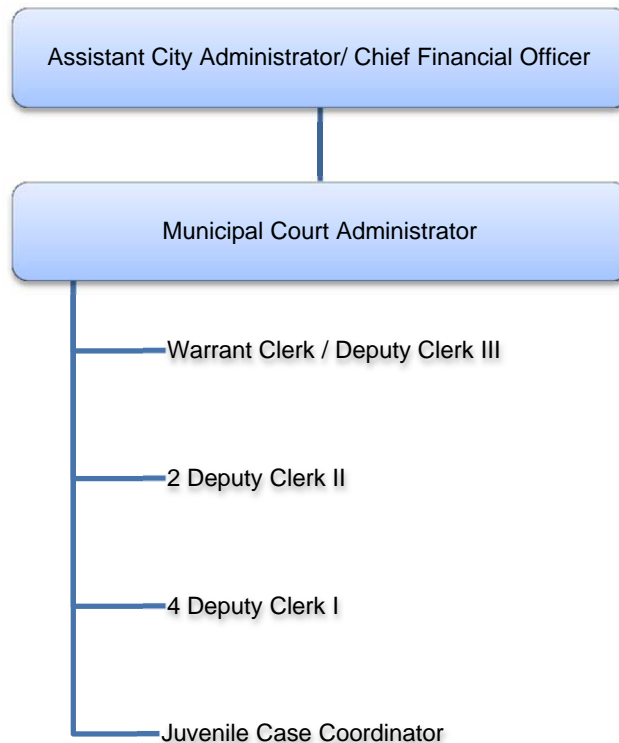
	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERSONNEL SERVICES				
City Attorney	1	1	1	1
Assistant City Attorney	1	1	1	1
Executive Secretary	1	1	1	1
TOTAL FULL TIME	3	3	3	3

CITY OF CONROE
FY 2015-2016
0001-1060

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: LEGAL DIVISION: LEGAL							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$309,181	\$324,070	\$315,255	\$341,206	\$0	\$0	\$341,206
7012 Salaries - Part Time	\$0	\$200	\$0	\$200	\$0	\$0	\$200
7020 Overtime	\$274	\$0	\$232	\$0	\$0	\$0	\$0
7025 Social Security	\$20,008	\$27,401	\$21,606	\$28,849	\$0	\$0	\$28,849
7030 Retirement & Pension	\$53,170	\$53,310	\$52,969	\$55,132	\$0	\$0	\$55,132
7035 Workers Compensation	\$3,145	\$3,938	\$3,898	\$4,362	\$0	\$0	\$4,362
7040 Employee Insurance	\$25,739	\$25,740	\$25,740	\$30,585	\$0	\$0	\$30,585
PERSONNEL SERVICES SUBTOTAL	\$411,517	\$434,659	\$419,700	\$460,334	\$0	\$0	\$460,334
7110 Office Supplies	\$3,251	\$3,200	\$1,000	\$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	\$220	\$500	\$50	\$500	\$0	\$0	\$500
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$933	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$4,404	\$4,000	\$1,050	\$4,000	\$0	\$0	\$4,000
8010 Utilities	\$570	\$1,100	\$450	\$1,100	\$0	\$0	\$1,100
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$8,286	\$95,000	\$95,000	\$95,000	\$0	\$0	\$95,000
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$4,197	\$5,995	\$5,500	\$5,995	\$0	\$0	\$5,995
8060 Contract Services	\$66,750	\$23,439	\$31,888	\$23,439	\$0	\$0	\$23,439
CONTRACTUAL SUBTOTAL	\$79,803	\$125,534	\$132,838	\$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	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1060	\$495,724	\$564,193	\$553,588	\$589,868	\$0	\$0	\$589,868

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, Constables, Fire Marshalls, Code Enforcement and citizens file complaints with the Court.

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

Municipal Court

Accomplishments for FY 2014-2015

- ✓ Participated in the Great State Wide Warrant Round-Up a state wide collaboration of agencies serving warrants on outstanding cases in multiple jurisdictions. This was the most successful year for court.
- ✓ Implemented an online payment service with Incode that allows defendants to set up for defensive driving, payment plans and payments in full. The online payments clear defendant's warrants immediately out of the system when paid in full.
- ✓ Implemented the Non-Resident Violator Compact that denies the renewal of driver's license on defendants with out of state driver's license with warrants in Conroe
- ✓ Implement training to students at Conroe Independent School District by Court personnel on Traffic Safety
- ✓ Handed out traffic safety brochures and associated traffic material at Kidz Fest and National Night Out

Goals & Objectives for FY 2015-2016

- ❑ Participate in the 2015 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 ensure the court proper space
- ❑ Participate in the Texas Municipal Court Education Center for the Deputy Clerks to obtain their certification

City of Conroe General Fund

Municipal Court 0001-1070

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
SPECIAL SERVICES				
Judge	1	1	1	1
TOTAL SPECIAL SERVICES	1	1	1	1
PERSONNEL SERVICES				
Court Administrator	1	1	1	1
Deputy Court Clerk III	1	1	1	1
Deputy Court Clerk II	2	2	2	2
Deputy Court Clerk I	4	4	4	4
Juvenile Case Coordinator	1	1	1	1
TOTAL FULL TIME	9	9	9	9

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Number of Citations Issued	19,808	19,621	17,358	17,878
Number of Citations Processed	25,612	20,892	16,335	17,848
Number of Warrants Issued	12,608	9,948	9,894	10,192
Amount of Fines Collected	3,003,877	2,850,155	1,620,471	1,669,085
Amount of State Fees	881,510	925,155	769,998	793,097
Amount Retained by City	2,122,362	1,924,992	2,390,469	2,462,182

CITY OF CONROE
FY 2015-2016
0001-1070

BUDGET LINE ITEMS

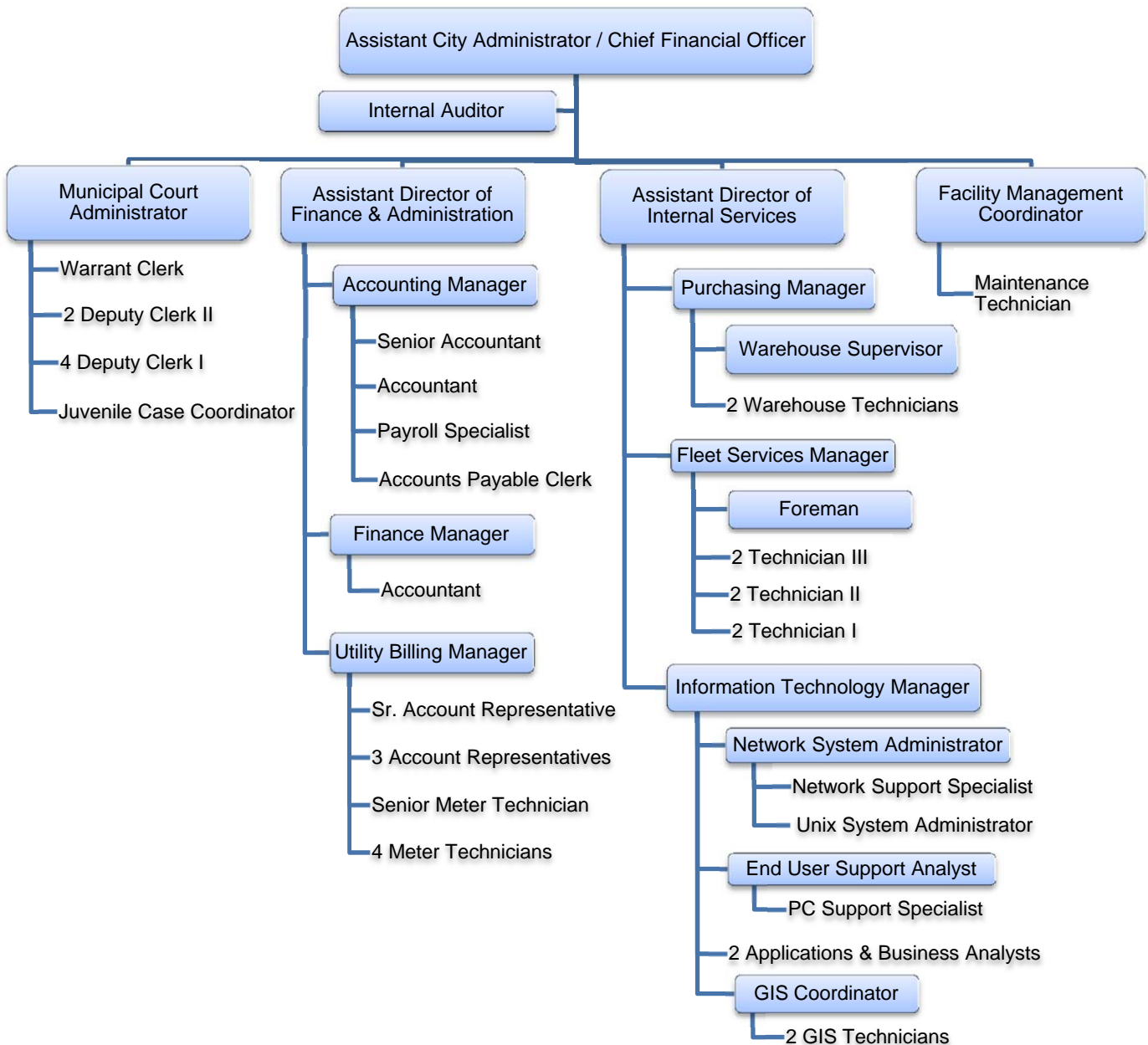
FUND: GENERAL FUND DEPARTMENT: MUNICIPAL COURT DIVISION: MUNICIPAL COURT							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$425,589	\$437,254	\$437,254	\$445,742	\$0	\$13,000	\$458,742
7020 Overtime	\$39,391	\$33,755	\$33,755	\$33,755	\$0	\$0	\$33,755
7025 Social Security	\$32,437	\$39,800	\$39,800	\$40,517	\$0	\$995	\$41,512
7030 Retirement & Pension	\$66,561	\$69,027	\$69,027	\$69,299	\$0	\$2,139	\$71,438
7035 Workers Compensation	\$4,353	\$5,310	\$5,310	\$5,696	\$0	\$1,370	\$7,066
7040 Employee Insurance	\$77,219	\$77,220	\$77,220	\$91,755	\$0	\$0	\$91,755
PERSONNEL SERVICES SUBTOTAL	\$645,550	\$662,366	\$662,366	\$686,764	\$0	\$17,504	\$704,268
7110 Office Supplies	\$43,912	\$23,812	\$23,812	\$23,812	\$0	\$0	\$23,812
7130 Cleaning Supplies	\$0	\$500	\$500	\$500	\$0	\$0	\$500
7140 Wearing Apparel	\$1,443	\$1,400	\$1,400	\$1,400	\$0	\$0	\$1,400
7160 Vehicle Operations	\$3,922	\$3,500	\$3,500	\$3,500	\$0	\$2,300	\$5,800
7180 Equipment Repairs	\$153	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7190 Radio Repairs	\$0	\$150	\$150	\$150	\$0	\$0	\$150
7200 Operating Supplies	\$3,820	\$4,887	\$4,887	\$4,887	\$0	\$1,200	\$6,087
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	\$59,313	\$17,206	\$2,500	\$2,500	\$0	\$0	\$2,500
SUPPLIES SUBTOTAL	\$112,563	\$52,455	\$37,749	\$37,749	\$0	\$3,500	\$41,249
8010 Utilities	\$427	\$4,263	\$4,263	\$4,263	\$0	\$0	\$4,263
8020 Insurance and Bonds	\$2,048	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
8030 Legal Services	\$2,476	\$5,600	\$5,600	\$5,600	\$0	\$0	\$5,600
8040 Leased Equipment	\$9,724	\$19,444	\$19,444	\$19,444	\$0	\$0	\$19,444
8050 Travel & Training	\$23,270	\$25,276	\$25,276	\$25,276	\$0	\$1,000	\$26,276
8060 Contract Services	\$496,286	\$376,639	\$450,000	\$376,639	\$13,911	\$31,664	\$422,214
CONTRACTUAL SUBTOTAL	\$534,231	\$433,222	\$506,583	\$433,222	\$13,911	\$32,664	\$479,797
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	\$18,000	\$18,000	\$0	\$0	\$10,719	\$10,719
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	\$1	\$18,000	\$18,000	\$0	\$0	\$10,719	\$10,719
TOTAL 0001-1070	\$1,292,345	\$1,166,043	\$1,224,698	\$1,157,735	\$13,911	\$64,387	\$1,236,033

CITY OF CONROE
FY 2015-2016
0001-1070

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2788	1	Clerks Certification Incentive Program	Enhanced Program	7010 SALARIES 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION 7035 WORKERS COMPENSATION Request Total	\$13,000 \$995 \$2,139 \$1,370 \$17,504
2115	2	Operating Supplies	Enhanced Program	7200 OPERATING SUPPLIES Request Total	\$1,200 \$1,200
2827	3	Jack Collection Machine For New Court Building	New Equipment	8060 CONTRACT SERVICES 9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$31,664 \$1,313 \$32,977
2839	4	Customer Flow Power Tool	New Equipment	9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$9,406 \$9,406
2791	5	Juvenile Case Manager Training	Enhanced Program	8050 TRAVEL & TRAINING Request Total	\$1,000 \$1,000
2405	6	Fuel For 2 Warrant/bailiff Officer Vehicle	Enhanced Program	7160 VEHICLE OPERATIONS Request Total	\$2,300 \$2,300
6 Requests			Total for 0001-1070		\$64,387

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 2014-2015

- ✓ Earned the Distinguished Budget Presentation Award for the 2014-2015 fiscal year
- ✓ Earned the Certificate of Achievement for Excellence in Financial Reporting for the fiscal year 2013-2014 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 Platinum Award for 2015
- ✓ Completed year-end close and CAFR for the 8th time with in-house Accounting staff
- ✓ Completed various audits of processes and procedures for improving internal control
- ✓ Compiled and printed the 2014-2015 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 2015-2016

- ❑ Earn the Certificate of Achievement for Excellence in Financial Reporting for the 2014-2015 fiscal year Comprehensive Annual Financial Report (CAFR)
- ❑ Earn the Distinguished Budget Presentation Award for the 2015-2016 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 Platinum Award for 2016

City of Conroe General Fund

Finance & Administration 0001-1100

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
Assistant City Administrator/CFO	0	1	1	1
Director of Finance & Administration	1	0	0	0
Assistant Director of Internal Services	0	0	0	1
Internal Auditor	1	1	1	1
Assistant Director of Finance & Administration	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
Finance Manager	0	0	1	1
TOTAL FULL TIME	10	10	11	12
P/T Senior Accountant (Hours)	999	1,560	0	0
TOTAL PART TIME HOURS	999	1,560	0	0
	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
General Obligation Bond Rating	AA-/Aa2	AA/Aa2	AA/Aa2	AA/Aa2
Water & Sewer System Bond Rating	AA/Aa3	AA/Aa3	AA/Aa3	AA/Aa3
Conroe IDC Bond Rating	A+/A1	A+/A1	A+/Aa3	A+/Aa3
% of Quarterly Investment Reports completed and filed	100%	100%	100%	100%
% of Monthly Financial Reports completed and filed	100%	100%	100%	100%
Receive GFOA Distinguished Budget Presentation Award	Yes	Yes	Yes	Yes
Receive GFOA Certificate of Excellence in Financial Reporting	Yes	Yes	Yes	Yes
Average number of working days to close prior accounting period	10	10	10	10
Number of internal audit projects	8	8	10	9

The Assistant Director of Internal Services was moved from the Purchasing-Warehouse division in FY 2015-2016.

CITY OF CONROE
FY 2015-2016
0001-1100

BUDGET LINE ITEMS

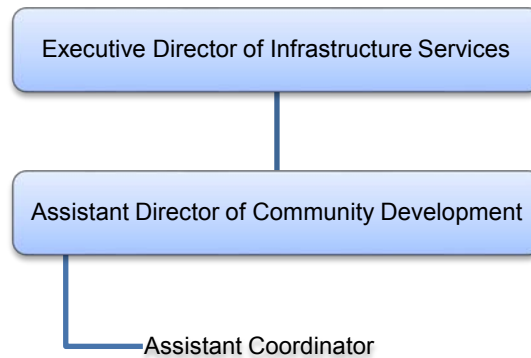
FUND: GENERAL FUND DEPARTMENT: FINANCE DIVISION: FINANCE							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$749,666	\$808,909	\$808,909	\$979,856	\$0	\$0	\$979,856
7012 Salaries - Part Time	\$44,390	\$19,353	\$24,569	\$19,353	\$0	\$0	\$19,353
7020 Overtime	\$3,556	\$3,200	\$3,200	\$3,200	\$0	\$0	\$3,200
7025 Social Security	\$57,115	\$70,212	\$69,762	\$84,704	\$0	\$0	\$84,704
7030 Retirement & Pension	\$128,967	\$128,839	\$127,834	\$158,842	\$0	\$0	\$158,842
7035 Workers Compensation	\$7,632	\$10,014	\$10,014	\$12,767	\$0	\$0	\$12,767
7040 Employee Insurance	\$85,801	\$90,090	\$90,090	\$122,340	\$0	\$0	\$122,340
PERSONNEL SERVICES SUBTOTAL	\$1,077,127	\$1,130,617	\$1,134,378	\$1,381,062	\$0	\$0	\$1,381,062
7110 Office Supplies	\$25,106	\$22,035	\$22,035	\$22,035	\$0	\$0	\$22,035
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$1,397	\$0	\$0	\$0	\$0	\$0	\$0
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$250	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$2,840	\$2,060	\$2,400	\$2,060	\$0	\$0	\$2,060
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$4,211	\$0	\$4,355	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$33,554	\$24,345	\$28,790	\$24,095	\$0	\$0	\$24,095
8010 Utilities	\$2,042	\$3,262	\$3,262	\$3,262	\$0	\$0	\$3,262
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$1,695	\$3,000	\$3,000	\$3,000	\$0	\$0	\$3,000
8040 Leased Equipment	\$11,683	\$11,466	\$11,466	\$11,466	\$0	\$0	\$11,466
8050 Travel & Training	\$25,137	\$32,842	\$32,842	\$34,384	\$0	\$5,470	\$39,854
8060 Contract Services	\$270,530	\$358,695	\$333,440	\$271,353	\$55,000	\$0	\$326,353
CONTRACTUAL SUBTOTAL	\$311,087	\$409,265	\$384,010	\$323,465	\$55,000	\$5,470	\$383,935
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
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1100	\$1,421,768	\$1,564,227	\$1,547,178	\$1,728,622	\$55,000	\$5,470	\$1,789,092

CITY OF CONROE
FY 2015-2016
0001-1100

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2887	1	Additional Training For New Personnel	Enhanced Program	8050 TRAVEL & TRAINING	\$5,470
				Request Total	\$5,470
1 Requests			Total for 0001-1100		\$5,470

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 2014-2015

- ✓ Reduced the 108 loan by making timely payments
- ✓ Completed successful HUD field monitor visit
- ✓ Completed construction on six (6) Community Development Block Grant houses
- ✓ Completed the 2014 Annual Action Plan and submitted it to the U. S. Department of Housing and Urban Development (HUD)
- ✓ Completed the 2013 Consolidated Annual Performance and Evaluation Report and submitted it timely to HUD
- ✓ 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 2015-2016

- ❑ Continue monitoring compliance and repayment of the 108 funding per loan repayment schedule
- ❑ Environmentally clear 8 sites for the Reconstruction Program
- ❑ Bid and start 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 HUD
- ❑ Complete and submit the 2014 Consolidated Annual Performance and Evaluation Report to HUD
- ❑ Successfully complete total monitoring visit by HUD representative
- ❑ Successful complete external audit review

**City of Conroe
General Fund**

**CDBG Administration
0001-1110**

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
Assistant Community Development Director	1	1	1	1
Assistant Coordinator	1	1	1	1
TOTAL FULL TIME	2	2	2	2

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Number of Houses Reconstructed	3	2	3	3
Number of Youth and Adults Served	3	4	4	3
Number of Lots Cleaned	3	2	3	3

CITY OF CONROE
FY 2015-2016
0001-1110

BUDGET LINE ITEMS

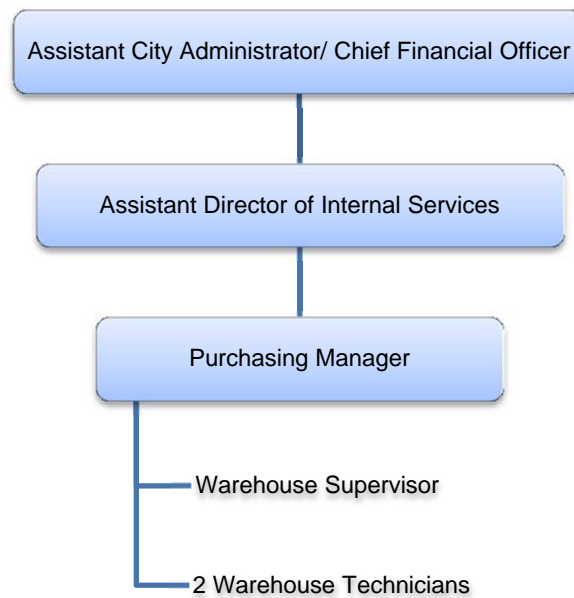
FUND: GENERAL FUND

DEPARTMENT: CDBG ADMINISTRATION

DIVISION: CDBG ADMINISTRATION

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$149,691	\$151,230	\$153,941	\$162,625	\$0	\$0	\$162,625
7012 Salaries - Part Time	\$0	\$1,188	\$0	\$1,188	\$0	\$0	\$1,188
7020 Overtime	\$3,544	\$0	\$1,337	\$0	\$0	\$0	\$0
7025 Social Security	\$11,532	\$12,879	\$11,885	\$13,842	\$0	\$0	\$13,842
7030 Retirement & Pension	\$26,218	\$24,709	\$25,962	\$26,277	\$0	\$0	\$26,277
7035 Workers Compensation	\$1,499	\$1,851	\$1,860	\$2,093	\$0	\$0	\$2,093
7040 Employee Insurance	\$17,159	\$17,160	\$17,160	\$20,390	\$0	\$0	\$20,390
PERSONNEL SERVICES SUBTOTAL	\$209,643	\$209,017	\$212,145	\$226,415	\$0	\$0	\$226,415
7110 Office Supplies	\$3,345	\$4,200	\$4,200	\$4,200	\$0	\$0	\$4,200
7160 Vehicle Operations	\$18	\$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	\$1,179	\$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	\$4,542	\$5,250	\$5,250	\$5,250	\$0	\$0	\$5,250
8010 Utilities	\$512	\$1,274	\$1,274	\$1,274	\$0	\$0	\$1,274
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$1,613	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$12,606	\$12,886	\$12,886	\$12,886	\$0	\$0	\$12,886
8060 Contract Services	\$11,618	\$32,172	\$7,172	\$7,172	\$0	\$0	\$7,172
CONTRACTUAL SUBTOTAL	\$26,349	\$46,332	\$21,332	\$21,332	\$0	\$0	\$21,332
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	\$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 0001-1110	\$240,534	\$260,599	\$238,727	\$252,997	\$0	\$0	\$252,997

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 2014-2015

- ✓ Updated purchasing operating procedures for the Purchasing Department.
- ✓ Increased the use of blanket purchase orders minimizing sequential purchases.
- ✓ Encouraged and documented purchasing participation of Historically Underutilized Business (HUB) & Disadvantaged Business Enterprise (DBE) businesses.
- ✓ Updated the City's purchasing policy to reflect current legislation.
- ✓ Maintained year-end inventory adjustments to less than 1% of total inventory.
- ✓ Continued cross training program for all Purchasing Department personnel.
- ✓ Offered training for all employees concerning the purchasing policy.

Goals & Objectives for FY 2015-2016

- ❑ 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 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
Assistant Director of Internal Services	0	0	1	0
Purchasing Director	1	1	0	0
Buyer	1	1	0	0
Purchasing Manager	0	0	1	1
Warehouse Supervisor	1	1	1	1
Warehouse Technician	2	2	2	2
TOTAL FULL TIME	5	5	5	4

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Number of purchase orders issued	1400	1300	1230	1300
Value of purchase orders issued	\$38,000,000	\$53,000,000	\$155,263,452	\$160,000,000
Number of bids solicited	65	60	70	70
Inventory value	\$643,000	\$1,870,000	\$600,000	\$600,000

The Assistant Director of Internal Services was moved to Finance & Administration in FY 2015-2016.

CITY OF CONROE
FY 2015-2016
0001-1120

BUDGET LINE ITEMS

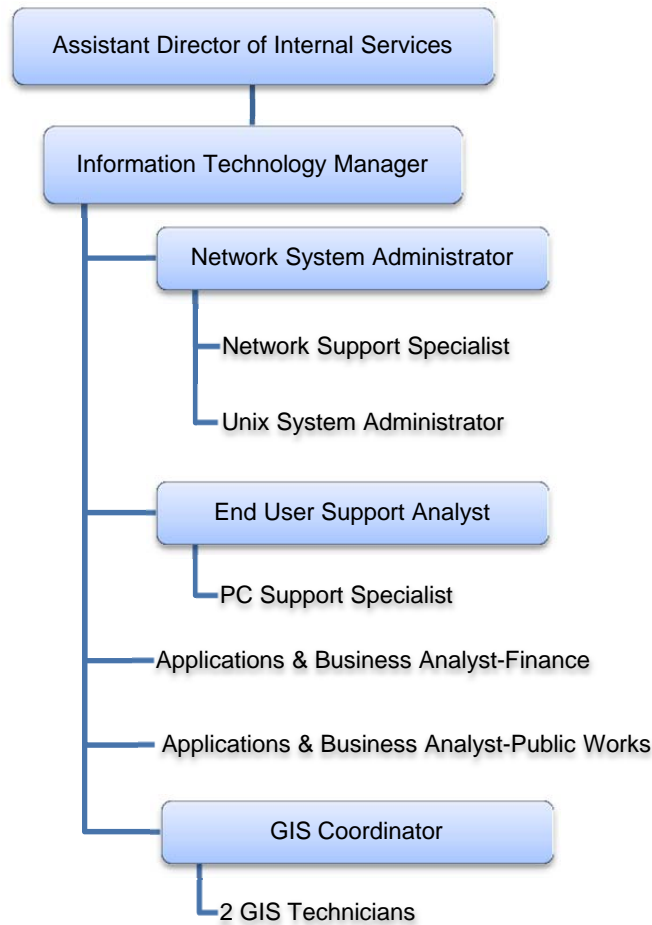
FUND: GENERAL FUND DEPARTMENT: PURCHASING-WAREHOUSE DIVISION: PURCHASING-WAREHOUSE							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$285,717	\$406,722	\$359,659	\$207,261	\$0	\$0	\$207,261
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$2,027	\$3,200	\$3,200	\$3,200	\$0	\$0	\$3,200
7025 Social Security	\$21,473	\$25,343	\$21,123	\$17,784	\$0	\$0	\$17,784
7030 Retirement & Pension	\$49,206	\$49,189	\$61,296	\$34,006	\$0	\$0	\$34,006
7035 Workers Compensation	\$2,954	\$3,603	\$3,584	\$2,648	\$0	\$0	\$2,648
7040 Employee Insurance	\$42,900	\$42,900	\$42,900	\$40,780	\$0	\$0	\$40,780
PERSONNEL SERVICES SUBTOTAL	\$404,277	\$530,957	\$491,762	\$305,679	\$0	\$0	\$305,679
7110 Office Supplies	\$1,335	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
7140 Wearing Apparel	\$879	\$1,600	\$1,600	\$1,600	\$0	\$0	\$1,600
7160 Vehicle Operations	\$8,829	\$11,300	\$11,300	\$11,300	\$0	\$0	\$11,300
7170 Vehicle Repairs	\$94	\$2,555	\$2,555	\$2,555	\$0	\$0	\$2,555
7180 Equipment Repairs	\$0	\$550	\$550	\$750	\$0	\$0	\$750
7190 Radio Repairs	\$0	\$200	\$200	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$4,594	\$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	\$2,398	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$18,129	\$24,905	\$24,905	\$24,905	\$0	\$0	\$24,905
8010 Utilities	\$1,223	\$2,900	\$2,900	\$2,900	\$0	\$0	\$2,900
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$1,320	\$1,500	\$1,500	\$1,500	\$0	\$0	\$1,500
8050 Travel & Training	\$7,376	\$9,380	\$9,380	\$9,380	\$0	\$0	\$9,380
8060 Contract Services	\$12,501	\$8,492	\$8,492	\$8,492	\$0	\$3,500	\$11,992
CONTRACTUAL SUBTOTAL	\$22,420	\$22,272	\$22,272	\$22,272	\$0	\$3,500	\$25,772
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	\$175	\$5,900	\$5,900	\$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
9061 Vehicles < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$175	\$5,900	\$5,900	\$0	\$0	\$0	\$0
TOTAL 0001-1120	\$445,001	\$584,034	\$544,839	\$352,856	\$0	\$3,500	\$356,356

CITY OF CONROE
FY 2015-2016
0001-1120

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2840	1	Yearly Diesel Tank Cleaning And Testing Service	Enhanced Program	8060 CONTRACT SERVICES	\$3,500
				Request Total	\$3,500
1 Requests			Total for 0001-1120		\$3,500

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 2014-2015

- ✓ Completed network connectivity and move to Parks Cantrell House
- ✓ Completed network connectivity and transition of Fire Station 6
- ✓ Completed CJIS audit items for Police Department
- ✓ Completed PowerDMS upgrade to hosted solution for Police Department
- ✓ Completed InCode v9 upgrade for Municipal Courts
- ✓ Completed InCode v9 upgrade for Utility Billing
- ✓ Completed Utility Billing kiosk connectivity
- ✓ Completed remodel of City Hall server room
- ✓ Completed upgrade to City Hall server room air conditioning
- ✓ Completed network switch upgrade to HP switches
- ✓ Completed SQL database fine tuning
- ✓ Completed print server consolidation
- ✓ Completed desktop authority reconfiguration to speed up log on time
- ✓ Completed research and analysis for City wide phone system
- ✓ Completed phase I of water well/lift station migration to Verizon
- ✓ Completed audio visual upgrade to Public Works conference room
- ✓ Continued migration of physical servers to the virtual infrastructure – 98%
- ✓ Completed water well monitoring web application for Mayor
- ✓ Completed transit service maps and web application for new bus service
- ✓ Updated GIS maps on all required floors
- ✓ Completed spatial data support for Cartegraph OMS launch
- ✓ Completed requested annexation projects
- ✓ Updated urban fire hazard map book series

Goals & Objectives for FY 2015-2016

- ❑ Plan for Police hardware and personnel move to new Police Department facility
- ❑ Continue with physical server to virtualization
- ❑ Plan for migration to new Police recording software
- ❑ Plan for Municipal Courts v10 upgrade
- ❑ Plan for Utility Billing v10 upgrade
- ❑ Provide annexation data for requested areas

**City of Conroe
General Fund**

**Information Technology
0001-1130**

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
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
TOTAL FULL TIME	11	11	11	11

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Number of IT service calls	6,000	6,300	7,500	8,500
Number of GIS service calls	600	625	675	725
Number of PC's	570	585	600	610

CITY OF CONROE
FY 2015-2016
0001-1130

BUDGET LINE ITEMS

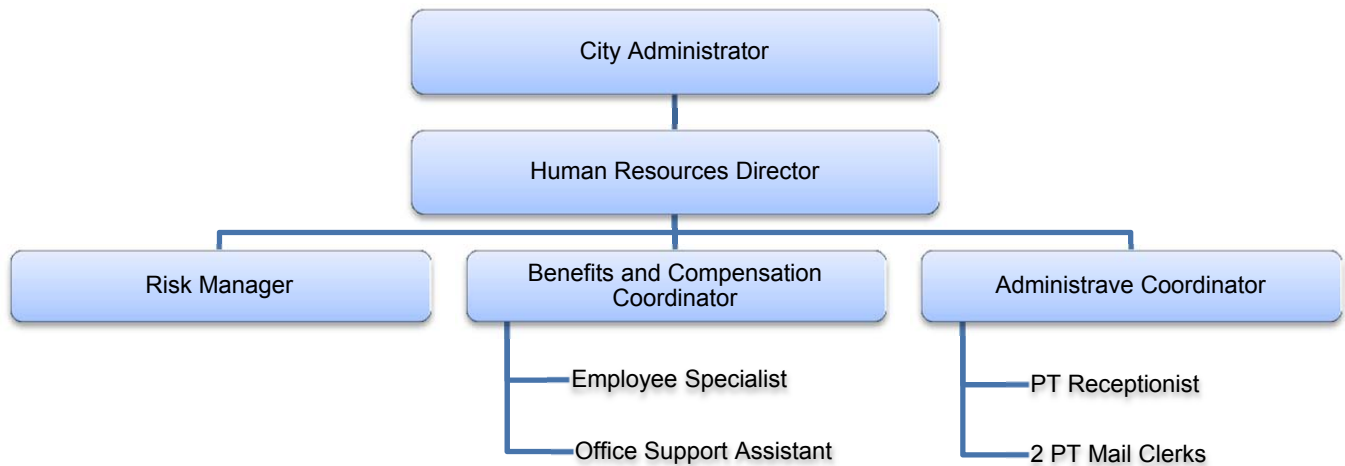
FUND: GENERAL FUND DEPARTMENT: INFORMATION TECHNOLOGY DIVISION: INFORMATION TECHNOLOGY							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$737,190	\$753,786	\$750,000	\$797,043	\$0	\$0	\$797,043
7020 Overtime	\$5,263	\$4,100	\$7,800	\$4,100	\$0	\$0	\$4,100
7025 Social Security	\$54,826	\$64,025	\$58,000	\$67,697	\$0	\$0	\$67,697
7030 Retirement & Pension	\$126,580	\$123,659	\$127,000	\$129,449	\$0	\$0	\$129,449
7035 Workers Compensation	\$7,312	\$9,154	\$9,100	\$10,184	\$0	\$0	\$10,184
7040 Employee Insurance	\$94,380	\$94,380	\$94,380	\$112,145	\$0	\$0	\$112,145
PERSONNEL SERVICES SUBTOTAL	\$1,025,551	\$1,049,104	\$1,046,280	\$1,120,618	\$0	\$0	\$1,120,618
7110 Office Supplies	\$2,332	\$2,500	\$2,500	\$2,500	\$0	\$0	\$2,500
7140 Wearing Apparel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$3,000	\$3,000
7180 Equipment Repairs	\$1,628	\$1,500	\$1,500	\$1,500	\$0	\$0	\$1,500
7200 Operating Supplies	\$7,176	\$5,250	\$5,250	\$5,250	\$0	\$0	\$5,250
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$325,289	\$0	\$0	\$0	\$0	\$45,000	\$45,000
SUPPLIES SUBTOTAL	\$336,425	\$9,250	\$9,250	\$9,250	\$0	\$48,000	\$57,250
8010 Utilities	\$1,115	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$9,414	\$24,459	\$21,000	\$22,459	\$0	\$0	\$22,459
8060 Contract Services	\$649,124	\$808,022	\$808,022	\$797,022	\$0	\$115,200	\$912,222
CONTRACTUAL SUBTOTAL	\$659,653	\$834,481	\$831,022	\$821,481	\$0	\$115,200	\$936,681
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	\$96,000	\$103,700	\$0	\$0	\$115,000	\$115,000
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$96,000	\$103,700	\$0	\$0	\$115,000	\$115,000
TOTAL 0001-1130	\$2,021,629	\$1,988,835	\$1,990,252	\$1,951,349	\$0	\$278,200	\$2,229,549

CITY OF CONROE
FY 2015-2016
0001-1130

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2367	0	Non-discretionary Software Maintenance Increases	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$60,200 \$60,200
2878	2	Part Time Employee Contract Services	Enhanced Program	8060 CONTRACT SERVICES Request Total	\$55,000 \$55,000
2898	3	Request For Vehicle Operations Cost	New Program	7160 VEHICLE OPERATIONS Request Total	\$3,000 \$3,000
2050	4	Replace Aging Storage Hardware	Replacement Equipment	9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$15,000 \$15,000
1704	5	I. T. S. P. - Server Replacement Program	Replacement Equipment	9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$20,000 \$20,000
2511	6	I. T. S. P. - P C Replacement Program	Replacement Equipment	7254 MACHINERY & EQUIPMENT <\$5,000 Request Total	\$45,000 \$45,000
2510	7	I. T. S. P. - Switch Replacement Program	Replacement Equipment	9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$50,000 \$50,000
2709	8	Firewall For Police Cjis Equipments	Enhanced Program	9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$11,000 \$11,000
2829	9	Upgrade City Hall Virtual Network Cards To 10gb	Enhanced Program	9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$19,000 \$19,000
9 Requests			Total for 0001-1130		\$278,200

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 2014-2015

- ✓ Negotiated contract and employed new health benefits consulting firm
- ✓ Supervised nine (9) total exams and assessment centers for Police and Fire Departments
- ✓ 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 one Employee Breakfast event
- ✓ Sought out and contracted with new civil service testing vendor
- ✓ Successfully implemented new open enrollment process for health benefits
- ✓ Implemented new online employment application system

Goals & Objectives for FY 2015-2016

- ❑ 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</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
SPECIAL SERVICES				
Civil Service Commission	3	3	3	3
TOTAL SPECIAL SERVICES	3	3	3	3
PERSONNEL SERVICES				
Human Resources Director	1	1	1	1
Risk Manager	1	1	1	1
Benefits/Compensation Coordinator	1	1	1	1
Administrative Coordinator	1	1	1	1
Office Support Assistant	1	1	1	1
Employee Specialist	0	1	1	1
TOTAL FULL TIME	5	6	6	6
P/T Receptionists (Hours)	1,500	1,500	1,500	1,500
P/T Mail Clerks (Hours)	1,300	1,300	1,300	1,300
TOTAL PART TIME HOURS	2,800	2,800	2,800	2,800
	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERFORMANCE MEASURES				
Applications Tracked & Received	1,982	1,720	2,000	1,000
Civil Service Exams	7	9	10	10
Civil Service Testing Candidates	879	1,275	1,000	1,000
Employees Hired & Processed	160	121	100	100
Retired Employees	6	1	5	5
Employees Terminated	121	73	120	120
Trainings Provided	16	13	15	15
Employees Trained	737	564	750	750

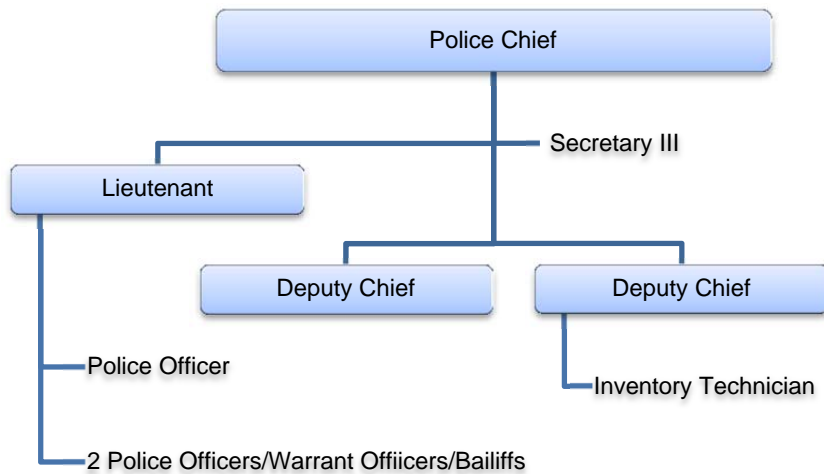
The Employee Specialist was moved from the Self-Funded Insurance Fund in FY 2013-2014.

CITY OF CONROE
FY 2015-2016
0001-1160

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: HUMAN RESOURCES DIVISION: HUMAN RESOURCES							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$359,204	\$372,196	\$372,196	\$390,886	\$0	\$0	\$390,886
7012 Salaries - Part Time	\$40,038	\$70,267	\$70,267	\$70,267	\$0	\$0	\$70,267
7020 Overtime	\$2,210	\$1,100	\$2,210	\$1,100	\$0	\$0	\$1,100
7025 Social Security	\$29,468	\$37,481	\$37,481	\$39,060	\$0	\$0	\$39,060
7030 Retirement & Pension	\$61,987	\$60,947	\$60,947	\$63,143	\$0	\$0	\$63,143
7035 Workers Compensation	\$3,950	\$5,373	\$5,278	\$5,892	\$0	\$0	\$5,892
7040 Employee Insurance	\$51,481	\$51,480	\$51,480	\$61,170	\$0	\$0	\$61,170
7050 Physicals	\$22,114	\$65,370	\$65,370	\$65,370	\$0	\$0	\$65,370
PERSONNEL SERVICES SUBTOTAL	\$570,452	\$664,214	\$665,229	\$696,888	\$0	\$0	\$696,888
7110 Office Supplies	\$9,785	\$7,446	\$7,500	\$7,446	\$0	\$0	\$7,446
7140 Wearing Apparel	\$459	\$600	\$600	\$600	\$0	\$0	\$600
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$25	\$500	\$500	\$500	\$0	\$0	\$500
7200 Operating Supplies	\$19,502	\$15,705	\$15,000	\$15,705	\$0	\$0	\$15,705
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$2,001	\$0	\$1,200	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$31,772	\$24,251	\$24,800	\$24,251	\$0	\$0	\$24,251
8010 Utilities	\$2,066	\$1,800	\$1,800	\$1,800	\$0	\$0	\$1,800
8020 Insurance and Bonds	\$77	\$75	\$100	\$75	\$0	\$0	\$75
8030 Legal Services	\$0	\$7,000	\$0	\$7,000	\$0	\$0	\$7,000
8040 Leased Equipment	\$4,363	\$12,500	\$12,500	\$12,500	\$0	\$0	\$12,500
8050 Travel & Training	\$10,533	\$9,810	\$9,800	\$9,810	\$0	\$0	\$9,810
8060 Contract Services	\$39,570	\$77,186	\$77,000	\$61,878	\$0	\$0	\$61,878
CONTRACTUAL SUBTOTAL	\$56,609	\$108,371	\$101,200	\$93,063	\$0	\$0	\$93,063
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	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1160	\$658,833	\$796,836	\$791,229	\$814,202	\$0	\$0	\$814,202

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 2014-2015

- ✓ Graduated the fifth Basic Peace Officer Course from our academy with a continued 100% pass rate on the first attempt for licensing examination.
- ✓ Maintained staffing department-wide while keeping pace with annexation expansion and population increases.
- ✓ Improved Department Command Staff's abilities through increased education, leadership training and conferences.
- ✓ Started successful relationship for public safety service with Municipal Utility District 3 and 4.
- ✓ Started relationship with area church leaders and ministry staff in an effort to develop community partnerships.

Goals & Objectives for FY 2015-2016

- ❑ 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.
- ❑ Oversee the construction of the new Police Headquarters building.

City of Conroe General Fund

Police Administration 0001-1201

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
Police Chief	1	1	1	1
Deputy Chief	2	2	2	2
Inventory Tech	1	1	1	1
Lieutenant	0	1	1	1
Police Officer	1	1	1	1
Police Officer/Warrant Officer/Bailiff	0	2	2	2
Secretary III	1	1	1	1
TOTAL FULL TIME	6	9	9	9

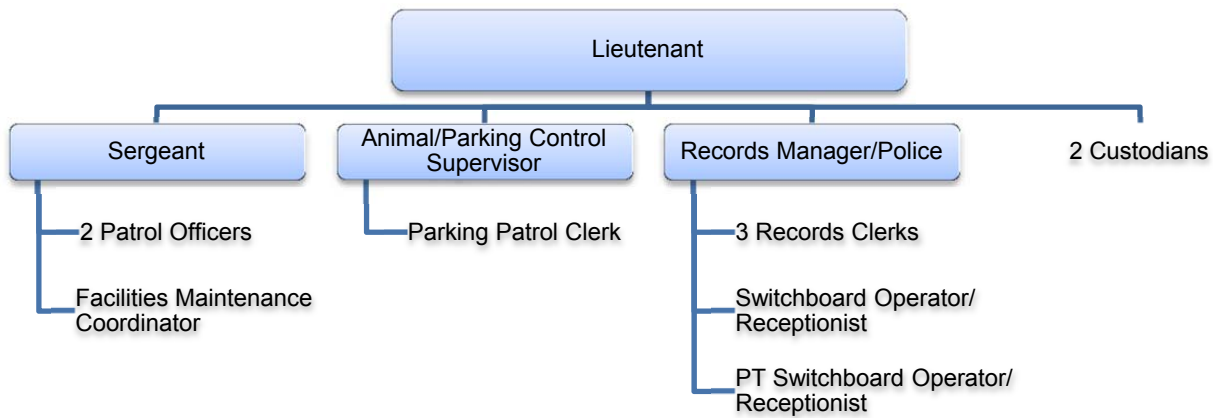
	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Community meetings held	4	2	2	2
Citizen Police Academy classes	3	2	3	3
Discipline Boards convened	4	0	2	2
Grants obtained	5	4	2	2

CITY OF CONROE
FY 2015-2016
0001-1201

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: POLICE ADMINISTRATION DIVISION: POLICE ADMINISTRATION							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$737,596	\$797,596	\$757,333	\$810,922	\$0	\$0	\$810,922
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$25,605	\$32,240	\$27,373	\$32,240	\$0	\$0	\$32,240
7025 Social Security	\$55,307	\$70,121	\$57,012	\$71,247	\$0	\$0	\$71,247
7030 Retirement & Pension	\$129,974	\$135,481	\$129,153	\$136,238	\$0	\$0	\$136,238
7035 Workers Compensation	\$7,530	\$9,686	\$9,091	\$10,362	\$0	\$0	\$10,362
7040 Employee Insurance	\$77,221	\$77,220	\$77,220	\$91,755	\$0	\$0	\$91,755
PERSONNEL SERVICES SUBTOTAL	\$1,033,233	\$1,122,344	\$1,057,182	\$1,152,764	\$0	\$0	\$1,152,764
7110 Office Supplies	\$5,616	\$9,545	\$5,775	\$5,775	\$0	\$0	\$5,775
7130 Building Supplies	\$925	\$2,000	\$1,500	\$1,500	\$0	\$0	\$1,500
7140 Wearing Apparel	\$6,319	\$9,150	\$5,150	\$5,150	\$0	\$0	\$5,150
7160 Vehicle Operations	\$12,563	\$13,203	\$12,468	\$13,203	\$0	\$0	\$13,203
7170 Vehicle Repairs	\$0	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
7180 Equipment Repairs	\$276	\$2,804	\$1,000	\$1,000	\$0	\$0	\$1,000
7190 Radio Repairs	\$0	\$665	\$665	\$665	\$0	\$0	\$665
7200 Operating Supplies	\$31,563	\$23,400	\$39,614	\$33,474	\$0	\$0	\$33,474
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$315	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$5,929	\$6,000	\$6,000	\$6,000	\$0	\$0	\$6,000
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$63,506	\$68,767	\$74,172	\$68,767	\$0	\$0	\$68,767
8010 Utilities	\$163,467	\$186,036	\$177,100	\$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	\$436	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$13,071	\$15,135	\$15,135	\$15,135	\$0	\$0	\$15,135
8060 Contract Services	\$10,153	\$36,088	\$34,254	\$36,088	\$0	\$0	\$36,088
CONTRACTUAL SUBTOTAL	\$187,127	\$237,924	\$227,154	\$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	\$25,000	\$25,000	\$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
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$25,000	\$25,000	\$0	\$0	\$0	\$0
TOTAL 0001-1201	\$1,283,866	\$1,454,035	\$1,383,508	\$1,459,455	\$0	\$0	\$1,459,455

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 2014-2015

- ✓ Conducted one full Basic Peace Officer Course. Continued the trend of 100% pass rate on the Texas Commission On Law Enforcement licensing exam
- ✓ Increased availability and usage with the Volunteer Program to assist full time employees with their duties
- ✓ Increased Crime Prevention programs, Safety programs, and public relations programs to the public by establishing a structured Crime Prevention Unit throughout the City

Goals & Objectives for FY 2015-2016

- ❑ Prepare current facility for possible sale at a future date
- ❑ Transition operations to new facility efficiently. Set up and implement processes and procedures for maintenance, cleaning, and care of new police facility
- ❑ Increase Records Section services to public to meet increased demands
- ❑ Continue 100% TCOLE pass rate by academy cadets

City of Conroe
General Fund
Police Support Services
0001-1202

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERSONNEL SERVICES				
Lieutenant	1	1	1	1
Sergeant	0	1	1	1
Patrol Officer	0	2	2	2
Facilities Maintenance Coordinator	0	1	1	1
Communications Supervisor	4	0	0	0
Communications Officer	16	0	0	0
Parking Patrol/Clerk	1	1	1	1
Records Manager/Police	1	1	1	1
Records Clerk	3	3	3	3
Switchboard Operator/Receptionist	1	1	1	1
Custodian	1	1	2	2
TOTAL FULL TIME	28	12	13	13
PT Communications Officer (Hours)	1,800	1,800	0	0
PT Switchboard Operator (Hours)	400	400	400	400
PT Custodian (Hours)	1,664	1,664	0	0
TOTAL PART TIME HOURS	3,864	3,864	400	400
	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERFORMANCE MEASURES				
Parking Citations Issued	3,223	3,773	3,498	3,500
Vehicles Booted	12	21	17	17
Open Records Requests	725	315	400	450
Accident Reports	2,164	2,391	2,278	2,300
Offense Reports	5,684	5,277	5,481	5,500
Arrest Reports	4,842	4,491	4,717	4,800
Receptionist Walk-ins	12,688	16,296	14,492	15,500
Receptionist Phone Calls	31,550	27,900	31,000	30,000
Basic Peace Officer Academy	2	1	1	1

CITY OF CONROE
FY 2015-2016
0001-1202

BUDGET LINE ITEMS

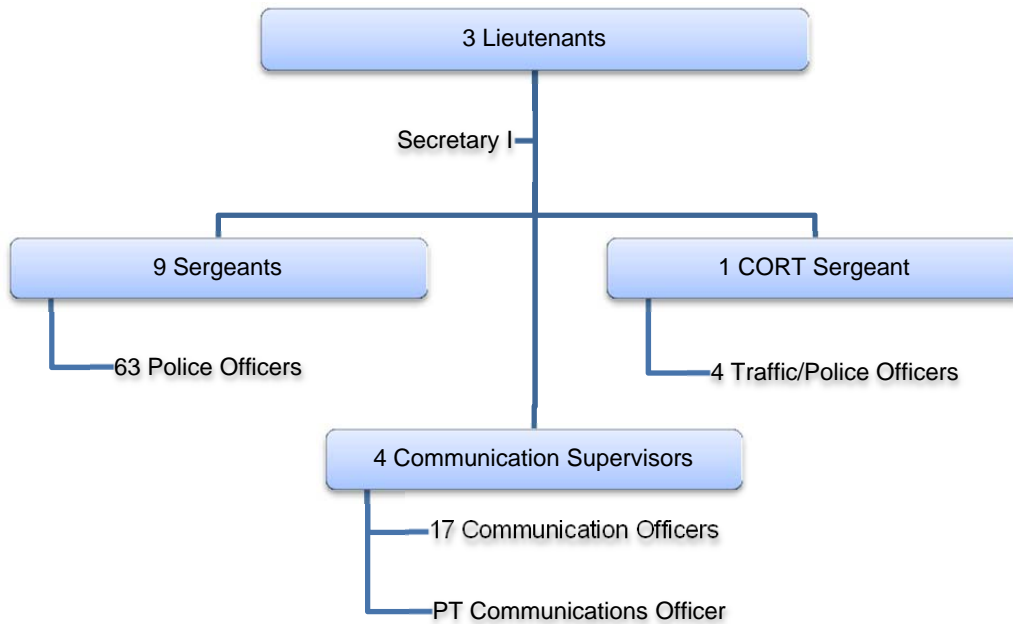
FUND: GENERAL FUND DEPARTMENT: POLICE SUPPORT DIVISION: POLICE SUPPORT							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$614,425	\$640,570	\$553,870	\$634,938	\$0	\$0	\$634,938
7012 Salaries - Part Time	\$31,129	\$40,003	\$19,689	\$63,058	\$0	\$0	\$63,058
7020 Overtime	\$36,154	\$49,824	\$26,742	\$49,824	\$0	\$0	\$49,824
7025 Social Security	\$50,576	\$62,682	\$62,382	\$63,191	\$0	\$0	\$63,191
7030 Retirement & Pension	\$111,392	\$112,908	\$110,408	\$110,644	\$0	\$0	\$110,644
7035 Workers Compensation	\$6,749	\$8,410	\$8,360	\$8,919	\$0	\$0	\$8,919
7040 Employee Insurance	\$102,961	\$107,965	\$102,960	\$132,534	\$0	\$0	\$132,534
PERSONNEL SERVICES SUBTOTAL	\$953,386	\$1,022,362	\$884,411	\$1,063,108	\$0	\$0	\$1,063,108
7110 Office Supplies	\$4,876	\$6,000	\$4,076	\$6,000	\$0	\$0	\$6,000
7130 Building Supplies	\$13,123	\$8,000	\$22,201	\$8,000	\$0	\$0	\$8,000
7140 Wearing Apparel	\$6,058	\$14,000	\$8,000	\$14,000	\$0	\$0	\$14,000
7160 Vehicle Operations	\$17,187	\$6,000	\$8,357	\$6,000	\$0	\$0	\$6,000
7170 Vehicle Repairs	\$584	\$1,000	\$360	\$1,000	\$0	\$0	\$1,000
7180 Equipment Repairs	\$5,868	\$2,000	\$4,216	\$2,000	\$0	\$0	\$2,000
7190 Radio Repairs	\$0	\$197	\$0	\$197	\$0	\$0	\$197
7200 Operating Supplies	\$16,587	\$28,084	\$22,500	\$28,084	\$0	\$500	\$28,584
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$4,885	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$89,759	\$67,400	\$4,200	\$39,000	\$0	\$2,000	\$41,000
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$158,927	\$132,681	\$73,910	\$104,281	\$0	\$2,500	\$106,781
8010 Utilities	\$24,128	\$20,000	\$23,000	\$20,000	\$0	\$0	\$20,000
8020 Insurance and Bonds	\$90	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$90,986	\$35,000	\$42,000	\$35,000	\$0	\$0	\$35,000
8050 Travel & Training	\$72,195	\$80,217	\$80,000	\$72,040	\$9,500	\$0	\$81,540
8060 Contract Services	\$48,476	\$50,000	\$62,851	\$50,000	\$0	\$0	\$50,000
CONTRACTUAL SUBTOTAL	\$235,875	\$185,217	\$207,851	\$177,040	\$9,500	\$0	\$186,540
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	\$16,299	\$0	\$0	\$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
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$16,299	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1202	\$1,364,487	\$1,340,260	\$1,166,172	\$1,344,429	\$9,500	\$2,500	\$1,356,429

CITY OF CONROE
FY 2015-2016
0001-1202

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2824	3	Scan-tron Grading System	New Equipment	7200 OPERATING SUPPLIES	\$500
				7254 Machinery & Equipment <\$5,000	\$2,000
				Request Total	\$2,500
1 Requests			Total for 0001-1202		\$2,500

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.

Police Patrol

Accomplishments for FY 2014-2015

- ✓ Completed Texas Commission On Law Enforcement (TCOLE) training requirements for Communications Officers, with continuing education measures in place. This allows the Commission Officer's to obtain their intermediate and advanced certifications through TCOLE.
- ✓ Continued to fill openings in Patrol through the ongoing police academy process with Class #14-5 and #14-6

Goals & Objectives for FY 2015-2016

- ❑ Successfully guide fifteen (15) new Recruits from the academy classes through the Field Training Program so that they can be released fully into patrol, filling open positions
- ❑ 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

City of Conroe General Fund

Police Patrol 0001-1203

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
Lieutenant	3	3	3	3
Sergeant	8	11	10	10
Police Officer	62	63	67	67
Communications Supervisor	0	5	4	4
Communications Officer	0	16	17	17
Secretary I	1	1	1	1
TOTAL FULL TIME	74	99	102	102
P/T Communications Officer (Hours)	0	0	1,800	1,800
TOTAL PART TIME HOURS	0	0	1,800	1,800

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Calls for Service	70,456	76,335	77,124	78,500
Average Response Time	4:20	4:08	4:08	4:08
Average Overtime - Officer / Year	3,510	4,018	3,913	3,900
Traffic Enforcement	27,000	15,798	16,462	17,000
Arrests	4,456	4,767	4,447	4,500

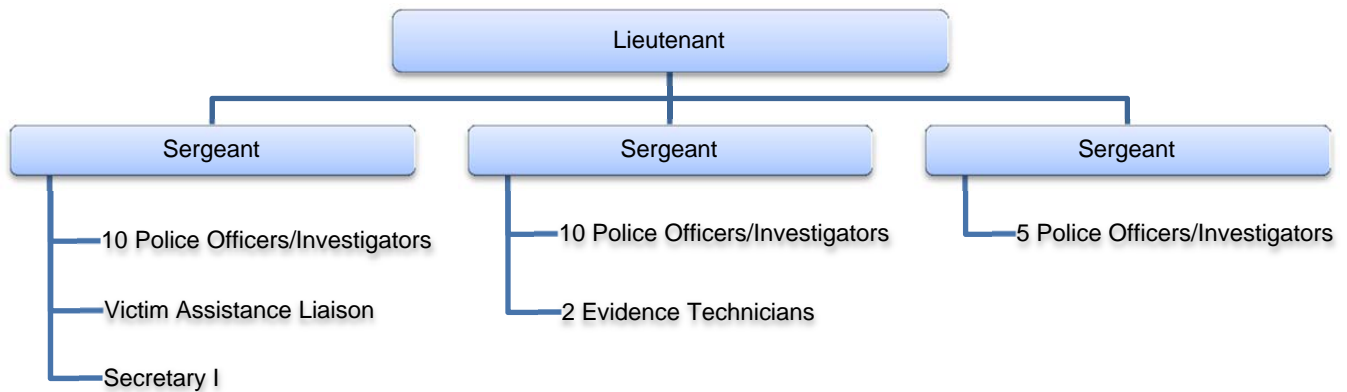
The Police Department is authorized to over hire ten (10) additional Police Officers and two (2) additional Communication Officers.

CITY OF CONROE
FY 2015-2016
0001-1203

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: POLICE PATROL DIVISION: POLICE PATROL							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$5,488,071	\$6,223,163	\$6,297,596	\$6,539,311	\$0	\$0	\$6,539,311
7012 Salaries - Part Time	\$4,036	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$397,767	\$245,799	\$432,228	\$246,749	\$0	\$0	\$246,749
7025 Social Security	\$437,549	\$546,589	\$490,684	\$573,422	\$0	\$0	\$573,422
7030 Retirement & Pension	\$1,010,371	\$1,061,213	\$1,076,494	\$1,096,492	\$0	\$0	\$1,096,492
7035 Workers Compensation	\$54,323	\$75,829	\$65,844	\$83,557	\$0	\$0	\$83,557
7040 Employee Insurance	\$844,020	\$868,010	\$858,000	\$1,050,081	\$0	\$0	\$1,050,081
PERSONNEL SERVICES SUBTOTAL	\$8,236,137	\$9,020,603	\$9,220,846	\$9,589,612	\$0	\$0	\$9,589,612
7110 Office Supplies	\$7,551	\$12,030	\$11,421	\$12,030	\$0	\$0	\$12,030
7130 Building Supplies	\$94	\$285	\$99	\$285	\$0	\$0	\$285
7140 Wearing Apparel	\$62,683	\$105,864	\$78,000	\$78,344	\$0	\$0	\$78,344
7160 Vehicle Operations	\$484,240	\$450,879	\$320,297	\$447,919	\$0	\$0	\$447,919
7170 Vehicle Repairs	\$53,671	\$40,310	\$68,314	\$40,310	\$0	\$0	\$40,310
7180 Equipment Repairs	\$1,907	\$4,125	\$3,420	\$3,125	\$0	\$0	\$3,125
7190 Radio Repairs	\$277	\$7,670	\$0	\$6,670	\$0	\$0	\$6,670
7200 Operating Supplies	\$41,757	\$77,850	\$80,266	\$77,850	\$0	\$0	\$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	\$623,347	\$469,191	\$367,711	\$30,252	\$602,796	\$0	\$633,048
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$1,275,527	\$1,168,204	\$929,528	\$696,785	\$602,796	\$0	\$1,299,581
8010 Utilities	\$1,054	\$2,456	\$1,097	\$2,456	\$0	\$0	\$2,456
8020 Insurance and Bonds	\$18,163	\$16,500	\$16,500	\$18,500	\$0	\$0	\$18,500
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$4,648	\$4,800	\$4,800	\$4,800	\$0	\$0	\$4,800
8050 Travel & Training	\$12,100	\$8,940	\$8,940	\$9,900	\$3,800	\$0	\$13,700
8060 Contract Services	\$20,856	\$2,523	\$8,523	\$2,523	\$0	\$0	\$2,523
CONTRACTUAL SUBTOTAL	\$56,821	\$35,219	\$39,860	\$38,179	\$3,800	\$0	\$41,979
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	\$28,735	\$82,967	\$82,967	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$144,205	\$31,500	\$40,000	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$172,940	\$114,467	\$122,967	\$0	\$0	\$0	\$0
TOTAL 0001-1203	\$9,741,425	\$10,338,493	\$10,313,201	\$10,324,576	\$606,596	\$0	\$10,931,172

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 2014-2015

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

Goals & Objectives for FY 2015-2016

- ❑ Obtain maintenance agreement for the Cellebrite Phone Analyzer to maintain current software updates to extract digital evidence from mobile devices
- ❑ Obtain increased training for Criminal Investigations personnel to improve operations and service delivery
- ❑ Complete a general purge of the property and evidence storage rooms to reduce the volume of items that will need to be moved to the new police facility

**City of Conroe
General Fund**

**Police Investigative Services
0001-1204**

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
Lieutenant	1	1	1	1
Sergeant	3	3	3	3
Police Officer/Investigator	22	25	25	25
Secretary I	1	1	1	1
Victim Assistant Liaison	1	1	1	1
Evidence Technician	1	1	2	2
TOTAL FULL TIME	29	32	33	33
P/T Evidence Technician (Hours)	0	1,040	0	0
TOTAL PART TIME HOURS	0	1,040	0	0
PERFORMANCE MEASURES	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
Total number of cases assigned	4,287	4,408	4,500	4,500
Total number of cases closed	1,462	1,319	1,500	1,500
Homicide cases assigned	3	0	2	2
Homicide cases closed	3	0	2	2
Assault cases assigned	393	309	350	350
Assault cases closed	180	133	150	150
Crime scenes processed	486	429	500	500

CITY OF CONROE
FY 2015-2016
0001-1204

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: POLICE INVESTIGATIVE SERVICES

DIVISION: INVESTIGATIVE SERVICES

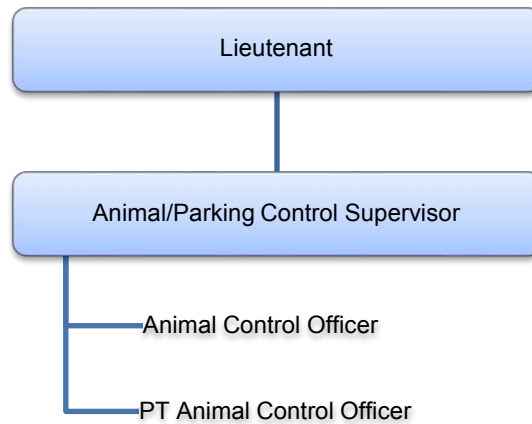
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$2,091,235	\$2,227,259	\$2,098,241	\$2,273,786	\$0	\$0	\$2,273,786
7012 Salaries - Part Time	\$8,844	\$0	\$124	\$0	\$0	\$0	\$0
7020 Overtime	\$141,979	\$89,456	\$139,973	\$89,456	\$0	\$0	\$89,456
7025 Social Security	\$167,538	\$195,517	\$170,974	\$199,694	\$0	\$0	\$199,694
7030 Retirement & Pension	\$384,656	\$377,045	\$375,021	\$381,853	\$0	\$0	\$381,853
7035 Workers Compensation	\$21,142	\$27,842	\$25,575	\$29,054	\$0	\$0	\$29,054
7040 Employee Insurance	\$274,561	\$283,140	\$283,140	\$336,434	\$0	\$0	\$336,434
PERSONNEL SERVICES SUBTOTAL	\$3,089,955	\$3,200,259	\$3,093,048	\$3,310,277	\$0	\$0	\$3,310,277
7110 Office Supplies	\$6,662	\$9,700	\$8,000	\$9,700	\$0	\$0	\$9,700
7130 Building Supplies	\$86	\$500	\$500	\$500	\$0	\$0	\$500
7140 Wearing Apparel	\$6,788	\$11,002	\$9,000	\$11,002	\$0	\$0	\$11,002
7160 Vehicle Operations	\$70,481	\$88,853	\$68,000	\$88,853	\$0	\$0	\$88,853
7170 Vehicle Repairs	\$8,622	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
7180 Equipment Repairs	\$208	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7190 Radio Repairs	\$0	\$500	\$500	\$500	\$0	\$0	\$500
7200 Operating Supplies	\$70,598	\$73,944	\$73,944	\$77,319	\$0	\$0	\$77,319
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$24,503	\$1,000	\$4,225	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$187,948	\$188,499	\$167,169	\$190,874	\$0	\$0	\$190,874
8010 Utilities	\$662	\$800	\$903	\$0	\$0	\$0	\$0
8020 Insurance and Bonds	\$90	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$10,237	\$6,500	\$4,110	\$3,925	\$0	\$0	\$3,925
8050 Travel & Training	\$12,711	\$15,432	\$15,432	\$15,432	\$0	\$5,400	\$20,832
8060 Contract Services	\$15,832	\$26,005	\$35,183	\$17,205	\$3,100	\$0	\$20,305
CONTRACTUAL SUBTOTAL	\$39,532	\$48,737	\$55,628	\$36,562	\$3,100	\$5,400	\$45,062
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	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1204	\$3,317,435	\$3,437,495	\$3,315,845	\$3,537,713	\$3,100	\$5,400	\$3,546,213

CITY OF CONROE
FY 2015-2016
0001-1204

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2814	1	Travel And Training	Enhanced Program	8050 TRAVEL & TRAINING	\$5,400
				Request Total	\$5,400
1 Requests			Total for 0001-1204		\$5,400

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 2014-2015

- ✓ Increased community awareness on animal safety through positive proactive education
- ✓ Brought awareness to the community regarding domestic animal laws
- ✓ Increased community safety through enforcement of nuisance ordinance and decreased neighbor animal problems

Goals & Objectives for FY 2015-2016

- ❑ Improve cooperative operations with the City of Conroe Animal Shelter (Intake, Return to Owner, etc.)
- ❑ Adjust level of service to 7 days/week and cover newly annexed areas
- ❑ Educate newly annexed areas regarding city ordinances that pertain to animals

**City of Conroe
General Fund**

**Police Animal Services
0001-1206**

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
Animal Shelter Manager	1	0	0	0
Animal/Parking Control Supervisor	1	1	1	1
Animal Control Officer	1	1	1	1
Kennel Technician	2	0	0	0
TOTAL FULL TIME	5	2	2	2
PT Kennel Technician (Hours)	4,940	0	0	0
P/T Animal Control (Hours)	850	850	850	850
PT Veterinary Technician (Hours)	960	0	0	0
TOTAL PART TIME HOURS	6,750	850	850	850
	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Cats from Public Surrender	500	1,323	811	975
Dogs from Public Surrender	765	2,347	2,522	2,700
Cats from Animal Control	882	921	312	450
Dogs from Animal Control	1,192	1,245	1,075	1,250
Total Animals Handled	3,329	5,836	4,720	5,375
Animal Control Citations Issued	19	136	38	55

CITY OF CONROE
FY 2015-2016
0001-1206

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: POLICE ANIMAL SERVICES

DIVISION: ANIMAL SERVICES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$114,185	\$71,734	\$41,848	\$77,506	\$0	\$0	\$77,506
7012 Salaries - Part Time	\$18,009	\$12,189	\$6,000	\$12,189	\$0	\$0	\$12,189
7020 Overtime	\$1,965	\$4,000	\$629	\$4,000	\$0	\$0	\$4,000
7025 Social Security	\$9,997	\$7,430	\$7,430	\$7,917	\$0	\$0	\$7,917
7030 Retirement & Pension	\$19,950	\$12,330	\$12,330	\$13,170	\$0	\$0	\$13,170
7035 Workers Compensation	\$2,246	\$1,019	\$1,019	\$1,146	\$0	\$0	\$1,146
7040 Employee Insurance	\$42,900	\$17,160	\$71,160	\$20,390	\$0	\$0	\$20,390
PERSONNEL SERVICES SUBTOTAL	\$209,252	\$125,862	\$140,416	\$136,318	\$0	\$0	\$136,318
7110 Office Supplies	\$787	\$250	\$200	\$250	\$0	\$0	\$250
7130 Building Supplies	\$2,554	\$2,000	\$1,138	\$2,000	\$0	\$0	\$2,000
7140 Wearing Apparel	\$676	\$750	\$252	\$750	\$0	\$0	\$750
7160 Vehicle Operations	\$11,690	\$9,000	\$2,370	\$8,600	\$0	\$0	\$8,600
7170 Vehicle Repairs	\$0	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7180 Equipment Repairs	\$4,722	\$2,500	\$528	\$2,500	\$0	\$0	\$2,500
7190 Radio Repairs	\$0	\$200	\$0	\$200	\$0	\$0	\$200
7200 Operating Supplies	\$23,596	\$3,800	\$400	\$3,500	\$0	\$0	\$3,500
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$5,754	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$49,779	\$19,500	\$5,888	\$18,800	\$0	\$0	\$18,800
8010 Utilities	\$24,934	\$21,000	\$20,393	\$21,000	\$0	\$0	\$21,000
8040 Leased Equipment	\$2,182	\$2,600	\$2,850	\$2,900	\$0	\$0	\$2,900
8050 Travel & Training	\$0	\$1,000	\$0	\$1,400	\$0	\$0	\$1,400
8060 Contract Services	\$282,915	\$393,276	\$393,276	\$393,276	\$0	\$0	\$393,276
CONTRACTUAL SUBTOTAL	\$310,031	\$417,876	\$416,519	\$418,576	\$0	\$0	\$418,576
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$12,861	\$0	\$0	\$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	\$12,861	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1206	\$581,923	\$563,238	\$562,823	\$573,694	\$0	\$0	\$573,694

**City of Conroe
General Fund**

**Red Light Program
0001-1207**

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
Deputy Court Clerk I	1	0	0	0
TOTAL FULLTIME	1	0	0	0

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Number of Violations Issued	23,068	21,751	0	0
Number of Violations Paid	14,605	14,019	0	0
Percentage Collected	63%	64%	0%	0%

Effective June 2014, the Deputy Court Clerk I position was eliminated.
At the May 2014 election, voters eliminated the Red Light Camera Program.

CITY OF CONROE
FY 2015-2016
0001-1207

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: RED LIGHT PROGRAM		DIVISION: RED LIGHT PROGRAM			
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$18,676	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$2,577	\$0	\$0	\$0	\$0	\$0	\$0
7025 Social Security	\$1,535	\$0	\$0	\$0	\$0	\$0	\$0
7030 Retirement & Pension	\$3,447	\$0	\$0	\$0	\$0	\$0	\$0
7035 Workers Compensation	\$271	\$0	\$0	\$0	\$0	\$0	\$0
7040 Employee Insurance	\$8,579	\$0	\$0	\$0	\$0	\$0	\$0
PERSONNEL SERVICES SUBTOTAL	\$35,085	\$0	\$0	\$0	\$0	\$0	\$0
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	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$855,296	\$765,289	\$763,352	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$855,296	\$765,289	\$763,352	\$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
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1207	\$890,381	\$765,289	\$763,352	\$0	\$0	\$0	\$0

City of Conroe **General Fund**

Traffic Services **0001-1208**

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERSONNEL SERVICES				
Patrol Officer	2	2	0	0
TOTAL FULL TIME	2	2	0	0

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERFORMANCE MEASURES				
Number of citations issued	1,517	1,848	2,205	0
Number of violations charged	1,865	2,410	2,600	0

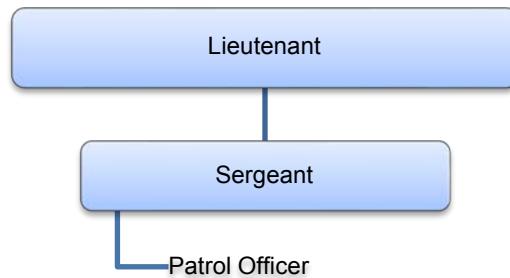
The Traffic Services Program ended during FY 2014-2015.

CITY OF CONROE
FY 2015-2016
0001-1208

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: TRAFFIC SERVICES		DIVISION: TRAFFIC SERVICES			
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$115,510	\$50,901	\$50,901	\$0	\$0	\$0	\$0
7020 Overtime	\$1,581	\$950	\$950	\$0	\$0	\$0	\$0
7025 Social Security	\$8,770	\$3,874	\$3,874	\$0	\$0	\$0	\$0
7030 Retirement & Pension	\$20,299	\$8,756	\$8,756	\$0	\$0	\$0	\$0
7035 Workers Compensation	\$1,086	\$1,350	\$1,559	\$0	\$0	\$0	\$0
7040 Employee Insurance	\$17,160	\$7,150	\$8,580	\$0	\$0	\$0	\$0
PERSONNEL SERVICES SUBTOTAL	\$164,406	\$72,981	\$74,620	\$0	\$0	\$0	\$0
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$2,251	\$3,240	\$0	\$0	\$0	\$0	\$0
7160 Vehicle Operations	\$3,879	\$14,004	\$1,236	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$7,408	\$4,000	\$1,069	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$204	\$800	\$0	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$500	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$61	\$2,000	\$3,848	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$44,721	\$28,000	\$60,571	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$58,524	\$52,544	\$66,724	\$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	\$3,800	\$49	\$0	\$0	\$0	\$0
8060 Contract Services	\$973	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$973	\$3,800	\$49	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$1	\$35,400	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$48,353	\$27,100	\$27,038	\$0	\$0	\$0	\$0
9061 Vehicles < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$48,354	\$62,500	\$27,038	\$0	\$0	\$0	\$0
TOTAL 0001-1208	\$272,257	\$191,825	\$168,431	\$0	\$0	\$0	\$0

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 purposes of this unit are 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 2014-2015

- ✓ Implemented an enforcement plan and monitored efficiency
- ✓ Tracked enforcement and utilized different approaches to find best results
- ✓ Advised community of the enforcement and worked with local and State agencies to provide Commercial Vehicle enforcement
- ✓ Purchased and up-fitted vehicle with equipment
- ✓ Initiated enforcement activities

Goals & Objectives for FY 2015-2016

- ❑ Increase both public and commercial vehicle enforcement by using media and social sites
- ❑ Schedule additional technical training for the commercial vehicle enforcement officer
- ❑ Assist patrol officers with basic training on commercial vehicle accidents, mechanical issues, and fatal accidents

**City of Conroe
General Fund**

**Commercial Vehicle Enforcement Program
0001-1209**

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
Patrol Officer	0	1	1	1
TOTAL FULL TIME	0	1	1	1

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Number of citations issued	0	374	400	400
Number of violations charged	0	649	650	650

The Commercial Vehicle Enforcement Program started in FY 2013-2014.

CITY OF CONROE
FY 2015-2016
0001-1209

BUDGET LINE ITEMS

FUND: GENERAL FUND

**DEPARTMENT: COMMERCIAL VEHICLE ENFORCEMENT PROGRAM
PROGRAM**

DIVISION: COMMERCIAL VEHICLE ENFORCEMENT

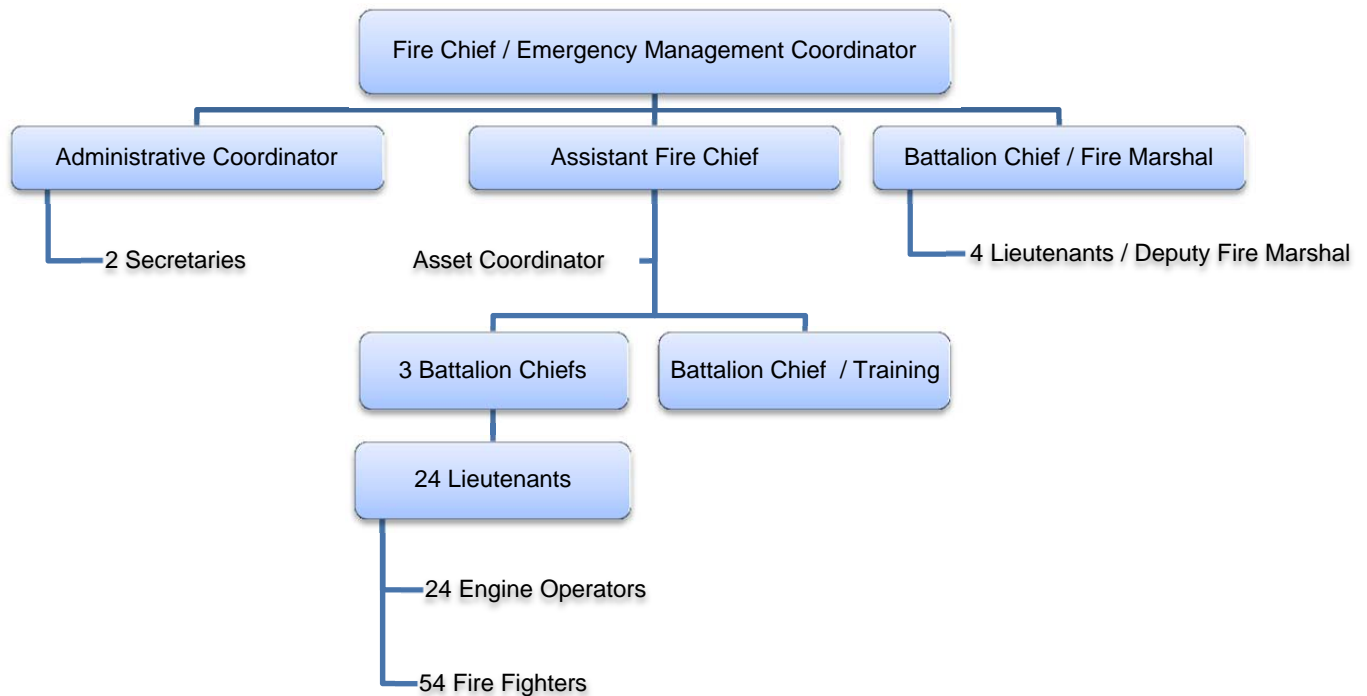
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$50,035	\$71,355	\$72,306	\$76,649	\$0	\$3,484	\$80,133
7020 Overtime	\$1,534	\$116	\$3,600	\$116	\$0	\$0	\$116
7025 Social Security	\$3,887	\$6,039	\$5,678	\$6,487	\$0	\$267	\$6,754
7030 Retirement & Pension	\$8,653	\$11,757	\$12,390	\$12,404	\$0	\$573	\$12,977
7035 Workers Compensation	\$0	\$867	\$867	\$979	\$0	\$367	\$1,346
7040 Employee Insurance	\$5,400	\$8,580	\$8,580	\$10,195	\$0	\$0	\$10,195
PERSONNEL SERVICES SUBTOTAL	\$69,509	\$98,714	\$103,421	\$106,830	\$0	\$4,691	\$111,521
7110 Office Supplies	\$0	\$500	\$200	\$200	\$0	\$0	\$200
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$0	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7160 Vehicle Operations	\$1,983	\$7,000	\$4,000	\$7,000	\$0	\$0	\$7,000
7170 Vehicle Repairs	\$0	\$2,000	\$1,000	\$2,000	\$0	\$0	\$2,000
7180 Equipment Repairs	\$0	\$800	\$800	\$1,000	\$0	\$0	\$1,000
7190 Radio Repairs	\$0	\$500	\$500	\$750	\$0	\$0	\$750
7200 Operating Supplies	\$0	\$1,000	\$2,000	\$2,350	\$0	\$0	\$2,350
7253 Furniture & Fixtures <\$5,000	\$0	\$2,000	\$250	\$500	\$0	\$0	\$500
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	\$1,983	\$14,800	\$9,750	\$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	\$71,492	\$115,964	\$115,621	\$124,080	\$0	\$4,691	\$128,771

CITY OF CONROE
FY 2015-2016
0001-1209

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2820	1	Overtime - Commercial Motor Vehicle Officer	Enhanced Program	7010 Salaries	\$3,484
				7025 SOCIAL SECURITY	\$267
				7030 RETIREMENT & PENSION	\$573
				7035 WORKERS COMPENSATION	\$367
				Request Total	\$4,691
1 Requests			Total for 0001-1209		\$4,691

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 2014-2015

- ✓ Completed the Fire Department study that helped begin a foundation for a Standard of Cover report, which will eventually lead to a Fire Department Strategic Plan
- ✓ Successfully completed the implementation plan for opening Fire Station #6 on Hwy 105 West
- ✓ Streamlined process by which public relations/education requests are processed and fulfilled
- ✓ Re-established apparatus maintenance at the City Maintenance Facility by assisting with funding specialized training for City Mechanics
- ✓ Re-established the Fire Department Annual Report, capturing statistical and historical information

Goals & Objectives for FY 2015-2016

- ❑ Continue working towards obtaining the “Best Practices Recognition Program” created by the Texas Fire Chiefs’ Association
- ❑ Continue improving the knowledge, skills, and abilities of all personnel with the department to reduce risks and improve efficiencies of our service
- ❑ Complete an evaluation of the commercial building inspection request and process to make improvements for our business partners within our community
- ❑ Continue working with the City Planner on creating an overall strategic plan for the City
- ❑ Continue looking for ways to improve efficiencies with the payroll system, working closely with the Finance Department

City of Conroe General Fund

Fire 0001-1300

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERSONNEL SERVICES				
Fire Chief	1	1	1	1
Assistant Fire Chief	1	1	1	1
Battalion Chief	5	5	5	5
Lieutenant	22	22	28	28
Engine Operator	18	18	24	24
Firefighter	36	36	54	54
Administrative Coordinator	1	1	1	1
Secretary	2	2	2	2
Asset Coordinator	0	1	1	1
TOTAL FULL TIME	86	87	117	117

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERFORMANCE MEASURES				
Total Calls for Fire Service	6,500	7,000	7,000	8,000
Number of Fires	250	300	300	300
Fires Investigated	46	50	50	40
Arson Cases	10	10	10	10
Commercial Plans Reviewed	500	550	550	525
Businesses Inspected	2,000	2,000	2,000	1,600
Fire Code Violations	1,900	1,900	1,900	2,000
Fire Safety Programs	65	70	70	70
Attendees for Fire Safety Programs	9,000	12,000	12,000	28,000

CITY OF CONROE
FY 2015-2016
0001-1300

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: FIRE DIVISION: FIRE

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$5,999,540	\$7,959,331	\$7,369,106	\$8,016,950	\$0	\$0	\$8,016,950
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$175,621	\$210,000	\$210,000	\$210,000	\$0	\$0	\$210,000
7025 Social Security	\$454,114	\$650,117	\$565,386	\$695,177	\$0	\$0	\$695,177
7030 Retirement & Pension	\$941,416	\$1,307,302	\$1,190,835	\$1,365,399	\$0	\$0	\$1,365,399
7035 Workers Compensation	\$56,875	\$116,188	\$68,944	\$102,437	\$0	\$0	\$102,437
7040 Employee Insurance	\$746,279	\$1,003,860	\$1,003,860	\$1,192,810	\$0	\$0	\$1,192,810
7050 Physicals	\$27,560	\$81,250	\$130,000	\$81,250	\$68,750	\$0	\$150,000
PERSONNEL SERVICES SUBTOTAL	\$8,401,405	\$11,328,048	\$10,538,131	\$11,664,023	\$68,750	\$0	\$11,732,773
7110 Office Supplies	\$15,459	\$27,000	\$27,480	\$27,000	\$0	\$0	\$27,000
7130 Building Supplies	\$19,592	\$42,000	\$40,420	\$35,000	\$0	\$0	\$35,000
7140 Wearing Apparel	\$82,692	\$200,075	\$200,075	\$140,075	\$0	\$0	\$140,075
7160 Vehicle Operations	\$283,530	\$182,000	\$182,000	\$182,000	\$0	\$0	\$182,000
7170 Vehicle Repairs	\$42,267	\$98,500	\$98,500	\$98,500	\$0	\$0	\$98,500
7180 Equipment Repairs	\$72,881	\$57,000	\$73,600	\$57,000	\$0	\$0	\$57,000
7190 Radio Repairs	\$4,082	\$56,000	\$74,000	\$11,000	\$0	\$0	\$11,000
7200 Operating Supplies	\$84,361	\$352,975	\$308,975	\$131,475	\$0	\$19,000	\$150,475
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	\$2,916	\$296,076	\$292,076	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$607,780	\$1,311,626	\$1,297,126	\$682,050	\$0	\$19,000	\$701,050
8010 Utilities	\$104,604	\$145,000	\$130,500	\$145,000	\$0	\$0	\$145,000
8020 Insurance and Bonds	\$681	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
8040 Leased Equipment	\$9,134	\$13,000	\$13,000	\$13,000	\$0	\$0	\$13,000
8050 Travel & Training	\$62,550	\$119,915	\$119,915	\$119,915	\$0	\$21,500	\$141,415
8060 Contract Services	\$377,576	\$737,096	\$681,096	\$501,096	\$0	\$45,000	\$546,096
CONTRACTUAL SUBTOTAL	\$554,545	\$1,016,011	\$945,511	\$780,011	\$0	\$66,500	\$846,511
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	\$15,000	\$15,000
9031 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$10,000	\$10,000

CITY OF CONROE
FY 2015-2016
0001-1300

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: FIRE DIVISION: FIRE

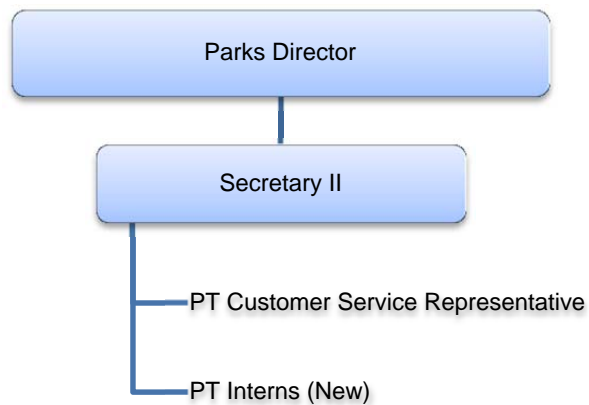
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$1,862,724	\$136,518	\$186,518	\$0	\$0	\$75,000	\$75,000
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$26,500	\$26,500
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$1,862,724	\$136,518	\$186,518	\$0	\$0	\$126,500	\$126,500
TOTAL 0001-1300	\$11,426,454	\$13,792,203	\$12,967,286	\$13,126,084	\$68,750	\$212,000	\$13,406,834

CITY OF CONROE
FY 2015-2016
0001-1300

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2880	0	Candidate Physical Agility Test Equipment	Non-discretionary Adjustment	9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$75,000 \$75,000
2870	2	Grace Accountability System	Enhanced Program	7200 OPERATING SUPPLIES Request Total	\$19,000 \$19,000
2875	6	Desk And Wall For Front Office	Enhanced Program	9030 IMPROVEMENTS >\$5,000 9040 FURNITURE & FIXTURES >\$5,000 Request Total	\$5,000 \$10,000 \$15,000
2876	9	Portable Building	New Equipment	9030 IMPROVEMENTS >\$5,000 Request Total	\$10,000 \$10,000
2886	10	Fire Boat Training Course	New Travel & Training	8050 TRAVEL & TRAINING Request Total	\$21,500 \$21,500
2871	11	Vehicle For Asset Coordinator	Replacement Equipment	9060 VEHICLES >\$5,000 Request Total	\$26,500 \$26,500
2892	15	Facilities Maintenance Fund	Enhanced Program	8060 Contract Services Request Total	\$45,000 \$45,000
7 Requests			Total for 0001-1300		\$212,000

Parks & Recreation Administration



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

Parks & Recreation Administration

Accomplishments for FY 2014-2015

- ✓ Facilitated numerous community special events. For example, The Woodforest Run, Cajun Catfish Festival, Boogie on the Blacktop, Chalk it up Conroe, Cinco de Mayo, and Root for Conroe Arbor Day Celebration
- ✓ Established a memorial tribute program, referred to as the Community Gifts program
- ✓ Initiated the Candy Cane Park thoroughfare renovation project
- ✓ Initiated the development of an amenity center in Carl Barton, Jr. Park through a partnership with Wilbow Corporation (Barton Woods)

Goals & Objectives for FY 2015-2016

- ❑ 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
- ❑ Develop a department presentation for new hires
- ❑ Increase facility rentals by 10%

**City of Conroe
General Fund**

**Parks & Recreation Administration
0001-1400**

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
SPECIAL SERVICES				
Parks Board	7	7	7	7
TOTAL SPECIAL SERVICES	7	7	7	7
PERSONNEL SERVICES				
Parks Director	1	1	1	1
Secretary II	1	1	1	1
TOTAL FULL TIME	2	2	2	2
PT Customer Service Rep. (Hours)	1,560	1,560	1,560	2,000
PT Interns (Hours)	0	0	0	1,040
TOTAL PART TIME HOURS	1,560	1,560	1,560	3,040
	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Pavilions (Hourly Usage)	1,873	3,354	2,350	2,400
Athletic Fields (Hourly Usage)	19,357	19,393	15,500	19,000
Special Event Facilitation	20	25	27	30
Total	21,250	22,772	17,877	21,430
Revenue				
6050 Rentals	\$13,814	\$44,755	\$80,000	\$88,000
Total	\$13,814	\$44,755	\$80,000	\$88,000

CITY OF CONROE
FY 2015-2016
0001-1400

BUDGET LINE ITEMS

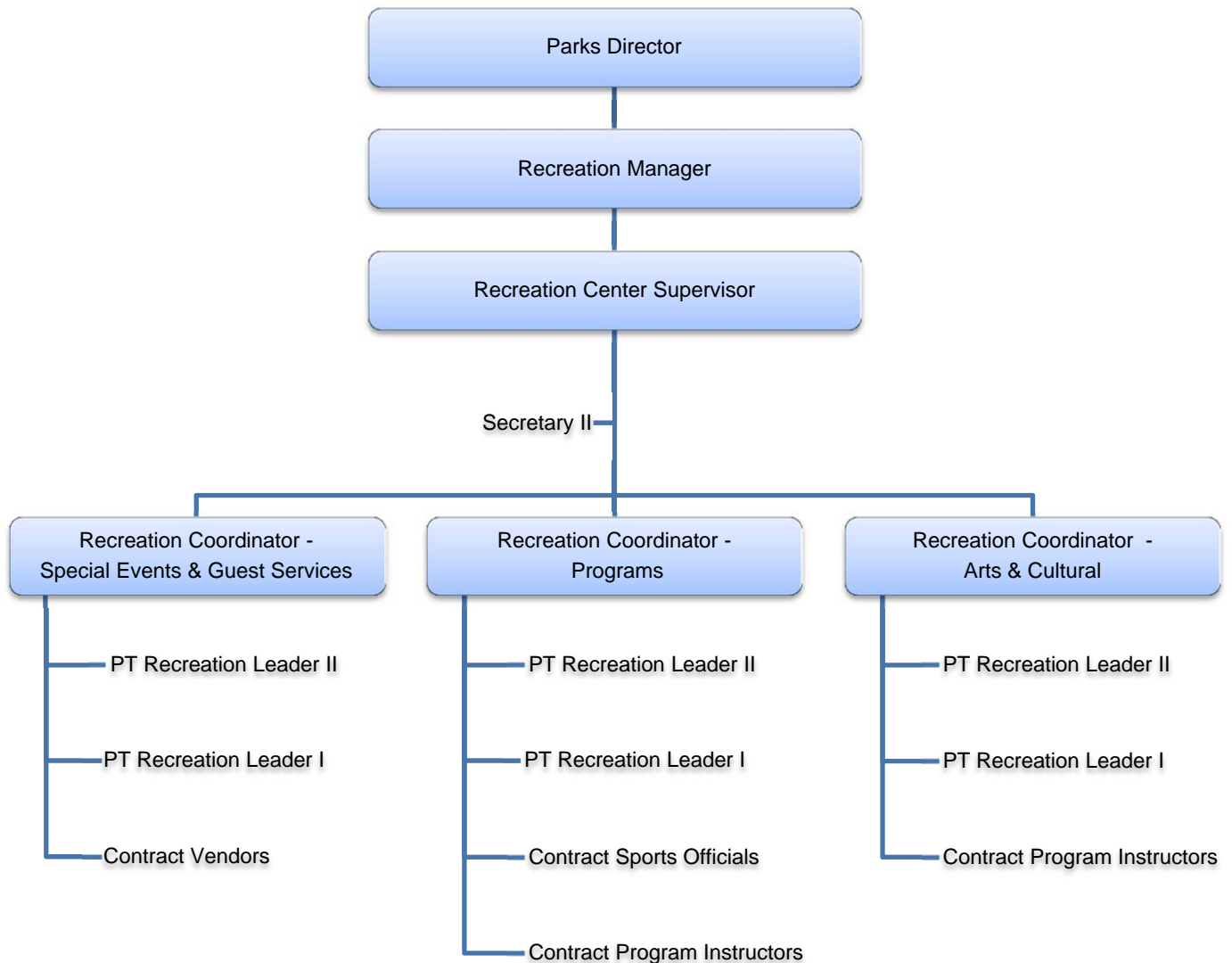
FUND: GENERAL FUND DEPARTMENT: PARKS & REC ADMINISTRATION DIVISION: PARKS & REC ADMINISTRATION							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$158,794	\$172,929	\$173,874	\$186,270	\$0	\$0	\$186,270
7012 Salaries - Part Time	\$14,440	\$18,200	\$19,500	\$18,200	\$4,840	\$12,480	\$35,520
7020 Overtime	\$173	\$300	\$410	\$300	\$0	\$0	\$300
7025 Social Security	\$12,119	\$16,176	\$14,539	\$17,303	\$370	\$955	\$18,628
7030 Retirement & Pension	\$26,052	\$26,931	\$28,754	\$28,789	\$0	\$0	\$28,789
7035 Workers Compensation	\$1,972	\$2,321	\$2,274	\$2,613	\$510	\$1,315	\$4,438
7040 Employee Insurance	\$17,160	\$17,160	\$17,160	\$20,390	\$0	\$0	\$20,390
PERSONNEL SERVICES SUBTOTAL	\$230,710	\$254,017	\$256,511	\$273,865	\$5,720	\$14,750	\$294,335
7110 Office Supplies	\$2,921	\$2,300	\$2,300	\$2,300	\$0	\$0	\$2,300
7130 Building Supplies	\$1,502	\$0	\$0	\$0	\$2,000	\$0	\$2,000
7140 Wearing Apparel	\$57	\$500	\$500	\$500	\$0	\$0	\$500
7160 Vehicle Operations	\$13,663	\$0	\$0	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$2,501	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$99	\$0	\$0	\$0	\$1,000	\$0	\$1,000
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$9,158	\$1,350	\$3,500	\$1,350	\$4,350	\$0	\$5,700
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	\$2,470	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$32,371	\$4,150	\$6,300	\$4,150	\$7,350	\$0	\$11,500
8010 Utilities	\$1,296	\$6,700	\$6,700	\$6,700	\$0	\$0	\$6,700
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$1,320	\$1,290	\$1,400	\$1,290	\$3,000	\$0	\$4,290
8050 Travel & Training	\$6,420	\$7,255	\$7,255	\$7,255	\$0	\$0	\$7,255
8060 Contract Services	\$130,232	\$135,100	\$135,100	\$135,100	\$0	\$0	\$135,100
CONTRACTUAL SUBTOTAL	\$139,268	\$150,345	\$150,455	\$150,345	\$3,000	\$0	\$153,345
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	\$0	\$60,700	\$60,700	\$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	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$60,700	\$60,700	\$0	\$0	\$0	\$0
TOTAL 0001-1400	\$402,349	\$469,212	\$473,966	\$428,360	\$16,070	\$14,750	\$459,180

CITY OF CONROE
FY 2015-2016
0001-1400

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2163	1	Parks And Recreation Intern	New Personnel	7012 SALARIES - PART TIME	\$12,480
				7025 SOCIAL SECURITY	\$955
				7035 WORKERS COMPENSATION	\$1,315
				Request Total	\$14,750
1 Requests			Total for 0001-1400		\$14,750

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 2014-2015

- ✓ Held Trick or Treat Trail at Carl Barton, Jr. Park for an estimated record attendance of 7,000
- ✓ Held Conroe Christmas Celebration at Heritage Place for an estimated record attendance of 9,000
- ✓ Coordinated annual Community Enrichment Grants program; awarded \$100,000
- ✓ Sold 536 memberships during January membership promotion
- ✓ Contracted flag football program
- ✓ Javier Pena elected as Texas Amateur Athletic Federation Region I Director
- ✓ Mike Cantu selected as Texas Recreation and Park Society East Region Recreation Professional of the Year
- ✓ C.K. Ray Recreation Center recognized by *The Courier* as best place to exercise in Montgomery County for 2015
- ✓ New programs- Ceramic Workshop, Beginner Acrylic Painting, and Tuesday Night Men's Church League Softball

Goals & Objectives for FY 2015-2016

- ❑ Increase art class participation by 10%
- ❑ Explore contracting youth indoor soccer program
- ❑ Create and implement an arts and cultural special event
- ❑ Hire full-time Recreation Coordinator- Marketing/Technology
- ❑ Hire part-time Fitness Center Attendant

**City of Conroe
General Fund**

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

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</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 Serv.	1	1	1	1
Recreation Coordinator - Arts & Cultural	1	1	1	1
Secretary II	1	1	1	1
TOTAL FULL TIME	6	6	6	6
PT Recreation Leader I (Hours)	13,615	13,615	13,615	13,615
PT Recreation Leader II (Hours)	6,150	6,150	6,150	6,150
TOTAL PART TIME HOURS	19,765	19,765	19,765	19,765

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Participants				
Rentals	24,813	43,094	53,094	55,749
Memberships	89,563	92,945	95,548	100,325
Programs	73,714	71,568	75,250	79,013
Special Events	28,628	31,456	41,520	43,313
Total	216,718	239,063	265,412	278,400
Revenue				
6050 Rentals	\$ 53,268	\$ 61,552	\$ 67,707	\$ 71,092
6050 Memberships	300,441	329,026	345,477	362,751
6050 Sales	3,760	15,379	16,147	16,954
6051 Programs	161,535	150,202	165,222	173,483
6051 Special Events	14,843	12,147	12,754	13,392
Total	\$ 533,847	\$ 568,306	\$ 607,307	\$ 637,672

CITY OF CONROE
FY 2015-2016
0001-1410

BUDGET LINE ITEMS

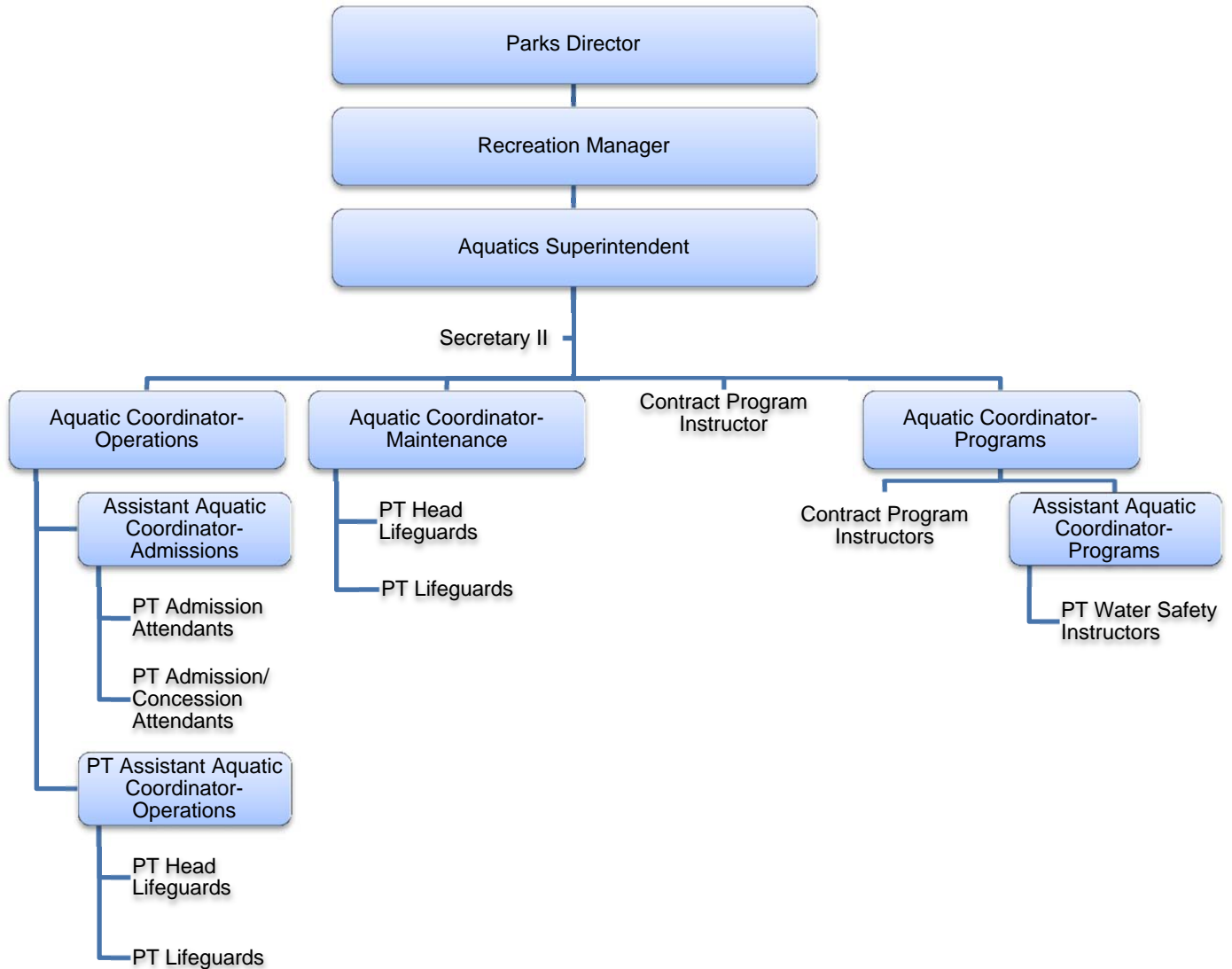
FUND: GENERAL FUND		DEPARTMENT: RECREATION CENTER		DIVISION: RECREATION CENTER			
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$352,913	\$367,330	\$357,332	\$383,136	\$0	\$0	\$383,136
7012 Salaries - Part Time	\$201,503	\$193,021	\$201,503	\$193,021	\$0	\$0	\$193,021
7020 Overtime	\$120	\$5,500	\$325	\$500	\$0	\$0	\$500
7025 Social Security	\$41,547	\$47,814	\$42,034	\$48,728	\$0	\$0	\$48,728
7030 Retirement & Pension	\$60,357	\$60,640	\$59,925	\$61,988	\$0	\$0	\$61,988
7035 Workers Compensation	\$5,412	\$6,805	\$6,543	\$7,362	\$0	\$0	\$7,362
7040 Employee Insurance	\$51,480	\$51,480	\$51,480	\$61,170	\$0	\$0	\$61,170
PERSONNEL SERVICES SUBTOTAL	\$713,332	\$732,590	\$719,142	\$755,905	\$0	\$0	\$755,905
7110 Office Supplies	\$10,563	\$6,075	\$6,075	\$6,717	\$0	\$0	\$6,717
7130 Building Supplies	\$16,624	\$6,000	\$12,000	\$9,000	\$0	\$0	\$9,000
7140 Wearing Apparel	\$1,373	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
7160 Vehicle Operations	\$1,842	\$700	\$0	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$427	\$100	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$38,304	\$23,800	\$40,000	\$18,000	\$0	\$0	\$18,000
7200 Other Operating Supplies	\$44,436	\$33,385	\$42,350	\$37,870	\$0	\$0	\$37,870
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$7,476	\$7,476
7254 Machinery & Equipment <\$5,000	\$2,692	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$116,261	\$72,060	\$102,425	\$73,587	\$0	\$7,476	\$81,063
8010 Utilities	\$54,139	\$65,804	\$55,000	\$55,804	\$0	\$0	\$55,804
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$6,693	\$6,500	\$6,500	\$6,500	\$0	\$0	\$6,500
8050 Travel & Training	\$13,163	\$20,263	\$20,000	\$21,196	\$0	\$0	\$21,196
8060 Contract Services	\$573,357	\$506,430	\$530,000	\$509,170	\$0	\$0	\$509,170
CONTRACTUAL SUBTOTAL	\$647,352	\$598,997	\$611,500	\$592,670	\$0	\$0	\$592,670
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	\$10,000	\$10,000	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$10,000	\$10,000	\$0	\$0	\$0	\$0
TOTAL 0001-1410	\$1,476,945	\$1,413,647	\$1,443,067	\$1,422,162	\$0	\$7,476	\$1,429,638

CITY OF CONROE
FY 2015-2016
0001-1410

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2857	2	Chairs	New Equipment	7253 Furniture & Fixtures <\$5,000	\$7,476
Request Total					\$7,476
1 Requests			Total for 0001-1410		\$7,476

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 2014-2015

- ✓ Completed Feasibility Study, presented to City Council
- ✓ Installed new water slide, repaired and installed shade structures, renovated entrance and interior of the bathhouse at Oscar Johnson, Jr. Community Center aquatic facility
- ✓ Conroe Dive Club awarded Texas Recreation and Park Society Voluntary Service Award
- ✓ Repaired one meter diving platform, shower heads and fixtures in the locker rooms, plaster cracks and coping around water park
- ✓ Replaced educational pool heater, water park bulbs to ultra-violet bulbs for secondary sanitation, education, and competition pools
- ✓ Hired Aquatic Coordinator- Programs, Assistant Coordinator- Operations/Admissions, and Assistant Aquatic Coordinator- Operations
- ✓ Hosted World's Largest Swim Lesson
- ✓ Expanded Flick-n-Float to Oscar Johnson, Jr. Community Center pool

Goals & Objectives for FY 2015-2016

- ❑ Repair, refinish and repaint slide structures and play structure at water park
- ❑ Repair expansion joints around pools
- ❑ Install a secondary sanitation system (ultra-violet) for the Aquatic Center wading pool, Heritage Place fountain, Founders Place fountains and the Oscar Johnson, Jr. Community Center pool as mandated by the National Model Aquatic Health Code
- ❑ Install emergency call switch at front desk of aquatic facilities
- ❑ Replace educational pool lane ropes
- ❑ Offer water aerobics classes and stroke development workshops at the Oscar Johnson, Jr. Community Center pool

**City of Conroe
General Fund**

**Aquatic Center
0001-1440**

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</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
PT Admissions (Hours)	3,354	3,354	3,354	3,354
PT Cashiers (Hours)	2,000	2,000	2,000	2,000
PT Head Lifeguard (Hours)	2,660	2,660	2,660	2,660
PT Lifeguards (Hours)	18,138	18,138	21,804	21,804
PT Water Safety Inst. (Hours)	4,779	4,779	4,779	4,779
PT Asst. Aquatics Operations Coord. (Hours)	1,560	1,560	1,560	1,560
TOTAL PART TIME HOURS	32,491	32,491	36,157	36,157

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Participants				
Rentals	12,119	14,313	14,562	14,562
Memberships	60,408	61,690	64,774	64,774
Programs	35,613	34,969	36,717	36,717
Special Events	3,465	3,166	2,868	2,868
Total	111,605	114,138	118,921	118,921
Revenue				
6050 Rentals	\$ 33,297	\$ 33,035	\$ 34,687	\$ 34,687
6050 Memberships	211,794	278,063	291,966	291,966
6050 Sales	40,945	45,629	7,803	7,803
6051 Programs	166,799	177,691	186,576	186,576
Total	\$ 452,835	\$ 534,418	\$ 521,032	\$ 521,032

CITY OF CONROE
FY 2015-2016
0001-1440

BUDGET LINE ITEMS

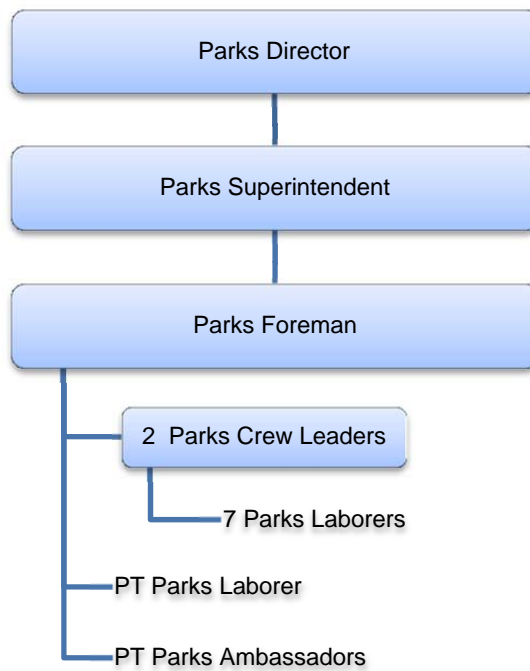
FUND: GENERAL FUND		DEPARTMENT: AQUATIC CENTER		DIVISION: AQUATIC CENTER			
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$346,299	\$364,518	\$364,518	\$382,640	\$0	\$0	\$382,640
7012 Salaries - Part Time	\$349,141	\$328,763	\$328,763	\$328,763	\$0	\$0	\$328,763
7020 Overtime	\$9,331	\$12,961	\$12,961	\$12,961	\$0	\$0	\$12,961
7025 Social Security	\$52,473	\$59,414	\$59,414	\$61,209	\$0	\$0	\$61,209
7030 Retirement & Pension	\$60,235	\$61,306	\$61,306	\$63,921	\$0	\$0	\$63,921
7035 Workers Compensation	\$6,679	\$8,170	\$8,170	\$9,090	\$0	\$0	\$9,090
7040 Employee Insurance	\$60,061	\$60,060	\$60,060	\$71,365	\$0	\$0	\$71,365
PERSONNEL SERVICES SUBTOTAL	\$884,219	\$895,192	\$895,192	\$929,949	\$0	\$0	\$929,949
7110 Office Supplies	\$3,406	\$4,350	\$4,350	\$4,350	\$0	\$0	\$4,350
7130 Building Supplies	\$68,219	\$80,000	\$80,000	\$80,000	\$0	\$0	\$80,000
7140 Wearing Apparel	\$5,140	\$7,000	\$7,000	\$7,000	\$0	\$0	\$7,000
7160 Vehicle Operations	\$0	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7180 Equipment Repairs	\$82,437	\$63,737	\$63,737	\$63,737	\$0	\$0	\$63,737
7200 Operating Supplies	\$55,302	\$10,938	\$10,938	\$10,938	\$0	\$0	\$10,938
7252 Improvements<\$5,000	\$16,384	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$1,346	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$232,234	\$167,025	\$167,025	\$167,025	\$0	\$0	\$167,025
8010 Utilities	\$109,517	\$104,300	\$104,300	\$104,300	\$0	\$0	\$104,300
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$4,565	\$5,000	\$5,000	\$5,000	\$0	\$0	\$5,000
8050 Travel & Training	\$13,826	\$14,515	\$14,515	\$14,515	\$0	\$0	\$14,515
8060 Contract Services	\$167,552	\$160,930	\$160,930	\$160,930	\$43,000	\$96,800	\$300,730
CONTRACTUAL SUBTOTAL	\$295,460	\$284,745	\$284,745	\$284,745	\$43,000	\$96,800	\$424,545
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	\$22,000	\$22,000	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$22,000	\$22,000	\$0	\$0	\$0	\$0
TOTAL 0001-1440	\$1,411,913	\$1,368,962	\$1,368,962	\$1,381,719	\$43,000	\$96,800	\$1,521,519

CITY OF CONROE
FY 2015-2016
0001-1440

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2637	1	Restore Tower Slide & Play Structure	Enhanced Program	8060 Contract Services	\$96,800
				Request Total	\$96,800
1 Requests			Total for 0001-1440		\$96,800

Park Operations



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

Park Operations

Accomplishments for FY 2014-2015

- ✓ Partnered with Conroe Live, Inc. to promote Arbor Day in the City
- ✓ Stocked over 2,400 rainbow trout in Carl Barton, Jr. Park pond
- ✓ Increased seasonal color throughout parks, medians and downtown planters
- ✓ Planted wildflower seed on Enterprise Row property
- ✓ Planted twenty three 100 gallon trees at various parks
- ✓ Installed restroom building at Lions Park
- ✓ Fabricated a large Christmas tree lighting switch to resemble a toy soldier
- ✓ Qualified three staff for the Texas Recreation and Parks Society State Equipment Rodeo
- ✓ Lauren Arnold was selected as Texas Recreation and Parks Society East Region Park Professional of the Year

Goals & Objectives for FY 2015-2016

- ❑ Resurface walking/jogging trail at McDade Park
- ❑ Acquire additional property adjacent to Milltown Park
- ❑ Host six youth athletic tournaments
- ❑ Replace playground equipment at Gibson Park
- ❑ Resurface basketball courts at Roberson Park

City of Conroe General Fund

Park Operations 0001-1450

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</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
PT Parks Laborer (Hours)	1,040	1,040	1,040	1,040
PT Parks Ambassador (Hours)	3,120	3,120	3,120	3,120
TOTAL PART TIME HOURS	4,160	4,160	4,160	4,160
	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Acres maintained	420	420	425	425
Ball field prep man-hours	2,932	3,661	4,027	4,150
Playground Inspections	194	193	209	234
Trout Stocking	2,004	2,202	2,400	2,760
Work Orders Processed	829	1,731	1,783	1,835

CITY OF CONROE
FY 2015-2016
0001-1450

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: PARK OPERATIONS DIVISION: PARK OPERATIONS							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$432,253	\$453,020	\$439,574	\$485,903	\$0	\$0	\$485,903
7012 Salaries - Part Time	\$36,157	\$46,581	\$37,880	\$46,581	\$0	\$0	\$46,581
7020 Overtime	\$32,259	\$9,700	\$21,103	\$9,700	\$0	\$0	\$9,700
7025 Social Security	\$37,341	\$43,036	\$38,159	\$45,815	\$0	\$0	\$45,815
7030 Retirement & Pension	\$78,737	\$75,624	\$77,385	\$80,080	\$0	\$0	\$80,080
7035 Workers Compensation	\$4,919	\$6,067	\$6,115	\$6,804	\$0	\$0	\$6,804
7040 Employee Insurance	\$94,381	\$94,380	\$94,380	\$112,145	\$0	\$0	\$112,145
PERSONNEL SERVICES SUBTOTAL	\$716,047	\$728,408	\$714,596	\$787,028	\$0	\$0	\$787,028
7110 Office Supplies	\$1,533	\$1,300	\$1,016	\$1,300	\$0	\$0	\$1,300
7130 Building Supplies	\$577	\$600	\$600	\$600	\$0	\$0	\$600
7140 Wearing Apparel	\$4,057	\$5,000	\$4,923	\$5,000	\$0	\$0	\$5,000
7160 Vehicle Operations	\$49,920	\$38,200	\$37,450	\$38,200	\$0	\$0	\$38,200
7170 Vehicle Repairs	\$4,055	\$1,500	\$4,500	\$4,500	\$0	\$0	\$4,500
7180 Equipment Repairs	\$38,003	\$18,800	\$22,350	\$22,350	\$0	\$0	\$22,350
7190 Radio Repairs	\$464	\$400	\$400	\$400	\$0	\$0	\$400
7200 Operating Supplies	\$129,625	\$172,808	\$157,361	\$142,467	\$0	\$0	\$142,467
7252 Improvements<\$5,000	\$16,710	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$12,702	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$18,621	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$276,267	\$238,608	\$228,600	\$214,817	\$0	\$0	\$214,817
8010 Utilities	\$175,440	\$153,559	\$180,560	\$153,559	\$27,000	\$0	\$180,559
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$6,668	\$8,725	\$8,040	\$10,525	\$0	\$620	\$11,145
8060 Contract Services	\$439,591	\$508,456	\$483,500	\$495,106	\$0	\$200,000	\$695,106
CONTRACTUAL SUBTOTAL	\$621,699	\$670,740	\$672,100	\$659,190	\$27,000	\$200,620	\$886,810
9030 Improvements >\$5,000	\$40,341	\$155,904	\$155,904	\$0	\$0	\$0	\$0
9031 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furnitures & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furnitures & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$13,747	\$0	\$0	\$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
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$54,088	\$155,904	\$155,904	\$0	\$0	\$0	\$0
TOTAL 0001-1450	\$1,668,101	\$1,793,660	\$1,771,200	\$1,661,035	\$27,000	\$200,620	\$1,888,655

CITY OF CONROE
FY 2015-2016
0001-1450

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2387	2	Park Renovations	Replacement Equipment	8060 Contract Services	\$200,000
				Request Total	\$200,000
<hr/>					
2747	4	Lions Club Membership	New Travel & Training	8050 TRAVEL & TRAINING	\$620
				Request Total	\$620
<hr/>					
2 Requests			Total for 0001-1450		\$200,620

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 2014-2015

- ✓ Passed Residential Tree Ordinance
- ✓ Held Staff and Developer Tree Ordinance Training
- ✓ Secured Development Agreements with strategic properties and Completed 2014 Annexations
- ✓ Completed Annexation of 105 W. Corridor and April Sound
- ✓ Continued training and certifications for staff
- ✓ Updated Annexation Plan and initiated 2015 Annexations
- ✓ Hired Planner/Began Comprehensive Plan update process
- ✓ Completed FIESTA Project
- ✓ Passed Mobile Home Ordinance repealed De Facto Areas
- ✓ Certified One Code Enforcement Officer
- ✓ Successfully expanded the aggressive Code Enforcement Program
- ✓ Completed Strategic Partnership Agreement and with Moran Ranch
- ✓ C.B. King awarded Safety Employee of the Year
- ✓ Hired 2 Building Inspectors
- ✓ Improved customer service
- ✓ Passed ETJ Billboard Prohibition

Goals & Objectives for FY 2015-2016

- ❑ Hire and Train New Staff Positions
- ❑ Create Comprehensive Plan Timeline
- ❑ Secure Development Agreements with strategic properties and initiate 2015 Annexations
- ❑ Complete Property Owner's Notification of two, 3-Year Plan Annexations
- ❑ Continue training and certifications for staff
- ❑ Improve cross-training for staff
- ❑ Provide outstanding customer service
- ❑ Create webpage updates and design
- ❑ Set Process for Project Manager/Tree Preservation Specialist
- ❑ Complete Vender Peddler Process
- ❑ Re-Write / Update Forms and Applications
- ❑ Research and Recommend Ordinance Changes to Fencing
- ❑ Research Code Process

City of Conroe
General Fund
Community Development
0001-1500

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERSONNEL SERVICES				
City Planner	1	1	1	1
Secretary I	1	1	0	0
Secretary II	0	0	1	1
Permit Technicians	3	3	3	3
Senior Permit Technician	1	1	1	1
Building Official	1	1	1	1
Building Inspector	6	6	8	8
Code Enforcement Officers	2	2	3	3
TOTAL FULL TIME	15	15	18	18
PT Building Inspector (Hours)	0	0	224	0
TOTAL PART TIME HOURS	0	0	224	0
	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERFORMANCE MEASURES				
Number of Permits Issued	7,583	10,403	10,500	\$11,000
Revenue	\$2,232,541	\$3,026,320	\$4,051,209	\$4,000,000
Number of Inspections	16,995	22,468	22,500	23,000

CITY OF CONROE
FY 2015-2016
0001-1500

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: COMMUNITY DEVELOPMENT DIVISION: COMMUNITY DEVELOPMENT

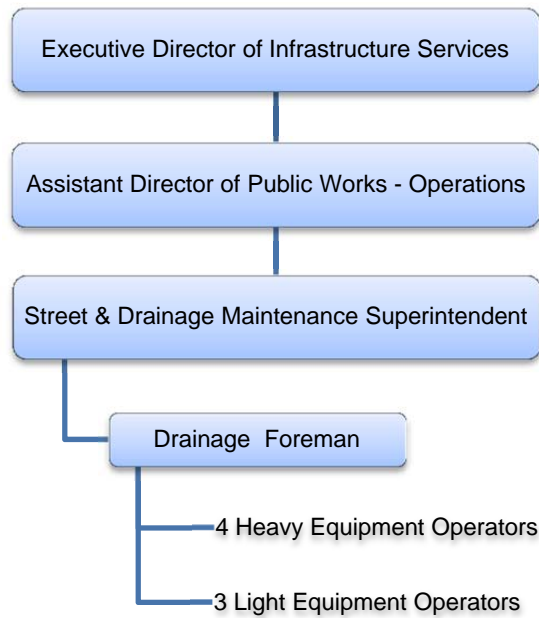
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$679,394	\$906,670	\$785,865	\$937,560	\$0	\$0	\$937,560
7012 Salaries - Part Time	\$33,889	\$0	\$4,291	\$0	\$0	\$0	\$0
7020 Overtime	\$25,676	\$3,000	\$28,351	\$3,000	\$0	\$30,000	\$33,000
7025 Social Security	\$55,283	\$75,735	\$61,768	\$79,477	\$0	\$2,295	\$81,772
7030 Retirement & Pension	\$120,608	\$149,099	\$135,368	\$151,976	\$0	\$4,935	\$156,911
7035 Workers Compensation	\$7,585	\$9,944	\$10,716	\$11,980	\$0	\$0	\$11,980
7040 Employee Insurance	\$128,702	\$154,440	\$154,440	\$183,509	\$0	\$0	\$183,509
PERSONNEL SERVICES SUBTOTAL	\$1,051,137	\$1,298,888	\$1,180,799	\$1,367,502	\$0	\$37,230	\$1,404,732
7110 Office Supplies	\$22,460	\$19,412	\$19,412	\$19,412	\$0	\$0	\$19,412
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$112	\$1,500	\$1,765	\$1,500	\$0	\$0	\$1,500
7160 Vehicle Operations	\$32,117	\$64,397	\$64,397	\$64,397	\$0	\$0	\$64,397
7170 Vehicle Repairs	\$3,519	\$5,000	\$5,000	\$5,000	\$0	\$0	\$5,000
7180 Equipment Repairs	\$172	\$0	\$0	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$14,961	\$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	\$4,988	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$15,611	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$93,940	\$126,209	\$126,474	\$126,209	\$0	\$0	\$126,209
8010 Utilities	\$2,786	\$12,011	\$12,011	\$12,011	\$0	\$0	\$12,011
8020 Insurance and Bonds	\$5,097	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$215	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$3,610	\$3,241	\$3,241	\$3,241	\$0	\$0	\$3,241
8050 Travel & Training	\$11,046	\$34,725	\$34,725	\$34,725	\$0	\$0	\$34,725
8060 Contract Services	\$20,330	\$150,740	\$70,000	\$64,640	\$0	\$0	\$64,640
CONTRACTUAL SUBTOTAL	\$43,084	\$200,717	\$119,977	\$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	\$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	\$0	\$72,000	\$67,080	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$72,000	\$67,080	\$0	\$0	\$0	\$0
TOTAL 0001-1500	\$1,188,161	\$1,697,814	\$1,494,330	\$1,608,328	\$0	\$37,230	\$1,645,558

CITY OF CONROE
FY 2015-2016
0001-1500

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2859	9	Overtime	Enhanced Program	7020 OVERTIME	\$30,000
				7025 SOCIAL SECURITY	\$2,295
				7030 RETIREMENT & PENSION	\$4,935
				Request Total	\$37,230
1 Requests			Total for 0001-1500		\$37,230

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 2014-2015

- ✓ Cleaned Alligator Creek from N. Roberson to Hwy 105
- ✓ Cleaned West Branch of Alligator Creek from SH 105 to Semands Street
- ✓ Cleaned and reshaped 1.5 miles of drainage easement in Stewarts Forest
- ✓ Participated in the installation and removal of the Downtown Christmas lights
- ✓ Recycled 50,000 square yards of green waste
- ✓ Designed and installed new underground drainage system at OJJCC
- ✓ Installed 648 linear feet of Reinforced Concrete Boxes on McDade Estates Drainage Project
- ✓ Assisted Street Department in all street overlays and rehabs

Goals & Objectives for FY 2015-2016

- Begin the following Capital Improvement Program Projects:
 - a. Owen 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
 - g. North and South Rivershire box culvert installation
 - h. Mitigation Plan Stewarts Creek

**City of Conroe
General Fund**

**Drainage Maintenance
0001-1530**

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
Drainage Foreman	1	1	1	1
Heavy Equipment Operator	3	3	3	4
Light Equipment Operator/Driver	3	3	3	3
TOTAL FULL TIME	7	7	7	8

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Number of drainage projects completed	8	6	7	5
Number of trees recycled (in yards)	48,000	60,000	50,000	45,000
Number of work orders completed	125	190	230	250

The Heavy Equipment Operator was moved from the Water & Sewer Project Construction division in FY 2015-2016.

CITY OF CONROE
FY 2015-2016
0001-1530

BUDGET LINE ITEMS

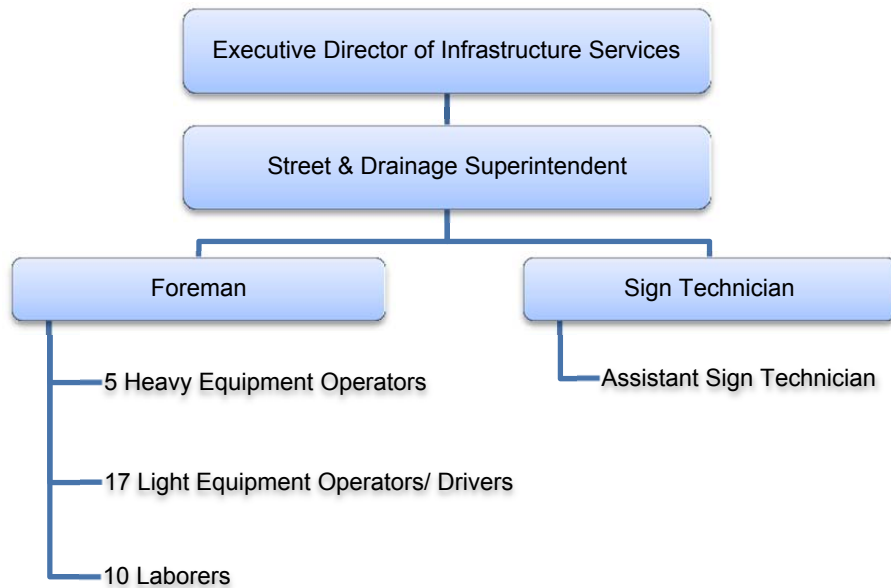
FUND: GENERAL FUND DEPARTMENT: DRAINAGE MAINTENANCE DIVISION: DRAINAGE MAINTENANCE							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$303,392	\$303,624	\$283,814	\$372,702	\$0	\$0	\$372,702
7020 Overtime	\$8,072	\$52,500	\$1,294	\$52,500	\$0	\$0	\$52,500
7025 Social Security	\$22,406	\$30,093	\$21,617	\$35,930	\$0	\$0	\$35,930
7030 Retirement & Pension	\$53,260	\$58,267	\$47,887	\$68,704	\$0	\$0	\$68,704
7035 Workers Compensation	\$3,071	\$3,687	\$3,671	\$4,762	\$0	\$0	\$4,762
7040 Employee Insurance	\$60,060	\$60,060	\$60,060	\$81,560	\$0	\$0	\$81,560
PERSONNEL SERVICES SUBTOTAL	\$450,261	\$508,231	\$418,343	\$616,158	\$0	\$0	\$616,158
7110 Office Supplies	\$464	\$1,000	\$1,000	\$500	\$0	\$0	\$500
7140 Wearing Apparel	\$2,651	\$3,500	\$4,000	\$4,000	\$0	\$0	\$4,000
7160 Vehicle Operations	\$112,896	\$120,000	\$120,000	\$120,000	\$0	\$0	\$120,000
7170 Vehicle Repairs	\$12,566	\$20,000	\$15,000	\$20,000	\$0	\$0	\$20,000
7180 Equipment Repairs	\$0	\$5,000	\$5,000	\$5,000	\$0	\$0	\$5,000
7190 Radio Repairs	\$4	\$500	\$320	\$500	\$0	\$0	\$500
7200 Operating Supplies	\$203,803	\$65,942	\$60,000	\$64,118	\$0	\$0	\$64,118
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$2,419	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$334,803	\$215,942	\$205,320	\$214,118	\$0	\$0	\$214,118
8010 Utilities	\$663	\$1,200	\$1,250	\$3,024	\$0	\$0	\$3,024
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$10,000	\$20,000	\$10,000	\$0	\$0	\$10,000
8050 Travel & Training	\$1,205	\$2,250	\$2,250	\$2,250	\$0	\$0	\$2,250
8060 Contract Services	\$29,243	\$61,252	\$61,252	\$61,252	\$0	\$0	\$61,252
CONTRACTUAL SUBTOTAL	\$31,111	\$74,702	\$84,752	\$76,526	\$0	\$0	\$76,526
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	\$0	\$100,000	\$100,000	\$0	\$0	\$500,000	\$500,000
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	\$0	\$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
9101 CIP Allocation	(\$27,304)	\$0	\$0	\$0	\$0	\$0	\$0
9102 Capital Improvements	\$27,304	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$100,000	\$100,000	\$0	\$0	\$500,000	\$500,000
TOTAL 0001-1530	\$816,175	\$898,875	\$808,415	\$906,802	\$0	\$500,000	\$1,406,802

CITY OF CONROE
FY 2015-2016
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	\$350,000
				9030 IMPROVEMENTS >\$5,000	\$150,000
				Request Total	\$500,000
1 Requests			Total for 0001-1530		\$500,000

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 2014-2015

- ✓ Overlaid Walden Rd., McDade Estates, Vine, Gladiola, Ave M, Ave M Extension East to FM 3083
- ✓ Constructed Lonestar Access Driveway
- ✓ Installed 678 feet of sidewalk and curb and gutter Martin Luther King Jr. Place North by Washington Jr. High
- ✓ Connected sidewalks on Gladstell west of I-45 to east side to connect at Armstrong Elementary, extend sidewalk from 9th grade campus on Sgt. Ed Holcomb to Home Depot
- ✓ Rebuilt section of parking area at Candy Cane Park
- ✓ Crack sealed approximately two miles of streets
- ✓ Participated in the installation of the Downtown Christmas lighting
- ✓ Cleaned 2.5 miles of ditches throughout the City
- ✓ Mowed City right-of-way six times (contracted)
- ✓ Removed median on Wilson Rd. overpass restriped and increased turn lane length
- ✓ Striped Stewarts Forest Blvd
- ✓ Restriped Longmire Rd. from Wilson to N. Loop 336 making it four lanes
- ✓ Swept 6,000 center lane miles of city streets

Goals & Objectives for FY 2015-2016

- ❑ 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 Forest Estates, Wroxtton Estates, Pinecrest Subdivision, Woodcrest Subdivision
- ❑ Overlay Kirk and Humble Tank Road

City of Conroe General Fund

Street Department 0001-1540

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
Street & Drainage Superintendent	1	0	0	1
Assistant Public Works Director - Operations	0	1	0	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	5
Light Equipment Operator/Driver	14	14	14	17
Laborer	7	7	7	10
TOTAL FULL TIME	28	28	27	36

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Number of miles streets swept	12,320	11,000	12,500	14,880
Number of miles ditches cleaned	16	3	12	9
Number of work orders completed	1,672	1,700	1,700	2,500
Number of potholes repaired	1,086	1,000	1,200	2,000
Number of street signs repaired/manufactured	408	587	800	1,000
Tons of asphalt, utility cuts repaired	730	749	800	850
Number of acres of right-of-ways mowed	1,800	1,950	2,000	2,200
Miles of streets overlayed	9	5	6	7

The Street & Drainage Superintendent, Heavy Equipment Operators, Light Equipment Operators/Drivers and Laborers were moved from the Water & Sewer Project Construction division in FY 2015-2016.

CITY OF CONROE
FY 2015-2016
0001-1540

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: STREETS DIVISION: STREETS							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$984,860	\$1,068,799	\$1,187,220	\$1,454,303	\$0	\$0	\$1,454,303
7020 Overtime	\$54,325	\$68,200	\$20,231	\$90,900	\$0	\$0	\$90,900
7025 Social Security	\$75,375	\$96,076	\$92,493	\$130,570	\$0	\$0	\$130,570
7030 Retirement & Pension	\$179,327	\$186,444	\$203,112	\$249,674	\$0	\$0	\$249,674
7035 Workers Compensation	\$11,903	\$12,979	\$13,786	\$18,583	\$0	\$0	\$18,583
7040 Employee Insurance	\$240,241	\$231,660	\$231,660	\$367,019	\$0	\$0	\$367,019
7050 Pre-Employment Physicals	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PERSONNEL SERVICES SUBTOTAL	\$1,546,031	\$1,664,158	\$1,748,502	\$2,311,049	\$0	\$0	\$2,311,049
7110 Office Supplies	\$2,513	\$1,900	\$2,000	\$1,900	\$0	\$0	\$1,900
7140 Wearing Apparel	\$11,408	\$13,000	\$13,000	\$15,000	\$0	\$0	\$15,000
7160 Vehicle Operations	\$334,621	\$265,000	\$265,000	\$324,750	\$0	\$0	\$324,750
7170 Vehicle Repairs	\$46,441	\$27,710	\$55,000	\$27,710	\$0	\$0	\$27,710
7180 Equipment Repairs	\$5,946	\$10,000	\$10,000	\$15,000	\$0	\$0	\$15,000
7190 Radio Repairs	\$20	\$800	\$100	\$500	\$0	\$0	\$500
7200 Operating Supplies	\$364,802	\$254,965	\$254,965	\$254,965	\$0	\$0	\$254,965
7252 Improvements<\$5,000	\$200	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$104,147	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$870,098	\$573,375	\$600,065	\$639,825	\$0	\$0	\$639,825
8010 Utilities	\$443,220	\$346,051	\$450,000	\$348,786	\$0	\$142,000	\$490,786
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$138	\$10,000	\$10,000	\$10,000	\$0	\$0	\$10,000
8050 Travel & Training	\$8,816	\$12,290	\$12,290	\$12,290	\$0	\$0	\$12,290
8060 Contract Services	\$238,707	\$272,000	\$272,000	\$380,162	\$0	\$25,000	\$405,162
CONTRACTUAL SUBTOTAL	\$690,881	\$640,341	\$744,290	\$751,238	\$0	\$167,000	\$918,238
9020 Buildings >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$366,754	\$900,000	\$900,000	\$0	\$0	\$1,000,000	\$1,000,000
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	\$99,309	\$0	\$0	\$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

CITY OF CONROE
FY 2015-2016
0001-1540

BUDGET LINE ITEMS

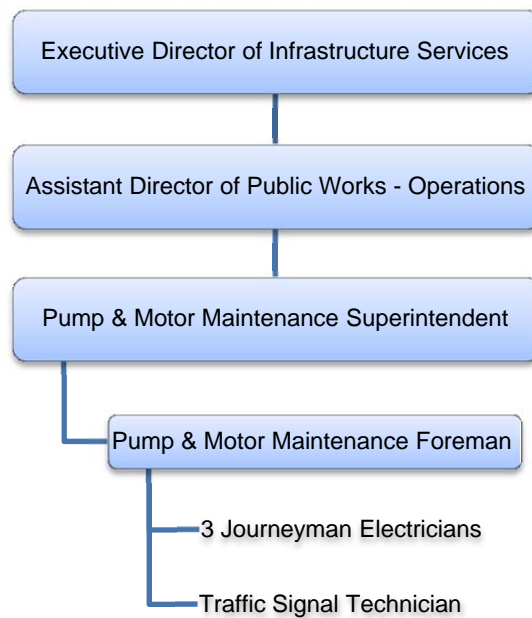
FUND: GENERAL FUND DEPARTMENT: STREETS DIVISION: STREETS							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9070 Intang. Assets-Indef. Life	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	(\$60,154)	\$0	\$0	\$0	\$0	\$0	\$0
9102 Capital Improvements	\$60,154	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$466,063	\$900,000	\$900,000	\$0	\$0	\$1,000,000	\$1,000,000
TOTAL 0001-1540	\$3,573,073	\$3,777,874	\$3,992,857	\$3,702,112	\$0	\$1,167,000	\$4,869,112

CITY OF CONROE
FY 2015-2016
0001-1540

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1898	0	Additional Funds In Account 8010 For Annex Areas	Non-discretionary Adjustment	8010 UTILITIES Request Total	\$142,000 \$142,000
1938	0	Additional Funds In Account 8060 For Tire Disposal	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$25,000 \$25,000
1173	2	Asphalt Funding In Account 9030	Enhanced Program	9030 Improvements >\$5,000 Request Total	\$1,000,000 \$1,000,000
3 Requests			Total for 0001-1540		\$1,167,000

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 take over 6 signals and building 5 new signals on 105 W. This will bring our total to 104 Traffic signals.

Signal Maintenance

Accomplishments for FY 2014-2015

- ✓ 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
- ✓ Changed electrical meters to City for all I45 freeway illumination
- ✓ Began maintenance on all traffic signals out HWY 105 west for new annexation
- ✓ Began maintenance on 69 high mast illumination poles, all bridge and over/underpass illumination on I45 from FM 830 to FM 242

Goals & Objectives for FY 2015-2016

- ❑ 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 11 new traffic signal intersections
- ❑ Inspect all traffic signal intersections and illumination for annual inspection reports
- ❑ Send employees to annual training to keep up to date on software and laws
- ❑ Continue replacing all traffic signal bulbs with L.E.D. bulbs
- ❑ Begin program to install radar and camera controls on all traffic signals
- ❑ Purchase crash truck for all traffic signal and illumination work in the department per TXDOT requirements

**City of Conroe
General Fund**

**Signal Maintenance
0001-1550**

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
Journeyman Electrician	2	2	3	3
Traffic Signal Technician	1	1	0	1
TOTAL FULL TIME	3	3	3	4

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Signal Repair Work Orders	400	300	350	400
New Signal Install Work Orders	0	2	5	5
Timing Change Work Orders	23	40	40	45
Number of Power Outages	15	12	15	15
Signal Rebuild	4	2	3	4
Oversized Load Permits/Inspections	0	652	675	700
Freeway Lighting	0	0	100	125

The Traffic Signal Technician was moved from the Water & Sewer Project Construction division in FY 2015-2016.

CITY OF CONROE

FY 2015-2016

0001-1550

BUDGET LINE ITEMS

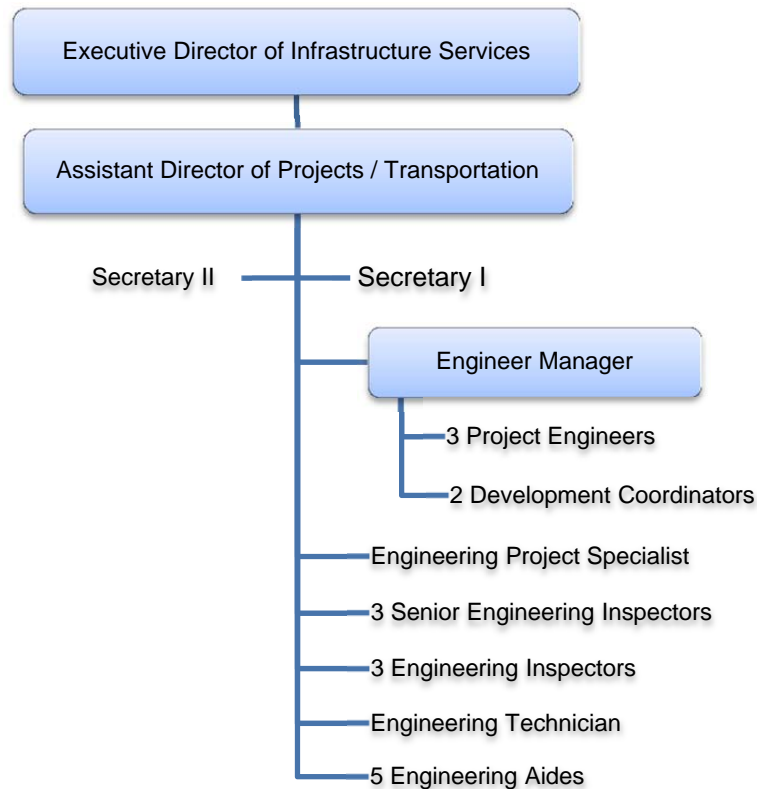
FUND: GENERAL FUND DEPARTMENT: SIGNAL MAINTENANCE DIVISION: SIGNAL MAINTENANCE							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$119,822	\$135,319	\$137,421	\$191,140	\$0	\$0	\$191,140
7020 Overtime	\$19,580	\$31,923	\$31,923	\$31,923	\$0	\$3,000	\$34,923
7025 Social Security	\$10,348	\$13,913	\$12,866	\$18,849	\$0	\$0	\$18,849
7030 Retirement & Pension	\$23,842	\$27,303	\$28,099	\$36,043	\$0	\$0	\$36,043
7035 Workers Compensation	\$1,273	\$1,643	\$1,583	\$2,442	\$0	\$0	\$2,442
7040 Employee Insurance	\$25,740	\$25,740	\$25,740	\$40,780	\$0	\$0	\$40,780
PERSONNEL SERVICES SUBTOTAL	\$200,605	\$235,841	\$237,632	\$321,177	\$0	\$3,000	\$324,177
7110 Office Supplies	\$772	\$773	\$773	\$773	\$0	\$1,500	\$2,273
7140 Wearing Apparel	\$1,254	\$1,109	\$1,109	\$1,109	\$0	\$1,560	\$2,669
7160 Vehicle Operations	\$11,308	\$8,750	\$8,750	\$8,750	\$0	\$3,000	\$11,750
7170 Vehicle Repairs	\$1,965	\$3,000	\$3,000	\$3,000	\$0	\$500	\$3,500
7180 Equipment Repairs	\$27,128	\$50,733	\$50,733	\$50,733	\$0	\$0	\$50,733
7190 Radio Repairs	\$0	\$600	\$600	\$600	\$0	\$0	\$600
7200 Operating Supplies	\$55,843	\$55,475	\$85,475	\$70,375	\$0	\$0	\$70,375
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	\$63,118	\$108,700	\$108,700	\$89,600	\$0	\$40,000	\$129,600
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$161,388	\$229,140	\$259,140	\$224,940	\$0	\$46,560	\$271,500
8010 Utilities	\$30,176	\$44,227	\$44,227	\$44,227	\$0	\$250,000	\$294,227
8040 Leased Equipment	\$0	\$5,000	\$5,000	\$5,000	\$0	\$0	\$5,000
8050 Travel & Training	\$4,606	\$5,852	\$5,852	\$10,052	\$0	\$3,000	\$13,052
8060 Contract Services	\$19,291	\$148,000	\$118,000	\$148,000	\$0	\$0	\$148,000
CONTRACTUAL SUBTOTAL	\$54,073	\$203,079	\$173,079	\$207,279	\$0	\$253,000	\$460,279
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	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$180,000	\$180,000
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$180,000	\$180,000
TOTAL 0001-1550	\$416,066	\$668,060	\$669,851	\$753,396	\$0	\$482,560	\$1,235,956

CITY OF CONROE
FY 2015-2016
0001-1550

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2751	0	Increase In Account 8050 For Additional Employees	Non-discretionary Adjustment	8050 TRAVEL & TRAINING Request Total	\$3,000 \$3,000
2753	0	Unit 0634 Additional Funding Needed	Vehicle Equipment Replacement Fund - V. E. R. F.	9060 VEHICLES >\$5,000 Request Total	\$62,000 \$62,000
2755	0	Increase In Account 8010 For I 45 Illumination	Non-discretionary Adjustment	8010 UTILITIES Request Total	\$250,000 \$250,000
2756	0	2015 Hino 268 A Crash Truck W/ Scorpion Attenuator	New Equipment	7160 VEHICLE OPERATIONS 7170 VEHICLE REPAIRS 9060 VEHICLES >\$5,000 Request Total	\$3,000 \$500 \$118,000 \$121,500
2767	0	Increase In Account 7110 For Transferred Employees	Non-discretionary Adjustment	7110 OFFICE SUPPLIES Request Total	\$1,500 \$1,500
2774	0	Increase In Account 7140 For Transferred Employees	Non-discretionary Adjustment	7140 WEARING APPAREL Request Total	\$1,560 \$1,560
2775	0	Increase In Account 7020 For Annexed Areas	Non-discretionary Adjustment	7020 OVERTIME Request Total	\$3,000 \$3,000
2777	1	Verizon Traffic Signal Controls Synchronizing	New Equipment	7254 Machinery & Equipment <\$5,000 Request Total	\$40,000 \$40,000
8 Requests			Total for 0001-1550		\$482,560

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 2014-2015

- ✓ Constructed Crighton Road Improvements, Including Signalization
- ✓ Constructed Surface Water Improvements
- ✓ Designed and constructed SSOI projects
- ✓ Analyzed Master Water Distribution Plan
- ✓ Analyzed Master Wastewater Collection System Plan
- ✓ Constructed Improvements to FM 1488 Corridor for Water and Wastewater
- ✓ Started construction for elevated storage tank for Water Well No. 23
- ✓ Constructed Live Oak Creek Sanitary Sewer
- ✓ Extended Drennan Road Phase II
- ✓ Installed Shenandoah Waterline

Goals & Objectives for FY 2015-2016

- ❑ Design and construct League Line Phase 2B
- ❑ Construct hot mix overlay for Pine Crest/Woodcrest/Forest Estates
- ❑ Design and construct drainage at Alligator Creek and Flag Park area
- ❑ Replace Water Well No. 14 storage tank
- ❑ Add a new Catahoula Water Well in the city limits
- ❑ Replace Robinwood Water Well with Catahoula Well
- ❑ Replace Wiggins Village lift station
- ❑ Upgrade sewer lines from Arnold St. to Frazier St
- ❑ Upgrade sewer lines at East Lewis St., Murray St., 2nd St., 3rd St., and 4th St
- ❑ Upgrade sewer lines at FM 1485 and S. Loop 336 per developer agreement
- ❑ Install traffic signals at S. Loop 336 and IH-45, SH 105 and N. Thompson, SH 105 and W. Phillips St., and FM 1485 and Deison Technology Park
- ❑ Construct a facility addition for Engineering and Community Development Division staff

City of Conroe General Fund

Engineering 0001-1570

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
SPECIAL SERVICES				
Planning Commission	7	7	7	7
TOTAL SPECIAL SERVICES	7	7	7	7
 PERSONNEL SERVICES				
City Engineer	0	0	0	0
Assistant City Engineer	1	1	0	0
Assistant Director of Projects/Transportation	0	0	1	1
Secretary II	0	0	1	1
Secretary I	2	2	1	1
Senior Project Manager	1	1	0	0
Engineer Manager	0	0	1	1
Lead Engineer	1	1	0	0
Project Engineer	1	1	3	3
Development Coordinator	1	1	2	2
Engineering Project Specialist	1	1	1	1
Senior Engineering Technician	1	2	0	0
Engineering Technician	0	0	1	1
Engineering Aide	6	5	5	5
Project Coordinator	1	1	0	0
Project Inspector	1	1	0	0
Senior Engineering Inspector	1	1	3	3
Engineering Inspector	1	1	3	3
Registered Surveyor	1	1	0	0
Survey Party Chief	1	1	0	0
 TOTAL FULL TIME	21	21	22	22

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Number of Development Permits Issued	75	85	95	100
Number of Plats Reviewed	93	91	130	155
Review Revenue	\$194,566	\$284,169	\$600,000	\$800,000

CITY OF CONROE
FY 2015-2016
0001-1570

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: ENGINEERING DIVISION: ENGINEERING							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$1,146,219	\$1,315,818	\$1,326,461	\$1,404,734	\$0	\$0	\$1,404,734
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$19,671	\$11,500	\$8,096	\$11,500	\$0	\$15,900	\$27,400
7025 Social Security	\$85,077	\$112,158	\$100,225	\$119,672	\$0	\$1,216	\$120,888
7030 Retirement & Pension	\$201,676	\$212,939	\$227,394	\$224,763	\$0	\$2,616	\$227,379
7035 Workers Compensation	\$12,880	\$15,979	\$18,249	\$17,949	\$0	\$0	\$17,949
7040 Employee Insurance	\$180,180	\$188,760	\$188,760	\$224,289	\$0	\$0	\$224,289
PERSONNEL SERVICES SUBTOTAL	\$1,645,703	\$1,857,154	\$1,869,185	\$2,002,907	\$0	\$19,732	\$2,022,639
7110 Office Supplies	\$21,802	\$27,708	\$25,708	\$25,008	\$0	\$0	\$25,008
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$2,308	\$2,700	\$2,700	\$2,700	\$0	\$0	\$2,700
7160 Vehicle Operations	\$42,994	\$27,000	\$27,000	\$27,000	\$0	\$0	\$27,000
7170 Vehicle Repairs	\$1,597	\$8,350	\$8,350	\$8,350	\$0	\$0	\$8,350
7180 Equipment Repairs	\$456	\$5,000	\$5,000	\$5,000	\$0	\$0	\$5,000
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$16,178	\$26,729	\$26,729	\$26,729	\$0	\$0	\$26,729
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$21,261	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$106,596	\$97,487	\$95,487	\$94,787	\$0	\$0	\$94,787
8010 Utilities	\$2,851	\$9,457	\$9,457	\$9,457	\$0	\$0	\$9,457
8020 Insurance and Bonds	\$6,145	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$2,216	\$2,200	\$4,200	\$4,200	\$0	\$0	\$4,200
8040 Leased Equipment	\$3,451	\$19,548	\$19,548	\$19,548	\$0	\$0	\$19,548
8050 Travel & Training	\$4,449	\$31,438	\$31,438	\$32,138	\$0	\$0	\$32,138
8060 Contract Services	\$158,512	\$496,040	\$496,040	\$496,040	\$0	\$8,000	\$504,040
CONTRACTUAL SUBTOTAL	\$177,624	\$558,683	\$560,683	\$561,383	\$0	\$8,000	\$569,383
9030 Improvements >\$5,000	\$22,318	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$11,620	\$0	\$0	\$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	\$27,000	\$27,000
CAPITAL OUTLAY SUBTOTAL	\$33,938	\$0	\$0	\$0	\$0	\$27,000	\$27,000
TOTAL 0001-1570	\$1,963,861	\$2,513,324	\$2,525,355	\$2,659,077	\$0	\$54,732	\$2,713,809

CITY OF CONROE
FY 2015-2016
0001-1570

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2198	1	Sport Utility Vehicle (suv)	New Equipment	9060 VEHICLES >\$5,000	\$27,000
				Request Total	\$27,000
2412	2	Temp Service Clerical Staffing	Enhanced Program	8060 Contract Services	\$8,000
				Request Total	\$8,000
2595	3	Additional Overtime	Enhanced Program	7020 OVERTIME	\$15,900
				7025 SOCIAL SECURITY	\$1,216
				7030 RETIREMENT & PENSION	\$2,616
				Request Total	\$19,732
3 Requests			Total for 0001-1570		\$54,732

**City of Conroe
General Fund**

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

<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
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There are no personnel items associated with this department.

CITY OF CONROE
FY 2015-2016
0001-1800

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: GF NON-DEPARTMENTAL DIVISION: GF NON-DEPARTMENTAL							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$209,015	\$0	\$399,024	\$0	\$0	\$399,024
7025 Social Security	\$0	\$17,662	\$0	\$31,436	\$0	\$0	\$31,436
7030 Retirement & Pension	\$0	\$34,383	\$0	\$60,112	\$0	\$0	\$60,112
7035 Workers Compensation	\$13,407	\$2,538	\$17,020	\$4,754	\$0	\$0	\$4,754
7040 EMPLOYEE INSURANCE	\$1,168,380	\$1,160,794	\$1,160,794	\$1,453,167	\$0	\$0	\$1,453,167
7070 Unemployment	\$15,353	\$20,000	\$20,000	\$20,000	\$0	\$0	\$20,000
PERSONNEL SERVICES SUBTOTAL	\$1,197,140	\$1,444,392	\$1,197,814	\$1,968,493	\$0	\$0	\$1,968,493
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$28,201	\$38,900	\$30,000	\$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	\$97,266	\$97,266	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$28,201	\$136,166	\$127,266	\$38,900	\$0	\$0	\$38,900
8010 Utilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8020 Insurance and Bonds	\$298,011	\$305,000	\$343,984	\$395,000	\$0	\$0	\$395,000
8030 Legal Services	\$632	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$286,876	\$3,235,739	\$3,356,356	\$1,953,605	\$0	\$0	\$1,953,605
8062 Community Services	\$583,588	\$539,509	\$560,087	\$634,580	\$0	\$0	\$634,580
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
9520 Bad Debt Finance	\$0	\$990,341	\$990,341	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$1,194,619	\$5,070,589	\$5,250,768	\$2,983,185	\$0	\$0	\$2,983,185
9010 Land >\$5,000	\$647,247	\$1,090,000	\$1,275,000	\$0	\$0	\$0	\$0
9011 Land <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9020 Buildings >\$5,000	\$0	\$150,000	\$150,000	\$0	\$0	\$0	\$0
9021 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$604,589	\$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

CITY OF CONROE
FY 2015-2016
0001-1800

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: GF NON-DEPARTMENTAL

DIVISION: GF NON-DEPARTMENTAL

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$702,725	\$702,725	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$1,251,836	\$1,942,725	\$2,127,725	\$0	\$0	\$0	\$0
8520 Transfer Out	\$4,375,125	\$5,084,679	\$5,175,853	\$3,965,751	\$0	\$0	\$3,965,751
8540 Beautification	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS SUBTOTAL	\$4,375,125	\$5,084,679	\$5,175,853	\$3,965,751	\$0	\$0	\$3,965,751
9660 Principal-Lease	\$55,144	\$57,322	\$57,322	\$59,586	\$0	\$0	\$59,586
9670 Interest-Lease	\$20,035	\$17,856	\$17,856	\$15,592	\$0	\$0	\$15,592
DEBT SERVICE SUBTOTAL	\$75,179	\$75,178	\$75,178	\$75,178	\$0	\$0	\$75,178
TOTAL 0001-1800	\$8,122,100	\$13,753,729	\$13,954,604	\$9,031,507	\$0	\$0	\$9,031,507



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WATER AND SEWER OPERATING FUND

FY 15-16 Budget Summary Water/Sewer Operating Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Dollar FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -
Beginning Working Capital:		\$ 12,050,000	\$ 12,050,000	\$ -	\$ 10,680,951	\$ -	\$ 10,680,951	\$ -	0.0%
W/S Fund Revenues:									
Revenues	\$ 26,713,436	\$ 31,573,872	\$ 30,958,404	\$ (615,468)	\$ 32,024,017	\$ -	\$ 32,024,017	\$ 450,145	1.4%
Total Revenues	\$ 26,713,436	\$ 31,573,872	\$ 30,958,404	\$ (615,468)	\$ 32,024,017	\$ -	\$ 32,024,017	\$ 450,145	1.4%
Total Resources:	\$ 26,713,436	\$ 43,623,872	\$ 43,008,404	\$ (615,468)	\$ 42,704,968	\$ -	\$ 42,704,968	\$ 450,145	1.0%
W/S Fund Expenditures:									
Utility Billing	\$ 838,498	\$ 852,795	\$ 838,470	\$ 14,325	\$ 929,286	\$ 18,248	\$ 947,534	\$ 94,739	11.1%
Public Works	936,788	1,586,655	1,526,292	60,363	971,087	175,000	1,146,087	(440,568)	-27.8%
Water Conservation	124,199	143,285	60,179	83,106	-	-	-	(143,285)	-100.0%
Water	3,637,038	4,551,383	4,246,817	304,566	3,746,773	108,000	3,854,773	(696,610)	-15.3%
Wastewater Treatment	2,153,466	1,972,105	2,037,928	(65,823)	2,052,116	595,000	2,647,116	675,011	34.2%
Sewer	1,347,881	1,588,719	1,366,072	222,647	1,685,902	-	1,685,902	97,183	6.1%
Pump & Motor Maint	865,390	1,335,138	1,362,075	(26,937)	1,094,897	141,100	1,235,997	(99,141)	-7.4%
Project Construction	1,283,012	2,242,484	2,090,635	151,849	-	-	-	(2,242,484)	-100.0%
W/S Non-Departmental	15,258,281	19,125,746	18,798,985	326,761	19,378,863	-	19,378,863	253,117	1.3%
Total Expenditures	\$ 26,444,553	\$ 33,398,310	\$ 32,327,453	\$ 1,070,857	\$ 29,858,924	\$ 1,037,348	\$ 30,896,272	\$ (2,502,038)	-7.5%
New Working Capital:		\$ 10,225,562	\$ 10,680,951	\$ 455,389	\$ 12,846,044		\$ 11,808,696	\$ 1,583,134	
60-Day Reserve:		\$ 5,490,682	\$ 5,314,633		\$ 4,908,807		\$ 5,079,347		
Over/(Under):		4,734,880	5,366,318		7,937,237		6,729,349		
Budget Contingency:		\$ 2,745,341	\$ 2,657,317		\$ 2,454,404		\$ 2,539,674		
Over/(Under) 30-Days:		1,989,539	2,709,001		5,482,833		4,189,675		

Breakdown of Transfer In:

General Fund - Rate Stabilization	\$ -
Administrative Transfer (W/S)	507,099
Total	\$ 507,099

Breakdown of Transfer Out:

Administrative Transfer (GF)	\$ -
Revenue Debt Service Fund	7,460,660
Revenue Debt Reserve Fund (2011 and 2013 RBs)	182,036
W&S Vehicle & Equipment Replacement Fund	327,958
Conroe Tower Fund	51,248
Total	\$ 8,021,902

FY 15-16 Budget Summary by Category Water/Sewer Operating Fund

	<u>FY 14-15 Budget</u>	<u>FY 14-15 Estimate</u>	<u>Under/ (Over)</u>	<u>FY 15-16 Base</u>	<u>FY 15-16 Supplemental</u>	<u>FY 15-16 Proposed</u>
Personnel	\$ 6,151,233	\$ 5,479,999	\$ 671,234	\$ 5,342,480	\$ -	\$ 5,342,480
Supplies	2,440,419	2,463,589	(23,170)	2,188,719	333,000	2,521,719
Contractual	13,683,901	13,567,603	116,298	12,682,275	503,248	13,185,523
Capital Outlay	1,193,220	999,243	193,977	-	201,100	201,100
Transfers	9,361,802	9,249,284	112,518	9,077,715	-	9,077,715
Debt Service	567,735	567,735	-	567,735	-	567,735
Total	<u>\$ 33,398,310</u>	<u>\$ 32,327,453</u>	<u>\$ 1,070,857</u>	<u>\$ 29,858,924</u>	<u>\$ 1,037,348</u>	<u>\$ 30,896,272</u>

FY 15-16 Supplemental Requests Water/Sewer Operating Fund

<u>Department/Division</u>	<u>Dept</u>	<u>Supplemental Req. Title</u>	<u>Requested</u>	<u>FY 14-15</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	Fuel Usage/Vehicle Maintenance	\$ 6,323	\$ -	\$ 6,323	\$ -	Non-discretionary Adjustment
0002-2800 Utility Billing	0	Postage Increase For Bills And Delinquent Notices	17,007	-	17,007	-	Non-discretionary Adjustment
0002-2800 Utility Billing	0	Credit Card Processing Fees	36,000	-	36,000	-	Non-discretionary Adjustment
0002-2800 Utility Billing	1	Incode Version X Migration	18,248	-	-	18,248	Enhanced Program
0002-2800 Utility Billing Total			\$ 77,578	\$ -	\$ 59,330	\$ 18,248	
0002-2810 Public Works	1	Cartegraph Training For Staff	35,000	-	-	35,000	Enhanced Program
0002-2810 Public Works	2	Security Equipment - Svc Ctr Complex- Phase I V	44,500	-	-	-	New Equipment
0002-2810 Public Works	3	GIS Technician	61,550	-	-	-	New Personnel
0002-2810 Public Works	4	Maintenance Technician For Service Center	52,878	-	-	-	New Personnel
0002-2810 Public Works	5	On Call Water Hydraulic Modeling	140,000	-	-	140,000	Enhanced Program
0002-2810 Public Works	6	Water Master Plan - Quality Plan	300,000	-	-	-	Enhanced Program
0002-2810 Public Works	7	Water Master Plan - Operations Plan	700,000	-	-	-	Enhanced Program
0002-2810 Public Works Total			\$ 1,333,928	\$ -	\$ -	\$ 175,000	
0002-2820 Water	0	Water Wells Generator Annual Maintenance Contract	20,000	-	-	20,000	Non-discretionary Adjustment
0002-2820 Water	0	Robinwood Elevated Storage Tank Rehab	300,000	-	-	-	Non-discretionary Adjustment
0002-2820 Water	0	Meter Inflation Cost	8,000	-	-	8,000	Non-discretionary Adjustment
0002-2820 Water	0	Security System Installation For Well #6 Northwest	35,000	-	-	40,000	Non-discretionary Adjustment
0002-2820 Water	1	Two Maintenance Technicians For Water Production	107,113	-	-	-	New Personnel
0002-2820 Water	2	Two Hydro Pneumatic Tank Rehabs	40,000	-	-	40,000	Enhanced Program
0002-2820 Water Total			\$ 510,113	\$ -	\$ -	\$ 108,000	
0002-2881 WWTP	0	Additional Funds Needed In Account 7200	75,000	-	-	75,000	Non-discretionary Adjustment
0002-2881 WWTP	0	Additional Funds Needed In Account 8010	80,000	-	-	-	Non-discretionary Adjustment
0002-2881 WWTP	0	Additional Funds Needed In Account 7180	400,000	-	-	250,000	Non-discretionary Adjustment
0002-2881 WWTP	0	Effluent Disinfection Equipment	25,000	-	-	25,000	Non-discretionary Adjustment
0002-2881 WWTP	0	WWTP Perimeter Fence Replacement	125,000	-	-	125,000	Non-discretionary Adjustment
0002-2881 WWTP	1	Pretreatment Technician	91,245	-	-	-	New Personnel
0002-2881 WWTP	2	Facility Roofing Repairs	120,000	-	-	120,000	Replacement Equipment
0002-2881 WWTP	3	WWTP Administration Office Furniture	25,000	-	-	-	Replacement Equipment
0002-2881 WWTP Total			\$ 941,245	\$ -	\$ -	\$ 595,000	
0002-2882 Sewer	1	Adjustable Trench Box	20,000	20,000	-	-	New Equipment
0002-2882 Sewer	2	New 3 Man Camera Crew with Hi - Cube Camera Van	330,633	-	-	-	New Personnel
0002-2882 Sewer Total			\$ 350,633	\$ 20,000	\$ -	\$ -	
0002-2883 Pump & Motor Maint	0	Travel & Training For Transferred Employees	4,000	-	-	-	Non-discretionary Adjustment
0002-2883 Pump & Motor Maint	0	Office Supplies For Transferred Employees	1,500	-	-	-	Non-discretionary Adjustment
0002-2883 Pump & Motor Maint	0	Uniforms And Safety Gear For Transferred Employees	1,560	-	-	-	Non-discretionary Adjustment
0002-2883 Pump & Motor Maint	0	Additional Overtime for Transferred Employees	4,040	-	-	-	Non-discretionary Adjustment
0002-2883 Pump & Motor Maint	1	Unit 0633 Crew Truck - Additional Funding Needed	19,000	-	-	19,000	VERF
0002-2883 Pump & Motor Maint	2	Unit 9706 Boom Truck - Additional Funding Needed	122,100	-	-	122,100	VERF
0002-2883 Pump & Motor Maint	3	Electronics Technician	75,832	-	-	-	New Personnel
0002-2883 Pump & Motor Maint Total			\$ 228,032	\$ -	\$ -	\$ 141,100	
Grand Total			\$ 3,441,529	\$ 20,000	\$ 59,330	\$ 1,037,348	

FY 15-16 Supplemental Requests Water/Sewer Operating Fund

<u>Department/Division</u>	<u>Dept</u> <u>Rank</u>	<u>Supplemental Reg. Title</u>	<u>Requested</u> <u>Amount1</u>	<u>FY 14-15</u> <u>Purchase2</u>	<u>CAO</u> <u>Adjustment3</u>	<u>List "A"</u> <u>(Included)4</u>	<u>Type</u>
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Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 14-15 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 FY14-15 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2015-2016
0002-2000

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND DEPARTMENT: REVENUES DIVISION: REVENUES							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5100 Water Charges	\$10,581,199	\$11,971,154	\$11,177,112	\$12,497,829	\$0	\$0	\$12,497,829
5105 Groundwater Conservation Fee	\$168,878	\$170,740	\$170,658	\$170,658	\$0	\$0	\$170,658
5110 Sewer Charges	\$8,190,219	\$8,762,133	\$8,852,881	\$8,899,533	\$0	\$0	\$8,899,533
5115 Surface Water Conversion Fee	\$5,909,558	\$7,713,776	\$7,788,560	\$8,396,774	\$0	\$0	\$8,396,774
5116 Discharged Water Sales	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5120 Water Taps	\$597,537	\$494,750	\$543,173	\$543,173	\$0	\$0	\$543,173
5130 Sewer Taps	\$69,280	\$70,033	\$45,482	\$45,482	\$0	\$0	\$45,482
5140 Reconnects	\$81,310	\$98,346	\$62,866	\$62,866	\$0	\$0	\$62,866
5150 Service Charges	\$110,819	\$73,755	\$137,138	\$137,138	\$0	\$0	\$137,138
5160 Bulk Water Sales	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5170 Special Revenue/Water & Sewer	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5180 Pretreatment Fees	\$305,595	\$286,697	\$191,725	\$191,725	\$0	\$0	\$191,725
6010 Interest on Investments	\$7,695	\$5,421	\$12,481	\$12,481	\$0	\$0	\$12,481
6015 Gains (Losses) on Investmt	(\$11,337)	\$0	\$0	\$0	\$0	\$0	\$0
6020 Penalty & Interest	\$267,941	\$267,849	\$258,880	\$258,880	\$0	\$0	\$258,880
6030 Lease Income	\$900	\$0	\$1,200	\$0	\$0	\$0	\$0
6036 Sales of Cap. Assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6037 Capital Recovery Fee	\$64,928	\$17,149	\$18,048	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$45,071	\$37,932	\$39,142	\$39,142	\$0	\$0	\$39,142
6070 Short & Over	\$33	\$0	(\$123)	\$0	\$0	\$0	\$0
6080 Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6106 Intergovernmental	\$45,686	\$456,170	\$511,066	\$259,737	\$0	\$0	\$259,737
6510 Interest - Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6520 Recovery of Bad Debts	\$2,055	\$2,000	\$0	\$1,500	\$0	\$0	\$1,500
6530 Other Non-Operating Income	\$8,595	\$0	\$2,148	\$0	\$0	\$0	\$0
6550 Transfer In	\$267,474	\$1,145,967	\$1,145,967	\$507,099	\$0	\$0	\$507,099
6951 Gain on Sale of Cap Asset	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$26,713,436	\$31,573,872	\$30,958,404	\$32,024,017	\$0	\$0	\$32,024,017
TOTAL 0002-2000	\$26,713,436	\$31,573,872	\$30,958,404	\$32,024,017	\$0	\$0	\$32,024,017

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 2014-2015

- ✓ Implemented remote payment program at all HEB locations
- ✓ Implemented remote payment program at all Kroger locations
- ✓ Implemented remote payment program at all Wal-Mart locations
- ✓ Converted online banking payment from mail-in paper checks to electronic ACH payments
- ✓ Completed Longmire on Lake Conroe garbage/recycling conversion
- ✓ Implemented payment Kiosk
- ✓ Converted existing Republic solid waste accounts in the SH 105 West annexation area
- ✓ Implemented MUD #95 water and sewer billing process

Goals & Objectives for FY 2015-2016

- ❑ Migrate current billing software to Incode Version 10
- ❑ Research AMI metering system
- ❑ Continue to migrate garbage/recycling customer accounts in the SH 105 West annexation area

City of Conroe
Water and Sewer Operating Fund

Utility Billing
0002-2800

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERSONNEL SERVICES				
Utility Billing Manager	1	1	1	1
Senior Meter Technician	1	1	1	1
Meter Technician	3	3	3	4
Senior Account Representative	1	1	1	1
Account Representative	3	3	3	3
TOTAL FULL TIME	9	9	9	10

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERFORMANCE MEASURES				
Number of connect service orders	2,689	2,405	2,501	2,601
Number of occupant change service orders	1,287	1,547	1,608	1,672
Number of disconnect service orders	2,229	1,616	1,680	1,747
Number of reinstate service orders	3,220	2,836	2,949	3,066
Total number of transactions completed	87,192	96,609	100,473	104,491
Total number of utility billings	190,703	200,915	207,476	215,775

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

CITY OF CONROE
FY 2015-2016
0002-2800

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND

DEPARTMENT: UTILITY BILLING

DIVISION: UTILITY BILLING

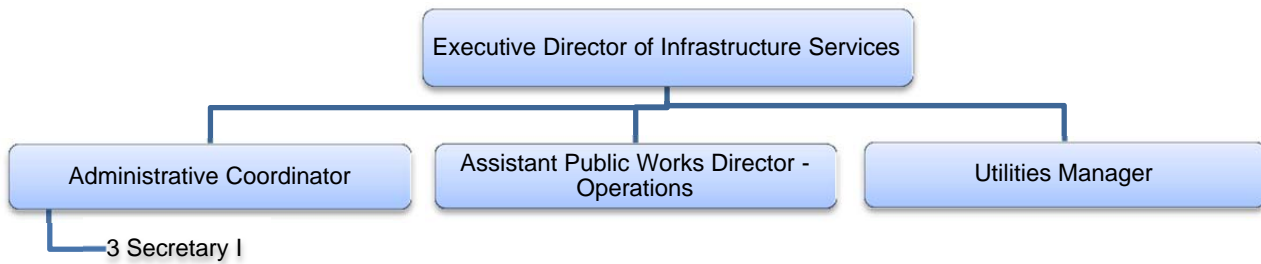
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$368,343	\$376,286	\$368,107	\$434,070	\$0	\$0	\$434,070
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$23,690	\$24,000	\$10,000	\$10,000	\$0	\$0	\$10,000
7025 Social Security	\$29,889	\$32,641	\$28,682	\$37,524	\$0	\$0	\$37,524
7030 Retirement & Pension	\$72,121	\$63,465	\$63,229	\$71,753	\$0	\$0	\$71,753
7035 Workers Compensation	\$3,795	\$4,570	\$4,619	\$5,546	\$0	\$0	\$5,546
7040 Employee Insurance	\$77,221	\$77,220	\$77,220	\$101,950	\$0	\$0	\$101,950
PERSONNEL SERVICES SUBTOTAL	\$575,059	\$578,182	\$551,857	\$660,843	\$0	\$0	\$660,843
7110 Office Supplies	\$92,558	\$101,965	\$101,965	\$101,965	\$17,007	\$0	\$118,972
7140 Wearing Apparel	\$2,528	\$1,850	\$1,850	\$2,850	\$0	\$0	\$2,850
7160 Vehicle Operations	\$24,675	\$24,584	\$24,584	\$24,584	\$6,323	\$0	\$30,907
7170 Vehicle Repairs	\$294	\$1,100	\$1,100	\$1,100	\$0	\$0	\$1,100
7180 Equipment Repairs	\$98	\$100	\$100	\$100	\$0	\$0	\$100
7190 Radio Repairs	\$0	\$350	\$350	\$350	\$0	\$0	\$350
7200 Operating Supplies	\$28,008	\$23,994	\$23,994	\$16,246	\$0	\$0	\$16,246
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$28,943	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$177,104	\$153,943	\$153,943	\$147,195	\$23,330	\$0	\$170,525
8010 Utilities	\$3,010	\$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	\$2,985	\$2,420	\$2,420	\$2,420	\$0	\$0	\$2,420
8050 Travel & Training	\$6,631	\$4,928	\$4,928	\$5,350	\$0	\$0	\$5,350
8060 Contract Services	\$73,709	\$72,594	\$84,594	\$48,920	\$36,000	\$18,248	\$103,168
CONTRACTUAL SUBTOTAL	\$86,335	\$85,170	\$97,170	\$61,918	\$36,000	\$18,248	\$116,166
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	\$35,500	\$35,500	\$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
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$35,500	\$35,500	\$0	\$0	\$0	\$0
TOTAL 0002-2800	\$838,498	\$852,795	\$838,470	\$869,956	\$59,330	\$18,248	\$947,534

CITY OF CONROE
FY 2015-2016
0002-2800

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1935	1	Incode Version X Migration	Enhanced Program	8060 CONTRACT SERVICES	\$18,248
				Request Total	\$18,248
1 Requests			Total for 0002-2800		\$18,248

Public Works



The Public Works Department includes the management and supervision of the Street, Drainage Maintenance, Pump and Motor Maintenance, Signal Maintenance, Water Production, Water Maintenance, Sewer Maintenance, 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 2014-2015

- ✓ 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
- ✓ Replaced Audio Visual equipment in classroom
- ✓ Began training of staff on the use of CarteGraph OMS software
- ✓ Replaced tables and chairs in classroom
- ✓ Began process of upgrading generator at Service Center
- ✓ Began process of repairs to Classroom and Administration Buildings and replacement of mechanical system
- ✓ Installed new flooring in Street and Water/Sewer buildings
- ✓ Painted and repaired Administration building walls and door frames

Goals & Objectives for FY 2015-2016

- ❑ Complete Phase IV of security at the Service Center
- ❑ Continue to train staff and collect asset data for CarteGraph OMS software
- ❑ Hire a Maintenance Technician for Service Center
- ❑ Hire a GIS Technician to support Public Works Operations
- ❑ Continue with rehab on the current Wastewater Treatment Plant
- ❑ Complete Engineering for the new Wastewater Treatment Plant
- ❑ Continue with Sanitary Sewer Overflow Initiative Program tracking and reporting
- ❑ Complete upgrade of generator at Service Center
- ❑ Complete repairs to Classroom and Administration Buildings and replacement of mechanical system

City of Conroe
Water and Sewer Operating Fund

Public Works
0002-2810

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERSONNEL SERVICES				
Executive Director of Infrastructure Services	0	1	1	1
Director of Public Works	1	0	0	0
Assistant Public Works Director - Operations	0	0	1	1
Assistant Public Works Director - Engineer	1	1	0	0
Administrative Coordinator	0	1	1	1
Secretary II	1	0	0	0
Secretary I	2	3	3	3
Utilities Manager	0	0	0	1
TOTAL FULL TIME	5	6	6	7

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERFORMANCE MEASURES				
Work Orders Issued	6,565	6,050	6,100	8,500
Customer Call Backs	1,164	1,250	1,200	1,450
Project Reports	168	125	100	15
Call Center Calls Taken	2,321	7,700	8,500	10,500

The Secretary I position was moved from the Wastewater Treatment Plant division in FY 2013-2014.
The Utilities Manager was moved from the Project Construction division in FY 2015-2016.

CITY OF CONROE
FY 2015-2016
0002-2810

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND

DEPARTMENT: PUBLIC WORKS

DIVISION: PUBLIC WORKS

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$392,708	\$383,450	\$364,756	\$501,011	\$0	\$0	\$501,011
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$370	\$1,100	\$740	\$1,100	\$0	\$0	\$1,100
7025 Social Security	\$27,278	\$32,494	\$25,591	\$42,428	\$0	\$0	\$42,428
7030 Retirement & Pension	\$63,739	\$62,824	\$57,948	\$81,131	\$0	\$0	\$81,131
7035 Workers Compensation	\$4,169	\$4,657	\$5,166	\$6,402	\$0	\$0	\$6,402
7040 Employee Insurance	\$51,481	\$51,480	\$51,480	\$71,365	\$0	\$0	\$71,365
PERSONNEL SERVICES SUBTOTAL	\$539,745	\$536,005	\$505,681	\$703,437	\$0	\$0	\$703,437
7110 Office Supplies	\$4,363	\$7,000	\$7,000	\$5,000	\$0	\$0	\$5,000
7140 Wearing Apparel	\$2,286	\$5,000	\$6,286	\$7,500	\$0	\$0	\$7,500
7160 Vehicle Operations	\$1,205	\$6,000	\$1,300	\$3,000	\$0	\$0	\$3,000
7170 Vehicle Repairs	\$0	\$1,000	\$500	\$1,000	\$0	\$0	\$1,000
7180 Equipment Repairs	\$8,580	\$2,500	\$8,000	\$18,500	\$0	\$0	\$18,500
7190 Radio Repairs	\$0	\$200	\$0	\$200	\$0	\$0	\$200
7200 Operating Supplies	\$11,688	\$35,205	\$35,205	\$44,285	\$0	\$0	\$44,285
7252 Improvements<\$5,000	\$58,683	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$58,000	\$58,000	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$30,237	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$117,042	\$114,905	\$116,291	\$79,485	\$0	\$0	\$79,485
8010 Utilities	\$69,679	\$61,000	\$60,000	\$61,000	\$0	\$0	\$61,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$1,320	\$1,500	\$1,320	\$1,320	\$0	\$0	\$1,320
8050 Travel & Training	\$8,407	\$18,945	\$18,000	\$18,945	\$0	\$35,000	\$53,945
8060 Contract Services	\$159,675	\$854,300	\$825,000	\$106,900	\$0	\$140,000	\$246,900
CONTRACTUAL SUBTOTAL	\$239,081	\$935,745	\$904,320	\$188,165	\$0	\$175,000	\$363,165
9030 Improvements > \$5,000	\$9,104	\$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	\$31,816	\$0	\$0	\$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	\$40,920	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0002-2810	\$936,788	\$1,586,655	\$1,526,292	\$971,087	\$0	\$175,000	\$1,146,087

CITY OF CONROE
FY 2015-2016
0002-2810

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2787	1	Cartegraph Training For Staff	Enhanced Program	8050 TRAVEL & TRAINING	\$35,000
				Request Total	\$35,000
2853	5	On Call Water Hydraulic Modeling	Enhanced Program	8060 CONTRACT SERVICES	\$140,000
				Request Total	\$140,000
2 Requests			Total for 0002-2810		\$175,000

City of Conroe
Water and Sewer Operating Fund

Water Conservation
0002-2811

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERSONNEL SERVICES				
Water Conservation Manager	1	1	0	0
TOTAL FULL TIME	1	1	0	0

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERFORMANCE MEASURES				
Advertisement & Billing Insert Mailouts	12	6	0	0
New Water Conservation Programs	8	6	0	0
Conservation Meetings Held	36	36	0	0

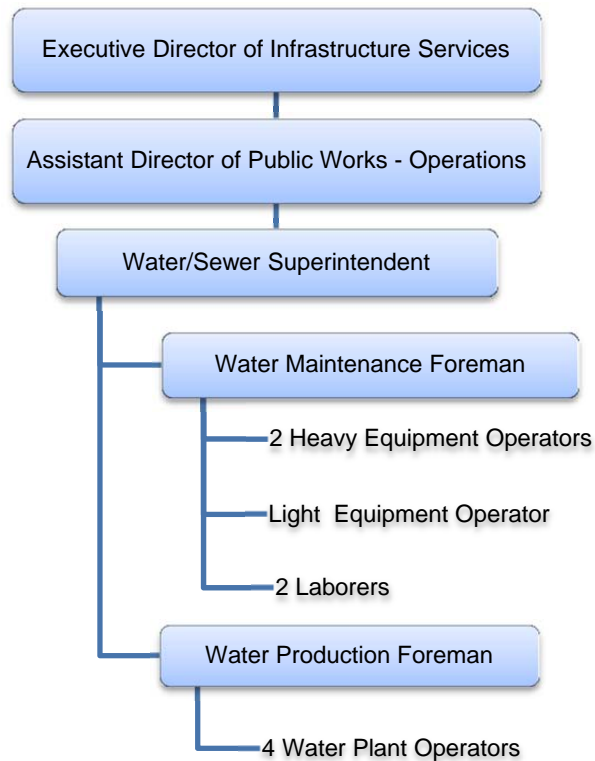
The Water Conservation program was transferred to the Public Works Administration division in FY 2014-2015.

CITY OF CONROE
FY 2015-2016
0002-2811

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND		DEPARTMENT: WATER CONSERVATION		DIVISION: WATER CONSERVATION			
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$71,306	\$69,663	\$20,514	\$0	\$0	\$0	\$0
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7025 Social Security	\$5,026	\$5,887	\$1,504	\$0	\$0	\$0	\$0
7030 Retirement & Pension	\$11,871	\$11,312	\$3,511	\$0	\$0	\$0	\$0
7035 Workers Compensation	\$678	\$846	\$962	\$0	\$0	\$0	\$0
7040 Employee Insurance	\$8,580	\$8,580	\$4,290	\$0	\$0	\$0	\$0
PERSONNEL SERVICES SUBTOTAL	\$97,461	\$96,288	\$30,781	\$0	\$0	\$0	\$0
7110 Office Supplies	\$4,962	\$7,200	\$0	\$0	\$0	\$0	\$0
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	\$3,572	\$6,121	\$7,439	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$724	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$8,534	\$13,321	\$8,163	\$0	\$0	\$0	\$0
8010 Utilities	\$480	\$500	\$279	\$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
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$11,558	\$2,776	\$1,127	\$0	\$0	\$0	\$0
8060 Contract Services	\$6,166	\$30,400	\$19,829	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$18,204	\$33,676	\$21,235	\$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	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0002-2811	\$124,199	\$143,285	\$60,179	\$0	\$0	\$0	\$0

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 2014-2015

- ✓ Maintained water tap and waterline work order completion time to a minimum
- ✓ Completed construction of Well #24 Skytop (Catahoula)
- ✓ Updated water system mapping
- ✓ Maintained Superior Water rating through Texas Commission on Environmental Quality (TCEQ)
- ✓ Completed 11 large meter vault installations and 296 taps
- ✓ Assisted Utility Billing in completing 454 stuck Meter tickets
- ✓ Kept Hydrant maintenance and GIS locating program going
- ✓ Completed 9,113 water utility locates
- ✓ Maintained the Safety Program for the Public Works Department
- ✓ Assisted in the development of the Water Modeling Study
- ✓ Relocated 660' of 16" water line for Well #14 Wedgewood elevated
- ✓ Completed 200' Southern Oaks Water Line extension
- ✓ Completed 120' Garden Ridge Water Line relocation
- ✓ Completed TCEQ UCMR 3 testing
- ✓ Rehabbed Water Plant #15 Silver Springs

Goals & Objectives for FY 2015-2016

- ❑ Keep water distribution maps updated
- ❑ 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)
- ❑ Complete transfer of FM 1488 Water Well to the Cities distribution system
- ❑ Water line extension of Airport Rd. to 10th Street
- ❑ Assist in the completion of the Water Plant system improvements
- ❑ Assist in the completion of the Surface Water system improvements

City of Conroe

Water and Sewer Operating Fund

Water 0002-2820

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</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	1	1
Laborer	5	5	2	2
Water Plant Operator	3	3	3	4
TOTAL FULL TIME	15	15	11	12

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Water locates	8,335	9,113	9,800	10,500
Water taps	187	196	175	500
Water main extensions (linear feet)	500	560	980	1,000
Water leak repairs	744	1,114	650	800
Gallons water produced (in billions)	3.523	3.354	3.45	3.6

The Water Plant Operator was moved from the Project Construction division in FY 2015-2016.

CITY OF CONROE
FY 2015-2016
0002-2820

BUDGET LINE ITEMS

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

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$544,357	\$539,031	\$502,877	\$602,739	\$0	\$0	\$602,739
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$61,191	\$65,000	\$64,998	\$76,350	\$0	\$0	\$76,350
7025 Social Security	\$44,094	\$51,041	\$43,330	\$57,383	\$0	\$0	\$57,383
7030 Retirement & Pension	\$103,599	\$98,662	\$95,265	\$109,727	\$0	\$0	\$109,727
7035 Workers Compensation	\$6,607	\$6,546	\$7,962	\$7,702	\$0	\$0	\$7,702
7040 Employee Insurance	\$128,699	\$94,380	\$94,380	\$122,340	\$0	\$0	\$122,340
PERSONNEL SERVICES SUBTOTAL	\$888,547	\$854,660	\$808,812	\$976,241	\$0	\$0	\$976,241
7110 Office Supplies	\$1,294	\$3,000	\$2,500	\$3,000	\$0	\$0	\$3,000
7140 Wearing Apparel	\$5,215	\$7,000	\$7,000	\$8,500	\$0	\$0	\$8,500
7160 Vehicle Operations	\$131,953	\$117,118	\$130,000	\$147,118	\$0	\$0	\$147,118
7170 Vehicle Repairs	\$3,740	\$8,000	\$6,000	\$8,000	\$0	\$0	\$8,000
7180 Equipment Repairs	\$35,802	\$58,127	\$40,000	\$58,127	\$0	\$0	\$58,127
7190 Radio Repairs	\$26	\$288	\$288	\$288	\$0	\$0	\$288
7200 Operating Supplies	\$616,810	\$699,796	\$699,796	\$725,969	\$0	\$8,000	\$733,969
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	\$5,725	\$9,854	\$9,854	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$800,565	\$903,183	\$895,438	\$951,002	\$0	\$8,000	\$959,002
8010 Utilities	\$974,048	\$1,025,000	\$1,025,000	\$1,025,000	\$0	\$0	\$1,025,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$997	\$8,000	\$6,500	\$8,000	\$0	\$0	\$8,000
8050 Travel & Training	\$9,018	\$8,223	\$8,223	\$9,223	\$0	\$0	\$9,223
8060 Contract Services	\$861,430	\$1,432,844	\$1,432,844	\$777,307	\$0	\$65,000	\$842,307
CONTRACTUAL SUBTOTAL	\$1,845,493	\$2,474,067	\$2,472,567	\$1,819,530	\$0	\$65,000	\$1,884,530
9010 Land >\$5,000	\$0	\$19,473	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$33,613	\$200,000	\$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	\$68,820	\$100,000	\$70,000	\$0	\$0	\$35,000	\$35,000
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2015-2016
0002-2820

BUDGET LINE ITEMS

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

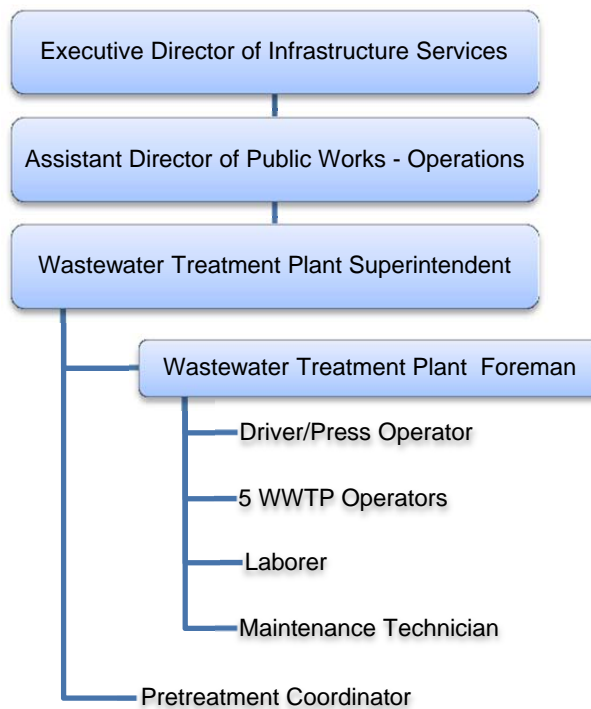
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	(\$49,908)	\$0	\$0	\$0	\$0	\$0	\$0
9102 Capital Improvements	\$49,908	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$102,433	\$319,473	\$70,000	\$0	\$0	\$35,000	\$35,000
TOTAL 0002-2820	\$3,637,038	\$4,551,383	\$4,246,817	\$3,746,773	\$0	\$108,000	\$3,854,773

CITY OF CONROE
FY 2015-2016
0002-2820

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1760	0	Water Wells Generator Annual Maintenance Contract	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$20,000 \$20,000
2785	0	Meter Inflation Cost	Non-discretionary Adjustment	7200 OPERATING SUPPLIES Request Total	\$8,000 \$8,000
2786	0	Security System Installation For Well #6 Northwest	Non-discretionary Adjustment	8060 CONTRACT SERVICES 9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$5,000 \$35,000 \$40,000
1941	2	Two Hydro Pneumatic Tank Rehabs	Enhanced Program	8060 Contract Services Request Total	\$40,000 \$40,000
4 Requests			Total for 0002-2820		\$108,000

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 2014-2015

- ✓ The Wastewater Treatment Plant (WWTP) discharged approximately 2.67 billion gallons of wastewater effluent into the San Jacinto River within the limits established by the Texas Commission on Environmental Quality (TCEQ) discharge permit
- ✓ Processed and disposed of approximately 11,670 cubic yards of municipal biosolids for beneficial reuse
- ✓ Expanded and enhanced the maintenance program by utilizing maintenance software and maintenance technician
- ✓ Started the Capital Improvements Project for the Wastewater Plant improvements
- ✓ Approved closure plan for Longmire on Lake Conroe Wastewater Treatment Plant received from TCEQ
- ✓ Submitted TCEQ required streamlined pretreatment program
- ✓ Reviewed, updated, and submitted the required 5 year Risk Management Plan required by the EPA

Goals & Objectives for FY 2015-2016

- ❑ Wastewater Treatment Plant (WWTP) to discharged approximately 2.80 billion gallons of wastewater effluent into the San Jacinto River within the limits established by the Texas Commission on Environmental Quality (TCEQ) discharge permit
- ❑ Utilize new upgrade to produce a better quality biosolids with the possibility of energy savings at the Wastewater Plant
- ❑ Capital Improvement Project for wastewater plant improvements will reach 75% completed
- ❑ Decommission Longmire on Lake Conroe Wastewater Treatment Plant
- ❑ Implement mobile computerized operational software
- ❑ Begin design of New South Wastewater Treatment Plant

City of Conroe
Water and Sewer Operating Fund

Wastewater Treatment Plant
0002-2881

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERSONNEL SERVICES				
WWTP Superintendent	1	1	1	1
Pretreatment Coordinator	1	1	1	1
WWTP Foreman	1	1	1	1
WWTP Operator	5	5	5	5
Secretary I	1	0	0	0
Laborer	1	1	1	1
Driver/Press Operator	1	1	1	1
Maintenance Technician	0	0	0	1
TOTAL FULL TIME	11	10	10	11

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERFORMANCE MEASURES				
Treated wastewater discharged (in billion gallons)	2.367	2.672	2.99	3.29
Sludge hauled (cubic yards)	10,175	11,670	13,200	14,520
Grit hauled (cubic yards)	417	183	200	220

The Secretary I position was moved to the Public Works division in FY 2013-2014.

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

CITY OF CONROE
FY 2015-2016
0002-2881

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND

DEPARTMENT: WASTEWATER TREATMENT PLANT

DIVISION: WWTP

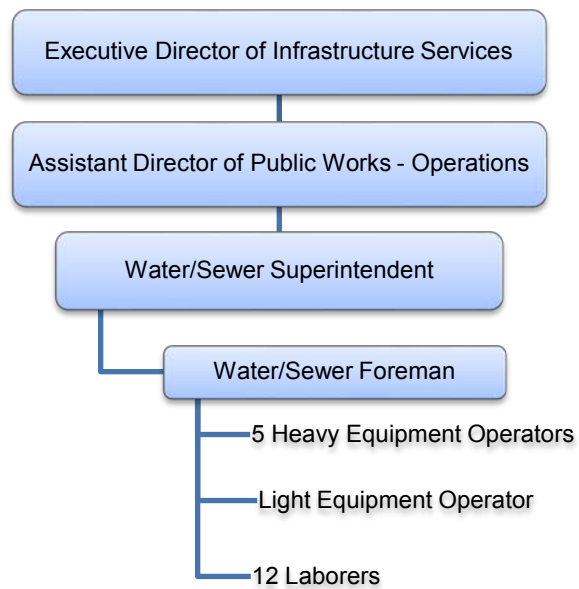
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$462,044	\$520,345	\$473,860	\$563,479	\$0	\$0	\$563,479
7020 Overtime	\$23,190	\$26,000	\$28,648	\$26,000	\$0	\$0	\$26,000
7025 Social Security	\$35,647	\$46,166	\$38,432	\$49,811	\$0	\$0	\$49,811
7030 Retirement & Pension	\$86,381	\$89,242	\$84,179	\$95,248	\$0	\$0	\$95,248
7035 Workers Compensation	\$5,195	\$6,319	\$6,309	\$7,200	\$0	\$0	\$7,200
7040 Employee Insurance	\$85,800	\$85,800	\$85,800	\$112,145	\$0	\$0	\$112,145
PERSONNEL SERVICES SUBTOTAL	\$698,257	\$773,872	\$717,228	\$853,883	\$0	\$0	\$853,883
7110 Office Supplies	\$3,892	\$3,200	\$3,500	\$3,200	\$0	\$0	\$3,200
7140 Wearing Apparel	\$3,804	\$4,300	\$3,700	\$5,300	\$0	\$0	\$5,300
7160 Vehicle Operations	\$35,234	\$32,500	\$32,000	\$32,500	\$0	\$0	\$32,500
7170 Vehicle Repairs	\$126	\$4,000	\$1,000	\$2,000	\$0	\$0	\$2,000
7180 Equipment Repairs	\$297,578	\$105,000	\$120,000	\$105,000	\$0	\$250,000	\$355,000
7190 Radio Repairs	\$0	\$1,000	\$0	\$500	\$0	\$0	\$500
7200 Operating Supplies	\$180,363	\$176,075	\$200,000	\$189,074	\$0	\$75,000	\$264,074
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$759	\$0	\$8,000	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$521,756	\$326,075	\$368,200	\$337,574	\$0	\$325,000	\$662,574
8010 Utilities	\$518,556	\$436,616	\$530,000	\$431,781	\$0	\$0	\$431,781
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$25,289	\$4,000	\$1,500	\$4,000	\$0	\$0	\$4,000
8050 Travel & Training	\$8,783	\$7,365	\$11,000	\$14,978	\$0	\$0	\$14,978
8060 Contract Services	\$366,739	\$424,177	\$410,000	\$409,900	\$0	\$245,000	\$654,900
CONTRACTUAL SUBTOTAL	\$919,367	\$872,158	\$952,500	\$860,659	\$0	\$245,000	\$1,105,659
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	\$14,086	\$0	\$0	\$0	\$0	\$25,000	\$25,000
9051 Machinery & Equipment <\$5,000	\$0	\$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	\$14,086	\$0	\$0	\$0	\$0	\$25,000	\$25,000
TOTAL 0002-2881	\$2,153,466	\$1,972,105	\$2,037,928	\$2,052,116	\$0	\$595,000	\$2,647,116

CITY OF CONROE
FY 2015-2016
0002-2881

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1579	0	Additional Funds Needed In Account 7200	Non-discretionary Adjustment	7200 OPERATING SUPPLIES Request Total	\$75,000 \$75,000
2679	0	Additional Funds Needed In Account 7180	Non-discretionary Adjustment	7180 EQUIPMENT REPAIRS Request Total	\$250,000 \$250,000
2762	0	Effluent Disinfection Equipment	Non-discretionary Adjustment	9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$25,000 \$25,000
2781	0	W W T P Perimeter Fence Replacement	Non-discretionary Adjustment	8060 Contract Services Request Total	\$125,000 \$125,000
2757	2	Facility Roofing Repairs	Replacement Equipment	8060 Contract Services Request Total	\$120,000 \$120,000
5 Requests			Total for 0002-2881		\$595,000

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 2014-2015

- ✓ Maintained sewer tap and sewer line work order completion time to a minimum
- ✓ Completed a contract on 73 Manhole rehabs, keeping on track with the Sanitary Sewer Overflow Initiative program
- ✓ Completed specifications and project scope on Section 5 of the SSOI plan that will include approximately 35,000 feet of pipe bursting
- ✓ Completed contract for televising 31,000 feet of large diameter trunk mains, keeping on track with the Sanitary Sewer Overflow Initiative program
- ✓ Updated sanitary sewer map books
- ✓ Continued on-going inspection of easements for inflow & infiltration issues
- ✓ Completed Inflow and Infiltration study on Sanitary Sewer Overflow Initiative Section 7 and started repairs
- ✓ Maintained the Safety Program for the Public Works Department
- ✓ Completed 800' Sewer extension for Longwood Subdivision
- ✓ Completed 200' Sewer extension for Southern Oaks
- ✓ Completed 400' Sewer relocation for Garden Ridge
- ✓ Completed 300' Sewer extension off of 105 W for developer

Goals & Objectives for FY 2015-2016

- ❑ 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 8

City of Conroe Water and Sewer Operating Fund

Sewer 0002-2882

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
Water/Sewer Superintendent	1	1	0	0
Water/Sewer Foreman	1	1	0	0
Heavy Equipment Operator	5	5	3	5
Laborer	11	11	8	12
Light Equipment Operator	2	2	1	1
TOTAL FULL TIME	20	20	12	18

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Sewer locates	8,335	9,113	9,800	10,500
Sewer taps	82	196	175	500
Sewer main extensions	400	800	1,700	1,000
Sewer main repairs	50	37	35	150
Sewer stopups	309	345	360	400
Sewer mains cleaned (linear feet)	471,653	455,230	600,000	700,000

The additional Heavy Equipment Operators and Laborers were moved from the Project Construction division in FY 2015-2016.

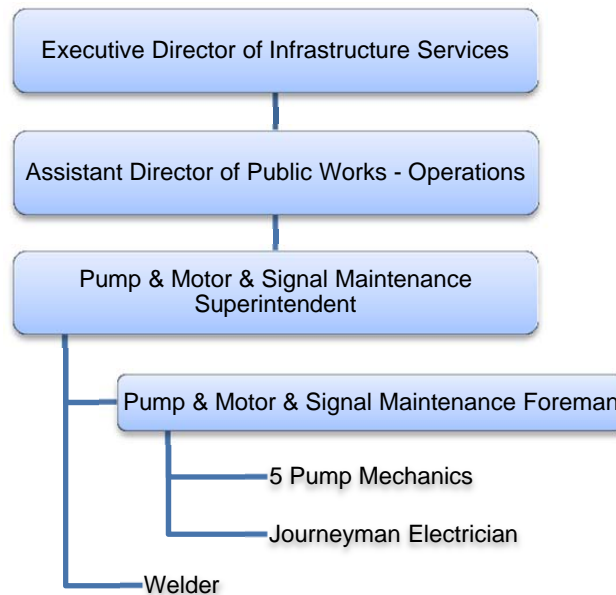
CITY OF CONROE
FY 2015-2016
0002-2882

BUDGET LINE ITEMS

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

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$480,284	\$387,740	\$287,811	\$602,328	\$0	\$0	\$602,328
7020 Overtime	\$56,148	\$55,666	\$55,658	\$67,016	\$0	\$0	\$67,016
7025 Social Security	\$44,144	\$37,468	\$26,102	\$56,560	\$0	\$0	\$56,560
7030 Retirement & Pension	\$102,575	\$72,792	\$57,674	\$108,153	\$0	\$0	\$108,153
7035 Workers Compensation	\$7,615	\$4,709	\$9,170	\$7,696	\$0	\$0	\$7,696
7040 Employee Insurance	\$171,599	\$102,960	\$102,960	\$183,509	\$0	\$0	\$183,509
PERSONNEL SERVICES SUBTOTAL	\$862,365	\$661,335	\$539,375	\$1,025,262	\$0	\$0	\$1,025,262
7110 Office Supplies	\$578	\$2,800	\$2,000	\$2,800	\$0	\$0	\$2,800
7140 Wearing Apparel	\$4,360	\$8,000	\$5,000	\$9,500	\$0	\$0	\$9,500
7160 Vehicle Operations	\$194,391	\$190,034	\$190,034	\$220,034	\$0	\$0	\$220,034
7170 Vehicle Repairs	\$14,710	\$48,669	\$45,000	\$48,669	\$0	\$0	\$48,669
7180 Equipment Repairs	\$2,024	\$6,000	\$4,000	\$6,000	\$0	\$0	\$6,000
7190 Radio Repairs	\$205	\$500	\$500	\$500	\$0	\$0	\$500
7200 Operating Supplies	\$109,726	\$124,883	\$124,883	\$151,056	\$0	\$0	\$151,056
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$8,593	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$334,587	\$380,886	\$371,417	\$438,559	\$0	\$0	\$438,559
8010 Utilities	\$2,658	\$4,600	\$3,000	\$4,600	\$0	\$0	\$4,600
8020 Insurance and Bonds	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$1,001	\$3,500	\$3,500	\$3,500	\$0	\$0	\$3,500
8050 Travel & Training	\$8,342	\$9,457	\$9,457	\$10,457	\$0	\$0	\$10,457
8060 Contract Services	\$133,358	\$283,524	\$173,524	\$203,524	\$0	\$0	\$203,524
CONTRACTUAL SUBTOTAL	\$146,359	\$301,081	\$189,481	\$222,081	\$0	\$0	\$222,081
9030 Improvements >\$5,000	\$4,570	\$0	\$0	\$0	\$0	\$0	\$0
9031 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$55,790	\$75,799	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$189,627	\$190,000	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	(\$73,362)	\$0	\$0	\$0	\$0	\$0	\$0
9102 Capital Improvements	\$73,362	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$4,570	\$245,417	\$265,799	\$0	\$0	\$0	\$0
TOTAL 0002-2882	\$1,347,881	\$1,588,719	\$1,366,072	\$1,685,902	\$0	\$0	\$1,685,902

Pump & Motor Maintenance



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

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

Pump & Motor Maintenance

Accomplishments for FY 2014-2015

- ✓ Built new lift station on FM 3083 at Fuel Maxx center
- ✓ Attended training for Pumps and Motors
- ✓ Installed Supervisory Control and Data Acquisitions (SCADA) at 1 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 2015-2016

- ❑ Keep all lift stations and water wells in operation
- ❑ Build 3 new lift stations
- ❑ Build two new water wells
- ❑ Remove Forest Estates 1, Forest Estates 2, White Oak, Pebble glen 1, 2, and 3, Longmire way, Longmire Point and 6 Teas Wood lift stations from service
- ❑ Work on and keep up with the Sanitary Sewer Overflow Initiative
- ❑ Install 12 new generators and transfer switches at lift stations

City of Conroe
Water and Sewer Operating Fund

Pump & Motor Maintenance
0002-2883

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERSONNEL SERVICES				
Superintendent	1	1	1	1
Pump, Motor, & Signal Maintenance Foreman	0	1	1	1
Master Electrician	1	0	0	0
Pump Mechanic	2	3	3	5
Laborer	2	0	0	0
Welder	1	1	1	1
Journeyman Electrician	0	0	0	1
TOTAL FULL TIME	7	6	6	9

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERFORMANCE MEASURES				
Maintenance work orders	500	462	515	530
Daily maintenance of Liftstations	56	56	54	54
New Construction	2	2	1	1
Welding/Fabrication	150	165	200	220
Water well rehab	0	0	0	2
Liftstation rehab	4	2	3	6

The Pump Mechanics and Journeyman Electrician were moved from the Project Construction division in FY 2015-2016.

CITY OF CONROE
FY 2015-2016
0002-2883

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND

DEPARTMENT: PUMP & MOTOR MAINTENANCE

DIVISION: PUMP & MOTOR MAINT

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$340,805	\$345,442	\$339,512	\$505,376	\$0	\$0	\$505,376
7020 Overtime	\$30,243	\$27,200	\$27,200	\$27,200	\$0	\$0	\$27,200
7025 Social Security	\$26,209	\$31,488	\$28,056	\$45,003	\$0	\$0	\$45,003
7030 Retirement & Pension	\$61,783	\$60,451	\$61,669	\$86,054	\$0	\$0	\$86,054
7035 Workers Compensation	\$3,487	\$4,195	\$4,162	\$6,457	\$0	\$0	\$6,457
7040 Employee Insurance	\$51,480	\$51,480	\$51,480	\$91,755	\$0	\$0	\$91,755
PERSONNEL SERVICES SUBTOTAL	\$514,007	\$520,256	\$512,079	\$761,845	\$0	\$0	\$761,845
7110 Office Supplies	\$2,025	\$2,500	\$2,500	\$2,500	\$0	\$0	\$2,500
7140 Wearing Apparel	\$3,245	\$5,000	\$5,000	\$5,000	\$0	\$0	\$5,000
7160 Vehicle Operations	\$37,120	\$28,000	\$24,000	\$28,000	\$0	\$0	\$28,000
7170 Vehicle Repairs	\$427	\$16,520	\$20,520	\$16,520	\$0	\$0	\$16,520
7180 Equipment Repairs	\$71,757	\$32,934	\$32,934	\$32,934	\$0	\$0	\$32,934
7190 Radio Repairs	\$0	\$600	\$600	\$600	\$0	\$0	\$600
7200 Operating Supplies	\$68,854	\$70,020	\$70,020	\$70,020	\$0	\$0	\$70,020
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$916	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$759	\$20,000	\$20,000	\$20,000	\$0	\$0	\$20,000
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$185,103	\$175,574	\$175,574	\$175,574	\$0	\$0	\$175,574
8010 Utilities	\$103,194	\$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	\$10,455	\$8,000	\$8,000	\$8,000	\$0	\$0	\$8,000
8060 Contract Services	\$45,155	\$51,104	\$51,104	\$51,104	\$0	\$0	\$51,104
CONTRACTUAL SUBTOTAL	\$158,804	\$157,478	\$157,478	\$157,478	\$0	\$0	\$157,478
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	\$7,476	\$481,830	\$516,944	\$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	\$141,100	\$141,100
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	(\$656)	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2015-2016
0002-2883

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND

DEPARTMENT: PUMP & MOTOR MAINTENANCE

DIVISION: PUMP & MOTOR MAINT

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9102 Capital Improvements	\$656	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$7,476	\$481,830	\$516,944	\$0	\$0	\$141,100	\$141,100
TOTAL 0002-2883	\$865,390	\$1,335,138	\$1,362,075	\$1,094,897	\$0	\$141,100	\$1,235,997

CITY OF CONROE
FY 2015-2016
0002-2883

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2763	1	Unit 0633 Crew Truck - Additional Funding Needed	Vehicle Equipment Replacement Fund - V. E. R. F.	9060 VEHICLES >\$5,000 Request Total	\$19,000 \$19,000
2759	2	Unit 9706 Boom Truck - Additional Funding Needed	Vehicle Equipment Replacement Fund - V. E. R. F.	9060 VEHICLES >\$5,000 Request Total	\$122,100 \$122,100
2 Requests			Total for 0002-2883		\$141,100

City of Conroe
Water and Sewer Construction Fund Combined

Project Construction
0002-2884

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERSONNEL SERVICES				
Superintendent	0	0	1	0
Foreman	0	0	1	0
Heavy Equipment Operator	0	7	9	0
Light Equipment Operator	0	2	4	0
Laborer	0	8	14	0
TOTAL FULL TIME	0	17	29	0

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERFORMANCE MEASURES				
Water and Sewer Lines Installed (feet)	25,000	24,321	25,000	0
Manholes Installed	30	40	30	0
Fire Hydrants Installed	32	15	32	0

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

Effective on October 1, 2015, the Project Construction division department was closed and all remaining positions were transferred to the General Fund and Water & Sewer Fund.

CITY OF CONROE
FY 2015-2016
0002-2884

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND		DEPARTMENT: PROJECT CONSTRUCTION		DIVISION: PROJECT CONSTRUCTION			
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$538,780	\$1,167,192	\$996,247	\$0	\$0	\$0	\$0
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$28,403	\$45,400	\$45,400	\$0	\$0	\$0	\$0
7025 Social Security	\$41,921	\$102,464	\$77,645	\$0	\$0	\$0	\$0
7030 Retirement & Pension	\$97,959	\$198,741	\$169,917	\$0	\$0	\$0	\$0
7035 Workers Compensation	\$6,616	\$14,174	\$9,928	\$0	\$0	\$0	\$0
7040 Employee Insurance	\$145,860	\$248,820	\$248,820	\$0	\$0	\$0	\$0
PERSONNEL SERVICES SUBTOTAL	\$859,539	\$1,776,791	\$1,547,957	\$0	\$0	\$0	\$0
7110 Office Supplies	\$789	\$4,400	\$4,400	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$7,694	\$9,000	\$9,000	\$0	\$0	\$0	\$0
7160 Vehicle Operations	\$267,810	\$220,432	\$220,432	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$22,253	\$46,260	\$46,260	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$6,995	\$8,000	\$8,000	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$600	\$600	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$47,902	\$47,840	\$47,840	\$0	\$0	\$0	\$0
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$3,238	\$0	\$2,031	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$356,681	\$336,532	\$338,563	\$0	\$0	\$0	\$0
8010 Utilities	\$546	\$800	\$800	\$0	\$0	\$0	\$0
8020 Insurance and Bonds	\$15,261	\$0	\$10,223	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$5,000	\$5,000	\$0	\$0	\$0	\$0
8050 Travel & Training	\$4,164	\$6,691	\$6,691	\$0	\$0	\$0	\$0
8060 Contact Services	\$46,821	\$5,670	\$70,401	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$66,792	\$18,161	\$93,115	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$111,000	\$111,000	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	(\$615,076)	\$0	\$0	\$0	\$0	\$0	\$0
9102 Capital Improvements	\$615,076	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$111,000	\$111,000	\$0	\$0	\$0	\$0
TOTAL 0002-2884	\$1,283,012	\$2,242,484	\$2,090,635	\$0	\$0	\$0	\$0

**City of Conroe
Water and Sewer Operating Fund**

**Water and Sewer Fund Non-Departmental
0002-2900**

<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
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There are no personnel items associated with this department.

CITY OF CONROE
FY 2015-2016
0002-2900

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND

DEPARTMENT: W/S NON-DEPARTMENTAL

DIVISION: W/S NON-DEPARTMENTAL

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$75,238	\$0	\$96,270	\$0	\$0	\$96,270
7025 Social Security	\$0	\$0	\$0	\$8,135	\$0	\$0	\$8,135
7030 Retirement & Pension	\$0	\$12,377	\$0	\$15,555	\$0	\$0	\$15,555
7035 Workers Compensation	\$0	\$0	\$0	\$1,230	\$0	\$0	\$1,230
7040 Employee Insurance	\$247,212	\$246,229	\$246,229	\$219,779	\$0	\$0	\$219,779
7070 Unemployment	\$15,353	\$20,000	\$20,000	\$20,000	\$0	\$0	\$20,000
PERSONNEL SERVICES SUBTOTAL	\$262,565	\$353,844	\$266,229	\$360,969	\$0	\$0	\$360,969
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$28,424	\$36,000	\$36,000	\$36,000	\$0	\$0	\$36,000
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$28,424	\$36,000	\$36,000	\$36,000	\$0	\$0	\$36,000
8020 Insurance and Bonds	\$61,258	\$71,500	\$73,860	\$92,325	\$0	\$0	\$92,325
8030 Legal Services	\$43,472	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$6,823,647	\$8,734,865	\$8,605,877	\$9,244,119	\$0	\$0	\$9,244,119
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	\$88,682	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$7,017,059	\$8,806,365	\$8,679,737	\$9,336,444	\$0	\$0	\$9,336,444
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	\$6,543,179	\$8,390,712	\$8,278,194	\$8,021,902	\$0	\$0	\$8,021,902
8530 Gross Receipts	\$839,318	\$971,090	\$971,090	\$1,055,813	\$0	\$0	\$1,055,813
TRANSFERS SUBTOTAL	\$7,382,497	\$9,361,802	\$9,249,284	\$9,077,715	\$0	\$0	\$9,077,715
9660 Principal-Lease	\$416,438	\$432,887	\$432,887	\$449,986	\$0	\$0	\$449,986
9670 Interest-Lease	\$151,298	\$134,848	\$134,848	\$117,749	\$0	\$0	\$117,749
DEBT SERVICE SUBTOTAL	\$567,736	\$567,735	\$567,735	\$567,735	\$0	\$0	\$567,735
TOTAL 0002-2900	\$15,258,281	\$19,125,746	\$18,798,985	\$19,378,863	\$0	\$0	\$19,378,863



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GENERAL OBLIGATION DEBT SERVICE FUND

FY 15-16 Budget Summary

General Obligation Debt Service Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ 10,632,394	\$ 10,632,394	\$ 12,034,795	\$ -	\$ 12,034,795	\$ -	0.0%	
General Obligation Debt Service Revenues:								
Revenues	\$ 10,779,093	\$ 44,946,746	\$ 44,915,217	\$ 12,360,096	\$ -	\$ 12,360,096	\$ (32,586,650)	-72.5%
Total Revenues	\$ 10,779,093	\$ 44,946,746	\$ 44,915,217	\$ 12,360,096	\$ -	\$ 12,360,096	\$ (32,586,650)	-72.5%
Total Resources:	\$ 10,779,093	\$ 55,579,140	\$ 55,547,611	\$ 24,394,891	\$ -	\$ 24,394,891	\$ (32,586,650)	-58.6%
General Obligation Debt Service Fund Expenditures:								
GO Debt	\$ 8,459,308	\$ 43,834,051	\$ 43,512,816	\$ 13,511,162	\$ -	\$ 13,511,162	\$ (30,322,889)	-69.2%
Total Expenditures	\$ 8,459,308	\$ 43,834,051	\$ 43,512,816	\$ 13,511,162	\$ -	\$ 13,511,162	\$ (30,322,889)	-69.2%
New Fund Balance:	\$ 11,745,089	\$ 12,034,795	\$ 10,883,729			\$ 10,883,729		

Breakdown of Transfer In:

CIDC (park debt)	\$ 898,397
TIRZ #3	2,366,163
Total	\$ 3,264,560

CITY OF CONROE
FY 2015-2016
0010-0000

BUDGET LINE ITEMS

FUND: GO DEBT SVC FUND

DEPARTMENT: GENERAL OBLIGATION DEBT SERVICE

DIVISION: REVENUES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
4010 Current Taxes	\$7,269,846	\$8,046,436	\$8,046,436	\$8,966,140	\$0	\$0	\$8,966,140
4020 Delinquent Taxes	\$53,264	\$60,642	\$54,062	\$54,062	\$0	\$0	\$54,062
6010 Interest	\$21,090	\$23,735	\$19,616	\$19,616	\$0	\$0	\$19,616
6015 Gains (Losses) on Investmt	(\$23,732)	\$0	\$0	\$0	\$0	\$0	\$0
6020 Penalty & Interest	\$45,364	\$45,136	\$56,855	\$55,718	\$0	\$0	\$55,718
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	\$33,370,000	\$33,370,000	\$0	\$0	\$0	\$0
6550 Transfer In	\$3,413,261	\$3,400,797	\$3,368,248	\$3,264,560	\$0	\$0	\$3,264,560
REVENUES SUBTOTAL	\$10,779,093	\$44,946,746	\$44,915,217	\$12,360,096	\$0	\$0	\$12,360,096
TOTAL 0010-0000	\$10,779,093	\$44,946,746	\$44,915,217	\$12,360,096	\$0	\$0	\$12,360,096

CITY OF CONROE
FY 2015-2016
0010-1010

BUDGET LINE ITEMS

FUND: GO DEBT SVC FUND

DEPARTMENT: GENERAL OBLIGATION DEBT SERVICE

DIVISION: EXPENDITURES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$8,417	\$22,650	\$22,650	\$22,650	\$0	\$0	\$22,650
CONTRACTUAL SUBTOTAL	\$8,417	\$22,650	\$22,650	\$22,650	\$0	\$0	\$22,650
9600 Principal	\$4,645,000	\$5,035,000	\$5,140,000	\$8,600,000	\$0	\$0	\$8,600,000
9610 Interest	\$3,800,591	\$4,961,381	\$4,580,146	\$4,833,512	\$0	\$0	\$4,833,512
9615 Handling Charges	\$5,300	\$55,000	\$10,000	\$55,000	\$0	\$0	\$55,000
9616 Bond Issue Expense	\$0	\$414,639	\$414,639	\$0	\$0	\$0	\$0
9621 Oth Fin - Pmt Ref Bd Escrow	\$0	\$36,111,136	\$36,111,136	\$0	\$0	\$0	\$0
9624 Refund Bond Prem/Discount	\$0	(\$2,765,755)	(\$2,765,755)	\$0	\$0	\$0	\$0
DEBT SERVICE SUBTOTAL	\$8,450,891	\$43,811,401	\$43,490,166	\$13,488,512	\$0	\$0	\$13,488,512
TOTAL 0010-1010	\$8,459,308	\$43,834,051	\$43,512,816	\$13,511,162	\$0	\$0	\$13,511,162

City of Conroe

Schedule of Requirements

All General Obligation Bonds

Fiscal Year		Bonds Outstanding	Principal Requirements	Interest Requirements	Total Requirements
2015-16	\$	130,705,000	\$ 8,600,000	\$ 4,833,512	\$ 13,433,512
2016-17		122,105,000	5,870,000	4,641,579	10,511,579
2017-18		116,235,000	6,055,000	4,460,473	10,515,473
2018-19		110,180,000	6,245,000	4,269,699	10,514,699
2019-20		103,935,000	6,435,000	4,078,349	10,513,349
2020-21		97,500,000	6,645,000	3,869,380	10,514,380
2021-22		90,855,000	6,875,000	3,636,636	10,511,636
2022-23		83,980,000	7,145,000	3,369,099	10,514,099
2023-24		76,835,000	7,460,000	3,051,197	10,511,197
2024-25		69,375,000	7,810,000	2,702,888	10,512,888
2025-26		61,565,000	8,145,000	2,367,846	10,512,846
2026-27		53,420,000	8,450,000	2,060,686	10,510,686
2027-28		44,970,000	8,780,000	1,734,045	10,514,045
2028-29		36,190,000	9,120,000	1,393,319	10,513,319
2029-30		27,070,000	9,475,000	1,038,154	10,513,154
2030-31		17,595,000	4,760,000	738,797	5,498,797
2031-32		12,835,000	3,760,000	537,781	4,297,781
2032-33		9,075,000	3,950,000	349,113	4,299,113
2033-34		5,125,000	4,150,000	148,894	4,298,894
2034-35		975,000	975,000	23,156	998,156
TOTAL			\$ 130,705,000	\$ 49,304,602	\$ 180,009,602

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 \$ 3,615,000
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
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	\$ 3,615,000	\$ 1,571,381	\$ 5,186,381

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 \$ 10,000
 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
2015-16	4.000 \$	10,000	\$ 200	\$ 10,200
	Total \$	10,000	\$ 200	\$ 10,200

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 \$ 30,000
 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
2015-16	4.000 \$	30,000	\$ 600	\$ 30,600
	Total \$	30,000	\$ 600	\$ 30,600

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2006B
 Date of Issue: October 1, 2006
 Purpose: To reimburse The Woodlands Land Development Company for infrastructure development expenses per Development Agreement
 Amount Issued: \$ 2,223,240
 Amount Outstanding \$ 10,000
 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
2015-16	4.000 \$	10,000	\$ 200	\$ 10,200
	Total \$	10,000	\$ 200	\$ 10,200

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 \$ 2,010,000
 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
2015-16	4.000 \$	985,000	\$ 60,700	\$ 1,045,700
2016-17	4.000	1,025,000	20,500	1,045,500
	Total \$	2,010,000	\$ 81,200	\$ 2,091,200

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: \$ 470,000
 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
2015-16	4.250	\$ 60,000	\$ 19,285	\$ 79,285
2016-17	4.350	60,000	16,705	76,705
2017-18	4.400	350,000	7,700	357,700
	Total	\$ 470,000	\$ 43,690	\$ 513,690

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: \$ 170,000
 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
2015-16	4.250 \$	20,000	\$ 7,015	\$ 27,015
2016-17	4.350	20,000	6,155	26,155
2017-18	4.400	130,000	2,860	132,860
	Total \$	170,000	\$ 16,030	\$ 186,030

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2007B
 Date of Issue: September 20, 2007
 Purpose: Reimburse Woodlands Land Development Company for infrastructure development expenses per Development Agreement
 Amount Issued: \$ 2,100,000
 Amount Outstanding: \$ 155,000
 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
2015-16	4.250 \$	20,000	\$ 6,355	\$ 26,355
2016-17	4.350	20,000	5,495	25,495
2017-18	4.400	115,000	2,530	117,530
	Total \$	155,000	\$ 14,380	\$ 169,380

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: \$ 1,065,000
 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
2015-16	4.000 \$	290,000	\$ 36,800	\$ 326,800
2016-17	4.000	275,000	25,500	300,500
2017-18	4.000	500,000	10,000	510,000
	Total \$	1,065,000	\$ 72,300	\$ 1,137,300

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: \$ 870,000
 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
2015-16	4.000 \$	240,000	\$ 30,000	\$ 270,000
2016-17	4.000	225,000	20,700	245,700
2017-18	4.000	405,000	8,100	413,100
	Total \$	870,000	\$ 58,800	\$ 928,800

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: \$ 10,338,667
 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
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	\$	10,338,667	\$ 3,381,472	\$ 13,720,138

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: \$ 441,333
 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
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	\$	441,333	\$ 144,347	\$ 585,680

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: \$ 6,913,720
 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
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	\$	6,913,720	\$ 2,226,561	\$ 9,140,281

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: \$ 1,356,280
 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
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	\$	1,356,280	\$ 436,789	\$ 1,793,069

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: \$ 1,100,000
 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
2015-16	2.000	\$ 535,000	\$ 22,300	\$ 557,300
2016-17	3.000	565,000	8,475	573,475
	Total	\$ 1,100,000	\$ 30,775	\$ 1,130,775

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: \$ 8,765,220
 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
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	\$	8,765,220	\$ 3,302,481	\$ 12,067,701

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: \$ 6,879,275
 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
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	\$	6,879,275	\$ 2,591,912	\$ 9,471,187

City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 1,792,501
 Amount Outstanding: \$ 1,705,505
 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
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	\$	1,705,505	\$ 642,585	\$ 2,348,090

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: \$ 5,071,700
 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
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	\$ 5,071,700	\$ 557,539	\$ 5,629,239

City of Conroe

General Obligations

Debt Requirements

Description: Refunding Bonds, Series 2012B
 Date of Issue: April 1, 2012
 Purpose: Refund of 2003 Bonds, Reimburse The Woodlands Land Development Company for infrastructure development expenses per Development Agreement
 Amount Issued: \$ 1,633,200
 Amount Outstanding: \$ 1,113,300
 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
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	\$	1,113,300	\$ 122,387	\$ 1,235,687

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: \$ 2,525,020
 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
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	\$	2,525,020	\$ 657,601	\$ 3,182,621

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: \$ 779,980
 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
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	\$	779,980	\$ 203,133	\$ 983,113

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2014
Date of Issue: August 28, 2014
Purpose: Construction of: Roadway Trans - Anderson Crossing Road Phase 1; FM 3083 Grade Separation; League Line Road East; Wilson Road Widening; Peoples/Guinn/Schoettle Road Improvements; Anderson Crossing Road Phase 2; Stewart's Forest; Signal Timing Program; Traffic Signals - SH 75 at N. Loop 336, Anderson Crossing Rd. - Ph. 1, 1st Street @ Silverdale; Police & Municipal Court Facility; IH-45 Detention Pond Enhancements; Candy Cane Park Access & Entrances; Storm Sewer - East Grand Lake Creek; Drainage Project - PW - Post Oak/Bowman/Austin Area

Amount Issued: \$ 31,100,000
Amount Outstanding: \$ 30,745,000
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
2015-16	4.650	\$ 490,000	\$ 1,292,081	\$ 1,782,081
2016-17	4.650	495,000	1,282,231	1,777,231
2017-18	4.650	1,100,000	1,266,281	2,366,281
2018-19	4.650	1,120,000	1,244,081	2,364,081
2019-20	4.650	1,155,000	1,209,781	2,364,781
2020-21	4.650	1,210,000	1,162,481	2,372,481
2021-22	4.650	1,255,000	1,113,181	2,368,181
2022-23	4.650	1,300,000	1,062,081	2,362,081
2023-24	4.650	1,360,000	1,002,081	2,362,081
2024-25	4.650	1,435,000	932,206	2,367,206
2025-26	4.650	1,510,000	858,581	2,368,581
2026-27	4.650	1,570,000	797,281	2,367,281
2027-28	4.650	1,615,000	749,506	2,364,506
2028-29	4.650	1,665,000	699,266	2,364,266
2029-30	4.650	1,740,000	629,750	2,369,750
2030-31	4.650	2,570,000	522,000	3,092,000
2031-32	4.650	2,880,000	385,750	3,265,750
2032-33	4.650	3,060,000	237,250	3,297,250
2033-34	4.650	3,215,000	80,375	3,295,375
Total	\$	30,745,000	\$ 16,526,247	\$ 47,271,247

City of Conroe

General Obligations

Debt Requirements

Description: Refunding Bonds, Series 2015
 Date of Issue: April 1, 2015
 Purpose: Refund \$15,340,000 of 2006, 2007, and 2008 COs and related issuance costs
 Amount Issued: \$ 15,340,000
 Amount Outstanding: \$ 15,340,000
 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
2015-16	2.000	\$ 40,000	\$ 549,250	\$ 589,250
2016-17	2.000	70,000	548,150	618,150
2017-18	2.000	130,000	546,150	676,150
2018-19	4.000	850,000	527,850	1,377,850
2019-20	2.250	880,000	500,950	1,380,950
2020-21	3.000	900,000	477,550	1,377,550
2021-22	3.000	925,000	450,175	1,375,175
2022-23	5.000	965,000	412,175	1,377,175
2023-24	5.000	1,340,000	354,550	1,694,550
2024-25	5.000	1,410,000	285,800	1,695,800
2025-26	3.000	1,465,000	228,575	1,693,575
2026-27	3.000	1,510,000	183,950	1,693,950
2027-28	4.000	1,565,000	130,000	1,695,000
2028-29	3.000	1,620,000	74,400	1,694,400
2029-30	3.000	1,670,000	25,050	1,695,050
Total	\$	15,340,000	\$ 5,294,575	\$ 20,634,575

City of Conroe

General Obligations

Debt Requirements

Description: Refunding Bonds, Series 2015A
Date of Issue: April 1, 2015
Refund of 2006A, 2007A, and 2008A Street improvements as funded by City of Conroe/Montgomery County Tax Increment Reinvestment Zone (TIRZ) #3
Purpose:
Amount Issued: \$ 14,365,000
Amount Outstanding: \$ 14,365,000
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
2015-16	2.000	\$ 40,000	\$ 514,400	\$ 554,400
2016-17	2.000	60,000	513,400	573,400
2017-18	2.000	125,000	511,550	636,550
2018-19	4.000	800,000	494,300	1,294,300
2019-20	2.250	820,000	469,075	1,289,075
2020-21	3.000	845,000	447,175	1,292,175
2021-22	3.000	865,000	421,525	1,286,525
2022-23	5.000	905,000	385,925	1,290,925
2023-24	5.000	1,255,000	331,925	1,586,925
2024-25	5.000	1,320,000	267,550	1,587,550
2025-26	3.000	1,370,000	214,000	1,584,000
2026-27	3.000	1,415,000	172,225	1,587,225
2027-28	4.000	1,465,000	121,700	1,586,700
2028-29	3.000	1,515,000	69,675	1,584,675
2029-30	3.000	1,565,000	23,475	1,588,475
Total		\$ 14,365,000	\$ 4,957,900	\$ 19,322,900

City of Conroe

General Obligations

Debt Requirements

Description: Refunding Bonds, Series 2015B
Date of Issue: April 1, 2015
Refund of 2006B and 2007B bonds, Reimburse The Woodlands Land Development Company for infrastructure expenses per Development Agreement
Purpose:
Amount Issued: \$ 3,665,000
Amount Outstanding: \$ 3,665,000
Paying Agent: Bank of New York
Payments: March 1st & September 1st (P)

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2015-16	2.000	\$ 10,000	\$ 131,225	\$ 141,225
2016-17	2.000	15,000	130,975	145,975
2017-18	2.000	30,000	130,525	160,525
2018-19	4.000	205,000	126,125	331,125
2019-20	2.250	210,000	119,663	329,663
2020-21	3.000	215,000	114,075	329,075
2021-22	3.000	220,000	107,550	327,550
2022-23	5.000	230,000	98,500	328,500
2023-24	5.000	320,000	84,750	404,750
2024-25	5.000	335,000	68,375	403,375
2025-26	3.000	350,000	54,750	404,750
2026-27	3.000	360,000	44,100	404,100
2027-28	4.000	375,000	31,200	406,200
2028-29	3.000	390,000	17,850	407,850
2029-30	3.000	400,000	6,000	406,000
Total		\$ 3,665,000	\$ 1,265,663	\$ 4,930,663

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2015 (Proposed)
 Date of Issue: TBD
 Purpose: Walden Rd Overlay; Grace Crossing Ext; Vine/Gladiola/Ave M Overlay;
 McDade Estates Overlay; M. P. Clark Rd; Signals SH 75 at North Loop 336;
 SH FM 1488 @ Grace Crossing; N Loop 336 @ Oxford Dr; Crighton Rd @ Ed
 Kharbat Dr; Loop 336 @ Owen Dr; Facilities Police & Mun Court Facility; Dean
 Towery Service Center Upgrades/Repairs; Transportation Grants Park and
 Ride @ FM 2854

Amount Issued: \$ 9,168,705
 Amount Outstanding: \$ 9,168,705
 Paying Agent: TBD
 Payments: March 1st & September 1st (P)

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2015-16	4.750	\$ 1,073,705	\$ 373,720	\$ 1,447,425
2016-17	4.750	210,000	379,525	589,525
2017-18	4.750	225,000	369,194	594,194
2018-19	4.750	235,000	358,269	593,269
2019-20	4.750	245,000	346,869	591,869
2020-21	4.750	260,000	334,875	594,875
2021-22	4.750	265,000	322,406	587,406
2022-23	4.750	285,000	309,344	594,344
2023-24	4.750	295,000	295,569	590,569
2024-25	4.750	310,000	281,200	591,200
2025-26	4.750	325,000	266,119	591,119
2026-27	4.750	340,000	250,325	590,325
2027-28	4.750	360,000	233,700	593,700
2028-29	4.750	375,000	216,244	591,244
2029-30	4.750	390,000	198,075	588,075
2030-31	4.750	525,000	176,344	701,344
2031-32	4.750	650,000	148,438	798,438
2032-33	4.750	890,000	111,863	1,001,863
2033-34	4.750	935,000	68,519	1,003,519
2034-35	4.750	975,000	23,156	998,156
Total	\$	9,168,705	\$ 5,063,751	\$ 14,232,456

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2015A (Proposed)
 Date of Issue: TBD
 Purpose: Reimburse The Woodlands Land Development Company for infrastructure development expenses per Development Agreement

Amount Issued: \$ 2,026,295
 Amount Outstanding: \$ 2,026,295
 Paying Agent: TBD
 Payments: March 1st & September 1st (P)

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2015-16	4.750 %	\$ 2,026,295	\$ 40,104	\$ 2,066,399
	Total	\$ 2,026,295	\$ 40,104	\$ 2,066,399



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WATER AND SEWER DEBT SERVICE FUND

FY 15-16 Budget Summary

Water and Sewer Debt Service Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -
Beginning Working Capital:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Water & Sewer Debt Service Revenues:								
Revenues	\$ 5,436,059	\$ 6,332,887	\$ 6,218,083	\$ 7,709,080	\$ -	\$ 7,709,080	\$ 1,376,193	21.7%
Total Revenues	\$ 5,436,059	\$ 6,332,887	\$ 6,218,083	\$ 7,709,080	\$ -	\$ 7,709,080	\$ 1,376,193	21.7%
Total Resources:	\$ 5,436,059	\$ 6,332,887	\$ 6,218,083	\$ 7,709,080	\$ -	\$ 7,709,080	\$ 1,376,193	21.7%
Water & Sewer Debt Service Expenditures:								
W & S Debt	\$ 5,710,135	\$ 6,332,887	\$ 6,218,083	\$ 7,709,080	\$ -	\$ 7,709,080	\$ 1,376,193	21.7%
Total Expenditures	\$ 5,710,135	\$ 6,332,887	\$ 6,218,083	\$ 7,709,080	\$ -	\$ 7,709,080	\$ 1,376,193	21.7%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -		\$ -		

Breakdown of Transfer In:

Water & Sewer Oper. Fund	\$ 7,460,660
CIDC General Fund	248,420
Total	\$ 7,709,080

CITY OF CONROE
FY 2015-2016
0006-0000

BUDGET LINE ITEMS

FUND: REV BOND DEBT SVC FUND

DEPARTMENT: REVENUE BOND DEBT SERVICE

DIVISION: REVENUES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$563	\$0	\$0	\$0	\$0	\$0	\$0
6015 Gains (Losses) on Investmt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$5,435,496	\$6,332,887	\$6,218,083	\$7,709,080	\$0	\$0	\$7,709,080
REVENUES SUBTOTAL	\$5,436,059	\$6,332,887	\$6,218,083	\$7,709,080	\$0	\$0	\$7,709,080
TOTAL 0006-0000	\$5,436,059	\$6,332,887	\$6,218,083	\$7,709,080	\$0	\$0	\$7,709,080

CITY OF CONROE
FY 2015-2016
0006-6000

BUDGET LINE ITEMS

FUND: REV BOND DEBT SVC FUND

DEPARTMENT: REVENUE BOND DEBT SERVICE

DIVISION: EXPENDITURES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$2,612	\$0	\$8,000	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$2,612	\$0	\$8,000	\$0	\$0	\$0	\$0
8520 Transfer Out	\$267,474	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS SUBTOTAL	\$267,474	\$0	\$0	\$0	\$0	\$0	\$0
9600 Principal	\$2,595,000	\$2,945,000	\$2,945,000	\$3,640,000	\$0	\$0	\$3,640,000
9610 Interest	\$2,839,499	\$3,379,887	\$3,257,083	\$4,061,080	\$0	\$0	\$4,061,080
9615 Fees	\$3,750	\$8,000	\$8,000	\$8,000	\$0	\$0	\$8,000
9616 Bond Issue Expense	\$1,800	\$0	\$0	\$0	\$0	\$0	\$0
9660 Principal-Lease	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DEBT SERVICE SUBTOTAL	\$5,440,049	\$6,332,887	\$6,210,083	\$7,709,080	\$0	\$0	\$7,709,080
TOTAL 0006-6000	\$5,710,135	\$6,332,887	\$6,218,083	\$7,709,080	\$0	\$0	\$7,709,080

City of Conroe

Schedule of Requirements

All Water & Sewer Revenue Bonds

Fiscal Year	Bonds Outstanding	Principal Requirements	Interest Requirements	Total Requirements
2015-16	\$ 107,995,000	\$ 3,640,000	\$ 4,061,080	\$ 7,701,080
2016-17	104,355,000	4,365,000	4,359,372	8,724,372
2017-18	99,990,000	4,515,000	4,205,611	8,720,611
2018-19	95,475,000	4,675,000	4,041,747	8,716,747
2019-20	90,800,000	4,860,000	3,868,421	8,728,421
2020-21	85,940,000	5,050,000	3,679,089	8,729,089
2021-22	80,890,000	5,250,000	3,469,008	8,719,008
2022-23	75,640,000	5,490,000	3,232,823	8,722,823
2023-24	70,150,000	5,750,000	2,973,589	8,723,589
2024-25	64,400,000	6,010,000	2,710,461	8,720,461
2025-26	58,390,000	6,280,000	2,443,418	8,723,418
2026-27	52,110,000	6,555,000	2,163,155	8,718,155
2027-28	45,555,000	6,840,000	1,877,340	8,717,340
2028-29	38,715,000	7,135,000	1,585,053	8,720,053
2029-30	31,580,000	7,450,000	1,278,822	8,728,822
2030-31	24,130,000	7,775,000	950,116	8,725,116
2031-32	16,355,000	4,425,000	679,688	5,104,688
2032-33	11,930,000	4,250,000	487,134	4,737,134
2033-34	7,680,000	3,170,000	313,019	3,483,019
2034-35	4,510,000	2,835,000	160,800	2,995,800
2035-36	1,675,000	1,675,000	43,969	1,718,969
TOTAL		\$ 107,995,000	\$ 48,583,714	\$ 156,578,714

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: \$ 8,665,000
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
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		\$ 8,665,000	\$ 3,698,556	\$ 12,363,556

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: \$ 4,580,000
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
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		\$ 4,580,000	\$ 1,999,063	\$ 6,579,063

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: \$ 9,025,000
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
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	\$	9,025,000	\$ 3,749,703	\$ 12,774,703

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: \$ 6,055,000
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
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		\$ 6,055,000	\$ 2,192,802	\$ 8,247,802

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: \$ 13,265,000
Paying Agent: Bank of New York
Payments: November 15th (P) & May 15th

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
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	\$	13,265,000	\$ 4,460,525	\$ 17,725,525

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: \$ 4,560,000
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
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	\$	4,560,000	\$ 1,631,806	\$ 6,191,806

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: \$ 16,865,000
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
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		\$ 16,865,000	\$ 5,975,900	\$ 22,840,900

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: \$ 6,535,000
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
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		\$ 6,535,000	\$ 2,671,822	\$ 9,206,822

City of Conroe

Revenue Bond

Debt Requirements

Description: Series 2014 Water and Sewer System Revenue Bonds

Date of Issue: August 28, 2014

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

Amount Issued: \$ 17,130,000

Amount Outstanding: \$ 17,130,000

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
2015-16	2.000	\$ 610,000	\$ 668,225	\$ 1,278,225
2016-17	2.000	620,000	655,925	1,275,925
2017-18	2.000	635,000	643,375	1,278,375
2018-19	2.000	645,000	630,575	1,275,575
2019-20	2.000	660,000	617,525	1,277,525
2020-21	4.000	680,000	597,325	1,277,325
2021-22	4.000	705,000	569,625	1,274,625
2022-23	5.000	740,000	537,025	1,277,025
2023-24	5.000	780,000	499,025	1,279,025
2024-25	5.000	815,000	459,150	1,274,150
2025-26	4.000	855,000	421,675	1,276,675
2026-27	4.000	890,000	386,775	1,276,775
2027-28	3.000	920,000	355,175	1,275,175
2028-29	3.000	950,000	327,125	1,277,125
2029-30	3.125	980,000	297,563	1,277,563
2030-31	5.000	1,020,000	256,750	1,276,750
2031-32	5.000	1,070,000	204,500	1,274,500
2032-33	5.000	1,125,000	149,625	1,274,625
2033-34	5.000	1,185,000	91,875	1,276,875
2034-35	5.000	1,245,000	31,125	1,276,125
Total	\$	\$ 17,130,000	\$ 8,399,963	\$ 25,529,963

City of Conroe

Revenue Bond

Debt Requirements

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

Amount Issued: \$ 21,315,000
Amount Outstanding: \$ 21,315,000
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
2015-16	5.250	\$ -	\$ 696,290	\$ 696,290
2016-17	5.250	620,000	1,102,763	1,722,763
2017-18	5.250	650,000	1,069,425	1,719,425
2018-19	5.250	685,000	1,034,381	1,719,381
2019-20	5.250	725,000	997,369	1,722,369
2020-21	5.250	765,000	958,256	1,723,256
2021-22	5.250	805,000	917,044	1,722,044
2022-23	5.250	850,000	873,600	1,723,600
2023-24	5.250	895,000	827,794	1,722,794
2024-25	5.250	940,000	779,625	1,719,625
2025-26	5.250	990,000	728,963	1,718,963
2026-27	5.250	1,045,000	675,544	1,720,544
2027-28	5.250	1,100,000	619,238	1,719,238
2028-29	5.250	1,160,000	559,913	1,719,913
2029-30	5.250	1,225,000	497,306	1,722,306
2030-31	5.250	1,290,000	431,288	1,721,288
2031-32	5.250	1,360,000	361,725	1,721,725
2032-33	5.250	1,435,000	288,356	1,723,356
2033-34	5.250	1,510,000	211,050	1,721,050
2034-35	5.250	1,590,000	129,675	1,719,675
2035-36	5.250	1,675,000	43,969	1,718,969
Total	\$	21,315,000	\$ 13,803,574	\$ 35,118,574



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

FY 15-16 Budget Summary

Conroe Industrial Development Corporation

Debt Service Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -							
Beginning Fund Balance:	\$	-	\$	-	\$	-	\$	-	N/A						
CIDC Debt Service Revenues:															
Revenues	\$	4,059,048	\$	6,869,130	\$	6,879,463	\$	2,492,263	\$	-	\$	2,492,263	\$	(4,376,867)	-63.7%
Total Revenues	\$	4,059,048	\$	6,869,130	\$	6,879,463	\$	2,492,263	\$	-	\$	2,492,263	\$	(4,376,867)	-63.7%
Total Resources:	\$	-	\$	6,869,130	\$	6,879,463	\$	2,492,263	\$	-	\$	2,492,263	\$	(4,376,867)	-63.7%
CIDC Debt Service Expenditures:															
CIDC Debt	\$	4,048,316	\$	6,869,130	\$	6,879,463	\$	2,492,263	\$	-	\$	2,492,263	\$	(4,376,867)	-63.7%
Total Expenditures	\$	4,048,316	\$	6,869,130	\$	6,879,463	\$	2,492,263	\$	-	\$	2,492,263	\$	(4,376,867)	-63.7%
New Fund Balance:	\$	-	\$	-	\$	-	\$	-							

Breakdown of Transfer In:

CIDC Rev. Clearing Fund	\$ 2,492,263
Total	\$ 2,492,263

CITY OF CONROE
FY 2015-2016
0009-0001

BUDGET LINE ITEMS

FUND: CIDC DEBT SVC FUND

DEPARTMENT: CIDC DEBT SERVICE

DIVISION: REVENUES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6112 Other Fin - Proceeds of Ref Bond	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6113 Other Sources - Bond Premium	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$4,059,048	\$6,869,130	\$6,879,463	\$2,492,263	\$0	\$0	\$2,492,263
REVENUES SUBTOTAL	\$4,059,048	\$6,869,130	\$6,879,463	\$2,492,263	\$0	\$0	\$2,492,263
TOTAL 0009-0001	\$4,059,048	\$6,869,130	\$6,879,463	\$2,492,263	\$0	\$0	\$2,492,263

CITY OF CONROE
FY 2015-2016
0009-9200

BUDGET LINE ITEMS

FUND: CIDC DEBT SVC FUND

DEPARTMENT: CIDC DEBT SERVICE

DIVISION: EXPENDITURES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$5,771	\$0	\$7,333	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$5,771	\$0	\$7,333	\$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	\$2,395,000	\$5,435,000	\$5,435,000	\$1,110,000	\$0	\$0	\$1,110,000
9610 Interest	\$1,644,046	\$1,404,130	\$1,404,130	\$1,352,263	\$0	\$0	\$1,352,263
9615 Fees	\$1,750	\$30,000	\$30,000	\$30,000	\$0	\$0	\$30,000
9616 Bond Issue Expense	\$1,749	\$0	\$3,000	\$0	\$0	\$0	\$0
9621 Other Fin - Pmt Ref Bd Escrow	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DEBT SERVICE SUBTOTAL	\$4,042,545	\$6,869,130	\$6,872,130	\$2,492,263	\$0	\$0	\$2,492,263
TOTAL 0009-9200	\$4,048,316	\$6,869,130	\$6,879,463	\$2,492,263	\$0	\$0	\$2,492,263

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

Fiscal Year	Bonds Outstanding	Principal	Interest	Total
2015-16	\$ 35,935,000	\$ 1,110,000	\$ 1,352,263	\$ 2,462,263
2016-17	34,825,000	1,140,000	1,321,713	2,461,713
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	\$ 35,935,000	\$ 12,183,457	\$ 48,118,457	

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: \$ 12,785,000
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
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	\$	12,785,000	\$ 4,644,794	\$ 17,429,794

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: \$ 12,685,000

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
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	\$	12,685,000	\$ 4,598,413	\$ 17,283,413

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: \$ 10,465,000

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
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		\$ 10,465,000	\$ 2,940,250	\$ 13,405,250

VEHICLE AND EQUIPMENT REPLACEMENT FUND

FY 15-16 Budget Summary

Vehicle and Equipment Replacement Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 4,977,087	\$ 4,977,087	\$ 4,412,613	\$ -	\$ 4,412,613	\$ -	0.0%
Vehicle and Equipment Replacement Fund Revenues:								
Revenues	\$ 2,245,876	\$ 1,578,987	\$ 1,755,201	\$ 963,491	\$ -	\$ 963,491	\$ (615,496)	-39.0%
Total Revenues	\$ 2,245,876	\$ 1,578,987	\$ 1,755,201	\$ 963,491	\$ -	\$ 963,491	\$ (615,496)	-39.0%
Total Resources:	\$ 2,245,876	\$ 6,556,074	\$ 6,732,288	\$ 5,376,104	\$ -	\$ 5,376,104	\$ (615,496)	-9.4%
Vehicle and Equipment Replacement Fund Expenditures:								
Vehicles	\$ 1,175,519	\$ 2,335,433	\$ 2,319,675	\$ 1,022,512	\$ -	\$ 1,022,512	\$ (1,312,921)	-56.2%
Total Expenditures	\$ 1,175,519	\$ 2,335,433	\$ 2,319,675	\$ 1,022,512	\$ -	\$ 1,022,512	\$ (1,312,921)	-56.2%
New Fund Balance:		\$ 4,220,641	\$ 4,412,613	\$ 4,353,592		\$ 4,353,592		

Breakdown of Transfer In:

General Fund	\$ -
General Fund (Fire Dept)	950,000
General Fund (PD Lease)	-
Tower Fund	2,253
Fleet Services Fund	8,638
Total	\$ 960,891

CITY OF CONROE
FY 2015-2016
0003-0000

BUDGET LINE ITEMS

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

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$712	\$2,600	\$3,118	\$2,600	\$0	\$0	\$2,600
6015 Gains (Losses) on Investmt	(\$3,508)	\$0	\$0	\$0	\$0	\$0	\$0
6036 Sales of Cap. Assets	\$112,853	\$0	\$145,134	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$0	\$0	\$3,786	\$0	\$0	\$0	\$0
6200 Proceeds of Capital Leases	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$46,645	\$0	\$26,776	\$0	\$0	\$0	\$0
6550 Transfer In	\$2,089,174	\$1,576,387	\$1,576,387	\$960,891	\$0	\$0	\$960,891
REVENUES SUBTOTAL	\$2,245,876	\$1,578,987	\$1,755,201	\$963,491	\$0	\$0	\$963,491
TOTAL 0003-0000	\$2,245,876	\$1,578,987	\$1,755,201	\$963,491	\$0	\$0	\$963,491

CITY OF CONROE
FY 2015-2016
0003-3010

BUDGET LINE ITEMS

FUND: VERF DEPARTMENT: VEHICLE & EQUIPMENT REPLACEMENT DIVISION: VERF EXPENDITURES							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$34,464	\$0	\$6,396	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$34,464	\$0	\$6,396	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$142,905	\$171,600	\$171,600	\$171,600	\$0	\$0	\$171,600
8060 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$142,905	\$171,600	\$171,600	\$171,600	\$0	\$0	\$171,600
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$10,491	\$38,900	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$987,659	\$2,124,933	\$2,141,679	\$850,912	\$0	\$0	\$850,912
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$998,150	\$2,163,833	\$2,141,679	\$850,912	\$0	\$0	\$850,912
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0003-3010	\$1,175,519	\$2,335,433	\$2,319,675	\$1,022,512	\$0	\$0	\$1,022,512

**FY 15-16 Supplemental Requests
Vehicle Equipment Replacement Fund**

<u>Contributing Department/Division</u>	<u>Supplemental Req. Title</u>	<u>Requested</u>	<u>Approved</u>	<u>Type</u>	<u>Notes</u>
0001-1201 Police Administration	Ford Explorer (0817)	\$ 26,000	\$ 26,000	V. E. R. F.	
0001-1201 Police Administration Total		\$ 26,000	\$ 26,000		
0001-1202 Police Support Services	Ford F-150 Extended Cab (0809)	32,500	32,500	V. E. R. F.	
0001-1202 Police Support Services	Chevrolet Malibu (0947)	26,000	26,000	V. E. R. F.	
0001-1202 Police Support Services	Chevrolet Caprice (0909)	29,351	29,351	V. E. R. F.	
0001-1202 Police Support Services Total		\$ 87,851	\$ 87,851		
0001-1203 Police Patrol	Chevrolet Caprice (1106)	29,351	29,351	V. E. R. F.	
0001-1203 Police Patrol	Chevrolet Caprice (1102)	29,351	29,351	V. E. R. F.	
0001-1203 Police Patrol	Chevrolet Caprice (1103)	29,351	29,351	V. E. R. F.	
0001-1203 Police Patrol	Chevrolet Caprice (1107)	29,351	29,351	V. E. R. F.	
0001-1203 Police Patrol	Chevrolet Caprice (1109)	29,351	29,351	V. E. R. F.	
0001-1203 Police Patrol	Chevrolet Caprice (1147)	29,351	29,351	V. E. R. F.	
0001-1203 Police Patrol	Chevrolet Caprice (1231)	29,351	29,351	V. E. R. F.	
0001-1203 Police Patrol	Chevrolet Caprice (1232)	29,351	29,351	V. E. R. F.	
0001-1203 Police Patrol	Chevrolet Caprice (1233)	29,351	29,351	V. E. R. F.	
0001-1203 Police Patrol	Chevrolet Caprice (1234)	29,351	29,351	V. E. R. F.	
0001-1203 Police Patrol	Chevrolet Caprice (1237)	29,351	29,351	V. E. R. F.	
0001-1203 Police Patrol Total		\$ 322,861	\$ 322,861		
0001-1300 Fire	Ford F-350 Pickup Truck (0223)	45,000	45,000	V. E. R. F.	
0001-1300 Fire Total		\$ 45,000	\$ 45,000		
0001-1450 Park Operations	F-450 Utility Truck or Equal (0631)	58,245	58,245	V. E. R. F.	
0001-1450 Park Operations	F-250 Extended Cab Truck or Equal (0829)	37,655	37,655	V. E. R. F.	
0001-1450 Park Operations	24 ft. Gooseneck Trailer (T-9724)	7,025	7,025	V. E. R. F.	
0001-1450 Park Operations Total		\$ 102,925	\$ 102,925		
0001-1500 Community Development	Ford 150-Extended Cab (0508)	26,500	-	V. E. R. F.	Not approved for funding
0001-1500 Community Development	Ford 150-Extended Cab (1023)	26,500	-	V. E. R. F.	Not approved for funding
0001-1500 Community Development Total		\$ 53,000	\$ -		
0001-1540 Street	Mack Dump Truck 2006 (0620)	85,420	-	V. E. R. F.	Not approved for funding
0001-1540 Street	Ford F450 2006 (0628)	36,515	58,245	V. E. R. F.	Updated cost approved
0001-1540 Street	Chevrolet 2500 2006 (0716)	21,785	37,655	V. E. R. F.	Updated cost approved
0001-1540 Street	Massey Ferguson Mower 2005 (E-0502)	34,375	34,375	V. E. R. F.	
0001-1540 Street	Street Sweeper (E1338)	181,350	-	V. E. R. F.	Not approved for funding, possible BA
0001-1540 Street Total		\$ 359,445	\$ 130,275		
0001-1570 Engineering	1/2 ton 4x4 Ext. Cab Truck (0324)	30,000	34,000	V. E. R. F.	Updated cost approved
0001-1570 Engineering	Ford F150 XL 1/2 Ton 4x4 Ext. Cab Truck (0511)	30,000	34,000	V. E. R. F.	Updated cost approved
0001-1570 Engineering	Chevrolet Silverado 2500 4x4 Ext. Cab Truck (0607)	30,000	34,000	V. E. R. F.	Updated cost approved
0001-1570 Engineering	Ford F150 XL 1/2 Ton 4x4 Ext. Cab Truck (0706)	30,000	34,000	V. E. R. F.	Updated cost approved
0001-1570 Engineering Total		\$ 120,000	\$ 136,000		
Grand Total		\$ 1,117,082	\$ 850,912		



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

FY 15-16 Budget Summary

Water and Sewer

Vehicle and Equipment Replacement Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -
Beginning Working Capital:	\$ 994,993	\$ 994,993	\$ 1,845,832	\$ -	\$ 1,845,832	\$ -	0.0%	
Water & Sewer VERF Revenues:								
Revenues	\$ 978,283	\$ 813,636	\$ 1,263,530	\$ 330,655	\$ -	\$ 330,655	\$ (482,981)	-59.4%
Total Revenues	\$ 978,283	\$ 813,636	\$ 1,263,530	\$ 330,655	\$ -	\$ 330,655	\$ (482,981)	-59.4%
Total Resources:	\$ 978,283	\$ 1,808,629	\$ 2,258,523	\$ 2,176,487	\$ -	\$ 2,176,487	\$ (482,981)	-26.7%
Water & Sewer VERF Expenditures:								
Vehicles	\$ 1,060,777	\$ 436,384	\$ 412,691	\$ 711,490	\$ -	\$ 711,490	\$ 275,106	63.0%
Total Expenditures	\$ 1,060,777	\$ 436,384	\$ 412,691	\$ 711,490	\$ -	\$ 711,490	\$ 275,106	63.0%
New Fund Balance:	\$ 1,372,245	\$ 1,845,832	\$ 1,464,997			\$ 1,464,997		

Breakdown of Transfer In:

W&S Operating Fund	\$ 327,958
Total	\$ 327,958

CITY OF CONROE
FY 2015-2016
0045-0000

BUDGET LINE ITEMS

FUND: W&S VERF

DEPARTMENT: WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT

DIVISION: W&S VERF REVENUES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest	\$3,950	\$0	\$5,376	\$2,697	\$0	\$0	\$2,697
6015 Gains (Losses) on Investmt	(\$6,386)	\$0	\$0	\$0	\$0	\$0	\$0
6036 Sales of Cap. Assets	\$35,548	\$0	\$436,759	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$0	\$0	\$7,759	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$6,831	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$938,340	\$813,636	\$813,636	\$327,958	\$0	\$0	\$327,958
REVENUES SUBTOTAL	\$978,283	\$813,636	\$1,263,530	\$330,655	\$0	\$0	\$330,655
TOTAL 0045-0000	\$978,283	\$813,636	\$1,263,530	\$330,655	\$0	\$0	\$330,655

CITY OF CONROE
FY 2015-2016
0045-4500

BUDGET LINE ITEMS

FUND: W&S VERF

DEPARTMENT: WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT

DIVISION: W&S VERF EXPENDITURES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7254 Machinery & Equipment <\$5,000	\$1,555	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$1,555	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$138	\$0	\$168	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$138	\$0	\$168	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$723,807	\$358,384	\$116,201	\$711,490	\$0	\$0	\$711,490
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$335,277	\$78,000	\$296,322	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$1,059,084	\$436,384	\$412,523	\$711,490	\$0	\$0	\$711,490
TOTAL 0045-4500	\$1,060,777	\$436,384	\$412,691	\$711,490	\$0	\$0	\$711,490

**FY 15-16 Supplemental Requests
Water Sewer Vehicle Equipment Replacement Fund**

<u>Contributing Department/Division</u>	<u>Supplemental Req. Title</u>	<u>Requested</u>	<u>Approved</u>	<u>Type</u>	<u>Notes</u>
0002-2820 Water	Ford F 150 (0828)	\$ 23,500	\$ 26,500	V. E. R. F.	Updated cost approved
0002-2820 Water	Trailer (T0319)	9,200	9,200	V. E. R. F.	
0002-2820 Water Total		\$ 32,700	\$ 35,700		
0002-2882 Sewer	Backhoe (E0637)	75,000	75,000	V. E. R. F.	
0002-2882 Sewer	Trailer (T8320)	4,900	4,900	V. E. R. F.	
0002-2882 Sewer	Trailer (T9909)	4,900	4,900	V. E. R. F.	
0002-2882 Sewer Total		\$ 84,800	\$ 84,800		
0002-2883 Pump & Motor Maint	Boom Truck (9706)	80,000	80,000	V. E. R. F.	Supplemental also
0002-2883 Pump & Motor Maint	Bucket Truck (0838)	85,915	108,000	V. E. R. F.	Updated cost approved
0002-2883 Pump & Motor Maint Total		\$ 165,915	\$ 188,000		
0002-2884 Project Construction (1540)	Dump Truck (0616)	84,918	130,000	V. E. R. F.	Updated cost approved
0002-2884 Project Construction (1540)	Dump Truck (0617)	84,918	130,000	V. E. R. F.	Updated cost approved
0002-2884 Project Construction (2820)	GMC Dump Truck (0622)	61,000	-	V. E. R. F.	To be replaced FY 14-15
0002-2884 Project Construction (2883)	Ford F 450 (0633)	33,039	58,245	V. E. R. F.	Supplemental also, updated cost approved
0002-2884 Project Construction (1550)	Ford F 450 (0634)	33,039	58,245	V. E. R. F.	Supplemental also, updated cost approved
0002-2884 Project Construction (2820)	1/2 Ton Ext. Cab Truck (0933)	23,500	26,500	V. E. R. F.	Was Ford F 250 4x4, updated cost approved
0002-2884 Project Construction Total		\$ 320,414	\$ 402,990		
Grand Total		\$ 603,829	\$ 711,490		



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

FY 15-16 Budget Summary

Conroe Industrial Development Corporation

Revenue Clearing Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
CIDC Revenue Clearing Revenues:								
Revenues	\$ 10,065,385	\$ 10,589,133	\$ 10,589,133	\$ 10,646,069	\$ -	\$ 10,646,069	\$ 56,936	0.5%
Total Revenues	\$ 10,065,385	\$ 10,589,133	\$ 10,589,133	\$ 10,646,069	\$ -	\$ 10,646,069	\$ 56,936	0.5%
Total Resources:	\$ 10,589,133	\$ 10,589,133	\$ 10,589,133	\$ 10,646,069	\$ -	\$ 10,646,069	\$ 56,936	0.5%
CIDC Revenue Clearing Expenditures:								
Revenue Clearing	\$ 9,874,606	\$ 10,589,133	\$ 10,589,133	\$ 10,646,069	\$ -	\$ 10,646,069	\$ 56,936	0.5%
Total Expenditures	\$ 9,874,606	\$ 10,589,133	\$ 10,589,133	\$ 10,646,069	\$ -	\$ 10,646,069	\$ 56,936	0.5%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Breakdown of Transfer Out:

CIDC Debt Service Fund	\$ 2,492,263
CIDC General Fund	8,153,806
Total	\$ 10,646,069

CITY OF CONROE
FY 2015-2016
0009-0002

BUDGET LINE ITEMS

FUND: CIDC REVENUE CLEARING FUND

DEPARTMENT: CIDC REVENUE CLEARING

DIVISION: REVENUES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
4040 Sales Tax	\$10,065,385	\$10,589,133	\$10,589,133	\$10,646,069	\$0	\$0	\$10,646,069
REVENUES SUBTOTAL	\$10,065,385	\$10,589,133	\$10,589,133	\$10,646,069	\$0	\$0	\$10,646,069
TOTAL 0009-0002	\$10,065,385	\$10,589,133	\$10,589,133	\$10,646,069	\$0	\$0	\$10,646,069

CITY OF CONROE
FY 2015-2016
0009-9400

BUDGET LINE ITEMS

FUND: CIDC REVENUE CLEARING FUND

DEPARTMENT: CIDC REVENUE CLEARING

DIVISION: EXPENDITURES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8520 Transfer Out	\$9,874,606	\$10,589,133	\$10,589,133	\$10,646,069	\$0	\$0	\$10,646,069
TRANSFERS SUBTOTAL	\$9,874,606	\$10,589,133	\$10,589,133	\$10,646,069	\$0	\$0	\$10,646,069
TOTAL 0009-9400	\$9,874,606	\$10,589,133	\$10,589,133	\$10,646,069	\$0	\$0	\$10,646,069

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

FY 15-16 Budget Summary

Conroe Industrial Development Fund

General Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 20,676,559	\$ 20,676,559	\$ 9,839,452	\$ -	\$ 9,839,452	\$ -	0.0%
CIDC General Fund Revenues:								
Revenues	\$ 10,602,642	\$ 6,546,645	\$ 7,391,449	\$ 8,179,968	\$ -	\$ 8,179,968	\$ 1,633,323	24.9%
Total Revenues	\$ 10,602,642	\$ 6,546,645	\$ 7,391,449	\$ 8,179,968	\$ -	\$ 8,179,968	\$ 1,633,323	24.9%
Total Resources:	\$ -	\$ 27,223,204	\$ 28,068,008	\$ 18,019,420	\$ -	\$ 18,019,420	\$ 1,633,323	6.0%
CIDC General Fund Expenditures:								
CIDC General Fund	\$ 5,549,762	\$ 15,464,350	\$ 14,898,893	\$ 2,190,999	\$ 1,280,448	\$ 3,471,447	\$ (11,992,903)	-77.6%
Total Expenditures	\$ 5,549,762	\$ 15,464,350	\$ 14,898,893	\$ 2,190,999	\$ 1,280,448	\$ 3,471,447	\$ (11,992,903)	-77.6%
Debt Service Reserve:		\$ 3,329,663	\$ 3,329,663	\$ -		\$ -		
New Fund Balance:		\$ 8,429,191	\$ 9,839,452	\$ 15,828,421		\$ 14,547,973		

Breakdown of Transfer In:

CIDC Rev. Clearing Fund	\$ 8,153,806
Total	\$ 8,153,806

Breakdown of Transfer Out:

W&S Debt Service Fund (Water Well debt)	\$ 248,420
GO Debt Service Fund (Park debt)	898,397
Total	\$ 1,146,817

Breakdown of Economic Development Contracts:

	Actual FY 13-14	Estimated FY 14-15	Budget FY 15-16
Incentive Agreements (10%)			
McKesson	\$ -	\$ -	\$ -
Byrne Medical	20,940	23,448	25,033
Byrne Medical #2	5,305	5,666	6,019
Royal Equipment	10,766	-	-
NOV Downhole, formerly ReedHycalog	217,115	-	-
Texas Oil Tools (National Oil Well Varco)	-	-	-
Texas Oil Tools (National Oil Well Varco) #2	98,188	101,135	103,038
Sooner Container	14,053	14,936	19,432
Bordon Milk	2,655	-	-
Bordon Milk #2	8,239	7,923	7,605
GE Energy formerly Sondex	17,128	21,557	-
Professional Directional	46,692	48,028	-
MS Energy Services, formerly Multi-Shot	134,251	180,266	234,506
Bauer	132,134	243,345	244,172
Town Center Office Plaza	11,268	-	-
Blue Magic	-	-	-
Ball Corporation	-	-	34,673
Hunting Energy Services	61,754	74,664	91,081
C&C Metals	6,168	11,524	12,045
Turbo Drill	6,710	13,214	19,914
Jyoti	-	150,629	75,016
HTTP	16,367	16,814	17,161
Stainless Structural	64,977	67,447	70,160
Medivators (Byrne Medical #3)	3,150	3,819	3,776
Protect Controls	23,622	34,823	35,848
NOV Downhole, formerly R&M Energy Systems	671	2,741	6,011
Energy Alloys, LLC	15,783	53,793	76,229
Hempel USA	-	23,420	23,420
Bordon Milk 2013	-	24,246	22,149
Professional Directional 2014	-	-	123,838
Available for Additional Incentives	-	-	-
TOTAL ALL AGREEMENTS	\$ 917,936	\$ 1,123,438	\$ 1,251,126

FY 15-16 Supplemental Requests CIDC Fund

<u>Department/Division</u>	<u>Dept Rank</u>	<u>Supplemental Req. Title</u>	<u>Requested Amount</u>	<u>FY 14-15 Purchase</u>	<u>CAO Adjustment</u>	<u>List "A" (Included)</u>	<u>Type</u>
0009-9000 CIDC	0	Incentives For GCEDC Client Companies	\$ 1,251,126	\$ -	\$ -	\$ 1,251,126	Non-discretionary Adjustment
0009-9000 CIDC	1	NBAA Site Selector And Dispatch Conference	3,822	-	-	3,822	New Travel & Training
0009-9000 CIDC	2	ICSC Recon Booth	18,500	-	-	18,500	New Travel & Training
0009-9000 CIDC	3	ICSC Texas Leasing Conference	7,000	-	-	7,000	New Travel & Training
			\$ 1,280,448	\$ -	\$ -	\$ 1,280,448	

Definitions:

1. **Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. **FY 14-15 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 14-15 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

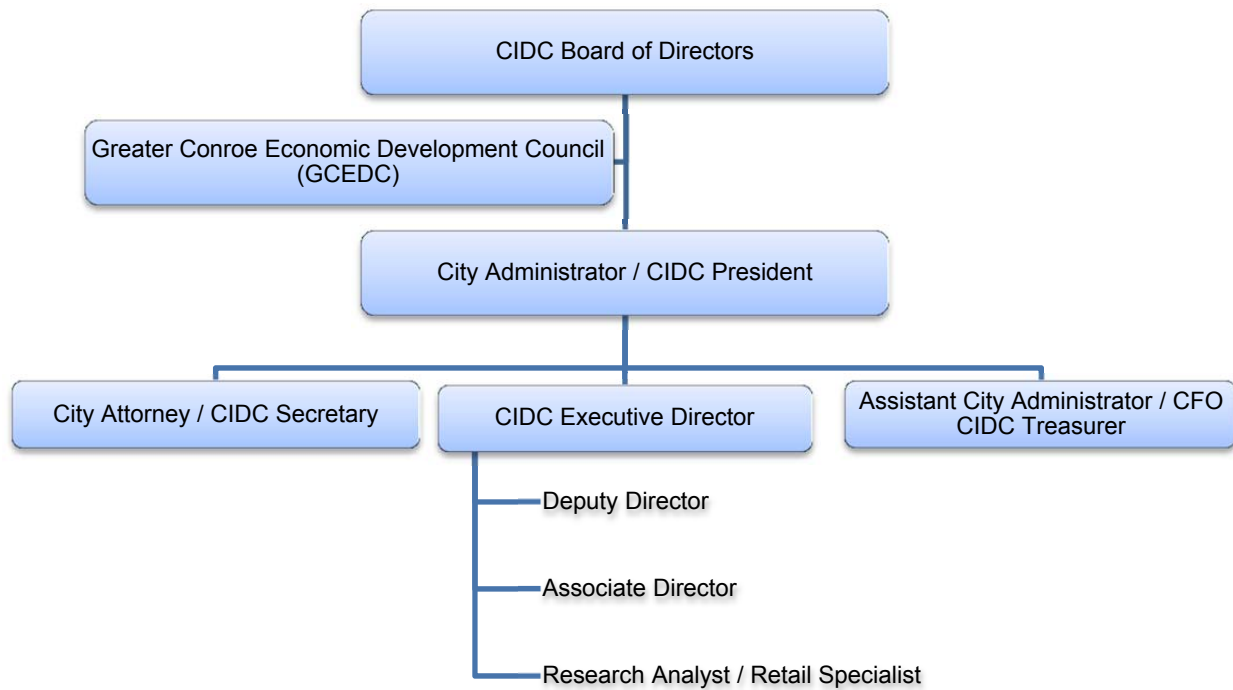
CITY OF CONROE
FY 2015-2016
0009-0000

BUDGET LINE ITEMS

FUND: CIDC GENERAL FUND DEPARTMENT: CIDC GENERAL FUND DIVISION: REVENUES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$30,682	\$27,005	\$26,162	\$26,162	\$0	\$0	\$26,162
6015 Gains (Losses) on Investmt	(\$21,427)	\$0	\$0	\$0	\$0	\$0	\$0
6030 Lease Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6035 Land Sales	\$4,777,829	\$0	\$855,780	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$0	\$0	\$200	\$0	\$0	\$0	\$0
6550 Transfer In	\$5,815,558	\$6,519,640	\$6,509,307	\$8,153,806	\$0	\$0	\$8,153,806
REVENUES SUBTOTAL	\$10,602,642	\$6,546,645	\$7,391,449	\$8,179,968	\$0	\$0	\$8,179,968
TOTAL 0009-0000	\$10,602,642	\$6,546,645	\$7,391,449	\$8,179,968	\$0	\$0	\$8,179,968

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 2014-2015

- ✓ Sold property in Conroe Park North
- ✓ Recruited businesses and facilitated expansions for Conroe Park North and Deison Technology Park
- ✓ Continued management of the economic development activity for the City of Conroe
- ✓ Distribute incentives for existing businesses for retention and expansion
- ✓ Represented City of Conroe with key economic development organizations
- ✓ Promoted economic development for the City of Conroe through public speaking events and marketing activities
- ✓ Continued recruitment trips with Texas One, TeamTexas and other economic development allies

Goals & Objectives for FY 2015-2016

- ❑ Sell property in Conroe Park North and Deison Technology Park
- ❑ Recruit businesses for Conroe Park North and Deison Technology Park
- ❑ Continue management of the economic development activity for the City of Conroe
- ❑ Distribute incentives for existing businesses for retention and expansion
- ❑ Represent City of Conroe at key marketing events
- ❑ Represent City of Conroe with key economic development organizations
- ❑ Promote economic development for the City of Conroe through public speaking events
- ❑ Continue Phase II of updates to the GCEDC website
- ❑ Complete process for reaccreditation with IEDC's Accredited Economic Development Organization (AEDO) program
- ❑ Continue participation in recruitment trips and events with TexasOne, TeamTexas and Opportunity Houston and further develop our marketing efforts
- ❑ Implement strategic plan and begin branding and marketing re-alignment

**City of Conroe
General Fund**

**Conroe Industrial Development Corporation
0009-9000**

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
CIDC Executive Director	1	1	1	1
CIDC Deputy Director	1	1	1	1
Associate Director	1	1	1	1
Research Analyst/Retail Specialist	1	1	1	1
CIDC Coordinator	1	0	0	0
TOTAL FULL TIME	5	4	4	4
	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
	N/A	N/A		
Business Attraction & Marketing	N/A	N/A		
Number of businesses attracted to Conroe	N/A	N/A	3	3
Number of jobs attracted to Conroe	N/A	N/A	150	150
New investment attracted/facilitated	N/A	N/A	\$60 million	\$60 million
Increase in tax revenue/base growth	N/A	N/A	5%	5%
Average wages/salaries of jobs attracted	N/A	N/A	\$45,000	\$45,000
"Active" prospects in the pipeline	N/A	N/A	5	5
Number of leads responded to	N/A	N/A	65	65
Cost-benefit analysis of proposed projects (ROI)	N/A	N/A	38%	38%
Incentives awarded for new projects (number)	N/A	N/A	3	3
Total cash incentive value for new projects	N/A	N/A	\$200,000	\$200,000
Targeted marketing campaigns undertaken (sales missions, ad campaigns, trade shows)	N/A	N/A	10	10
Availability of shovel-ready sites (number, acreage)	N/A	N/A		
			36 sites, 510.81 acres	33 sites, 463.37 acres
Conroe Park North	N/A	N/A	27 sites, 220.92 acres	27 sites, 220.92 acres
Deison Technology Park	N/A	N/A		
Business Retention & Expansion	N/A	N/A		
Number of businesses expanded	N/A	N/A	3	3
Number of jobs created by expansions	N/A	N/A	150	150
Number of businesses assisted	N/A	N/A	5	5
Relationships Established	N/A	N/A		
Collaboration with nearby higher educational institutions	N/A	N/A	Y	Y
Relationships established with regional and national site selectors	N/A	N/A	Y	Y
Relationships established with area legislators	N/A	N/A	Y	Y
Relationships with other organizations to expand resources	N/A	N/A	Y	Y
Communications	N/A	N/A		
Educating local elected officials on economic development practice	N/A	N/A	Y	Y
Engaging/informing state and regional partners on EDO activities and progress	N/A	N/A	Y	Y
Number of positive media hits	N/A	N/A	20	20
Ranking of web site in online search engines	N/A	N/A	#1 Google, #1 Bing	#1 Google, #1 Bing

The Administrative Coordinator/Transportation Specialist was moved to Transportation Grants Fund in FY 2013-2014.

CITY OF CONROE
FY 2015-2016
0009-9000

BUDGET LINE ITEMS

FUND: CIDC GENERAL FUND DEPARTMENT: CIDC GENERAL FUND DIVISION: EXPENDITURES							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$379,729	\$393,824	\$337,302	\$368,223	\$0	\$0	\$368,223
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$538	\$0	\$704	\$0	\$0	\$0	\$0
7025 Social Security	\$25,502	\$33,278	\$25,652	\$31,115	\$0	\$0	\$31,115
7030 Retirement & Pension	\$65,167	\$64,468	\$56,217	\$59,497	\$0	\$0	\$59,497
7035 Workers Compensation	\$3,570	\$4,783	\$5,105	\$4,705	\$0	\$0	\$4,705
7040 Employee Insurance	\$46,093	\$46,045	\$46,045	\$53,901	\$0	\$0	\$53,901
PERSONNEL SERVICES SUBTOTAL	\$520,599	\$542,398	\$471,025	\$517,441	\$0	\$0	\$517,441
7110 Office Supplies	\$10,376	\$12,000	\$12,000	\$12,000	\$0	\$0	\$12,000
7160 Vehicle Operations	\$4,842	\$3,500	\$3,500	\$3,500	\$0	\$0	\$3,500
7170 Vehicle Repairs	\$368	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$1,399	\$1,500	\$1,500	\$1,500	\$0	\$0	\$1,500
7200 Operating Supplies	\$1,777	\$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	\$31,346	\$0	\$992	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$50,108	\$19,500	\$20,492	\$19,500	\$0	\$0	\$19,500
8010 Utilities	\$17,531	\$20,000	\$20,000	\$20,966	\$0	\$0	\$20,966
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$314	\$100,000	\$98,287	\$10,000	\$0	\$0	\$10,000
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$64,786	\$119,877	\$125,000	\$166,733	\$0	\$29,322	\$196,055
8060 Contract Services	\$1,272,656	\$2,427,762	\$2,266,494	\$309,542	\$0	\$1,251,126	\$1,560,668
8087 Donation Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$1,355,287	\$2,667,639	\$2,509,781	\$507,241	\$0	\$1,280,448	\$1,787,689
9010 LAND > \$5,000	\$0	\$525,361	\$220,692	\$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	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2015-2016
0009-9000

BUDGET LINE ITEMS

FUND: CIDC GENERAL FUND

DEPARTMENT: CIDC GENERAL FUND

DIVISION: EXPENDITURES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
CAPITAL OUTLAY SUBTOTAL	\$0	\$525,361	\$220,692	\$0	\$0	\$0	\$0
8520 Transfer Out	\$3,623,768	\$11,709,452	\$11,676,903	\$1,146,817	\$0	\$0	\$1,146,817
TRANSFERS SUBTOTAL	\$3,623,768	\$11,709,452	\$11,676,903	\$1,146,817	\$0	\$0	\$1,146,817
TOTAL 0009-9000	\$5,549,762	\$15,464,350	\$14,898,893	\$2,190,999	\$0	\$1,280,448	\$3,471,447

CITY OF CONROE
FY 2015-2016
0009-9000

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2838	0	Incentives For Gcedc Client Companies	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$1,251,126 \$1,251,126
2836	1	Nbaa Site Selector And Dispatch Conference	New Travel & Training	8050 Travel & Training Request Total	\$3,822 \$3,822
2834	2	Icsc Recon Booth	New Travel & Training	8050 Travel & Training Request Total	\$18,500 \$18,500
2837	3	Icsc Texas Leasing Conference	New Travel & Training	8050 Travel & Training Request Total	\$7,000 \$7,000
4 Requests			Total for 0009-9000		\$1,280,448

HOTEL OCCUPANCY TAX FUND

FY 15-16 Budget Summary Hotel Occupancy Tax Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 1,527,938	\$ 1,527,938	\$ 1,841,251	\$ -	\$ 1,841,251	\$ -	0.0%
HOT Revenues								
Revenues	\$ 1,107,791	\$ 1,006,946	\$ 1,199,669	\$ 1,187,631	\$ -	\$ 1,187,631	\$ 180,685	17.9%
Total Revenues	\$ 1,107,791	\$ 1,006,946	\$ 1,199,669	\$ 1,187,631	\$ -	\$ 1,187,631	\$ 180,685	17.9%
Total Resources:	\$ 1,107,791	\$ 2,534,884	\$ 2,727,607	\$ 3,028,882	\$ -	\$ 3,028,882	\$ 180,685	7.1%
HOT Expenses								
Con. & Vis. Bureau	\$ 678,387	\$ 939,173	\$ 886,356	\$ 746,908	\$ 75,235	\$ 822,143	\$ (117,030)	-12.5%
Total Expenditures	\$ 678,387	\$ 939,173	\$ 886,356	\$ 746,908	\$ 75,235	\$ 822,143	\$ (117,030)	-12.5%
New Fund Balance:		\$ 1,595,711	\$ 1,841,251	\$ 2,281,974		\$ 2,206,739		

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -

FY 15-16 Supplemental Requests HOT Fund

<u>Department/Division</u>	<u>Dept Rank</u>	<u>Supplemental Req. Title</u>	<u>Requested Amount</u>	<u>FY 14-15 Purchase</u>	<u>CAO Adjustment</u>	<u>List "A" (Included)</u>	<u>Type</u>
004-4010 Convention & Visitors Bur	1	Additional Marketing Funds To Expand Our Reach	\$ 11,595	\$ -	\$ -	\$ 11,595	Enhanced Program
004-4010 Convention & Visitors Bur	2	Tourtexas.com	6,905	-	-	6,905	Enhanced Program
004-4010 Convention & Visitors Bur	3	Office Supplies	10,000	-	-	10,000	Enhanced Program
004-4010 Convention & Visitors Bur	4	Marketing Opportunities- Texas Monthly & Txmo Web	17,000	-	-	17,000	Enhanced Program
004-4010 Convention & Visitors Bur	5	Marketing Opportunities- Texas Parks & Wildlife	3,000	-	-	3,000	Enhanced Program
004-4010 Convention & Visitors Bur	6	Marketing Opportunities- Texas State Travel Guide	17,847	-	-	17,847	Enhanced Program
004-4010 Convention & Visitors Bur	7	Marketing Opportunities- Texas Highways	7,388	-	-	7,388	Enhanced Program
004-4010 Convention & Visitors Bur	8	New Equipment & Machinery	1,500	-	-	1,500	New Equipment
004-4010 Convention & Visitors Bur	9	Develop Spanish Literature	6,000	-	-	-	New Program
			\$ 81,235	\$ -	\$ -	\$ 75,235	

Definitions:

1. **Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. **FY 14-15 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 FY14-15 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2015-2016
0004-0000

BUDGET LINE ITEMS

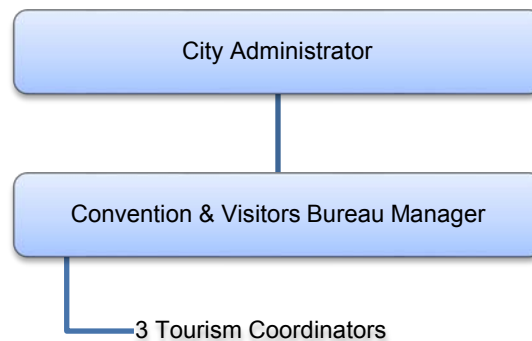
FUND: HOTEL OCCUPANCY TAX FUND

DEPARTMENT: HOTEL OCCUPANCY TAX

DIVISION: HOT REVENUES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
4050 Hotel Occupancy Tax	\$1,103,093	\$1,006,946	\$1,187,631	\$1,187,631	\$0	\$0	\$1,187,631
6010 Interest	\$902	\$0	\$1,538	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$3,796	\$0	\$0	\$0	\$0	\$0	\$0
6080 Donations	\$0	\$0	\$10,500	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$1,107,791	\$1,006,946	\$1,199,669	\$1,187,631	\$0	\$0	\$1,187,631
TOTAL 0004-0000	\$1,107,791	\$1,006,946	\$1,199,669	\$1,187,631	\$0	\$0	\$1,187,631

Convention & Visitors Bureau



The Conroe Convention and Visitors Bureau develops and initiates projects, programs and events to encourage and promote the tourist and convention industry within the City of Conroe, including programs promoting Conroe's historic structures, attractions and hotels. The CVB Manager directs and manages the Convention and Visitors Bureau to meet the goals and objectives defined by the City Council. The CVB Manager is accountable for the effective management and direction of comprehensive public relations, advertising and marketing programs which provide Convention Center facility utilization and attract and develop visitors to other City of Conroe facilities.

Convention & Visitors Bureau

Accomplishments FY 2014-2015

- ✓ Updated Corporate Meeting Planner marketing literature
- ✓ Developed framework for step-off bus tour program and completed first tour
- ✓ Grew the Conroe CVB newsletter by 53%
- ✓ Worked with 11 major events in Conroe that positively impact tourism
- ✓ Developed and hosted Roger Brooks webinar series, a six part educational series on downtown development that can be used for TML credits
- ✓ Grew social media followers by 23%
- ✓ Sought out new large-scale events to bid and landed three: The Texas Firefighters Summer Games, the American Family Motor Coach Six State Rally, and the Texas Sign Association
- ✓ Established new marketing presence in meeting and event advertising through TML and SMERF Marketing, and have made several contacts as a result
- ✓ Began process of updating and revitalizing CVB website
- ✓ Increased presence at travel shows with 3 new shows attended
- ✓ Utilized memberships more effectively and grew partnerships, such as with the Texas Forest Trail and I-45 Corridor Association
- ✓ Enriched Concierge Book by adding new resources and literature
- ✓ Expanded Tourist Council membership to better represent Conroe, including the Friends of Conroe and the Conroe Downtown Area Association
- ✓ Played role in Rodney Pool's election to board of Texas Downtown Association
- ✓ Increased marketing presence in international market and grew international visitor requests by 6,132 or 481%

Goals & Objectives FY 2015-2016

- ❑ Continue process of updating standard and mobile CVB website
- ❑ Grow bus tours in Conroe
- ❑ Increase advertising presence in recreational markets by expanding current ads
- ❑ Develop Spanish literature to proactively prepare for upcoming airport expansion
- ❑ Work with Sounds Like Texas, a new music series for Conroe, to grow tourism
- ❑ Research different and more impactful travel show opportunities

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

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERSONNEL SERVICES				
Convention & Visitors Bureau Manager	1	1	1	1
Tourism Coordinator	2	3	3	3
TOTAL FULL TIME	3	4	4	4

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERFORMANCE MEASURES				

Marketing Efforts

Ads Produced	71	58	96	107
Trade Shows	4	6	4	6
Familiarization Tours	1	2	3	4

Marketing Results

Events Supported, Acquired and/or Retained				
Sporting Events	16	11	12	13
Social Events (Wedding, etc.)	26	6	12	14
Corporate Events	3	9	7	9
Information Requests				
Walk In Visitors	338	1,027	1,134	1,238
Telephone Requests	392	1,549	1,588	1,642
Email/Web Downloads	2,836	2,593	3,627	4,661
Wedding Packets	472	59	162	170
Meeting & Events Packets	588	78	159	170
Media Leads	30,452	28,030	38,097	48,164
Bulk Distribution	11,155	20,920	29,180	37,440
Website and Social Media				
Website Visitors	70,804	64,580	54,453	59,000
Facebook Likes	6,911	8,581	10,225	11,872
Twitter Followers	715	1,145	1,747	2,349
Blog Pageviews	3,151	8,741	10,103	12,000

Continuing Education

Industry Conventions	16	22	26	28
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CITY OF CONROE
FY 2015-2016
0004-4010

BUDGET LINE ITEMS

FUND: HOTEL OCCUPANCY TAX FUND

DEPARTMENT: CONVENTION & VISITORS BUREAU

DIVISION: CVB EXPENDITURES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$196,593	\$211,804	\$212,272	\$223,322	\$0	\$0	\$223,322
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$4,031	\$2,000	\$2,156	\$2,000	\$0	\$0	\$2,000
7025 Social Security	\$14,896	\$18,066	\$18,066	\$19,040	\$0	\$0	\$19,040
7030 Retirement & Pension	\$34,366	\$35,003	\$35,000	\$36,408	\$0	\$0	\$36,408
7035 Workers Compensation	\$1,594	\$2,572	\$2,500	\$2,854	\$0	\$0	\$2,854
7040 Employee Insurance	\$42,970	\$46,045	\$46,000	\$53,901	\$0	\$0	\$53,901
PERSONNEL SERVICES SUBTOTAL	\$294,450	\$315,490	\$315,994	\$337,525	\$0	\$0	\$337,525
7110 Office Supplies	\$28,992	\$9,850	\$9,850	\$9,850	\$0	\$10,000	\$19,850
7160 VEHICLE OPERATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7170 VEHICLE REPAIRS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$1,695	\$500	\$500	\$500	\$0	\$0	\$500
7254 Machinery & Equipment <\$5,000	\$5,588	\$0	\$0	\$0	\$0	\$1,500	\$1,500
SUPPLIES SUBTOTAL	\$36,275	\$10,350	\$10,350	\$10,350	\$0	\$11,500	\$21,850
8010 Utilities	\$2,379	\$2,050	\$2,050	\$2,050	\$0	\$0	\$2,050
8050 Travel & Training	\$22,399	\$54,821	\$27,000	\$54,821	\$0	\$0	\$54,821
8060 Contract Services	\$322,884	\$530,962	\$530,962	\$342,162	\$0	\$63,735	\$405,897
CONTRACTUAL SUBTOTAL	\$347,662	\$587,833	\$560,012	\$399,033	\$0	\$63,735	\$462,768
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	\$0	\$25,500	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$25,500	\$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	\$678,387	\$939,173	\$886,356	\$746,908	\$0	\$75,235	\$822,143

CITY OF CONROE
FY 2015-2016
0004-4010

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2862	1	Additional Marketing Funds To Expand Our Reach	Enhanced Program	8060 CONTRACT SERVICES Request Total	\$11,595 \$11,595
2897	2	Tourtexas.com	Enhanced Program	8060 CONTRACT SERVICES Request Total	\$6,905 \$6,905
2451	3	Office Supplies	Enhanced Program	7110 OFFICE SUPPLIES Request Total	\$10,000 \$10,000
2740	4	Marketing Opportunities-Texas Monthly & Txmo Web	Enhanced Program	8060 CONTRACT SERVICES Request Total	\$17,000 \$17,000
2700	5	Marketing Opportunities-Texas Parks & Wildlife	Enhanced Program	8060 CONTRACT SERVICES Request Total	\$3,000 \$3,000
2738	6	Marketing Opportunities-Texas State Travel Guide	Enhanced Program	8060 CONTRACT SERVICES Request Total	\$17,847 \$17,847
2739	7	Marketing Opportunities-Texas Highways	Enhanced Program	8060 CONTRACT SERVICES Request Total	\$7,388 \$7,388
2742	8	New Equipment & Machinery	New Equipment	7254 MACHINERY & EQUIPMENT <\$5,000 Request Total	\$1,500 \$1,500
8 Requests			Total for 0004-4010		\$75,235



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

FY 15-16 Budget Summary CDBG Entitlement Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 517,999	\$ 517,999	\$ 3,450	\$ -	\$ 3,450	\$ -	0.0%
CDBG Entitlement Fund Revenues:								
Revenues	\$ 893,557	\$ 626,095	\$ 626,480	\$ 657,852	\$ -	\$ 657,852	\$ 31,757	5.1%
Total Revenues	\$ 893,557	\$ 626,095	\$ 626,480	\$ 657,852	\$ -	\$ 657,852	\$ 31,757	5.1%
Total Resources:	\$ 893,557	\$ 1,144,094	\$ 1,144,479	\$ 661,302	\$ -	\$ 661,302	\$ 31,757	2.8%
CDBG Entitlement Fund Expenditures:								
CDBG	\$ 715,604	\$ 626,095	\$ 1,141,029	\$ 657,852	\$ -	\$ 657,852	\$ 31,757	5.1%
Total Expenditures	\$ 715,604	\$ 626,095	\$ 1,141,029	\$ 657,852	\$ -	\$ 657,852	\$ 31,757	5.1%
New Fund Balance:		\$ 517,999	\$ 3,450	\$ 3,450		\$ 3,450		

Breakdown of Transfer Out:

General Fund	\$ 91,570
Total	\$ 91,570

CITY OF CONROE
FY 2015-2016
0024-0000

BUDGET LINE ITEMS

FUND: CDBG OPERATIONS FUND DEPARTMENT: CDBG OPERATIONS DIVISION: CDBG REVENUES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$103	\$0	\$385	\$0	\$0	\$0	\$0
6106 Intergovernmental	\$877,876	\$626,095	\$626,095	\$657,852	\$0	\$0	\$657,852
6550 Transfer In	\$15,578	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$893,557	\$626,095	\$626,480	\$657,852	\$0	\$0	\$657,852
TOTAL 0024-0000	\$893,557	\$626,095	\$626,480	\$657,852	\$0	\$0	\$657,852

CITY OF CONROE
FY 2015-2016
0024-2400

BUDGET LINE ITEMS

FUND: CDBG OPERATIONS FUND

DEPARTMENT: CDBG OPERATIONS

DIVISION: CDBG EXPENDITURES

	2014	2015		2016			
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	\$557,464	\$468,999	\$343,780	\$410,574	\$0	\$0	\$410,574
CONTRACTUAL SUBTOTAL	\$557,464	\$468,999	\$343,780	\$410,574	\$0	\$0	\$410,574
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	\$640,153	\$91,570	\$0	\$0	\$91,570
TRANSFERS SUBTOTAL	\$0	\$0	\$640,153	\$91,570	\$0	\$0	\$91,570
9601 Sec 108 Principal	\$99,000	\$103,000	\$103,000	\$107,000	\$0	\$0	\$107,000
9611 Sec 108 Interest	\$59,140	\$54,096	\$54,096	\$48,708	\$0	\$0	\$48,708
DEBT SERVICE SUBTOTAL	\$158,140	\$157,096	\$157,096	\$155,708	\$0	\$0	\$155,708
TOTAL 0024-2400	\$715,604	\$626,095	\$1,141,029	\$657,852	\$0	\$0	\$657,852

TRANSPORTATION GRANTS FUND

FY 15-16 Budget Summary Transportation Grants Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ 255,810	\$ 255,810	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transportation Grant Fund Revenues:								
Revenues	\$ 655,413	\$ 1,064,391	\$ 1,404,742	\$ 1,150,159	\$ -	\$ 1,150,159	\$ 85,768	8.1%
Total Revenues	\$ 655,413	\$ 1,064,391	\$ 1,404,742	\$ 1,150,159	\$ -	\$ 1,150,159	\$ 85,768	8.1%
Total Resources:	\$ 655,413	\$ 1,320,201	\$ 1,660,552	\$ 1,150,159	\$ -	\$ 1,150,159	\$ 85,768	6.5%
Transportation Grant Fund Expenditures:								
Transit	\$ 399,595	\$ 1,607,744	\$ 1,660,552	\$ 1,150,159	\$ -	\$ 1,150,159	\$ (457,585)	-28.5%
Total Expenditures	\$ 399,595	\$ 1,607,744	\$ 1,660,552	\$ 1,150,159	\$ -	\$ 1,150,159	\$ (457,585)	-28.5%
New Fund Balance:	\$ (287,543)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Breakdown of Transfer In:

General Fund	\$ 131,058
Total	\$ 131,058

Breakdown of Transfer Out:

Vehicle & Equipment Fund	\$ -
Total	\$ -

FY 15-16 Supplemental Requests Transportation Grants Fund

<u>Department/Division</u>	<u>Dept Rank</u>	<u>Supplemental Req. Title</u>	<u>Requested Amount1</u>	<u>FY 14-15 Purchase2</u>	<u>CAO Adjustment3</u>	<u>List "A" Included4</u>	<u>Type</u>
0036-3600 Transit	1	Transportation Manager Grade Adjustment	\$ 36,917	\$ -	\$ -	\$ -	Enhanced Program
0036-3600 Transit	2	Transportation Project Coordinator	59,504	-	-	-	New Personnel
0036-3600 Transit	3	ADA Paratransit Vans	120,000	120,000	-	-	New Equipment
0036-3600 Transit	4	Transportation Planner	87,098	-	-	-	New Personnel
0036-3600 Transit	5	Sport Utility Vehicle (SUV)	27,000	-	-	-	New Equipment
			\$ 330,519	\$ 120,000	\$ -	\$ -	

Definitions:

1. **Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. **FY 14-15 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 14-15 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

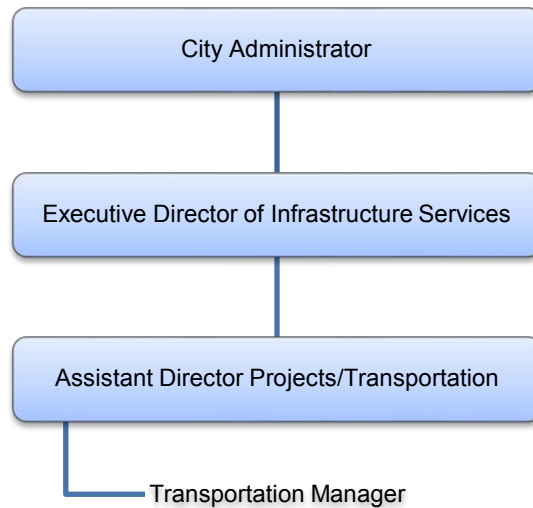
CITY OF CONROE
FY 2015-2016
0036-0000

BUDGET LINE ITEMS

FUND: TRANSPORTATION GRANTS FUND DEPARTMENT: TRANSIT DIVISION: TRANSIT REVENUE

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$20	\$0	\$0	\$0	\$0	\$0	\$0
6106 Intergovernmental	\$134,163	\$996,791	\$1,248,253	\$1,019,101	\$0	\$0	\$1,019,101
6550 Transfer In	\$521,230	\$67,600	\$156,489	\$131,058	\$0	\$0	\$131,058
REVENUES SUBTOTAL	\$655,413	\$1,064,391	\$1,404,742	\$1,150,159	\$0	\$0	\$1,150,159
TOTAL 0036-0000	\$655,413	\$1,064,391	\$1,404,742	\$1,150,159	\$0	\$0	\$1,150,159

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 support the local bus route service, ADA Paratransit services and a Park and Ride commuter service. Transit services enable riders to have greater mobility alternatives for work-related opportunities, shopping capabilities, access to governmental, medical services and to the downtown Houston area.

Transit

Accomplishments for FY 2014-2015

- ✓ Received the Glaval Titan II Low Floor Buses for the Fixed Route Service with Complementary Americans with Disabilities Act Paratransit Service, paid the bus dealer and received 80% reimbursement from the Federal Transit administration (FTA) and 20% reimbursement from the state
- ✓ Procured a Transit Service Operator for operating and maintaining the fixed route bus service with paratransit service
- ✓ Initiated fixed route bus service between Dugan, Downtown, Conroe Regional Medical Center and the Walmart Super Center
- ✓ Developed a Complementary ADA Paratransit Service Plan and implemented the service
- ✓ Successfully continued the Demand Response Service for seniors and persons with disabilities under contract with The Friendship Center
- ✓ Initiated design contracts for two (2) transit related TxDOT projects - Conroe Park & Ride at FM 2854 and IH-45 & SH-105 Access Management improvements
- ✓ Collaborated with Conroe Independent School District in order to create a Conroe Safe Routes to School submission for the construction of new sidewalks as part of the 2015-2018 H-GAC TIP process
- ✓ Negotiated the League Line Road extension design process and funding award. Project is under construction

Goals & Objectives for FY 2015-2016

- ❑ Begin construction of the Conroe Park & Ride at FM 2854 and IH-45 & SH-105 Access Management improvements
- ❑ Initiate procurement for full turnkey park & ride commuter service operator and develop a marketing strategy
- ❑ Oversee completion for League Line Road Extension construction
- ❑ Add a third route to the fixed bus route service
- ❑ Investigate the option of purchasing additional buses to be used as spares

City of Conroe **Transportation Grants Fund**

Transit **0036-3600**

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERSONNEL SERVICES				
Admin Coordinator/Transportation Specialist	0	1	0	0
Transportation Manager	0	0	1	1
TOTAL FULL TIME	0	1	1	1

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERFORMANCE MEASURES				
Ridership				
Fixed Route	N/A	N/A	9,100	15,600
ADA	N/A	N/A	280	480
Service Effectiveness - Unlinked Passenger Trips per Vehicle Revenue Hour				
Fixed Route	N/A	N/A	5	5
ADA	N/A	N/A	1	1
Cost Effectiveness - Farebox Recovery Ratio (fares collected/total cost of service)				
Fixed Route	N/A	N/A	0.1	0.1
ADA	N/A	N/A	0.06	0.06

This Fund started in FY 2013-2014. It was previously the Transit Division in the General Fund.

CITY OF CONROE
FY 2015-2016
0036-3600

BUDGET LINE ITEMS

FUND: TRANSPORTATION GRANTS FUND DEPARTMENT: TRANSIT DIVISION: TRANSIT EXPENDITURES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$56,325	\$58,005	\$58,005	\$61,819	\$0	\$0	\$61,819
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$1,395	\$10,000	\$12,000	\$0	\$0	\$0	\$0
7025 Social Security	\$4,190	\$4,901	\$4,901	\$5,224	\$0	\$0	\$5,224
7030 Retirement & Pension	\$9,876	\$9,542	\$9,542	\$9,989	\$0	\$0	\$9,989
7035 Workers Compensation	\$451	\$704	\$704	\$790	\$0	\$0	\$790
7040 Employee Insurance	\$8,579	\$11,511	\$11,511	\$13,475	\$0	\$0	\$13,475
PERSONNEL SERVICES SUBTOTAL	\$80,816	\$94,663	\$96,663	\$91,297	\$0	\$0	\$91,297
7110 Office Supplies	\$1,424	\$2,672	\$2,672	\$1,500	\$0	\$0	\$1,500
7160 Vehicle Operations	\$0	\$100	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$5,860	\$35,000	\$35,000	\$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	\$1,420	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$8,704	\$37,772	\$37,672	\$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	\$14,571	\$16,500	\$16,500	\$16,500	\$0	\$0	\$16,500
8060 Contract Services	\$295,504	\$919,981	\$850,889	\$1,025,862	\$0	\$0	\$1,025,862
CONTRACTUAL SUBTOTAL	\$310,075	\$936,481	\$867,389	\$1,042,362	\$0	\$0	\$1,042,362
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	\$538,828	\$658,828	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$538,828	\$658,828	\$0	\$0	\$0	\$0
TOTAL 0036-3600	\$399,595	\$1,607,744	\$1,660,552	\$1,150,159	\$0	\$0	\$1,150,159

CONROE TOWER FUND

FY 15-16 Budget Summary Conroe Tower Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ 344,253	\$ 344,253	\$ 344,253	\$ 300,135	\$ -	\$ 300,135	\$ -	0.0%
Conroe Tower Fund Revenues:								
Revenues	\$ 543,596	\$ 524,395	\$ 550,860	\$ 464,992	\$ -	\$ 464,992	\$ (59,403)	-11.3%
Total Revenues	\$ 543,596	\$ 524,395	\$ 550,860	\$ 464,992	\$ -	\$ 464,992	\$ (59,403)	-11.3%
Total Resources:	\$ 543,596	\$ 868,648	\$ 895,113	\$ 765,127	\$ -	\$ 765,127	\$ (59,403)	-6.8%
Conroe Tower Fund Expenditures:								
Conroe Tower	\$ 585,284	\$ 568,513	\$ 594,978	\$ 464,992	\$ 60,760	\$ 525,752	\$ (42,761)	-7.5%
Total Expenditures	\$ 585,284	\$ 568,513	\$ 594,978	\$ 464,992	\$ 60,760	\$ 525,752	\$ (42,761)	-7.5%
New Fund Balance:	\$ 300,135	\$ 300,135	\$ 300,135			\$ 239,375		

Breakdown of Transfer In:

General Fund	\$ 153,744
Water and Sewer Operating Fund	51,248
Total	\$ 204,992

Breakdown of Transfer Out:

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

FY 15-16 Supplemental Requests Conroe Tower Fund

<u>Department/Division</u>	<u>Dept Rank</u>	<u>Supplemental Req. Title</u>	<u>Requested Amount</u>	<u>FY 14-15 Purchase</u>	<u>CAO Adjustment</u>	<u>List "A" (Included)</u>	<u>Type</u>
0025-2500 Conroe Tower	0	Soda Fountain Supplies	\$ 7,873	\$ -	\$ 7,873	\$ -	Non-discretionary Adjustment
0025-2500 Conroe Tower	0	Security Maintenance Agreement	11,183	-	11,183	-	Non-discretionary Adjustment
0025-2500 Conroe Tower	1	Security Cameras - 4,5, Exterior N & E Doors	7,400	-	-	7,400	Enhanced Program
0025-2500 Conroe Tower	2	Replace Common Area Furniture 1-3	8,760	-	-	8,760	Replacement Equipment
0025-2500 Conroe Tower	3	Professional Stone Restore & Repair Of Lobby Floor	7,600	-	-	7,600	Replacement Equipment
0025-2500 Conroe Tower	4	Replace Wall Covering W/ Paint On Floors 2,4,5	13,000	-	-	13,000	Replacement Equipment
0025-2500 Conroe Tower	5	Replace Carpet In Hallway And Common Area 1-5	18,000	-	-	18,000	Replacement Equipment
0025-2500 Conroe Tower	6	Upgrade Landscaping For Tower	6,000	-	-	6,000	New Equipment
			\$ 79,816	\$ -	\$ 19,056	\$ 60,760	

Definitions:

1. **Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. **FY 14-15 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 FY14-15 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2015-2016
0025-0000

BUDGET LINE ITEMS

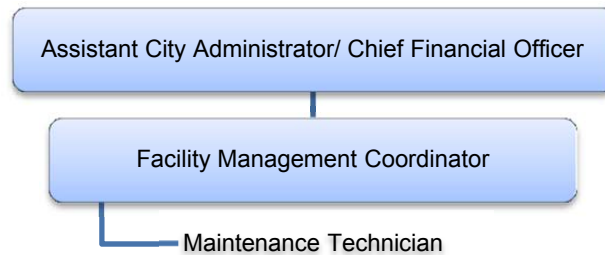
FUND: CONROE TOWER FUND

DEPARTMENT: CONROE TOWER

DIVISION: CONROE TOWER REVENUES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5150 Services Charges	\$20	\$0	\$0	\$0	\$0	\$0	\$0
6010 Interest	\$132	\$0	\$146	\$0	\$0	\$0	\$0
6030 Lease Income	\$268,856	\$255,132	\$276,881	\$260,000	\$0	\$0	\$260,000
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	\$2,500	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$272,088	\$269,263	\$273,833	\$204,992	\$0	\$0	\$204,992
REVENUES SUBTOTAL	\$543,596	\$524,395	\$550,860	\$464,992	\$0	\$0	\$464,992
TOTAL 0025-0000	\$543,596	\$524,395	\$550,860	\$464,992	\$0	\$0	\$464,992

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 2014-2015

- ✓ Renovated Utility Billing
- ✓ Maintained 100% occupancy level in the Tower
- ✓ Maintained ice machine and soda fountain located in 1st floor break room
- ✓ Sealed and repaired leaks on the Northwest side of City Hall
- ✓ Restriped and painted basement parking of City Hall
- ✓ Worked with upper roof lease tenants to remove unnecessary equipment
- ✓ Updated lobby area with new furnishings & carpet
- ✓ Installed new carpet, purchased new chairs and replaced tables in banquet room
- ✓ Installed new wall in server room to provide better AC service for servers
- ✓ Installed payment kiosk in lobby
- ✓ Installed fencing around equipment on roof for aesthetics of building
- ✓ Renovated restroom floor 2-6
- ✓ Repaired steps at North & South entrances of City Hall
- ✓ Replaced lighting on exterior of City Hall
- ✓ Renovated lounge area on 3rd floor

Goals & Objectives for FY 2015-2016

- ❑ Maintain 100% occupancy level in the Tower
- ❑ Maintain an excellent level of tenant and employee customer satisfaction
- ❑ Update interior areas with new furnishings in City Hall as needed
- ❑ Replace carpet in the common area (hallways) on floors 2-6 as needed
- ❑ Replace wallcovering with paint in hallways 2,4,& 5
- ❑ Update landscaping around City Hall
- ❑ Diamond polish tile in the lobby of City Hall
- ❑ Install security cameras floor 4-5, Exterior of North and East doors

**City of Conroe
Conroe Tower Fund**

**Conroe Tower
0025-2500**

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERSONNEL SERVICES				
Maintenance Technician	1	1	1	1
TOTAL FULL TIME	1	1	1	1

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Tower Occupancy at 100%	100%	100%	100%	100%
Number of 6th Floor Rental/Usage Information Requests	1,050	1,050	1,050	1,050
Number of 6th Floor Reservations	120	120	130	140
Number of Tower Maintenance Service Orders	460	460	470	480
Number of Specialty Service Orders (Owen Theatre-Madeley Building)	100	100	100	100

CITY OF CONROE
FY 2015-2016
0025-2500

BUDGET LINE ITEMS

FUND: CONROE TOWER FUND		DEPARTMENT: CONROE TOWER		DIVISION: CONROE TOWER EXPENDITURES			
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$44,852	\$47,497	\$47,497	\$49,657	\$0	\$0	\$49,657
7020 Overtime	\$2,924	\$2,100	\$2,642	\$2,100	\$0	\$0	\$2,100
7025 Social Security	\$3,511	\$4,191	\$3,626	\$4,373	\$0	\$0	\$4,373
7030 Retirement & Pension	\$8,097	\$8,060	\$8,060	\$8,363	\$0	\$0	\$8,363
7035 Workers Compensation	\$471	\$577	\$600	\$634	\$0	\$0	\$634
7040 Employee Insurance	\$11,521	\$11,511	\$11,511	\$13,475	\$0	\$0	\$13,475
PERSONNEL SERVICES SUBTOTAL	\$71,376	\$73,936	\$73,936	\$78,602	\$0	\$0	\$78,602
7110 Office Supplies	\$174	\$225	\$404	\$225	\$0	\$0	\$225
7130 Building Supplies	\$3,374	\$2,400	\$3,060	\$3,060	\$0	\$0	\$3,060
7140 Wearing Apparel	\$289	\$720	\$360	\$360	\$0	\$0	\$360
7160 Vehicle Operations	\$2,018	\$2,100	\$1,800	\$2,100	\$0	\$0	\$2,100
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$500	\$0	\$200	\$0	\$0	\$200
7200 Other Operating Supplies	\$31,390	\$23,925	\$28,272	\$28,272	\$7,873	\$0	\$36,145
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$18,000	\$18,000
7253 Furniture & Fixtures <\$5,000	\$77,338	\$10,125	\$10,125	\$0	\$0	\$8,760	\$8,760
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$7,400	\$7,400
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$114,583	\$39,995	\$44,021	\$34,217	\$7,873	\$34,160	\$76,250
8010 Utilities	\$151,914	\$166,070	\$166,070	\$166,070	\$0	\$0	\$166,070
8020 Insurance and Bonds	\$819	\$800	\$800	\$800	\$0	\$0	\$800
8030 Legal Services	\$0	\$800	\$800	\$800	\$0	\$0	\$800
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$245,200	\$284,659	\$307,098	\$163,194	\$11,183	\$26,600	\$200,977
CONTRACTUAL SUBTOTAL	\$397,933	\$452,329	\$474,768	\$330,864	\$11,183	\$26,600	\$368,647
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	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2015-2016
0025-2500

BUDGET LINE ITEMS

FUND: CONROE TOWER FUND		DEPARTMENT: CONROE TOWER		DIVISION: CONROE TOWER EXPENDITURES			
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8520 Transfer Out	\$1,392	\$2,253	\$2,253	\$2,253	\$0	\$0	\$2,253
TRANSFERS SUBTOTAL	\$1,392	\$2,253	\$2,253	\$2,253	\$0	\$0	\$2,253
TOTAL 0025-2500	\$585,284	\$568,513	\$594,978	\$445,936	\$19,056	\$60,760	\$525,752

CITY OF CONROE
FY 2015-2016
0025-2500

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2003	1	Security Cameras - 4,5, Exterior N & E Doors	Enhanced Program	7254 Machinery & Equipment <\$5,000 Request Total	\$7,400 \$7,400
1015	2	Replace Common Area Furniture 1-3	Replacement Equipment	7253 Furniture & Fixtures <\$5,000 Request Total	\$8,760 \$8,760
646	3	Professional Stone Restore & Repair Of Lobby Floor	Replacement Equipment	8060 CONTRACT SERVICES 9031 Improvements <\$5,000 Request Total	\$7,600 \$0 \$7,600
172	4	Replace Wall Covering W/ Paint On Floors 2,4,5	Replacement Equipment	8060 Contract Services 8060 CONTRACT SERVICES Request Total	\$10,500 \$2,500 \$13,000
644	5	Replace Carpet In Hallway And Common Area 1-5	Replacement Equipment	7252 Improvements<\$5,000 Request Total	\$18,000 \$18,000
1666	6	Upgrade Landscaping For Tower	New Equipment	8060 CONTRACT SERVICES 9030 Improvements >\$5,000 Request Total	\$6,000 \$0 \$6,000
6 Requests			Total for 0025-2500		\$60,760

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

FY 15-16 Budget Summary

Oscar Johnson, Jr. Community Center Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
OJJCC Fund Revenues:								
Revenues	\$ 1,168,348	\$ 1,102,554	\$ 1,152,945	\$ 1,202,978	\$ -	\$ 1,202,978	\$ 100,424	9.1%
Total Revenues	\$ 1,168,348	\$ 1,102,554	\$ 1,152,945	\$ 1,202,978	\$ -	\$ 1,202,978	\$ 100,424	9.1%
Total Resources:	\$ 1,168,348	\$ 1,102,554	\$ 1,152,945	\$ 1,202,978	\$ -	\$ 1,202,978	\$ 100,424	9.1%
OJJCC Fund Expenditures:								
OJJCC	\$ 1,168,363	\$ 1,102,554	\$ 1,152,945	\$ 1,131,073	\$ 71,905	\$ 1,202,978	\$ 100,424	9.1%
Total Expenditures	\$ 1,168,363	\$ 1,102,554	\$ 1,152,945	\$ 1,131,073	\$ 71,905	\$ 1,202,978	\$ 100,424	9.1%
New Fund Balance:	\$ -	\$ -	\$ -	\$ 71,905		\$ -		

FY 15-16 Supplemental Requests OJJCC Fund

<u>Department/Division</u>	<u>Dept Rank</u>	<u>Supplemental Req. Title</u>	<u>Requested Amount</u>	<u>FY 14-15 Purchase</u>	<u>CAO Adjustment</u>	<u>List "A" (Included)</u>	<u>Type</u>
003-3000 OJJCC	1	Part-time Assistant Recreation Coordinator (2)	\$ 34,905	\$ -	\$ -	\$ 34,905	New Personnel
003-3000 OJJCC	2	Vehicle Refurbish (3)	24,000	-	-	24,000	Replacement Equipment
003-3000 OJJCC	3	Room Divider Replacement	10,000	-	-	10,000	Replacement Equipment
003-3000 OJJCC	4	Tables/ Storage Racks	3,000	-	-	3,000	Replacement Equipment
003-3000 OJJCC	5	Unexpected Repairs	50,000	-	-	-	Replacement Equipment
			\$ 121,905	\$ -	\$ -	\$ 71,905	

Definitions:

1. **Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. **FY 14-15 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 or 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 14-15 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2015-2016
0030-0000

BUDGET LINE ITEMS

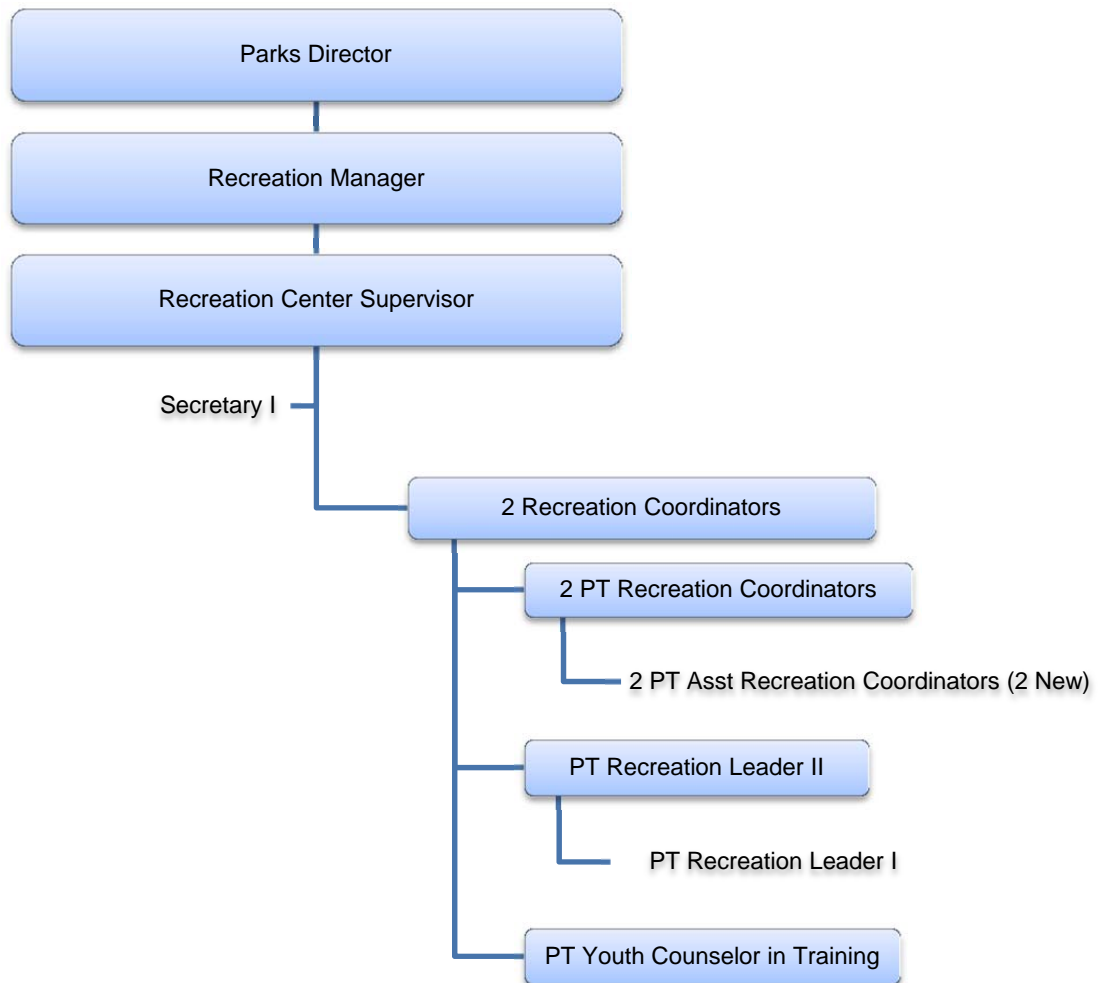
FUND: OSCAR JOHNSON COMMUNITY CENTER FUND

DEPARTMENT: OJCC

DIVISION: OJCC REVENUES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5150 Service Charges	\$25	\$0	\$0	\$0	\$0	\$0	\$0
6010 Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6050 Recreational	\$27,548	\$19,372	\$18,785	\$19,725	\$0	\$0	\$19,725
6051 Parks Programs	\$549,363	\$543,673	\$543,673	\$543,673	\$0	\$0	\$543,673
6052 Donations	\$7,660	\$0	\$5,400	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$164	\$0	\$0	\$0	\$0	\$0	\$0
6104 CDBG-OJCC	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6106 Intergovernmental	\$583,588	\$539,509	\$585,087	\$639,580	\$0	\$0	\$639,580
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$1,168,348	\$1,102,554	\$1,152,945	\$1,202,978	\$0	\$0	\$1,202,978
TOTAL 0030-0000	\$1,168,348	\$1,102,554	\$1,152,945	\$1,202,978	\$0	\$0	\$1,202,978

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 2014-2015

- ✓ Completed Feasibility Study, presented to City Council
- ✓ Opened new After School Recreation Program site at Patterson Elementary School
- ✓ Increased program enrollment by 7%
- ✓ Texas Grow! Eat! Go! Program awarded Texas Recreation and Park Society East Region and State Lone Star Programming Award
- ✓ Marlen Tejeda awarded Texas Recreation and Park Society East Region and State Lone Star Programming Award
- ✓ Implemented a new special event - Daddy Daughter Dance
- ✓ Completed cost analysis for After School Recreation Program and Camp Fun Quest, recommended price increase
- ✓ Initiated collaborative relationships with Lone Star College System, Twelve Stones, Inc. and Texas A&M AgriLife Extension
- ✓ Started Leadership Adventure Program

Goals & Objectives for FY 2015-2016

- ❑ Increase After School Recreation Program enrollment by 5%
- ❑ Explore additional space for summer program expansion
- ❑ Increase participation in Leadership Adventure Program by 25%
- ❑ Explore program opportunities for senior citizens

City of Conroe OJCC Fund

Oscar Johnson, Jr. Community Center 030-3000

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERSONNEL SERVICES				
Recreation Center Supervisor	1	1	1	1
Secretary I	1	1	1	1
Recreation Coordinator	2	2	2	2
TOTAL FULL TIME	4	4	4	4
PT Rec Coordinator	1,560	1,560	1,560	1,560
PT Rec Leader I	36,470	36,470	37,190	33,190
PT Rec Leader II	14,015	14,015	16,175	16,175
PT Asst Rec Coordinator (2)	-	-	-	2,000
PT Youth Counselor in Training	-	-	-	4,000
TOTAL PART TIME HOURS	52,045	52,045	54,925	56,925

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERFORMANCE MEASURES				
Participants				
Rentals	3,947	4,959	5,207	5,467
Programs	89,700	96,308	101,123	106,179
Special Events	1,347	2,227	1,300	1,365
Total	94,994	103,494	107,630	113,011
Revenue				
6050 Rentals	\$ 17,570	\$ 17,890	\$ 18,785	\$ 19,725
6051 Programs	\$ 493,128	\$ 517,784	\$ 543,673	\$ 570,857
Total	\$ 510,698	\$ 535,674	\$ 562,458	\$ 590,582

The PT Youth Counselor in Training position is a new position funded by a reduction in hours for the PT Rec Leader I positions in FY 2015-2016.

CITY OF CONROE
FY 2015-2016
0030-3000

BUDGET LINE ITEMS

FUND: OSCAR JOHNSON COMMUNITY CENTER FUND

DEPARTMENT: OJCC

DIVISION: OJCC EXPENDITURES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$218,979	\$233,054	\$233,054	\$248,349	\$0	\$0	\$248,349
7012 Salaries - Part Time	\$472,933	\$447,621	\$494,086	\$447,621	\$0	\$31,362	\$478,983
7020 Overtime	\$1,857	\$2,500	\$2,500	\$2,500	\$0	\$0	\$2,500
7025 Social Security	\$52,280	\$57,522	\$59,219	\$59,021	\$0	\$2,399	\$61,420
7030 Retirement & Pension	\$37,434	\$38,285	\$38,285	\$40,532	\$0	\$0	\$40,532
7035 Workers Compensation	\$6,596	\$8,071	\$10,300	\$8,893	\$0	\$144	\$9,037
7040 Employee Insurance	\$54,673	\$46,045	\$46,045	\$53,901	\$0	\$0	\$53,901
PERSONNEL SERVICES SUBTOTAL	\$844,752	\$833,098	\$883,489	\$860,817	\$0	\$33,905	\$894,722
7110 Office Supplies	\$7,953	\$7,881	\$7,881	\$7,881	\$0	\$0	\$7,881
7130 Building Supplies	\$2,610	\$3,000	\$3,000	\$4,000	\$0	\$0	\$4,000
7140 Wearing Apparel	\$7,178	\$9,000	\$9,000	\$8,000	\$0	\$0	\$8,000
7160 Vehicle Operations	\$9,558	\$8,000	\$8,000	\$8,000	\$0	\$0	\$8,000
7170 Vehicle Repairs	\$1,707	\$3,000	\$3,000	\$3,000	\$0	\$24,000	\$27,000
7180 Equipment Repairs	\$0	\$6,000	\$5,000	\$4,000	\$0	\$0	\$4,000
7200 Operating Supplies	\$32,032	\$46,000	\$46,000	\$51,000	\$0	\$0	\$51,000
7251 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7252 IMPROVEMENTS <\$5,000	\$845	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$4,200	\$4,200	\$0	\$0	\$3,000	\$3,000
7254 Machinery & Equipment <\$5,000	\$3,408	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$65,291	\$87,081	\$86,081	\$85,881	\$0	\$27,000	\$112,881
8010 Utilities	\$36,805	\$38,000	\$38,000	\$38,000	\$0	\$0	\$38,000
8040 Leased Equipment	\$5,768	\$5,000	\$6,000	\$6,000	\$0	\$0	\$6,000
8050 Travel & Training	\$10,875	\$17,375	\$17,375	\$17,375	\$0	\$1,000	\$18,375
8060 Contract Services	\$150,262	\$122,000	\$122,000	\$123,000	\$0	\$10,000	\$133,000
CONTRACTUAL SUBTOTAL	\$203,710	\$182,375	\$183,375	\$184,375	\$0	\$11,000	\$195,375
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	\$54,610	\$0	\$0	\$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	\$54,610	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0030-3000	\$1,168,363	\$1,102,554	\$1,152,945	\$1,131,073	\$0	\$71,905	\$1,202,978

CITY OF CONROE
FY 2015-2016
0030-3000

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2581	1	Part-time Assistant Recreation Coordinator (2)	New Personnel	7012 SALARIES - PART TIME 7025 SOCIAL SECURITY 7035 WORKERS COMPENSATION 8050 Travel & Training Request Total	\$31,362 \$2,399 \$144 \$1,000 \$34,905
2850	2	Vehicle Refurbish (3)	Replacement Equipment	7170 VEHICLE REPAIRS Request Total	\$24,000 \$24,000
2851	3	Room Divider Replacement	Replacement Equipment	8060 Contract Services Request Total	\$10,000 \$10,000
1111	4	Tables/ Storage Racks	Replacement Equipment	7253 Furniture & Fixtures <\$5,000 Request Total	\$3,000 \$3,000
4 Requests			Total for 0030-3000		\$71,905



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FLEET SERVICES FUND

FY 15-16 Budget Summary

Fleet Services Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ 104,847	\$ 104,847	\$ 104,847	\$ 17,535	\$ -	\$ 17,535	\$ -	0.0%
Fleet Services Fund Revenues:								
Revenues	\$ 1,359,560	\$ 1,405,571	\$ 1,321,466	\$ 1,390,437	\$ -	\$ 1,390,437	\$ (15,134)	-1.1%
Total Revenues	\$ 1,359,560	\$ 1,405,571	\$ 1,321,466	\$ 1,390,437	\$ -	\$ 1,390,437	\$ (15,134)	-1.1%
Total Resources:	\$ 1,359,560	\$ 1,510,418	\$ 1,426,313	\$ 1,407,972	\$ -	\$ 1,407,972	\$ (15,134)	-1.0%
Fleet Services Fund Expenditures:								
Fleet Services	\$ 1,245,925	\$ 1,462,915	\$ 1,408,778	\$ 1,397,072	\$ 10,900	\$ 1,407,972	\$ (54,943)	-3.8%
Total Expenditures	\$ 1,245,925	\$ 1,462,915	\$ 1,408,778	\$ 1,397,072	\$ 10,900	\$ 1,407,972	\$ (54,943)	-3.8%
New Fund Balance:	\$ 47,503	\$ 17,535	\$ 10,900			\$ -		

Breakdown of Transfer Out:

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

FY 15-16 Supplemental Requests Fleet Services Fund

<u>Department/Division</u>	<u>Dept Rank</u>	<u>Supplemental Req. Title</u>	<u>Requested Amount</u>	<u>FY 14-15 Purchase</u>	<u>CAO Adjustment</u>	<u>List "A" (Included)</u>	<u>Type</u>
0052-5200 Fleet Services	1	Fire Truck Software	\$ 1,300	\$ -	\$ -	\$ 1,300	Enhanced Program
0052-5200 Fleet Services	2	CCG Faster Software License	9,600	-	-	9,600	Enhanced Program
			\$ 10,900	\$ -	\$ -	\$ 10,900	

Definitions:

1. **Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. **FY 14-15 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 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 14-15 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

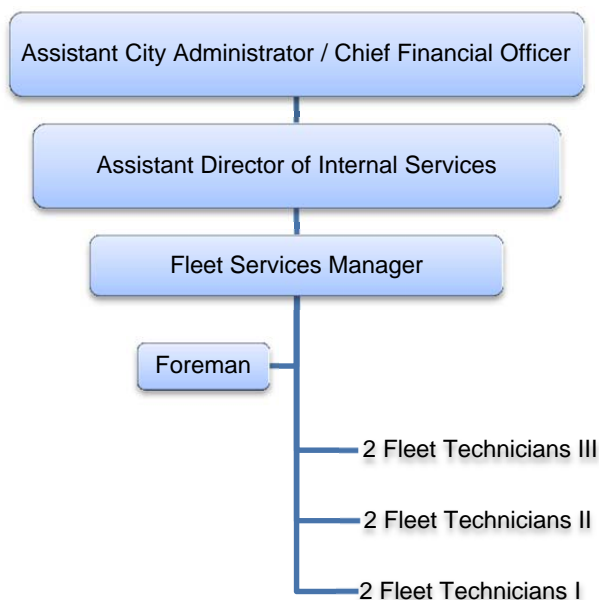
CITY OF CONROE
FY 2015-2016
0052-0000

BUDGET LINE ITEMS

FUND: FLEET SERVICES FUND DEPARTMENT: FLEET SERVICES DIVISION: REVENUES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5150 Service Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5151 Fuel	\$133,866	\$160,000	\$110,198	\$129,030	\$0	\$0	\$129,030
5152 Parts	\$469,797	\$454,105	\$510,600	\$474,112	\$0	\$0	\$474,112
5153 Labor	\$505,171	\$540,000	\$444,590	\$540,000	\$0	\$0	\$540,000
5154 Sublets	\$203,711	\$210,000	\$210,000	\$199,500	\$0	\$0	\$199,500
5155 Carwash	\$18,242	\$15,734	\$16,051	\$17,000	\$0	\$0	\$17,000
5156 Miscellaneous	\$28,757	\$25,732	\$30,027	\$30,795	\$0	\$0	\$30,795
6010 Interest	\$16	\$0	\$0	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$1,359,560	\$1,405,571	\$1,321,466	\$1,390,437	\$0	\$0	\$1,390,437
TOTAL 0052-0000	\$1,359,560	\$1,405,571	\$1,321,466	\$1,390,437	\$0	\$0	\$1,390,437

Fleet Services



The Fleet Services Division is an internal service fund that's responsible for managing and maintaining over 570 fleet vehicles & equipment for both internal and external customers. Fleet Services currently provides their services to the city of: Shenandoah, Willis, Montgomery, Cisd and the District Attorney's office. Services include record keeping, service consultant, reporting, VRF management, monthly billing, scheduled preventive maintenance, predictive maintenance, diagnostics, repairs, safety & emission inspections, parts warehousing and inventory functions. In addition, Fleet Services coordinates the following external services: paint and body repair, engine, transmission repair/rebuild/, heavy duty track repair, hydraulic rebuilds and glass replacement. Fleet Services staff currently holds 97 ASE Certifications we are also proud to be only one of a few in the state of Texas to be a Blue Seal Certified shop.

Fleet Services

Accomplishments for FY 2014-2015

- ✓ Implemented Faster Software Upgrade with dashboards
- ✓ 21th Place among 100 Best Fleets In North America
- ✓ Brought maintenance and repairs for Fire Pumpers back in house
- ✓ Added one more external customer
- ✓ Sent Technicians to police equipment install and repair training
- ✓ Had two or more Fleet Technicians Level I EVT Certified
- ✓ ASE Automotive Service Excellence Blue Seal Certified
- ✓ Sent Fleet Management staff to national training conferences
- ✓ Reduced excess and underutilized fleet assets

Goals & Objectives for FY 2015-2016

- ❑ Present justification for new fleet facility & gain funding
- ❑ Implement Faster Service Center for Customer Relations
- ❑ Apply For 100 Best Fleets in North America
- ❑ Implement the remainder of Fleet Technicians with Faster license
- ❑ Send Technicians to police equipment install and repair training
- ❑ Have two or more Fleet Technicians Level II EVT Certified
- ❑ ASE certification to exceed 110 for the staff (current 97)
- ❑ 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 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</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	5	4	2	2
Fleet Technician I	0	0	2	2
TOTAL FULL TIME	7	8	8	8

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PERFORMANCE MEASURES				
Fleet Summary				
Total Fleet Availability	446	546	571	571
Total Hours Downtime	3%	3%	3%	3%
Fleet Availability	97%	97%	97%	97%
Downtime Summary				
Less Than 24 Hours	95%	88%	95%	95%
24- 48 Hours	2%	5%	3%	3%
More Than 48 Hours	3%	7%	2%	2%
Labor Hour Summary				
Total Labor Hours	5,335	7,689	9,000	9,000
Non-Scheduled Hours	8%	8%	6%	6%
Scheduled Hours	92%	92%	94%	94%
Captured Parts Warranty				
Parts	\$ 38,842	\$ 58,762	\$ 40,000	\$ 40,000
Number of Work Orders				
Number of Work Orders	2,975	3,356	3,500	3,500

CITY OF CONROE
FY 2015-2016
0052-5200

BUDGET LINE ITEMS

FUND: FLEET SERVICES FUND DEPARTMENT: FLEET SERVICES DIVISION: EXPENDITURES							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$307,636	\$473,414	\$393,441	\$448,406	\$0	\$0	\$448,406
7020 Overtime	\$50,041	\$20,500	\$36,990	\$20,500	\$0	\$0	\$20,500
7025 Social Security	\$28,707	\$41,736	\$41,736	\$39,623	\$0	\$0	\$39,623
7030 Retirement & Pension	\$66,478	\$81,121	\$81,121	\$75,766	\$0	\$0	\$75,766
7035 Workers Compensation	\$5,435	\$5,749	\$19,815	\$5,730	\$0	\$0	\$5,730
7040 Employee Insurance	\$89,062	\$92,090	\$92,090	\$107,802	\$0	\$0	\$107,802
PERSONNEL SERVICES SUBTOTAL	\$547,359	\$714,610	\$665,193	\$697,827	\$0	\$0	\$697,827
7110 Office Supplies	\$1,489	\$1,100	\$1,100	\$1,400	\$0	\$0	\$1,400
7140 Wearing Apparel	\$1,963	\$4,525	\$3,210	\$3,830	\$0	\$0	\$3,830
7160 Vehicle Operations	\$4,868	\$7,650	\$2,451	\$4,430	\$0	\$0	\$4,430
7170 Vehicle Repairs	\$82	\$980	\$980	\$500	\$0	\$0	\$500
7180 Equipment Repairs	\$9,859	\$2,250	\$12,000	\$8,000	\$0	\$0	\$8,000
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$12,085	\$8,910	\$17,937	\$10,097	\$0	\$0	\$10,097
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	\$2,723	\$3,077	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7301 Fleet Stock Parts	\$167,010	\$165,000	\$180,000	\$165,000	\$0	\$0	\$165,000
7400 Fleet Non-Stock Parts	\$248,819	\$250,000	\$264,000	\$250,000	\$0	\$0	\$250,000
7450 Sublet Labor	\$182,597	\$200,000	\$200,000	\$190,000	\$0	\$0	\$190,000
SUPPLIES SUBTOTAL	\$628,772	\$643,138	\$684,755	\$633,257	\$0	\$0	\$633,257
8010 Utilities	\$20,635	\$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	\$100	\$0	\$0	\$100
8050 Travel & Training	\$10,174	\$11,300	\$11,300	\$16,000	\$0	\$0	\$16,000
8060 Contract Services	\$30,345	\$22,391	\$22,391	\$25,000	\$0	\$10,900	\$35,900
CONTRACTUAL SUBTOTAL	\$61,154	\$50,192	\$50,192	\$57,350	\$0	\$10,900	\$68,250
9031 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	\$0	\$46,337	\$0	\$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
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2015-2016
0052-5200

BUDGET LINE ITEMS

FUND: FLEET SERVICES FUND DEPARTMENT: FLEET SERVICES DIVISION: EXPENDITURES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
CAPITAL OUTLAY SUBTOTAL	\$0	\$46,337	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$8,640	\$8,638	\$8,638	\$8,638	\$0	\$0	\$8,638
TRANSFERS SUBTOTAL	\$8,640	\$8,638	\$8,638	\$8,638	\$0	\$0	\$8,638
TOTAL 0052-5200	\$1,245,925	\$1,462,915	\$1,408,778	\$1,397,072	\$0	\$10,900	\$1,407,972

CITY OF CONROE
FY 2015-2016
0052-5200

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2783	1	Fire Truck Software	Enhanced Program	8060 CONTRACT SERVICES	\$1,300
				Request Total	\$1,300
<hr/>					
2737	2	Ccg Faster Software License	Enhanced Program	8060 CONTRACT SERVICES	\$9,600
				Request Total	\$9,600
<hr/>					
2 Requests			Total for 0052-5200		\$10,900

SELF-FUNDED INSURANCE FUND

FY 15-16 Budget Summary Self Funded Insurance Fund

Type	Actual FY 13-14	Amended FY 14-15	Estimate FY 14-15	Base FY 15-16	Supplemental FY 15-16	Proposed FY 15-16	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ 262,157	\$ 262,157	\$ (1,210,059)	\$ -	\$ (1,210,059)	\$ -	\$ -	\$ -
Self Funded Insurance Fund Revenues:								
Revenues	\$ 7,299,481	\$ 8,094,530	\$ 7,086,873	\$ 8,123,702	\$ -	\$ 8,123,702	\$ 29,172	0.4%
Total Revenues	\$ 7,299,481	\$ 8,094,530	\$ 7,086,873	\$ 8,123,702	\$ -	\$ 8,123,702	\$ 29,172	0.4%
Total Resources:	\$ 7,299,481	\$ 8,356,687	\$ 7,349,030	\$ 6,913,643	\$ -	\$ 6,913,643	\$ 29,172	0.3%
Self Funded Insurance Fund Expenditures:								
0081-8100	\$ 9,310,260	\$ 7,672,915	\$ 8,559,089	\$ 9,262,904	\$ -	\$ 9,262,904	\$ 1,589,989	20.7%
Total Exp	\$ 9,310,260	\$ 7,672,915	\$ 8,559,089	\$ 9,262,904	\$ -	\$ 9,262,904	\$ 1,589,989	20.7%
New Fund Balance:	\$ 683,772	\$ (1,210,059)	\$ (2,349,261)	\$ (2,349,261)				

Note: The "Beginning Fund Balance" does not include the total Other Post Employment Benefits (OPEB) Liability in the amount of \$3,282,187. 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 15-16.

CITY OF CONROE
FY 2015-2016
0081-0000

BUDGET LINE ITEMS

FUND: SELF FUNDED INSURANCE FUND

DEPARTMENT: SELF FUNDED INSURANCE

DIVISION: REVENUES

	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5150 Service Charges	\$7,299,039	\$7,672,915	\$6,663,961	\$8,123,702	\$0	\$0	\$8,123,702
6010 Interest	\$4,760	\$0	\$1,297	\$0	\$0	\$0	\$0
6015 Gains (Losses) on Investmt	(\$4,318)	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$421,615	\$421,615	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$7,299,481	\$8,094,530	\$7,086,873	\$8,123,702	\$0	\$0	\$8,123,702
TOTAL 0081-0000	\$7,299,481	\$8,094,530	\$7,086,873	\$8,123,702	\$0	\$0	\$8,123,702

City of Conroe
Self Funded Insurance Fund

Self Funded Insurance
0081-8100

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PERSONNEL SERVICES				
Employee Specialist	1	0	0	0
TOTAL FULL TIME	1	0	0	0

The Employee Specialist was moved to the General Fund Human Resources Division in FY 2013-2014.

CITY OF CONROE
FY 2015-2016
0081-8100

BUDGET LINE ITEMS

FUND: SELF FUNDED INSURANCE FUND DEPARTMENT: SELF FUNDED INSURANCE DIVISION: EXPENDITURES							
	2014	2015		2016			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7025 Social Security	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7030 Retirement & Pension	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7035 Workers Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7040 Employee Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7050 Pre-Employment Physicals	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PERSONNEL SERVICES SUBTOTAL	\$0	\$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	\$9,310,260	\$7,669,915	\$8,559,089	\$9,259,904	\$0	\$0	\$9,259,904
8090 OPEB Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$9,310,260	\$7,669,915	\$8,559,089	\$9,259,904	\$0	\$0	\$9,259,904
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	\$9,310,260	\$7,672,915	\$8,559,089	\$9,262,904	\$0	\$0	\$9,262,904



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October 1, 2015

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, 2015, through September 30, 2016). 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 15-16:

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 15-16, the Streets CIP fund includes twelve (12) projects for a total of \$27,854,000, including those projects that will carry over from prior fiscal years because they will not be completed in the prior 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 15-16, the Signals CIP fund includes nine (9) projects for a total of \$3,799,000. 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 15-16, the Facilities Improvements CIP fund includes three (3) projects for a total of \$21,815,000. 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 15-16, the Parks Improvements CIP fund includes two (2) projects for a total of \$3,235,000. 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 15-16, the Drainage Improvements CIP fund does not include any projects. The City funded \$500,000 in the Drainage department in the General Fund to address drainage throughout the City. More detailed information regarding future 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 15-16, the Transportation Grants CIP fund includes three (3) projects for a total of \$3,728,000, 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.

In the Water & Sewer CIP, the following funds will be budgeted for FY 15-16:

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 15-16, the Water Improvements

CIP fund includes twelve (12) projects for a total of \$18,401,000, 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 15-16, the Sewer Improvements CIP fund includes eight (8) projects for a total of \$8,880,000, including those projects that will carry over from prior fiscal years because they will not be completed in the prior 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 15-16, 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 included 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. The majority of this construction was completed in FY 14-15.

For FY 15-16, the CIDC CIP fund includes one (1) Signal project for a total of \$325,000. More detailed information regarding the project description and funding can be found behind the CIDC Improvements tab of the CIP budget document.

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 \$17,220,133, which is mainly due to the new facilities including the Police & Municipal Courts Facility, Fire Station #7, and a 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 \$11,970,000. 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 \$204,054,000, with the first year being \$88,037,000, which is largely due to streets, facility, parks, transportation grants, 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
Summary of Operating Budget Impact
FY 2015-2016 (Adopted)
General Government Capital Projects

STREETS:		PROJECTED OPERATIONS & MAINTENANCE COSTS						
PROJECT	Project Code	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	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	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	TOTAL PROJECT COST
No Projected Operating Impact		-	-	-	-	-	-	-
SUBTOTAL		-	-	-	-	-	-	-

FACILITIES:		PROJECTED OPERATIONS & MAINTENANCE COSTS						
PROJECT	Project Code	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	TOTAL PROJECT COST
Police & Municipal Court Facility	990	(62,750)	(125,500)	(129,300)	(133,200)	(137,200)	(750,266)	(1,338,216)
Fire Station #7	TBD	-	(1,514,000)	(1,353,420)	(1,394,023)	(1,435,843)	(7,851,780)	(13,549,066)
Fire Department Training Facility - Phase 2	TBD	-	-	(189,377)	(194,255)	(200,083)	(1,094,136)	(1,677,851)
SUBTOTAL		(62,750)	(1,639,500)	(1,672,097)	(1,721,478)	(1,773,126)	(9,696,182)	(16,565,133)

PARKS:		PROJECTED OPERATIONS & MAINTENANCE COSTS						
PROJECT	Project Code	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	TOTAL PROJECT COST
Dr. Martin Luther King, Jr. Park Improvements	TBD	(39,500)	(41,500)	(43,500)	(45,500)	(47,500)	(212,500)	(430,000)
Carl Barton, Jr. Park Improvements	TBD	-	-	(25,000)	(25,000)	(25,000)	(125,000)	(200,000)
Lewis Park	TBD	-	-	-	(25,000)	(25,000)	(35,000)	(85,000)
SUBTOTAL		(39,500)	(41,500)	(68,500)	(95,500)	(97,500)	(372,500)	(715,000)

City of Conroe
Summary of Operating Budget Impact
FY 2015-2016 (Adopted)

General Government Capital Projects, continued

DRAINAGE:		PROJECTED OPERATIONS & MAINTENANCE COSTS						
PROJECT	Project Code	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	TOTAL PROJECT COST
No Projected Operating Impact		-	-	-	-	-	-	-
SUBTOTAL		-	-	-	-	-	-	-

TRANSPORTATION GRANTS:		PROJECTED REVENUES						
PROJECT	Project Code	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	TOTAL PROJECT COST
Park and Ride at FM 2854	F07	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

GRAND TOTAL		(96,250)	(1,675,000)	(1,734,597)	(1,810,978)	(1,864,626)	(10,038,682)	(17,220,133)
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Water and Sewer Capital Projects

WATER:		PROJECTED OPERATIONS & MAINTENANCE COSTS						
PROJECT	Project Code	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	TOTAL PROJECT COST
No Projected Operating Impact		-	-	-	-	-	-	-
SUBTOTAL		-	-	-	-	-	-	-

SEWER:		PROJECTED OPERATIONS & MAINTENANCE COSTS						
PROJECT	Project Code	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	TOTAL PROJECT COST
Treatment Plant – Construction of New Plant (Phase IV)	975	-	-	-	(1,710,000)	(1,710,000)	(8,550,000)	(11,970,000)
SUBTOTAL		-	-	-	(1,710,000)	(1,710,000)	(8,550,000)	(11,970,000)

GRAND TOTAL		-	-	-	(1,710,000)	(1,710,000)	(8,550,000)	(11,970,000)
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CERTIFICATE FOR ORDINANCE

I.

On the 27th of August, 2015, 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. 2269-15

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, 2015, AND ENDING SEPTEMBER 30, 2016; APPROPRIATING FUNDS IN ACCORDANCE WITH THE BUDGET; PROVIDING FOR EFFECTIVE DATE AND ORDAINING OTHER RELATED MATTERS.

III.

Upon motion of Mayor Pro Tem Martin, seconded by Council Member Coon, 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 27th day of August, 2015.


MARLA J. PORTER, City Secretary

ORDINANCE NO. 2269-15

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, 2015, AND ENDING SEPTEMBER 30, 2016; 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, 2015, and ending September 30, 2016; 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, 2015, and ending September 30, 2016.

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 15-16:

Street Improvements	\$ 27,854,000
Signals	3,799,000
Facilities	21,815,000
Parks	3,235,000
Drainage	-
Transportation Grants	3,728,000
Engineering Adjustment	-
Total	<u>\$ 60,431,000</u>

Water & Sewer Capital Budget for FY 15-16:

Water	\$ 18,401,000
Sewer	8,880,000
Engineering Adjustment	-
Total	<u>\$ 27,281,000</u>

Other Capital Funds for FY 15-16:

CIDC CIP	\$ 325,000
TIRZ #2	265,819
TIRZ #3	2,366,163
CDBG Section 108 Loan	-
	<u>\$ 2,956,982</u>

Total FY 15-16 Appropriation\$ 90,668,982

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.

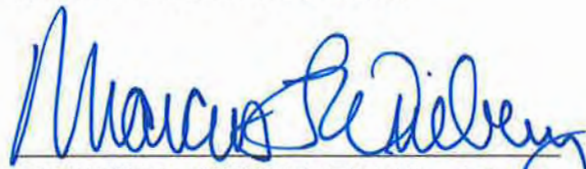
Section 4. (a) That, the Assistant City Administrator/Chief Financial Officer may, at any time with the consent of the City Administrator, transfer any unencumbered appropriation from one line item to another line item within the same Department, provided however, that no unencumbered appropriation may 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 27th day of August, 2015.


WEBB MELDER, Mayor

APPROVED AS TO FORM:


MARCUS L. WINBERRY, City Attorney

ATTEST:


MARLA J. PORTER, City Secretary

City of Conroe
General Government Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2015-2016 Adopted

STREETS:			CONSTRUCTION SCHEDULE								FUNDING SOURCES						DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	TOTAL PROJECT COST	OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)		NEW DEBT	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	
Roadway - Guinn Road Improvements	F56	C	352,000	-	-	-	-	-	-	352,000	-		352,000	(ah)	-	-	-	-	-	-	-	
Roadway Trans - Wilson Road E. Widening (I-45 to Frazier)	914	C	250,000	3,832,000	-	-	-	-	-	4,082,000	-		250,000	(ah)	3,832,000	3,832,000	-	-	-	-	-	
Roadway - Grace Crossing Extension	F58	C	310,000	700,000	-	-	-	-	-	1,010,000	-		310,000	(am)	700,000	700,000	-	-	-	-	-	
Roadway Trans - Drennan Road East Phase 2	795	C	2,260,000	150,000	-	-	-	-	-	2,410,000	-		2,260,000	(s, x)	150,000	150,000	-	-	-	-	-	
Street Rehab - Dugan Area	714	C	283,000	-	-	-	-	-	-	283,000	-		283,000	(l)	-	-	-	-	-	-	-	
Sidewalk - Frazier Sidewalk Improvements	627	C	298,000	250,000	-	-	-	-	-	548,000	-		298,000	(i)	250,000	250,000	-	-	-	-	-	
Roadway - TIRZ #3 Crighton Road Widening	959	C	3,264,000	1,911,000	-	-	-	-	-	5,175,000	3,264,000	4	-	-	1,911,000	1,911,000	-	-	-	-	-	
Pedestrian Access & Transit Improvements	941	C	1,600,000	500,000	-	-	-	-	-	2,100,000	2,100,000	1	-	-	-	-	-	-	-	-	-	
Roadway - Conroe MMD #1 Intersections	F70	C	1,680,000	-	-	-	-	-	-	1,680,000	1,680,000	16	-	-	-	-	-	-	-	-	-	
Pincrest/Woodcrest Subdivision & Forest Estates/Hunter Trail Area	TBD	1	-	2,401,000	-	-	-	-	-	2,401,000	-		-	-	2,401,000	2,401,000	-	-	-	-	-	
Roadway Trans - TIRZ #3 - Longmire Road Phase 2B	669	2	-	6,350,000	-	-	-	-	-	6,350,000	-		-	-	6,350,000	6,350,000	-	-	-	-	-	
Sidewalk - Flag Park/Spirit of Texas Bank	TBD	3	-	-	802,000	-	-	-	-	802,000	-		-	-	802,000	-	802,000	-	-	-	-	
Roadway Trans - TIRZ #3 - Longmire Road Phase 3	604	4	-	-	9,223,000	-	-	-	-	9,223,000	-		-	-	9,223,000	-	9,223,000	-	-	-	-	
Roadway - Robinwood Street Reconstruction	TBD	5	-	-	564,000	500,000	-	-	-	1,064,000	-		-	-	1,064,000	-	564,000	500,000	-	-	-	
Roadway Trans - M.P. Clark Road/Willis ISD	892	6	650,000	813,000	3,538,000	4,100,000	-	-	-	9,101,000	687,000	1	650,000	(s)	7,764,000	813,000	2,851,000	4,100,000	-	-	-	
Roadway - Tanglewood/Briarwood Reconstruct	TBD	7	-	-	200,000	1,320,000	1,280,000	-	-	2,800,000	-		-	-	2,800,000	-	200,000	1,320,000	1,280,000	-	-	
Roadway - Camelot Street Expansion	TBD	8	-	-	-	2,261,000	-	-	-	2,261,000	-		-	-	2,261,000	-	-	2,261,000	-	-	-	
SUBTOTAL			10,947,000	16,907,000	14,327,000	8,181,000	1,280,000	-	-	51,642,000	7,731,000		4,403,000		39,508,000	16,407,000	13,640,000	8,181,000	1,280,000	-	-	

SIGNALS:					CONSTRUCTION SCHEDULE							FUNDING SOURCES					DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	TOTAL PROJECT COST	OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)		NEW DEBT	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	
Signals - Crighton Road at Ed Kharbat Drive	F39	C	279,000	-	-	-	-	-	-	279,000	-		279,000	(an)	-	-	-	-	-	-	-	
Signals - North Loop 336 at Oxford Drive	F22	C	350,000	-	-	-	-	-	-	350,000	-		350,000	(an)	-	-	-	-	-	-	-	
Signals - Loop 336 at Riverpoint	TBD	C	-	300,000	-	-	-	-	-	300,000	-		-		300,000	300,000	-	-	-	-	-	
Signals - FM 1488 at Grace Crossing	F54	C	375,000	-	-	-	-	-	-	375,000	-		375,000	(an)	-	-	-	-	-	-	-	
Signals - FM 1488 at Peoples Road	F55	C	-	325,000	-	-	-	-	-	325,000	-		-		325,000	325,000	-	-	-	-	-	
Signals - Loop 336 at Owens Drive	F53	C	200,000	25,000	-	-	-	-	-	225,000	-		200,000	(an)	25,000	25,000	-	-	-	-	-	
Signals - Conroe MMD #1 Intersections	F71	C	620,000	-	-	-	-	-	-	620,000	620,000	16	-		-	-	-	-	-	-	-	
Signals - Frazier Street at Foster Street	TBD	2	-	325,000	-	-	-	-	-	325,000	-		-		325,000	325,000	-	-	-	-	-	
Signals - South Loop 336 at IH-45	TBD	3	-	1,000,000	-	-	-	-	-	1,000,000	-		-		1,000,000	1,000,000	-	-	-	-	-	
Signals - Longmire Road at League Line Road	TBD	8	-	-	350,000	-	-	-	-	350,000	-		-		350,000	-	350,000	-	-	-	-	
SUBTOTAL			1,824,000	1,975,000	350,000	-	-	-	-	4,149,000	620,000		1,204,000		2,325,000	1,975,000	350,000	-	-	-	-	

FACILITIES:					CONSTRUCTION SCHEDULE							FUNDING SOURCES					DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	TOTAL PROJECT COST	OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)		NEW DEBT		2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025
Police & Municipal Court Facility	990	C	17,589,000	-	-	-	-	-	-	17,589,000	-		17,589,000	(aj, ao)	-		-	-	-	-	-	-
Fire Station #7	F28	1	-	2,175,000	3,100,000	-	-	-	-	5,275,000	-		-		5,275,000		2,175,000	3,100,000	-	-	-	-
Fire Department Training Facility - Phase 1	TBD	2	-	2,051,000	-	-	-	-	-	2,051,000	-		-		2,051,000		2,051,000	-	-	-	-	-
Fire Department Training Facility - Phase 2	TBD	3	-	-	1,425,000	-	-	-	-	1,425,000	-		-		1,425,000		-	1,425,000	-	-	-	-
SUBTOTAL			17,589,000	4,226,000	4,525,000	-	-	-	-	26,340,000	-		17,589,000		8,751,000		4,226,000	4,525,000	-	-	-	-

Other Sources Notes:

- Grant Funds
- Interest Income
- TXDOT Reimbursement
- Transfer From Other Fund(s)
- General Fund
- Water & Sewer Construction
- 4B Sales Tax
- Eligible for payment by 4B Sales Taxes

- Land Swap Proceeds
- Del Lago Settlement
- 2006 Land Sale Proceeds (7310-9030)
- Donations
- Contributions
- Industrial/Tech Park Land Sale Proceeds
- Sale of Land or Property
- Developer Reimbursement

Issued Debt Notes:

- 2001 COs -- 075-7500
- 2006 COs -- 075-7520
- 2005 COs -- 042-4200
- 2001 COs -- 063-6310
- 2007 COs -- 075-7530
- 2007 COs -- 073-7320
- 2007 COs -- 063-6320
- 2007 COs -- 042-4210
- 2008 COs -- 075-7540
- 2008 COs -- 073-7330
- 2008 COs -- 063-6330
- 2009 COs -- 075-7550
- 2009 COs -- 041-4110
- 2009 COs -- 073-7340
- 2009 COs -- 063-6340
- 2009 COs -- 042-4230
- 2000 COs -- 073-7300
- 2005 COs -- 073-7310
- 2010 COs -- 075-7560
- 2010 COs -- 042-4240
- 2010 COs -- 073-7350
- 2010 COs -- 063-6350
- 2006 COs -- 056-5610
- 2011 COs -- 075-7570

- 2011 COs -- 042-4250
- 2011 COs -- 073-7360
- 2011 COs -- 063-6360
- 2012 COs -- 075-7580
- 2012 COs -- 063-6370
- 2005 COs -- 041-4100

- 2014 COs -- 073-7390
- 2014 COs -- 041-4130
- 2014 COs -- 075-7511
- 2013 COs -- 063-6380
- 2014 COs -- 042-4270
- 2014 COs -- 046-4600

- 2014 COs -- 063-6390
- 2015 COs -- 075-7512
- 2015 CO's -- 041-4140
- 2015 CO's -- 042-4280
- 2015 CO's -- 073-7311
- 2015 CO's -- 046-4610

City of Conroe
General Government Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2015-2016 Adopted

PARKS:			CONSTRUCTION SCHEDULE								FUNDING SOURCES						DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	TOTAL PROJECT COST	OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)		NEW DEBT	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	
Parks - Land Acquisition	TBD	1	-	1,550,000	-	-	-	-	-	1,550,000	-		-		1,550,000		1,550,000	-	-	-	-	
Dr. Martin Luther King, Jr. Park Improvements	TBD	2	-	1,685,000	-	-	-	-	-	1,685,000	-		-		1,685,000		1,685,000	-	-	-	-	
Carl Barton, Jr. Park Improvements	TBD	3	-	-	1,795,000	-	-	-	-	1,795,000	-		-		1,795,000		-	1,795,000	-	-	-	
Lewis Park Improvements	TBD	4	-	-	-	2,235,000	-	-	-	2,235,000	-		-		2,235,000		-	-	2,235,000	-	-	
SUBTOTAL			-	3,235,000	1,795,000	2,235,000	-	-	-	7,265,000	-		-		7,265,000		3,235,000	1,795,000	2,235,000	-	-	

DRAINAGE:			CONSTRUCTION SCHEDULE								FUNDING SOURCES						DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	TOTAL PROJECT COST	OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)		NEW DEBT	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	
Drainage - Alligator Creek Phase 1	TBD	4	-	-	1,150,000	-	-	-	-	1,150,000	-		-		1,150,000		-	1,150,000	-	-	-	
Drainage - Alligator Creek Phase 2	TBD	6	-	-	-	1,250,000	1,000,000	-	-	2,250,000	-		-		2,250,000		-	-	1,250,000	1,000,000	-	
SUBTOTAL			-	-	1,150,000	1,250,000	1,000,000	-	-	3,400,000	-		-		3,400,000		-	1,150,000	1,250,000	1,000,000	-	

TRANSPORTATION GRANTS:			CONSTRUCTION SCHEDULE								FUNDING SOURCES						DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	TOTAL PROJECT COST	OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)		NEW DEBT	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	
SH 105 Access Management & Safety	F10	C	315,000	1,219,000	-	-	-	-	-	1,534,000	507,000	1	60,000	(ak)	967,000	967,000	-	-	-	-	-	
Park and Ride at FM 2854	F07	C	76,000	560,000	-	-	-	-	-	636,000	61,000	1	15,000	(aq)	560,000	560,000	-	-	-	-	-	
Safe School Access Program - Various Locations	TBD	5	-	1,558,000	-	-	-	-	-	1,558,000	1,312,000	1	-	-	246,000	246,000	-	-	-	-	-	
SUBTOTAL			391,000	3,337,000	-	-	-	-	-	3,728,000	1,880,000		75,000		1,773,000	1,773,000	-	-	-	-	-	

GRAND TOTAL			30,751,000	29,680,000	22,147,000	11,666,000	2,280,000	-	-	96,524,000	10,231,000		23,271,000		63,022,000		27,616,000	21,460,000	11,666,000	2,280,000	-	-
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Estimated City Engineering Adjustment			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
ADJUSTED GRAND TOTAL			30,751,000	29,680,000	22,147,000	11,666,000	2,280,000	-	-	96,524,000	10,231,000		23,271,000		63,022,000		27,616,000	21,460,000	11,666,000	2,280,000	-	-

<u>Other Sources Notes:</u>						<u>Issued Debt Notes:</u>																		
1. Grant Funds			9. Land Swap Proceeds			(a) 2001 COs -- 075-7500			(g) 2007 COs -- 063-6320			(m) 2009 COs -- 041-4110			(s) 2010 COs -- 075-7560			(y) 2011 COs -- 042-4250			(ae) 2014 COs -- 073-7390			(al) 2014 COs -- 063-6390
2. Interest Income			10. Del Lago Settlement			(b) 2006 COs -- 075-7520			(h) 2007 COs -- 042-4210			(n) 2009 COs -- 073-7340			(t) 2010 COs -- 042-4240			(z) 2011 COs -- 073-7360			(af) 2014 COs -- 041-4130			(am) 2015 COs -- 075-7512
3. TXDOT Reimbursement			11. 2006 Land Sale Proceeds			(c) 2005 COs -- 042-4200			(i) 2008 COs -- 075-7540			(o) 2009 COs -- 063-6340			(u) 2010 COs -- 073-7350			(aa) 2011 COs -- 063-6360			(ah) 2014 COs -- 075-7511			(an) 2015 CO's -- 041-4140
4. Transfer From Other Fund(s)			(7310-9030)			(d) 2001 COs -- 063-6310			(j) 2008 COs -- 073-7330			(p) 2009 COs -- 042-4230			(v) 2010 COs -- 063-6350			(ab) 2012 COs -- 075-7580			(ai) 2013 COs -- 063-6380			(ao) 2015 CO's -- 042-4280
5. General Fund			12. Donations			(e) 2007 COs -- 075-7530			(k) 2008 COs -- 063-6330			(q) 2000 COs -- 073-7300			(w) 2006 COs -- 056-5610			(ac) 2012 COs -- 063-6370			(aj) 2014 COs -- 042-4270			(ap) 2015 CO's -- 073-7311
6. Water & Sewer Construction			13. Contributions			(f) 2007 COs -- 073-7320			(l) 2009 COs -- 075-7550			(r) 2005 COs -- 073-7310			(x) 2011 COs -- 075-7570			(ad) 2005 COs -- 041-4100			(ak) 2014 COs -- 046-4600			(aq) 2015 CO's -- 046-4610
7. 4B Sales Tax			14. Industrial/Tech Park Land Sale Proceeds																					
8. Eligible for payment by 4B Sales Taxes			15. Sale of Land or Property																					
			16. Developer Reimbursement																					

City of Conroe
Water and Sewer Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2015-2016 Adopted

			CONSTRUCTION SCHEDULE								FUNDING SOURCES			DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	TOTAL PROJECT COST	OTHER SOURCES	ISSUED DEBT (REVENUE BONDS)	NEW DEBT	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025
WATER:																			
Water Line Rehab - Milltown Area & Woodway	F64	C	1,277,000	-	-	-	-	-	-	1,277,000	-	1,277,000	(s)	-	-	-	-	-	-
Waterline - Thousand Trails	TBD	C	725,000	-	-	-	-	-	-	725,000	-	725,000	(s)	-	-	-	-	-	-
Water Line - Drennan East Phase 2	TBD	C	-	126,000	-	-	-	-	-	126,000	-	-	126,000	126,000	-	-	-	-	-
Water Well #23 and Storage Tank	825	C	1,108,000	-	-	-	-	-	-	1,108,000	-	1,108,000	(l, m, q, s)	-	-	-	-	-	-
Surface Water System Improvements	F11	C	8,497,000	-	-	-	-	-	-	8,497,000	8,497,000	8	-	-	-	-	-	-	-
Water Line - Robinwood Subdivision Replacement	984	C	597,000	903,000	-	-	-	-	-	1,500,000	-	597,000	(s)	903,000	903,000	-	-	-	-
Water Line - Wilson Road East	TBD	C	-	311,000	-	-	-	-	-	311,000	-	-	-	311,000	311,000	-	-	-	-
Robinwood Water Well Replacement (Catahoula)	TBD	1	-	302,000	3,967,000	-	-	-	-	4,269,000	-	-	-	4,269,000	302,000	3,967,000	-	-	-
Plant No. 19 1-Million Gallon Storage Tank and Pump Station	TBD	2	-	1,725,000	3,550,000	-	-	-	-	5,275,000	-	-	-	5,275,000	1,725,000	3,550,000	-	-	-
Water Line - 1st Street Replacement	TBD	3	-	274,000	-	-	-	-	-	274,000	-	-	-	274,000	274,000	-	-	-	-
Water Line Relocate - Longmire Road Phase 2B	TBD	4	-	830,000	-	-	-	-	-	830,000	-	-	-	830,000	830,000	-	-	-	-
Water Well #14 Ground Storage Tank Replacement	TBD	5	-	1,726,000	-	-	-	-	-	1,726,000	-	-	-	1,726,000	1,726,000	-	-	-	-
Water Line Relocate - Longmire Road Phase 3	TBD	6	-	-	260,000	-	-	-	-	260,000	-	-	-	260,000	-	260,000	-	-	-
Water Line - Ed Kharbat Drive Extension	TBD	9	-	-	-	-	-	471,000	-	471,000	-	-	-	471,000	-	-	-	471,000	-
Camelot Waterline	TBD	10	-	-	-	-	-	184,000	-	184,000	-	-	-	184,000	-	-	-	184,000	-
FM 1488 Waterline Extension Phase 3	TBD	13	-	-	-	-	-	-	1,005,000	1,005,000	-	-	-	1,005,000	-	-	-	-	1,005,000
Future Catahoula Water Well (tentative location)	TBD	16	-	-	-	-	-	-	4,087,000	4,087,000	-	-	-	4,087,000	-	-	-	-	4,087,000
Water Line - League Line Road to FM 1484	TBD	17	-	-	-	-	-	-	1,800,000	1,800,000	-	-	-	1,800,000	-	-	-	-	1,800,000
April Sound - MUD No. 04 Catahoula Well (Participation)	TBD	18	-	-	-	-	-	-	1,000,000	1,000,000	-	-	-	1,000,000	-	-	-	-	1,000,000
SUBTOTAL			12,204,000	6,197,000	7,777,000	-	-	655,000	7,892,000	34,725,000	8,497,000	3,707,000	22,521,000	6,197,000	7,777,000	-	-	655,000	7,892,000

SEWER:																			
Treatment Plant - Construction of New Plant (Phase IV)	975	C	215,000	277,000	16,669,000	8,622,000	23,723,000	-	-	49,506,000	-	215,000	(t)	49,291,000	277,000	16,669,000	8,622,000	23,723,000	-
Treatment Plant - Design & Construction of Existing Plant (Rehab) Phase II	932	C	-	500,000	-	-	-	-	-	500,000	-	-	500,000	500,000	-	-	-	-	-
SSOI Program	665	C	-	-	985,000	1,034,000	1,085,000	1,786,000	-	4,890,000	-	-	4,890,000	-	985,000	1,034,000	1,085,000	1,786,000	-
Sewer Line - Thousand Trails	TBD	C	-	444,000	-	-	-	-	-	444,000	-	-	444,000	444,000	-	-	-	-	-
Sewer Rehab - SH 105/IH-45 Sewer Rehab Phase 2	TBD	C	710,000	1,276,000	-	-	-	-	-	1,986,000	-	710,000	(t)	1,276,000	1,276,000	-	-	-	-
Sewer Line - State Highway 242 and FM 1488	F27	C	-	1,970,000	4,100,000	-	-	-	-	6,070,000	-	-	6,070,000	1,970,000	4,100,000	-	-	-	-
Sewer Line - Plantation Drive Trunk Line	F47	C	247,000	420,000	-	-	-	-	-	667,000	-	247,000	(t)	420,000	420,000	-	-	-	-
Sewer Line - Live Oak Creek	759	C	1,512,000	987,000	-	-	-	-	-	2,499,000	-	1,512,000	(r)	987,000	987,000	-	-	-	-
Sewer Line Relocates - Wilson Road East	TBD	2	-	322,000	-	-	-	-	-	322,000	-	-	322,000	322,000	-	-	-	-	-
Sewer - Skytop Gravity Sewer	TBD	3	-	-	191,000	-	-	-	-	191,000	-	-	191,000	-	191,000	-	-	-	-
Sewer Line - State Highway 242 East to Firehouse	TBD	4	-	-	-	-	-	1,275,000	-	1,275,000	-	-	1,275,000	-	-	-	-	1,275,000	-
Friendswood Sanitary Sewer Trunk Line	TBD	12	-	-	-	-	-	-	4,130,000	4,130,000	-	-	4,130,000	-	-	-	-	-	4,130,000
SUBTOTAL			2,684,000	6,196,000	21,945,000	9,656,000	24,808,000	3,061,000	4,130,000	72,480,000	-	2,684,000	69,796,000	6,196,000	21,945,000	9,656,000	24,808,000	3,061,000	4,130,000

GRAND TOTAL			14,888,000	12,393,000	29,722,000	9,656,000	24,808,000	3,716,000	12,022,000	107,205,000	8,497,000	6,391,000	92,317,000	12,393,000	29,722,000	9,656,000	24,808,000	3,716,000	12,022,000
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Estimated City Engineering Cost			-	-	-	-	-	-	-	-				-	-	-	-	-	-
ADJUSTED GRAND TOTAL			14,888,000	12,393,000	29,722,000	9,656,000	24,808,000	3,716,000	12,022,000	107,205,000	8,497,000	6,391,000	92,317,000	12,393,000	29,722,000	9,656,000	24,808,000	3,716,000	12,022,000

Other Sources:										Issued Debt Notes:									
1. Grant Funds										(a) 2006 Revenue Bonds -- 043-4300		(i) 2010 Revenue Bonds -- 043-4340		(q) 2014 Revenue Bonds -- 043-4380					
2. Interest Income										(b) 2006 Revenue Bonds -- 044-4400		(j) 2010 Revenue Bonds -- 044-4440		(r) 2014 Revenue Bonds -- 044-4480					
3. TXDOT Reimbursement										(c) 2007 Revenue Bonds -- 043-4310		(k) 2011 Revenue Bonds -- 043-4350		(s) 2015 Revenue Bonds -- 043-4390					
4. Supplemental Request										(d) 2007 Revenue Bonds -- 044-4410		(l) 2011 Revenue Bonds -- 044-4450		(t) 2015 Revenue Bonds -- 044-4490					
5. Transfer From Other Fund(s)										(e) 2008 Revenue Bonds -- 043-4320		(m) 2012 Revenue Bonds -- 043-4360							
6. Water & Sewer Operating Fund Capital Reserve										(f) 2008 Revenue Bonds -- 044-4420		(n) 2012 Revenue Bonds -- 044-4460							
7. Contribution										(g) 2009 Revenue Bonds -- 043-4330		(o) 2013 Revenue Bonds -- 043-4370							
8. Intergovernmental										(h) 2009 Revenue Bonds -- 044-4430		(p) 2013 Revenue Bonds -- 044-4470							

City of Conroe
CIDC CIP Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2015-16 Adopted

SIGNALS:		CONSTRUCTION SCHEDULE								FUNDING SOURCES						DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Prior Fiscal Years	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	TOTAL PROJECT COST	OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)		NEW DEBT		2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025
Signals - FM 1484 at Deison Tech Park (League Line Rd)	TBD	-	325,000	-	-	-	-	-	325,000	325,000	2	-		-		-	-	-	-	-	-
SUBTOTAL		-	325,000	-	-	-	-	-	325,000	325,000		-		-		-	-	-	-	-	-
GRAND TOTAL		-	325,000	-	-	-	-	-	325,000	325,000		-		-		-	-	-	-	-	-
Estimated City Engineering Adjustment		-	-	-	-	-	-	-	-	-				-		-	-	-	-	-	-
ADJUSTED GRAND TOTAL		-	325,000	-	-	-	-	-	325,000	325,000		-		-		-	-	-	-	-	-

Issued Debt Notes:

(a) 2011 Sales Tax Revenue Bonds -- Fund 080

(b) 2012 Sales Tax Revenue Bonds -- Fund 080

Other Sources Notes:

1. Transfer from CIDC General Fund fund balance.

2. CIDC CIP Fund fund balance.

City of Conroe

Financial Management Policy

January 22, 2015

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 a meeting of the City Council, the City Council shall fix the time and place of ~~the~~ a public hearing on the budget and shall cause to be published in the official newspaper of the City, a notice of the hearing setting forth the time, place, and date, at least (10) days before the date of the hearing. At the time and place set forth in the notice required above, or at any time and place to which such public hearing shall from time to time be adjourned, the City Council shall hold a public hearing on the budget submitted and all interested persons shall be given an opportunity to be heard for or against any item, or the amount of any item, therein contained. The budget shall be adopted by the favorable vote of a majority of the members of the whole City Council.

The budget shall be finally adopted not later than fifteen (15) days prior to the beginning of the fiscal year, and should the City Council fail to so adopt a budget, the then existing budget together with its tax-levying ordinance and its appropriation ordinance shall be deemed adopted for the ensuing fiscal year. Additionally, the existing contract for the collection of ad valorem taxes between the City and the Montgomery County Tax Assessor/Collector stipulates that the City must adopt the budget and tax rate by September 1 of each year.

3. The Operating Budget shall be submitted to the Government Finance Officers Association (GFOA) annually for evaluation and consideration for the Distinguished Budget Presentation Award.

B. Balanced Budget

The Operating Budget will be balanced with current revenues, exclusive of beginning resources greater than or equal to current expenditures/expenses. Excess balances may be used for capital outlay or other non-recurring expenditures.

C. Planning

The budget process will be coordinated so as to identify major policy issues for City Council consideration several months prior to the budget approval date so that proper decision analysis can be performed. Additionally, long-range planning will be performed such that revenues and expenses/expenditures for the next three years are projected and updated annually, examining their diversity and stability, in conjunction with other guidelines and using an objective analytical projection process.

D. Reporting

Monthly financial reports will be prepared to enable the department heads to manage their budgets and to enable the Assistant City Administrator/CFO to monitor and control the budget as authorized by the City Administrator. Monthly summary financial reports will be presented to the City Council. Such reports will be in a format appropriate to enable the City Council to understand the total budget picture.

E. Avoidance of Operating Deficits

The City shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue re-estimates are such that an operating deficit is projected at year-end.

F. Maintenance of Capital Assets

Within the resources available each fiscal year, the City shall maintain capital assets and infrastructure at a sufficient level to protect the City's investment, to minimize future replacement and maintenance costs, and to continue service levels.

G. Periodic Program Reviews

Periodic program reviews for efficiency and effectiveness shall be performed. Programs not meeting efficiency or effectiveness objectives shall be brought up to required standards or be subject to reduction or elimination. The City shall explore and develop to the extent possible service trends and definitions in an effort to establish a "reward/profit sharing" system.

H. Purchasing

The City shall make every effort to maximize any discounts offered by creditors/vendors. Vendors with balances due the City will have payments due the vendor offset against the amount due the City. The City will follow state law concerning the amount of the purchase requiring formal bidding procedures and approval by the City Council. For purchases where competitive bidding is not required, the City shall obtain the most favorable terms and pricing possible. Every effort will be made to include minority business enterprises in the bidding process. The City of Conroe Purchasing Policy is included with this policy as Appendix A.

I. Reserves and Contingency Funds

The City's funds will maintain minimum fund balances and/or working capital balances as stated in Section VIII.B. of this policy to total annual expenditures.

IV. REVENUE MANAGEMENT

A. Optimum Characteristics

The City will strive for the following optimum characteristics in its revenue system:

1. **Simplicity:** The City, where possible and without sacrificing accuracy, will strive to keep the revenue system simple in order to reduce compliance costs for the taxpayer or service recipient. The City will avoid nuisance taxes or charges as revenue sources.
2. **Certainty:** A knowledge and understanding of revenue sources increases the reliability of the revenue system. The City will understand its revenue sources and enact consistent collection policies to provide assurances that the revenue base will materialize according to budgets and plans.
3. **Equity:** The City shall make every effort to maintain equity in its revenue system structure (i.e., the City shall seek to minimize or eliminate all forms of subsidization between entities, funds, services, utilities, and customers' classes).
4. **Revenue Adequacy:** The City shall require that there be a balance in the revenue system (i.e., the revenue base will have the characteristics of fairness and neutrality as it applies to cost of service, willingness to pay, and ability to pay). All revenue forecasts shall be conservative.
5. **Administration:** The benefits of a revenue source shall exceed the cost of levying and collecting that revenue. The cost of collection will be reviewed annually for cost effectiveness.
6. **Diversification and Stability:** A diversified revenue system with a stable source of income shall be maintained. This will help avoid instabilities in revenue sources due to factors such as fluctuations in the economy and variations in the weather. A balance between elastic and inelastic revenue sources also achieves this stability.

B. Other Considerations

The following considerations and issues will guide the City in its revenue policies concerning specific sources of funds:

1. **Cost/Benefit of Abatement:** The City will use due caution in the analysis of any tax or fee incentives that are used to encourage development. Ideally, a cost/benefit (fiscal impact) analysis will be performed as part of such caution.

2. **Non-Recurring Revenues:** One-time or non-recurring revenues will not be used to finance current on-going operations. Non-recurring revenues should be used only for one-time expenditures such as long-lived capital needs. They will not be used for budget balancing purposes.
3. **Property Tax Revenues:** All real and business personal property located within the City shall be valued at 100 percent of its fair market value for any given year based on the current appraisal supplied to the City by the Montgomery Central Appraisal District.

A 99.5 percent collection rate shall serve each year as a goal for tax collections. All delinquent taxes shall be aggressively pursued each year by the Montgomery County Tax-Assessor/Collector as per the contract with the City. Tax accounts delinquent greater than 90 days shall be submitted for collection each year to an attorney selected by the Montgomery County Tax Assessor/Collector, as provided in his contract with the City. A penalty shall be assessed on all delinquent property taxes, which shall include all court costs as well as an amount for compensation of the attorney, as permitted by State law, and in accordance with the attorney's contract with the County.

4. **Interest Income:** Interest earned from investment of available monies, whether pooled or not, will be distributed to the funds in accordance with the equity balance of the fund from which monies were provided for investment.
5. **User-Based Fees and Service Charges:** For services associated with a user fee or charge, a fee will offset the direct and indirect costs of that service where possible. Fees will be reviewed 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 Assistant City Administrator/CFO may, at any time with the consent of the City Administrator, transfer any unencumbered appropriation from one line item to another line item within the same department, provided however, that no unencumbered appropriation may be transferred from one department or fund to another except upon the express approval of the City Council.

B. Amendments to the Budget

The budget may be amended by using the following criteria for evaluation of requests:

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

In addition, the following conditions must be met:

1. The Assistant City Administrator/CFO certifies that there are available revenues in excess of those estimated in the budget or that unreserved/unencumbered fund balance is available; and
2. The City Council approves the budget amendment.

C. Accountability

Department heads will be responsible and accountable for the budget of their respective departments and capital improvement program projects under their supervision. Each department head will prepare his/her budget with diligent effort and foresight to provide the citizens of Conroe with the most cost efficient and effective services. Each department head will review the budgeted expenditures to determine if the level of service, as determined by City Council, can be maintained with the budgeted funds.

D. Reporting

Monthly reports will be prepared showing actual expenditures compared to the original budget distributed to the City Council and appropriate departments. The department head will be responsible for reviewing the expenditures and making any spending adjustment that may be required.

VI. FISCAL MONITORING

Reports shall be prepared and presented on a regular basis that analyze, evaluate, and forecast the City's financial performance and economic condition for the current year and for multi-years.

1. **Financial Status and Performance Reports:** Monthly reports shall be prepared comparing expenditures and revenues to current budget, for the month and fiscal year-to-date. Quarterly reports shall be prepared projecting expenditures and revenues through the end of the year, and outlining any remedial actions necessary to maintain the City's financial position.
2. **Five-Year Forecast of Revenues and Expenditures:** A five-year forecast of revenues and expenditures that includes a discussion of major trends affecting the City's financial position shall be prepared. The forecast shall also examine critical issues facing the City, economic conditions, and the outlook for the upcoming budget year.

VII. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

The City shall comply with prevailing local, state, and federal regulations. Its accounting practices and financial reporting shall conform to generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board (“GASB”), the American Institute of Certified Public Accountants (“AICPA”), and the Government Finance Officers Association (“GFOA”). The City Council shall select an independent firm of certified public accountants to perform an annual audit of all operations.

The Comprehensive Annual Financial Report (CAFR) shall be submitted to GFOA annually for evaluation and consideration for the Certificate of Achievement for Excellence in Financial Reporting.

VIII. RATIOS, RESERVES, AND FINANCIAL STABILITY

A. Operational Coverage (No Operating Deficits)

The City will maintain an operational coverage of \$1.00, such that current operating revenues will at least equal or exceed current operating expenditures. Deferrals, short-term loans, or one-time sources will be avoided as budget balancing techniques.

B. Operating Reserves/Fund Balances (Revised for GASB 54)

The purpose of this policy is to establish a key element of the financial stability of the City by setting guidelines for fund balance. Unassigned fund balance is an important measure of economic stability. It is essential that the City maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances. The fund balance also provides cash flow liquidity for the City’s general operations.

1. **Classifications of Fund Balance:** A fund’s equity – commonly referred to as ‘fund balance’ – is generally the difference between its assets and its liabilities. Fund balance will be displayed in the following classifications depicting the relative strength of the spending constraints placed on the purposes for which resources can be used. Committed, assigned, and unassigned fund balance will be considered unrestricted fund balance.

- a. Non-spendable – amounts that are not in a spendable form or are required to be maintained intact. Examples include inventory and prepaid items.
- b. Restricted – amounts that can be spent only for specific purposes stipulated by external resource providers such as grantors,

bondholders, and higher levels of government through constitutional provisions or enabling legislation.

- c. Committed – amounts constrained to specific purposes by formal action of City Council. Commitments may be changed or lifted only by the City Council taking the same formal action that imposed the constraint originally. Examples include contractual agreements approved by the City Council.
- d. Assigned – amounts intended to be used by the City for specific purposes. Intent can be expressed by the City Council or by an official or body to whom the City Council delegates the authority. In governmental funds other than the General Fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
- e. Unassigned – is the residual classification of the General Fund and includes all amounts not contained in other classifications. Unassigned amounts are available for any purpose.

- 2. **Authorization and Action to Commit Fund Balance:** The City Council is the government's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is an ordinance approved by the Council at a City Council meeting. The ordinance must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.
- 3. **Authorization and Action to Assign Fund Balance:** The City Council has authorized the City Administrator and Assistant City Administrator/CFO to assign fund balance to reflect the City's intended use of resources. Assignments of fund balance by the City Administrator and 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 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 deficits in the Water and Sewer Operating Fund. The funds will be available for the following purposes:

- a. Defer short-term rate increases.

- b. Cover revenue shortfalls.
- c. Cover unanticipated expenditures.
- d. Pay principle and interest on utility related debt.

9. **Use of Fund Balance/Retained Earnings:** Fund Balance/Retained Earnings shall be used only for emergencies, non-recurring expenditures, or major capital purchases that cannot be accommodated through current year savings. Except for use in an emergency, such use shall not reduce the balance below the appropriate level set as the objective for that fund.

C. Liabilities and Receivables

Procedures should be followed to maximize discounts and reduce penalties offered by creditors. Current liabilities will be paid within thirty days of receiving the undisputed invoice. Accounts Receivable procedures will target collection for a maximum of thirty days from service. The Assistant City Administrator/CFO is authorized to write off uncollectable accounts that are delinquent for more than 270 days, if the proper delinquency procedures have been followed.

D. Capital Improvement Program and Debt Service Funds

1. Monies in the Capital Improvement Program Funds will be used within a timely manner. Balances will be used to generate interest income to offset construction costs.
2. Revenues in the Debt Service Fund are stable, based exclusively on property tax revenues and transfers from other funds. Reserves in the Debt Service Fund are designed to provide funding between the date of issuance of new debt and the time that property tax levies are adjusted to reflect the additional debt.
3. Revenue obligations will maintain debt coverage ratios, as specified by the bond covenants.

IX. INTERNAL CONTROL POLICY STATEMENT

A. Written Procedures

Whenever possible, written procedures will be established and maintained by the Assistant City Administrator/CFO for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general concepts of fiscal responsibility set forth in this policy statement.

B. Department Head Responsibilities

Each department head is responsible for ensuring that good internal controls are followed throughout his or her department, that all Finance Department directives or internal controls are implemented, and that all independent auditor internal control recommendations are addressed.

C. Revenue/Cash Handling

The City recognizes the need for guidelines for collecting, receipting, and control of legal tender received by the City to provide reasonable internal control for safeguarding of the City's assets. These guidelines are set forth in the "Revenue Handling Policy and Procedure Manual," which is included in this policy as Appendix B.

X. STAFFING AND TRAINING POLICY STATEMENT

A. Adequate Staffing

Staffing levels shall be adequate for the fiscal functions of the City to operate effectively. Overtime shall be used only to address temporary or seasonal demands that require excessive hours. Workload-shedding alternatives will be explored before adding staff.

B. Training

The City will support the continuing education efforts of all City staff including the investment in time and materials for maintaining a current perspective concerning City issues. Staff will be held accountable for communicating, teaching, and sharing with other staff members all information and training materials acquired from seminars, conferences, and other related educational efforts.

XI. CAPITAL IMPROVEMENT PROGRAM POLICY

A. Statement of Purpose

Effective financial management of the City's resources requires that the budgetary plan for any one fiscal year be consistent with intermediate and long-range plans. As capital acquisitions and programs usually require a consistent application of effort and funds over a span of years, a capital improvement program and budget, as well as annual revenue and expenditure operating budgets, should be developed and presented to the City Council for approval and adoption.

Capital expenditures may generally be defined as those used to purchase land or equipment and/or to construct facilities or other improvements that are expected to provide services over a considerable period of time. In contrast, current or operating expenditures are generally those for an item or service that is used for a short time. Moreover, capital expenditures are usually relatively large when compared with items in the annual Operating Budget. Capital budgeting, therefore, is based upon distinctions between expenditures that have only short-term or current benefits and those that have long-term benefits (capital).

The City's Capital Improvement Program is a ten-year plan, which identifies projected capital expenditures necessary to accomplish the City's long-range objectives and work program. As such, it sets forth each project, item, or other contemplated expenditure in which the City is to have a part and specifies the resources or funds estimated to be required and available to finance the projected expenditures. In relationship to the Capital Improvement Program, the City's Capital Budget is a plan of proposed capital outlays or expenditures, and the means of financing the same, for the current fiscal year. As such, it is included in the Operating Budget of the current fiscal year and represents the first year of the Capital Improvement Program.

The City's Ten-Year Capital Improvement Program is also categorized by the following types of capital improvements:

1. **General Government CIP:** Includes expenditures for the replacement, expansion, acquisition, and/or construction of streets, signals, facilities, parks and recreation, transportation, and/or drainage improvements.
2. **Water & Sewer CIP:** Includes expenses for the replacement, expansion acquisition, and/or construction of water and sewer infrastructure improvements.
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. City Budget Staff usually completes this phase of development of the Capital Improvement Program. Upon completion of this review process, a recommended Ten-Year Capital Improvement Program is submitted to the Mayor & City Council for adoption.

The ultimate objective of this process is the development of a practical Ten -Year Capital Improvement Program that is both financially possible and acceptable to the community. Additionally, at the end of each fiscal year, the Capital Improvement Program is again reviewed, and the development process starts over. Priorities may be revised, with new capital improvements and expenditures added to the Capital Improvement Program, as necessary, while others, which are no longer justified, are eliminated. Each year an additional year is added to replace the year just completed, ensuring that the Capital Improvement Program will always cover a full ten-year period. With this development process, a long-range capital program is always available and current, but with only one year thereof actually committed as a part of the City's Capital Budget for the ensuing fiscal year.

XII. RELATIONSHIP OF CAPITAL BUDGET TO ANNUAL OPERATING BUDGET

During development of the City's Capital Improvement Program and Capital Budget, an evaluation of how capital expenditure decisions will affect annual operations and the

City's Operating Budget must be made. Such an evaluation for recurrent capital expenditures for plant, equipment, and motor vehicles is usually not difficult, as the appropriations for such recurrent expenditures generally represent a relatively consistent proportion or percentage of the City's annual Operating Budget and can be financed on a "pay-as-you-go" basis from operating funds.

Evaluating the impact of large, non-recurrent capital expenditures on the City's Operating Budget and annual operations is more difficult, as such expenditures generally require additional funding over and beyond the fiscal capacity of the City's annual Operating Budget. However, evaluation of such non-recurrent capital expenditures is also more critical to the financial health and stability of the City for the following reasons:

1. Due to their relatively larger cost and longer life, capital expenditures for long-range public improvements may have to be financed on a "pay-as-you-use" basis through the issuance of long-term debt that coincides with the projected life of the improvement.
2. Such capital expenditures, therefore, may require a consistent application of effort and funds over a span of years.
3. The political and economic impacts of investments in long-range capital improvements extend far into the future.
4. Decisions to invest in long-range capital improvements are often irreversible, except at considerable financial and managerial costs to the City.
5. Such capital investment decisions may significantly alter or influence the City's ability to grow and prosper.

XIII. DEBT POLICY STATEMENT

The use of debt financing for long-term capital improvement programs is based upon a pay-as-you-use method of financing. In its purest theoretical form, pay-as-you-use financing means that every long-term capital improvement is financed by serial debt issues with maturities arranged so that the retirement of debt coincides with the depreciation or projected life of the improvement. Under this method of financing, the interest and debt retirement charges paid by each generation of taxpayers should coincide with their use of the physical assets or improvements and parallel the productivity of the social investment in the improvement.

In contrast to what often occurs under pay-as-you-go (or pay-as-you-acquire) financing, under pay-as-you-use, each user group pays for its own use and enjoyment of capital improvements, and desirable or urgently-needed capital improvements need not be delayed until sufficient funds can be accumulated. Additionally, no one is forced to

provide free goods for a future generation of users or taxpayers or to contribute toward improvements for a city in which he or she will not live, nor will new members of the community enjoy the use of improvements without having contributed to their financing. In practice, the City uses a mix of these two basic methods to finance its capital assets, with pay-as-you-go financing used for recurrent capital expenditures, and with long-term, non-recurrent capital expenditures financed on a pay-as-you-use basis.

XIV. DEBT POLICIES FOR LONG-TERM CAPITAL IMPROVEMENTS

The following policy statements govern the City's use of debt to finance long-term, non-recurrent capital improvements:

1. Recurrent capital expenditures for replacement, expansion and/or acquisition of plant, equipment and/or motor vehicles will be financed on a pay-as-you-go basis from funds available and appropriated in the City's annual Operating Budget. In certain limited circumstances, short-term debt or lease-purchase options may be considered for such items.
2. Only long-term, non-recurrent capital expenditures for public improvements having a relatively larger cost and longer useful life, and which require additional funding over and beyond the fiscal capacity of the City's annual Operating Budget, will be financed through the issuance or creation of long-term debt.
3. Long-term, non-recurrent capital improvements will not be debt-financed for periods exceeding the projected useful life of the improvement.
4. Revenue sources that will be used to pay long-term debt will be conservatively projected to ensure that such debt is adequately and soundly financed.
5. Long-term debt will be used to finance non-recurrent capital expenditures or improvements only when it has been determined that the estimated flow of benefits to be derived over the useful life of the improvement exceeds the principal cost of the improvement, plus interest. Such determination will be based on the improvement's urgency, capital and operating costs, a general assessment of projected benefits, both direct and indirect, and the improvement's contribution to the accomplishment of the City's long-range objectives and work program.
6. Long-term debt will be used to finance non-recurrent capital expenditures or improvements only when it has been determined that future generations of citizens and/or taxpayers will derive benefit from the improvement.

7. The City's total general obligation debt will not exceed five percent of its assessed valuation.
8. The City will use special assessment revenue bonds or other self-supporting bonds where possible and appropriate to finance long-term, non-recurrent capital improvements, rather than use General Obligation Bonds.
9. The City will establish and maintain effective communications with bond rating agencies to keep them informed of its financial condition.

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 basis of accounting.

Proprietary Fund Types - Include the Water & Sewer (W&S) Operating Fund, W&S Debt Service Fund, Fleet Services Fund, and Self-Funded Insurance Fund and are accounted and budgeted for on an "economic resources" measurement focus, using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized when incurred, regardless of the timing of related cash flows. The City's CAFR reports proprietary funds under the accrual basis of accounting. For purposes of this budget presentation, the exceptions to this basis are as follows: depreciation is not displayed and capital expenses and bond principal payments are expended in the year due and payable.

All funds included in the budget are subject to appropriation.

Governmental Fund Types

Governmental Fund types are those through which most governmental functions of the City are financed. The acquisition, use, and balances of the City's expendable financial resources and the related liabilities (except those accounted for in the Proprietary and Fiduciary Fund types) are accounted for through the Governmental Fund Types.

General Fund - The General Fund is the general operating fund of the City. It is used to account for all revenues and expenditures except for those required to be accounted for in other funds. Major functions financed by the General Fund include: General Government (Administration, etc.), Public Safety, Finance, Public Works (Streets & Drainage), and Parks and Recreation.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources other than expendable trusts or major capital projects. The Special Revenue Funds include, but are not limited to, the Hotel Occupancy Tax Fund, Conroe Tower Fund, Vehicle and Equipment Fund, Conroe Industrial Development Corporation Fund, Transportation Grants, Oscar Johnson Jr. Community Center Fund 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 an estimate of total appraised value. This preliminary estimate is used by the City to help project what revenues will be available in the next fiscal year. The preliminary estimate, while providing indications of an increasing or a decreasing tax roll, is subject to fluctuations because of the possible tax protests mentioned above.

The most important date relating to the appraisal district is July 25. On that date, a certified appraisal roll must be provided to all taxing authorities. This certified roll provides a basis upon which a tax rate can be applied to produce necessary revenues for the operation of City services.

After determination of a tax rate for the upcoming budget year, there are several procedures and tests that must be applied to the rate in order for state law to be met. They include:

- **Calculation and publication of the effective tax rate.**

The effective tax rate is the tax rate that, when applied to the taxable assessed valuation, would produce the same total taxes as last year when properties taxed in both years are compared. The objective of the effective tax rate is to generate equal tax revenues using taxable valuations from different years.

- **Determination of whether the proposed tax rate is more than the effective tax rate.**

Texas State law requires that if a taxing authority raises the tax rate more than the effective tax rate there must be a notice published of the increase and two public hearings must be held. This is true even if the tax rate does not change.

- **Determination of whether the proposed tax rate is more than 8% over the effective tax rate.**

The 8% rule as set by state law imposes the maximum rate that may be adopted by taxing authorities without being subject to tax rollback procedures. If a taxing authority imposes a tax rate in excess of 8% of the effective tax rate, taxpayers may take measures that could rollback the adopted rate to an 8% increase. Generally, these procedures involve a petition of eligible voters and a rollback election.

Article XI, Section 5 of the State of Texas Constitution states in part:

"...but no tax for any purpose shall ever be lawful for any one year, which shall exceed two and one-half percent of the taxable property of such City."

Calculation of Legal Debt Margin - October 1, 2015

Taxable Assessed Valuation	\$6,309,739,745
Constitutional Limit	2.50% of assessed valuation
Maximum Constitutional Revenue Available	\$157,743,494
Tax Rate to Achieve Maximum Tax Revenue	\$2.50 per \$100 of valuation
Adopted Tax Rate for 2015-2016	\$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 2015 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	\$0.3928 per \$100
ROLLBACK TAX RATE	\$0.4393 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 2014 tax year and the 2015 tax year.

The rollback tax rate is the highest tax rate that City of Conroe may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS
FOLLOWS:

$$\text{property tax amount} = (\text{rate}) \times (\text{taxable value of your property}) / 100$$

For assistance or detailed information about tax calculations, please contact:

Tammy McRae
Montgomery County Tax Assessor-Collector
400 N. San Jacinto, Conroe, Tx 77301
936-539-7897
tammy.mcrae@mctx.org
www.cityofconroe.org

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

First Hearing: August 13, 2015 at 6:00 PM at CITY COUNCIL CHAMBERS, CONROE CITY HALL, 300 W. DAVIS ST., CONROE, TX 77301.

Second Hearing: August 20, 2015 at 10:30 AM at CITY COUNCIL CHAMBERS, CONROE CITY HALL, 300 W. DAVIS ST., CONROE, TX 77301.

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
GENERAL FUND				
0001-1041 Administration				
City Administrator	1	1	1	1
Communications Coordinator	1	1	1	1
Executive Secretary	1	1	1	1
Subtotal	3	3	3	3
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
Assistant City Secretary/Hispanic Liaison	1	1	1	1
Subtotal	2	2	2	2
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
Subtotal	9	9	9	9
0001-1100 Finance				
Assistant City Administrator/CFO	0	1	1	1
Director of Finance & Administration	1	0	0	0
Assistant Director of Internal Services	0	0	0	1
Internal Auditor	1	1	1	1
Assistant Director of Finance & Administration	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

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
Accounts Payable Clerk	1	1	1	1
Finance Manager	0	0	1	1
Subtotal	10	10	11	12
PT Senior Accountant (Hours)	999	1,560	0	0
Subtotal hours	999	1,560	0	0
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 Purchasing-Warehouse				
Assistant Director of Internal Services	0	0	1	0
Purchasing Director	1	1	0	0
Buyer	1	1	0	0
Purchasing Manager	0	0	1	1
Warehouse Supervisor	1	1	1	1
Warehouse Technician	2	2	2	2
Subtotal	5	5	5	4
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
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	1	1	1
Subtotal	5	6	6	6

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
PT Receptionists (Hours)	1,500	1,500	1,500	1,500
PT Mail Clerks (Hours)	1,300	1,300	1,300	1,300
Subtotal hours	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	1	1	1
Patrol Officer	1	1	1	1
Police Officer/Warrant Officer/Bailiff	0	2	2	2
Secretary III	1	1	1	1
Subtotal	6	9	9	9
0001-1202 Police Support Services				
Lieutenant	1	1	1	1
Sergeant	0	1	1	1
Police Officer	0	2	2	2
Facilities Maintenance Coordinator	0	1	1	1
Communications Supervisor	4	0	0	0
Communications Officer	16	0	0	0
Parking Patrol/Clerk	1	1	1	1
Records Manager/Police	1	1	1	1
Records Clerk	3	3	3	3
Switchboard Operator/Receptionist	1	1	1	1
Custodian	1	1	2	2
Subtotal	28	12	13	13
PT Communications Officer (Hours)	1,800	1,800	0	0
PT Switchboard Operator (Hours)	400	400	400	400
PT Custodian (Hours)	1,664	1,664	0	0
Subtotal hours	3,864	3,864	400	400
0001-1203 Police Patrol				
Lieutenant	3	3	3	3
Sergeant	8	11	10	10
Police Officer	62	63	67	67
Communications Supervisor	0	5	4	4
Communications Officer	0	16	17	17
Secretary I	1	1	1	1
Subtotal	74	99	102	102

The Police Department is authorized to over hire 10 additional Police Officers and 2 additional Communication Officers.

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
PT Communications Officer (Hours)	0	0	1,800	1,800
Subtotal hours	0	0	1,800	1,800
0001-1204 Police Investigative Services				
Lieutenant	1	1	1	1
Sergeant	3	3	3	3
Police Officer/Investigator	22	25	25	25
Secretary I	1	1	1	1
Victim Assistance Liaison	1	1	1	1
Evidence Technician	1	1	2	2
Subtotal	29	32	33	33
PT Evidence Technician (Hours)	0	1,040	0	0
Subtotal hours	0	1,040	0	0
0001-1205 Police Professional Services				
Lieutenant	1	0	0	0
Sergeant	2	0	0	0
Police Officer	9	0	0	0
Police Officer/Warrant Officer/Bailiff	2	0	0	0
Facilities Maintenance Coordinator	1	0	0	0
Subtotal	15	0	0	0
PT Custodian	0	0	0	0
Subtotal	0	0	0	0
0001-1206 Police Animal Services				
Animal Shelter Manager	1	0	0	0
Animal/Parking Control Supervisor	1	1	1	1
Animal Control Officer	1	1	1	1
Kennel Technician	2	0	0	0
Subtotal	5	2	2	2
PT Kennel Technician (Hours)	4,940	0	0	0
PT Animal Control (Hours)	850	850	850	850
PT Veterinary Technician (Hours)	960	0	0	0
Subtotal hours	6,750	850	850	850
0001-1207 Red Light Program				
Deputy Court Clerk I	1	0	0	0
Subtotal	1	0	0	0
0001-1208 Police Traffic Services				
Patrol Officer	2	2	0	0
Subtotal	2	2	0	0

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
0001-1209 Police Commercial Vehicle Enforcement Program				
Patrol Officer	0	1	1	1
Subtotal	0	1	1	1
0001-1300 Fire				
Fire Chief	1	1	1	1
Assistant Fire Chief	1	1	1	1
Battalion Chief	5	5	5	5
Lieutenant	22	22	28	28
Engine Operator	18	18	24	24
Firefighter	36	36	54	54
Administrative Coordinator	1	1	1	1
Secretary	2	2	2	2
Asset Coordinator	0	1	1	1
Subtotal	86	87	117	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	2,000
PT Interns (Hours)	0	0	0	1,040
Subtotal hours	1,560	1,560	1,560	3,040
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 & Cultural	1	1	1	1
Secretary II	1	1	1	1
Subtotal	6	6	6	6
PT Recreation Leader I (Hours)	13,615	13,615	13,615	13,615
PT Recreation Leader II (Hours)	6,150	6,150	6,150	6,150
Subtotal hours	19,765	19,765	19,765	19,765
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

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
Aquatic Coordinator - Operations	1	1	1	1
Assistant Aquatic Coordinator	2	2	2	2
Subtotal	7	7	7	7
PT Admissions (Hours)	3,354	3,354	3,354	3,354
PT Cashiers (Hours)	2,000	2,000	2,000	2,000
PT Head Lifeguard (Hours)	2,660	2,660	2,660	2,660
PT Lifeguards (Hours)	18,138	18,138	21,804	21,804
PT Water Safety Inst. (Hours)	4,779	4,779	4,779	4,779
PT Assistant Aquatics Operations Coordinator (Hours)	1,560	1,560	1,560	1,560
Subtotal hours	32,491	32,491	36,157	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
PT Parks Laborer (Hours)	1,040	1,040	1,040	1,040
PT Park Ambassador (Hours)	3,120	3,120	3,120	3,120
Subtotal hours	4,160	4,160	4,160	4,160
0001-1500 Community Development				
City Planner	1	1	1	1
Secretary I	1	1	0	0
Secretary II	0	0	1	1
Permit Technicians	3	3	3	3
Senior Permit Technician	1	1	1	1
Building Official	1	1	1	1
Building Inspector	6	6	8	8
Code Enforcement Officers	2	2	3	3
Subtotal	15	15	18	18
PT Building Inspector (Hours)	0	0	224	0
Subtotal hours	0	0	224	0
0001-1530 Drainage Maintenance				
Drainage Foreman	1	1	1	1
Heavy Equipment Operator	3	3	3	4
Light Equipment Operator/Driver	3	3	3	3
Subtotal	7	7	7	8

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
0001-1540 Streets				
Street & Drainage Superintendent	1	0	0	1
Assistant Public Works Director - Operations	0	1	0	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	5
Light Equipment Operator/Driver	14	14	14	17
Laborer	7	7	7	10
Subtotal	28	28	27	36
0001-1550 Signal Maintenance				
Journeyman Electrician	2	2	3	3
Traffic Signal Technician	1	1	0	1
Subtotal	3	3	3	4
0001-1570 Engineering				
Planning Commission	7	7	7	7
Subtotal	7	7	7	7
City Engineer	0	0	0	0
Assistant City Engineer	1	1	0	0
Assistant Director of Projects/Transportation	0	0	1	1
Secretary II	0	0	1	1
Secretary I	2	2	1	1
Senior Project Manager	1	1	0	0
Engineer Manager	0	0	1	1
Lead Engineer	1	1	0	0
Project Engineer	1	1	3	3
Development Coordinator	1	1	2	2
Engineering Project Specialist	1	1	1	1
Senior Engineering Technician	1	2	0	0
Engineering Technician	0	0	1	1
Engineering Aide	6	5	5	5
Project Coordinator	1	1	0	0
Project Inspector	1	1	0	0
Senior Engineering Inspector	1	1	3	3
Engineering Inspector	1	1	3	3
Registered Surveyor	1	1	0	0
Survey Party Chief	1	1	0	0
Subtotal	21	21	22	22
TOTAL GENERAL FUND	396	395	432	443

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
WATER & SEWER OPERATING FUND				
0002-2800 Utility Billing				
Utility Billing Manager	1	1	1	1
Senior Meter Technician	1	1	1	1
Meter Technician	3	3	3	4
Senior Account Representative	1	1	1	1
Account Representative	3	3	3	3
Subtotal	9	9	9	10
0002-2810 Public Works				
Executive Director of Infrastructure Services	0	1	1	1
Director of Public Works	1	0	0	0
Assistant Public Works Director - Operations	0	0	1	1
Assistant Public Works Director - Engineer	1	1	0	0
Administrative Coordinator	0	1	1	1
Secretary II	1	0	0	0
Secretary I	2	3	3	3
Utilities Manager	0	0	0	1
Subtotal	5	6	6	7
WATER CONSERVATION				
0002-2811 Water Conservation				
Water Conservation Manager	1	1	0	0
Subtotal	1	1	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	1	1
Laborer	5	5	2	2
Water Plant Operator	3	3	3	4
Subtotal	15	15	11	12
0002-2881 Waste Water Treatment Plant				
WWTP Superintendent	1	1	1	1
Pretreatment Coordinator	1	1	1	1
WWTP Foreman	1	1	1	1
WWTP Operator	5	5	5	5
Secretary I	1	0	0	0
Laborer	1	1	1	1
Driver/Press Operator	1	1	1	1
Maintenance Technician	0	0	0	1
Subtotal	11	10	10	11

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
0002-2882 Sewer				
Water/Sewer Superintendent	1	1	0	0
Water/Sewer Foreman	1	1	0	0
Heavy Equipment Operator	5	5	3	5
Laborer	11	11	8	12
Light Equipment Operator	2	2	1	1
Subtotal	20	20	12	18
0002-2883 Pump & Motor Maintenance				
Superintendent	1	1	1	1
Pump, Motor, & Signal Maintenance Foreman	0	1	1	1
Master Electrician	1	0	0	0
Pump Mechanic	2	3	3	5
Laborer	2	0	0	0
Welder	1	1	1	1
Journeyman Electrician	0	0	0	1
Subtotal	7	6	6	9
0002-2884 Project Construction				
Superintendent	0	0	0	0
Foreman	0	0	0	0
Heavy Equipment Operator	0	7	5	0
Light Equipment Operator	0	2	3	0
Laborer	0	8	7	0
Street & Drainage Superintendent	0	0	1	0
Traffic Signal Technician	0	0	1	0
Utilities Manager	0	0	1	0
Water Plant Operator	0	0	1	0
Maintenance Technician	0	0	1	0
Pump Technician	0	0	1	0
Pump Mechanic	0	0	1	0
Journeyman Electrician	0	0	1	0
Meter Technician	0	0	1	0
Account Payable Clerk	0	0	1	0
Subtotal	0	17	25	0
TOTAL WATER & SEWER OPERATING FUND	68	84	79	67
WATER & SEWER CONSTRUCTION FUND				
0007-7020 Project Engineering				
Assistant Director - Capital Projects	0	0	0	0
Secretary	0	0	0	0
Project Specialist	0	0	0	0
Project Engineer	0	0	0	0
Engineering Aide II	0	0	0	0
Engineering Project Inspector	0	0	0	0
Senior Engineering Technician	0	0	0	0
Survey Party Chief	0	0	0	0

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2012-2013</u>	<u>Actual 2013-2014</u>	<u>Estimated 2014-2015</u>	<u>Budgeted 2015-2016</u>
Registered Surveyor	0	0	0	0
Engineering Project Coordinator	0	0	0	0
Subtotal	0	0	0	0
0007-7030 Project Construction				
Heavy Equipment Operator	7	0	0	0
Light Equipment Operator	2	0	0	0
Laborer	8	0	0	0
Subtotal	17	0	0	0
TOTAL WATER & SEWER CONSTRUCTION	17	0	0	0
HOTEL OCCUPANCY TAX FUND				
0004-4010 Convention & Visitors Bureau				
Convention & Visitors Bureau Manager	1	1	1	1
Tourism Coordinator	2	3	3	3
Subtotal	3	4	4	4
TOTAL HOTEL OCCUPANCY TAX FUND	3	4	4	4
CONROE INDUSTRIAL DEVELOPMENT CORP (CIDC) FUND				
0009-9000 CIDC				
CIDC Executive Director	1	1	1	1
CIDC Deputy Director	1	1	1	1
Associate Director	1	1	1	1
Research Analyst/Retail Specialist	1	1	1	1
CIDC Coordinator	1	0	0	0
Subtotal	5	4	4	4
TOTAL CIDC FUND	5	4	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	2	2	2
Fleet Technician II	5	4	2	2
Fleet Technician I	0	0	2	2
Subtotal	7	8	8	8
TOTAL FLEET SERVICES FUND	7	8	8	8

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>2013-2014</u>	<u>Estimated</u> <u>2014-2015</u>	<u>Budgeted</u> <u>2015-2016</u>
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
Recreation Coordinator - Programs	2	2	2	2
Subtotal	4	4	4	4
PT Rec Coordinator	1,560	1,560	1,560	1,560
PT Rec Leader I	36,470	36,470	37,190	33,190
PT Rec Leader II	14,015	14,015	16,175	16,175
PT Asst Rec Coordinator (2)	0	0	0	2,000
PT Youth Counselor in Training	0	0	0	4,000
Subtotal hours	52,045	52,045	54,925	56,925
TOTAL OJCC FUND	4	4	4	4
TRANSPORTATION GRANTS FUND				
0036-3600				
Administrative Coordinator/Transportation Specialist	0	1	0	0
Transportation Manager	0	0	1	1
Subtotal	0	1	1	1
TRANSPORTATION GRANTS FUND	0	1	1	1
SELF FUNDED INSURANCE FUND				
0081-8100				
Employee Specialist	1	0	0	0
Subtotal	1	0	0	0
SELF FUNDED INSURANCE FUND	1	0	0	0
TOTAL ALL FUNDS	502	501	533	532

2015-2016 Compensation Ranges

Fiscal Year 2015-2016

NON-EXEMPT

Grade	<i>MINIMUM</i>			<i>MIDPOINT</i>			<i>MAXIMUM</i>		
	Annual	Monthly	Hourly	Annual	Monthly	Hourly	Annual	Monthly	Hourly
203	23,305	1,942	11.204	29,131	2,428	14.005	34,957	2,913	16.806
204	24,820	2,068	11.933	31,024	2,585	14.916	37,230	3,103	17.899
205	26,433	2,203	12.708	33,041	2,753	15.885	39,649	3,304	19.062
206	28,151	2,346	13.534	35,189	2,932	16.918	42,226	3,519	20.301
207	29,981	2,498	14.414	37,476	3,123	18.017	44,972	3,748	21.621
208	31,930	2,661	15.351	39,912	3,326	19.188	47,895	3,991	23.027
209	34,006	2,834	16.349	42,506	3,542	20.436	51,008	4,251	24.523
210	36,215	3,018	17.411	45,270	3,772	21.764	54,323	4,527	26.117
211	38,569	3,214	18.543	48,212	4,018	23.179	57,854	4,821	27.815
212	41,077	3,423	19.749	51,346	4,279	24.685	62,219	5,185	29.913
213	43,747	3,646	21.032	54,683	4,557	26.290	65,620	5,468	31.548
214	46,591	3,883	22.399	58,238	4,853	27.999	69,884	5,824	33.598
215	49,619	4,135	23.855	62,023	5,169	29.819	74,428	6,202	35.783
216	52,844	4,404	25.406	66,055	5,505	31.757	79,266	6,606	38.109

EXEMPT

Grade	<i>MINIMUM</i>			<i>MIDPOINT</i>			<i>MAXIMUM</i>		
	Annual	Monthly	Hourly	Annual	Monthly	Hourly	Annual	Monthly	Hourly
108	50,320	4,193	24.192	62,899	5,242	30.240	75,480	6,290	36.288
109	51,829	4,319	24.918	64,786	5,399	31.147	77,744	6,479	37.377
110	53,903	4,492	25.915	67,378	5,615	32.393	80,853	6,738	38.872
111	56,598	4,716	27.210	69,360	5,780	33.346	84,897	7,075	40.816
112	60,559	5,047	29.115	75,699	6,308	36.394	90,839	7,570	43.673
113	65,404	5,450	31.444	81,756	6,813	39.306	98,107	8,176	47.167
114	71,290	5,941	34.274	89,113	7,426	42.843	110,058	9,172	52.913
115	78,795	6,566	37.882	98,024	8,169	47.127	117,629	9,802	56.553
116	86,261	7,188	41.472	107,827	8,986	51.840	129,392	10,783	62.208
117	94,888	7,907	45.619	118,652	9,888	57.044	142,332	11,861	68.429
118	98,234	8,186	47.228	136,402	11,367	65.578	163,682	13,640	78.693
119	126,580	10,548	60.856	158,226	13,186	76.070	189,869	15,822	91.283

Civil Service Compensation Ranges

Fiscal Year 2015-2016

Effective 10/1/2015

FIRE	Entry	1	2	3	4	5	6	7	8	9
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Firefighter	46,620	48,019	49,460	50,943	52,472	54,046	55,667	57,337	59,057	60,829
F1										
E/O		64,216	66,465	68,791						
F2										
Lieutenant		73,696	76,275	78,945						
F3										
Battalion Chief		84,725	87,267	89,884	92,581					
F4										
Assistant Chief		97,266	100,184	103,189	106,285					
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 2015-2016

Effective 10/1/2015

POLICE	Entry	1	2	3	4	5	6	7	8
Cadet	43,271								
Trainee*	49,172								
Officer		51,508	53,955	56,517	59,202	62,014	64,961		
P1									
Sergeant	69,249	71,673	74,182	76,777	79,465				
P2									
Lieutenant	82,409	84,881	87,428	90,051					
P3									
Deputy Chief	102,783	105,867	109,043						
P4									

INCENTIVE PAY- Police

Effective Date 10/1/2011

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

INCENTIVE PAY-Communications Officers

Intermediate	\$	250
Advanced	\$	350
Masters	\$	500

PART-TIME/SEASONAL

Grade		Minimum
27	P/T WATER CONSERVATION MANAGER-Exempt	24.357
28	P/T BALLET INSTRUCTOR	21.225
29	P/T ANIMAL CONTROL	13.951
30	P/T RECREATION LEADER I	8.527
31	P/T RECREATION LEADER II	10.959
32	P/T SCOREKEEPER	8.527
33	P/T DAY CAMP COORDINATOR	10.959
34	P/T PROGRAM COORDINATOR	17.769
35	P/T DAY CAMP COUNSELOR	8.527
36	P/T YOUTH COUNSELOR INTRAINING	7.694
37	P/T LIFEGUARD	8.527
38	P/T HEAD LIFEGUARD	8.527
39	P/T WATER SAFETY INSTRUCTOR -SWIM COACH	10.971
40	P/T ADMISSIONS RECEPTIONIST	8.527
41	P/T AQUATIC ADMISSIONS CONCESSIONS ATTENDANT	7.694
42	P/T SWITCHBOARD	12.187
43	P/T SECRETARY	13.028
44	P/T METER READER	11.949
45	P/T AQUATICS FACILITY MAINTENANCE TECH.	10.959
46	P/T DATA ENTRY CLERK	7.694
47	P/T CLERK	11.516
48	P/T HR REPRESENTATIVE	17.098
49	P/T CALL TAKER	11.766
50	P/T COMMUNICATIONS OFFICER	14.916
51	P/T ENGINEERING INTERN	13.938
52	P/T MGMT INTERN	13.938
53	PT RECORDS CLK/RECPT	12.187
54	P/T ASST ADMISSIONS COORD.	9.413
55	P/T ASST AQUATIC SUPERVISOR	15.995
56	P/T MAIL CLERK	12.187
57	P/T PARKS AMBASSADOR	12.187
58	P/T CUSTODIAN/LABORER/KENNEL TECHNICIAN	12.187
59	P/T ACCOUNTANT III	24.845

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
5105	Ground Water Conservation Fee
5110	Sewer Charges
5115	Surface Water Fee
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

City of Conroe
Revenue and Expenditure Accounts

<u>ACCOUNT</u>	<u>DESCRIPTION</u>
5510	Traffic and Criminal Fines
5520	Parking Fines
5530	Traffic Camera Fines
5540	Commercial Vehicle Fines
6000	Investment Income
6010	Interest on Investments
6015	Unrealized Gains (Losses) on Investments
6020	Penalty and Interest
6030	Lease Income
6035	Land Sales
6036	Proceeds-Sales of Capital Assets
6037	Capital Recovery Fees
6040	Oil and Gas Royalties
6045	Swim Center Concession
6050	Recreational
6051	Parks Programs
6052	Parks Donations
6053	Animal Shelter Fees
6054	Tree Mitigation Revenue
6055	Refuse Containers
6060	Unanticipated Revenues
6065	Other Income
6070	Short and Over
6075	PID Assessment Revenue
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
6112	Other Fin-Proceeds Ref Bond
6114	Developer Reimbursements
6115	Contributions-Employer

City of Conroe
Revenue and Expenditure Accounts

<u>ACCOUNT</u>	<u>DESCRIPTION</u>
6200	Proceeds for Cap Leases
6500	Convention Center
6510	Non Operating Revenues
6520	Interest- Other
6530	Other Non-Operating Income
6550	Transfer In
Expenditures:	
7010	Salaries
7012	Part Time Salaries
7015	Contract Labor
7020	Overtime
7025	Social Security
7030	Retirement and Pension
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
7300	Inventory Purchases
7301	Fleet Stock Parts
7400	Fleet Non Stock Parts
7450	Sublet Labor
7500	Fuel Consumption
8010	Utilities
8020	Insurance and Bonds
8030	Legal

City of Conroe
Revenue and Expenditure Accounts

<u>ACCOUNT</u>	<u>DESCRIPTION</u>
8040	Leased Equipment
8050	Travel and Training
8060	Contract Services
8062	Community Services (OJJCC)
8065	Investment Expense-OPEB
8066	Benefits-OPEB
8068	Administrative Expenses-OPEB
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
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
9102	Capital Improvements
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
9621	Other Fin-Pmt Ref BD Escrow
9622	Other Uses Issue Costs
9624	Discount-Bond Issue
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 (INACTIVE)
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 (INACTIVE)
001	1208	Traffic Services (INACTIVE)
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 (INACTIVE)
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 (INACTIVE)
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	8010	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) (INACTIVE)
Any	1116	Materials
Any	1117	Machinery/Equipment
Any	1118	Miscellaneous
Any	1119	Construction (City Crews)
Any	1120	Furniture & Fixtures
Any	1121	Water Revenue
Any	1122	Sewer Revenue
Any	1123	Surface Water Conversion Fee
Any	1124	Ground Water Conservation Fee
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**.



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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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<i>These schedules contain information about the City's operations and resources to help the reader understand how the City's financial information relates to the services the City provides and the activities it performs.</i>	

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year.

CITY OF CONROE, TEXAS
NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)

		Fiscal Year				
		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	\$	<u>759,062</u>	<u>\$ 19,219,851</u>	<u>\$ 49,893,971</u>	<u>\$ 64,456,428</u>	<u>\$ 69,465,405</u>
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		<u>3,397,835</u>	<u>13,315,205</u>	<u>9,005,666</u>	<u>12,443,817</u>	<u>16,429,178</u>
Total Business-type Activities Net Position	\$	<u>54,213,750</u>	<u>\$ 49,898,930</u>	<u>\$ 49,144,343</u>	<u>\$ 46,746,272</u>	<u>\$ 46,979,260</u>
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	\$	<u>54,972,812</u>	<u>\$ 69,118,781</u>	<u>\$ 99,038,314</u>	<u>\$ 111,202,700</u>	<u>\$ 116,444,665</u>

TABLE C-1

Fiscal Year				
2010	2011	2012	2013	2014
\$ 45,594,829	\$ 44,291,192	\$ 46,590,472	\$ 49,087,033	\$ 54,366,984
-	-	-	-	-
5,114,405	6,293,542	7,028,107	8,342,744	10,623,507
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
22,393,150	30,316,480	33,221,815	42,229,165	46,836,093
<u>\$ 73,102,384</u>	<u>\$ 80,901,214</u>	<u>\$ 86,840,394</u>	<u>\$ 99,658,942</u>	<u>\$ 111,826,584</u>
\$ 42,313,096	\$ 41,092,795	\$ 38,394,869	\$ 38,080,390	\$ 38,527,503
768,607	2,011,388	3,469,710	2,883,757	4,169,587
3,482,423	6,574,281	10,849,396	14,536,011	15,274,317
<u>\$ 46,564,126</u>	<u>\$ 49,678,464</u>	<u>\$ 52,713,975</u>	<u>\$ 55,500,158</u>	<u>\$ 57,971,407</u>
\$ 87,907,925	\$ 85,383,987	\$ 84,985,341	\$ 87,167,423	\$ 92,894,487
-	-	-	-	-
5,883,012	8,304,930	10,497,817	11,226,501	14,793,094
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
25,875,573	36,890,761	44,071,211	56,765,176	62,110,410
<u>\$ 119,666,510</u>	<u>\$ 130,579,678</u>	<u>\$ 139,554,369</u>	<u>\$ 155,159,100</u>	<u>\$ 169,797,991</u>

CITY OF CONROE, TEXAS
CHANGE IN NET POSITION
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)

TABLE C-2
1 of 2

	Fiscal Year									
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
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	\$ 11,396,885
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	1,555,692
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	31,524,935
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	6,989,269
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	9,658,450
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	5,749,864
Capital Outlay	77,564	-	-	-	-	-	-	-	-	-
Other	1,131,154	183,126	-	-	-	-	-	-	-	-
Total Governmental Activities Expenses	<u>\$ 35,196,367</u>	<u>\$ 45,791,140</u>	<u>\$ 43,877,772</u>	<u>\$ 54,086,979</u>	<u>\$ 57,033,098</u>	<u>\$ 59,250,027</u>	<u>\$ 61,178,532</u>	<u>\$ 66,207,695</u>	<u>\$ 58,883,351</u>	<u>\$ 66,875,095</u>
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	25,440,644
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	1,237,286
Total Business-type Activities Expenses	<u>11,472,475</u>	<u>14,174,726</u>	<u>14,133,185</u>	<u>14,292,201</u>	<u>15,264,855</u>	<u>16,462,203</u>	<u>18,660,945</u>	<u>19,723,209</u>	<u>22,679,972</u>	<u>26,677,930</u>
Total Primary Government Expenses	<u>\$ 46,668,842</u>	<u>\$ 59,965,866</u>	<u>\$ 58,010,957</u>	<u>\$ 68,379,180</u>	<u>\$ 72,297,953</u>	<u>\$ 75,712,230</u>	<u>\$ 79,839,477</u>	<u>\$ 85,930,904</u>	<u>\$ 81,563,323</u>	<u>\$ 93,553,025</u>
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	\$ 2,500,520
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	3,835,258
Parks	525,109	594,503	723,509	732,336	828,233	877,457	1,084,825	1,157,025	1,194,628	1,246,186
Public Works	1,401,430	287,265	579,590	705,732	573,402	618,137	722,668	718,931	742,027	696,136
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	2,240,844
Finance	-	-	-	-	57,995	-	-	-	-	-
Public Safety	-	-	-	-	925,361	87,564	62,070	353,102	494,595	594,235
Parks	-	-	-	-	191,572	-	-	-	-	-
Public Works	-	-	-	-	246,467	896,259	-	-	104,520	426,960
Total Governmental Activities Program Revenues	<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>	<u>\$ 12,285,890</u>	<u>\$ 15,045,476</u>	<u>\$ 15,852,235</u>	<u>\$ 9,765,794</u>	<u>\$ 11,540,139</u>
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	26,350,214
Service Center	647,562	543,743	803,220	745,546	951,870	1,088,578	1,156,833	1,211,046	1,297,701	1,359,544
Operating Grants & Contributions:										
Enterprise	-	-	-	-	685,721	-	-	-	-	-
Total Business-type Activities Program Revenues	<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>	<u>16,540,388</u>	<u>22,817,679</u>	<u>22,174,452</u>	<u>25,536,992</u>	<u>27,709,758</u>
Total Primary Government Program Revenues	<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>	<u>\$ 28,826,278</u>	<u>\$ 37,863,155</u>	<u>\$ 38,026,687</u>	<u>\$ 35,302,786</u>	<u>\$ 39,249,897</u>
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)	\$ (55,334,956)
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	1,031,828
Total Net Expense	<u>\$ (29,718,231)</u>	<u>\$ (37,552,012)</u>	<u>\$ (35,633,162)</u>	<u>\$ (44,273,657)</u>	<u>\$ (44,617,580)</u>	<u>\$ (46,885,952)</u>	<u>\$ (41,976,322)</u>	<u>\$ (47,904,217)</u>	<u>\$ (46,260,537)</u>	<u>\$ (54,303,128)</u>

TABLE C-2
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	Fiscal Year									
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
General Revenues and Other Changes in Net Position										
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	\$ 18,258,675
In Lieu of Taxes	112,822	379,862	378,998	435,170	457,851	480,206	489,904	570,277	587,634	682,113
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	5,498,112
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	40,261,541
Hotel Occupancy Taxes	324,188	175,416	279,111	228,666	406,603	690,112	591,940	801,963	926,572	1,103,093
Mixed Beverage Taxes	103,211	119,216	134,088	140,886	147,909	173,790	168,103	141,111	149,146	219,547
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	413,617
Donations	-	-	-	-	76,412	161,124	193,335	173,978	397,521	110,556
Grants and Contributions Not										
Restricted to Specific Programs	-	-	-	-	-	1,636,394	872,055	870,190	984,394	1,050,519
Unrestricted Investment Earnings	1,213,038	989,750	1,948,043	1,211,705	718,596	240,119	176,010	160,852	122,179	135,095
Gain (Loss) on Investments	-	(733,375)	285,948	467,934	(240,904)	(83,186)	38,218	14,930	(221,800)	(126,115)
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	(104,155)
Total Governmental Activities	\$ 36,825,176	\$ 43,997,043	\$ 47,176,947	\$ 58,419,928	\$ 51,444,490	\$ 50,601,116	\$ 53,931,886	\$ 56,294,640	\$ 63,162,714	\$ 67,502,598
Business-type Activities:										
Miscellaneous	-	-	2,898	-	-	31,492	120,155	126,429	356,157	305,613
Donations	-	-	-	-	-	880	105	1,000	500	-
Grants and Contributions Not										
Restricted to Specific Programs	-	-	-	-	-	119,062	48,160	576,728	1,500,000	1,030,521
Unrestricted Investment Earnings	459,079	303,334	389,611	873,629	216,786	24,326	36,412	41,335	32,490	36,200
Gain (Loss) on Investments	-	(187,907)	125,198	(26,230)	(103,199)	(26,802)	52,831	(1,016)	(36,457)	(37,068)
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)	104,155
Total Business-type Activities	745,072	(879,626)	428,790	(2,593,952)	(340,372)	(493,319)	(1,042,396)	584,268	744,618	1,439,421
Total Primary Government	\$ 37,570,248	\$ 43,117,417	\$ 47,605,737	\$ 55,825,976	\$ 51,104,118	\$ 50,107,797	\$ 52,889,490	\$ 56,878,908	\$ 63,907,332	\$ 68,942,019
Change in Net Position										
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	\$ 12,167,642
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	2,471,249
Total Primary Government	\$ 7,852,017	\$ 5,565,405	\$ 11,972,575	\$ 11,552,319	\$ 6,486,538	\$ 3,221,845	\$ 10,913,168	\$ 8,974,691	\$ 17,646,795	\$ 14,638,891

CITY OF CONROE, TEXAS**PROGRAM REVENUE BY FUNCTION/PROGRAMS
LAST TEN FISCAL YEARS**

	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><u>\$ 16,950,611</u></u>	<u><u>\$ 22,413,854</u></u>	<u><u>\$ 22,377,795</u></u>	<u><u>\$ 24,105,523</u></u>	<u><u>\$ 27,680,373</u></u>

TABLE C-3

Fiscal Year				
2010	2011	2012	2013	2014
\$ 6,725,603	\$ 7,577,554	\$ 8,199,459	\$ 1,982,113	\$ 2,500,520
2,430,917	4,350,954	3,725,515	3,489,063	3,835,258
877,457	1,084,825	1,157,025	1,194,628	1,246,186
618,137	722,668	718,931	742,027	696,136
649,953	1,247,405	1,698,203	1,758,848	2,240,844
-	-	-	-	-
87,564	62,070	353,102	494,595	594,235
-	-	-	-	-
896,259	-	-	104,520	426,960
<u>\$12,285,890</u>	<u>\$15,045,476</u>	<u>\$15,852,235</u>	<u>\$ 9,765,794</u>	<u>\$11,540,139</u>
15,451,810	21,660,846	20,963,406	24,239,291	26,350,214
1,088,578	1,156,833	1,211,046	1,297,701	1,359,544
-	-	-	-	-
<u>16,540,388</u>	<u>22,817,679</u>	<u>22,174,452</u>	<u>25,536,992</u>	<u>27,709,758</u>
<u>\$28,826,278</u>	<u>\$37,863,155</u>	<u>\$38,026,687</u>	<u>\$35,302,786</u>	<u>\$39,249,897</u>

CITY OF CONROE, TEXAS
FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(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:				
Prepaid Items	-	-	-	-
Inventories	-	-	-	-
Restricted for:				
Court Efficiency Fund	-	-	-	-
Court Security Fund	-	-	-	-
Court Technology Fund	-	-	-	-
Juvenile Case Manager	-	-	-	-
Truancy Prevention Fund	-	-	-	-
Severance Pay 2% Sinking Fund	-	-	-	-
Seized Assets	-	-	-	-
Red Light Cameras	-	-	-	-
State Franchise 1% PEG Fee	-	-	-	-
Commercial Vehicle Enforcement Program	-	-	-	-
Assigned to:				
Tree Mitigation Revenue	-	-	-	-
Equipment Replacement	-	-	4,375,889	5,204,390
General Fund-Balance 2015 Appropriations	-	-	-	-
Self-Funded Insurance	-	-	-	-
Unassigned	-	-	-	-
Total General Fund	\$ 8,320,418	\$ 14,462,936	\$ 21,765,971	\$ 23,517,933
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	\$ 10,107,955	\$ 11,772,686	\$ 24,917,133	\$ 38,549,526

TABLE C-4

Fiscal Year					
2009	2010	2011	2012	2013	2014
\$ 36,942	\$ 165,106	\$ -	\$ -	\$ -	\$ -
19,864,037	17,838,511	-	-	-	-
-	-	120,070	116,910	113,750	110,590
-	-	25,373	42,871	43,791	42,208
-	-	-	204,460	151,170	152,115
-	-	-	188,541	105,605	30,333
-	-	100,395	-	31,497	-
-	-	-	-	-	72,160
-	-	-	-	-	2,433
-	-	-	-	15,829	20,266
-	-	236,503	394,828	184,389	311,048
-	-	312,564	405,739	416,273	519,200
-	-	11,905	54,311	93,998	79,778
-	-	-	-	-	16,032
-	-	-	-	15,353	31,353
2,460,433	2,686,253	2,659,177	3,082,043	3,906,728	4,977,087
-	-	-	-	1,751,375	4,352,573
-	-	-	-	-	1,600,000
-	-	19,911,074	23,483,574	24,887,074	20,500,016
<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>	<u>\$ 32,817,192</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	4,471,517
-	-	6,441,765	10,451,194	12,260,043	14,537,182
-	-	28,774,112	23,677,654	12,796,545	40,358,188
-	-	822,755	1,146,480	1,446,517	2,313,400
-	-	3,439,652	1,621,505	2,461,268	12,300,254
-	-	362,504	362,451	340,554	-
-	-	3	5	8	10
-	-	2,922,942	3,023,439	3,463,184	3,867,574
-	-	2,516,382	-	-	-
-	-	385,084	466,711	385,950	344,253
-	-	97,514	100,739	98,386	30,121
-	-	35,360	44,042	54,123	63,510
-	-	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>	<u>\$ 78,286,009</u>

CITY OF CONROE, TEXAS

CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS

LAST TEN FISCAL YEARS

(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 Sales and 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
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	-	-
Land Sales	626,868	1,093,043	953,745	5,142,836	1,192,527
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 Retirement	4,287,000	5,029,157	5,351,293	5,812,976	6,496,604
Interest and Fiscal Charges	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 (Deficiency) of Revenues Over (Under) Expenditures	2,815,350	(417,932)	(41,810)	(18,996,607)	(13,330,550)
Other Financing Sources (Uses)					
Issuance of Bonds and COs	4,168,378	4,155,666	33,701,208	32,100,000	12,750,000
Refunding Bonds Issued	-	-	-	-	-
Issuance of Capital Lease	1,314,221	2,452,456	-	-	-
Premiums and Discounts	-	-	(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	2014
\$ 46,779,434	\$ 50,327,235	\$ 53,584,786	\$ 60,358,883	\$ 65,879,766
1,293,727	1,240,026	1,414,723	1,752,598	2,260,525
1,545,589	1,833,902	1,909,626	1,979,380	1,966,939
312,867	332,526	339,640	331,029	357,568
2,247,748	4,204,363	3,480,694	3,344,824	3,693,068
3,789,076	2,705,939	3,610,177	3,342,357	4,312,558
290,805	183,455	277,440	116,658	130,335
(78,519)	33,809	(9,121)	(191,185)	(121,797)
150,095	107,349	140,798	112,655	106,932
-	3,439,652	1,621,505	2,645,283	4,777,829
751,187	-	-	-	-
614,992	677,273	830,787	852,106	627,045
57,697,001	65,085,529	67,201,055	74,644,588	83,990,768
10,469,930	9,858,475	12,912,210	11,444,046	13,396,364
1,259,066	1,302,032	1,354,043	1,333,034	1,421,763
21,289,975	22,150,568	22,534,671	24,048,252	26,836,475
4,403,634	4,724,826	4,124,585	4,238,271	4,905,220
5,269,914	5,772,043	5,519,381	6,703,354	7,369,859
6,687,970	6,916,093	7,437,033	13,183,048	7,194,144
4,859,814	4,889,929	5,751,981	5,887,124	5,530,863
-	453,738	239,023	433,014	345,651
13,646,743	29,127,940	21,033,141	18,897,565	14,557,532
-	-	-	-	-
67,887,046	85,195,644	80,906,068	86,167,708	81,557,871
(10,190,045)	(20,110,115)	(13,705,013)	(11,523,120)	2,432,897
9,270,000	32,080,000	8,970,000	13,080,000	31,100,000
4,035,000	-	7,560,000	12,305,000	-
-	-	-	-	-
425,757	590,506	258,044	(11,377,320)	3,637,580
(4,064,917)	-	(7,697,335)	13,761,078	-
9,374,078	7,848,088	7,289,803	(12,653,006)	8,258,452
(9,796,314)	(6,548,029)	(7,129,595)	-	(8,362,607)
9,243,604	33,970,565	9,250,917	15,115,752	34,633,425
\$ (946,441)	\$ 13,860,450	\$ (4,454,096)	\$ 3,592,632	\$ 37,066,322
21.3%	21.1%	22.0%	28.3%	19.5%

CITY OF CONROE, TEXAS**TABLE C-6**

TAX REVENUES BY SOURCE-GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

<u>Fiscal Year</u>	<u>Property</u>	<u>Sales & Use</u>	<u>Hotel/Motel Occupancy</u>	<u>Franchise</u>	<u>Other</u>	<u>Total</u>
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
2014	17,950,171	40,261,542	1,103,093	5,498,112	\$ 1,066,848	65,879,766
Change 2005-2014	110%	77%	307%	135%	56%	90%

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

<u>Fiscal Year</u>	<u>Residential Property</u>	<u>Commercial Property</u>	<u>Personal Property</u>	<u>Less: Tax Exempt Property</u>	<u>Total Taxable Assessed Value</u>	<u>Total Direct Tax Rate</u>
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
2014	2,554,166,206	1,554,076,046	1,444,595,982	1,230,012,103	4,322,826,131	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 LAST TEN FISCAL YEARS

TABLE C-8

Fiscal Year	City Direct Rates			Overlapping Rates							
	Operations & Maintenance	General Obligation Debt Service	Total Direct Rate	Montgomery County	Mont. Co. Hospital District	Lone Star College	Conroe ISD	Willis 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	1.7350	N/A	N/A	N/A
2006	0.2435	0.1900	0.4335	0.4963	0.0850	0.1207	1.7600	1.6020	0.6000	0.6000	N/A
2007	0.2400	0.1900	0.4300	0.4913	0.0781	0.1167	1.5900	1.3060	0.6000	0.6000	0.6000
2008	0.2350	0.1900	0.4250	0.4888	0.0777	0.1144	1.2400	1.3700	0.6000	0.6000	0.6000
2009	0.2300	0.1900	0.4200	0.4838	0.0760	0.1101	1.2700	1.3700	0.6000	0.6000	0.6000
2010	0.2450	0.1750	0.4200	0.4838	0.0755	0.1101	1.2850	1.3700	0.6000	0.6000	0.7000
2011	0.2500	0.1700	0.4200	0.4838	0.0754	0.1176	1.2950	1.3700	0.6000	0.6000	0.7000
2012	0.2500	0.1700	0.4200	0.4838	0.0729	0.1198	1.2900	1.3900	0.6000	0.6000	0.7000
2013	0.2500	0.1700	0.4200	0.4838	0.0727	0.1160	1.2850	1.3900	0.6000	0.6000	0.7000
2014	0.2500	0.1700	0.4200	0.4767	0.0725	0.1081	1.2800	1.3900	0.0000	0.0000	0.7000

Source: Montgomery Central Appraisal District.

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

TABLE C-9

2014 Taxpayer	Type of Business	2013 Assessed Valuation	Percentage of Total Assessed Valuation
Conroe Hospital Corporation	Hospital	\$ 73,829,980	1.84%
McKesson Corporation	Pharmaceuticals	55,536,390	1.39%
Wal-Mart Real Estate Bus. Trust	Retail	47,784,306	1.19%
National Oilwell Varco/TX Oil Tools	Manufacturing	37,612,420	0.94%
Reme Inc	Drilling	36,932,010	0.92%
Conroe Marketplace S C LP	Retail	36,462,540	0.91%
National Oilwell Varco DHT LP	Manufacturing	33,765,450	0.84%
Maverick Tube Texas Works	Manufacturing	33,599,280	0.84%
Entergy Texas, Inc	Electric Utility	31,452,140	0.79%
Western Rim Investors 2010-1 LP	Apartments	31,142,400	0.78%
Total		<u>\$ 418,116,916</u>	<u>10.45%</u>

2005 Taxpayer	Type of Business	2004 Assessed Valuation	Percentage of Total Assessed Valuation
Conroe Hospital Corporation	Hospital	\$ 73,584,080	3.70%
Maverick Tube Texas Works	Manufacturing	31,561,516	1.60%
Consolidated Communications of Tx Co	Communications	29,164,710	1.50%
Conroe Regional Medical Center	Hospital	25,568,349	1.30%
Gulf States Utilities Co	Electric Utility	20,979,820	1.10%
Crown Cork & Seal Co	Manufacturing	20,912,720	1.10%
Town Center Venture LLP	Retail	18,554,890	0.90%
Ball Metal Container Group	Manufacturing	16,164,623	0.80%
Craig Realty Group-Conroe-LP	Retail	15,236,500	0.80%
Western Rim Investors 2002-1 LP	Retail	14,857,080	0.80%
Total		<u>\$ 266,584,288</u>	<u>13.60%</u>

Source: Montgomery Central Appraisal District

CITY OF CONROE, TEXAS**PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS****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%	149,744	8,555,698	99.77%
2006	9,381,199	9,274,223	98.28%	79,686	9,353,909	99.71%
2007	10,549,673	10,376,943	98.38%	142,340	10,519,283	99.71%
2008	11,813,302	11,716,511	99.18%	71,993	11,788,504	99.79%
2009	13,395,885	13,171,609	98.33%	184,597	13,356,206	99.70%
2010	14,378,880	14,164,088	98.51%	74,576	14,238,664	99.02%
2011	14,452,462	14,222,611	98.41%	122,708	14,345,319	99.26%
2012	15,205,842	14,951,252	98.33%	133,535	15,084,787	99.20%
2013	16,858,196	16,610,584	98.53%	122,091	16,732,675	99.26%
2014	18,076,015	18,010,688	99.64%	-	18,010,688	99.64%

Source: Montgomery County Tax Assessor-Collector

Note: Total Tax Collections to date does not include penalty charges and interest.

CITY OF CONROE, TEXAS
TAXABLE SALES BY CATEGORY
LAST TEN CALENDAR YEARS
(IN THOUSANDS OF DOLLARS)

TABLE C-11

	Calendar Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Agriculture										
Forestry & Fishing	\$ -	\$ 124	\$ 218	\$ 287	\$ 2	\$ -	\$ 4	\$ 6	\$ 54	\$ 55
Mining	1,195	2,763	3,928	8,895	11,527	11,892	11,915	6,053	25,385	32,553
Construction	19,625	23,581	36,790	40,017	45,295	28,214	27,992	23,958	33,488	31,336
Manufacturing	49,118	59,229	58,104	70,697	80,117	57,968	55,559	75,498	115,291	141,766
Transportation,										
Communication & Utilities	766	1,748	1,750	3,819	5,877	3,813	4,117	1,524	843	562
Wholesale Trade	82,773	92,273	99,775	110,891	88,029	58,721	56,385	72,428	93,319	113,592
Retail Trade	594,725	558,577	627,361	760,016	798,061	745,719	775,226	786,202	850,416	952,609
Information	12,114	15,260	19,228	39,333	53,842	23,303	23,282	29,425	31,573	35,432
Finance,										
Insurance & Real Estate	21,003	25,599	27,275	36,160	39,862	22,009	20,163	28,683	28,226	37,252
Services	155,549	170,183	179,955	187,367	193,176	198,447	193,343	201,872	218,972	237,869
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>	<u>\$ 1,583,026</u>
City Direct Sales Tax Rate	2.00%	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
LAST TEN FISCAL YEARS*****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%
2014	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	270	3.90%	\$ 0.05	31.00%	57	0.55%	\$ -	0.00%
Mining	37	0.53%	0.05	26.00%	110	1.05%	0.59	1.90%
Construction	526	7.59%	0.21	1.17%	911	8.72%	0.63	2.04%
Manufacturing	349	5.04%	0.73	4.15%	940	8.99%	2.79	9.03%
Transportation, Communication & Utilities	99	1.43%	0.53	3.01%	87	0.83%	0.13	0.04%
Wholesale Trade	431	6.22%	1.72	9.78%	589	5.63%	2.11	6.83%
Retail Trade	3,503	50.54%	13.14	74.69%	3,600	34.44%	18.65	60.54%
Information	-	0.00%	-	0.00%	130	1.24%	0.68	2.21%
Finance, Insurance & Real Estate	88	1.27%	0.03	18.00%	386	3.69%	0.65	2.27%
Services	1,628	23.49%	1.13	6.45%	3,620	34.63%	4.68	15.14%
Other	-	0.00%	-	0.00%	23	0.22%	-	0.00%
Total	6,931	100.00%	\$ 17.59	100.00%	10,453	100.00%	\$ 30.91	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 2013 is the most recent year for which data is available.

CITY OF CONROE, TEXAS
**RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS**
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		
2014	172,569,882	458,149	971,000	173,999,031		
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
2014	92,995,074	3,407,795	96,402,869	270,401,900	20.40%	3,777

(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 NET GENERAL BONDED DEBT OUTSTANDING LAST TEN FISCAL YEARS

TABLE C-15

Fiscal Year	General Bonded Debt Outstanding			Less: Amounts Available in Debt Service Fund ⁽¹⁾	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
2014	12,440,000	112,490,000	124,930,000	10,632,394	114,297,606	2.64%	1,597

Note: (1) This is the amount restricted for debt service payments on general obligation and certificate of obligation bonds.

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

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, 2014
(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	\$ 421,115	12.48%	\$ 52,555
Conroe Independent School District	978,090	17.18%	168,036
Willis Independent School District	66,528	18.45%	12,274
Lone Star College	470,225	3.34%	15,706
MUD #90	7,165	100.00%	7,165
MUD #92	1,745	100.00%	1,745
MUD #107	12,050	100.00%	12,050
Subtotal, Overlapping Debt			\$269,531
City Direct Debt (Net of original issuance discounts and premiums)	131,200		<u>131,200</u>
Total Direct and Overlapping Debt			<u>\$ 400,731</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 estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of another governmental unit's taxable assessed value that is within the city's boundaries and dividing it by each unit's total taxable assessed value.

CITY OF CONROE, TEXAS
LEGAL DEBT MARGIN INFORMATION
LAST TEN FISCAL YEARS

	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 Net Debt Applicable to Limit	48,364,835	48,584,678	65,438,682	78,337,674
Net Legal Debt Margin	248,559,461	276,184,907	303,756,470	339,077,973
Total Net Debt Applicable to the Debt Limit				
As a Percentage of Debt Limit	16.29%	14.96%	17.72%	18.77%
Total Net Debt Margin as a Percentage				
of Debt Limit	83.71%	85.04%	82.28%	81.23%

TABLE C-17

2009	2010	2011	2012	2013	2014
\$ 3,183,689,979	\$ 3,427,354,014	\$ 3,450,170,655	\$ 3,630,957,910	\$ 4,002,688,279	\$ 4,322,826,131
477,553,497	514,103,102	517,525,598	544,643,687	600,403,242	648,423,920
87,855,000	92,520,000	105,360,000	109,345,000	98,475,000	124,930,000
(4,304,747)	(5,028,864)	(6,441,765)	(7,181,606)	(8,312,617)	(10,632,394)
83,550,253	87,491,136	98,918,235	102,163,394	90,162,383	114,297,606
394,003,244	426,611,966	418,607,363	442,480,293	510,240,859	534,126,314
17.50%	17.02%	19.11%	18.76%	15.02%	17.63%
82.50%	82.98%	80.89%	81.24%	84.98%	82.37%

CITY OF CONROE, TEXAS
PLEDGED REVENUE COVERAGE
LAST TEN FISCAL YEARS

Water and Sewer Revenue Bonds						
Fiscal Year	Utility Service Charge	Less:	Net Available Revenue	Debt Service		Coverage
		Adjusted Operating Expenses ⁽²⁾		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
2014	26,395,316	14,947,138	11,448,178	2,595,000	2,839,499	2.11

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

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

(2) 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 ⁽¹⁾	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
10,065,385	2,395,000	1,644,047	2.49



CITY OF CONROE, TEXAS
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN CALENDAR YEARS

TABLE C-19

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Population	47,258	49,456	51,538	53,472	55,195	56,207	56,257	56,530	61,564	71,592
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	\$ 1,607,670
Per Capita Personal Income	\$ 17,343	\$ 17,574	\$ 18,563	\$ 17,639	\$ 21,894	\$ 21,224	\$ 23,411	\$ 23,242	\$ 21,528	\$ 22,456
Median Age	28.9	28.9	29.1	29.8	33.0	28.8	33.0	33.0	33.0	33.0
School Enrollment	9,832	10,215	10,594	10,806	11,495	12,229	11,091	11,861	12,518	13,345
Unemployment Rate	4.2%	3.7%	3.7%	4.0%	6.4%	6.7%	6.9%	5.3%	5.1%	3.9%

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

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
LAST NINE FISCAL YEARS

TABLE C-20
1 of 2

Employer	Employees								
	2006	2007	2008	2009	2010	2011	2012	2013	2014
Conroe Independent School District	5,130	5,500	5,700	5,842	6,047	6,186	5,954	6,174	6,403
Montgomery County	1,683	1,683	1,743	1,836	1,914	2,019	2,081	2,089	2,089
Conroe Regional Medical Center	1,200	1,070	1,200	1,200	1,200	1,200	1,200	1,250	1,300
National Oilwell Varco - Reed Hycalog	250	926	926	1,145	550	630	630	630	647
City of Conroe	350	453	463	470	479	482	482	493	505
Consolidated Communications of Tx	220	225	-	220	-	-	-	-	433
Wal-Mart	-	-	-	-	300	300	300	370	408
National Oilwell Varco - Fluid Control	-	-	-	-	279	425	425	300	375
Tenaris	-	300	300	-	396	410	410	425	360
Containment Solutions, Inc	-	-	-	-	-	-	-	-	250
Sadler Clinic	-	388	600	600	600	345	-	-	-
Professional Directional	-	-	-	-	-	277	277	319	-
Byrne Medical	-	-	-	-	243	-	-	-	-
Borden Milk Products	190	228	228	248	-	-	-	-	-
Capro, Inc.	-	-	225	225	-	-	-	-	-
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	9,637	11,108	11,735	12,229	12,008	12,274	11,960	12,221	12,770

TABLE C-20
2 of 2

Employer	Percentage of Total City Employment								
	2006	2007	2008	2009	2010	2011	2012	2013	2014
Conroe Independent School District	23.70%	23.71%	23.93%	22.08%	21.92%	20.68%	22.13%	21.95%	20.56%
Montgomery County	9.05%	7.65%	7.84%	7.54%	7.21%	6.73%	7.74%	7.43%	6.71%
Conroe Regional Medical Center	5.54%	4.61%	5.04%	4.65%	4.38%	4.14%	4.46%	4.44%	4.17%
National Oilwell Varco - Reed Hycalog	1.15%	3.99%	3.89%	4.43%	2.01%	2.17%	2.34%	2.24%	2.08%
City of Conroe	1.62%	1.95%	1.94%	1.82%	1.75%	1.66%	1.79%	1.75%	1.62%
Consolidated Communications of Tx	1.02%	0.97%	0.94%	0.85%	-	-	-	-	1.39%
Wal-Mart	-	-	-	-	1.10%	1.03%	1.12%	1.32%	1.31%
National Oilwell Varco - Fluid Control	-	-	-	-	1.02%	1.46%	1.58%	1.07%	1.20%
Tenaris	-	1.29%	1.26%	-	1.45%	1.41%	1.52%	1.51%	1.16%
Containment Solutions, Inc	-	-	-	-	-	-	-	-	0.80%
Sadler Clinic	-	1.67%	2.52%	2.32%	2.19%	1.19%	-	-	-
Professional Directional	-	-	-	-	-	-	1.03%	1.13%	-
Byrne Medical	-	-	-	-	0.89%	0.95%	-	-	-
Borden Milk Products	0.88%	0.98%	0.96%	0.96%	-	-	-	-	-
Capro, Inc.	-	-	-	0.87%	-	-	-	-	-
McKesson Corporation	-	0.69%	-	0.63%	-	-	-	-	-
Crown Beverage Packaging	0.69%	-	-	0.58%	-	-	-	-	-
Ball Corporation	-	-	-	0.50%	-	-	-	-	-
Dal-Tile	0.00%	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%	44.46%	43.45%	41.00%

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

LAST TEN FISCAL YEARS

	<u>2005</u>	<u>2006</u> ⁽¹⁾	<u>2007</u> ⁽²⁾	<u>2008</u> ⁽³⁾	<u>2009</u> ⁽⁴⁾	<u>2010</u> ⁽⁵⁾	<u>2011</u> ⁽⁶⁾	<u>2012</u> ⁽⁷⁾	<u>2013</u> ⁽⁸⁾	<u>2014</u> ⁽⁹⁾
<u>Functions/Programs</u>										
General Government										
Administration	4	3	3	3	3	3	3	2	3	3
Mayor & Council	-	2	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	3
Municipal Court	7	8	9	9	9	10	10	10	10	10
CDBG Administration	2	2	2	2	2	2	2	2	2	2
Human Resources	4	8	5	5	5	5	5	5	5	6
Finance	8	8	9	10	10	10	10	10	10	10
Transit	-	-	-	-	-	-	-	-	-	1
Information Technology	4	4	5	5	7	7	7	11	11	11
Public Safety										
Police Administration	45	7	5	4	5	5	6	5	7	9
Police Support	-	28	28	30	30	29	28	28	28	12
Police Patrol	55	56	60	65	66	64	63	63	63	99
Police Investigative Services	25	26	26	29	28	28	28	29	29	32
Police Professional Services	-	12	12	11	11	14	14	14	15	-
Police Animal Services	-	-	-	-	-	5	5	5	5	5
Red Light Program	-	-	-	-	-	-	1	1	1	1
Traffic Services	-	-	-	-	-	-	2	2	2	2
Fire	74	86	86	87	87	88	88	88	86	87
Parks										
Parks & Rec Admin	10	11	11	11	13	13	13	2	2	2
Recreation Center	5	5	5	5	5	5	5	5	5	6
Oscar Johnson, Jr. CC	4	4	4	4	-	-	-	-	-	-
Swim Center	6	7	7	7	-	-	-	-	-	-
Aquatic Center	-	-	-	-	7	7	7	7	7	7
Parks Operations	-	-	-	-	-	-	-	11	11	11
Public Works										
Community Development	21	21	23	27	27	26	25	13	15	15
Drainage Construction	7	7	7	7	7	7	7	7	7	7
Streets	26	28	28	28	28	28	28	28	28	28
Signal Maintenance	-	-	-	-	-	-	2	2	3	3
Engineering	-	-	-	-	-	-	-	8	21	21
Building Maintenance	6	6	-	-	-	-	-	-	-	-
Warehouse Purchasing	3	4	5	5	5	5	5	5	5	5
Conroe Industrial Development	-	-	-	-	-	-	-	-	5	4
Conroe Tower	1	1	1	1	1	1	1	1	1	1
Hotel/Motel Occupancy Tax	-	-	-	-	-	2	2	3	3	4
Component Unit										
Oscar Johnson, Jr. CC	-	-	-	-	4	4	4	4	4	4

TABLE C-21

	<u>2005</u>	<u>2006</u> ⁽¹⁾	<u>2007</u> ⁽²⁾	<u>2008</u> ⁽³⁾	<u>2009</u> ⁽⁴⁾	<u>2010</u> ⁽⁵⁾	<u>2011</u> ⁽⁶⁾	<u>2012</u> ⁽⁷⁾	<u>2013</u> ⁽⁸⁾	<u>2014</u> ⁽⁹⁾
Water & Sewer										
Utilities/Meter Readers	11	12	9	9	9	9	9	9	9	9
Public Works	4	5	3	3	5	6	6	5	5	6
Water Conservation	-	-	-	-	-	-	-	-	1	1
Water	13	15	15	15	15	15	15	15	15	15
Wastewater Treatment	15	15	14	11	11	11	11	11	11	10
Sewer	15	18	18	18	20	20	20	20	20	20
Pump & Motor Maint.	-	6	6	7	7	7	7	7	7	6
Project Engineering	12	12	12	12	12	12	13	13	-	-
Project Construction	5	17	17	17	17	17	17	17	17	17
Fleet Services	8	7	7	7	7	7	6	6	7	8
Self Funded Insurance	-	1	1	1	1	1	1	1	1	-
Total	<u>405</u>	<u>457</u>	<u>450</u>	<u>462</u>	<u>471</u>	<u>480</u>	<u>483</u>	<u>482</u>	<u>493</u>	<u>505</u>

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.
- (9) In FY 2014, the following changes were made:
The Arts & Communications position was moved to the Recreation Center.
The Self Funded Insurance position was moved to Human Resources.
One position previously in CIDC was moved to the newly created Transit fund.
The Communications Officers in Police Support were moved to Police Patrol.
The positions in Professional Services were moved to Police Administration, Police Patrol, and Criminal Investigations.
The secretary position previously in Waste Water Treatment Plant was moved to Public Works.

CITY OF CONROE, TEXAS

OPERATING INDICATORS BY FUNCTIONS/PROGRAMS

LAST TEN FISCAL YEARS

	2005	2006	2007	2008	2009
Functions/Programs					
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	768	441	557
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	2014
645	489	520	789	1,443
16,950	15,317	14,957	16,995	17,871
4,163	3,915	4,313	4,758	4,502
2,485	3,113	4,554	2,972	3,724
13,865	26,673	27,181	15,482	16,142
5,425	6,111	6,417	7,124	7,083
180	320	133	129	222
2,863	2,724	1,675	1,017	1,778
58.07	38.00	37.50	58.00	41.00
0.61	9.48	12.10	16.00	10.00
1.50	5.63	2.20	5.10	9.00
N/A	N/A	550	582	415
288	326	297	304	290
298,261	307,662	366,045	424,640	353,024
387	743	456	703	915
770	888	800	775	692
8,554	11,291	9,893	9,652	9,189
384,058	500,038	395,510	393,936	377,559
7,000	7,000	7,000	7,000	7,200
8,100	7,140	8,330	11,219	12,240
13,140	12,175	12,222	14,020	14,232

CITY OF CONROE, TEXAS

CAPITAL ASSET STATISTICS BY FUNCTIONS/PROGRAMS

LAST TEN FISCAL YEARS

<u>Functions/Programs</u>	Fiscal Year			
	2005	2006	2007	2008
Police				
Stations	1	1	1	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)	218.60	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

Fiscal Year					
2009	2010	2011	2012	2013	2014
1	1	1	1	1	1
1	1	1	1	1	1
46	46	48	46	55	56
5	5	5	5	5	5
8	8	8	8	8	9
240.00	248.00	268.00	276.00	270.00	270.00
N/A	N/A	N/A	N/A	N/A	N/A
N/A	3,200	3,200	3,518	3,530	3,550
5	6	6	80	82	102
350.00	354.00	354.00	407.00	407.00	407.00
34	17	18	19	19	19
35	28	25	27	27	27
13	18	21	18	18	18
3	4	4	4	4	4
334.72	340.61	342.44	367.00	403.00	403.00
2,955	2,996	3,009	3,009	3,009	3,335
9,490	9,490	11,490	11,490	11,490	11,490
355.92	357.65	360.21	389.00	391.00	368.00
36.564	40.162	40.280	41.720	42.000	42.953
10,000	10,000	10,000	10,000	10,000	10,000
4	4	4	4	4	4

How Does the City of Conroe Compare?

City	Population	2015 Ad Valorem Tax Base	Tax Base Per Capita	FY 15-16 Tax Rate/ \$100 AV	Average Home Value	Tax Levy	CY 2014 All Sales Tax Collections	Sales Tax Per Capita	FY 15-16 General Fund Revenues	FY 15-16 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	75,418	\$ 3,004,519,706	\$ 39,838	\$ 0.8220	\$ 97,000	\$ 797.37	\$ 15,987,645	\$ 212	\$ 72,844,684	\$ 17,412,795	23.90%	\$ 133,385,000	\$ 15,005,000	\$ 1,968
Bryan	82,013	4,098,442,265	49,973	0.6300	197,000	1,241.08	17,133,008	209	62,236,219	17,831,802	28.65%	148,020,000	242,020,000	4,756
Conroe	71,592	6,309,739,745	88,135	0.4200	197,264	828.51	40,746,367	569	65,526,026	31,938,208	48.74%	130,705,000	107,995,000	3,334
DeSoto	51,483	3,078,355,951	59,794	0.7574	170,000	1,287.58	8,900,374	173	34,669,062	6,981,000	20.14%	80,497,219	18,716,441	1,927
Galveston	48,733	4,300,417,581	88,244	0.5290	135,700	717.85	19,171,870	393	54,184,716	15,265,000	28.17%	41,983,672	54,010,000	1,970
League City	96,209	6,400,000,000	66,522	0.5970	227,901	1,360.57	16,232,892	169	64,638,277	15,540,000	24.04%	97,728,031	137,719,851	2,447
Missouri City	71,812	5,168,451,500	71,972	0.5447	184,500	1,004.93	8,180,511	114	42,086,137	8,810,000	20.93%	77,321,984	66,760,000	2,006
Pearland	112,300	8,466,235,689	75,389	0.7053	179,400	1,265.31	25,770,234	229	69,791,421	20,594,329	29.51%	307,230,000	107,410,000	3,692
San Marcos	54,076	3,670,000,000	67,867	0.5302	221,000	1,171.74	24,415,188	451	60,688,573	27,318,627	45.01%	65,765,000	124,070,000	3,511
Temple	73,807	3,840,746,157	52,038	0.6298	112,100	706.01	20,883,215	283	66,246,836	20,340,000	30.70%	166,660,000	109,740,000	3,745
Victoria	66,094	4,299,076,878	65,045	0.5711	170,000	970.87	27,397,094	415	48,657,023	18,049,000	37.09%	118,045,407	110,446,213	3,457



CITY OF CONROE