

Annual Budget

Fiscal Year 2011-2012

City of Conroe, Texas



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





MISSION STATEMENT



Standing left to right: Councilman Gil Snider, Councilwoman Marsha Porter, Councilman Guy Martin.
Seated left to right: Mayor Pro Tem Toby Powell, Mayor Webb Melder, Councilman Jim Gentry

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



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H.B. 3195 Notice



“This budget will raise more total property taxes than last year’s budget by \$759,306 (5.2%), and of that amount, \$680,207 is tax revenue to be raised from new property added to the tax roll this year.”



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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, 2010

A stylized, handwritten signature in black ink, likely belonging to the President of the GFOA.

President

A handwritten signature in black ink, identified as Jeffrey R. Egan, the Executive Director of GFOA.

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, 2010.

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
2011- 2012**

Listing of City Officials

Elected Officials

Mayor	Webb Melder
Councilwoman Place 1	Marsha Porter
Councilman Place 2 – Mayor ProTem	Toby Powell
Councilman Place 3	Jim Gentry
Councilman Place 4	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
Director of Finance & Administration	Steve Williams
Police Chief	Philip Dupuis
Fire Chief	Ken Kreger
Director of Parks and Recreation	Mike Riggins
Director of Public Works	Dean Towery
Director of Human Resources	Vacant



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City of Conroe

2011-2012 Annual Operating Budget

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CITY OF CONROE

October 1, 2011

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, 2011 and ending September 30, 2012, 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 11-12 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 11-12 is \$104,957,900; however, exclusive of interfund transfers that are effectively counted twice, the actual budget is \$89,257,141. 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.

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 11-12 budget.

Inflationary pressure remains elevated for Texas firms, but manufacturers say slack demand and sales mean that there is little room to pass through higher raw material costs and profit margins are compressed. The labor market continues its slow but steady recovery in Texas with payroll employment growing at a 2.6% rate in the first quarter. Respondents to the Dallas Federal Reserve's Beige Book survey reported increased hiring activity compared to the first quarter of 2011.

Manufacturers in Texas have reported mixed-to-stronger demand. Retail sales increases were moderate, with higher gas prices cutting into consumers' wallets. Overall, Texas retail sales are improving at a faster clip than the national average.

The housing market in Texas mirrors that of the country overall. Existing home sales are at a nine-year low and new construction is at a 16-year low. Inventories are elevated, with a 7.5 month supply on the market at the current sales rate (a six month supply is considered normal). Home prices were down 1.8% year over year in the first quarter of 2011.

Sales tax receipts for FY 10-11 are up compared to the previous fiscal year due to increased sales activity within Conroe, which we anticipate to continue to improve throughout the year. We are budgeting a 1.0% increase in sales tax receipts for FY 11-12 as compared to our FY 10-11 projection.

Sales Tax

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 for economic development.

Sales tax is a highly volatile revenue source that will rise and fall unpredictably. To offset its volatility, we try to forecast its growth conservatively and maintain a higher than normal general fund reserve. This budget conservatively assumes that there will be a 1.0% increase over the previous year's actual estimate in sales tax revenue for the upcoming year. As compared to the previous year's budget, sales tax revenue is anticipated to increase by 5.1%.

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 \$146,397. The city tax levy on that amount will be \$614.87. This is a monthly cost of \$51.24; 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 2011 was 17.5%. Below is a breakdown of the 2011 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 2011 tax rates; however, it does not reflect the various exemptions that are available for residential property.

Entity	2011 Tax Rate	Levy on Avg. Home
Conroe Ind. School District	\$1.2950	\$1,895.84
Montgomery County	.4838	708.27
City of Conroe	.4200	614.87
Lone Star College	.1210	177.14
Mont. Co. Hospital District	.0745	109.07
Total	\$2.3943	\$3,505.18

Each year, the city actually sets two tax rates. The Debt Service rate is calculated to raise enough revenue to make the payments on bonded debt for the upcoming twelve months. The Maintenance and Operation (M&O) rate is used to fund general government functions. The rate structure for the upcoming year is 17.0¢ for the Debt Service rate and 25.0¢ for the M&O rate.

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

The 42.00¢ rate compares favorably to other communities in our area. The following is a list of cities in Montgomery County and Texas with their 2011 tax rates.

<u>Montgomery County</u>		<u>Other Texas Cities</u>	
Panorama Village	.6698	Baytown	.8220
Oak Ridge North	.5996	Desoto	.7440
Willis	.5669	Pearland	.6651
Magnolia	.4814	Victoria	.6500
Conroe	.4200	Bryan	.6364
Montgomery	.4155	League City	.6100
Shenandoah	.3237	Temple	.5679
		Galveston	.5540
		San Marcos	.5302
		Missouri City	.5284
		Conroe	.4200

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 \$180,787,255, or 5.2%. New improvements and new personal property added over \$161,954,089 to the roll.

Water and Sewer Sales

Another major revenue source for the city is water and sewer sales. These funds are earmarked to cover the operating cost of our water and sewer utilities as well as the debt service on water and sewer bonds. Water consumption varies each year in proportion to the amount of rainfall. During a dry year water sales will increase; they will decrease in a wet year.

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

This budget includes a sewer rate increase of 5.00% over the previous fiscal year. The city worked with McLain DSS in performing a water and sewer rate study to determine if our rates are set at the appropriate level to fund our ongoing operations and proposed capital improvements program. Since fiscal year 93-94, the city has raised its rates on seven occasions. Prior to fiscal year 02-03, the City's water and sewer rates were highly subsidized through the use of the ½¢ 4B economic development sales tax for system-related capital improvements. The following table details these changes.

	FY	%	FY	%	FY	%	FY	%	FY	%	FY	%
	<u>02-03</u>	<u>Incr.</u>	<u>03-04</u>	<u>Incr.</u>	<u>04-05</u>	<u>Incr.</u>	<u>06-07</u>	<u>Incr.</u>	<u>07-08</u>	<u>Incr.</u>	<u>08-09</u>	<u>Incr.</u>
Water Rates:												
0 - 3,000 gal. (minimum charge)	\$ 6.49	5.00%	\$ 7.49	15.00%	\$ 7.86	5.00%	\$ 8.27	5.25%	\$ 8.71	5.25%	\$ 9.17	5.25%
3,001 - 9,999 gal. (per 1,000 gal.)	1.86	5.00%	1.86	0.00%	1.95	5.00%	2.05	5.25%	2.16	5.25%	2.27	5.25%
10,000 - 14,999 gal. (per 1,000 gal.)	2.29	5.00%	2.29	0.00%	2.40	5.00%	2.53	5.25%	2.66	5.25%	2.80	5.25%
15,000 - 49,999 gal. (per 1,000 gal.)	1.86	5.00%	1.86	0.00%	1.95	5.00%	2.05	5.25%	2.16	5.25%	2.27	5.25%
Over 50,000 gal. (per 1,000 gal.)	1.75	5.00%	1.75	0.00%	1.84	5.00%	1.94	5.25%	2.04	5.25%	2.15	5.25%
Sewer Rates:												
0 - 3,000 gal. (minimum charge)	\$ 13.49	5.00%	\$ 13.49	0.00%	\$ 14.20	5.00%	\$ 14.95	5.25%	\$ 15.73	5.25%	\$ 16.56	5.25%
3,000+ (per 1,000)	1.64	5.00%	1.64	0.00%	1.73	5.00%	1.82	5.25%	1.92	5.25%	2.02	5.25%

Effective May 1, 2010, the City implemented conservation oriented water rates, which are designed to encourage saving water. The rates were changed on November 1, 2010. The following charts display the new water rates that began on November 1, 2010. This budget presumes no increase in water rates; however, it does include a 5.00% increase in sewer rates.

Minimum Monthly Base Charge by Meter Size

	FY	FY	%	FY	%
	<u>09-10</u>	<u>10-11</u>	<u>Incr.</u>	<u>11-12</u>	<u>Incr.</u>
5/8 inches	\$10.00	\$10.00	n/a	\$10.00	n/a
1 inch	15.00	15.00	n/a	15.00	n/a
1.5 inches	20.00	20.00	n/a	20.00	n/a
2 inches	25.00	25.00	n/a	25.00	n/a
3 inches	30.00	30.00	n/a	30.00	n/a
4 inches	35.00	35.00	n/a	35.00	n/a
6 inches	40.00	40.00	n/a	40.00	n/a
8 inches	45.00	45.00	n/a	45.00	n/a
10 inches	50.00	50.00	n/a	50.00	n/a

Residential & Sprinkler Rates Inside City Limits

	FY	FY	%	FY	%
	<u>09-10</u>	<u>10-11</u>	<u>Incr.</u>	<u>11-12</u>	<u>Incr.</u>
Water Rates					
0 - 3,000 gallons (minimum charge)	\$0.00	\$0.00	n/a	\$0.00	n/a
3,000 - 10,000 gal. (per 1,000 gallons)	2.00	2.40	20.00%	2.40	n/a
10,000 - 15,000 gal. (per 1,000 gallons)	2.25	2.95	31.11%	2.95	n/a
15,000 - 25,000 gal. (per 1,000 gallons)	2.75	3.50	27.27%	3.50	n/a
25,000 - 35,000 gal. (per 1,000 gallons)	3.25	4.00	23.08%	4.00	n/a
Over 35,000 gal. (per 1,000 gallons)	3.75	5.00	33.33%	5.00	n/a
Sewer Rates					
0 - 3,000 gal. (minimum charge)	\$17.43	\$18.35	5.25%	\$19.27	5.00%
3,000+ (per 1,000 gal.)	2.13	2.24	5.25%	2.35	5.00%
Maximum Charge at 10,000 gallons	32.34	34.04	5.25%	35.72	5.00%

Commercial Rates Inside City Limits

	<u>FY</u> <u>09-10</u>	<u>FY</u> <u>10-11</u>	<u>%</u> <u>Incr.</u>	<u>FY</u> <u>11-12</u>	<u>%</u> <u>Incr.</u>
Water Rates					
0 - 3,000 gallons (minimum charge)	\$0.00	\$0.00	n/a	\$0.00	n/a
3,000 - 10,000 gal. (per 1,000 gallons)	2.00	2.50	25.00%	2.50	n/a
10,000 - 15,000 gal. (per 1,000 gallons)	2.00	2.75	37.50%	2.75	n/a
15,000 - 25,000 gal. (per 1,000 gallons)	2.50	3.25	30.00%	3.25	n/a
25,000 - 35,000 gal. (per 1,000 gallons)	3.00	3.75	25.00%	3.75	n/a
35,000 - 50,000 gal. (per 1,000 gallons)	3.00	4.75	58.33%	4.75	n/a
50,000 - 75,000 gal. (per 1,000 gallons)	3.50	4.75	35.71%	4.75	n/a
Over 75,000 gal. (per 1,000 gallons)	2.25	2.25	n/a	2.25	n/a
Sewer Rates					
0 - 3,000 gal. (minimum charge)	\$17.43	\$18.35	5.25%	\$19.27	5.00%
3,000+ (per 1,000 gal.)	2.13	2.24	5.25%	2.35	5.00%

Beginning in FY 09-10, the city implemented a surface water conversion fee of \$0.50 per 1,000 gallons consumed. The fee was implemented as a part of the agreement with the San Jacinto River Authority (SJRA) for the reduction of groundwater usage and transition to surface water as the primary source of water. In FY 10-11, the fee was increased to \$0.75 per \$1,000 gallons consumed. For FY 11-12, the fee will increase to \$1.05 per \$1,000 gallons consumed. The fee will be increased because the SJRA is increasing the fee charged to the City for pumping water from the ground.

Additionally, the city passes on to customers the Lone Star Groundwater Conservation District's fee of \$0.06 per \$1,000 gallons consumed. The fee funds the Lone Star Groundwater Conservation District. The District's mission is to conserve, protect, and enhance the groundwater in Montgomery County.

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

City	Water Rate	SWC Fee	LSG Fee	Sewer Rate	Combined	Proposed
Deer Park	\$ 52.18	\$ -	\$ -	\$ 54.66	\$ 106.84	\$ -
Baytown	53.09	-	-	49.59	102.68	-
Huntsville	28.75	-	-	51.76	80.51	-
Pearland	38.38	-	-	38.65	77.03	-
Panorama Village	35.83	-	-	37.40	73.23	-
Average of cities 50,000 – 75,000 population	36.70	-	-	35.35	72.05	-
Tomball	36.55	-	-	35.33	71.88	-
Average of all cities	33.72	-	-	37.48	71.20	-
Friendswood	35.80	-	-	35.30	71.10	-
Willis	34.60	-	-	34.60	69.20	-
Conroe	26.80	7.50	0.60	34.03	68.93	73.62
Sugar Land	25.63	-	-	41.40	67.03	-
Humble	26.85	-	-	34.75	61.60	-
La Porte	31.79	-	-	29.25	61.04	-
Pasadena	28.13	-	-	32.35	60.48	-
Oak Ridge North	25.00	-	-	33.00	58.00	-
Shenandoah	24.25	-	-	23.00	47.25	-

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. Recently, due to a Public Utilities Commission (PUC) of Texas ruling precipitated by intervention from Conroe and other cities, the company increased its fee to reflect more recent data and include more classes of customers. This increased Entergy's annual fee; however, as a result of this process, it was discovered that the previous agreement required an advance payment, while the new one is paid in arrears. The City and Entergy reached an agreement regarding the payment of franchise fees and, in May 2008, approved a new franchise agreement.

Other Revenues

This budget increases monthly garbage fees by 2%. Republic Waste is under contract with the city to collect garbage from all residences and some small commercial enterprises. The contract allows for an annual adjustment based on the change in the Consumer Price Index. The increase in fee will cover the expected increase in Allied Waste's cost. The monthly rate for a residential account with one cart will increase from \$12.86 to \$13.12.

Revenues from traffic and criminal fines are expected to increase in the upcoming fiscal year. Conroe is participating in a multi-state program, known as Omnibase, which denies the renewal of a driver's license to any person that has an outstanding fine. The city is estimated to net over \$91,000 in FY 10-11 from this collection program.

Additionally, traffic and criminal fines will increase because of additional criminal citations anticipated in FY 2011-2012. The additional citations are initiated by the Community Oriented Response Team (CORT) unit. Additional revenues will also be attributed to the implementation of the scofflaw through the Montgomery County Tax Assessor Collector.

Finally, in early 2010, the city added red light cameras to certain intersections to increase safety. Violators receive a \$75 civil citation for running a red light. The red light camera program is budgeted to receive \$1,095,150 in traffic camera fines. However, State law mandates that these revenues are only to be used for program related and traffic safety expenses. Overall, for FY 10-11, traffic and criminal fines are budgeted to increase by \$689,248, compared to the FY 09-10 estimate.

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. Overall, one new position was added to the General Fund. Below is a listing of the new positions and the major new initiatives in the General Fund.

In the area of public safety, the budget includes funding for generator fuel, additional utility costs, and chemical treatment program for the chill water unit. The Police department also received additional funding for the operation of the new Conroe Animal Shelter, including money to equip a spay and neuter clinic. The Fire department received adjustments for fund increased vehicle repairs, air conditioning system maintenance, and body armor for commissioned police officers.

The Parks and Recreation department received additional funding for the Downtown Christmas Celebration. Some of the expenses for which will be offset by donations from individuals and businesses in the community. They also received funding for the First Thursday Concert Series and Conroe Kidzfest celebration.

In the administration area, the Mayor & Council division received additional funding to hold the 2012 elections, and the Arts & Communications division was allocated additional dollars for marketing Conroe arts and culture. The CIDC Administration division received funding for the continuation of the Scope of Services contract with the Goodman Corporation. The Information Technology division received additional funding to cover the increased costs of computer hardware and software maintenance agreements, as well as a network connection for the Knox building and training for the Applications & Business Analyst. Additionally, the budget includes funding to upgrade the City's accounting software.

The Municipal Court received funding through dedicated Court Technology and Court Security funds for enhancements and upgrades. They also received funding for a full-time Warrant Officer and overtime for the state-wide Warrant Roundup.

In FY 10-11, the city began maintaining all traffic signals in the City limits. The signals were previously maintained by the Texas Department of Transportation. The budget allocates an additional \$80,000 for contract services for the new Signal Maintenance division.

This fiscal year, the General Fund budget allocates \$250,000 for street maintenance in the Streets division. \$150,000 of that amount is offset by an increase in traffic and criminal fines. It also includes funding an articulated pneumatic roller. Since that amount barely makes a dent in the city's overall street infrastructure needs, additional funding will be necessary in the future. Additionally, a more comprehensive approach to infrastructure replacement utilizing such revenue sources as bond proceeds is addressed in the city's CIP.

Water and Sewer Operating Fund

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

Several supplemental budget requests were approved in the Water and Sewer Operating Fund. The Utility Billing/Meter Readers division received funding for increased printing and mailing costs and replacement water meters. Funding is included for a part-time Water Conservation Manager.

The Water division received funding to paint two ground storage tanks at Water Well #6, rehabilitate three hydro pneumatic tanks, and upgrade well SCADA and security. The Waste Water Treatment

Plant received funding for increased lab testing, fuel costs, and landfill fees, as well as dollars to overhaul a pump at the plant. Finally, the Sewer division received funding to cover increased vehicle operations costs and an adjustable trench box.

Water and Sewer Construction Fund

The city established the Water and Sewer Construction Fund to account for the engineering and construction costs associated with the installation of water and sewer infrastructure. Much of this work is accomplished with city staff with city-owned equipment. The main source of revenue for this fund has traditionally been a transfer from the Conroe Industrial Development Corporation (CIDC) General Fund. However, due to changes in state law, the city may no longer fund economic development-related water and sewer projects with this money. To replace this transfer, this budget utilizes bond proceeds to support Water and Sewer Construction Fund expenditures.

The fund contains an Engineering Department and a Construction Department. The Construction Department focuses almost exclusively on water and sewer projects. The Engineering Department, however, develops plans and specifications for downtown improvements, road projects and drainage projects, in addition to water and sewer improvements. Money is transferred from the Water CIP, Sewer CIP, Streets CIP, Facilities CIP, and Parks CIP to help pay the cost of these operations.

Effective in FY 09-10, the CIP Allocation account was established in the Water and Sewer Construction Fund. This account is a transfer account designed to allocate department expenses to the various CIP funds relative to the work performed on each CIP project. The CIP Allocation account was developed for the City to comply with Generally Accepted Accounting Principles (GAAP) as it relates to allocating expenses to CIP projects.

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 were issued in 2003, 2006, 2007, 2008, 2009, & 2010 for street projects in TIRZ #3, including design, easement, and construction costs for widening and improving portions League Line Road, Longmire Road, Ed Kharbat Drive, Crighton Road, and Gladstell Road. The 2011 TIRZ bonds will include the costs for League Line Road (Phase II).

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 park improvements qualify as permissible projects for this particular sales tax.

Beginning in FY 05-06, the city implemented its first long-range capital improvement program (CIP). This new CIP encompasses all known major capital street, facility, drainage, parks, water, and sewer projects that are planned for the next three to ten fiscal years. 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 \$124,251,000, with the first year being \$50,434,000, which is

largely due to streets, parks, water, and sewer-related projects. The CIP will be funded from various sources, including revenue bonds, certificates of obligation, and current funds.

Major General Government CIP projects slated for construction in FY 11-12 include: construction of League Line road, Forest Lake Drive, Plantation Drive, and Crighton Road bridge; Willis ISD street extension; FM 3083 grade separation; Knox building; Aquatic Center renovations, Recreation Center parking lot, IH-45 detention pond enhancements; and various drainage improvement projects throughout the City.

Major Water & Sewer CIP projects include: Crighton Ridge fireline hydrant upgrade, water line construction and rehabilitation; construction of Water Well #23 and storage tank; sewer line construction and rehabilitation, SCADA for lift stations, and the Sanitary Sewer Overflow Initiative (SSOI) program.

For a more complete listing and details of the FY 2011-2012 CIP, please refer to the separate CIP budget.

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 2011, the city plans to issue \$5,160,000 in revenue bonds to fund the acquisition of the Crighton Ridge water and sewer systems, the Pine Springs sewer line, and the Sanitary Sewer Overflow Initiative (SSOI).

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 will again this year use resources to pay principal and interest costs for debt that was issued to benefit the park system. The CIDC contracted with the city to design and construct those improvements. The CIDC contracts with the Chamber of Commerce for marketing services and offers incentives to companies that will expand in or relocate to Conroe. A list of previously approved incentives can be found in the CIDC General Fund section of this budget.

In FY 07-08, the CIDC pledged to use its resources to expand the Conroe Park North Industrial Park. Bonds were issued in 2008 to acquire and improve property for the expansion of the industrial park. A transfer was made in FY 08-09 and FY 09-10 for the cost of streets, drainage, water and sewer infrastructure to be constructed in the park. The CIDC will issue bonds in the fall of 2011 to finish the project.

In FY 09-10, the CIDC pledged to create a 250-acre technology park at the Lone Star Executive Airport, known as the Deison Technology Park. Bonds were issued in 2011 to acquire and engineer

the property, which will be important to the economic growth and development of the City and its residents. The park will be designed to attract business to Conroe.

Vehicle and Equipment Replacement Fund

This fiscal year, the budget proposes the purchase of all fleet and equipment replacements from the vehicle and equipment replacement funds. In the past, purchases of this type were budgeted in various funds using either current funds located in each department or a lease/purchase program.

The Vehicle and Equipment Replacement Fund covers government-type activities (GTA) vehicles and equipment. Contributions are made from the General, Conroe Tower, and Service Center Funds to pay for the FY 11-12 replacements, as well as for those to occur in the future. The city will transfer excess fund balance from the General Fund in FY 10-11 to cover the transfer that would occur in FY 11-12.

Water and Sewer Vehicle and Equipment Replacement Fund

The Water and Sewer Vehicle and Equipment Replacement Fund covers business-type activities (BTA) vehicles and equipment. Contributions are made from the Water and Sewer Operating and Water and Sewer Construction Funds to pay for the FY 11-12 replacements, as well as for those to occur in the future.

Hotel Occupancy Tax (HOT) Fund

The City of Conroe levies a 7% hotel occupancy tax, which by law must be used to promote the tourism and convention industry. In FY 09-10, the City established the HOT fund, which is used to track these revenues and expenditures. The HOT Fund expenses will include the Convention and Visitors Bureau (CVB). Major initiatives in the fund include grants for special events that attract visitors to Conroe, as well as marketing the city. The CVB received funding to make the part-time Tourism Coordinator position a full-time position.

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.

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.

Service Center Fund

The Service Center Fund provides for an internal “garage” to service the city’s fleet. The Service Center manages the service and maintenance of the city’s fleet, including vehicle and equipment acquisition and disposal. The Service Center staff, some of whom are ASC Certified, perform vehicle and equipment repairs and maintenance. In 2007, the Service Center received the “Blue Seal of Excellence” from the ASC. The Service Center also implements interlocal agreements with other governmental entities to service their vehicles.

Self-Funded Insurance Fund

The City’s Self-Funded Insurance Fund is anticipated to end FY 10-11 with a loss ratio over 100%, which means that claims will exceed premium income. No premium increases are anticipated for FY 11-12. However, the Insurance Committee will analyze the fund at the conclusion of FY 10-11 to determine the fund’s long-term financial health and sustainability.

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).

For the Fire Civil Service employees, the budget includes a new Civil Service rank for Engine Operators. The new rank will include three steps. The budget also adds a new top-out pay grade for Lieutenant (\$64,364), and the entry step for Lieutenant (\$56,090) will be eliminated on December 1, 2011. The budget also adds a new top-out pay grade for Battalion Chief (\$75,541), and the entry step for Battalion Chief (\$63,264) will be eliminated on October 1, 2011. Lieutenants and Battalion Chiefs that are currently at the top of the scale will move to the new top-out pay grade on October 1, 2011, instead of their anniversary. Finally, the first two steps of Assistant Chief (\$78,949 & \$81,318) will be eliminated.

For Police Civil Service employees, the budget doubles incentive pay effective October 1. An intermediate certificate will now pay \$210 per month, an advanced certificate will pay \$300 per month, and the master certificate will pay \$526 per month. Additionally, the first three steps of the Deputy Chief and Lieutenant positions will be eliminated effective April 27, 2012, and the first step of the Sergeant position will be eliminated effective April 27, 2012.

All other employees are part of a classification system that attempts to establish a pay structure that maintains equity within the organization (equal pay for equal work). This budget includes funding for up to a 3.5% merit-based pay adjustment resulting from an employee’s evaluation (effective with the employee’s anniversary date). The budget also includes a 2% adjustment to non-Civil Service pay grades (effective October 1).

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, 2012, of \$17,638,404, which is equivalent to 146.4 days of operating expenditures (also stated as a 40.1% reserve). This amount exceeds the threshold of 90 days (60 day reserve plus 30 day budget contingency) established in the city's Financial Management Policy and is considered adequate by our auditors and our financial advisors.

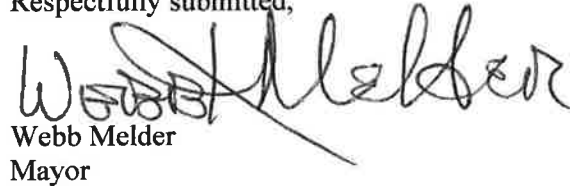
The Water and Sewer Operating Fund reserve is estimated at \$5,615,183, which is 102.7 days of operating expenditures, or 28.1%. This amount exceeds the threshold of 90 days (60 day reserve plus 30 day budget contingency) established in the city's Financial Management Policy and is considered adequate by our auditors and our financial advisors.

SUMMARY

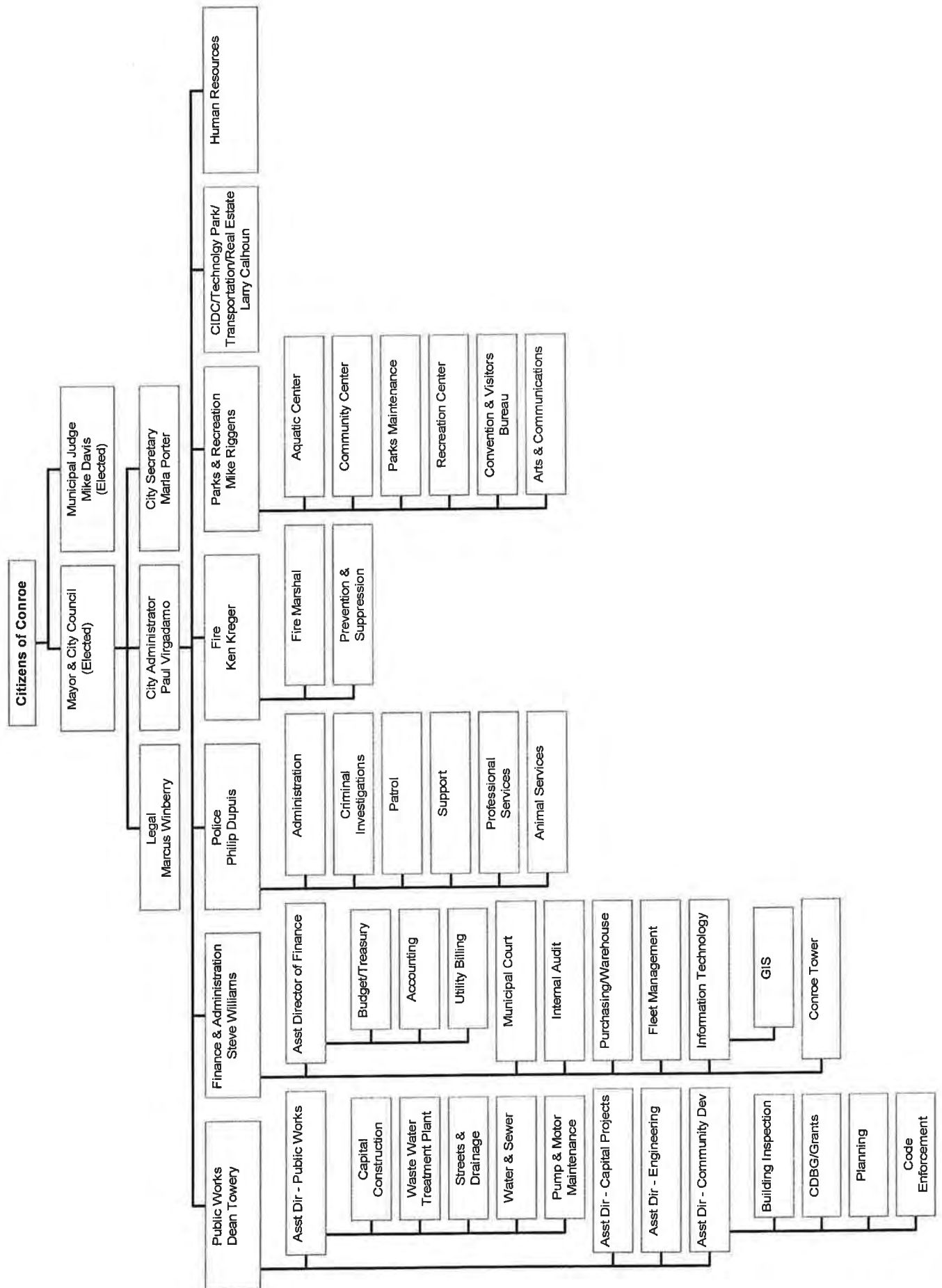
The budget is a conservative plan to improve our community and our workplace while maintaining the current property tax rate. It includes money to replace vehicles and equipment, the addition of one new position, a 2% increase in garbage rates, and a moderate 5.00% adjustment to sewer rates.

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

Respectfully submitted,


Webb Melder
Mayor

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 56,207, 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 55.2 square miles. Conroe takes pride in being a leader in managed growth, quality of life, and environmental awareness. Conroe offers a tremendous diversity of lifestyles in which to live, work, and play.

Climate

The Conroe area has an average annual temperature of 67.1 degrees. Yearly highs average 95 degrees and lows average 45 degrees. Conroe has an abundance of sunshine, with more than 250 sunny days, annually. The City receives annual rainfall of slightly more than 51 inches.

Lifestyle of Residents

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

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

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

State-of-the-art health care is provided by Conroe Regional Medical Center, St. Lukes Episcopal Hospital and Herman Hospital of the Woodlands. Locally, there are many medical professional centers, providing urgent care, extended or primary care, and specialization in physical therapy, sports medicine, radiology, and occupational treatment.

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

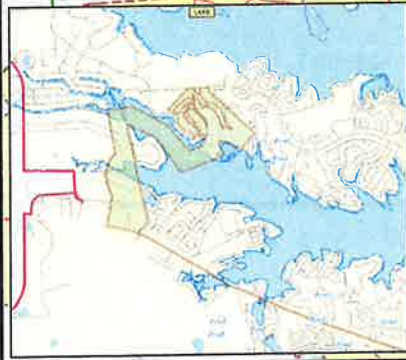
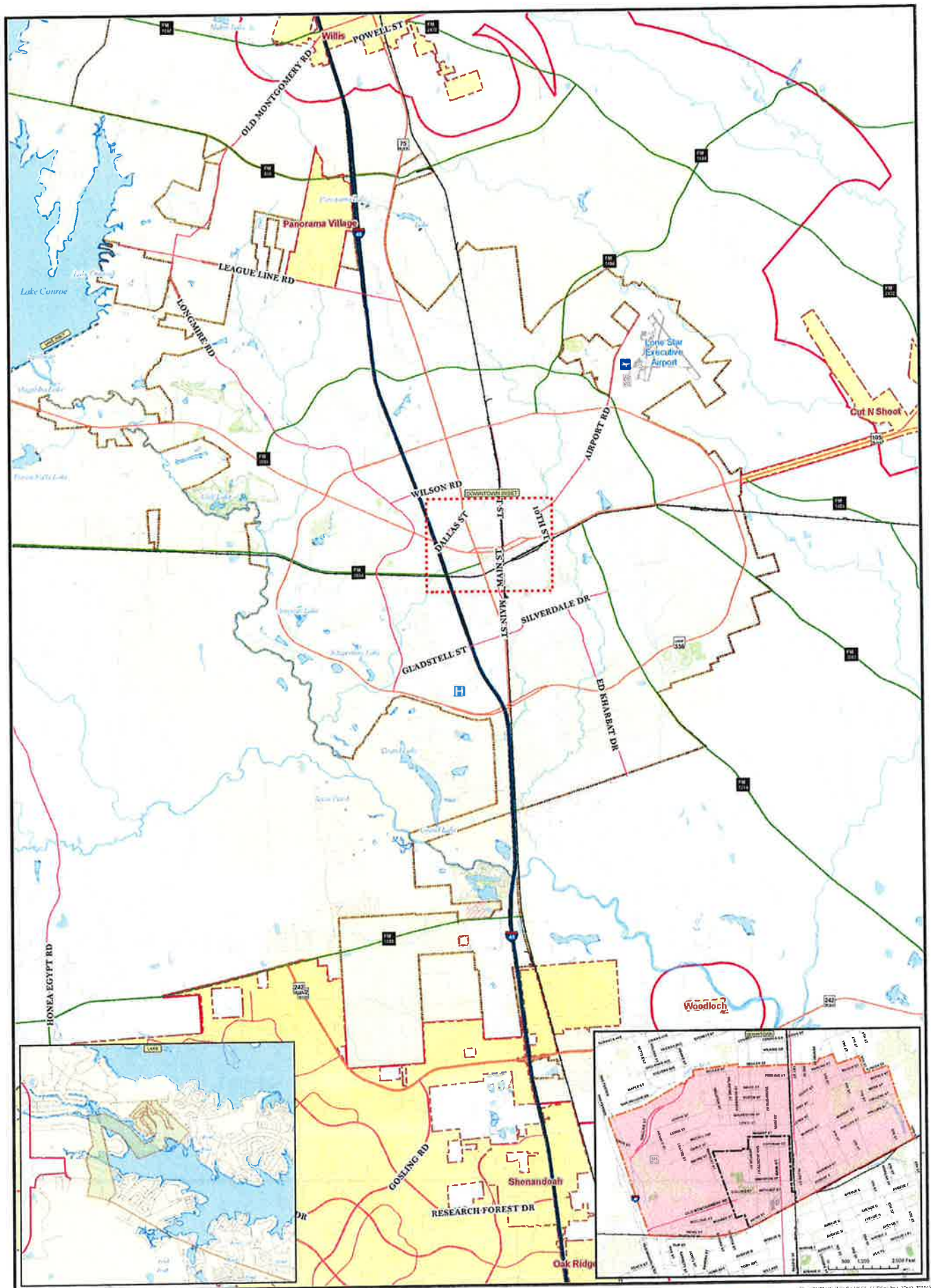
Education

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

Conroe is served by the Conroe Independent School District (CISD). CISD encompasses 49 schools, more than 2,700 teachers with a growing number of students expected to pass 40,400 for the upcoming school year.

Infrastructure and Utilities

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



- Legend**
- Interstate Highway
 - State Highway
 - State Highway Loop and Spurs
 - Farm to Market
 - Arterial
 - Street
 - Proposed Street
 - Railroad
 - Surrounding Cities
 - Water
 - Conroe City Limits
 - Conroe Planning Area
 - Conroe ETJ
 - Downtown Area
 - Central Business District

CITY LIMITS THROUGH DECEMBER 2010
CITY OF CONROE, TEXAS
 LAND AREA: 66.2 sq mi CITY 2007 POPULATION DESIGNATION: 63,494
 CENSUS 2000 POPULATION ESTIMATE: 68,431



Community Development
 P O Box 3066 Conroe, Texas 77305
 Phone: (281) 522-3100 Fax: (281) 522-3125
www.cityofconroe.org/condev
Our Mission:
 "To protect and serve the citizens of Conroe and exceed their expectations."

GUIDE TO USING THE FY 2011-2012 ANNUAL BUDGET

The City of Conroe's FY 2011-2012 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 2011-2012 Annual Budget" section has been added to assist readers with using this document. The FY 2011-2012 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 2011-2012. It also includes a "Fund-by-Fund" synopsis of expenditures for the General Fund, Enterprise Funds, 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 46 departments. There are 24 departments that fall within the General Fund, nine departments in the Enterprise Funds, three departments in the Debt Service Funds, and ten 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.

Enterprise Funds contain information similar to the General Fund section for the Water and Sewer Operating and Construction Funds.

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 (OJCC) Fund, Service Center Fund, 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 and the Enterprise Funds.

Capital Improvement Program includes all Capital Improvement Program (CIP) materials and an explanation of each project's proposed funding sources.

Appendix includes information supporting the Proposed 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 Department performed the function of preparing and analyzing the FY 2011-2012 budget. The process of developing and preparing the Annual Budget of the City begins during March 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 Director of Finance distributes and reviews the budget calendar, budget preparation manual, department budget request forms, and accompanying instructions. The Director of Finance & Administration also introduces members of the Finance Department who serve as the Budget Team. The Budget Team provide 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 June and into early August. During these meetings, the City Administrator and the Director of Finance & Administration present the Proposed Budget (including all supplemental requests, whether recommended for approval or not) together with the base budgets, to the City Council for their review and discussion. Information regarding revenue projections is also given to the Council at this time.

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

According to the City's Charter:

Section 9.06 Notice of Public Hearing on Budget.

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

Section 9.07 Public Hearing on Budget.

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

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

Section 9.05 Budget as Public Record.

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

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

According to:

Section 9.09 Vote Required for Adoption.

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

Section 9.10 Date of Final Adoption.

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

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

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

MULTI-YEAR FINANCIAL PLAN

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

BUDGET AMENDMENT PROCESS

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

1. Is the request necessary?

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

In addition, the following conditions must be met:

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

BUDGETARY CONTROL

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

FY 2011-2012

Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
February		
February 17, 2011	Finalize the Budget Preparation Manual	Finance Manager, Finance Secretary
February 22, 2011	Operating & Capital Budget Kickoff Orientation & Overview: - Provide explanations and instructions for preparing the FY 11-12 budget submissions. - Distribute and discuss Budget Preparation Manual. - Location: City Council Chambers - Time: 9:00 - 10:30 a.m.	City Administrator, Director of Finance, Finance Manager, Management Team, all other personnel involved in budget preparation
	Budget Training - McLainDSS Location: City Council Chambers Time: 1:30 - 3:30 p.m.	Director of Finance, Finance Manager, all personnel involved in budget preparation (if necessary)
March		
February 22 - March 23, 2011	Meet individually with all departments and provide assistance in preparing their budget(s), if needed	Director of Finance, Finance Department staff, department personnel
March 24, 2011	Operating & CIP Budget submissions due to Finance.	Department heads, designated staff
April		
March 25 - April 6, 2011	Technical Reviews of Operating Budget submissions.	Budget Team Leaders
April 1, 2011	Send City Council the FY 11-12 Budget Preparation Calendar.	Director of Finance, Finance Manager
April 11 - April 14, 2011	Technical Reviews of CIP Budget submissions.	CIP Project Managers
April 18 - April 26, 2011	Operating Budget Submittal Meetings with the City Administrator.	City Administrator, Director of Finance, Finance Manager, Management Team, Finance Staff
May		
May 9 - 10, 2011	Operating Budget Meetings with City Administrator	City Administrator, Director of Finance, Finance Manager
May 15, 2011	Preliminary Appraisal Roll due from Montgomery Central Appraisal District (MCAD).	Chief Appraiser
May 17, 2011	CIP Budget Meetings with City Administrator	City Administrator, Director of Finance, Finance Manager, CIP Project Managers

FY 2011-2012

Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
June		
June 9, 2011	Budget Meetings with City Administrator	City Administrator, Director of Finance, Finance Manager
June 30, 2011	Meet to Discuss Proposed Budget Location: 3rd Floor Conference Room Time: 10:00 a.m. - 2:00 p.m.	Mayor, City Administrator, Director of Finance, Finance Manager
July		
July 14, 2011	Vote to schedule a Public Hearing on the Budget on August 11, 2011. (Charter Requirement, 9.06; L.G.C. 102.006(c)) Location: Council Chambers Time: 6:00 p.m.	City Council
July 14, 2011	Proposed Budget submitted to the City Council and placed on file with the City Secretary. (Charter Requirement, 9.02; L.G.C. 102.005(a))	Mayor, City Administrator, Director of Finance
	Proposed Budget posted on the City website (L.G.C. 102.005(c))	Finance Manager, Finance Secretary
July 15, 2011	Council Retreat Location: Lone Star Convention Center Time: 7:30 a.m. - 5:00 p.m.	City Council, City Administrator, Management Team, Finance Manager
July 25, 2011	Chief Appraiser certifies the appraisal roll.	Chief Appraiser
July 27, 2011	Council Budget Workshop (if needed) Location: Council Chambers Time: 11:00 a.m. - 3:00 p.m.	City Council, City Administrator, Management Team, Finance Manager
July 28, 2011	Council CIP Workshop (if needed) Location: Council Chambers Time: 11:00 a.m. - 3:00 p.m.	City Council, City Administrator, Management Team, Finance Manager
July 28, 2011	Calculate the Effective & Roll Back tax rates.	Montgomery County Tax Assessor/Collector, Director of Finance

FY 2011-2012

Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
August		
August 1, 2011	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))	Director of Finance, Finance Manager (take to newspaper by July 29)
August 2, 2011	Submission of the Effective and Rollback Tax Rates to the City Council. (T.C. 26.04(e)) Special City Council Meeting Location: Council Chambers Time: 9:30 a.m.	City Council, Tax Assessor/ Collector, Director of Finance
	Vote to consider a tax increase (if needed) and to schedule two Public Hearings on the Tax Increase on August 11, 2011, and August 16, 2011. Location: Council Chambers Time: 9:30 a.m.	City Council
	Submission of the Certified Collection Rate (T.C. 26.04(b)) Location: Council Chambers Time: 9:30 a.m.	City Council, Director of Finance
August 4, 2011	Publish "2011 Property Tax Rates in the City of Conroe" (i.e., Effective and Roll Back Tax Rates). (P.T.C. 26.04(e))	Tax Assessor/Collector (take to newspaper by Noon, August 2)
	Publish "Notice of Public Hearing on Tax Increase" if needed, by this date (1st quarter-page notice to be published at least seven days in advance of the 1st hearing Aug 11, 2011). (T.C. 26.06(a))	Tax Assessor/Collector (take to newspaper by Noon, August 2)
August 11, 2011	1st Public Hearing on a Tax Increase (if needed). Location: Council Chambers Time: 6:00 p.m.	City Council
	Public Hearing on the Budget. Hearing must be held at least 15 days after the budget is filed with the City Secretary, but before the City makes its Tax Levy. (L.G.C. 102.006(b)) Location: Council Chambers Time: 6:00 p.m.	City Council

FY 2011-2012

Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
August 16, 2011	2nd Public Hearing on a Tax Increase (if needed). Hearing must not be held earlier than 3 days from the 1st Public Hearing on a Tax Increase. Adoption must be set between three to 14 days from this date. (T.C. 26.06(e)) Special City Council Meeting Location: Council Chambers Time: 9:30 a.m.	City Council
August 18, 2011	Publish "Notice of Tax Revenue Increase," if needed (2nd quarter-page notice to be published after the 2nd public hearing but before adoption) (T.C. 26.06(d))	Tax Assessor/Collector (take to newspaper by Noon, August 16)
August 25, 2011	Vote to Ratify the Property Tax Increase (if needed). (L.G.C. 102.007 (c)) Location: Council Chambers Time: 9:30 a.m.	City Council
	City Council adopts the FY 11-12 Annual Budget. Location: Council Chambers Time: 9:30 a.m.	City Council
	Council Adopts the FY 11-12 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
September		
September 1, 2011	Budget and Tax Rate must be adopted by this date per contract with the Montgomery County Tax Assessor/Collector	City Council
September 26, 2011	Initialize FY 11-12 Budget into Incode (the City's financial system).	Accounting Manager
October		
October 1, 2011	Fiscal Year begins.	
October 7, 2011	Distribute the "Budget-In-Brief" document.	Finance Manager, Finance Secretary
October 27, 2011	Print Adopted Budget.	Finance Manager, Finance Secretary
	Adopted Budget posted on City Website (L.G.C. 102.008)	Finance Manager, Finance Secretary

FY 2011-2012

Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
November		
November 23, 2011	Adopted Budget to GFOA by this date; 90 days after adoption.	Finance Manager, Finance Secretary

CERTIFICATE FOR ORDINANCE

I.

On the 25th day of August, 2011, the City Council of the City of Conroe, Texas, consisting of the following qualified members, to-wit: **Webb Melder, Mayor; Council Members Gil Snider, Jim Gentry, Marsha Porter, Toby Powell, and Guy Martin**, 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. 2034-11

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 2011 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, 2011, SPECIFYING SEPARATE COMPONENTS OF SUCH RATE FOR OPERATIONS AND MAINTENANCE AND FOR DEBT SERVICE; LEVYING AN AD VALOREM TAX FOR THE YEAR 2011; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; PROVIDING FOR COLLECTION AND ORDAINING OTHER RELATED MATTERS.


III.

Upon motion of Mayor Pro Tem Powell, 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 25th day of August, 2011.



MARLA J. PORTER, City Secretary

ORDINANCE NO. 2034-11

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 2011 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, 2011, SPECIFYING SEPARATE COMPONENTS OF SUCH RATE FOR OPERATIONS AND MAINTENANCE AND FOR DEBT SERVICE; LEVYING AN AD VALOREM TAX FOR THE YEAR 2011; 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 2011 calendar year, such rate consisting of the following specified components:

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

Section 2. That an ad valorem tax for the 2011 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, 2012, and if then not paid, shall be subject to penalties and interest in the manner provided by law.

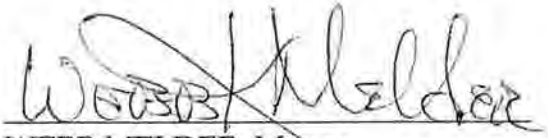
Section 4. That the Montgomery County tax assessor-collector is hereby authorized to assess and collect the taxes of the City of Conroe, Texas, employing the above tax rate.

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.

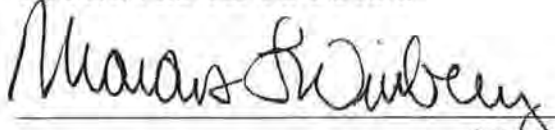
Section 6. That THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

Section 7. That this ordinance shall take effect immediately of and from the date of adoption.

PASSED AND APPROVED this 25th day of August, 2011.


WEBB MELDER, Mayor

APPROVED AS TO FORM:


MARCUS L. WINBERRY, City Attorney

ATTEST:


MARLA J. PORTER, City Secretary

CERTIFICATE FOR ORDINANCE

I.

On the 25th of August, 2011, the City Council of the City of Conroe, Texas consisting of the following qualified members, to-wit: **Webb Melder, Mayor; Council Members Gil Snider, Jim Gentry, Marsha Porter, Toby Powell, and Guy Martin**, did convene in public session in the Council Chambers of the City Hall at 300 West Davis in Conroe, Texas. The roll being first called, a quorum was established, all members being present except the following, to wit: _____. The Meeting was open to the public and public notice of the time, place and purpose of the Meeting was given, all as required by Chapter 551, Texas Government Code.

II.

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

ORDINANCE NO. 2033-11

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, ADOPTING A MUNICIPAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2011, AND ENDING SEPTEMBER 30, 2012; APPROPRIATING FUNDS IN ACCORDANCE WITH THE BUDGET; PROVIDING FOR EFFECTIVE DATE AND ORDAINING OTHER RELATED MATTERS.

III.

Upon motion of Mayor Pro Tem Powell, seconded by Council Member Gentry, 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 25th day of August, 2011.


MARLA J. PORTER, City Secretary

ORDINANCE NO. 2033-11

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, ADOPTING A MUNICIPAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2011, AND ENDING SEPTEMBER 30, 2012; 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, 2011, and ending September 30, 2012; 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, 2011 and ending September 30, 2012.

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	\$ 43,972,911
Water/Sewer Operating Fund	19,947,826
General Obligation Debt Service Fund	10,056,636
Water/Sewer Debt Service	3,799,627
CIDC Debt Service Fund	3,817,369
CIDC Revenue Clearing Fund	7,396,842
CIDC General Fund	4,121,579
Hotel Occupancy Tax Fund	485,964
CDBG Entitlement Fund	528,798
Conroe Tower Fund	462,559
Vehicle & Equipment Fund	1,464,200
Water & Sewer Vehicle & Equipment Fund	252,300
Oscar Johnson, Jr. Comm. Center Fund	970,569
Service Center Fund	1,051,676
Self Funded Insurance Fund	6,629,044
Total Expenditures	\$ 104,957,900
Contingent Appropriation (3%)	\$ 3,148,737
TOTAL APPROPRIATION	\$ 108,106,637

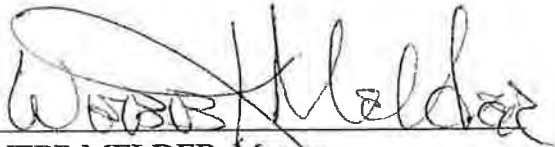
Section 3. The City of Conroe has entered into employment contracts with certain heads of department and other key employees. Within the funds appropriated to the General Fund and budgeted for salaries and other personnel services there has been included a sum which is not less than two percent (2%) 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.

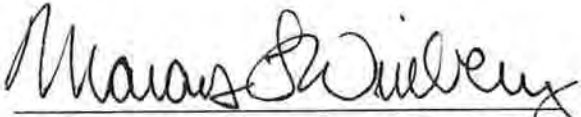
Section 5. That the Director of Finance & Administration may, at any time with the consent of the City Administrator, transfer any unencumbered appropriation from one line item to another line item within the same Department, provided however, that no unencumbered appropriation may be transferred from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

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

PASSED AND APPROVED this the 25th day of August, 2011.


WEBB MELDER, Mayor

APPROVED AS TO FORM:


MARCUS L. WINBERRY, City Attorney

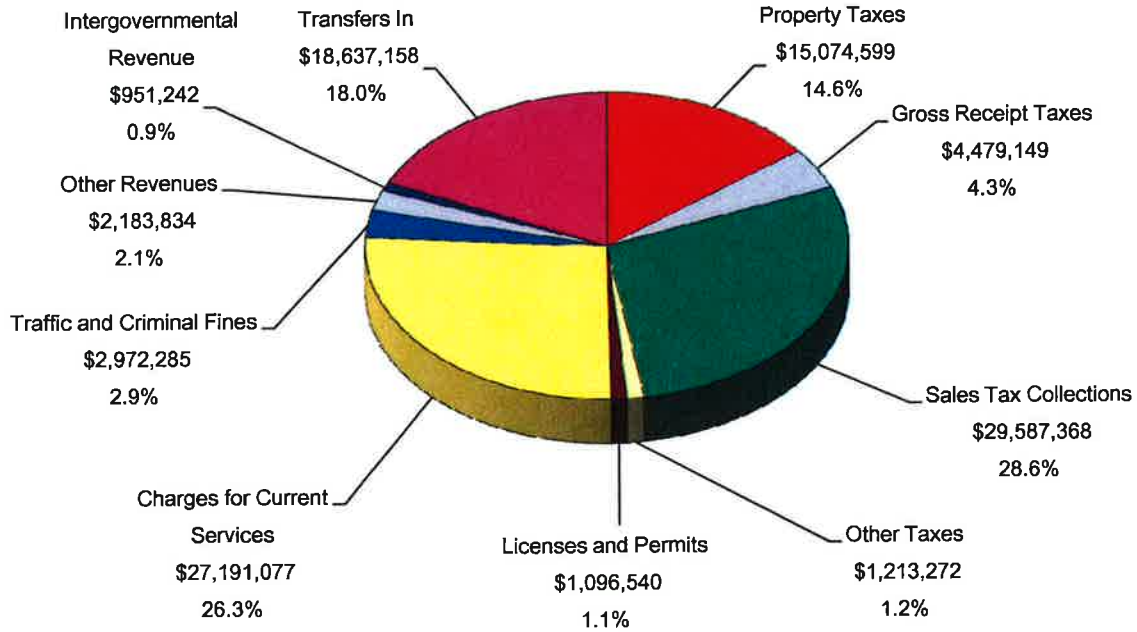
ATTEST:


MARLA J. PORTER, City Secretary

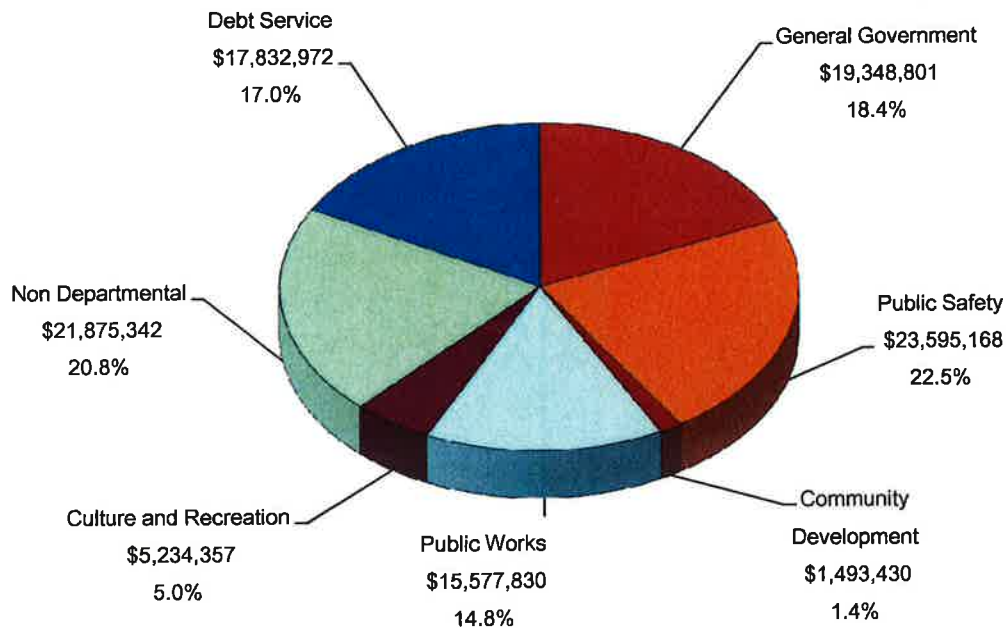
Consolidated Budget Summary by Fund Group

	General Fund	Enterprise Funds	Debt Service Funds	Other Funds	Grand Total
Revenues:					
Property Taxes	\$ 8,974,528	\$ -	\$ 6,100,071	\$ -	\$ 15,074,599
Gross Receipt Taxes	4,479,149	-	-	-	4,479,149
Sales Tax Collections	22,190,526	-	-	7,396,842	29,587,368
Other Taxes	691,130	-	-	522,142	1,213,272
Licenses and Permits	1,096,540	-	-	-	1,096,540
Charges for Current Services	640,079	19,732,559	-	6,818,439	27,191,077
Traffic and Criminal Fines	2,972,285	-	-	-	2,972,285
Other Revenues	1,149,236	354,792	70,129	609,677	2,183,834
Intergovernmental Revenue	422,444	-	-	528,798	951,242
Transfers In	1,637,710	-	11,819,263	5,180,185	18,637,158
Total Revenues	\$ 44,253,627	\$ 20,087,351	\$ 17,989,463	\$ 21,056,083	\$ 103,386,524
Beginning Fund Balances	\$ 17,357,688	\$ 5,475,658	\$ 7,487,556	\$ 15,720,560	\$ 46,041,462
Total Available Resources	\$ 61,611,315	\$ 25,563,009	\$ 25,477,019	\$ 36,776,643	\$ 149,427,986
Expenditures:					
General Government	\$ 7,083,943	\$ -	\$ -	\$ 12,264,858	\$ 19,348,801
Public Safety	22,951,968	-	-	643,200	23,595,168
Community Development	1,099,972	-	-	393,458	1,493,430
Public Works	5,051,676	9,476,854	-	1,049,300	15,577,830
Culture and Recreation	3,777,824	-	-	1,456,533	5,234,357
Non-Departmental	4,007,528	10,470,972	-	7,396,842	21,875,342
Debt Service:					
Principal	-	-	9,090,000	91,000	9,181,000
Interest	-	-	8,480,982	68,340	8,549,322
Administrative Fees	-	-	102,650	-	102,650
Total Expenditures	\$ 43,972,911	\$ 19,947,826	\$ 17,673,632	\$ 23,363,531	\$ 104,957,900
Ending Fund Balances	\$ 17,638,404	\$ 5,615,183	\$ 7,803,387	\$ 13,413,112	\$ 44,470,086
Total Fund Commitments/ Fund Balance	\$ 61,611,315	\$ 25,563,009	\$ 25,477,019	\$ 36,776,643	\$ 149,427,987

Consolidated Summary of Revenues by Source



Consolidated Summary of Expenditures by Function



FY 11-12 Projected Budget Summary

Revenues	FY 09-10 Actual	FY 10-11 Budget	FY 10-11 Estimated	FY 11-12 Proposed
General Fund	\$ 42,628,040	\$ 42,770,862	\$ 43,377,226	\$ 44,253,627
Water/Sewer Operating Fund	16,482,754	17,416,905	18,777,477	20,087,351
Water/Sewer Construction Fund	-	-	-	-
General Obligation Debt Serv Fund	13,086,812	10,262,775	10,232,292	10,372,467
Water/Sewer Debt Service	2,085,104	3,238,051	3,215,673	3,799,627
CIDC Debt Service Fund	2,761,740	2,764,910	2,764,910	3,817,369
CIDC Revenue Clearing Fund	6,403,018	7,036,313	7,323,606	7,396,842
CIDC General Fund	4,709,820	4,586,142	8,311,501	3,584,383
Hotel Occupancy Tax Fund	1,214,646	427,345	522,217	522,142
CDBG Entitlement Fund	696,948	627,822	894,954	528,798
Conroe Tower Fund	619,466	463,136	478,958	462,559
Vehicle & Equipment Fund	1,785,881	1,733,419	1,814,003	8,575
Water/Sewer Vehicle & Equipment	351,293	342,196	470,063	763,776
OJCC Fund	873,791	921,182	849,884	970,569
Service Center Fund	1,088,582	1,087,121	1,038,620	1,085,143
Self Funded Insurance Fund	6,266,000	5,566,960	5,890,477	5,733,296
Total Revenues	\$ 101,053,895	\$ 99,245,139	\$ 105,961,861	\$ 103,386,524

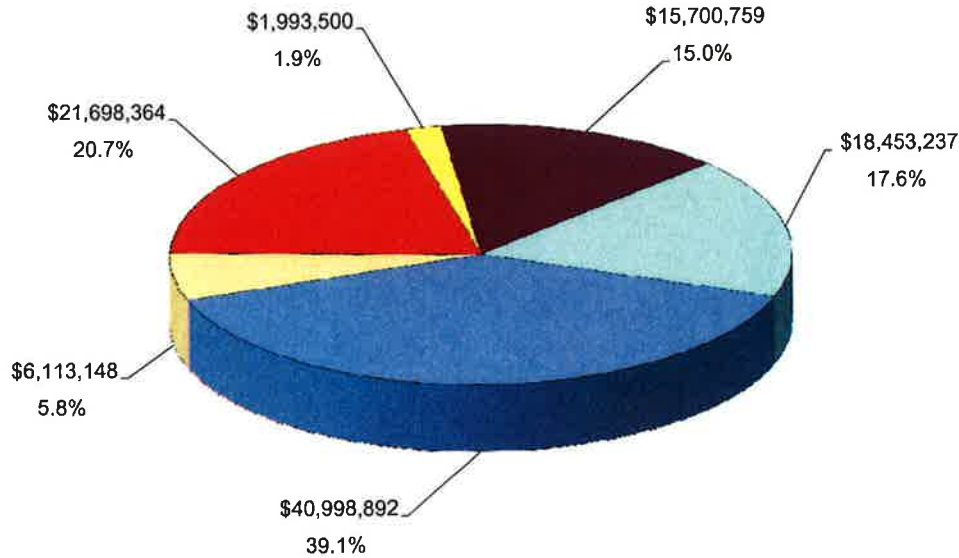
Expenditures	FY 09-10 Actual	FY 10-11 Budget	FY 10-11 Estimated	FY 11-12 Proposed
General Fund	\$ 44,650,400	\$ 45,433,767	\$ 44,023,155	\$ 43,972,911
Water/Sewer Operating Fund	15,701,477	17,433,456	17,460,474	19,947,826
Water/Sewer Construction Fund	-	-	-	-
General Obligation Debt Serv Fund	12,399,291	9,597,660	8,885,450	10,056,636
Water/Sewer Debt Service	2,256,445	3,238,051	2,872,429	3,799,627
CIDC Debt Service Fund	2,746,276	2,764,910	2,764,910	3,817,369
CIDC Revenue Clearing Fund	6,784,698	7,036,313	7,323,606	7,396,842
CIDC General Fund	4,508,498	4,654,777	4,596,219	4,121,579
Hotel Occupancy Tax Fund	801,927	501,796	472,378	485,964
CDBG Entitlement Fund	1,078,629	673,835	548,908	528,798
Conroe Tower Fund	415,607	463,136	465,090	462,559
Vehicle & Equipment Fund	1,560,063	2,280,941	2,285,511	1,464,200
Water/Sewer Vehicle & Equipment	250,943	706,287	706,430	252,300
OJCC Fund	869,041	921,182	849,884	970,569
Service Center Fund	1,060,778	1,087,120	971,158	1,051,676
Self Funded Insurance Fund	5,757,521	5,457,127	6,375,115	6,629,044
Total Expenditures	\$ 100,841,594	\$ 102,250,358	\$ 100,600,717	\$ 104,957,900

FY 11-12 Projected Fund Balances

	Unreserved Fund Balance 10/01/2010	Estimated Revenues 2010-2011	Estimated Expenditures 2010-2011	New Fund Balance 09/30/2011	Proposed Revenues 2011-2012	Proposed Expenditures 2011-2012	Projected Fund Balance 09/30/2012	% Incr From 10-11 to 11-12
General Fund	\$ 18,003,617	\$ 43,377,226	\$ 44,023,155	\$ 17,357,688	\$ 44,253,627	\$ 43,972,911	\$ 17,638,404	-2.0%
Water/Sewer Operating Fund	4,158,655	18,777,477	17,460,474	5,475,658	20,087,351	19,947,826	5,615,183	35.0%
Water/Sewer Construction Fund	-	-	-	-	-	-	-	N/A
General Obligation Debt Service Fund	5,028,864	10,232,292	8,885,450	6,375,706	10,372,467	10,056,636	6,691,537	33.1%
Water/Sewer Debt Service	768,606	3,215,673	2,872,429	1,111,850	3,799,627	3,799,627	1,111,850	44.7%
CIDC Debt Service Fund	-	2,764,910	2,764,910	-	3,817,369	3,817,369	-	N/A
CIDC Revenue Clearing Fund	-	7,323,606	7,323,606	-	7,396,842	7,396,842	-	N/A
CIDC General Fund	4,910,240	8,311,501	4,596,219	8,625,522	3,584,383	4,121,579	8,088,326	64.7%
Hotel Occupancy Tax Fund	411,972	522,217	472,378	461,811	522,142	485,964	497,989	20.9%
CDBG Entitlement Fund	(388,795)	894,954	548,908	(42,749)	528,798	528,798	(42,749)	-89.0%
Controe Tower Fund	314,724	478,958	465,090	328,592	462,559	462,559	328,592	4.4%
Vehicle & Equipment Fund	2,686,253	1,814,003	2,285,511	2,214,745	8,575	1,464,200	759,120	-71.7%
Water/Sewer Vehicle & Equipment	414,058	470,063	706,430	177,691	763,776	252,300	689,167	66.4%
Oscar Johnson, Jr. Comm. Center Fund	-	849,884	849,884	-	970,569	970,569	-	N/A
Service Center Fund	8,464	1,038,620	971,158	75,926	1,085,143	1,051,676	109,393	1192.5%
Self Funded Insurance Fund	4,363,660	5,890,477	6,375,115	3,879,022	5,733,296	6,629,044	2,983,274	-31.6%
TOTAL	\$ 40,680,318	\$ 105,961,861	\$ 100,600,717	\$ 46,041,462	\$ 103,386,524	\$ 104,957,900	\$ 44,470,086	9.3%

Consolidated Budget Summary

Expenditures by Object Code Category



	Personnel	Supplies	Contractual	Capital Outlay	Transfers	Debt Service	Totals
Administration	\$ 307,573	\$ 7,909	\$ 60,196	\$ -	\$ -	\$ -	\$ 375,678
Mayor and Council	409,239	11,950	82,242	-	-	-	503,431
Arts & Communications	90,682	1,442	96,204	-	-	-	188,328
CIDC Administration	187,157	3,500	258,721	-	-	-	449,378
Legal	396,915	4,000	126,050	-	-	-	526,965
Municipal Court	670,826	27,612	105,180	9,800	-	-	813,418
Finance	1,021,167	23,855	307,521	-	-	-	1,352,543
CDBG Administration	192,258	4,300	20,542	-	-	-	217,100
Warehouse-Purchasing	387,449	18,905	20,472	-	-	-	426,826
Information Technology	963,973	9,250	612,932	-	-	-	1,586,155
Human Resources	539,441	24,251	80,429	-	-	-	644,121
Police Administration	544,285	62,340	211,498	-	-	-	818,123
Police Support	1,764,536	35,351	33,825	-	-	-	1,833,712
Police Patrol	5,311,145	450,179	26,734	-	-	-	5,788,058
Police Investigative	2,689,523	135,794	44,788	-	-	-	2,870,105
Police Professional Services	1,351,496	104,970	88,986	-	-	-	1,545,452
Police Animal Services	306,228	26,200	61,390	20,000	-	-	413,818
Police Red Light Program	76,527	-	769,341	-	-	-	845,868
Police Traffic Services	144,251	14,440	6,504	-	-	-	165,195
Fire	7,502,520	514,318	654,799	-	-	-	8,671,637
Parks Administration	225,283	79,300	23,095	-	-	-	327,678
Recreation Center	608,319	71,271	380,348	-	-	-	1,059,938
Aquatic Center	830,755	106,025	234,665	-	-	-	1,171,445
Parks Operations	711,400	157,467	349,896	-	-	-	1,218,763
Community Development	917,068	91,520	91,384	-	-	-	1,099,972
Drainage Construction	474,205	200,492	75,152	-	-	-	749,849
Streets	1,684,070	800,665	538,507	72,000	-	-	3,095,242
Signal Maintenance	127,289	76,700	201,905	-	-	-	405,894
Engineering	696,133	30,079	74,479	-	-	-	800,691
GF Non-Departmental	1,330,699	38,900	488,341	-	2,074,409	75,179	4,007,528
Utilities/Meter Readers	556,844	151,968	57,114	18,800	-	-	784,726
Public Works	530,799	45,905	172,445	-	-	-	749,149
Water	1,011,935	893,329	1,419,630	241,000	-	-	3,565,894
Wastewater Treatment Plant	805,469	351,075	689,158	-	-	-	1,845,702
Sewer	1,235,742	381,186	80,581	6,000	-	-	1,703,509
Pump & Motor Maintenance	560,822	151,574	115,478	-	-	-	827,874
W/S Non-Departmental	188,859	36,000	3,600,487	-	6,077,890	567,736	10,470,972
Vehicle & Equipment Replacement	-	-	126,000	1,338,200	-	-	1,464,200
W/S Vehicle & Equipment Replace.	-	-	-	252,300	-	-	252,300
Debt Service	-	-	22,650	-	-	13,833,613	13,856,263
C.I.D.C.	-	-	1,447,302	-	10,071,119	3,817,369	15,335,790
Hotel Occupancy Tax (HOT)	183,674	10,850	291,440	-	-	-	485,964
Project Engineering	1,050,420	52,100	42,917	-	(1,145,437)	-	-
Project Construction	1,022,604	336,532	26,161	-	(1,385,297)	-	-
CDBG Operations	-	-	369,458	-	-	159,340	528,798
Conroe Tower	70,954	15,545	350,264	24,400	1,396	-	462,559
OJ Community Center	706,313	106,819	157,437	-	-	-	970,569
Service Center	544,121	444,280	45,596	11,000	6,679	-	1,051,676
Self Funded Insurance	67,924	3,000	6,558,120	-	-	-	6,629,044
TOTALS	\$ 40,998,892	\$ 6,113,148	\$ 21,698,364	\$ 1,993,500	\$ 15,700,759	\$ 18,453,237	\$ 104,967,900

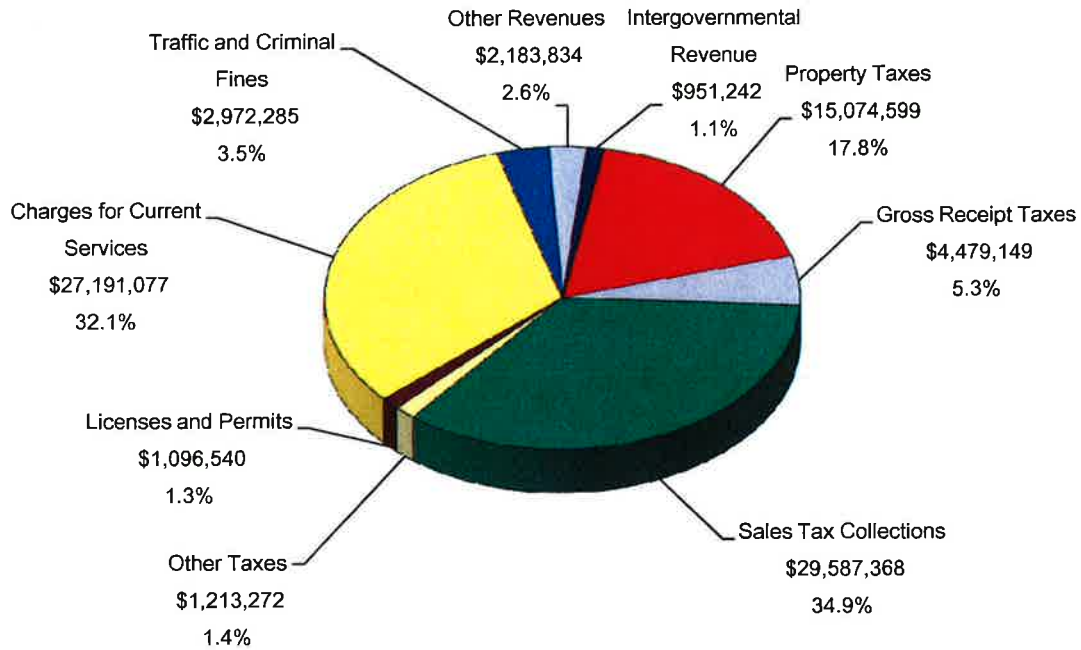
FY 11-12 Projected Budget Summary Net of Interfund Transfers

	FY 09-10	FY 10-11	FY 10-11	FY 11-12
Revenues	Actual	Budget	Estimated	Proposed
General Fund	\$ 41,106,981	\$ 41,361,325	\$ 41,947,781	\$ 42,615,917
Water/Sewer Operating Fund	15,488,464	17,416,905	18,777,477	20,087,351
Water/Sewer Construction Fund	-	-	-	-
General Obligation Debt Serv Fund	9,950,360	5,898,549	5,868,066	6,170,155
Water/Sewer Debt Service	(27,369)	22,421	43	45
CIDC Debt Service Fund	-	-	-	-
CIDC Revenue Clearing Fund	6,403,018	7,036,313	7,323,606	7,396,842
CIDC General Fund	686,859	6,262	3,444,328	4,910
Hotel Occupancy Tax Fund	699,058	427,345	522,217	522,142
CDBG Entitlement Fund	644,454	627,822	894,954	528,798
Conroe Tower Fund	359,234	254,748	270,570	268,267
Vehicle & Equipment Fund	162,370	500	81,084	500
Water/Sewer Vehicle & Equipment Fund	1,397	-	127,867	-
OJCC Fund	306,973	185,000	251,659	336,000
Service Center Fund	1,088,582	1,087,121	1,038,620	1,085,143
Self Funded Insurance Fund	5,201,487	5,566,960	5,890,477	5,733,296
Total Revenues	\$ 82,071,868	\$ 79,891,271	\$ 86,438,749	\$ 84,749,366
Transfers In	\$ 18,982,027	\$ 19,353,868	\$ 19,523,112	\$ 18,637,158
Total Revenues After Transfers In	\$ 101,053,895	\$ 99,245,139	\$ 105,961,861	\$ 103,386,524
	FY 09-10	FY 10-11	FY 10-11	FY 11-12
Expenditures	Actual	Budget	Estimated	Proposed
General Fund	\$ 39,985,506	\$ 41,507,562	\$ 40,234,907	\$ 41,898,502
Water/Sewer Operating Fund	11,341,335	12,274,894	12,301,912	13,869,936
Water/Sewer Construction Fund	2,341,409	2,522,177	2,096,488	2,530,734
General Obligation Debt Serv Fund	12,399,291	9,597,660	8,885,450	10,056,636
Water/Sewer Debt Service	2,256,445	3,238,051	2,872,429	3,799,627
CIDC Debt Service Fund	2,746,276	2,764,910	2,764,910	3,817,369
CIDC Revenue Clearing Fund	-	-	-	-
CIDC General Fund	424,825	1,790,034	1,652,084	1,447,302
Hotel Occupancy Tax Fund	709,122	398,824	349,228	485,964
CDBG Entitlement Fund	1,078,629	673,835	548,908	528,798
Conroe Tower Fund	411,022	461,740	463,694	461,163
Vehicle & Equipment Fund	1,560,063	2,280,941	2,285,511	1,464,200
Water/Sewer Vehicle & Equipment Fund	250,943	706,287	706,430	252,300
OJCC Fund	869,041	921,182	849,884	970,569
Service Center Fund	1,029,427	1,080,441	964,479	1,044,997
Self Funded Insurance Fund	5,757,521	5,457,127	6,375,115	6,629,044
Total Expenditures	\$ 83,160,855	\$ 85,675,665	\$ 83,351,429	\$ 89,257,141
Transfers Out	\$ 17,680,739	\$ 16,574,693	\$ 17,249,288	\$ 15,700,759
Total Expenditures After Transfers Out	\$ 100,841,594	\$ 102,250,358	\$ 100,600,717	\$ 104,957,900

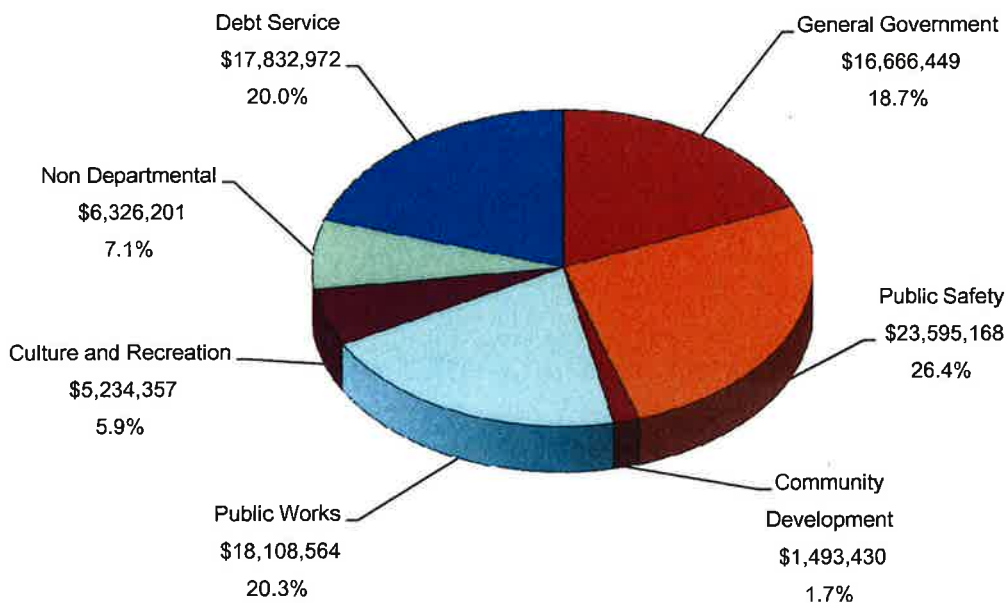
Consolidated Budget Summary by Fund Group (Net of Interfund Transfers)

	General Fund	Enterprise Funds	Debt Service Funds	Other Funds	Grand Total
Revenues:					
Property Taxes	\$ 8,974,528	\$ -	\$ 6,100,071	\$ -	\$ 15,074,599
Gross Receipt Taxes	4,479,149	-	-	-	4,479,149
Sales Tax Collections	22,190,526	-	-	7,396,842	29,587,368
Other Taxes	691,130	-	-	522,142	1,213,272
Licenses and Permits	1,096,540	-	-	-	1,096,540
Charges for Current Services	640,079	19,732,559	-	6,818,439	27,191,077
Traffic and Criminal Fines	2,972,285	-	-	-	2,972,285
Other Revenues	1,149,236	354,792	70,129	609,677	2,183,834
Intergovernmental Revenue	422,444	-	-	528,798	951,242
Transfers In	-	-	-	-	-
Total Revenues	\$ 42,615,917	\$ 20,087,351	\$ 6,170,200	\$ 15,875,898	\$ 84,749,366
Expenditures:					
General Government	\$ 7,083,943	\$ -	\$ -	\$ 9,582,506	\$ 16,666,449
Public Safety	22,951,968	-	-	643,200	23,595,168
Community Development	1,099,972	-	-	393,458	1,493,430
Public Works	5,051,676	12,007,588	-	1,049,300	18,108,564
Culture and Recreation	3,777,824	-	-	1,456,533	5,234,357
Non-Departmental	1,933,119	4,393,082	-	-	6,326,201
Debt Service:					
Principal	-	-	9,090,000	91,000	9,181,000
Interest	-	-	8,480,982	68,340	8,549,322
Administrative Fees	-	-	102,650	-	102,650
Total Expenditures	\$ 41,898,502	\$ 16,400,670	\$ 17,673,632	\$ 13,284,337	\$ 89,257,141

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



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

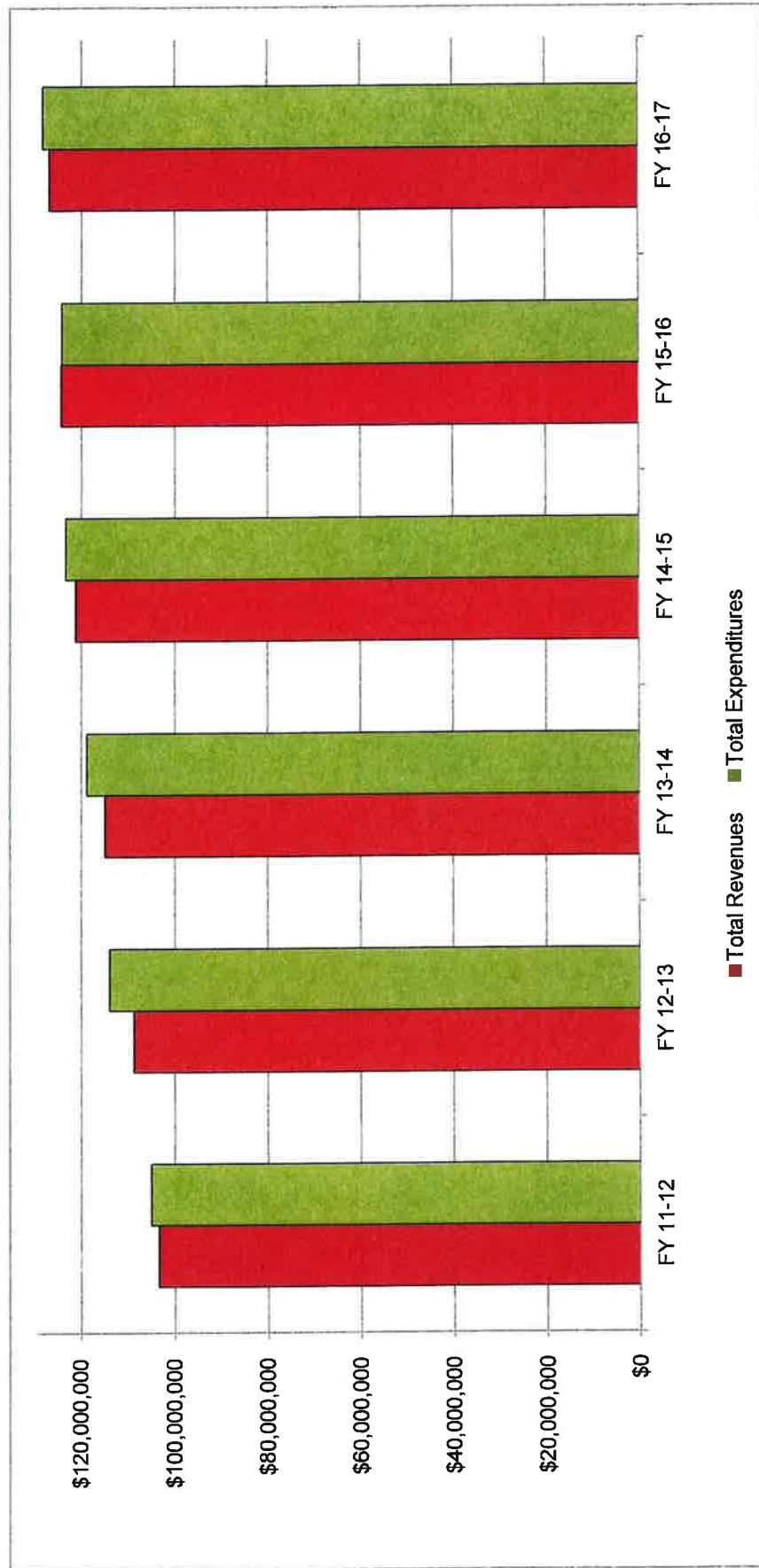


FY 11-12 Multi-Year Financial Projection Summary

Revenues	FY 11-12 Adopted	FY 12-13 Projected	FY 13-14 Projected	FY 14-15 Projected	FY 15-16 Projected	FY 16-17 Projected
General Fund	\$ 44,253,627	\$ 45,579,962	\$ 46,950,473	\$ 48,366,752	\$ 49,594,959	\$ 50,865,230
Water/Sewer Operating Fund	20,087,351	22,091,811	25,743,564	29,538,618	30,626,293	31,061,251
Water/Sewer Construction Fund	-	-	-	-	-	-
General Obligation Debt Serv Fund	10,372,467	9,323,460	9,041,096	9,242,178	9,397,716	9,526,499
Water/Sewer Debt Service	3,799,627	4,544,148	5,489,661	5,782,618	5,891,310	5,986,118
CIDC Debt Service Fund	3,817,369	5,090,347	5,137,526	5,137,396	5,133,564	5,135,408
CIDC Revenue Clearing Fund	7,396,842	7,470,810	7,545,519	7,620,974	7,697,184	7,774,155
CIDC General Fund	3,584,383	2,380,463	2,407,992	2,483,577	2,563,620	2,638,747
Hotel Occupancy Tax Fund	522,142	527,363	532,637	537,963	543,343	548,776
CDBG Entitlement Fund	528,798	539,374	550,161	561,165	572,388	583,836
Conroe Tower Fund	462,559	481,061	500,304	520,316	541,129	562,774
Vehicle & Equipment Fund	8,575	1,732,919	1,732,919	1,732,919	1,732,919	1,732,919
Water/Sewer Vehicle & Equipment	763,776	763,776	763,776	763,776	763,776	763,776
OJCC Fund	970,569	1,009,392	1,049,767	1,091,758	1,135,428	1,180,846
Service Center Fund	1,085,143	1,128,549	1,173,691	1,220,638	1,269,464	1,320,242
Self Funded Insurance Fund	5,733,296	6,019,961	6,320,959	6,637,007	6,968,857	7,317,300
Total Revenues	\$ 103,386,524	\$ 108,683,396	\$ 114,940,045	\$ 121,237,656	\$ 124,431,948	\$ 126,997,877

Expenditures	FY 11-12 Adopted	FY 12-13 Projected	FY 13-14 Projected	FY 14-15 Projected	FY 15-16 Projected	FY 16-17 Projected
General Fund	\$ 43,972,911	\$ 47,016,942	\$ 47,957,281	\$ 48,916,427	\$ 49,894,755	\$ 50,892,650
Water/Sewer Operating Fund	19,947,826	22,065,506	25,307,479	29,071,461	30,068,601	30,579,752
Water/Sewer Construction Fund	-	-	-	-	-	-
General Obligation Debt Serv Fund	10,056,636	10,648,607	10,016,872	10,015,375	10,015,809	10,018,081
Water/Sewer Debt Service	3,799,627	4,544,148	5,489,661	5,782,618	5,891,310	5,986,118
CIDC Debt Service Fund	3,817,369	5,090,347	5,137,526	5,137,396	5,133,564	5,135,408
CIDC Revenue Clearing Fund	7,396,842	7,470,810	7,545,519	7,620,974	7,697,184	7,774,155
CIDC General Fund	4,121,579	3,951,022	3,386,336	3,155,484	2,851,273	2,827,315
Hotel Occupancy Tax Fund	485,964	527,363	532,637	537,963	543,343	548,776
CDBG Entitlement Fund	528,798	539,374	550,161	561,165	572,388	583,836
Conroe Tower Fund	462,559	481,061	500,304	520,316	541,129	562,774
Vehicle & Equipment Fund	1,464,200	1,694,728	1,997,050	2,100,470	2,100,470	2,100,470
Water/Sewer Vehicle & Equipment	252,300	976,823	1,114,296	431,082	269,120	799,066
OJCC	970,569	1,009,392	1,049,767	1,091,758	1,135,428	1,180,846
Service Center Fund	1,051,676	1,093,743	1,137,493	1,182,992	1,230,312	1,279,525
Self Funded Insurance Fund	6,629,044	6,827,915	7,032,753	7,243,735	7,461,047	7,684,879
Total Expenditures	\$ 104,957,900	\$ 113,937,784	\$ 118,755,135	\$ 123,369,218	\$ 124,256,114	\$ 128,400,304

FY 11-12 Multi-Year Financial Projection Summary

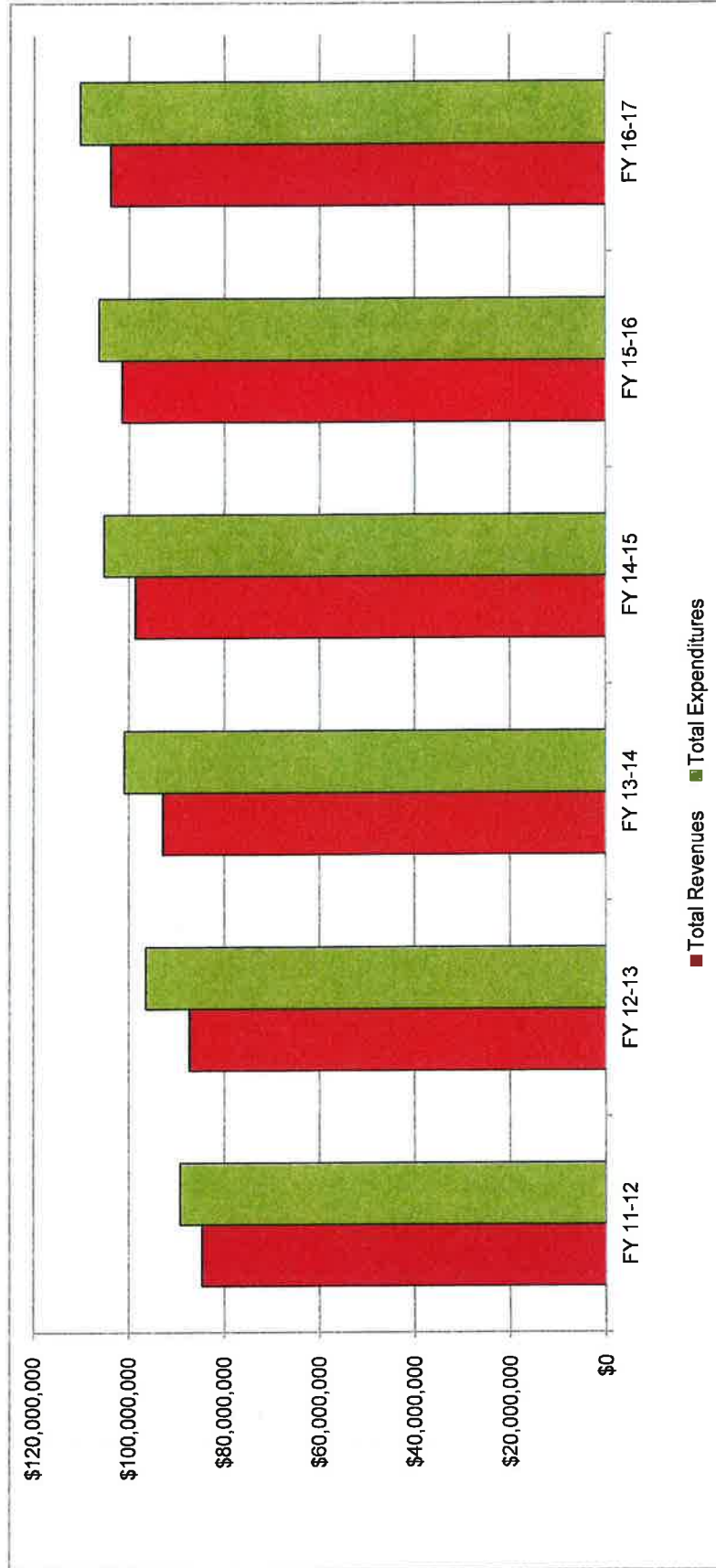


	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Total Revenues	Adopted \$ 103,386,524	Projected \$ 108,683,396	Projected \$ 114,940,045	Projected \$ 121,237,656	Projected \$ 124,431,948	Projected \$ 126,997,877
Total Expenditures	\$ 104,957,900	\$ 113,937,784	\$ 118,755,135	\$ 123,369,218	\$ 124,256,114	\$ 128,400,304

FY 11-12 Multi-Year Financial Projection Summary Less Interfund Transfers

Revenues	FY 11-12 Adopted	FY 12-13 Projected	FY 13-14 Projected	FY 14-15 Projected	FY 15-16 Projected	FY 16-17 Projected
General Fund	\$ 42,615,917	\$ 43,876,743	\$ 45,179,126	\$ 46,524,551	\$ 47,679,070	\$ 48,872,705
Water/Sewer Operating Fund	20,087,351	22,091,811	25,743,564	29,538,618	30,626,293	31,061,251
Water/Sewer Construction Fund						
General Obligation Debt Serv Fund	6,170,155	5,064,270	5,216,198	5,372,684	5,533,865	5,699,880
Water/Sewer Debt Service	45	47	49	51	53	55
CIDC Debt Service Fund						
CIDC Revenue Clearing Fund	7,396,842	7,470,810	7,545,519	7,620,974	7,697,184	7,774,155
CIDC General Fund	4,910	9,358	9,451	9,546	9,641	9,738
HOT Fund	522,142	527,363	532,637	537,963	543,343	548,776
CDBG Entitlement Fund	528,798	539,374	550,161	561,165	572,388	583,836
Conroe Tower Fund	268,267	278,998	290,158	301,764	313,834	326,388
Vehicle & Equipment Fund	500	520	541	562	585	608
Water/Sewer Vehicle & Equipment		250	260	270	281	292
OJCC Fund	336,000	349,440	363,418	377,954	393,072	408,795
Service Center Fund	1,085,143	1,128,549	1,173,691	1,220,638	1,269,464	1,320,242
Self Funded Insurance Fund	5,733,296	6,019,961	6,320,959	6,637,007	6,968,857	7,317,300
Total Revenues	\$ 84,749,366	\$ 87,357,494	\$ 92,925,731	\$ 98,703,748	\$ 101,607,930	\$ 103,924,023
Transfers In	\$ 18,637,158	\$ 21,325,902	\$ 22,014,314	\$ 22,533,908	\$ 22,824,018	\$ 23,073,854
Total Revenues After Transfers In	\$ 103,386,524	\$ 108,683,396	\$ 114,940,045	\$ 121,237,656	\$ 124,431,948	\$ 126,997,877
Expenditures	FY 11-12 Adopted	FY 12-13 Projected	FY 13-14 Projected	FY 14-15 Projected	FY 15-16 Projected	FY 16-17 Projected
General Fund	\$ 41,898,502	\$ 43,155,457	\$ 44,018,566	\$ 44,898,938	\$ 45,796,916	\$ 46,712,855
Water/Sewer Operating Fund	13,869,936	15,411,823	17,679,547	21,179,362	22,080,217	22,531,563
Water/Sewer Construction Fund	2,530,734	2,606,656	2,684,856	2,765,401	2,848,363	2,933,814
General Obligation Debt Serv Fund	10,056,636	10,648,607	10,016,872	10,015,375	10,015,809	10,018,081
Water/Sewer Debt Service	3,799,627	4,544,148	5,489,661	5,782,618	5,891,310	5,986,118
CIDC Debt Service Fund	3,817,369	5,090,347	5,137,526	5,137,396	5,133,564	5,135,408
CIDC Revenue Clearing Fund						
CIDC General Fund	1,447,302	1,865,351	2,019,187	1,820,563	1,881,093	1,866,502
HOT Fund	485,964	527,363	532,637	537,963	543,343	548,776
CDBG Entitlement Fund	528,798	539,374	550,161	561,165	572,388	583,836
Conroe Tower Fund	461,163	479,610	498,794	518,746	539,495	561,075
Vehicle & Equipment Fund	1,464,200	1,694,728	1,997,050	2,100,470	950,852	2,547,124
Water/Sewer Vehicle & Equipment	252,300	976,823	1,114,296	431,082	269,120	799,066
OJCC Fund	970,569	1,009,392	1,049,767	1,091,758	1,135,428	1,180,846
Service Center Fund	1,044,997	1,086,797	1,130,269	1,175,480	1,222,499	1,271,399
Self Funded Insurance Fund	6,629,044	6,827,915	7,032,753	7,243,735	7,461,047	7,684,879
Total Expenditures	\$ 89,257,141	\$ 96,464,391	\$ 100,951,942	\$ 105,260,052	\$ 106,341,445	\$ 110,361,341
Transfers Out	\$ 15,700,759	\$ 17,473,392	\$ 17,803,193	\$ 18,109,166	\$ 17,914,669	\$ 18,038,963
Total Expenditures After Transfers Out	\$ 104,957,900	\$ 113,937,784	\$ 118,755,135	\$ 123,369,218	\$ 124,256,114	\$ 128,400,304

FY 11-12 Multi-Year Financial Projection Summary Less Interfund Transfers



	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Total Revenues	Adopted	Projected	Projected	Projected	Projected	Projected
	\$ 84,749,366	\$ 87,357,494	\$ 92,925,731	\$ 98,703,748	\$ 101,607,930	\$ 103,924,023
Total Expenditures	\$ 89,257,141	\$ 96,464,391	\$ 100,951,942	\$ 105,260,052	\$ 106,341,445	\$ 110,361,341

Note: The following revenue sources are not included on this graph: Tax Increment Reinvestment Zone (TIRZ) #3 property tax revenues and general obligation & revenue bond debt proceeds.

Statistical Analysis of the FY 2011-2012 Budget By Fund Type

This executive summary recaps the most significant factors included in the annual budget: revenue assumptions; major initiatives; a reserve analysis; and a fund-by-fund and category synopsis of expenditures. Please note that any references to comparative increases or decreases are based on projections for FY 2010-2011.

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.

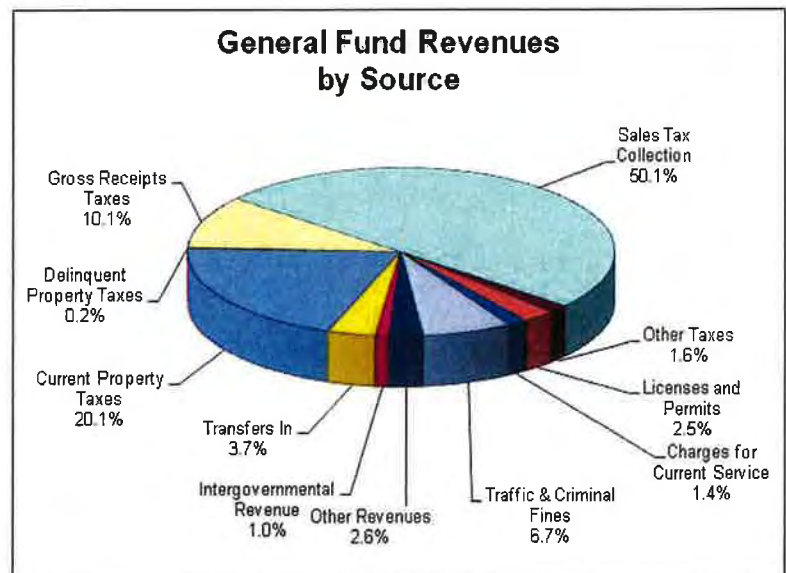
Revenue Assumptions:

The budget document assumes a cautious approach in dealing with revenues, especially growth-oriented revenues. Proposed revenues for FY 2011-2012 assume an overall increase of 2.02 percent from FY 2010-2011 estimates. The revenue projections are net of changes in certain revenue categories, and the primary reasons for the increase are due to additional property, sales, and gross receipts taxes, and traffic and criminal fines, which are offset by decreases in grant revenues, seized asset revenues, and parks programs revenues.

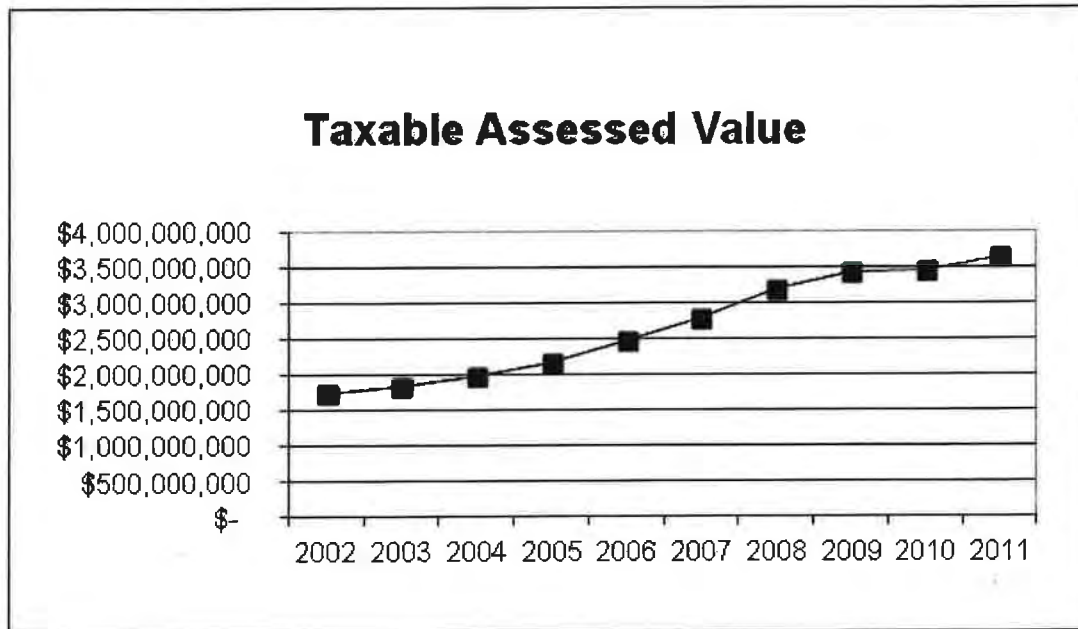
Funding of the City's General Fund operations is derived from 11 major revenue categories. Each of these categories is detailed below with a brief description of how internal and external factors affect revenue amounts and how amounts differ from the prior year.

Current Property Taxes: \$8,895,847 (up \$295,879 or 3.44 percent)

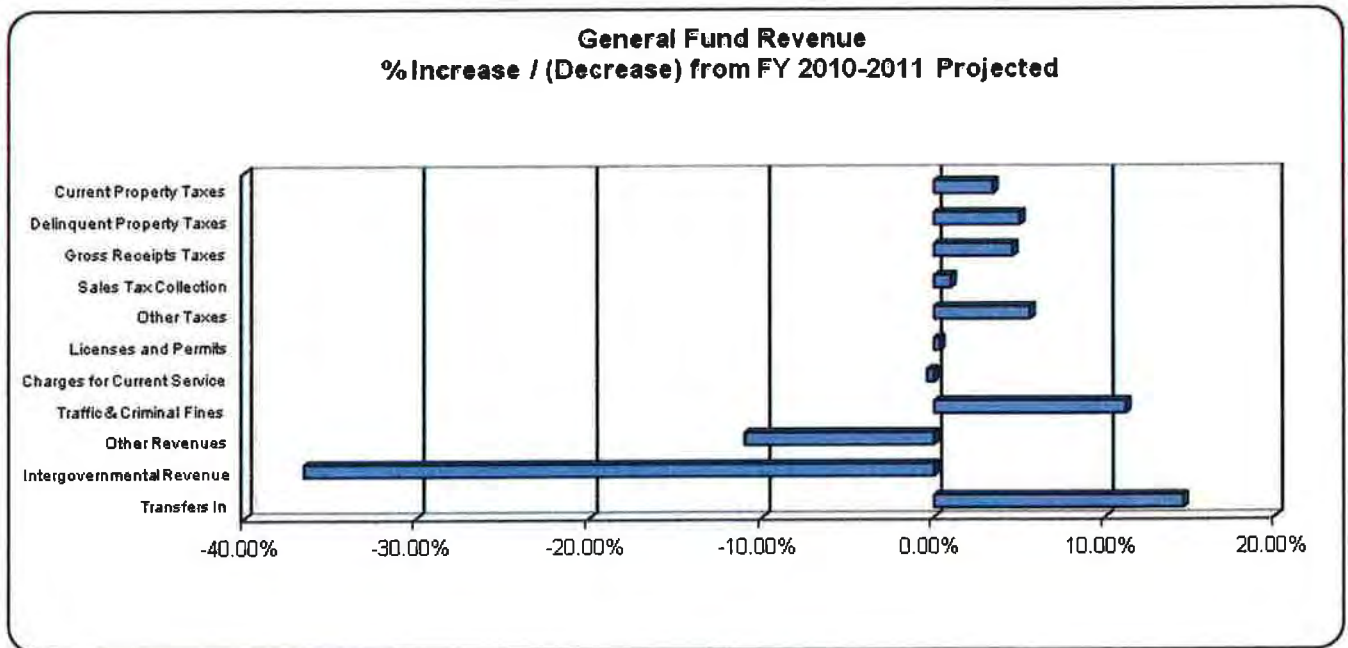
The second largest revenue source of the General Fund is the ad valorem tax (property tax). Property taxes are levied each October 1 on the assessed value listed as of the prior January 1, for all real and personal property located within the City. Assessed values represent the appraised value less applicable exemptions authorized by the City Council. Appraised values are established by the Montgomery Central Appraisal District at 100 percent of estimated market values. Current Property Taxes account for 20.10 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 \$3,630,957,910 for 2011 (inclusive of Over 65/Disabled Freeze amounts). This is an increase of \$180,787,255 over the 2010 certified tax roll. The preliminary tax roll is reflective of all taxable property in the City as of January 1, 2011.



Delinquent Property Taxes: \$78,681 (up \$3,747 or 5.00 percent)

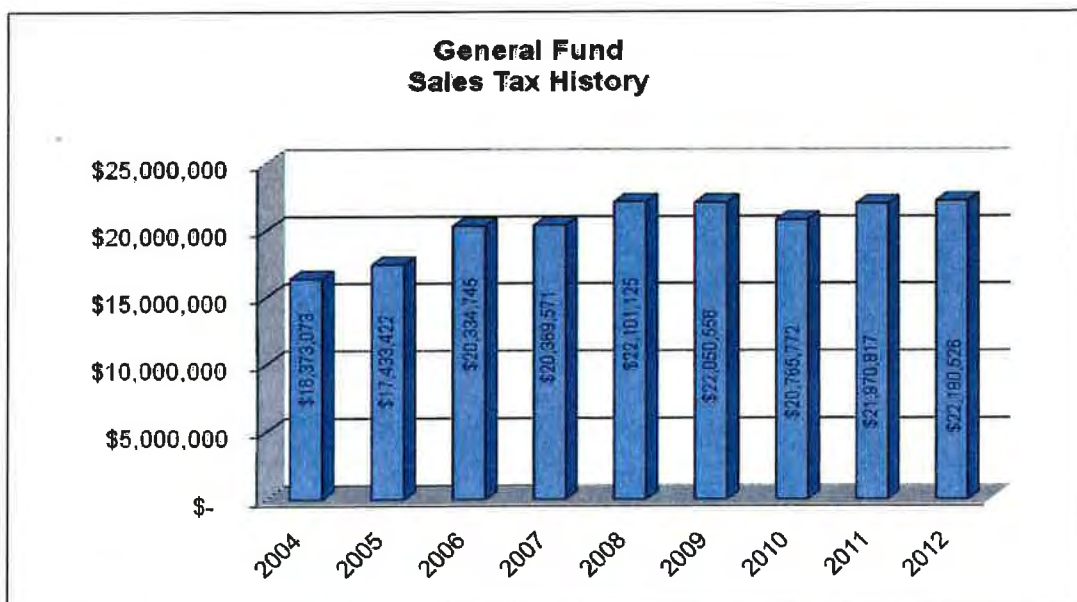
Taxes are due upon receipt and delinquent on February 1 of the year following the year in which imposed. Delinquent taxes incur a penalty and accrue interest for each month the taxes remain unpaid. The City's current delinquent tax collection rate is predicted to remain at relatively the same level as the previous year. Delinquent Taxes account for 0.18 percent of all General Fund revenues.

Gross Receipts Taxes: \$4,479,149 (up \$196,493 or 4.59 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., Allied Waste Services, CenterPoint Gas, Entergy Electric, Consolidated Communications). Over the past several years, franchise fees have experienced steady growth in some areas, while in others deregulation has diminished local revenues. The main variance in the FY 2011-2012 budget is due to projected increases in electric franchise revenues and the water and sewer gross receipts tax. The FY 2011-2012 projections for each franchise fee are based on varying methodologies, according to the type of utility. Gross Receipt Taxes account for 10.12 percent of all General Fund revenues.

Sales Tax Collections: \$22,190,526 (\$219,709 or 1.00 percent)

The "Great Recession" of 2008 in the national economy greatly affected the City's sales tax revenue. The City has experience a steady growth in sales tax revenues through FY 2010-2011. For FY 2011-2012, we anticipate continued growth in sales tax revenues, and we are conservatively estimating a 1% growth. However, as economic development initiatives produce a greater diversification in the City's tax base (new commercial retail sales), sales and use taxes may 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 50.14 percent of all General Fund revenues.



Other Taxes: \$691,130 (up \$36,598 or 5.59 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 5.59 percent, which is mainly due to projected growth, based on historical trends, of these two tax sources. Prior to FY 2005-2006, the PILOT was composed of payments made in lieu of paying ad valorem property taxes by industries located outside of the City; however, it now includes a payment made by the City's Water and Sewer Operating Fund. The payment from the Water & Sewer Operating Fund is based on the total assets of the Water & Sewer Fund. Mixed Beverage Taxes are the result of a 14 percent tax being applied to all mixed beverage sales within the City. The State Comptroller then remits 10.71% of that tax to the City; however, the City anticipates that the State will reduce the local portion of the Mixed Beverage Tax. Other Taxes account for 1.56 percent of all General Fund revenues.

Licenses and Permits: \$1,096,540 (up \$3,772 or 0.35 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 flat throughout FY 2011-2012 due to the economy. This revenue source has seen steady declines since FY 2005-2006, which is due to a reduction in local building activity. Licenses and Permits account for 2.48 percent of all General Fund revenues.

Charges for Current Services: \$640,079 (down -\$2,550 or -0.40 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 increase because of 2% growth in garbage collection fees. We anticipate a reduction in Planning & Zoning Fees due to a downward trend in engineering site reviews of residential and commercial building sites. Charges for Current Services account for 1.45 percent of General Fund revenues.

Traffic and Criminal Fines: \$2,972,285 (up \$299,445 or 11.20 percent)

Traffic and Criminal Fines represent revenue generated from the Municipal Court. The court is responsible for accepting charges filed on defendants that are observed violating city, county, and state laws within the city limits of Conroe. In early 2010, the City added red light cameras to certain intersections to increase safety. Violators receive a \$75 civil citation for running a red light. They are anticipated to increase due to a slight increase in the violation rate. Additionally, traffic and criminal fines will increase because of additional criminal citations anticipated in FY 2011-2012. The additional citations are initiated by the Community Oriented Response Team (CORT) unit. Additional revenues will also be attributed to the implementation of the scofflaw through the Montgomery County Tax Assessor Collector. The increase is proposed to generate additional funds, which will be used to pay for street maintenance. This revenue source accounts for 6.72 percent of General Fund revenues.

Other Revenues: \$1,149,236 (down -\$142,092 or -11.00 percent)

Other Revenues are made up of various sources, including Interest Earnings, Penalties and Interest (from property taxes), Lease Income, Recreational Programs, Parks Programs, and Unanticipated Revenues. This category will decrease in FY 2011-2012. Interest income is expected to decrease due to low interest rates. Penalties and Interest fees are expected to remain flat. Additionally, Parks Programs revenues will decrease in the General Fund due to Day Camp revenue being accounted for in the Oscar Johnson, Jr. Community Center Fund. The Day Camp is managed from that facility, and it is more appropriately budgeted for in that fund. The City also anticipates a decrease in Unanticipated Revenues due to a historical downward trend. Other Revenues account for 2.60 percent of all General Fund revenues.

Intergovernmental Revenue: \$422,444 (down -\$242,865 or -36.50 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. The City anticipates a reduction in CDBG revenue from the federal government as well as the elimination of a grant for a lieutenant in the Fire Department. Intergovernmental revenues account for 0.95 percent of all General Fund revenues.

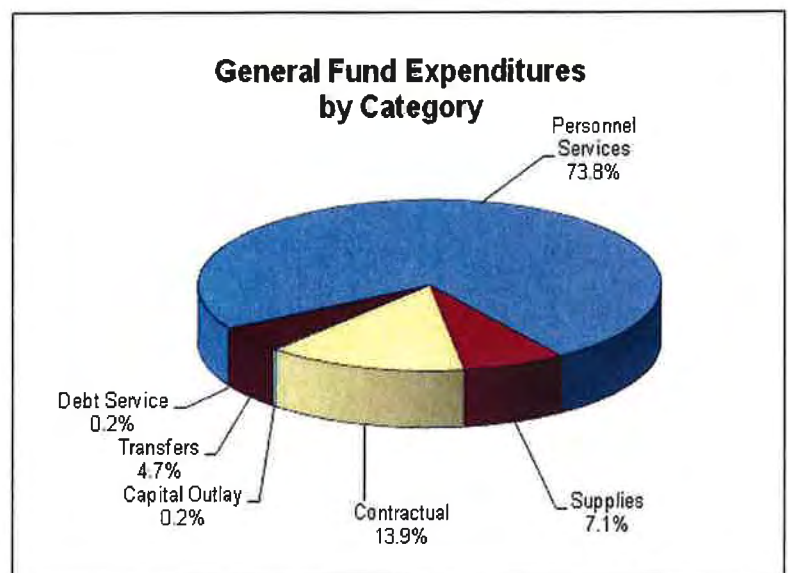
Transfers In: \$1,637,710 (up \$208,265 or 14.57 percent)

The remaining revenue source in the General Fund comes from Transfers In, which includes any transfers made from other funds within the City's budget. For FY 2011-2012, such transfers will include an administrative transfer from the Water and Sewer Operating Fund, to cover any administrative overhead provided by one fund to the other, and a transfer from the Conroe Industrial Development Corporation (CIDC). The transfer in from the CIDC, funded by the 4B sales tax, is for the overhead related to the CIDC Administration division. The division is responsible for developing the Deison Technology Park, a 248 acre business park, which will enhance the economic development of Conroe. Transfers In accounts for 3.70 percent of General Fund revenues.

Expenditure Synopsis:

Personnel: \$32,462,412 (up \$1,198,085 or 3.83 percent)

As the single largest expenditure category, personnel expenses account for 73.82 percent of General Fund expenditures. Increases in FY 2011-2012 are due to proposed adjustments to personnel pay scales, incentive pay for Police, and the addition of new driver/operator positions in the Fire Department. More information on these increases can be found in the Mayor's Message at the front of this budget



document. Also, the City's retirement rate contribution increased, and a Warrant Officer was funded in the Municipal Court division with dedicated court fees.

Supplies: \$3,132,985 (up \$377,179 or 13.69 percent)

This object classification is for expendable materials and operating supplies necessary to conduct departmental activities. The anticipated increase for FY 2011-2012 is primarily related to increased general operating supplies and funding for the Conroe Christmas Celebration, Kidzfest, and First Thursday Concerts. Additionally, \$250,000 is funded this year for street overlay supplies in an effort to increase the budget for street maintenance. Expenditures within this classification account for 7.12 percent of all General Fund expenditures.

Contractual: \$6,126,126 (up \$378,720 or 6.59 percent)

These expenditures are for obligations resulting in services rendered to City activities by either private firms or other City departments for such things as legal services, travel and training, or contractual services. The expected increase in these costs is generally due to funding increased hardware and software costs in the Information Technology division. Additionally, the budget includes funding for downtown marketing, and additional contract services funding in the Streets division and Signal Maintenance division. For FY 2011-2012, expenditures within this classification account for 13.93 percent of all General Fund expenditures.

Capital Outlay: \$101,800 (down -\$290,390 or -74.04 percent)

This object classification includes large expenditures for capital items such as vehicles, machinery, equipment, and improvements to buildings. The decrease in FY 2011-2012 is due to a reduction of planned, one-time purchases of capital items such as computer hardware and software, vehicles and equipment, and other capital items. Expenditures within this classification account for 0.23 percent of all General Fund expenditures.

Transfers: \$2,074,409 (down -\$1,713,839 or -45.24 percent)

This object classification includes scheduled transfers from the General Fund to other funds within the City, such as to the TIRZ #2 and #3, the Vehicle and Equipment Replacement, Conroe Tower, and Water and Sewer Construction Funds. The decrease in expenditures in this category is due to a one-time transfer to the Vehicle and Equipment Replacement Fund (VERF) in FY 2010-2011. The additional transfer to the VERF is for accumulated depreciation of vehicles & equipment. Funding this will allow the city to pay for replacement of these items with cash, and save interest costs associated with purchasing these items with debt. Expenditures within this classification account for 4.72 percent of all General Fund expenditures.

Debt Service: \$75,179 (up \$1 or 0.00 percent)

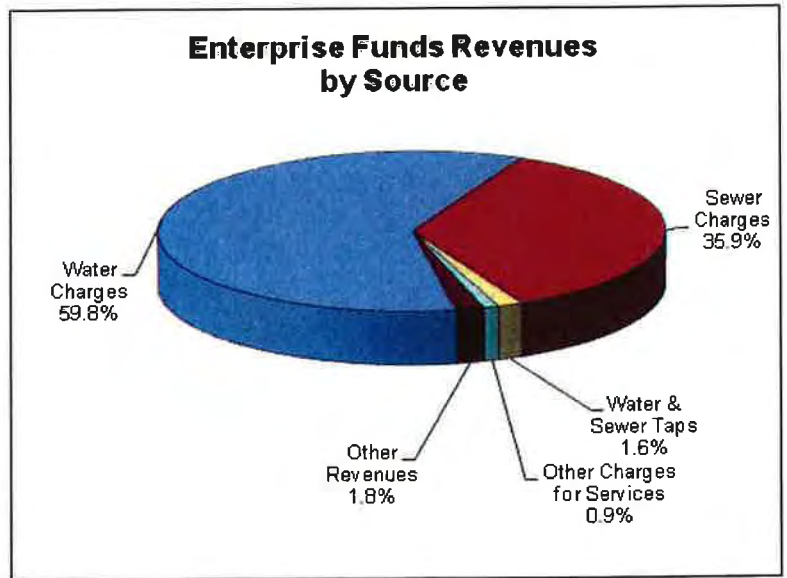
These expenditures are to pay debt service on the Seimens lease/purchase agreement for energy conservation projects. This category is remaining flat for this fiscal year. Expenditures within this classification account for 0.17 percent of all General Fund expenditures.

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:

Enterprise Fund revenues are anticipated to increase as a result of the continuing growth of the City. Proposed revenues for FY 2011-2012 assume an overall growth of 6.98 percent over FY 2010-2011 projections. The Enterprise Funds derive their revenue from: Water Sales; Sewer Charges; Taps and Connect Fees; Surface Water Conversion Fee; Groundwater Conservation Fee; Penalties-Utility Billing; Pretreatment Fees, and Capital Recovery 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: \$12,016,387 (up \$964,465 or 8.73 percent)

The Water Sales category includes charges for water consumption as well as the Groundwater Conservation Fee and the Surface Water Conversion Fee. The Groundwater Conservation Fee charge is a pass-through charge of the fee that the City pays to the Lone Star Groundwater Conservation District. The Surface Water Conversion Fee is a fee that was enacted in FY 2009-2010 to recover costs associated with converting the City from ground water to surface water. This fee was started in May 2010. Customers are currently billed \$0.75 per 1,000 gallons consumed. The City is proposing to increase this fee to \$1.05 in October 2011. This increase is due to the San Jacinto River Authority (SJRA) increasing the fee to pump water from the ground.

Regarding water charges, the City implemented water conservation rates in November 2011 to encourage customers to conserve water. Residential and commercial customer growth is expected to continue to slightly increase in FY 2011-2012; however, actual revenues can vary based on weather conditions. This revenue source has expanded over the past two years due to new development, as well as rate increases in fiscal years 03-04, 04-05, 06-07, 07-08, 08-09, 09-10, & 10-11. Water Sales account for 59.82 percent of all Enterprise Fund revenues.

Sewer Charges: \$7,203,963 (up \$343,046 or 5.00 percent)

Revenues in this category are expected to increase by 5.00 percent in FY 2011-2012. Actual revenue can vary depending on weather conditions. These revenues include a proposed 5.00% sewer rate increase based on the water and sewer rate study done by McLain DSS. The long-term study looks at the projected costs of operating the water and sewer system and includes the City's 10-year Capital Improvement Program (CIP). Sewer Charges account for 35.86 percent of all Enterprise Fund revenues.

Water and Sewer Taps: \$324,404 (up \$14,520 or 4.69 percent)

Revenues in this category are anticipated to slightly increase in FY 2011-2012. Actual revenue can vary depending on residential and commercial development and whether developers choose to install City water and sewer taps. It is anticipated that water and sewer tap installations will increase slightly in FY 2011-2012. Water and Sewer Taps account for 1.61 percent of all Enterprise Fund revenues.

Other Charges for Service: \$187,805 (No change 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. It is conservatively budgeted for FY 2011-2012, based on historical averages. Other Charges for Service revenues account for 0.93 percent of Enterprise Fund revenues.

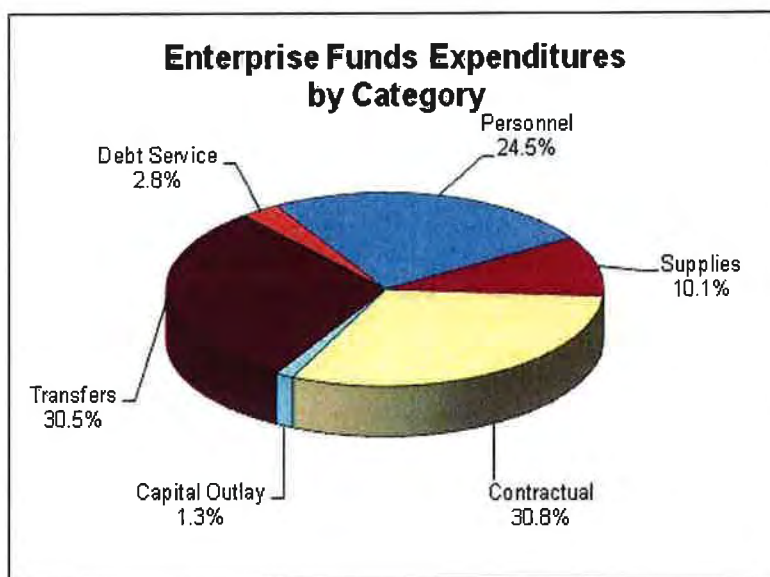
Other Revenues: \$354,792 (down -\$12,157 or -3.31 percent)

This revenue category includes Interest on Investments, Penalties and Interest, Unanticipated Revenues, Capital Recovery Fee, and Recovery of Bad Debts. The Capital Recovery Fee is the account for revenues associated for the fees to recover the purchase of the Southwind Ridge water system and Crighton Ridge water and sewer systems. Other Revenues accounts for 1.77 percent of all Enterprise Funds revenues.

Expenditure Synopsis:

Personnel Services: \$4,890,470 (up \$388,701 or 8.63 percent)

Personnel Services is the largest expenditure category in the Enterprise Funds, and it accounts for 24.52 percent of the total Enterprise Funds' budgets. Increases in FY 2011-2012 are due to an increase in the retirement rate, a 2% increase in non-civil service pay grades, and a proposed 3.5% merit pay program. This budget also includes a new part-time Water Conservation Manager position.



Supplies: \$2,011,037 (up \$159,484 or 8.61 percent)

These object classifications are for expendable materials and operating supplies necessary to conduct departmental activities. The anticipated increase for FY 2011-2012 is primarily related to increased general operating supplies. The purchase of supplies and materials constitutes 10.08 percent of all the Enterprise Funds' expenditures.

Contractual: \$6,134,893 (up \$901,804 or 17.23 percent)

These expenditures are for obligations resulting in services rendered to City activities by either private firms or other City departments for such things as legal services, travel and training, or contractual services. For FY 2011-2012, the increase in contractual expenditures is because of the payments to the San Jacinto River Authority (SJRA) for the surface water conversion contract. Expenditures within this classification account for 30.75 percent of all the Enterprise Funds' expenditures.

Capital Outlay: \$265,800 (up \$118,034 or 79.88 percent)

This object classification includes large expenditures for capital items such as vehicles, machinery, equipment, and improvements to buildings. The increase in FY 2011-2012 is due to planned, one-time purchases of capital items such as computer hardware and software, vehicles and equipment, and other capital items. This year's budget also includes improvements to the system including painting and rehabilitating tanks, upgrading well security, and replacing water meters. Expenditures within this classification account for 1.33 percent of all the Enterprise Funds' expenditures.

Transfers: \$6,077,890 (up \$919,328 or 17.82 percent)

This object classification includes scheduled transfers from the Water and Sewer Operating Fund to other funds within the City, such as the General Fund, Conroe Tower Fund, Vehicle and Equipment Replacement Fund (VERF), and Water & Sewer Debt Service Fund. The increase in expenditures in this category is due to the transfer to the Water & Sewer Debt Service Fund to cover principal and interest payments for revenue bond debt. Expenditures within this classification account for 30.47 percent of all the Enterprise Funds' expenditures.

Debt Service: \$567,736 (up \$1 or 0.00 percent)

These expenditures are to pay debt service on the Seimens energy conservation project. This category is remaining flat for this fiscal year. Expenditures within this classification account for 2.85 percent of all Enterprise 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 2010-2011, which will increase the debt service payment in FY 2011-2012. The bonds will be used to fund the Willis ISD street extension; FM 3083 Grade Separation; Drennan Road, Plantation Drive, and Forest Lake Drive; Emergency Operations Center expansion, Public Safety Radio Towers Project; Knox Building planning, Kasmiersky Park, Aquatic Center, and MLK Sports Park construction and renovation; and various drainage projects. A portion of the bonds will be used to fund the construction of Phase II of League Line Road in Tax Increment Reinvestment Zone (TIRZ) #3 and the payment to the Woodlands Land Development Company for the College Park infrastructure agreement.

2011-2012 General Obligation Debt Service Revenues:

Property Taxes	\$6,100,071
Penalties and Interest	51,257
Interest	18,827
Transfer In	<u>4,202,312</u>
Total Revenues	\$10,372,467

2011-2012 General Obligation Debt Service Expenditures: **\$10,056,636**

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 2010-2011, which will increase the debt service payment in FY 2011-2012. The Series 2011 Water and Sewer System Revenue Bonds would be used for the acquisition of the Crighton Ridge water & sewer system; Crighton Ridge fire line hydrant upgrade; Pine Springs sewer lines; and the Sanitary Sewer Overflow Initiative (SSOI) program.

2011-2012 Water and Sewer Debt Service Revenues:

Interest	\$ 45
Transfer In	<u>3,799,582</u>
Total Revenues	\$3,799,627

2011-2012 Water and Sewer Debt Service Expenditures: **\$3,799,627**

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 City's water and wastewater system and improvements to the Conroe Park North Industrial 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. The City anticipates issuing \$13,310,000 of sales tax revenue-supported debt during FY 2010-2011. The proceeds will be used to widen Conroe Park North & West Streets in the Conroe Park North Industrial Park. The proceeds will also be used to purchase land and engineering services for the Deison Technology Park

2011-2012 CIDC Debt Service Revenues:

Transfer In	<u>\$3,817,369</u>
Total Revenues	\$3,817,369

2011-2012 CIDC Debt Service Expenditures:

\$3,817,369

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; Service Center 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>
2002	1,558,473,577	536,710,255	362,676,004	1,732,507,828
2003	1,634,308,848	559,512,260	370,615,031	1,823,206,077
2004	1,765,116,649	575,711,594	361,332,939	1,979,495,304
2005	1,971,600,663	637,268,933	438,049,701	2,170,819,895
2006	2,180,809,275	835,045,102	549,730,081	2,466,124,296
2007	2,513,703,596	886,627,778	617,560,392	2,782,770,982
2008	2,949,377,407	977,551,693	743,239,121	3,183,689,979
2009	3,154,993,562	1,101,005,332	828,644,880	3,427,354,014
2010	3,303,296,062	985,264,053	838,389,460	3,450,170,655
2011	3,468,522,648	1,076,071,214	913,635,952	3,630,957,910

Analysis of Ad Valorem Tax Rate

<u>Fiscal Year</u>	<u>General Fund</u>	<u>Debt Service</u>	<u>Total per \$100</u>
2002-03	.1865	.2300	.4165
2003-04	.2035	.2300	.4335
2004-05	.2235	.2100	.4335
2005-06	.2435	.1900	.4335
2006-07	.2400	.1900	.4300
2007-08	.2350	.1900	.4250
2008-09	.2300	.1900	.4200
2009-10	.2450	.1750	.4200
2010-11	.2500	.1700	.4200
2011-12	.2500	.1700	.4200

Current Tax Levy and Collections

<u>Fiscal Year</u>	<u>Levied</u>	<u>Collected</u>	<u>Percent of Collections</u>
2002-03	7,266,928	7,082,263	98%
2003-04	7,887,625	7,685,114	97%
2004-05	8,575,518	8,405,954	98%
2005-06	9,381,199	9,274,223	98%
2006-07	10,549,673	10,376,943	98%
2007-08	11,813,302	11,716,511	99%
2008-09	13,395,885	13,171,609	98%
2009-10	14,378,880	14,164,088	99%
2010-11 est.	14,490,717	14,200,902	98%
2011-12 est.	15,250,023	14,945,023	98%

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

2011 Tax Year (Certified)

Taxable Assessed Valuation (est.)	\$3,630,957,910
Proposed Rate	\$0.4200
Estimated Levy	\$15,250,023
Estimated Collection Percentage	98%
Estimated Net Ad Valorem Taxes	\$14,945,023

Distribution (Current)

	<u>Rate</u>	<u>Percent</u>	
General Fund	.2500	59.5%	\$8,895,847
G.O. Debt Service Fund	.1700	40.5%	\$6,049,176

Distribution (Delinquent)

General Fund	\$78,681
G.O. Debt Service Fund	\$50,895

Distribution (Penalties & Interest)

General Fund	\$61,604
G.O. Debt Service Fund	\$51,257

GENERAL FUND

FY 11-12 Budget Summary General Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Dollar FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar +/-	Percent +/-
Beginning Fund Balance:		\$ 18,003,617	\$ 18,003,617	\$ -	\$ 17,357,688	\$ -	\$ 17,357,688	\$ (645,929)	-3.6%
General Fund Revenues:									
Revenues	\$ 42,628,040	\$ 42,770,862	\$ 43,377,226	\$ 606,364	\$ 44,253,627	\$ -	\$ 44,253,627	\$ 1,482,765	3.5%
Total Revenues	\$ 42,628,040	\$ 42,770,862	\$ 43,377,226	\$ 606,364	\$ 44,253,627	\$ -	\$ 44,253,627	\$ 1,482,765	3.5%
Total Resources	\$ 42,628,040	\$ 60,774,479	\$ 61,380,843	\$ 606,364	\$ 61,611,315	\$ -	\$ 61,611,315	\$ 836,836	1.4%
General Fund Expenditures:									
Administration	\$ 566,822	\$ 573,801	\$ 346,345	\$ 227,456	\$ 375,678	\$ -	\$ 375,678	\$ (198,123)	-34.5%
Mayor & Council	486,069	475,524	460,810	14,714	503,431	-	503,431	27,907	5.9%
Arts & Communications	224,645	236,956	253,593	(16,637)	163,328	25,000	188,328	(48,628)	-20.5%
CIDC Administration	338,624	493,309	447,521	45,788	449,378	-	449,378	(43,931)	-8.9%
Legal	479,411	509,962	443,622	66,340	526,965	-	526,965	17,003	3.3%
Municipal Court	860,127	853,689	843,103	10,586	720,996	92,422	813,418	(40,271)	-4.7%
Finance	1,259,067	1,321,182	1,307,523	13,659	1,352,543	-	1,352,543	31,361	2.4%
CDBG Administration	275,034	178,633	178,633	-	217,100	-	217,100	38,467	21.5%
Warehouse-Purchasing	455,254	421,960	396,733	25,227	425,146	1,680	426,826	4,866	1.2%
Information Technology	1,224,732	1,040,243	1,021,581	18,662	1,375,049	211,106	1,586,155	545,912	52.5%
Human Resources	616,990	654,730	654,607	123	644,121	-	644,121	(10,609)	-1.6%
Police Administration	1,133,646	1,038,656	994,712	43,944	818,123	-	818,123	(220,533)	-21.2%
Police Support	1,649,097	1,780,387	1,633,927	146,460	1,833,712	-	1,833,712	53,325	3.0%
Police Patrol	5,694,445	5,712,071	5,733,957	(21,886)	5,788,058	-	5,788,058	75,987	1.3%
Police Investigations	2,590,731	2,720,977	2,636,547	84,430	2,870,105	-	2,870,105	149,128	5.5%
Police Professional Svc	1,501,337	1,559,399	1,475,028	84,371	1,545,452	-	1,545,452	(13,947)	-0.9%
Police Animal Services	328,605	408,600	348,021	60,579	372,818	41,000	413,818	5,218	1.3%
Red Light Program	396,764	976,951	879,640	97,311	845,868	-	845,868	(131,083)	-13.4%
Traffic Services	-	263,320	243,836	19,484	165,195	-	165,195	(98,125)	-37.3%
Fire	8,554,010	8,757,546	8,656,548	100,998	8,671,637	-	8,671,637	(85,909)	-1.0%
Parks Administration	1,578,880	1,527,726	1,518,909	8,817	302,678	25,000	327,678	(1,200,048)	-78.6%
Recreation Center	1,091,681	1,073,843	1,048,654	25,189	1,009,938	50,000	1,059,938	(13,905)	-1.3%
Swim Center	1,166,262	1,155,281	1,161,172	(5,891)	1,171,445	-	1,171,445	16,164	1.4%
Parks Operations	-	-	-	-	1,218,763	-	1,218,763	1,218,763	N/A
Community Devel	2,103,573	2,310,509	2,225,051	85,458	1,099,972	-	1,099,972	(1,210,537)	-52.4%
Drainage Construction	539,695	737,623	669,163	68,460	749,849	-	749,849	12,226	1.7%
Streets	2,724,381	2,692,274	2,610,579	81,695	2,773,242	322,000	3,095,242	402,968	15.0%
Signal Maintenance	-	440,558	447,355	(6,797)	405,894	-	405,894	(34,664)	-7.9%
Engineering	-	-	-	-	800,691	-	800,691	800,691	N/A
GF Non-Departmental	6,810,518	5,518,057	5,385,985	132,072	4,007,528	-	4,007,528	(1,510,529)	-27.4%
Total Expenditures	\$ 44,650,400	\$ 45,433,767	\$ 44,023,155	\$ 1,410,612	\$ 43,204,703	\$ 768,208	\$ 43,972,911	\$ (1,460,856)	-3.2%
New Fund Balance:		\$ 15,340,712	\$ 17,357,688	\$ 2,016,976	\$ 18,406,612		\$ 17,638,404	\$ 2,297,692	
60-Day Reserve:		\$ 7,469,311	\$ 7,237,407		\$ 7,102,853		\$ 7,229,147		
Over/(Under):		7,871,401	10,120,281		11,303,759		10,409,257		
Budget Contingency:		\$ 3,734,656	\$ 3,618,703		\$ 3,551,427		\$ 3,614,573		
Over/(Under) 30-Days:		4,136,745	6,501,578		7,752,332		6,794,684		
Breakdown of Transfer In:									
Administrative Transfer (W/S)			\$ 1,294,397						
CIDC Administration			\$ 343,313						
HOT Fund			-						
Total			\$ 1,637,710						
Breakdown of Transfer Out:									
TIRZ #3 Fund			\$ 1,203,355						
Vehicle & Equipment Fund			-						
TIRZ #2 Fund			139,339						
Conroe Tower Fund			97,146						
OJCC Fund			634,569						
Total			\$ 2,074,409						

FY 11-12 Budget Summary by Category General Fund

	<u>FY 10-11 Budget</u>	<u>FY 10-11 Estimate</u>	<u>Under/ (Over)</u>	<u>FY 11-12 Base</u>	<u>Supplemental FY 11-12</u>	<u>FY 11-12 Proposed</u>
Personnel	\$ 31,992,058	\$ 31,264,327	\$ 727,731	\$ 32,390,136	\$ 72,276	\$ 32,462,412
Supplies	2,829,027	2,755,806	73,221	2,841,785	291,200	3,132,985
Contractual	6,119,382	5,747,406	371,976	5,823,194	302,932	6,126,126
Capital Outlay	491,917	392,190	99,727	-	101,800	101,800
Transfers	3,926,205	3,788,248	137,957	2,074,409	-	2,074,409
Debt Service	75,178	75,178	-	75,179	-	75,179
Total	<u>\$ 45,433,767</u>	<u>\$ 44,023,155</u>	<u>\$ 1,410,612</u>	<u>\$ 43,204,703</u>	<u>\$ 768,208</u>	<u>\$ 43,972,911</u>

FY 11-12 Supplemental Requests General Fund

Department/Division	Dept Rank	Supplemental Req. Title	Requested Amount ¹	FY 10-11 Purchase ²	CAO Adjustment ³	List "A" Included ⁴	Type
0001-1042 Mayor & Council	0	2012 Elections	24,660	-	24,660	-	Non-discretionary Adjustment
0001-1042 Mayor & Council	1	Secretary/Record Technician	48,672	-	-	-	New Personnel
0001-1042 Mayor & Council Total			\$ 73,332	\$ -	\$ 24,660	\$ 25,000	
0001-1043 Arts & Communications	1	Marketing Conroe/Arts and Culture	25,000	-	-	-	Enhanced Program
0001-1043 Arts & Communications	2	Part-time Communications Coordinator	11,196	-	-	-	New Personnel
0001-1043 Arts & Communications	3	Arts & Entertainment Brochure 2012	2,500	-	-	-	Enhanced Program
0001-1043 Arts & Communications	4	Adobe In Design Software	1,800	-	-	-	New Equipment
0001-1043 Arts & Communications Total			\$ 40,496	\$ -	\$ -	\$ 25,000	
0001-1044 CIDC Administration	0	Scope of Services with Goodman (COC)	60,000	-	60,000	-	Non-discretionary Adjustment
0001-1044 CIDC Administration Total			\$ 60,000	\$ -	\$ 60,000	\$ -	
0001-1070 Municipal Court	0	Secure Net, Inc. Maintenance Agreement	18,895	-	18,895	-	Non-discretionary Adjustment
0001-1070 Municipal Court	0	Copy Maintenance Agreement	2,839	-	2,839	-	Non-discretionary Adjustment
0001-1070 Municipal Court	0	Office Supplies	3,843	-	3,843	-	Non-discretionary Adjustment
0001-1070 Municipal Court	0	Maintenance on Audio & Video Equipment	5,400	-	5,400	-	Non-discretionary Adjustment
0001-1070 Municipal Court	1	Incode	4,792	-	-	4,792	Enhanced Program
0001-1070 Municipal Court	2	Travel & Training Incode Training	4,230	-	-	4,230	Enhanced Program
0001-1070 Municipal Court	3	Computer & Printer	4,000	-	-	4,000	Replacement Equipment
0001-1070 Municipal Court	4	Warrant Officer	66,429	-	-	66,429	New Personnel
0001-1070 Municipal Court	5	Court Security Recording Equipment	5,800	-	-	5,800	New Equipment
0001-1070 Municipal Court	6	Overtime for State-wide Warrant Round-up	7,171	-	-	7,171	Enhanced Program
0001-1070 Municipal Court Total			\$ 123,389	\$ -	\$ 30,977	\$ 92,422	
0001-1100 Finance	1	Part-time Accountant	32,409	-	-	-	New Personnel
0001-1100 Finance	2	Texas State Auditors Class	1,318	-	-	-	New Travel & Training
0001-1100 Finance Total			\$ 33,727	\$ -	\$ -	\$ -	
0001-1110 CDBG	0	CDBG Board Materials & Refreshments	400	-	-	-	Non-discretionary Adjustment
0001-1110 CDBG	0	Increase in Training Materials	760	-	-	-	Non-discretionary Adjustment
0001-1110 CDBG	0	CDBG Office Supplies	500	-	-	-	Non-discretionary Adjustment
0001-1110 CDBG Total			\$ 1,660	\$ -	\$ -	\$ -	
0001-1120 Purchasing	0	Increased Fuel Costs	600	-	600	-	Non-discretionary Adjustment
0001-1120 Purchasing	1	NIGP Buyer Certification Course	1,680	-	-	1,680	New Travel & Training
0001-1120 Purchasing Total			\$ 2,280	\$ -	\$ 600	\$ 1,680	
0001-1130 Information Technology	0	Spillman Software Maintenance	10,900	-	-	10,900	Non-discretionary Adjustment
0001-1130 Information Technology	0	ATAC Crime Analysis Software Agreement	1,450	-	-	1,450	Non-discretionary Adjustment
0001-1130 Information Technology	0	Swagit Video Services	8,000	-	-	8,000	Non-discretionary Adjustment
0001-1130 Information Technology	0	Network Connection for Knox Building	4,500	-	-	4,500	Non-discretionary Adjustment
0001-1130 Information Technology	0	Pagegate Annual Maintenance	395	-	-	395	Non-discretionary Adjustment
0001-1130 Information Technology	0	Cisco Software Maintenance	1,375	-	-	1,375	Non-discretionary Adjustment
0001-1130 Information Technology	0	Cartegraph Conference for Appl & Business Analyst	5,000	-	-	5,000	Non-discretionary Adjustment
0001-1130 Information Technology	0	Coplogic Maintenance Agreement	5,250	-	-	5,250	Non-discretionary Adjustment
0001-1130 Information Technology	0	Shelters Pro Maintenance Agreement	11,700	-	-	11,700	Non-discretionary Adjustment
0001-1130 Information Technology	0	Shelter Pro Maintenance Agreement	2,000	-	-	2,000	Non-discretionary Adjustment
0001-1130 Information Technology	0	APC Backup Unit for Police Department	4,000	-	-	4,000	Non-discretionary Adjustment
0001-1130 Information Technology	0	AFIX Technologies Maintenance Agreement	5,550	-	-	5,550	Non-discretionary Adjustment

FY 11-12 Supplemental Requests General Fund

Department/Division	Dept Rank	Supplemental Req. Title	Requested Amount ¹	FY 10-11 Purchase ²	CAO Adjustment ³	List "A" Included ⁴	Type
0001-1130 Information Technology	0	Server Hardware Maintenance	10,000	-	-	10,000	Non-discretionary Adjustment
0001-1130 Information Technology	0	Air Card Monthly Increase	9,286	-	-	9,286	Non-discretionary Adjustment
0001-1130 Information Technology	0	Power DMS Software Maintenance	1,200	-	-	1,200	Non-discretionary Adjustment
0001-1130 Information Technology	0	Maintenance - Automated Timekeeping System	15,500	-	-	15,500	Non-discretionary Adjustment
0001-1130 Information Technology	1	ITSP - IT Service Management	205,250	-	-	-	Enhanced Program
0001-1130 Information Technology	2	Network Box Hardware Upgrade	21,000	-	-	-	Enhanced Program
0001-1130 Information Technology	3	Incode Version 10 Upgrade	115,000	-	-	115,000	Enhanced Program
0001-1130 Information Technology	4	Vipre Enterprise Antivirus Software	3,700	-	-	-	Enhanced Program
0001-1130 Information Technology	5	ITSP - Municipal Applications	4,500	-	-	-	Enhanced Program
0001-1130 Information Technology	6	Spillman Upgrade to Windows Platform	77,500	-	-	-	Enhanced Program
0001-1130 Information Technology	7	Veeam Enterprise Upgrade	762	-	-	-	Enhanced Program
0001-1130 Information Technology	8	ITSP - Website Redesign	87,000	-	-	-	Enhanced Program
0001-1130 Information Technology	9	Replacement Parts for Equipment Repair	1,000	-	-	-	Enhanced Program
0001-1130 Information Technology	10	Disaster Recovery Server Hardware	12,800	-	-	-	Enhanced Program
0001-1130 Information Technology	11	Security Risk Assessment	26,500	-	-	-	Enhanced Program
0001-1130 Information Technology	12	Scriptlogic File System Auditor	2,500	-	-	-	Enhanced Program
0001-1130 Information Technology	13	Acronis 2011 Server	1,200	-	-	-	Enhanced Program
0001-1130 Information Technology	14	Additional San Storage	25,000	-	-	-	Enhanced Program
0001-1130 Information Technology	15	Blue Prince Mapping Application	11,000	-	-	-	Enhanced Program
0001-1130 Information Technology Total			\$ 690,818	\$ -	\$ -	\$ 211,105	
0001-1160 Human Resources	1	Learning Management System Software	14,000	-	-	-	New Program
0001-1160 Human Resources	2	Full Time Employment Clerk	39,433	-	-	-	New Personnel
0001-1160 Human Resources	3	Projector	1,000	-	-	-	Replacement Equipment
0001-1160 Human Resources	4	Laptop	1,300	-	-	-	Replacement Equipment
0001-1160 Human Resources	5	Chairs	1,000	-	-	-	Replacement Equipment
0001-1160 Human Resources	6	Computer Monitors	500	-	-	-	Replacement Equipment
0001-1160 Human Resources	7	Scantron Grading Machine	3,039	-	-	-	Replacement Equipment
0001-1160 Human Resources	8	Scantron Software Support	1,575	-	-	-	New Program
0001-1160 Human Resources Total			\$ 61,847	\$ -	\$ -	\$ -	
0001-1202 Police Support Services	0	Chill Water Unit Chemical Treatment Program	1,000	-	1,000	-	Non-discretionary Adjustment
0001-1202 Police Support Services	0	Police Department Generator Fuel Procurement	3,000	-	3,000	-	Non-discretionary Adjustment
0001-1202 Police Support Services	0	Utility Cost Adjustment	500	-	500	-	Non-discretionary Adjustment
0001-1202 Police Support Services	1	Records Clerk (1)	40,193	-	-	-	New Personnel
0001-1202 Police Support Services Total			\$ 44,693	\$ -	\$ 4,500	\$ -	
0001-1204 Police Investigations	1	Crime Analyst	23,556	-	-	-	Enhanced Program
0001-1204 Police Investigations	2	Lease Vehicles X 2	14,400	-	-	-	New Equipment
0001-1204 Police Investigations Total			\$ 37,956	\$ -	\$ -	\$ -	
0001-1205 Professional Services	1	Maintenance Technician	74,233	-	-	-	New Personnel
0001-1205 Professional Services Total			\$ 74,233	\$ -	\$ -	\$ -	
0001-1206 Police Animal Services	0	NCE Compliance Reporting	500	-	500	-	Non-discretionary Adjustment
0001-1206 Police Animal Services	0	Fuel Cost Adjustment	1,500	-	1,500	-	Non-discretionary Adjustment
0001-1206 Police Animal Services	0	Animal Shelter HVAC Service Cost Adjustment	2,700	-	2,700	-	Non-discretionary Adjustment

FY 11-12 Supplemental Requests General Fund

Department/Division	Dept Rank	Supplemental Req. Title	Requested Amount ¹	FY 10-11 Purchase ²	CAO Adjustment ³	List "A" Included ⁴	Type
0001-1206 Police Animal Services	1	Equip Spay/Neuter Clinic	41,000	-	-	41,000	Enhanced Program
0001-1206 Police Animal Services	2	Animal Shelter Noise Reduction System	3,560	3,560	-	-	New Equipment
0001-1206 Police Animal Services	3	Animal Services - Recertification Training	3,536	-	-	-	New Travel & Training
0001-1206 Police Animal Services Total			\$ 52,796	\$	\$ 4,700	\$ 41,000	
0001-1300 Fire	0	Vehicle Repairs Increase	13,500	-	13,500	-	Non-discretionary Adjustment
0001-1300 Fire	0	Warranty Service for Haz Mat ID & Gas ID	6,300	-	6,300	-	Non-discretionary Adjustment
0001-1300 Fire	0	A/C System Maintenance Contract	2,500	-	2,500	-	Non-discretionary Adjustment
0001-1300 Fire	0	Increase Firefighter Annual Medical Physicals	14,200	-	-	-	Non-discretionary Adjustment
0001-1300 Fire	0	Texas Commission on Fire Protection Certificates	4,150	-	-	-	Non-discretionary Adjustment
0001-1300 Fire	0	Body Armor for Commissioned Peace Officers	7,000	-	7,000	-	Non-discretionary Adjustment
0001-1300 Fire	1	Overtime - Increase Costs	56,971	-	-	-	Enhanced Program
0001-1300 Fire	2	Increase in Training Budget	15,000	-	-	-	Enhanced Program
0001-1300 Fire	3	Increase in Station Maintenance	13,500	-	-	-	Enhanced Program
0001-1300 Fire	4	Haz Mat Equipment & Maintenance	15,600	-	-	-	Replacement Equipment
0001-1300 Fire	5	Code Enforcement Mitigation Funds	40,000	-	-	-	Enhanced Program
0001-1300 Fire	6	Practice Ammunition	7,000	-	-	-	Enhanced Program
0001-1300 Fire	7	Enhanced Wellness Program	50,000	-	-	-	Enhanced Program
0001-1300 Fire	8	Assignment Pay	20,807	-	-	-	New Program
0001-1300 Fire	9	Storage for Facility at Station #1	30,000	-	-	-	Enhanced Program
0001-1300 Fire	10	Security System	90,000	-	-	-	New Program
0001-1300 Fire	11	Opticom Traffic Signal Preemption System	60,000	-	-	-	Enhanced Program
0001-1300 Fire	12	Swift Water Rescue Equipment	50,000	-	-	-	Enhanced Program
0001-1300 Fire	13	Physical Fitness Pay	121,180	-	-	-	New Program
0001-1300 Fire Total			\$ 617,708	\$	\$ 29,300	\$	
0001-1400 Parks	1	Parks & Recreation Police Officer	125,739	-	-	-	New Personnel
0001-1400 Parks	2	Conroe Christmas Celebration	25,000	-	-	25,000	Enhanced Program
0001-1400 Parks Total			\$ 150,739	\$	\$	\$ 25,000	
0001-1410 Recreation Center	1	First Thursday Concert Series	63,810	-	-	25,000	New Program
0001-1410 Recreation Center	2	Conroe Kidzfest	25,000	-	-	25,000	New Program
0001-1410 Recreation Center	3	Additional Funds for Contract Fitness Instructors	3,120	-	-	-	Enhanced Program
0001-1410 Recreation Center	4	Special Events	4,000	-	-	-	New Program
0001-1410 Recreation Center Total			\$ 95,930	\$	\$	\$ 50,000	
0001-1440 Aquatic Center	1	Part-time Salaries	32,484	-	-	-	Enhanced Program
0001-1440 Aquatic Center	2	Part-time Maintenance Technician	8,397	-	-	-	New Personnel
0001-1440 Aquatic Center	3	Water Exercise Contract Instructors	16,000	-	-	-	Enhanced Program
0001-1440 Aquatic Center	4	Conroe Police Security Fees	10,701	-	-	-	Enhanced Program
0001-1440 Aquatic Center Total			\$ 67,582	\$	\$	\$	
0001-1450 Parks Operations	1	Additional Contract Services Funds	48,500	-	-	-	Enhanced Program
0001-1450 Parks Operations	2	Parks Laborer - Green Space	38,098	-	-	-	New Personnel
0001-1450 Parks Operations	3	Parks Laborer - Facilities	38,098	-	-	-	New Personnel
0001-1450 Parks Operations	4	Additional Equipment Repair Funding	10,000	-	-	-	Enhanced Program
0001-1450 Parks Operations	5	Half Ton Extended Cab Truck	26,000	-	-	-	New Equipment
0001-1450 Parks Operations	6	Playground Replacement	180,000	-	-	-	New Equipment

FY 11-12 Supplemental Requests General Fund

Department/Division	Dept Rank	Supplemental Req. Title	Requested Amount ¹	FY 10-11 Purchase ²	CAO Adjustment ³	List "A" Included ⁴	Type
0001-1450 Parks Operations	7	Additional Operating Supplies Funding	75,000	-	-	-	Enhanced Program
0001-1450 Parks Operations	8	Additional Overtime Hours	12,385	-	-	-	Enhanced Program
0001-1450 Parks Operations Total			\$ 428,081	\$ -	\$ -	\$ -	
0001-1500 Community Development	1	New Extended Cab Truck or SUV for Asst. Director	31,500	-	-	-	New Equipment
0001-1500 Community Development Total			\$ 31,500	\$ -	\$ -	\$ -	
0001-1530 Drainage Construction	2	Water Truck	75,000	-	-	-	New Equipment
0001-1530 Drainage Construction	3	18 Foot Heavy Duty Utility Trailer	2,900	2,900	-	-	New Equipment
0001-1530 Drainage Construction	4	Walkbehind Vibratory Compactor Unit	2,400	2,400	-	-	Replacement Equipment
0001-1530 Drainage Construction Total			\$ 80,300	\$ 5,300	\$ -	\$ -	
0001-1540 Streets	0	Adjustment/Additional Cost in Acct. #7200	500,000	-	-	250,000	Non-discretionary Adjustment
0001-1540 Streets	0	Adjustment/Additional Cost in Acct. #8060	60,000	-	60,000	-	Non-discretionary Adjustment
0001-1540 Streets	0	Adjustment/Additional Cost in Acct. #8010	29,000	-	-	-	Non-discretionary Adjustment
0001-1540 Streets	0	Additional Money in 8060 for Mowing Contract	91,000	-	-	-	Non-discretionary Adjustment
0001-1540 Streets	1	Articulated Pneumatic Roller	72,000	-	-	72,000	New Equipment
0001-1540 Streets	2	Data Collections for Pavement Management	50,000	-	-	-	Enhanced Program
0001-1540 Streets	3	Gradall XL 3100	262,500	-	-	-	New Equipment
0001-1540 Streets	6	Sand Spreader	15,000	-	-	-	New Equipment
0001-1540 Streets	8	Graphtec 54 Sign Plotter	8,000	8,000	-	-	Replacement Equipment
0001-1540 Streets Total			\$ 1,087,500	\$ -	\$ 60,000	\$ 322,000	
0001-1550 Signal Maintenance	0	Establish a Budget for Contract Services Account	120,000	-	80,000	-	Non-discretionary Adjustment
0001-1550 Signal Maintenance	1	2 - Traffic Signal Technician Positions	180,297	-	-	-	New Personnel
0001-1550 Signal Maintenance	2	Spare Cabinets	36,500	-	-	-	New Equipment
0001-1550 Signal Maintenance	3	Signal Head Spare Parts	28,800	-	-	-	New Equipment
0001-1550 Signal Maintenance	4	Spare Controllers	22,000	-	-	-	New Equipment
0001-1550 Signal Maintenance Total			\$ 387,597	\$ -	\$ 80,000	\$ -	
0001-1570 Engineering	1	Transportation Engineer	88,715	-	-	-	New Personnel
0001-1570 Engineering Total			\$ 88,715	\$ -	\$ -	\$ -	
Grand Total			\$ 4,332,889	\$ 16,860	\$ 294,737	\$ 788,208	

Definitions:

- Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
- FY 10-11 Purchase** - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
- 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).
- List "A" (Included)** - These items are included in the FY11-12 Budget as supplementals.

Notes:

- If there is no funding listed in the FY10-11 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE

FY 2011-2012

0001-1020

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: REVENUES		DIVISION: REVENUES			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
4010 Current Taxes	\$8,145,371	\$8,452,918	\$8,599,968	\$8,895,847	\$0	\$0	\$8,895,847
4020 Delinquent Taxes	\$122,178	\$135,190	\$74,934	\$78,681	\$0	\$0	\$78,681
4030 Gross Receipts	\$4,189,983	\$4,076,453	\$4,282,656	\$4,479,149	\$0	\$0	\$4,479,149
4040 Sales Tax	\$20,765,772	\$21,108,940	\$21,970,817	\$22,190,526	\$0	\$0	\$22,190,526
4050 Hotel Occupancy Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4070 Mixed Beverage Tax	\$173,790	\$183,016	\$164,628	\$132,859	\$0	\$0	\$132,859
4080 P.I.L.O.T.	\$480,206	\$506,369	\$489,904	\$558,271	\$0	\$0	\$558,271
4510 Licenses	\$32,893	\$30,616	\$27,352	\$27,352	\$0	\$0	\$27,352
4520 Permits	\$1,137,277	\$1,224,140	\$938,206	\$938,206	\$0	\$0	\$938,206
4530 Miscellaneous	\$795	\$1,000	\$550	\$825	\$0	\$0	\$825
4532 Alarm Fees	\$78,026	\$73,755	\$77,460	\$80,957	\$0	\$0	\$80,957
4533 Excessive Alarms	\$44,736	\$43,803	\$49,200	\$49,200	\$0	\$0	\$49,200
4535 Wrecker Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5010 Refuse Collection	\$408,803	\$407,178	\$413,604	\$421,876	\$0	\$0	\$421,876
5020 Copies	\$20,242	\$25,205	\$19,734	\$18,747	\$0	\$0	\$18,747
5040 Planning and Zoning Fees	\$209,335	\$210,000	\$196,703	\$186,868	\$0	\$0	\$186,868
5150 Service Charges	\$29,753	\$26,681	\$12,588	\$12,588	\$0	\$0	\$12,588
5510 Traffic and Criminal Fines	\$1,363,440	\$1,566,562	\$1,644,890	\$1,877,135	\$0	\$0	\$1,877,135
5530 Traffic Camera Fines	\$884,308	\$1,262,014	\$1,027,950	\$1,095,150	\$0	\$0	\$1,095,150
6010 Interest	\$90,411	\$209,153	\$46,016	\$43,715	\$0	\$0	\$43,715
6015 Gains (Losses) on Investmt	(\$27,557)	\$0	\$0	\$0	\$0	\$0	\$0
6020 Penalty & Interest	\$83,115	\$82,529	\$61,604	\$61,604	\$0	\$0	\$61,604
6030 Lease Income	\$21,250	\$20,000	\$25,000	\$25,000	\$0	\$0	\$25,000
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	\$454,606	\$440,894	\$503,825	\$503,527	\$0	\$0	\$503,527
6051 Parks Programs	\$385,502	\$435,635	\$407,638	\$339,997	\$0	\$0	\$339,997
6052 Parks Donations	\$30,604	\$0	\$12,056	\$0	\$0	\$0	\$0
6053 Animal Shelter Fees	\$37,349	\$42,000	\$47,789	\$49,223	\$0	\$0	\$49,223
6060 Unanticipated Revenues	\$61,170	\$76,965	\$90,092	\$71,170	\$0	\$0	\$71,170
6070 Short & Over	\$76	\$0	\$0	\$0	\$0	\$0	\$0
6080 Donations	\$60,521	\$55,000	\$55,000	\$55,000	\$0	\$0	\$55,000
6100 Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6104 CDBG-OJCC	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6105 Seized Assets	\$60,408	\$0	\$42,308	\$0	\$0	\$0	\$0
6106 Intergovernmental	\$1,735,523	\$665,309	\$665,309	\$422,444	\$0	\$0	\$422,444

CITY OF CONROE

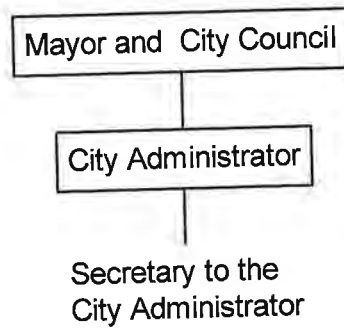
FY 2011-2012

0001-1020

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: REVENUES		DIVISION: REVENUES			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6111 Proceeds for Capital Leases	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$1,583	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$1,521,059	\$1,409,537	\$1,429,445	\$1,637,710	\$0	\$0	\$1,637,710
REVENUES SUBTOTAL	\$42,628,040	\$42,770,862	\$43,377,226	\$44,253,627	\$0	\$0	\$44,253,627
TOTAL 0001-1020	\$42,628,040	\$42,770,862	\$43,377,226	\$44,253,627	\$0	\$0	\$44,253,627

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 2010-2011

- ✓ Completed “Conroe Lean” fifth year
- ✓ Developed 2010 State of the City Report
- ✓ Attended City Council Workshops, meetings, Conroe Industrial Development Corporation and Greater Conroe Economic Development Council meetings
- ✓ Completed FY 10-11 Capital Improvement Plan (CIP)
- ✓ Oversaw preparation of FY 11-12 Annual Budget
- ✓ Continued improvement of City’s reserve funds

Goals & Objectives for FY 2011-2012

- ❑ 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 top priority for citizen, employee and customer-friendly attitudes by all employees
- ❑ Review department staffing and procedures for efficiency and privatization opportunities
- ❑ Provide weekly “Friday Memos” to Mayor and Council
- ❑ Develop the Technology Park
- ❑ Continue to review and monitor overtime

City of Conroe General Fund

Administration 0001-1041

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
City Administrator	1	1	1	1
Assistant City Administrator	1	1	0	0
Secretary III	1	1	1	1
TOTAL PERSONNEL SERVICES	3	3	2	2

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Conduct Bi-Monthly Management Team Meetings	24	22	22	21
Conduct weekly one-on-one Meetings with Directors	195	175	250	160
Respond to <u>all</u> citizen inquiries/ complaints in a timely	Yes	Yes	Yes	Yes
Maintain sound fiscal health of City of Conroe	Yes	Yes	Yes	Yes
Maintain "quality" communications with employees	Yes	Yes	Yes	Yes

CITY OF CONROE

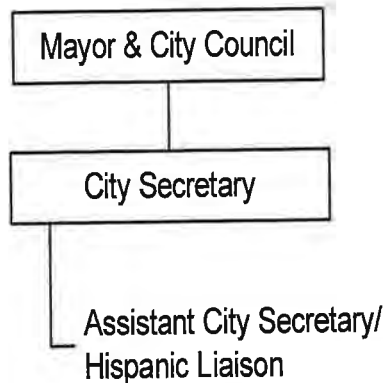
FY 2011-2012

0001-1041

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: ADMINISTRATION		DIVISION: ADMINISTRATION			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$396,995	\$380,473	\$227,278	\$229,375	\$0	\$0	\$229,375
7012 Salaries - Part Time	\$775	\$353	\$0	\$353	\$0	\$0	\$353
7020 Overtime	\$0	\$0	\$111	\$0	\$0	\$0	\$0
7025 Social Security	\$22,864	\$34,655	\$14,833	\$20,905	\$0	\$0	\$20,905
7030 Retirement & Pension	\$62,090	\$64,031	\$46,943	\$39,635	\$0	\$0	\$39,635
7035 Workers Compensation	\$918	\$984	\$661	\$505	\$0	\$0	\$505
7040 Employee Insurance	\$23,066	\$25,200	\$17,719	\$16,800	\$0	\$0	\$16,800
PERSONNEL SERVICES SUBTOTAL	\$506,708	\$505,696	\$307,545	\$307,573	\$0	\$0	\$307,573
7110 Office Supplies	\$2,637	\$2,800	\$1,900	\$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	\$5,282	\$2,400	\$500	\$5,000	\$0	\$0	\$5,000
SUPPLIES SUBTOTAL	\$7,919	\$5,400	\$2,400	\$7,909	\$0	\$0	\$7,909
8010 Utilities	\$1,749	\$1,900	\$1,600	\$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	\$6,979	\$7,060	\$7,500	\$8,050	\$0	\$0	\$8,050
8050 Travel & Training	\$12,452	\$20,990	\$7,000	\$15,146	\$0	\$0	\$15,146
8060 Contract Services	\$30,969	\$32,755	\$20,000	\$35,000	\$0	\$0	\$35,000
8070 Elections	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$52,149	\$62,705	\$36,100	\$60,196	\$0	\$0	\$60,196
9040 Furniture & Fixtures > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures < \$5,000	\$0	\$0	\$300	\$0	\$0	\$0	\$0
9050 Machinery & Equipment > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment < \$5,000	\$46	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$46	\$0	\$300	\$0	\$0	\$0	\$0
TOTAL 0001-1041	\$566,822	\$573,801	\$346,345	\$375,678	\$0	\$0	\$375,678

Mayor and City Council



The Mayor and City Council provide 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 devotes a great deal of time participating in team building programs with the Administration and Management Team.

Mayor and City Council

Accomplishments for FY 2010-2011

- ✓ Developed the plan for relinquishing the current records storage facility for use as a traffic signal maintenance building, thereby saving a large portion of the cost for construction of a new building, and recommended redesign of the Knox building to include a records storage area.
- ✓ Redesigned the "Welcome to City Hall" brochure to update the logo, meeting dates and contact information.
- ✓ Continued on-going assistance in records retention training/organizing with all departments.
- ✓ Continued the Hispanic community assistance project.
- ✓ Prepared minutes for all Council and Committee Meetings.
- ✓ Prepared Council Agenda Packets for all Council and Committee Meetings.
- ✓ Provided updated data to the city website for Council meetings, minutes and agendas.
- ✓ Provided electronic retrieval of packets for department directors.
- ✓ Successfully responded to a large volume of open records requests.

Goals & Objectives for FY 2011-2012

- ☐ 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 newly elected Council Members to assist in:
 - Individual department functions
 - Open Meetings Act
 - Scheduling of meetings and trips
 - Tracking Continuing Education Units
- ☐ Continue to prepare agenda and minutes for all Council and Committee Meetings.
- ☐ Enhance deed and easement logging system.

**City of Conroe
General Fund**

**Mayor and City Council
0001-1042**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
SPECIAL SERVICES				
Mayor	1	1	1	1
Mayor Pro Tem	1	1	1	1
Councilmembers	4	4	4	4
TOTAL SPECIAL SERVICES	6	6	6	6
 PERSONNEL SERVICES				
City Secretary	1	1	1	1
Hispanic Liaison/Asst City Secretary	1	1	1	1
TOTAL PERSONNEL SERVICES	2	2	2	2
 PERFORMANCE MEASURES				
Minutes / Agendas / Packets	244	260	250	250
Open Records Requests	233	260	200	250
Liaison Telephone Contacts	1,800	2,000	2,200	2,200
Document Recording	45	50	55	55
Publications	70	75	80	90

CITY OF CONROE

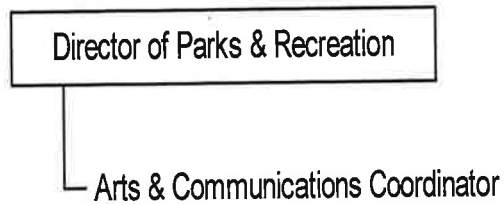
FY 2011-2012

0001-1042

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: MAYOR AND COUNCIL			DIVISION: MAYOR AND COUNCIL		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$319,310	\$328,081	\$327,247	\$318,304	\$0	\$0	\$318,304
7012 Salaries - Part Time	\$3,649	\$193	\$1,485	\$193	\$0	\$0	\$193
7020 Overtime	\$1,472	\$1,750	\$1,245	\$1,750	\$0	\$0	\$1,750
7025 Social Security	\$17,056	\$30,032	\$22,595	\$29,142	\$0	\$0	\$29,142
7030 Retirement & Pension	\$26,850	\$28,336	\$35,622	\$42,386	\$0	\$0	\$42,386
7035 Workers Compensation	\$729	\$800	\$729	\$664	\$0	\$0	\$664
7040 Employee Insurance	\$17,503	\$16,800	\$17,511	\$16,800	\$0	\$0	\$16,800
PERSONNEL SERVICES SUBTOTAL	\$386,569	\$405,992	\$406,434	\$409,239	\$0	\$0	\$409,239
7110 Office Supplies	\$3,535	\$3,400	\$3,400	\$3,400	\$0	\$0	\$3,400
7160 Vehicle Operations	\$612	\$2,750	\$2,750	\$2,750	\$0	\$0	\$2,750
7170 Vehicle Repairs	\$0	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7180 Equipment Repairs	\$2,967	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$6,265	\$4,800	\$4,800	\$4,800	\$0	\$0	\$4,800
SUPPLIES SUBTOTAL	\$13,379	\$11,950	\$11,950	\$11,950	\$0	\$0	\$11,950
8010 Utilities	\$1,804	\$800	\$1,984	\$800	\$0	\$0	\$800
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$29,341	\$29,442	\$29,442	\$29,442	\$0	\$0	\$29,442
8060 Contract Services	\$14,877	\$11,000	\$11,000	\$11,000	\$0	\$0	\$11,000
8070 Elections	\$40,099	\$16,340	\$0	\$16,340	\$24,660	\$0	\$41,000
CONTRACTUAL SUBTOTAL	\$86,121	\$57,582	\$42,426	\$57,582	\$24,660	\$0	\$82,242
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 0001-1042	\$486,069	\$475,524	\$460,810	\$478,771	\$24,660	\$0	\$503,431

Arts and Communications



The Arts and Communications department provides services for life-long learning, culture and entertainment for the citizens of the City of Conroe. This department handles the media relations and is very instrumental in the development and marketing of downtown Conroe.

Arts & Communication

Accomplishments for FY 2010-2011

- ✓ Completed working in concert with Harold Hutcheson and other employees on the *State of the City Report*. This report came in at approximately \$1,500 due to being designed, written in house and put online for the public. We saved \$17,000 by not printing large quantities of this report.
- ✓ Recruited the artist Theresa Thornhill to donate her talents in designing note cards for Downtown Conroe showing the historic buildings. This was a fundraising effort by *Conroe Live, Inc.*, a 501(3)c that supports arts and humanities in Downtown Conroe.
- ✓ Developed a new 2011 creative design campaign and public relations campaign for *Conroe Lean and Green*, an internal employee program that was incorporated in the employee newsletter, inserted in payroll envelopes, and publicized with posters, shirts, caps and ads and a kickoff event. Special department and employee awards were completed and developed.
- ✓ Developed the new marketing and Public Relations *Water Conservation Campaign* for the citizens with the W.I.S.E. Guys Program working in tandem with citizens, employees and Council.
- ✓ Developed a sustainable marketing campaign for recycling called *Conserve Conroe* working with the Department Heads, the Utility Billing Manager, the City Planner and citizens.

Goals & Objectives for FY 2011-2012

- ❑ Develop more marketing campaigns that encourage sustainable behaviors from citizens regarding water conservation, recycling and environmental initiatives.
- ❑ Plan and work with the Arts Commission to develop their goals to bring in additional seminars/workshops on the arts and grant writing. Encourage more participation among the Arts Commission to be advocates for all the arts in Conroe, while recruiting younger people to become involved in the arts.
- ❑ Develop new marketing strategies that target all ages of citizens utilizing mobility marketing through cell phones and partner with the CVB to be very consistent through team planning.
- ❑ Develop new TV programming that is cost effective, informative and education for the citizens of Conroe of all ages.
- ❑ Plan an Animal Shelter event in concert with the Police Department and the volunteers by working with the new Animal Shelter Manager.

**City of Conroe
General Fund**

**Arts and Communications
0001-1043**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Arts and Communications Coordinator	1	1	1	1
TOTAL FULL TIME SERVICES	1	1	1	1

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
FEMA Courses	3	3	2	2
Brochures Designed	7	7	6	6
Press Releases	80	80	80	80
Media Alerts	20	20	20	30
Events - Grand Openings	8	8	7	7
Events - Ground Breakings	3	3	3	7
Events	8	8	7	10
Special Projects	18	18	18	20
Downtown Meetings	36	36	36	12
Downtown Minutes	12	12	12	0
Arts Commission Mtgs.	12	12	12	14
Arts Commission Minutes	12	12	12	15
Tourist Council Meetings	12	12	12	12
Marketing Plans	4	4	4	10
TV Programming	N/A	N/A	N/A	5

CITY OF CONROE

FY 2011-2012

0001-1043

BUDGET LINE ITEMS

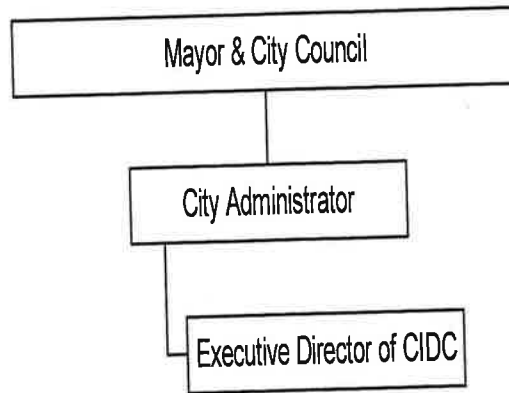
FUND: GENERAL FUND		DEPARTMENT: ARTS & COMMUNICATIONS			DIVISION: ARTS & COMMUNICATIONS		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$61,453	\$62,094	\$62,448	\$64,592		\$0	\$64,592
7012 Salaries - Part Time	\$0	\$0	\$0	\$0		\$0	\$0
7020 Overtime	\$0	\$0	\$0	\$0		\$0	\$0
7025 Social Security	\$4,875	\$5,651	\$4,725	\$5,878		\$0	\$5,878
7030 Retirement & Pension	\$9,737	\$10,997	\$10,027	\$11,670		\$0	\$11,670
7035 Workers Compensation	\$138	\$161	\$110	\$142		\$0	\$142
7040 Employee Insurance	\$8,670	\$8,400	\$8,670	\$8,400		\$0	\$8,400
PERSONNEL SERVICES SUBTOTAL	\$84,873	\$87,303	\$85,980	\$90,682		\$0	\$90,682
7110 Office Supplies	\$637	\$500	\$300	\$824		\$0	\$824
7200 Operating Supplies	\$15	\$543	\$100	\$618		\$0	\$618
SUPPLIES SUBTOTAL	\$652	\$1,043	\$400	\$1,442		\$0	\$1,442
8010 Utilities	\$400	\$902	\$600	\$902		\$0	\$902
8020 Insurance and Bonds	\$0	\$0	\$0	\$0		\$0	\$0
8050 Travel & Training	\$4,573	\$4,102	\$3,000	\$5,602		\$0	\$5,602
8060 Contract Services	\$134,147	\$143,606	\$163,613	\$64,700		\$25,000	\$89,700
CONTRACTUAL SUBTOTAL	\$139,120	\$148,610	\$167,213	\$71,204		\$0	\$96,204
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0		\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0		\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0		\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0		\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0		\$0	\$0
TOTAL 0001-1043	\$224,645	\$236,956	\$253,593	\$163,328	\$0	\$25,000	\$188,328

CITY OF CONROE
FY 2011-2012
0001-1043

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1965	1	Marketing Conroe/ Arts And Culture	Enhanced Program	8060 CONTRACT SERVICES Request Total	\$25,000 \$25,000
1 Requests			Total for 0001- 1043		\$25,000

CIDC Administration



The Executive Director of the Conroe Industrial Development Corporation (CIDC) coordinates the development and sale of the 248-acre technology park. The position is responsible for all Conroe Industrial Development Corporation-related activities assigned by the CIDC Board of Directors. The position also is responsible for all real estate and transportation matters relating to the city.

CIDC Administration

Accomplishments for FY 2010-2011

- ✓ Purchased 248 acres for a new technology park
- ✓ Completed renovation of the Madeley building

Goals & Objectives for FY 2011-2012

- Complete construction of the Knox building
- Secure retailers city-wide
- Pass incentive package for Deison Technology Park
- Represent the City at the Transportation Policy Council
- Develop and market Deison Technology Park and assist in sale of Conroe Industrial Park
- Complete Park and Ride Agreement with TxDOT
- Acquire grants for sidewalks – F.M. 3083 grade separations, and fixed bus route

**City of Conroe
General Fund**

**CIDC Administration
0001-1044**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
CIDC Executive Director	0	0	1	1
Downtown Manager	1	1	0	0
TOTAL PERSONNEL SERVICES	1	1	1	1

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Meetings	156	150	175	175
Conferences	7	7	7	7
Transportation Policy Council Meetings	12	12	12	12
Recruitment of Retail & Restaurants	2	2	3	2

CITY OF CONROE

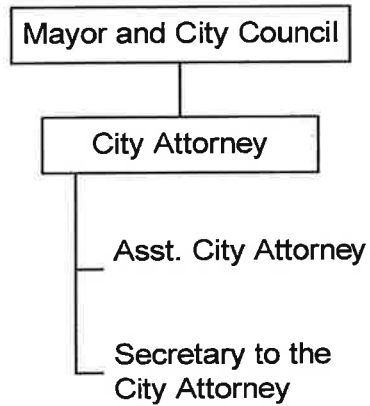
FY 2011-2012

0001-1044

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: CIDC ADMINISTRATION		DIVISION: CIDC ADMINISTRATION			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$89,691	\$120,397	\$120,575	\$141,020	\$0	\$0	\$141,020
7025 Social Security	\$7,095	\$9,241	\$9,241	\$12,833	\$0	\$0	\$12,833
7030 Retirement & Pension	\$13,883	\$19,410	\$19,410	\$24,594	\$0	\$0	\$24,594
7035 Workers Compensation	\$208	\$243	\$166	\$310	\$0	\$0	\$310
7040 Employee Insurance	\$8,808	\$8,400	\$8,813	\$8,400	\$0	\$0	\$8,400
PERSONNEL SERVICES SUBTOTAL	\$119,685	\$157,691	\$158,205	\$187,157	\$0	\$0	\$187,157
7110 Office Supplies	\$371	\$1,560	\$1,100	\$1,500	\$0	\$0	\$1,500
7200 Operating Supplies	\$32,191	\$2,000	\$200	\$2,000	\$0	\$0	\$2,000
SUPPLIES SUBTOTAL	\$32,562	\$3,560	\$1,300	\$3,500	\$0	\$0	\$3,500
8010 Utilities	\$1,874	\$2,573	\$2,016	\$2,866	\$0	\$0	\$2,866
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$22,616	\$44,605	\$15,000	\$37,895	\$0	\$0	\$37,895
8060 Contract Services	\$161,887	\$269,396	\$271,000	\$157,960	\$60,000	\$0	\$217,960
CONTRACTUAL SUBTOTAL	\$186,377	\$316,574	\$288,016	\$198,721	\$60,000	\$0	\$258,721
9020 Buildings > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9021 Buildings < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9031 Improvements < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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	\$15,484	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$15,484	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1044	\$338,624	\$493,309	\$447,521	\$389,378	\$60,000	\$0	\$449,378

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 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
City Attorney	1	1	1	1
Assistant City Attorney	1	1	1	1
Secretary III	1	1	1	1
TOTAL PERSONNEL SERVICES	3	3	3	3

CITY OF CONROE

FY 2011-2012

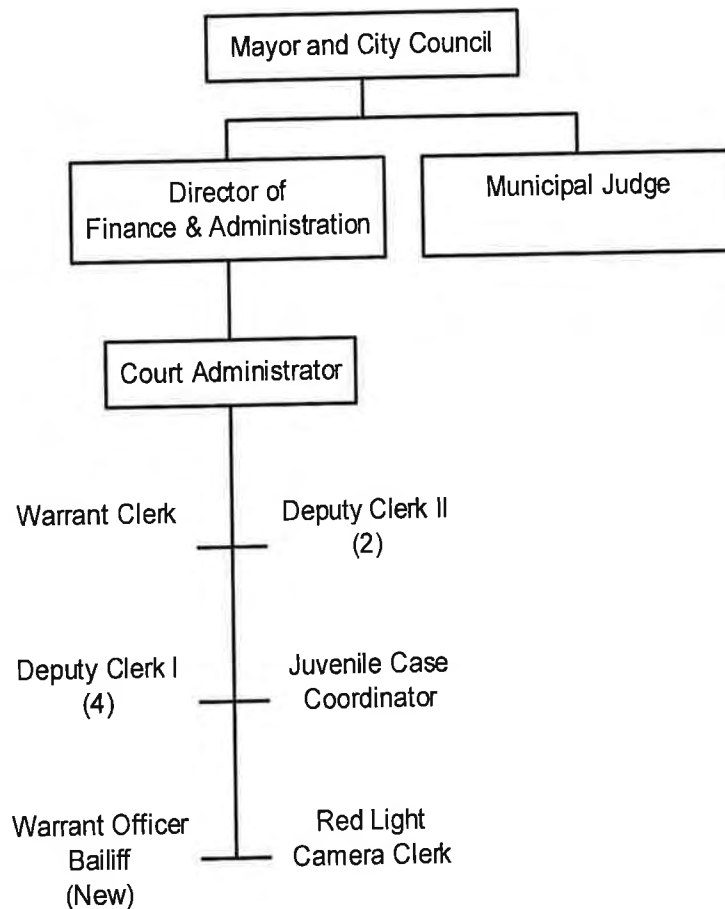
0001-1060

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: LEGAL DIVISION: LEGAL

	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$275,105	\$281,660	\$287,123	\$294,301	\$0	\$0	\$294,301
7012 Salaries - Part Time	\$1,129	\$200	\$0	\$200	\$0	\$0	\$200
7020 Overtime	\$39	\$0	\$32	\$0	\$0	\$0	\$0
7025 Social Security	\$18,068	\$25,649	\$19,291	\$26,800	\$0	\$0	\$26,800
7030 Retirement & Pension	\$42,018	\$46,474	\$46,121	\$49,766	\$0	\$0	\$49,766
7035 Workers Compensation	\$639	\$729	\$496	\$648	\$0	\$0	\$648
7040 Employee Insurance	\$26,392	\$25,200	\$26,409	\$25,200	\$0	\$0	\$25,200
PERSONNEL SERVICES SUBTOTAL	\$363,390	\$379,912	\$379,472	\$396,915	\$0	\$0	\$396,915
7110 Office Supplies	\$3,609	\$3,200	\$1,800	\$3,200	\$0	\$0	\$3,200
7140 Wearing Apparel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$300	\$150	\$300	\$0	\$0	\$300
7200 Operating Supplies	\$113	\$500	\$200	\$500	\$0	\$0	\$500
SUPPLIES SUBTOTAL	\$3,722	\$4,000	\$2,150	\$4,000	\$0	\$0	\$4,000
8010 Utilities	\$674	\$1,100	\$600	\$1,100	\$0	\$0	\$1,100
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$70,583	\$95,000	\$47,500	\$95,000	\$0	\$0	\$95,000
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$4,367	\$5,995	\$1,900	\$5,995	\$0	\$0	\$5,995
8060 Contract Services	\$36,325	\$23,955	\$12,000	\$23,955	\$0	\$0	\$23,955
CONTRACTUAL SUBTOTAL	\$111,949	\$126,050	\$62,000	\$126,050	\$0	\$0	\$126,050
9040 Furniture & Fixtures > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures < \$5,000	\$350	\$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	\$350	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1060	\$479,411	\$509,962	\$443,622	\$526,965	\$0	\$0	\$526,965

Municipal Court



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

The court must follow the procedure set out by Chapter 45 of the Code of Criminal Procedure on the cases from the filing to the final disposition. This includes the setting of trial (jury and bench), the collection of fines, the disbursement of fees for 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 the Director of Finance on the collections of fines for cases reported to Omni for the denied renewal of defendants' driver's licenses who fail to pay or appear on their cases.

Municipal Court

Accomplishments for FY 2010 - 2011

- ✓ Prepared and won the Traffic Safety Initiative Award for the State of Texas medium size courts for 2010.
- ✓ Participated in the Great State Wide Warrant Round-Up. This was a state wide collaboration of agencies serving warrants on outstanding cases in multiple jurisdictions
- ✓ Implemented the Inmate Trust Fund, withdrawal of defendants funds that are incarcerated in Texas Department of Criminal Justice Detention facilities.
- ✓ Implemented an On-line payment process for collection of money paid to the court by credit cards. This eliminated the fee the city had to pay to process payments through credit cards.
- ✓ Implemented a Warrant Officer vehicle to serve warrants, saving time from the officer checking a car out through the Police Department. This also allows the Warrant Officer to take a defendant from an officer on a traffic stop to jail, making the street officer available for more traffic stops and calls.
- ✓ Implemented a fourth counter for defendants to pay fines, preventing a line from forming when paying or inquiring about a case.

Goals & Objectives for FY 2011 - 2012

- ❑ Implement a case management system (imaging system) to reduce the amount of files that the Court must pull and re-file. This will also reduce the amount of money that the Court spends on paper. *The court is already in the process of this implementation.*
- ❑ Implement Public Data for the Warrant/Bailiff Officer to assist in current locations and jobs of defendants that are in warrants with the Conroe Municipal Court.
- ❑ Implement the Scofflaw with Montgomery County Tax Assessor Collector on the denial of registration of a motor vehicle on defendants with outstanding City of Conroe Municipal Court warrants. *The court is fifty percent into this process, we are awaiting the final contract to present to council.*
- ❑ Implement a second Warrant Officer for the collection of outstanding warrants with the City of Conroe Municipal Court.

**City of Conroe
General Fund**

**Municipal Court
0001-1070**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
SPECIAL SERVICES				
Judge	1	1	1	1
TOTAL SPECIAL SERVICES	1	1	1	1
PERSONNEL SERVICES				
Court Administrator	1	1	1	1
Warrant Clerk	1	1	1	1
Warrant Officer	0	0	0	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	10
TOTAL PERSONNEL SERVICES	10	10	10	11
	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Number of Citations Issued	20,163	21,521	19,728	22,662
Number of Citations Processed	18,076	23,547	16,944	18,415
Number of Warrants Issued	8,922	10,947	7,444	10,719
Amount of Fines Collected	\$1,838,580.00	\$2,125,541.00	\$2,273,712.00	\$2,612,475.00
Amount of State Fees	\$525,458.00	\$604,835.00	\$659,376.00	\$757,617.00
Amount Retained by City	\$1,313,122.00	\$1,520,706.00	\$1,614,336.00	\$1,854,858.00

CITY OF CONROE

FY 2011-2012

0001-1070

BUDGET LINE ITEMS

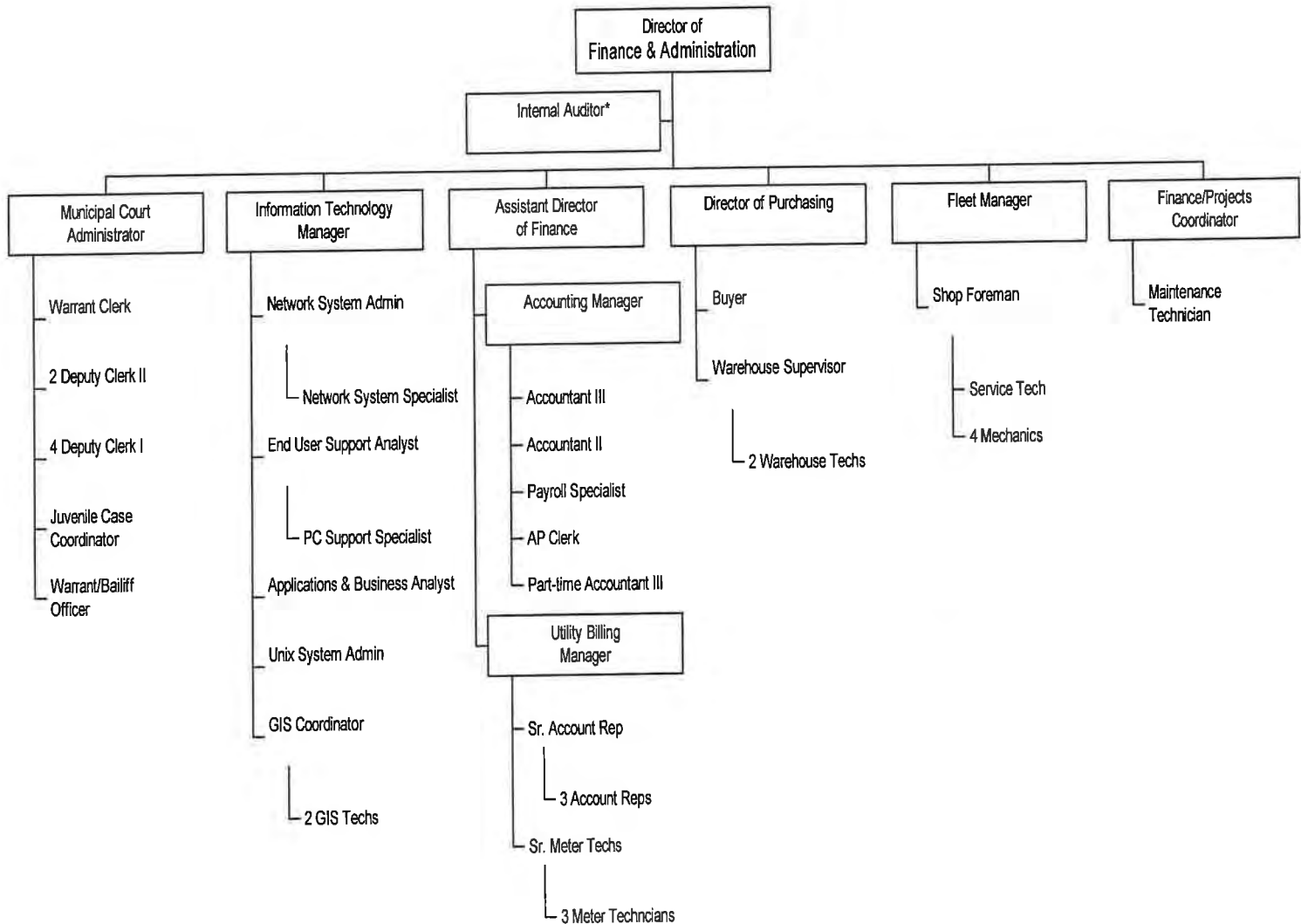
FUND: GENERAL FUND		DEPARTMENT: MUNICIPAL COURT		DIVISION: MUNICIPAL COURT			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$388,625	\$393,567	\$437,480	\$403,717	\$0	\$43,913	\$447,630
7020 Overtime	\$13,704	\$15,500	\$21,290	\$15,500	\$0	\$5,790	\$21,290
7025 Social Security	\$27,805	\$37,225	\$40,584	\$38,149	\$0	\$3,802	\$41,951
7030 Retirement & Pension	\$54,882	\$60,688	\$67,495	\$64,708	\$0	\$8,052	\$72,760
7035 Workers Compensation	\$890	\$1,003	\$3,322	\$876	\$0	\$2,319	\$3,195
7040 Employee Insurance	\$75,940	\$75,600	\$84,336	\$75,600	\$0	\$8,400	\$84,000
PERSONNEL SERVICES SUBTOTAL	\$561,846	\$583,583	\$654,507	\$598,550	\$0	\$72,276	\$670,826
7110 Office Supplies	\$27,978	\$25,000	\$27,500	\$19,969	\$3,843	\$0	\$23,812
7130 Cleaning Supplies	\$0	\$500	\$500	\$500	\$0	\$0	\$500
7140 Wearing Apparel	\$840	\$700	\$850	\$700	\$0	\$700	\$1,400
7180 Equipment Repairs	\$8,799	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7190 Radio Repairs	\$0	\$150	\$150	\$150	\$0	\$0	\$150
7200 Operating Supplies	\$8,368	\$750	\$750	\$750	\$0	\$0	\$750
SUPPLIES SUBTOTAL	\$45,985	\$28,100	\$30,750	\$23,069	\$3,843	\$700	\$27,612
8010 Utilities	\$2,662	\$4,263	\$4,263	\$4,263	\$0	\$0	\$4,263
8020 Insurance and Bonds	\$1,850	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
8030 Legal Services	\$4,446	\$3,100	\$3,100	\$3,100	\$0	\$0	\$3,100
8040 Leased Equipment	\$11,944	\$13,483	\$13,483	\$13,483	\$2,839	\$0	\$16,322
8050 Travel & Training	\$13,202	\$16,171	\$18,000	\$16,171	\$0	\$4,854	\$21,025
8060 Contract Services	\$53,574	\$122,775	\$33,000	\$29,383	\$24,295	\$4,792	\$58,470
CONTRACTUAL SUBTOTAL	\$87,678	\$161,792	\$73,846	\$68,400	\$27,134	\$9,646	\$105,180
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	\$115,369	\$24,314	\$0	\$0	\$0	\$5,800	\$5,800
9051 Machinery & Equipment <\$5,000	\$49,249	\$0	\$29,000	\$0	\$0	\$4,000	\$4,000
9060 Vehicles >\$5,000	\$0	\$55,900	\$55,000	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$164,618	\$80,214	\$84,000	\$0	\$0	\$9,800	\$9,800
TOTAL 0001-1070	\$860,127	\$853,689	\$843,103	\$690,019	\$30,977	\$92,422	\$813,418

CITY OF CONROE
FY 2011-2012
0001-1070

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1653	1	Incode	Enhanced Program	8060 CONTRACT SERVICES	\$4,792
				Request Total	\$4,792
809	2	Travel And Training Incode Training	Enhanced Program	8050 TRAVEL & TRAINING	\$4,230
				Request Total	\$4,230
836	3	Computer And Printer	Replacement Equipment	9051 Machinery & Equipment <\$5,000	\$4,000
				Request Total	\$4,000
1811	4	Warrant Officer	New Personnel	7010 SALARIES	\$43,913
				7025 SOCIAL SECURITY	\$3,359
				7030 RETIREMENT & PENSION	\$7,114
				7035 WORKERS COMPENSATION	\$2,319
				7040 EMPLOYEE INSURANCE	\$8,400
				7140 WEARING APPAREL	\$700
				8050 TRAVEL & TRAINING	\$624
				9051 MACHINERY & EQUIPMENT <\$5,000	\$0
				Request Total	\$66,429
1307	5	Court Security Recording Equipment	New Equipment	9050 MACHINERY & EQUIPMENT >\$5,000	\$5,800
				Request Total	\$5,800
1134	6	Overtime For State Wide Warrant Round-up	Enhanced Program	7020 OVERTIME	\$5,790
				7025 SOCIAL SECURITY	\$443
				7030 RETIREMENT & PENSION	\$938
				Request Total	\$7,171
6 Requests			Total for 0001- 1070		\$92,422

Finance & Administration



The Finance Department includes the management and supervision of the Accounting, Finance, Utility Billing, Internal Auditor, Fleet Services, Purchasing, Information Technology, as well as the Municipal Court Department. The Finance Department provides leadership and support for the resolution of financial concerns of the City of Conroe and various boards and commissions. The staff manages to accomplish these duties by conducting research, preparing internal and external reports, and advising management on all aspects of the financial operations, as well as the long range planning for financial matters, City facilities, modern technology, debt management, and fleet management.

*The Internal Auditor reports to the Director of Finance & Administration on a daily/functional basis only. This position's ultimate reporting responsibility is directly to the City Council.

Finance

Accomplishments for FY 2010-2011

- ✓ Earned the Distinguished Budget Presentation Award for the 2010-2011 fiscal year
- ✓ Earned the Certificate of Achievement for Excellence in Financial Reporting for the fiscal year 2009-2010 Comprehensive Annual Financial Report (CAFR)
- ✓ Earned the Investment Policy Certificate of Distinction from the Government Treasurers' Organization of Texas (GTOT) for the City's Investment Policy
- ✓ Completed year-end close and CAFR for the 2nd time with in-house Accounting staff
- ✓ Completed various audits of processes and procedures for improving internal control
- ✓ Presented the Conroe Lean Program to the Texas City Managers Association and to other cities through the GFOA via a webinar
- ✓ Implemented Workforce Time and Attendance Software
- ✓ Implemented an Online Payment System
- ✓ Compiled and printed the 2010-2011 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 2011-2012

- Earn the Certificate of Achievement for Excellence in Financial Reporting for the fiscal year 2010-2011 Comprehensive Annual Financial Report (CAFR)
- Earn the Distinguished Budget Presentation Award for the 2011-2012 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

City of Conroe General Fund

Finance 0001-1100

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Director of Finance & Administration	0	0	1	1
Finance Director	1	1	0	0
Assistant Director of Finance & Adminis	0	0	1	1
Finance Manager	1	1	0	0
Internal Auditor	1	1	1	1
Accounting Manager	1	1	1	1
Accountant II	1	1	1	1
Accountant III	1	1	1	1
Projects Coordinator	1	1	1	1
Secretary II	1	1	1	1
Payroll Specialist	1	1	1	1
Accounts Payable Clerk	1	1	1	1
TOTAL FULL TIME	10	10	10	10
P/T Accountant III (Hours)	1,040	1,040	1,040	1,040
TOTAL PART TIME	1,040	1,040	1,040	1,040
	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
General Obligation Bond Rating	A+/A1	AA-/A1	AA-/A1	AA-/A1
Water & Sewer System Bond Rating	AA-/A2	AA-/A2	AA-/A2	AA-/A2
Conroe IDC Bond Rating	A+	A+	A+	A+
% 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	18	8	10	11

CITY OF CONROE

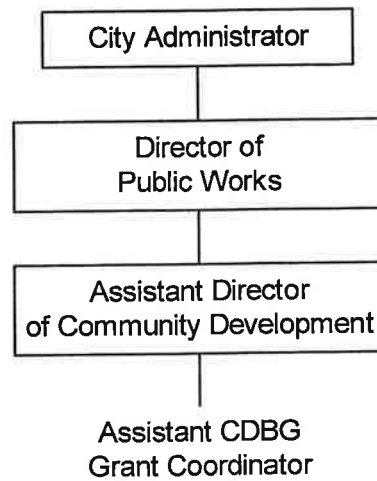
FY 2011-2012

0001-1100

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: FINANCE		DIVISION: FINANCE			
ACCOUNT	2010	2011		2012			
	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$669,978	\$690,148	\$694,849	\$712,291	\$0	\$0	\$712,291
7012 Salaries - Part Time	\$29,532	\$29,559	\$27,409	\$29,559	\$0	\$0	\$29,559
7020 Overtime	\$1,276	\$3,200	\$2,519	\$3,200	\$0	\$0	\$3,200
7025 Social Security	\$53,575	\$65,785	\$53,531	\$67,800	\$0	\$0	\$67,800
7030 Retirement & Pension	\$105,711	\$115,254	\$111,839	\$122,685	\$0	\$0	\$122,685
7035 Workers Compensation	\$1,620	\$1,860	\$1,256	\$1,632	\$0	\$0	\$1,632
7040 Employee Insurance	\$86,977	\$84,000	\$86,963	\$84,000	\$0	\$0	\$84,000
PERSONNEL SERVICES	\$948,669	\$989,806	\$978,366	\$1,021,167	\$0	\$0	\$1,021,167
SUBTOTAL							
7110 Office Supplies	\$22,549	\$18,045	\$21,649	\$22,045	\$0	\$0	\$22,045
7140 Wearing Apparel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$815	\$250	\$250	\$250	\$0	\$0	\$250
7200 Operating Supplies	\$821	\$1,560	\$1,560	\$1,560	\$0	\$0	\$1,560
SUPPLIES SUBTOTAL	\$24,185	\$19,855	\$23,459	\$23,855	\$0	\$0	\$23,855
8010 Utilities	\$2,000	\$3,745	\$3,745	\$3,745	\$0	\$0	\$3,745
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$1,359	\$4,350	\$3,600	\$4,350	\$0	\$0	\$4,350
8040 Leased Equipment	\$7,238	\$7,385	\$9,769	\$10,116	\$0	\$0	\$10,116
8050 Travel & Training	\$21,422	\$12,388	\$19,669	\$23,092	\$0	\$0	\$23,092
8060 Contract Services	\$249,516	\$283,653	\$268,915	\$266,218	\$0	\$0	\$266,218
CONTRACTUAL SUBTOTAL	\$281,535	\$311,521	\$305,698	\$307,521	\$0	\$0	\$307,521
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	\$4,678	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY	\$4,678	\$0	\$0	\$0	\$0	\$0	\$0
SUBTOTAL							
TOTAL 0001-1100	\$1,259,067	\$1,321,182	\$1,307,523	\$1,352,543	\$0	\$0	\$1,352,543

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 2010-2011

- ✓ Utilized all of the 108 funding.
- ✓ Reduced the 108 loan by making timely payments.
- ✓ Completed successful HUD on-site audit.
- ✓ Completed reconstruction of nine CDBG houses.
- ✓ Completed the new Five Year Consolidated Plan and submitted it to the U. S. Department of Housing and Urban Development.
- ✓ Completed the 2010 Annual Action Plan and submitted it to the Department of Housing and Urban Development. Completed all Plan Amendments.
- ✓ Completed the Consolidated Annual Performance and Evaluation Report and submitted to the U. S. Department of Housing and Urban Development.
- ✓ Completed environmental clearance on 10 properties.
- ✓ Worked diligently with the Community Development Block Grant Board.
- ✓ Expended all of the CDBG-R Grant Funds and closed all of the CDBG-R Activities.

Goals & Objectives for FY 2011-2012

- ❑ Continue compliance and repayment of the 108 funding per loan repayment schedule.
- ❑ Complete reconstruction of two houses.
- ❑ Complete Clean-Up Project in Housing Target Area.
- ❑ Complete Downtown Revitalization Project on Main Street.
- ❑ Complete 2011 Annual Action Plan and submit to the U.S. Department of Housing and Urban Development.
- ❑ Complete the Consolidated Annual Performance and Evaluation Report and submit to the U. S. Department of Housing and Urban Development.

**City of Conroe
General Fund**

**CDBG Administration
0001-1110**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Assistant Director of Community Development	0	0	1	1
CDBG Grant Coordinator	1	1	0	0
Assistant Coordinator	1	1	1	1
TOTAL PERSONNEL SERVICES	2	2	2	2

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Number of Houses Reconstructed	0	9	9	2
Number of Youth and Adults Served	66,302	12	2	2
Section 108 Facades Completed	0	0	0	0
Number of Lots Cleaned	0	9	2	2

CITY OF CONROE

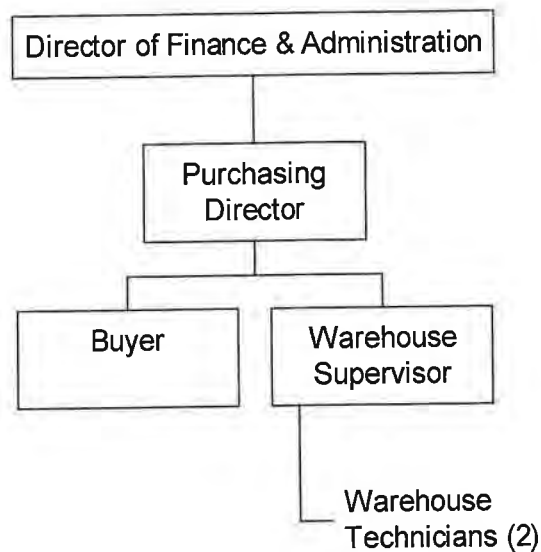
FY 2011-2012

0001-1110

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: CDBG ADMINISTRATION			DIVISION: CDBG ADMINISTRATION		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$111,166	\$107,296	\$107,296	\$137,456	\$0	\$0	\$137,456
7012 Salaries - Part Time	\$1,468	\$1,188	\$1,188	\$1,188	\$0	\$0	\$1,188
7020 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7025 Social Security	\$8,842	\$9,872	\$9,872	\$12,617	\$0	\$0	\$12,617
7030 Retirement & Pension	\$17,194	\$18,355	\$18,355	\$23,892	\$0	\$0	\$23,892
7035 Workers Compensation	\$245	\$280	\$280	\$305	\$0	\$0	\$305
7040 Employee Insurance	\$17,305	\$16,800	\$16,800	\$16,800	\$0	\$0	\$16,800
PERSONNEL SERVICES SUBTOTAL	\$156,220	\$153,791	\$153,791	\$192,258	\$0	\$0	\$192,258
7110 Office Supplies	\$5,374	\$3,700	\$3,700	\$3,700	\$0	\$0	\$3,700
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$609	\$600	\$600	\$600	\$0	\$0	\$600
SUPPLIES SUBTOTAL	\$5,983	\$4,300	\$4,300	\$4,300	\$0	\$0	\$4,300
8010 Utilities	\$603	\$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	\$1,109	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$9,860	\$12,096	\$12,096	\$12,096	\$0	\$0	\$12,096
8060 Contract Services	\$100,230	\$7,172	\$7,172	\$7,172	\$0	\$0	\$7,172
CONTRACTUAL SUBTOTAL	\$111,802	\$20,542	\$20,542	\$20,542	\$0	\$0	\$20,542
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	\$879	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$150	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$1,029	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1110	\$275,034	\$178,633	\$178,633	\$217,100	\$0	\$0	\$217,100

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.

Warehouse - Purchasing

Accomplishments for FY 2010-2011

- ✓ Updated purchasing operating procedures for the Purchasing Department.
- ✓ Provided access and maintenance for the City's record storage facility.
- ✓ Implemented blanket purchase orders minimizing sequential purchases.
- ✓ Updated the City's purchasing policy to reflect current legislation.
- ✓ Negotiated all service contracts and change orders pertaining to construction projects.
- ✓ Maintained year-end inventory adjustments to less than 5% of total inventory.
- ✓ Developed a cross training program for all purchasing personnel.
- ✓ Offered training for all employees concerning the purchasing policy.

Goals & Objectives for FY 2011-2012

- 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**

**Warehouse - Purchasing
0001-1120**

	<u>Actual 2008-2009</u>	<u>Estimated 2009-2010</u>	<u>Budgeted 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Purchasing Director	1	1	1	1
Warehouse Supervisor	1	1	1	1
Buyer	1	1	1	1
Warehouse Technician	2	2	2	2
TOTAL FULL TIME	5	5	5	5

	<u>Actual 2008-2009</u>	<u>Estimated 2009-2010</u>	<u>Budgeted 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Number of purchase orders issued	1,100	1,300	5,000	7,000
Value of purchase orders issued	\$10,199,000	\$14,000,000	\$16,000,000	\$18,000,000
Number of bids solicited	65	60	65	70
Inventory value	\$3,822,132	\$832,873	\$670,850	\$760,355

CITY OF CONROE

FY 2011-2012

0001-1120

BUDGET LINE ITEMS

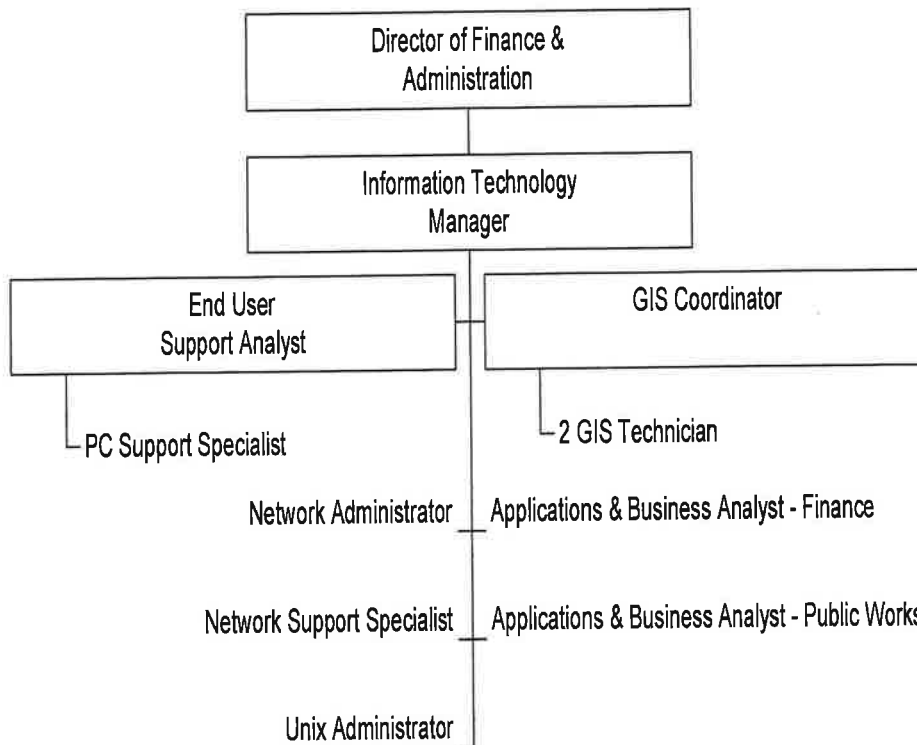
FUND: GENERAL FUND	DEPARTMENT: WAREHOUSE-PURCHASING			DIVISION: WAREHOUSE-PURCHASING			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$305,051	\$264,762	\$261,455	\$266,517	\$0	\$0	\$266,517
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$1,398	\$3,200	\$1,440	\$3,200	\$0	\$0	\$3,200
7025 Social Security	\$23,771	\$24,385	\$19,893	\$24,544	\$0	\$0	\$24,544
7030 Retirement & Pension	\$47,362	\$44,965	\$42,163	\$46,357	\$0	\$0	\$46,357
7035 Workers Compensation	\$4,789	\$5,551	\$3,698	\$4,831	\$0	\$0	\$4,831
7040 Employee Insurance	\$43,964	\$42,000	\$43,140	\$42,000	\$0	\$0	\$42,000
PERSONNEL SERVICES SUBTOTAL	\$426,335	\$384,863	\$371,789	\$387,449	\$0	\$0	\$387,449
7110 Office Supplies	\$1,127	\$2,000	\$1,444	\$2,000	\$0	\$0	\$2,000
7140 Wearing Apparel	\$1,285	\$1,600	\$900	\$1,600	\$0	\$0	\$1,600
7160 Vehicle Operations	\$7,068	\$4,700	\$2,500	\$4,700	\$600	\$0	\$5,300
7170 Vehicle Repairs	\$600	\$2,105	\$0	\$2,555	\$0	\$0	\$2,555
7180 Equipment Repairs	\$881	\$1,000	\$2,000	\$550	\$0	\$0	\$550
7190 Radio Repairs	\$174	\$200	\$200	\$200	\$0	\$0	\$200
7200 Operating Supplies	\$4,712	\$6,700	\$5,000	\$6,700	\$0	\$0	\$6,700
SUPPLIES SUBTOTAL	\$15,847	\$18,305	\$12,044	\$18,305	\$600	\$0	\$18,905
8010 Utilities	\$1,807	\$2,300	\$1,500	\$2,300	\$0	\$0	\$2,300
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$1,100	\$1,500	\$600	\$1,500	\$0	\$0	\$1,500
8050 Travel & Training	\$5,250	\$6,500	\$4,800	\$6,500	\$0	\$1,680	\$8,180
8060 Contract Services	\$4,915	\$8,492	\$6,000	\$8,492	\$0	\$0	\$8,492
CONTRACTUAL SUBTOTAL	\$13,072	\$18,792	\$12,900	\$18,792	\$0	\$1,680	\$20,472
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	\$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 0001-1120	\$455,254	\$421,960	\$396,733	\$424,546	\$600	\$1,680	\$426,826

CITY OF CONROE
FY 2011-2012
0001-1120

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2025	1	N I G P Buyer Certification Course	New Travel & Training	8050 TRAVEL & TRAINING Request Total	\$1,680 \$1,680
1 Requests			Total for 0001- 1120		\$1,680

Information Technology



The mission of the Information Technology Department is to oversee and coordinate new and existing technology resources to ensure reliability, availability, serviceability and security in a timely and cost effective manner required for all other departments to effectively accomplish their missions in accordance with the City's mission and goals.

Information Technology

Accomplishments for FY 2010-2011

- ✓ Completed phase I of server virtualization.
- ✓ Completed live/on-demand video streaming of Council Workshops and Meetings.
- ✓ Completed phase II for Council meeting videos with Suddenlink for cable viewing.
- ✓ Completed phase I of Recreation Center renovations data/voice cabling.
- ✓ Completed data/voice cabling for Fire Station 4, Madeley and Knox buildings.
- ✓ Assisted SecureNet with installation of security cameras at City Hall, Fire Station 4, Recreation Center and Activity Center.
- ✓ Assisted Human Resource with timekeeping software/hardware installation.
- ✓ Completed installation of iphones for Oscar Johnson Center offsite timekeeping needs.
- ✓ Assisted Utility Billing with online bill pay installation.
- ✓ Completed kiosk setup for online payments, red light tickets and employment applications.
- ✓ Assisted Coplogic with installation of software.
- ✓ Assisted Police Department with Department of Public Safety crash software installation.
- ✓ Completed upgrade to merge tickets into Spillman system.
- ✓ Completed test run of new Spillman itouch module.
- ✓ Assisted Kustom Signal with upgrade to patrol cars.
- ✓ Completed upgrade to a fiber link between Police Department and County.
- ✓ Assisted CITP with selection of webpage vendor.
- ✓ Completed upgrade of the Joomla website backend.
- ✓ Completed website upgrades for W.I.S.E. program.
- ✓ Completed website upgrades for Police Department Coplogic online reporting.
- ✓ Completed website upgrades for Parks special events.
- ✓ Completed hiring for Applications and Business Analyst for Public Works.
- ✓ Completed installation of PagePro paging software that replaced Emergin.
- ✓ Completed expansion of SAN storage for Police Department video storage to District Attorney office.
- ✓ Completed creation of email boxes for Mayor and Council.
- ✓ Installed Police Motorcycle patrol laptops for 2 new motorcycles.
- ✓ Assisted Utility Billing with Creighton Woods water meter needs.
- ✓ Assisted Fire department in research of online training options.

Goals & Objectives for FY 2011-2012

- Manage the second year of the Information Technology Strategic Plan.
- Implement Municipal Courts Document Management System.
- Implement Emergency Operations Center expansion build out and hardware upgrade.
- Implement the phase II of Server Virtualization.
- Assist with cabling for Phase II Recreation Center renovations.

**City of Conroe
General Fund**

**Information Technology
0001-1130**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</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	1	1	2	2
End User Support Analyst	1	1	1	1
P.C. Support Specialist	1	1	1	1
GIS Coordinator	0	0	0	1
GIS Technician	0	0	0	2
TOTAL PERSONNEL SERVICES	7	7	8	11

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Number of service calls	5,200	5,127	5,200	5,300
Number of servers	27	40	50	60
Number of PC's	310	360	400	410
Installed Software Packages	82	86	88	88

CITY OF CONROE

FY 2011-2012

0001-1130

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: INFORMATION TECHNOLOGY			DIVISION: INFORMATION TECHNOLOGY		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$443,566	\$498,533	\$499,983	\$684,067	\$0	\$0	\$684,067
7020 Overtime	\$3,351	\$2,100	\$2,100	\$2,100	\$0	\$0	\$2,100
7025 Social Security	\$34,252	\$44,832	\$37,889	\$62,441	\$0	\$0	\$62,441
7030 Retirement & Pension	\$68,963	\$86,363	\$80,560	\$121,216	\$0	\$0	\$121,216
7035 Workers Compensation	\$983	\$1,389	\$760	\$1,749	\$0	\$0	\$1,749
7040 Employee Insurance	\$59,179	\$67,200	\$60,730	\$92,400	\$0	\$0	\$92,400
PERSONNEL SERVICES SUBTOTAL	\$610,294	\$700,417	\$682,022	\$963,973	\$0	\$0	\$963,973
7110 Office Supplies	\$1,023	\$500	\$500	\$2,500	\$0	\$0	\$2,500
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$2,495	\$1,500	\$1,500	\$1,500	\$0	\$0	\$1,500
7200 Operating Supplies	\$4,838	\$1,000	\$1,000	\$5,250	\$0	\$0	\$5,250
SUPPLIES SUBTOTAL	\$8,356	\$3,000	\$3,000	\$9,250	\$0	\$0	\$9,250
8010 Utilities	\$1,646	\$1,000	\$900	\$1,000	\$0	\$0	\$1,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$17,233	\$8,459	\$8,300	\$18,459	\$0	\$5,000	\$23,459
8060 Contract Services	\$264,669	\$300,367	\$300,367	\$382,367	\$0	\$206,106	\$588,473
CONTRACTUAL SUBTOTAL	\$283,548	\$309,826	\$309,567	\$401,826	\$0	\$211,106	\$612,932
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	\$316,456	\$27,000	\$26,992	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$6,078	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$322,534	\$27,000	\$26,992	\$0	\$0	\$0	\$0
TOTAL 0001-1130	\$1,224,732	\$1,040,243	\$1,021,581	\$1,375,049	\$0	\$211,106	\$1,586,155

CITY OF CONROE
FY 2011-2012
0001-1130

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

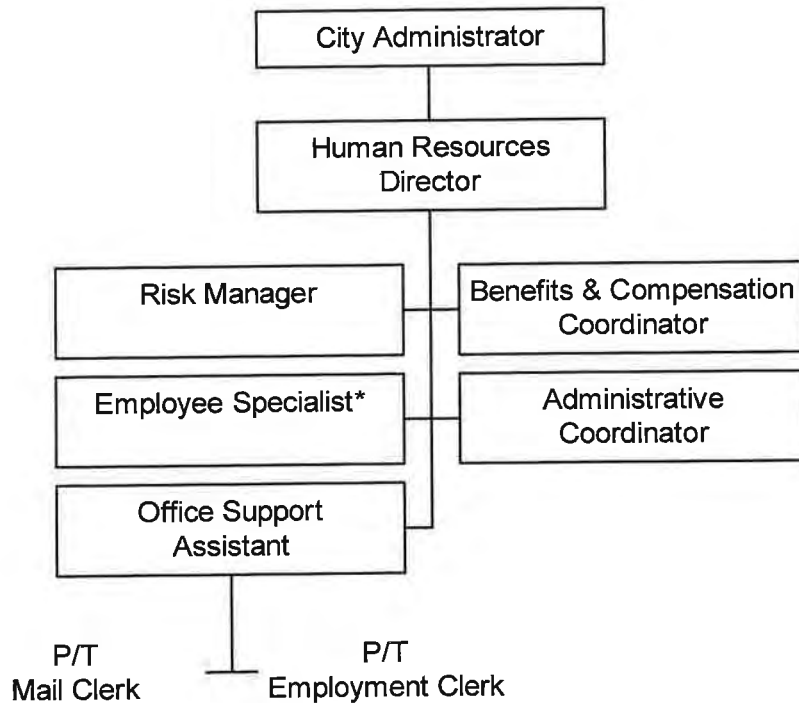
ID	Rank	Title	Type	Line Items	
1645	0	Spillman Software Maintenance	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$10,900 \$10,900
1823	0	Atac Crime Analysis Software Agreement	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$1,450 \$1,450
1940	0	Swagit Video Services	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$8,000 \$8,000
1944	0	Network Connection For Knox Bldg	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$4,500 \$4,500
1951	0	Pagegate Annual Maintenance	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$395 \$395
2005	0	Cisco Software Maintenance	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$1,375 \$1,375
2052	0	Cartegraph Conference For Appl & Business Analyst	Non-discretionary Adjustment	8050 TRAVEL & TRAINING Request Total	\$5,000 \$5,000
2081	0	Coplogic Maintenance Agreement	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$5,250 \$5,250
2082	0	Siemens Software Maintenance Agreement	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$11,700 \$11,700
2083	0	Shelter Pro Maintenance Agreement	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$2,000 \$2,000
2084	0	Apc Backup Unit For Police Department	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$4,000 \$4,000
2086	0	A F I X Technologies Maintenance Agreement	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$5,550 \$5,550
2096	0	Server Hardware Maintenance	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$10,000 \$10,000

CITY OF CONROE
FY 2011-2012
0001-1130

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2097	0	Air Card Monthly Increase	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$9,286 \$9,286
2101	0	Power D. M. S. Software Maintenance	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$1,200 \$1,200
2102	0	Maintenance - Automated Timekeeping System	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$15,500 \$15,500
2058	3	Incode Version 10 Upgrade	Enhanced Program	8060 CONTRACT SERVICES Request Total	\$115,000 \$115,000
17 Requests			Total for 0001-1130		\$211,106

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.

* This position is funded out of the 8100 Self Funded Insurance Fund.

Human Resources

Accomplishments for FY 2010-2011

- ✓ Implemented an automated electronic timekeeping system which will provide accurate information regarding employee working hours
- ✓ Oversaw the development of safety and evacuation plan development for the Tower
- ✓ Supervised police and fire entry exams and police and fire promotional exams and assessment centers
- ✓ Converted additional forms to an electronic format to reduce paper and increase efficiency
- ✓ Developed, planned and hosted the first Employee Recognition Event which brought together all employees to recognize them for their service
- ✓ Served as chair for the Annual Picnic and Bright and Lean Programs

Goals & Objectives for FY 2011-2012

- ❑ Implement a revised and updated Employee Handbook
- ❑ Develop and prepare supervisor manuals with current procedures
- ❑ Evaluate an improved performance appraisal system
- ❑ Increase training for employees and particularly supervisors

**City of Conroe
General Fund**

**Human Resources
0001-1160**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
SPECIAL SERVICES				
Civil Service Commission	3	3	3	3
TOTAL SPECIAL SERVICES	3	3	3	3
PERSONNEL SERVICES				
Human Resource Director	1	1	1	1
Risk Manager	1	1	1	1
Benefits/Compensation Coordinator	1	1	1	1
Administrative Coordinator	0	0	1	1
Office Support Assistant	0	0	1	1
HR Generalist (AC)	1	1	0	0
Secretary I (OSA)	1	1	0	0
Employment Clerk	0	0	0	0
TOTAL FULL TIME	5	5	5	5
P/T Employment Clerk (Hours)	1,500	1,500	1,500	1,500
P/T Mail Clerk (Hours)	1,300	1,300	1,300	1,300
TOTAL PART TIME	2,800	2,800	2,800	2,800
	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Applications Tracked & Received	2,755	2,166	2,200	2,200
Civil Service Exams	3	5	4	4
Civil Service Testing Candidates	118	315	400	400
Employee Hired & Processed	61	57	40	40
Retired Employees	7	10	10	10
Employees Terminated	42	58	50	25
Trainings Provided	26	20	25	25
Employees Trained	959	784	857	800

CITY OF CONROE

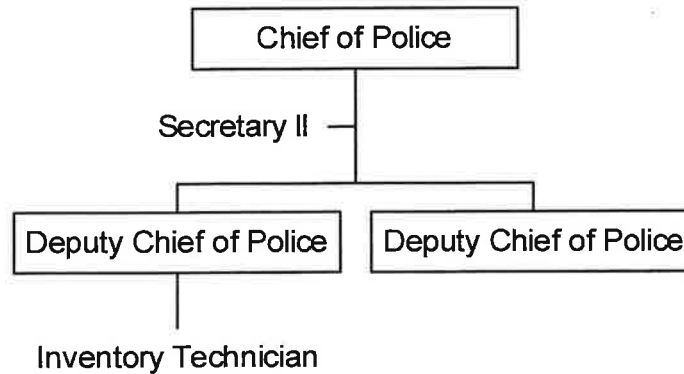
FY 2011-2012

0001-1160

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: HUMAN RESOURCES		DIVISION: HUMAN RESOURCES			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$294,657	\$335,652	\$335,652	\$325,573	\$0	\$0	\$325,573
7012 Salaries - Part Time	\$25,228	\$33,567	\$33,567	\$33,567	\$0	\$0	\$33,567
7020 Overtime	\$1,333	\$1,100	\$1,100	\$1,100	\$0	\$0	\$1,100
7025 Social Security	\$25,040	\$33,699	\$33,000	\$32,782	\$0	\$0	\$32,782
7030 Retirement & Pension	\$47,242	\$53,117	\$53,000	\$55,460	\$0	\$0	\$55,460
7035 Workers Compensation	\$806	\$945	\$800	\$789	\$0	\$0	\$789
7040 Employee Insurance	\$41,506	\$42,000	\$42,000	\$42,000	\$0	\$0	\$42,000
7050 Pre-Employment Physicals	\$41,825	\$48,170	\$48,170	\$48,170	\$0	\$0	\$48,170
PERSONNEL SERVICES SUBTOTAL	\$477,637	\$548,250	\$547,289	\$539,441	\$0	\$0	\$539,441
7110 Office Supplies	\$7,849	\$7,446	\$7,446	\$7,446	\$0	\$0	\$7,446
7140 Wearing Apparel	\$302	\$600	\$600	\$600	\$0	\$0	\$600
7160 Vehicle Operations	\$1,805	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7170 Vehicle Repairs	\$0	\$900	\$900	\$900	\$0	\$0	\$900
7180 Equipment Repairs	\$0	\$500	\$500	\$500	\$0	\$0	\$500
7200 Operating Supplies	\$19,540	\$13,805	\$13,805	\$13,805	\$0	\$0	\$13,805
SUPPLIES SUBTOTAL	\$29,496	\$24,251	\$24,251	\$24,251	\$0	\$0	\$24,251
8010 Utilities	\$1,111	\$1,800	\$1,800	\$0	\$0	\$0	\$0
8020 Insurance and Bonds	\$913	\$75	\$913	\$75	\$0	\$0	\$75
8030 Legal Services	\$372	\$7,000	\$7,000	\$7,000	\$0	\$0	\$7,000
8040 Leased Equipment	\$25,128	\$14,300	\$14,300	\$14,300	\$0	\$0	\$14,300
8050 Travel & Training	\$8,629	\$9,810	\$9,810	\$9,810	\$0	\$0	\$9,810
8060 Contract Services	\$71,319	\$49,244	\$49,244	\$49,244	\$0	\$0	\$49,244
CONTRACTUAL SUBTOTAL	\$107,472	\$82,229	\$83,067	\$80,429	\$0	\$0	\$80,429
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	\$2,385	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$2,385	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1160	\$616,990	\$654,730	\$654,607	\$644,121	\$0	\$0	\$644,121

Police Administration



The Police Administration Division is responsible 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 2010-2011

- ✓ Awarded Recognized Agency status from the Texas Police Chiefs Association
- ✓ Graduated the first Basic Peace Officer Cadet Class from the Conroe Police Department Academy
- ✓ Reached full staffing level (for a short time)
- ✓ Implemented on-line reporting for citizens to file police reports

Goals & Objectives for FY 2011-2012

- Reach full staffing department wide
- Increase Command Staff's public interactions through forums, service organizations, speaking engagements, etc
- Improve Command Staff's abilities through increased education, leadership training and conferences

City of Conroe General Fund

Police Administration 0001-1201

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Police Chief	1	1	1	1
Deputy Chief	1	2	2	2
Inventory Tech	1	1	1	1
Sergeant	1	1	1	0
Secretary II	1	1	1	1
TOTAL FULL TIME	5	6	6	5

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Community meetings held	0	2	2	3
Employee focus meetings held	2	3	2	2
Citizen Police Academy classes	3	3	3	3
Discipline Boards convened	6	9	3	4
Grants obtained	2	3	2	2

CITY OF CONROE

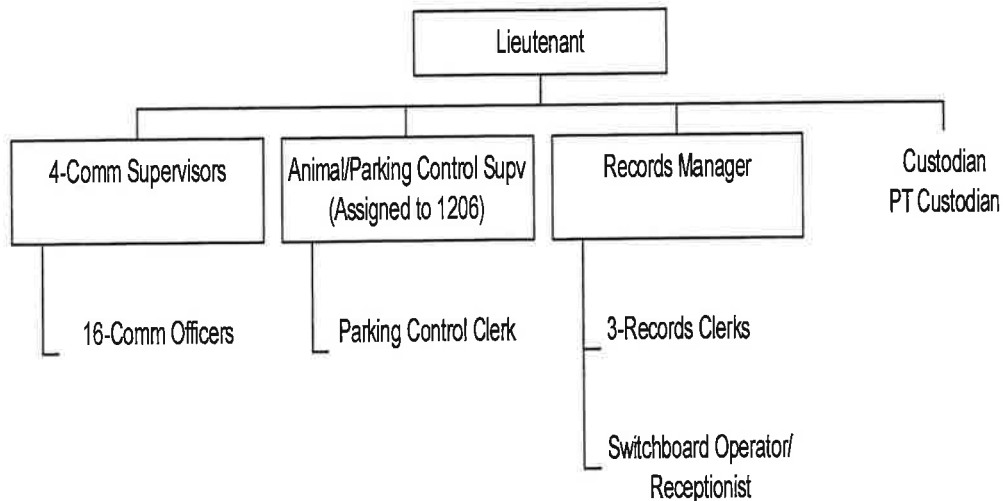
FY 2011-2012

0001-1201

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: POLICE ADMINISTRATION			DIVISION: POLICE ADMINISTRATION		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$440,001	\$447,382	\$447,998	\$388,709	\$0	\$0	\$388,709
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$54,136	\$72,000	\$72,000	\$2,000	\$0	\$0	\$2,000
7025 Social Security	\$35,302	\$46,539	\$38,497	\$35,555	\$0	\$0	\$35,555
7030 Retirement & Pension	\$74,368	\$88,504	\$88,504	\$68,512	\$0	\$0	\$68,512
7035 Workers Compensation	\$7,707	\$10,493	\$7,320	\$7,509	\$0	\$0	\$7,509
7040 Employee Insurance	\$50,993	\$50,400	\$55,555	\$42,000	\$0	\$0	\$42,000
PERSONNEL SERVICES SUBTOTAL	\$662,507	\$715,318	\$709,874	\$544,285	\$0	\$0	\$544,285
7110 Office Supplies	\$5,556	\$6,500	\$6,500	\$9,900	\$0	\$0	\$9,900
7130 Building Supplies	\$206	\$7,000	\$1,500	\$6,050	\$0	\$0	\$6,050
7140 Wearing Apparel	\$2,861	\$4,500	\$6,500	\$5,000	\$0	\$0	\$5,000
7160 Vehicle Operations	\$3,647	\$4,800	\$6,350	\$4,800	\$0	\$0	\$4,800
7170 Vehicle Repairs	\$11	\$1,000	\$1,000	\$2,000	\$0	\$0	\$2,000
7180 Equipment Repairs	\$1,061	\$7,200	\$2,200	\$7,200	\$0	\$0	\$7,200
7190 Radio Repairs	\$0	\$665	\$665	\$665	\$0	\$0	\$665
7200 Operating Supplies	\$16,566	\$24,000	\$25,000	\$26,725	\$0	\$0	\$26,725
SUPPLIES SUBTOTAL	\$29,908	\$55,665	\$49,715	\$62,340	\$0	\$0	\$62,340
8010 Utilities	\$142,826	\$193,636	\$152,000	\$190,236	\$0	\$0	\$190,236
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$665	\$200	\$665	\$0	\$0	\$665
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$6,702	\$18,000	\$12,500	\$12,825	\$0	\$0	\$12,825
8060 Contract Services	\$20,004	\$16,872	\$50,423	\$7,772	\$0	\$0	\$7,772
CONTRACTUAL SUBTOTAL	\$169,532	\$229,173	\$215,123	\$211,498	\$0	\$0	\$211,498
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	\$3,224	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$261,173	\$38,500	\$20,000	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$7,302	\$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	\$271,699	\$38,500	\$20,000	\$0	\$0	\$0	\$0
TOTAL 0001-1201	\$1,133,646	\$1,038,656	\$994,712	\$818,123	\$0	\$0	\$818,123

Police Support Services



The Police Support Services Division oversees the operation of the Communications Center, Records Section and Parking Control. This division handles telecommunications for all emergency and non-emergency calls. 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 2010-2011

- ✓ Developed a new dispatch hiring process that utilizes the most up to date Human Resources practices and procedures.
- ✓ Purchased and implemented electronic ticket writing program for Parking Control to increase efficiency of citation procedure and decrease amount of time necessary to canvass downtown area.
- ✓ Recertified all affected employees in Texas Crime Information Center (TCIC), Texas Law Enforcement Telecommunications System (TLETS), and Interpol operations mandated by law.

Goals & Objectives for FY 2011-2012

- ❑ Attain full staffing of dispatch positions. By using recruiting at other agencies and referrals, we can staff vacant Communications Section positions with individuals that have a high chance of success.
- ❑ Design and implement a more formal volunteer program. Volunteers are an essential asset. A more organized program will ensure the volunteers are engaged with purpose and feel they are making a contribution.
- ❑ Increase the efficiency of parking control. Through the use of warnings and citations, when needed, identify 5% more violators than in the previous Fiscal Year.

City of Conroe
General Fund
Police Support Services
0001-1202

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERSONNEL SERVICES				
Lieutenant	1	1	1	1
Communications Supervisor	4	4	4	4
Communications Officer	16	16	16	16
Animal/Parking Control Supervisor	1	0	0	0
Animal Control Officer	1	0	0	0
Parking Control Clerk	1	1	1	1
Records Manager-Police	1	1	1	1
Records Clerk	3	3	3	3
Custodian	1	0	1	1
Switchboard Operator/Receptionist	1	1	1	1
TOTAL FULL TIME	30	27	28	28
P/T Communications Officer (Hours)	1,800	1,800	1,800	1,800
P/T Switchboard Operator (Hours)	400	400	400	400
P/T Custodian	1,664	0	1,664	1,664
P/T Animal Control (Hours)	850	0	0	0
TOTAL PART TIME HOURS	4,714	2,200	3,864	3,864
PERFORMANCE MEASURES				
	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
Parking Citations Issued	6,176	4,765	3,726	4,500
Vehicles Booted	10	4	4	4
Communications Calls	57,268	59,708	63,280	66,000
Communications Radio Entries	1,003,821	994,846	985,659	995,000
911 Calls	37,300	43,419	44,000	44,500
Open Records Requests	3,950	3,758	3,200	3,100
Accident Reports	2,643	2,596	2,064	2,500
Offense Reports	6,750	7,936	6,180	6,600
Arrest Reports	3,400	4,247	3,648	4,000
Receptionist Walk-ins	10,683	12,480	10,000	10,500
Receptionist Phone Calls	42,105	47,401	40,000	42,000

CITY OF CONROE

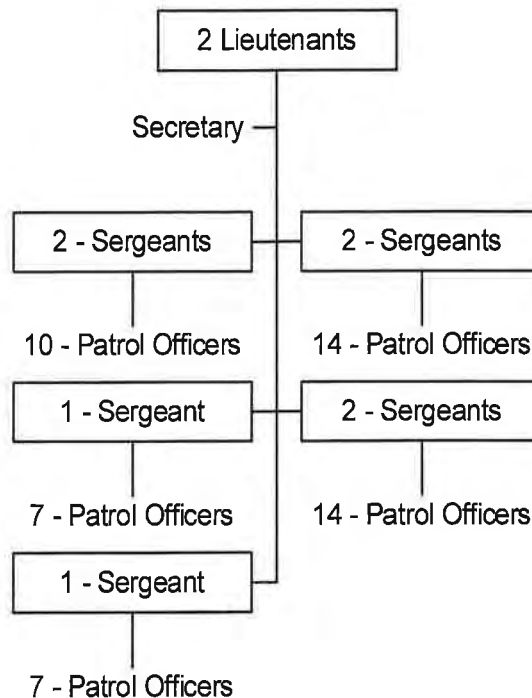
FY 2011-2012

0001-1202

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: POLICE SUPPORT		DIVISION: POLICE SUPPORT			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$1,067,935	\$1,106,158	\$1,021,438	\$1,122,667	\$0	\$0	\$1,122,667
7012 Salaries - Part Time	\$12,713	\$63,058	\$39,665	\$63,058	\$0	\$0	\$63,058
7020 Overtime	\$30,635	\$28,584	\$30,834	\$28,584	\$0	\$0	\$28,584
7025 Social Security	\$85,479	\$105,787	\$82,389	\$110,502	\$0	\$0	\$110,502
7030 Retirement & Pension	\$170,746	\$180,990	\$174,611	\$198,416	\$0	\$0	\$198,416
7035 Workers Compensation	\$6,352	\$6,934	\$4,473	\$6,109	\$0	\$0	\$6,109
7040 Employee Insurance	\$222,633	\$235,200	\$204,293	\$235,200	\$0	\$0	\$235,200
PERSONNEL SERVICES SUBTOTAL	\$1,596,493	\$1,726,711	\$1,557,703	\$1,764,536	\$0	\$0	\$1,764,536
7110 Office Supplies	\$5,843	\$6,000	\$6,000	\$6,000	\$0	\$0	\$6,000
7130 Building Supplies	\$4,949	\$3,000	\$7,764	\$3,500	\$0	\$0	\$3,500
7140 Wearing Apparel	\$3,707	\$3,000	\$2,014	\$2,500	\$0	\$0	\$2,500
7160 Vehicle Operations	\$15,759	\$5,000	\$6,800	\$5,000	\$0	\$0	\$5,000
7170 Vehicle Repairs	\$735	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7180 Equipment Repairs	\$1,106	\$1,511	\$3,000	\$1,811	\$0	\$0	\$1,811
7190 Radio Repairs	\$0	\$500	\$0	\$200	\$0	\$0	\$200
7200 Operating Supplies	\$4,998	\$12,340	\$18,466	\$12,340	\$3,000	\$0	\$15,340
SUPPLIES SUBTOTAL	\$37,097	\$32,351	\$45,044	\$32,351	\$3,000	\$0	\$35,351
8010 Utilities	\$2,470	\$440	\$1,094	\$440	\$500	\$0	\$940
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$3,096	\$3,500	\$3,011	\$3,500	\$0	\$0	\$3,500
8050 Travel & Training	\$197	\$1,125	\$1,125	\$1,125	\$0	\$0	\$1,125
8060 Contract Services	\$8,233	\$16,260	\$25,950	\$27,260	\$1,000	\$0	\$28,260
CONTRACTUAL SUBTOTAL	\$13,996	\$21,325	\$31,180	\$32,325	\$1,500	\$0	\$33,825
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9031 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$1,388	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$123	\$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	\$1,511	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1202	\$1,649,097	\$1,780,387	\$1,633,927	\$1,829,212	\$4,500	\$0	\$1,833,712

Police Patrol



The Patrol Division oversees the patrol operations of the Department. Patrol answers all calls for service and provides traffic enforcement, neighborhood patrols and accident investigations. The Specialty units include Special Weapons and Tactics, 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. The Honor Guard represents the Department at funerals and memorial services appropriate to their presence. Reserve Officers volunteer their time and service to assist the Department during large events such as parades. 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.

Police Patrol

Accomplishments for FY 2010-2011

- ✓ Increased proactive Patrol operations, such as covert shopping center parking lot surveillance, neighborhood bicycle patrols, park patrols/surveillance, etc., through enhanced overtime program.
- ✓ Filled all patrol officer openings temporarily with Academy Class 1.
- ✓ Decreased the average response time to Priority 1-4 calls-for-service from 4:49 to 4:45 for first six months of the year.

Goals & Objectives for FY 2011-2012

- ❑ Increase officer self-initiated activity.
- ❑ Fill current police officer openings.
- ❑ Continue decreasing the average response time to Priority 1-4 calls-for-service.

**City of Conroe
General Fund**

**Police Patrol
0001-1203**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Lieutenant	2	2	2	2
Sergeant	9	9	8	8
Patrol Officer	52	52	52	52
Secretary	1	1	1	1
TOTAL PERSONNEL SERVICES	64	64	63	63

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Calls for Service	55,912	56,296	58,300	60,500
Average Response Time	4:49	4:45	4:47	4:47
Average Overtime - Officer / Year	\$2,665	\$2,678	\$2,678	\$2,678
Traffic Enforcement	17,594	11,712	12,700	14,200
Arrests	4,051	3,683	3,588	3,588

CITY OF CONROE

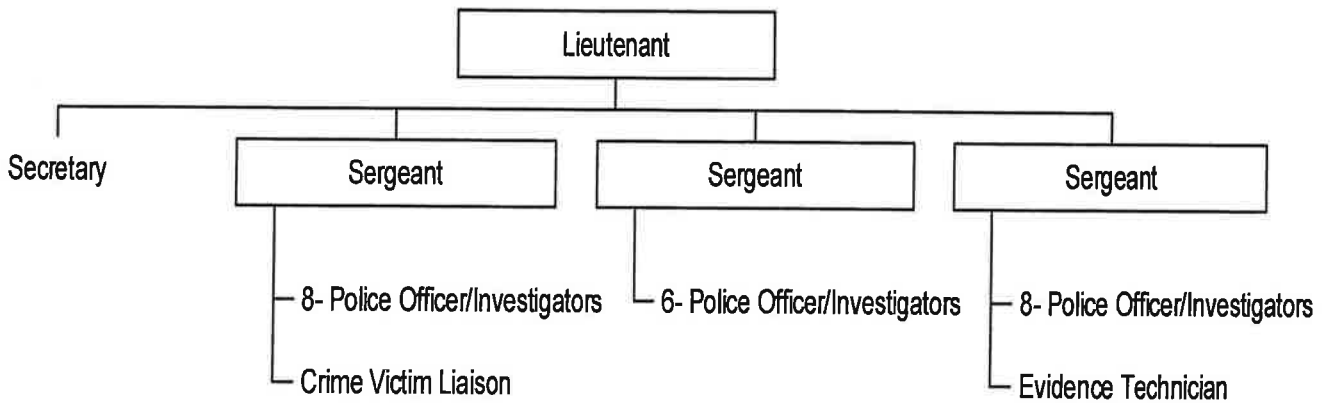
FY 2011-2012

0001-1203

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: POLICE PATROL		DIVISION: POLICE PATROL			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$3,510,400	\$3,463,941	\$3,564,739	\$3,511,588	\$0	\$0	\$3,511,588
7020 Overtime	\$174,545	\$160,625	\$192,385	\$210,625	\$0	\$0	\$210,625
7025 Social Security	\$286,712	\$329,835	\$281,851	\$338,721	\$0	\$0	\$338,721
7030 Retirement & Pension	\$577,430	\$596,220	\$597,727	\$640,045	\$0	\$0	\$640,045
7035 Workers Compensation	\$90,068	\$92,652	\$61,683	\$80,966	\$0	\$0	\$80,966
7040 Employee Insurance	\$552,498	\$529,200	\$558,659	\$529,200	\$0	\$0	\$529,200
PERSONNEL SERVICES SUBTOTAL	\$5,191,653	\$5,172,473	\$5,257,044	\$5,311,145	\$0	\$0	\$5,311,145
7110 Office Supplies	\$3,778	\$8,595	\$3,640	\$8,595	\$0	\$0	\$8,595
7130 Building Supplies	\$8	\$285	\$285	\$285	\$0	\$0	\$285
7140 Wearing Apparel	\$73,603	\$63,004	\$63,004	\$63,004	\$0	\$0	\$63,004
7160 Vehicle Operations	\$318,558	\$271,700	\$285,093	\$278,850	\$0	\$0	\$278,850
7170 Vehicle Repairs	\$18,280	\$30,870	\$10,870	\$30,870	\$0	\$0	\$30,870
7180 Equipment Repairs	\$991	\$2,375	\$2,375	\$2,375	\$0	\$0	\$2,375
7190 Radio Repairs	\$15	\$11,725	\$1,725	\$2,725	\$0	\$0	\$2,725
7200 Operating Supplies	\$35,336	\$63,475	\$73,475	\$63,475	\$0	\$0	\$63,475
SUPPLIES SUBTOTAL	\$450,569	\$452,029	\$440,467	\$450,179	\$0	\$0	\$450,179
8010 Utilities	\$81	\$450	\$450	\$900	\$0	\$0	\$900
8020 Insurance and Bonds	\$15,376	\$10,450	\$10,450	\$10,450	\$0	\$0	\$10,450
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$3,185	\$4,000	\$4,000	\$4,000	\$0	\$0	\$4,000
8050 Travel & Training	\$8,891	\$5,629	\$5,629	\$7,029	\$0	\$0	\$7,029
8060 Contract Services	\$4,694	\$4,355	\$4,355	\$4,355	\$0	\$0	\$4,355
CONTRACTUAL SUBTOTAL	\$32,227	\$24,884	\$24,884	\$26,734	\$0	\$0	\$26,734
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	\$62,685	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$19,996	\$0	\$11,562	\$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	\$19,996	\$62,685	\$11,562	\$0	\$0	\$0	\$0
TOTAL 0001-1203	\$5,694,445	\$5,712,071	\$5,733,957	\$5,788,058	\$0	\$0	\$5,788,058

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 2010-2011

- ✓ Expanded the scanning program for the Spillman database to include digital images. This allowed us to store images within the Spillman database and furnish image access to the District Attorney's Office to streamline the criminal case filing process.
- ✓ Acquired the Salient Stills system to process retail surveillance audio and video images into high quality still pictures for the purpose of identifying suspects and documentation for court.
- ✓ Purchased additional surveillance equipment to replace outdated and unreliable (over 10 years old) equipment, specifically undercover body microphones, transmitters and receivers and night vision equipment. This equipment also provides enhanced surveillance capability and officer safety.
- ✓ Relocated Juvenile Investigators to new Children's Safe Harbor facility to centralize juvenile investigations and have a better working relationship with all county and state juvenile related agencies. This move has already enhanced communication between agencies and improved juvenile victim services.

Goals & Objectives for FY 2011-2012

- Maintain and expand the unmarked vehicle rental replacement program which will continue to decrease the cost of purchase and maintenance of the Criminal Investigation Division (CID) vehicle fleet.
- Enhance current Secretary position to that of a Crime Analyst, whose duties would include applying knowledge of police procedures and criminal behavior to perform statistical and analytical research through the use of computer applications and police records/reports to collect, analyze and disseminate information to officers for crime pattern detection, suspect-crime correlation, target-suspect profiles and crime forecasting.
- Maintain and continue the Texas STEP tobacco enforcement program.

**City of Conroe
General Fund**

**Police Investigative Services
0001-1204**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Lieutenant	1	1	1	1
Sergeant	2	2	2	3
Patrol Officer/Investigator	21	22	22	22
Secretary/CID	1	1	1	1
Victim Assistance Liaison	1	1	1	1
Victim Assistance Liaison/Secretary	0	0	0	0
Evidence Technician	1	1	1	1
Task Force Investigator	1	0	0	0
TOTAL PERSONNEL SERVICES	28	28	28	29

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Total number of cases assigned	4,944	5,111	5,217	5,450
Total number of cases closed	1,499	1,506	1,804	1,980
Homicide cases assigned	3	3	6	7
Homicide cases closed	3	3	6	7
Assault cases assigned	482	466	518	525
Assault cases closed	212	395	202	217
Crime scenes processed	470	583	654	690

CITY OF CONROE

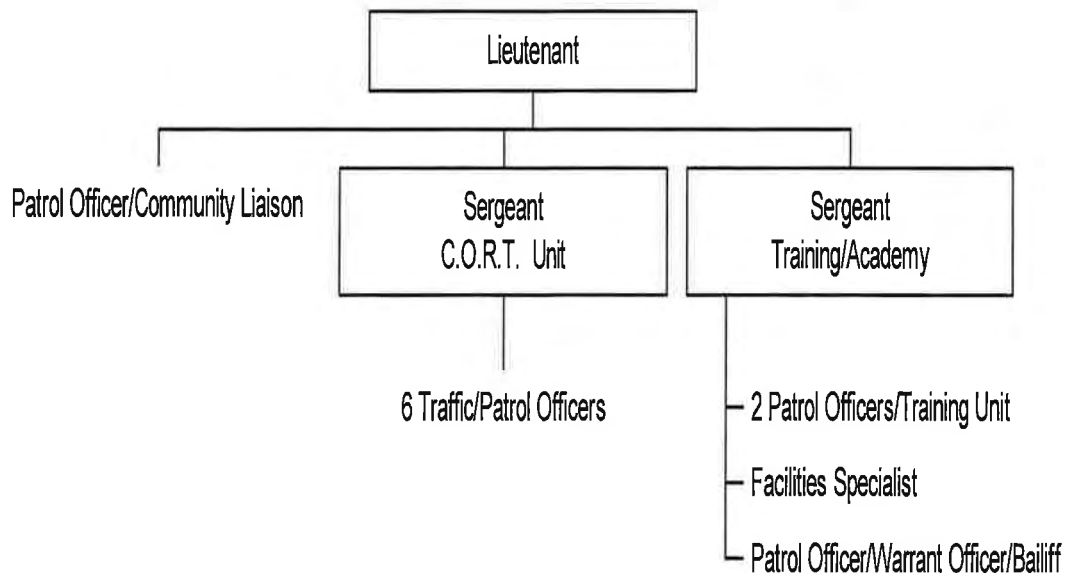
FY 2011-2012

0001-1204

BUDGET LINE ITEMS

FUND: GENERAL FUND	DEPARTMENT: POLICE INVESTIGATIVE SERVICES			DIVISION: INVESTIGATIVE SERVICES			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$1,636,912	\$1,720,817	\$1,718,102	\$1,806,520	\$0	\$0	\$1,806,520
7020 Overtime	\$72,279	\$75,833	\$69,456	\$89,456	\$0	\$0	\$89,456
7025 Social Security	\$131,852	\$162,915	\$135,398	\$172,534	\$0	\$0	\$172,534
7030 Retirement & Pension	\$264,775	\$301,577	\$286,815	\$337,959	\$0	\$0	\$337,959
7035 Workers Compensation	\$39,497	\$44,053	\$29,784	\$39,454	\$0	\$0	\$39,454
7040 Employee Insurance	\$231,403	\$235,200	\$221,671	\$243,600	\$0	\$0	\$243,600
PERSONNEL SERVICES SUBTOTAL	\$2,376,718	\$2,540,395	\$2,461,226	\$2,689,523	\$0	\$0	\$2,689,523
7110 Office Supplies	\$6,632	\$8,668	\$8,300	\$9,705	\$0	\$0	\$9,705
7130 Building Supplies	\$144	\$2,000	\$100	\$500	\$0	\$0	\$500
7140 Wearing Apparel	\$10,858	\$11,426	\$15,906	\$14,836	\$0	\$0	\$14,836
7160 Vehicle Operations	\$65,237	\$52,500	\$60,000	\$70,853	\$0	\$0	\$70,853
7170 Vehicle Repairs	\$2,641	\$5,000	\$2,000	\$2,000	\$0	\$0	\$2,000
7180 Equipment Repairs	\$561	\$1,600	\$144	\$1,000	\$0	\$0	\$1,000
7190 Radio Repairs	\$107	\$2,000	\$140	\$500	\$0	\$0	\$500
7200 Operating Supplies	\$26,770	\$51,400	\$38,277	\$36,400	\$0	\$0	\$36,400
SUPPLIES SUBTOTAL	\$112,950	\$134,594	\$124,867	\$135,794	\$0	\$0	\$135,794
8010 Utilities	\$540	\$2,000	\$650	\$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	\$21,791	\$14,400	\$9,180	\$14,400	\$0	\$0	\$14,400
8050 Travel & Training	\$6,889	\$13,198	\$7,795	\$13,198	\$0	\$0	\$13,198
8060 Contract Services	\$18,579	\$16,390	\$22,829	\$16,390	\$0	\$0	\$16,390
CONTRACTUAL SUBTOTAL	\$47,799	\$45,988	\$40,454	\$44,788	\$0	\$0	\$44,788
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$48,899	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$4,365	\$0	\$10,000	\$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	\$53,264	\$0	\$10,000	\$0	\$0	\$0	\$0
TOTAL 0001-1204	\$2,590,731	\$2,720,977	\$2,636,547	\$2,870,105	\$0	\$0	\$2,870,105

Police Professional Services



The Professional Services Division of the Conroe Police Department is responsible for all departmental training, firearms qualifications, recruitment, background investigations, and personnel complaint investigations. The Professional Services division also operates the Conroe Police Department Basic Peace Officer Academy. Additionally, 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 assists with narcotics investigations and conducts criminal investigations in all fatality crashes within the city. The Professional Services Division promotes good community relations by staffing a Community Liaison Officer, and by conducting crime prevention programs, Citizen Police Academies, establishing neighborhood watch programs, and participating in numerous community special events. The Professional Services Division supplies a Bailiff/Warrant Officer to the Municipal Court, and is responsible for maintenance and repairs to all Police facilities and the new Animal Shelter.

Police Professional Services

Accomplishments for FY 2010-2011

- ✓ Updated the aged targeting systems on the main pistol deck as well as finished improvements to the paved areas around the new live fire building and Blackwater range.
- ✓ Completed two adult and one youth Citizen Police Academy to educate the public on the Department and our mission. Enrollment has been at maximum levels for each class.
- ✓ Completed four qualification sessions including a Texas Commission on Law Enforcement Officers Standards and Education (TCLEOSE) course, Combat Course, Legislative Update, and Night Fire with Combat Course.
- ✓ Carried out and implemented a RED LIGHT enforcement program in the City to create a safer driving environment and reduce fatality and major collisions. Crash data was studied to determine the areas that were at increased risk as well as track positive changes from the enforcement program.
- ✓ Conducted a full Basic Peace Officer Course. The average score was a 90 on the TCLEOSE licensing exam with a 100% pass rate.
- ✓ Completed all mandatory training required to satisfy professional standards for the Recognition Program.

Goals & Objectives for FY 2011-2012

- ❑ Construct improvements on new Live Fire building, including an additional classroom in conjunction with the FBI.
- ❑ Replace the outdated firearm simulator with upgraded equipment that will allow for training in realistic scenarios while keeping range costs low due to the increased costs and limited supplies of firearm's ammunition.
- ❑ Plan for the potential construction of a new multi-use building in the complex that can be used for defensive tactics, overflow classroom space, additional storage, and an emergency preparedness deployment area.
- ❑ Continue to increase in local in-service training for Officers. All Officers will have the mandatory training completed prior to the end of the current TCLEOSE training cycle. No Officers will be subject to reprimand.

**City of Conroe
General Fund**

**Police Professional Services
0001-1205**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Lieutenant	1	1	1	1
Sergeant	1	1	2	2
Patrol Officer	9	9	9	9
Patrol Officer/Warrant Officer/Bailiff	1	1	1	1
Facilities Specialist	1	1	1	1
Custodian (formerly 1202)	0	1	0	0
TOTAL FULLTIME PERSONNEL	13	14	14	14
P/T Custodian Hours	0	1,664	0	0

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Number of schools conducted	98	36	30	40
Number of attending students	889	607	650	700
Number of Crime Prevention Programs	66	35	35	40
Number of participants in programs	5,582	6,850	6,500	6,600
Number of citations issued	2,595	3,967	5,348	5,470
Number of violations charged	4,150	5,237	7,388	7,550

CITY OF CONROE

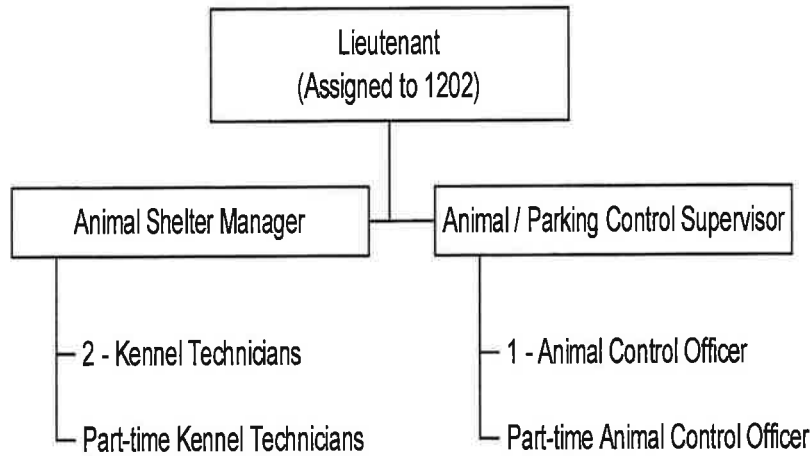
FY 2011-2012

0001-1205

BUDGET LINE ITEMS

FUND: GENERAL FUND	DEPARTMENT: POLICE PROFESSIONAL SERVICES			DIVISION: PROFESSIONAL SERVICES			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$794,679	\$889,302	\$864,797	\$881,644	\$0	\$0	\$881,644
7012 Salaries - Part Time	\$19,359	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$29,014	\$76,720	\$61,736	\$76,720	\$0	\$0	\$76,720
7025 Social Security	\$64,052	\$91,120	\$70,646	\$87,211	\$0	\$0	\$87,211
7030 Retirement & Pension	\$126,775	\$166,107	\$148,619	\$167,643	\$0	\$0	\$167,643
7035 Workers Compensation	\$22,184	\$24,594	\$17,062	\$20,678	\$0	\$0	\$20,678
7040 Employee Insurance	\$108,776	\$117,600	\$118,212	\$117,600	\$0	\$0	\$117,600
PERSONNEL SERVICES SUBTOTAL	\$1,164,839	\$1,365,443	\$1,281,072	\$1,351,496	\$0	\$0	\$1,351,496
7110 Office Supplies	\$3,974	\$4,192	\$3,800	\$4,192	\$0	\$0	\$4,192
7130 Building Supplies	\$6,737	\$5,935	\$3,122	\$5,935	\$0	\$0	\$5,935
7140 Wearing Apparel	\$12,455	\$10,120	\$10,120	\$11,370	\$0	\$0	\$11,370
7160 Vehicle Operations	\$40,968	\$40,909	\$40,909	\$40,909	\$0	\$0	\$40,909
7170 Vehicle Repairs	\$3,389	\$8,200	\$6,000	\$8,200	\$0	\$0	\$8,200
7180 Equipment Repairs	\$7,040	\$4,750	\$2,800	\$4,750	\$0	\$0	\$4,750
7190 Radio Repairs	\$0	\$1,745	\$500	\$1,745	\$0	\$0	\$1,745
7200 Operating Supplies	\$21,475	\$25,705	\$31,670	\$27,869	\$0	\$0	\$27,869
SUPPLIES SUBTOTAL	\$96,038	\$101,556	\$98,921	\$104,970	\$0	\$0	\$104,970
8010 Utilities	\$14,832	\$21,720	\$15,000	\$17,556	\$0	\$0	\$17,556
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$3,144	\$3,080	\$3,080	\$3,080	\$0	\$0	\$3,080
8050 Travel & Training	\$50,104	\$60,400	\$60,400	\$61,150	\$0	\$0	\$61,150
8060 Contract Services	\$23,076	\$7,200	\$7,200	\$7,200	\$0	\$0	\$7,200
CONTRACTUAL SUBTOTAL	\$91,156	\$92,400	\$85,680	\$88,986	\$0	\$0	\$88,986
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	\$6,340	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$130,964	\$0	\$9,355	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$12,000	\$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	\$149,304	\$0	\$9,355	\$0	\$0	\$0	\$0
TOTAL 0001-1205	\$1,501,337	\$1,559,399	\$1,475,028	\$1,545,452	\$0	\$0	\$1,545,452

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, handling animal bite cases, and ensuring that animals are properly cared for. This division also operates the City of Conroe Animal Shelter. The duties there consist of caring for impounded and voluntarily relinquished animals, quarantining sick animals, offering spay/neutering services, and animal adoptions.

Police Animal Services

Accomplishments for FY 2010-2011

- ✓ Increased adoptions through increased scheduling of off-site adoption programs.
- ✓ Constructed fenced dog park next to shelter with donated supplies.

Goals & Objectives for FY 2011-2012

- Equip and staff spay/neuter clinic at the Conroe Animal Shelter. Research regarding the feasibility of implementing this program indicates the City of Conroe will benefit from having a spay/neuter clinic in the shelter. First and foremost, it will ensure the City is in compliance with current law, and second, it has the potential of generating revenue from the procedures.
- Design and implement a more formally organized volunteer program. Volunteers are the backbone of any animal shelter. The current volunteer group is motivated and willing, but lacking in direction from the animal shelter. Using the skills and knowledge of the current Animal Shelter Manager, help organize the volunteers and establish clear mutual lines of communication and support.
- Improve employee retention. Currently, the average length of employment for shelter personnel is less than 6 months. This turnover of full time and part time employees contributes to man hours spent training, and funds for equipment that is only used a short time. By improving retention through team building, it is anticipated costs can be cut, job performance improved, and service to the community enhanced.

City of Conroe
General Fund
Police Animal Services
0001-1206

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERSONNEL SERVICES				
Animal Shelter Manager	0	1	1	1
Animal/Parking Control Supervisor	0	1	1	1
Animal Control Officer	0	1	1	1
Kennel Technician	0	2	2	2
TOTAL FULL TIME	0	5	5	5
P/T Kennel Technician (Hours)	0	2,963	4,940	4,940
P/T Animal Control (Hours)	0	850	850	850
TOTAL PART TIME HOURS	0	3,813	5,790	5,790
	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERFORMANCE MEASURES				
Cats from Public Surrender	*	1,359	1,014	1,100
Dogs from Public Surrender	*	1,419	926	1,000
Cats from Animal Control	*	765	768	775
Dogs from Animal Control	*	756	780	790
Total Animals Handled	6,228	4,299	3,488	3,665
Animal Control Citations Issued	317	300	**200	300

* This information was not captured prior to the City of Conroe assuming control of the Shelter in 2009 and is, therefore, unavailable.

**Animal Control Citations Issued estimate for current fiscal year takes into account freezing of vacant the P/T Animal Control position, and the use of the Animal Control Supervisor as Shelter Manager while a replacement manager was sought.

CITY OF CONROE

FY 2011-2012

0001-1206

BUDGET LINE ITEMS

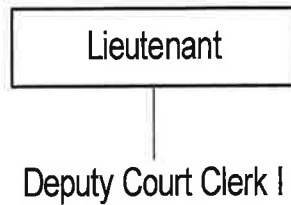
FUND: GENERAL FUND		DEPARTMENT: POLICE ANIMAL SERVICES			DIVISION: ANIMAL SERVICES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$139,019	\$182,120	\$146,458	\$183,287	\$0	\$0	\$183,287
7012 Salaries - Part Time	\$47,264	\$21,950	\$49,399	\$21,950	\$0	\$0	\$21,950
7020 Overtime	\$1,226	\$4,000	\$3,838	\$4,000	\$0	\$0	\$4,000
7025 Social Security	\$14,259	\$18,934	\$15,258	\$19,041	\$0	\$0	\$19,041
7030 Retirement & Pension	\$21,128	\$31,511	\$29,051	\$33,216	\$0	\$0	\$33,216
7035 Workers Compensation	\$0	\$3,192	\$0	\$2,734	\$0	\$0	\$2,734
7040 Employee Insurance	\$28,810	\$42,000	\$35,598	\$42,000	\$0	\$0	\$42,000
PERSONNEL SERVICES SUBTOTAL	\$251,706	\$303,707	\$279,602	\$306,228	\$0	\$0	\$306,228
7110 Office Supplies	\$2,044	\$2,600	\$1,624	\$1,800	\$0	\$0	\$1,800
7130 Building Supplies	\$1,558	\$2,000	\$672	\$1,550	\$0	\$0	\$1,550
7140 Wearing Apparel	\$1,100	\$1,700	\$605	\$1,450	\$0	\$0	\$1,450
7160 Vehicle Operations	\$0	\$5,000	\$3,300	\$5,000	\$1,500	\$0	\$6,500
7170 Vehicle Repairs	\$0	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7180 Equipment Repairs	\$1,492	\$500	\$922	\$700	\$0	\$0	\$700
7190 Radio Repairs	\$0	\$200	\$0	\$200	\$0	\$0	\$200
7200 Operating Supplies	\$11,897	\$10,000	\$6,336	\$10,000	\$0	\$3,000	\$13,000
SUPPLIES SUBTOTAL	\$18,091	\$23,000	\$14,459	\$21,700	\$1,500	\$3,000	\$26,200
8010 Utilities	\$30,394	\$30,000	\$26,000	\$30,000	\$0	\$0	\$30,000
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$200	\$0	\$0	\$500	\$0	\$0	\$500
8060 Contract Services	\$24,388	\$8,890	\$24,400	\$9,690	\$3,200	\$18,000	\$30,890
CONTRACTUAL SUBTOTAL	\$54,982	\$38,890	\$50,400	\$40,190	\$3,200	\$18,000	\$61,390
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$43,003	\$0	\$0	\$0	\$20,000	\$20,000
9051 Machinery & Equipment <\$5,000	\$3,826	\$0	\$3,560	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$3,826	\$43,003	\$3,560	\$0	\$0	\$20,000	\$20,000
TOTAL 0001-1206	\$328,605	\$408,600	\$348,021	\$368,118	\$4,700	\$41,000	\$413,818

CITY OF CONROE
FY 2011-2012
0001-1206

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2017	1	Equip Spay / Neuter Clinic	Enhanced Program	7200 OPERATING SUPPLIES	\$3,000
				8060 CONTRACT SERVICES	\$18,000
				9050 MACHINERY & EQUIPMENT	\$20,000
				>\$5,000	
				Request Total	\$41,000
1 Requests			Total for 0001- 1206		\$41,000

Red Light Program



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

Red Light Program

Accomplishments for FY 2010-2011

- ✓ Operated the Intersection Safety program as a cost neutral project with all funding being assessed by violators. The program will continue to be cost free for drivers that adhere to the traffic law.
- ✓ Increased the safety at all intersections as measured by the reduction of side impact automobile crashes in the City through public awareness and enforcement.
- ✓ Installed 10 Red Light Cameras at the intersections with the highest number of violations and historical crash data. This was completed in a cost neutral environment with no public funds spent on the construction or ownership of the system components.
- ✓ Reduced motor vehicle crashes in the City by 12% (285 crash decrease) within this year, although previous year's numbers have remained the same.

Goals & Objectives for FY 2011-2012

- Continue to monitor the effectiveness of the Intersection Safety program and ensure that the goal to increase safety in the City of Conroe is priority.
- Develop a strategic plan for any increases in the program based upon statistical data to evaluate any needed expansion of this safety tool.

City of Conroe General Fund

Red Light Program 0001-1207

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Deputy Court Clerk I	0	1	1	1
TOTAL FULLTIME PERSONNEL	0	1	1	1

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Number of Violations Issued	n/a	19,506	21,494	22,817
Number of Violations Paid	n/a	12,796	13,971	14,602
Percentage Collected	n/a	65%	62%	62%
Number of Vehicle Crashes	2,448	2,467	2,182	2,051

Note: The Red Light Program began in FY 2009-2010

CITY OF CONROE

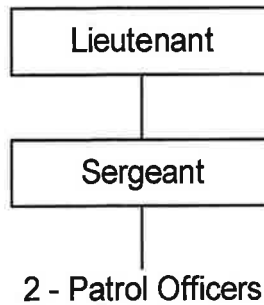
FY 2011-2012

0001-1207

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: RED LIGHT PROGRAM		DIVISION: RED LIGHT PROGRAM			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$11,265	\$27,863	\$28,630	\$29,013	\$0	\$0	\$29,013
7020 Overtime	\$836	\$25,001	\$15,555	\$25,001	\$0	\$0	\$25,001
7025 Social Security	\$812	\$4,811	\$2,494	\$4,915	\$0	\$0	\$4,915
7030 Retirement & Pension	\$1,876	\$8,722	\$5,491	\$9,134	\$0	\$0	\$9,134
7035 Workers Compensation	\$0	\$72	\$0	\$64	\$0	\$0	\$64
7040 Employee Insurance	\$2,173	\$8,400	\$10,398	\$8,400	\$0	\$0	\$8,400
PERSONNEL SERVICES SUBTOTAL	\$16,962	\$74,869	\$62,568	\$76,527	\$0	\$0	\$76,527
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
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	\$560	\$3,300	\$3,300	\$3,300	\$0	\$0	\$3,300
8060 Contract Services	\$375,867	\$898,782	\$813,772	\$766,041	\$0	\$0	\$766,041
CONTRACTUAL SUBTOTAL	\$376,427	\$902,082	\$817,072	\$769,341	\$0	\$0	\$769,341
9041 Furniture & Fixtures <\$5,000	\$3,375	\$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	\$3,375	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1207	\$396,764	\$976,951	\$879,640	\$845,868	\$0	\$0	\$845,868

Traffic Services



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

Traffic Services

Accomplishments for FY 2010-2011

- ✓ Reduced the total number of crashes involving speed related and intoxicated driving through designated enforcement.
- ✓ Reduced the number of red light related crashes, especially those involving deadly side impacts, by utilizing innovative methods and tools.

Goals & Objectives for FY 2011-2012

- Increase resources to ensure safe driving conditions for the City as a whole. Utilization of funds will be for improving traffic safety through education, designated infrastructure improvements, and enforcement.
- Develop strategic plan for additional enforcement tools and anticipated needs for red light enforcement and specialized enforcement for traffic violation reduction.

**City of Conroe
General Fund**

**Traffic Services
0001-1208**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Patrol Officer	0	0	2	2
TOTAL FULLTIME PERSONNEL	0	0	2	2
	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Number of citations issued	n/a	n/a	1,928	4,536
Number of violations charged	n/a	n/a	2,536	5,624

Note: The Traffic Services Division started in FY 2010-2011

CITY OF CONROE

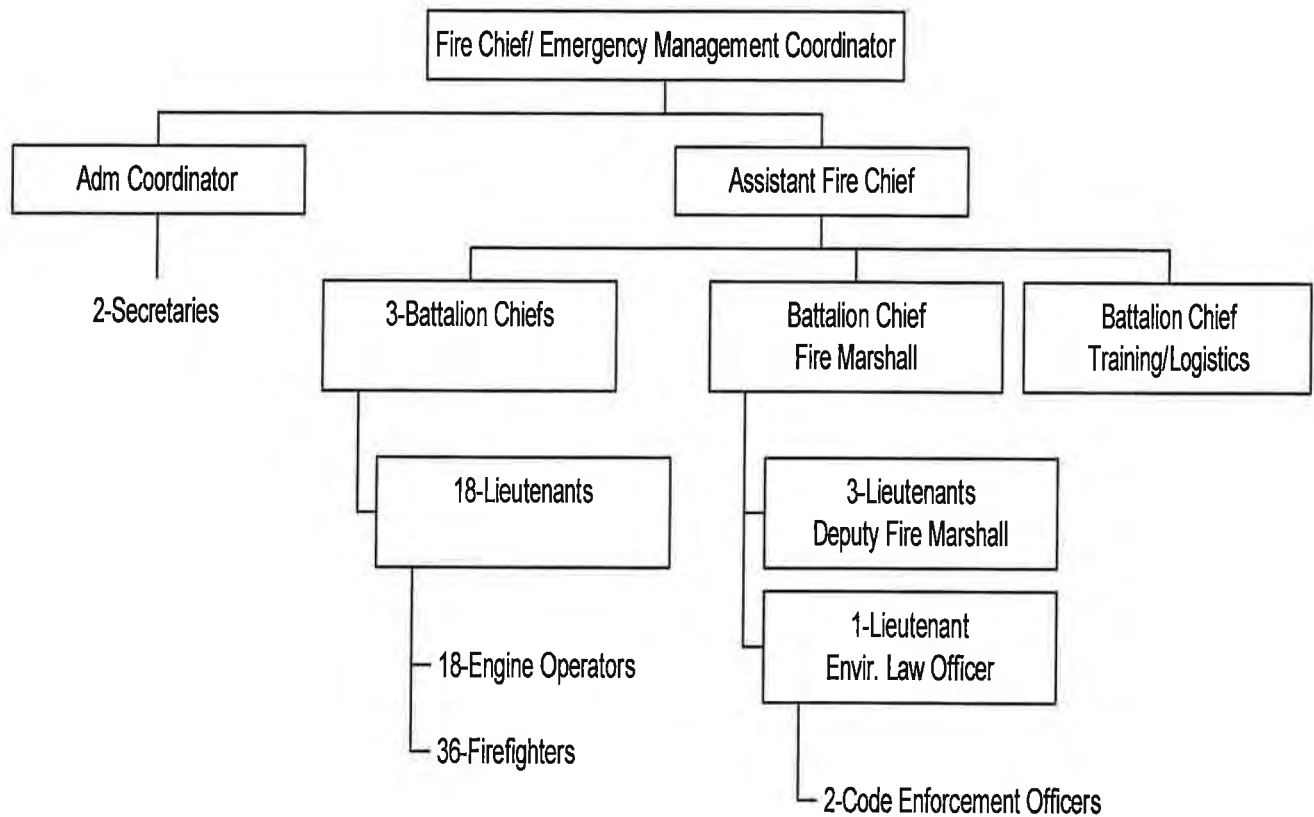
FY 2011-2012

0001-1208

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: TRAFFIC SERVICES		DIVISION: TRAFFIC SERVICES			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$84,448	\$76,610	\$99,313	\$0	\$0	\$99,313
7020 Overtime	\$0	\$0	\$6,723	\$0	\$0	\$0	\$0
7025 Social Security	\$0	\$6,920	\$5,933	\$9,037	\$0	\$0	\$9,037
7030 Retirement & Pension	\$0	\$14,020	\$12,986	\$16,794	\$0	\$0	\$16,794
7035 Workers Compensation	\$0	\$388	\$0	\$2,307	\$0	\$0	\$2,307
7040 Employee Insurance	\$0	\$16,800	\$12,528	\$16,800	\$0	\$0	\$16,800
PERSONNEL SERVICES SUBTOTAL	\$0	\$122,576	\$114,780	\$144,251	\$0	\$0	\$144,251
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$0	\$3,500	\$3,500	\$3,500	\$0	\$0	\$3,500
7160 Vehicle Operations	\$0	\$4,000	\$3,150	\$4,000	\$0	\$0	\$4,000
7170 Vehicle Repairs	\$0	\$0	\$2,500	\$2,740	\$0	\$0	\$2,740
7180 Equipment Repairs	\$0	\$0	\$0	\$2,000	\$0	\$0	\$2,000
7190 Radio Repairs	\$0	\$0	\$650	\$1,200	\$0	\$0	\$1,200
7200 Operating Supplies	\$0	\$200	\$200	\$1,000	\$0	\$0	\$1,000
SUPPLIES SUBTOTAL	\$0	\$7,700	\$10,000	\$14,440	\$0	\$0	\$14,440
8010 Utilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$6,504	\$7,426	\$6,504	\$0	\$0	\$6,504
8060 Contract Services	\$0	\$240	\$195	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$0	\$6,744	\$7,621	\$6,504	\$0	\$0	\$6,504
9050 Machinery & Equipment >\$5,000	\$0	\$94,300	\$26,655	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$4,230	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$32,000	\$80,550	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$126,300	\$111,435	\$0	\$0	\$0	\$0
TOTAL 0001-1208	\$0	\$263,320	\$243,836	\$165,195	\$0	\$0	\$165,195

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 FY 2010 - 2011

- ✓ Completed the construction and moved into the new Fire Station #4 on F.M. 1488.
- ✓ Held the Conroe Fire Department Centennial Celebration and secured additional historical facts about the department.
- ✓ Obtained Hazardous Material Technician certificates for approximately 20% of fire personnel.
- ✓ Obtained Driver/Operator State Certificates for approximately 25% of fire personnel.

Goals & Objectives for FY 2011 - 2012

- ☐ Continue planning and implementation of Mobile Data Terminals in Fire Trucks.
- ☐ Improve the beautification efforts within the city limits by increasing the number of inspections of properties by Code Enforcement.
- ☐ Improve the number of annual life safety inspections of commercial businesses within Conroe City Limits by 10%.
- ☐ Improve the knowledge, skills, and abilities of our Arson Investigators, as well as strengthening their resources to enhance the opportunity for arson convictions.
- ☐ Improve communications with the construction industry on expectations and requirements of the Fire Marshal's office, and improve communications with the general public on code enforcement issues and fire prevention recommendations.
- ☐ Improve the number of personnel receiving advanced training to raise the level of knowledge, skills, and abilities within the department, by focusing on leadership development for officers and future officers.

City of Conroe General Fund

Fire 0001-1300

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERSONNEL SERVICES				
Fire Chief	1	1	1	1
Assistant Chief	1	1	1	1
Battalion Chief	5	5	5	5
Lieutenant	21	22	22	22
Engine Operator	0	0	0	18
Firefighter	54	54	54	36
Secretary II	1	0	0	0
Administrative Coordinator	0	1	1	1
Code Enforcement Officer	2	2	2	2
Secretary	2	2	2	2
TOTAL PERSONNEL SERVICES	87	88	88	88

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERFORMANCE MEASURES				
Total Calls for Fire Service	5,066	5,912	6,000	6,000
Number of Fires	215	216	220	220
Fires Investigated	65	34	47	55
Arson Cases	4	6	6	5
Commercial Plans Reviewed	547	387	603	660
Businesses Inspected	2,408	2,592	2,277	2,236
Code Enforcement Inspections	3,537	3,183	2,232	1,004
Code Enforcement Cases Started	1179	1064	895	712
Code Enforcement Cases Closed	1084	988	877	660

CITY OF CONROE

FY 2011-2012

0001-1300

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: FIRE DIVISION: FIRE							
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$5,145,666	\$5,313,473	\$5,282,100	\$5,223,221	\$0	\$0	\$5,223,221
7012 Salaries - Part Time	\$412	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$129,457	\$104,000	\$104,000	\$104,000	\$0	\$0	\$104,000
7025 Social Security	\$403,389	\$480,614	\$406,003	\$484,777	\$0	\$0	\$484,777
7030 Retirement & Pension	\$747,766	\$812,221	\$848,508	\$810,885	\$0	\$0	\$810,885
7035 Workers Compensation	\$93,327	\$110,308	\$74,436	\$94,637	\$0	\$0	\$94,637
7040 Employee Insurance	\$745,319	\$739,200	\$744,871	\$739,200	\$0	\$0	\$739,200
7050 Pre-Employment Physicals	\$41,140	\$45,800	\$45,800	\$45,800	\$0	\$0	\$45,800
PERSONNEL SERVICES SUBTOTAL	\$7,306,476	\$7,605,616	\$7,505,718	\$7,502,520	\$0	\$0	\$7,502,520
7110 Office Supplies	\$19,744	\$21,950	\$21,950	\$21,950	\$0	\$0	\$21,950
7130 Building Supplies	\$19,437	\$26,600	\$26,600	\$26,600	\$0	\$0	\$26,600
7140 Wearing Apparel	\$89,865	\$85,000	\$85,000	\$85,000	\$0	\$0	\$85,000
7160 Vehicle Operations	\$175,086	\$169,668	\$167,668	\$169,668	\$0	\$0	\$169,668
7170 Vehicle Repairs	\$64,374	\$65,000	\$70,000	\$65,000	\$13,500	\$0	\$78,500
7180 Equipment Repairs	\$39,373	\$41,000	\$41,000	\$41,000	\$0	\$0	\$41,000
7190 Radio Repairs	\$5,524	\$6,500	\$7,500	\$6,500	\$0	\$0	\$6,500
7200 Operating Supplies	\$151,416	\$78,100	\$78,100	\$78,100	\$7,000	\$0	\$85,100
SUPPLIES SUBTOTAL	\$564,819	\$493,818	\$497,818	\$493,818	\$20,500	\$0	\$514,318
8010 Utilities	\$94,493	\$120,624	\$120,524	\$120,624	\$0	\$0	\$120,624
8020 Insurance and Bonds	\$622	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$11	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
8040 Leased Equipment	\$6,997	\$7,200	\$7,200	\$7,200	\$0	\$0	\$7,200
8050 Travel & Training	\$67,898	\$65,840	\$65,840	\$65,840	\$0	\$0	\$65,840
8060 Contract Services	\$376,744	\$451,335	\$446,335	\$451,335	\$8,800	\$0	\$460,135
CONTRACTUAL SUBTOTAL	\$546,765	\$645,999	\$640,899	\$645,999	\$8,800	\$0	\$654,799
9020 Buildings >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9021 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9031 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$12,113	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$10,961	\$12,113	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$117,630	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$7,359	\$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 2011-2012

0001-1300

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: FIRE DIVISION: FIRE

	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
CAPITAL OUTLAY	\$135,950	\$12,113	\$12,113	\$0	\$0	\$0	\$0
SUBTOTAL							
TOTAL 0001-1300	\$8,554,010	\$8,757,546	\$8,656,548	\$8,642,337	\$29,300	\$0	\$8,671,637

Parks and Recreation Administration

Parks and Recreation Director



Secretary II

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

Parks and Recreation Administration

Accomplishments for FY 2010-2011

- ✓ Developed and implemented procedures for community special events.
- ✓ Developed and implemented procedures for athletic tournaments.
- ✓ Coordinated the PARDner luncheon, which is the department's annual appreciation event for volunteers, sponsors and supporters.
- ✓ Hosted numerous baseball tournaments and a soccer tournament at Carl Barton, Jr. Park resulting in overnight stays in Conroe.
- ✓ Signed facility use agreements with Texas Rush Youth Soccer, a ladies tennis league, and the Conroe Dive Club.
- ✓ Received the Texas Recreation and Park Society Region IV and State award for collaboration with the Montgomery County Beautification Association.
- ✓ Acquired two acres of land adjacent to Candy Cane Park and seven acres adjacent to Stewart's Creek Park for future development.

Goals & Objectives for FY 2011-2012

- ❑ Develop Standard Operating Procedures for the administrative office.
- ❑ Develop athletic field user guidelines.
- ❑ Update park descriptions and photos on the City website.
- ❑ Work cooperatively with the Convention and Visitors Bureau to assist special event and tournament coordinators to track the financial impact to Conroe.
- ❑ Develop procedures for donations to the department by individuals (i.e. trees, benches, etc.).

City of Conroe General Fund

Parks and Recreation Administration 0001-1400

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
0001-1400 Parks Administration				
Parks Board	7	7	7	7
Subtotal	7	7	7	7
Parks Director	1	1	1	1
Secretary II	1	1	1	1
Parks Superintendent	1	1	1	0
Parks Operations - Foreman	1	1	1	0
Parks Crew Leader - Facilities	1	1	1	0
Parks Crew Leader - Green Space	1	1	1	0
Parks Laborer	7	7	7	0
Subtotal	13	13	13	2
P/T Secretary (Hours)	0	0	0	0
P/T Parks Laborer (Hours)	1,040	1,040	1,040	0
P/T Park Ambassador (Hours)	3,120	3,120	3,120	0
P/T Customer Service Representative	0	0	1,560	1,560
Subtotal	4,160	4,160	5,720	1,560

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Pavilions (Hourly Usage)	897	1,154	1,354	1,554
Athletic Fields (Hourly Usage)	33,232	*12,089	14,000	16,000
Number of Volunteer Hours	90	72	75	75
Percent of customers surveyed rating their park experience average or above average	0	0	99%	100%
Work Orders Processed	84	105	130	140
Total	34,303	13,420	15,560	17,770
Revenue				
6050 Rentals	\$ 21,399	\$ 70,552	\$ 75,000	\$ 80,000
Total	\$ 21,399	\$ 70,552	\$ 75,000	\$ 80,000

* New tracking method implemented

CITY OF CONROE

FY 2011-2012

0001-1400

BUDGET LINE ITEMS

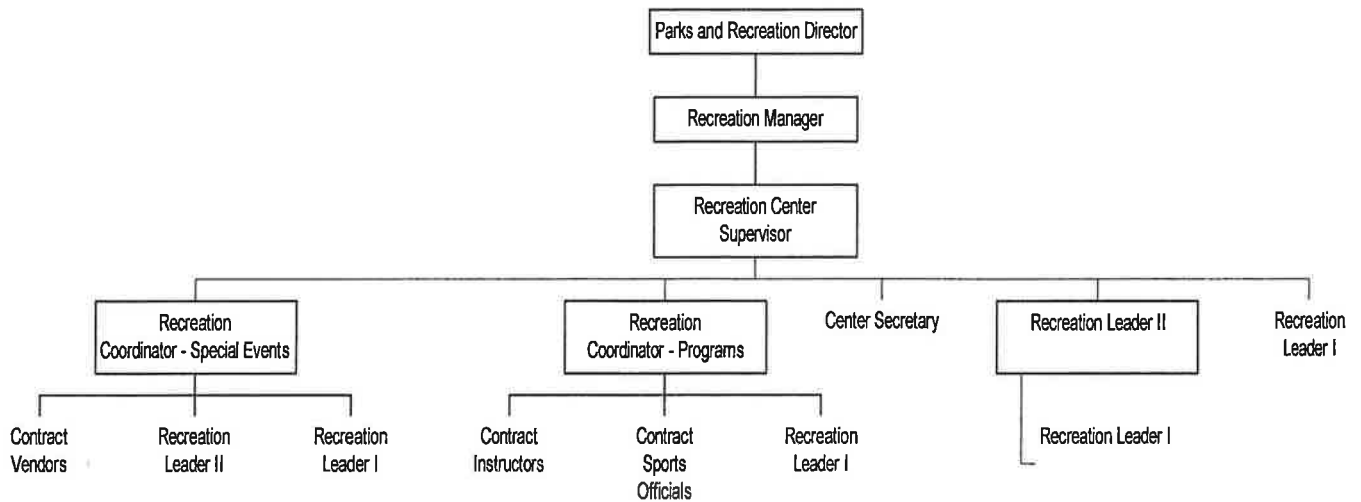
FUND: GENERAL FUND		DEPARTMENT: PARKS		DIVISION: PARKS			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$555,616	\$567,972	\$569,948	\$149,588	\$0	\$0	\$149,588
7012 Salaries - Part Time	\$51,794	\$64,781	\$64,781	\$18,200	\$0	\$0	\$18,200
7020 Overtime	\$32,255	\$10,000	\$13,115	\$300	\$0	\$0	\$300
7025 Social Security	\$48,107	\$58,491	\$47,840	\$15,296	\$0	\$0	\$15,296
7030 Retirement & Pension	\$89,746	\$96,316	\$93,008	\$24,732	\$0	\$0	\$24,732
7035 Workers Compensation	\$10,582	\$9,208	\$5,866	\$367	\$0	\$0	\$367
7040 Employee Insurance	\$111,618	\$109,200	\$111,593	\$16,800	\$0	\$0	\$16,800
PERSONNEL SERVICES SUBTOTAL	\$899,718	\$915,968	\$906,151	\$225,283	\$0	\$0	\$225,283
7110 Office Supplies	\$3,725	\$4,600	\$4,600	\$2,300	\$0	\$0	\$2,300
7130 Building Supplies	\$415	\$600	\$600	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$4,878	\$5,000	\$5,000	\$500	\$0	\$0	\$500
7160 Vehicle Operations	\$56,732	\$38,200	\$38,200	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$2,466	\$1,500	\$2,500	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$26,343	\$18,800	\$18,800	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$34	\$400	\$400	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$163,106	\$154,267	\$154,267	\$51,500	\$0	\$25,000	\$76,500
SUPPLIES SUBTOTAL	\$257,699	\$223,367	\$224,367	\$54,300	\$0	\$25,000	\$79,300
8010 Utilities	\$126,456	\$128,499	\$128,499	\$6,000	\$0	\$0	\$6,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$1,100	\$1,290	\$1,290	\$1,290	\$0	\$0	\$1,290
8050 Travel & Training	\$11,957	\$11,050	\$11,050	\$7,105	\$0	\$0	\$7,105
8060 Contract Services	\$281,950	\$230,552	\$230,552	\$8,700	\$0	\$0	\$8,700
CONTRACTUAL SUBTOTAL	\$421,463	\$371,391	\$371,391	\$23,095	\$0	\$0	\$23,095
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	\$17,000	\$17,000	\$0	\$0	\$0	\$0
9031 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$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	\$17,000	\$17,000	\$0	\$0	\$0	\$0
TOTAL 0001-1400	\$1,578,880	\$1,527,726	\$1,518,909	\$302,678	\$0	\$25,000	\$327,678

CITY OF CONROE
FY 2011-2012
0001-1400

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1891	2	Conroe Christmas Celebration	Enhanced Program	7200 OPERATING SUPPLIES	\$25,000
				Request Total	\$25,000
1 Requests			Total for 0001-1400		\$25,000

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 2010-2011

- ✓ Renovation of the C.K. Ray Recreation Center.
- ✓ Increased Daddy-Daughter Dance participation by 58% to 199 participants.
- ✓ Held inaugural Mother-Son Date Night with 62 participants.
- ✓ Held inaugural Trick or Treat Trail and Costume Contest at Carl Barton, Jr. Park for 1,000 children and parents. Movie in the Woods followed for 400 people.
- ✓ Battle of the Bulge weight loss competition had a 32% increase with 350 participants. There were 34 teams.
- ✓ Spinning classes were added to the adult fitness program.
- ✓ New programs – Hip Hop Dance, Safe Sitter, Bow Hunter Education, and Group Personal Training.

Goals & Objectives for FY 2011-2012

- ❑ Transition operation of First Thursday Concert Series with an emphasis on local artists.
- ❑ Increase special event participation by 10%.
- ❑ Offer four new contract based programs - two youth and two adult.
- ❑ Increase facility rentals by 10%.
- ❑ Survey members and participants in programs and special events to identify strengths and areas of improvement.

**City of Conroe
General Fund**

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

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</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	1	1	1	1
Secretary	1	1	1	1
TOTAL FULL TIME	5	5	5	5
P/T Recreation Leader I (Hours)	13,615	13,615	13,615	13,615
P/T Recreation Leader II (Hours)	7,190	7,190	7,190	7,190
P/T Camp Coordinator (Hours)	440	440	440	0 *
P/T Youth Counselor (Hours)	3,520	3,520	3,520	0 *
TOTAL PART TIME HOURS	24,765	24,765	24,765	20,805 *
	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Participants				
Rentals	63,677	35,072	36,825	40,508
Memberships	48,505	55,378	60,916	67,008
Programs	36,921	39,064	42,970	47,067 *
Special Events	6,569	13,469	14,816	16,298
Total	155,672	142,983	155,527	170,881
Revenue				
6050 Rentals	\$ 44,540	\$ 33,766	\$ 25,325	\$ 27,858
6050 Memberships	154,450	155,632	163,414	179,755
6051 Programs	230,214	180,310	198,341	130,175 *
6051 Special Events	5,894	10,343	11,894	12,489
7200 Sales	887	2,150	3,225	3,386
Total	\$ 435,985	\$ 382,201	\$ 402,199	\$ 353,663

Revenue and facility use decreased due to gymnasium and activity center renovations.

*Fun Quest Day Camp transferred to Oscar Johnson, Jr. Community Center (3000)
Part-time staff hours- 3,960; Participants- 1,100; Revenue- \$88,000 (6051)

CITY OF CONROE

FY 2011-2012

0001-1410

BUDGET LINE ITEMS

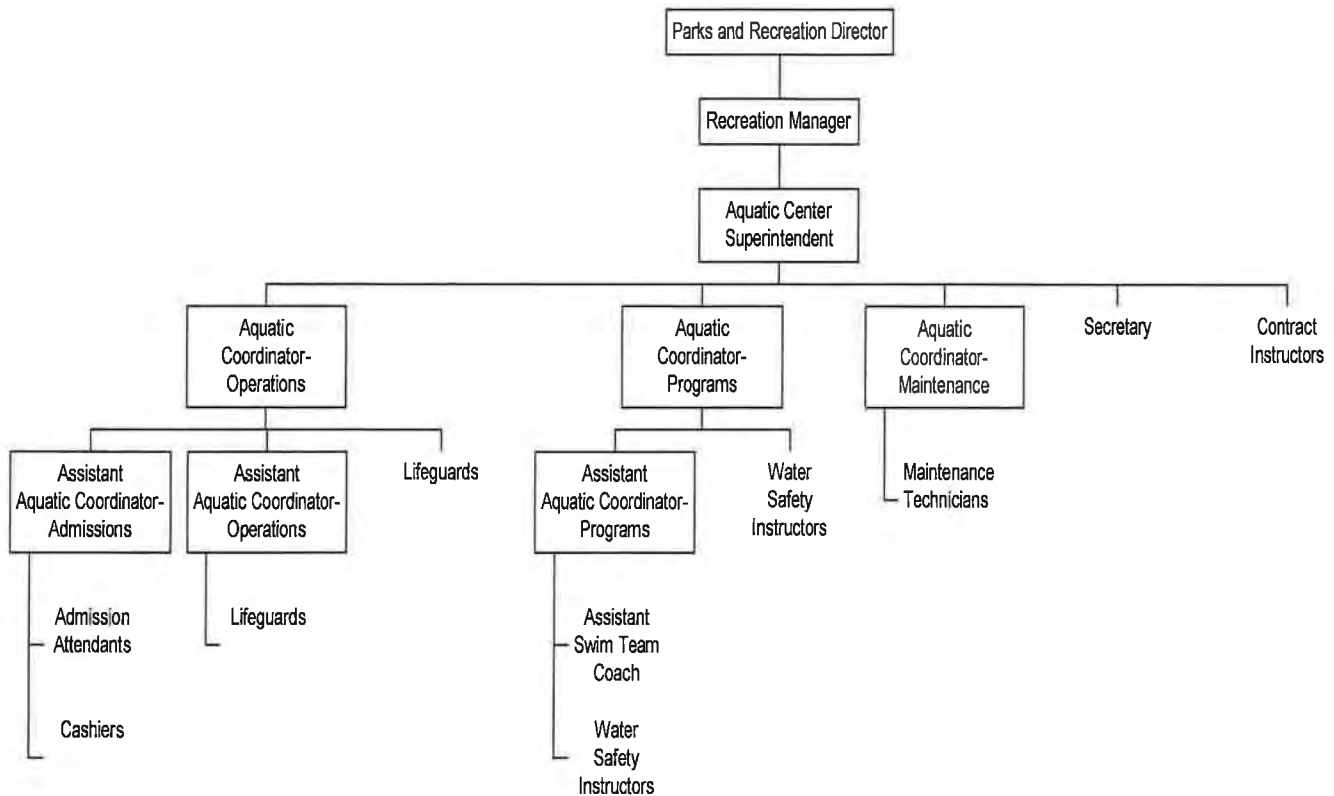
FUND: GENERAL FUND		DEPARTMENT: RECREATION CENTER		DIVISION: RECREATION CENTER			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$263,280	\$260,990	\$261,143	\$269,443	\$0	\$0	\$269,443
7012 Salaries - Part Time	\$253,786	\$233,021	\$232,830	\$193,021	\$0	\$0	\$193,021
7020 Overtime	\$2,289	\$5,500	\$970	\$5,500	\$0	\$0	\$5,500
7025 Social Security	\$40,430	\$45,455	\$37,637	\$42,585	\$0	\$0	\$42,585
7030 Retirement & Pension	\$40,404	\$46,977	\$42,042	\$49,484	\$0	\$0	\$49,484
7035 Workers Compensation	\$10,519	\$8,281	\$5,171	\$6,286	\$0	\$0	\$6,286
7040 Employee Insurance	\$40,324	\$42,000	\$43,136	\$42,000	\$0	\$0	\$42,000
PERSONNEL SERVICES SUBTOTAL	\$651,032	\$642,224	\$622,929	\$608,319	\$0	\$0	\$608,319
7110 Office Supplies	\$9,619	\$6,164	\$6,100	\$5,825	\$0	\$0	\$5,825
7130 Building Supplies	\$7,142	\$4,100	\$4,100	\$3,850	\$0	\$0	\$3,850
7140 Wearing Apparel	\$3,194	\$981	\$0	\$750	\$0	\$0	\$750
7160 Vehicle Operations	\$1,061	\$250	\$750	\$250	\$0	\$0	\$250
7170 Vehicle Repairs	\$0	\$100	\$0	\$100	\$0	\$0	\$100
7180 Equipment Repairs	\$14,910	\$19,019	\$5,000	\$15,500	\$0	\$0	\$15,500
7200 Other Operating Supplies	\$60,841	\$66,352	\$50,000	\$32,496	\$0	\$12,500	\$44,996
SUPPLIES SUBTOTAL	\$96,767	\$96,966	\$65,950	\$58,771	\$0	\$12,500	\$71,271
8010 Utilities	\$52,559	\$66,169	\$60,000	\$66,169	\$0	\$0	\$66,169
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$4,638	\$4,248	\$5,375	\$4,500	\$0	\$0	\$4,500
8050 Travel & Training	\$20,119	\$19,491	\$19,400	\$19,461	\$0	\$0	\$19,461
8060 Contract Services	\$266,290	\$244,745	\$275,000	\$252,718	\$0	\$37,500	\$290,218
CONTRACTUAL SUBTOTAL	\$343,606	\$334,653	\$359,775	\$342,848	\$0	\$37,500	\$380,348
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	\$276	\$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	\$276	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1410	\$1,091,681	\$1,073,843	\$1,048,654	\$1,009,938	\$0	\$50,000	\$1,059,938

CITY OF CONROE
FY 2011-2012
0001-1410

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2103	1	First Thursday Free Concert Series	New Program	8060 CONTRACT SERVICES	\$25,000
				Request Total	\$25,000
1918	2	Conroe Kidz Fest	Enhanced Program	7200 Other Operating Supplies	\$12,500
				8060 CONTRACT SERVICES	\$12,500
				Request Total	\$25,000
2 Requests			Total for 0001-1410		\$50,000

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 2010-2011

- ✓ Offered four CPR and First Aid classes to City of Conroe employees.
- ✓ The Aquatic Center Lifeguard Team placed first in the Greater Houston Area Lifeguard Competition Overall and first place for municipalities. The team also placed eighth in their first state-wide competition at the Texas Amateur Athletic Federation (TAAF) state games.
- ✓ The Aquatic Center photograph took 3rd place in the Texas Recreation and Parks Society Region IV photography competition.
- ✓ Nine Conroe Dive Club members qualified for Junior Nationals and/or Age Group Nationals. One member qualified for Junior World competition in China and the Soviet Union.
- ✓ Increased revenue by 10%.
- ✓ Increased rental participation by 20%.

Goals & Objectives for FY 2011-2012

- Complete Capital Improvement Project - replace tarps, renovate educational pool deck, retile shower stalls, resurface floors and replace lockers in the locker/ restrooms, replace all piping, replace chemical controllers, install secondary disinfection system in the pump room, construct roof over pump room, and replace tarps over educational and competition pools.
- Train staff in the mechanics of the pump room after renovation.
- Develop an auditing process for the lifeguarding staff.
- Convert to contract instructors for water exercise classes.
- Create and implement checklist for daily operations.

**City of Conroe
General Fund**

**Aquatic Center
0001-1440**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Aquatics Superintendent	1	1	1	1
Aquatics Supervisor	1	1	0	0
Assistant Aquatics Supervisor	3	3	0	0
Secretary I	1	1	1	1
Aquatics Admission Coordinator	1	1	0	0
Aquatic Coordinator - Programs	0	0	1	1
Aquatic Coordinator - Maintenance	0	0	1	1
Aquatic Coordinator - Operations	0	0	1	1
Assistant Aquatic Coordinator	0	0	2	2
TOTAL FULL TIME	7	7	7	7
Part-time Admissions (Hours)	3,354	3,354	3,354	3,354
Part-time Cashiers (Hours)	2,000	2,000	2,000	2,000
Part-time Head Lifeguard (Hours)	2,660	2,660	2,660	2,660
Part-time Lifeguards (Hours)	18,138	18,138	18,138	18,138
Part-time Water Safety Inst. (Hours)	4,779	4,779	4,779	4,779
Part-time Asst. Aquatics Super. (Hours)	720	1,560	0	0
Part-time Asst. Aquatics Coordinator Operations	0	0	1,560	1,560
TOTAL PART TIME HOURS	31,651	32,491	32,491	32,491
	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Participants				
Rentals	5,756	6,929	5,988	6,192
Memberships	61,958	61,470	62,699	62,699
Programs	42,539	39,541	41,518	41,518
Special Events	3,449	2,228	3,587	3,587
Total	113,702	110,168	113,792	113,996
Revenue				
6050 Rentals	\$ 17,969	\$ 22,299	\$ 19,394	\$ 19,394
6050 Memberships	167,478	179,693	181,815	181,815
6051 Programs	175,917	197,313	197,313	197,313
7200 Sales	36,429	39,424	34,181	34,181
Total	\$ 397,793	\$ 438,729	\$ 432,703	\$ 432,703

CITY OF CONROE

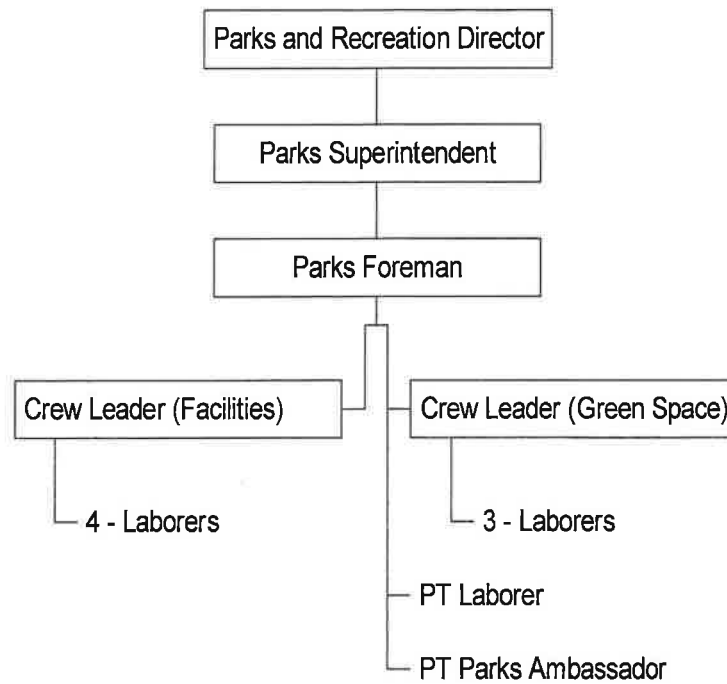
FY 2011-2012

0001-1440

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: AQUATIC CENTER		DIVISION: AQUATIC CENTER			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$293,632	\$326,365	\$326,365	\$331,207	\$0	\$0	\$331,207
7012 Salaries - Part Time	\$354,434	\$295,763	\$298,027	\$295,763	\$0	\$0	\$295,763
7020 Overtime	\$14,317	\$12,961	\$11,419	\$12,961	\$0	\$0	\$12,961
7025 Social Security	\$51,214	\$57,793	\$57,793	\$58,234	\$0	\$0	\$58,234
7030 Retirement & Pension	\$47,541	\$59,095	\$59,095	\$61,988	\$0	\$0	\$61,988
7035 Workers Compensation	\$12,557	\$13,814	\$13,814	\$11,802	\$0	\$0	\$11,802
7040 Employee Insurance	\$55,159	\$58,800	\$58,800	\$58,800	\$0	\$0	\$58,800
PERSONNEL SERVICES SUBTOTAL	\$828,854	\$824,591	\$825,313	\$830,755	\$0	\$0	\$830,755
7110 Office Supplies	\$3,895	\$5,450	\$5,450	\$4,350	\$0	\$0	\$4,350
7130 Building Supplies	\$31,878	\$35,000	\$35,000	\$35,000	\$0	\$0	\$35,000
7140 Wearing Apparel	\$6,471	\$7,000	\$7,000	\$7,000	\$0	\$0	\$7,000
7180 Equipment Repairs	\$75,164	\$43,737	\$48,906	\$53,737	\$0	\$0	\$53,737
7200 Operating Supplies	(\$8,300)	\$5,938	\$5,938	\$5,938	\$0	\$0	\$5,938
SUPPLIES SUBTOTAL	\$109,108	\$97,125	\$102,294	\$106,025	\$0	\$0	\$106,025
8010 Utilities	\$115,972	\$125,000	\$125,000	\$121,000	\$0	\$0	\$121,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$3,071	\$3,300	\$3,300	\$3,300	\$0	\$0	\$3,300
8050 Travel & Training	\$14,869	\$10,515	\$10,515	\$14,515	\$0	\$0	\$14,515
8060 Contract Services	\$94,388	\$94,750	\$94,750	\$95,850	\$0	\$0	\$95,850
CONTRACTUAL SUBTOTAL	\$228,300	\$233,565	\$233,565	\$234,665	\$0	\$0	\$234,665
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
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1440	\$1,166,262	\$1,155,281	\$1,161,172	\$1,171,445	\$0	\$0	\$1,171,445

Parks Operations



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

Parks Operations

Accomplishments for FY 2010-2011

- ✓ Implemented a water recovery plan.
- ✓ Developed Eagle Scout candidate project procedures.
- ✓ Installed the SkyLogix computer lighting system at the Zak Kahn Complex.
- ✓ Install spectator covers at the Zak Kahn Complex.
- ✓ Stocked Barton Park pond with rainbow trout for ninth consecutive year.
- ✓ Completed construction of John Burge Park at Shadow Lakes.

Goals & Objectives for FY 2011-2012

- ❑ Renovate six athletic fields at Carl Barton, Jr. Park.
- ❑ Update and replace park directional signs on major thoroughfares.
- ❑ Submit nomination for Field(s) of the Year through the Texas Turfgrass Association.
- ❑ Install recycling containers at Candy Cane Park and John Burge Park.

**City of Conroe
General Fund**

**Parks Operations
0001-1450**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
0001-1450 Parks Operations				
Parks Superintendent	0	0	0	1
Parks Operations Foreman	0	0	0	1
Parks Crew Leader - Facilities	0	0	0	1
Parks Crew Leader - Green Space	0	0	0	1
Parks Laborer	0	0	0	7
Subtotal	0	0	0	11
 P/T Parks Laborer (Hours)	 0	 0	 0	 1,040
PT Park Ambassador (Hours)	0	0	0	3,120
Subtotal	0	0	0	4,160

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Acres maintained	370	409	412	412
Ball field prep man-hours	4,480	5,820	7,200	7,460
Graffiti Abatement man hours	15	28	35	46
Number of trees planted	31	120	98	125

CITY OF CONROE

FY 2011-2012

0001-1450

BUDGET LINE ITEMS

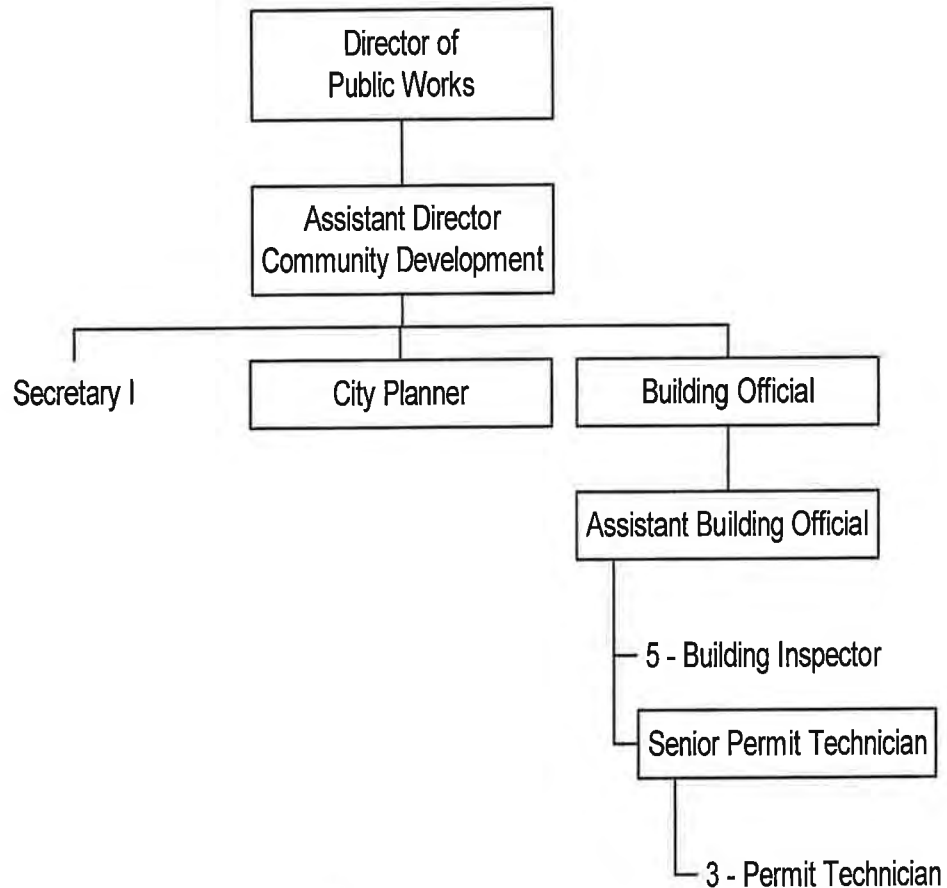
FUND: GENERAL FUND

DEPARTMENT: PARKS OPERATIONS

DIVISION: PARKS OPERATIONS

	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$0	\$0	\$434,018	\$0	\$0	\$434,018
7012 Salaries - Part Time	\$0	\$0	\$0	\$46,581	\$0	\$0	\$46,581
7020 Overtime	\$0	\$0	\$0	\$9,700	\$0	\$0	\$9,700
7025 Social Security	\$0	\$0	\$0	\$44,617	\$0	\$0	\$44,617
7030 Retirement & Pension	\$0	\$0	\$0	\$76,528	\$0	\$0	\$76,528
7035 Workers Compensation	\$0	\$0	\$0	\$7,556	\$0	\$0	\$7,556
7040 Employee Insurance	\$0	\$0	\$0	\$92,400	\$0	\$0	\$92,400
PERSONNEL SERVICES SUBTOTAL	\$0	\$0	\$0	\$711,400	\$0	\$0	\$711,400
7110 Office Supplies	\$0	\$0	\$0	\$2,300	\$0	\$0	\$2,300
7130 Building Supplies	\$0	\$0	\$0	\$600	\$0	\$0	\$600
7140 Wearing Apparel	\$0	\$0	\$0	\$4,500	\$0	\$0	\$4,500
7160 Vehicle Operations	\$0	\$0	\$0	\$38,200	\$0	\$0	\$38,200
7170 Vehicle Repairs	\$0	\$0	\$0	\$1,500	\$0	\$0	\$1,500
7180 Equipment Repairs	\$0	\$0	\$0	\$18,800	\$0	\$0	\$18,800
7190 Radio Repairs	\$0	\$0	\$0	\$400	\$0	\$0	\$400
7200 Operating Supplies	\$0	\$0	\$0	\$91,167	\$0	\$0	\$91,167
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$157,467	\$0	\$0	\$157,467
8010 Utilities	\$0	\$0	\$0	\$120,199	\$0	\$0	\$120,199
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$0	\$0	\$7,845	\$0	\$0	\$7,845
8060 Contract Services	\$0	\$0	\$0	\$221,852	\$0	\$0	\$221,852
CONTRACTUAL SUBTOTAL	\$0	\$0	\$0	\$349,896	\$0	\$0	\$349,896
9030 Improvements >\$5,000	\$0	\$0	\$0	\$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	\$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 0001-1450	\$0	\$0	\$0	\$1,218,763	\$0	\$0	\$1,218,763

Community Development



The Community Development department recognizes the connection between the community's built and natural environment. They provide 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 Permits team provides review and inspections to ensure life, health, safety, and welfare by verifying compliance with the plumbing and the City ordinances that protect the citizens of Conroe.

Community Development

Accomplishments for FY 2010 - 2011

- ✓ Created a City of Conroe Development Guide.
- ✓ Submitted an approved Water Conservation Plan to the Texas Water Development Board (TWDB).
- ✓ Submitted a Major Thoroughfare Plan to the Houston-Galveston Area Council (H-GAC) for inclusion in a regional plan.
- ✓ Completed the annexation of Crighton Ridge (381 acres).
- ✓ Completed the annexation of Municipal Utility District (MUD) 124 (337+ acres).
- ✓ Awarded a grant by the Houston-Galveston Area Council (H-GAC) for \$62,500 for increased recycling education and marketing.
- ✓ Completed training to maintain staff certifications and licenses.
- ✓ Worked diligently on ordinance changes as requested by Council.
- ✓ Implemented improved procedures for gaining construction compliance of City Codes.
- ✓ Completed landscape ordinance.
- ✓ Completed Web updates utilizing fillable forms for frequently used forms.

Goals & Objectives for FY 2011 - 2012

- ❑ Maintain Class 7 Status for the community in the CRS program that would allow citizens to obtain a reasonable flood insurance premium discount.
- ❑ Complete Water Conservation Plan.
- ❑ Review irrigation plan and consider changes to appropriate ordinances to improve irrigation to encourage implementation of water conservation.
- ❑ Consider incentive plan for green building.
- ❑ Update Annexation Plan and initiate annexation.
- ❑ Research and consider changes to the sign ordinance.
- ❑ Research and consider changes to the Side Walk Plan.
- ❑ Improve customer service.
- ❑ Participate in a Regional Transportation Plan.
- ❑ Maintain Certifications for all certified staff members.
- ❑ Update Major Thoroughfare Plan.
- ❑ Continue scanning Permits documents to reduce paper and storage requirements.
- ❑ Prepare for adoption of new Building Codes.
- ❑ Substantially complete Energy Grant.

**City of Conroe
General Fund**

**Community Development
0001-1500**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
SPECIAL SERVICES				
Planning Commission	7	7	7	0
TOTAL SPECIAL SERVICES	7	7	7	0

PERSONNEL SERVICES

Director - Community Development	1	1	0	0
City Engineer	1	1	1	0
Assistant City Engineer	1	1	1	0
Engineering Technician	2	2	2	0
GIS Coordinator	1	1	1	0
GIS Technician	2	2	2	0
Sr. Engineering Inspector	1	1	1	0
Engineering Inspector	1	1	1	0
City Planner	1	1	1	1
Secretary II	1	1	1	0
Secretary I	1	1	1	1
Permit Technicians	3	3	3	3
Platting/Permit Technician	1	0	0	0
Sr. Permit Technician	1	1	1	1
Building Official	1	1	1	1
Building Inspector	5	5	5	5
Assistant Building Official	1	1	1	1
Sr. Engineering Technician	1	0	0	0
Assistant City Planner	0	1	0	0
Development Coordinator	0	0	1	0
TOTAL PERSONNEL SERVICES	26	25	24	13

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Number of Permits Issued	5,140	6,470	5,727	5,800
Revenue	\$1,676,734	\$1,768,499	\$1,290,255	\$1,300,000
Number of Inspections	18,393	16,985	14,364	14,500

CITY OF CONROE

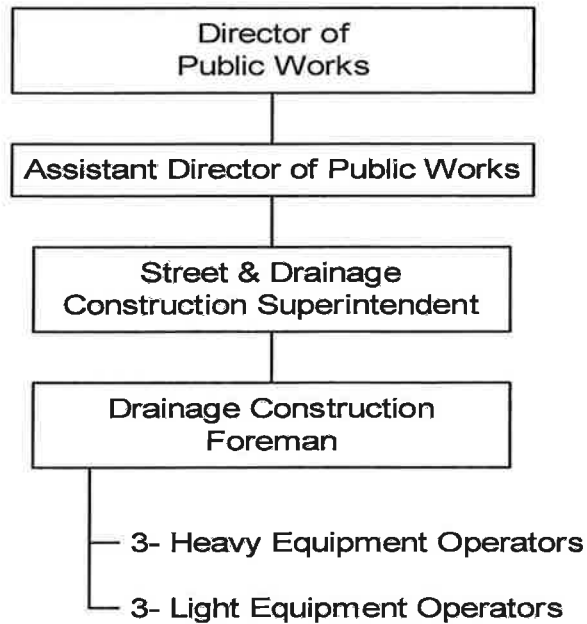
FY 2011-2012

0001-1500

BUDGET LINE ITEMS

FUND: GENERAL FUND	DEPARTMENT: COMMUNITY DEVELOPMENT			DIVISION: COMMUNITY DEVELOPMENT			
	2010	2011		2012			
		ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO
7010 Salaries	\$1,333,576	\$1,387,702	\$1,409,806	\$631,141	\$0	\$0	\$631,141
7012 Salaries - Part Time	\$32	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$144	\$3,000	\$2,393	\$3,000	\$0	\$0	\$3,000
7025 Social Security	\$99,211	\$126,554	\$104,982	\$57,707	\$0	\$0	\$57,707
7030 Retirement & Pension	\$205,284	\$219,407	\$225,601	\$113,116	\$0	\$0	\$113,116
7035 Workers Compensation	\$5,778	\$6,634	\$4,449	\$2,904	\$0	\$0	\$2,904
7040 Employee Insurance	\$214,113	\$210,000	\$209,970	\$109,200	\$0	\$0	\$109,200
PERSONNEL SERVICES SUBTOTAL	\$1,858,138	\$1,953,297	\$1,957,201	\$917,068	\$0	\$0	\$917,068
7110 Office Supplies	\$15,390	\$26,020	\$16,000	\$24,020	\$0	\$0	\$24,020
7130 Building Supplies	\$986	\$7,000	\$3,500	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$614	\$6,000	\$4,000	\$1,500	\$0	\$0	\$1,500
7160 Vehicle Operations	\$48,730	\$54,350	\$54,350	\$36,000	\$0	\$0	\$36,000
7170 Vehicle Repairs	\$3,922	\$4,000	\$4,000	\$5,000	\$0	\$0	\$5,000
7180 Equipment Repairs	\$567	\$4,000	\$1,500	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$250	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$17,837	\$26,229	\$25,000	\$25,000	\$0	\$0	\$25,000
SUPPLIES SUBTOTAL	\$88,046	\$127,849	\$108,350	\$91,520	\$0	\$0	\$91,520
8010 Utilities	\$5,080	\$20,000	\$12,500	\$13,043	\$0	\$0	\$13,043
8020 Insurance and Bonds	\$4,436	\$4,000	\$4,500	\$4,000	\$0	\$0	\$4,000
8030 Legal Services	\$3,449	\$4,000	\$3,000	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$5,383	\$7,695	\$7,500	\$3,241	\$0	\$0	\$3,241
8050 Travel & Training	\$19,688	\$49,967	\$22,000	\$20,588	\$0	\$0	\$20,588
8060 Contract Services	\$98,666	\$143,701	\$110,000	\$50,512	\$0	\$0	\$50,512
CONTRACTUAL SUBTOTAL	\$136,702	\$229,363	\$159,500	\$91,384	\$0	\$0	\$91,384
9030 Improvements >\$5,000	\$20,687	\$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	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$20,687	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1500	\$2,103,573	\$2,310,509	\$2,225,051	\$1,099,972	\$0	\$0	\$1,099,972

Drainage Construction



The Drainage Construction Department provides storm water control to the City of Conroe by utilizing the resources dedicated to the maintenance of drainage ways.

Drainage Construction

Accomplishments for FY 2010-2011

- ✓ Improved drainage throughout: the Dugan area, Chambers Street, McMillian Street and Reaves at Fifth Street.
- ✓ Cleaned Live Oak Creek from SH 105 to East Forrest Way.
- ✓ Cleaned West Branch of Alligator Creek from SH 105 to Semands Street.
- ✓ Converted the Detention Pond at the Recreation Center into a wet pond.
- ✓ Participated in the clearing of the two new water well sites located on FM 3083 and Little Egypt Road.
- ✓ Participated in the clearing of the League Line Road street improvement project.
- ✓ Completed NorthPine Drainage Project.

Goals & Objectives for FY 2011-2012

- Begin the following Capital Improvement Program Projects:
 - a. Owens Road @ Loop 336
 - b. White Oak and Oaklawn
 - c. Wilson Road, Oddfellow area (will be fixed under Wilson Road Improvements).
 - d. Post Oak, Bowman, and Austin Road area.
 - e. East Forrest Way @ Live Oak creek slope paving.

**City of Conroe
General Fund**

**Drainage Construction
0001-1530**

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERSONNEL SERVICES				
Drainage Foreman	1	1	1	1
Heavy Equipment Operator	3	3	3	3
Light Equipment Operator/Driver	3	3	3	3
TOTAL PERSONNEL SERVICES	7	7	7	7
	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERFORMANCE MEASURES				
Number of drainage projects completed	5	8	9	6
Number of trees recycled (in yards)	90,000	30,000	70,000	85,000
Number of work orders completed	110	171	195	220

CITY OF CONROE

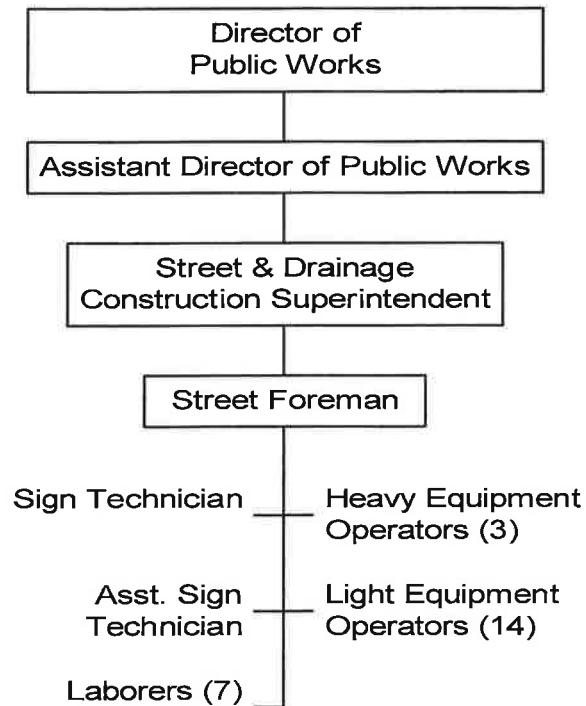
FY 2011-2012

0001-1530

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: DRAINAGE CONSTRUCTION			DIVISION: DRAINAGE CONSTRUCTION		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$248,396	\$262,214	\$260,727	\$270,620	\$0	\$0	\$270,620
7020 Overtime	\$22,252	\$52,500	\$6,968	\$52,500	\$0	\$0	\$52,500
7025 Social Security	\$20,807	\$28,639	\$20,170	\$29,404	\$0	\$0	\$29,404
7030 Retirement & Pension	\$41,704	\$52,329	\$42,954	\$55,038	\$0	\$0	\$55,038
7035 Workers Compensation	\$7,841	\$7,497	\$5,613	\$7,843	\$0	\$0	\$7,843
7040 Employee Insurance	\$57,822	\$58,800	\$59,931	\$58,800	\$0	\$0	\$58,800
PERSONNEL SERVICES SUBTOTAL	\$398,822	\$461,979	\$396,363	\$474,205	\$0	\$0	\$474,205
7110 Office Supplies	\$868	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7140 Wearing Apparel	\$2,934	\$3,500	\$3,000	\$3,500	\$0	\$0	\$3,500
7160 Vehicle Operations	\$99,187	\$110,000	\$110,000	\$110,000	\$0	\$0	\$110,000
7170 Vehicle Repairs	\$5,954	\$20,000	\$20,000	\$20,000	\$0	\$0	\$20,000
7180 Equipment Repairs	\$1,884	\$20,000	\$0	\$5,000	\$0	\$0	\$5,000
7190 Radio Repairs	\$306	\$500	\$500	\$500	\$0	\$0	\$500
7200 Operating Supplies	\$22,551	\$45,492	\$60,000	\$60,492	\$0	\$0	\$60,492
SUPPLIES SUBTOTAL	\$133,684	\$200,492	\$194,500	\$200,492	\$0	\$0	\$200,492
8010 Utilities	\$814	\$1,400	\$1,000	\$1,400	\$0	\$0	\$1,400
8020 Insurance and Bonds	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$10,000	\$10,000	\$10,000	\$0	\$0	\$10,000
8050 Travel & Training	\$1,963	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
8060 Contract Services	\$1,440	\$61,752	\$60,000	\$61,752	\$0	\$0	\$61,752
CONTRACTUAL SUBTOTAL	\$5,217	\$75,152	\$73,000	\$75,152	\$0	\$0	\$75,152
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	\$1,972	\$0	\$5,300	\$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	\$1,972	\$0	\$5,300	\$0	\$0	\$0	\$0
TOTAL 0001-1530	\$539,695	\$737,623	\$669,163	\$749,849	\$0	\$0	\$749,849

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, new or replacement directional marking, maintaining and replacing existing street signage.

Street Department

Accomplishments for FY 2010-2011

- ✓ Rehabilitated the following streets: Billie Bess, Hillbig and all streets under the Dugan area Street Rehabilitation Project.
- ✓ Overlaid Southwind Ridge Subdivision.
- ✓ Overlaid Orval and Argo Streets.
- ✓ Overlaid Water Well 21 and 22.
- ✓ Crack sealed approximately six miles of streets.
- ✓ Participated in the installation of the Downtown Christmas event and lighting.
- ✓ Cleaned twelve miles of ditches throughout the City.
- ✓ Mowed City right-of-way six times (Contracted).
- ✓ Installed right turn lane on FM 3083 at SH 105.
- ✓ Installed right turn lane at Longmire and SH 105.
- ✓ Built generator slab at City Hall.

Goals & Objectives for FY 2011-2012

- ❑ Installed right turn lane on SH 105 at Loop 336 West.
- ❑ Continue with our crack seal program for City streets.
- ❑ Maintain 16 miles of ditches in city limits.
- ❑ Mow city limits right-of-way six to eight times a year.
- ❑ Rehabilitate streets on Airport Road.
- ❑ Rehabilitate streets on Foster Drive.
- ❑ Rehabilitate Streets on Kirk Road and Humble Tank Road.
- ❑ Rehabilitate Park Place from Ave E to Ave H.
- ❑ Rehabilitate streets within Montgomery County Airport.
- ❑ Implement Lightview (streetlights), a module of Cartegraph for asset management.

**City of Conroe
General Fund**

**Street Department
0001-1540**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Street Superintendent	1	1	1	1
Foreman	1	1	1	1
Sign Technician	1	1	1	1
Assistant Sign Technician	1	1	1	1
Heavy Equipment Operator	3	3	3	3
Light Equipment Operator/Driver	14	14	14	14
Laborer	7	7	7	7
TOTAL PERSONNEL SERVICES	28	28	28	28

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Number of miles streets swept	11,000	11,016	11,236	11,460
Number of miles ditches cleaned	18	12	14	15
Number of work orders completed	1,806	1,330	1,176	1,440
Number of tons of asphalt for potholes	443	455	449	450
Number of street signs repaired	1,207	816	1,000	1,010
Tons of asphalt, utility cuts repaired	1,226	1,613	1,420	1,700
Number of miles of right-of-ways mowed	425	340	655	665

CITY OF CONROE

FY 2011-2012

0001-1540

BUDGET LINE ITEMS

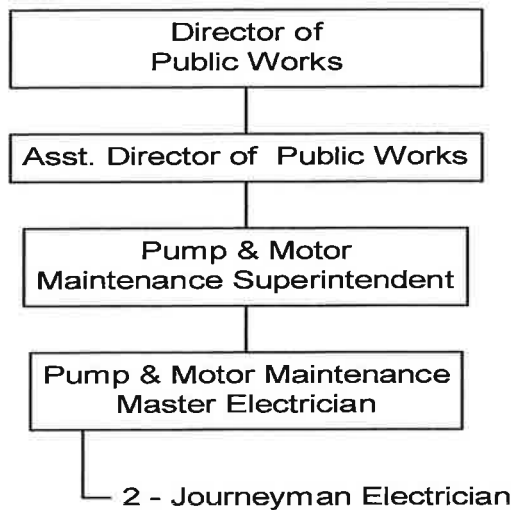
FUND: GENERAL FUND		DEPARTMENT: STREETS		DIVISION: STREETS			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$948,586	\$1,021,193	\$997,203	\$1,037,289	\$0	\$0	\$1,037,289
7020 Overtime	\$83,244	\$68,200	\$29,961	\$68,200	\$0	\$0	\$68,200
7025 Social Security	\$78,296	\$99,135	\$75,984	\$100,599	\$0	\$0	\$100,599
7030 Retirement & Pension	\$160,161	\$175,802	\$162,318	\$187,985	\$0	\$0	\$187,985
7035 Workers Compensation	\$55,357	\$63,572	\$42,864	\$54,797	\$0	\$0	\$54,797
7040 Employee Insurance	\$228,996	\$235,200	\$222,549	\$235,200	\$0	\$0	\$235,200
7050 Pre-Employment Physicals	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PERSONNEL SERVICES SUBTOTAL	\$1,554,640	\$1,663,102	\$1,530,879	\$1,684,070	\$0	\$0	\$1,684,070
7110 Office Supplies	\$1,329	\$1,900	\$1,900	\$1,900	\$0	\$0	\$1,900
7140 Wearing Apparel	\$10,638	\$13,000	\$13,000	\$13,000	\$0	\$0	\$13,000
7160 Vehicle Operations	\$329,706	\$215,000	\$223,000	\$220,000	\$0	\$0	\$220,000
7170 Vehicle Repairs	\$29,649	\$25,000	\$25,000	\$25,000	\$0	\$0	\$25,000
7180 Equipment Repairs	\$2,726	\$20,000	\$20,000	\$15,000	\$0	\$0	\$15,000
7190 Radio Repairs	\$71	\$800	\$800	\$800	\$0	\$0	\$800
7200 Operating Supplies	\$243,211	\$274,965	\$275,000	\$274,965	\$0	\$250,000	\$524,965
SUPPLIES SUBTOTAL	\$617,330	\$550,665	\$558,700	\$550,665	\$0	\$250,000	\$800,665
8010 Utilities	\$376,656	\$291,000	\$328,000	\$291,000	\$0	\$0	\$291,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$10,000	\$10,000	\$10,000	\$0	\$0	\$10,000
8050 Travel & Training	\$8,427	\$11,000	\$9,000	\$10,796	\$0	\$0	\$10,796
8060 Contract Services	\$59,047	\$166,507	\$166,000	\$166,711	\$60,000	\$0	\$226,711
CONTRACTUAL SUBTOTAL	\$444,130	\$478,507	\$513,000	\$478,507	\$60,000	\$0	\$538,507
9030 Improvements >\$5,000	\$60,562	\$0	\$0	\$0	\$0	\$0	\$0
9031 Improvements <\$5,000	\$25,456	\$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	\$8,000	\$0	\$0	\$72,000	\$72,000
9051 Machinery & Equipment <\$5,000	\$5,778	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$9,908	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9070 Intang. Assets-Indef. Life	\$6,577	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$108,281	\$0	\$8,000	\$0	\$0	\$72,000	\$72,000
TOTAL 0001-1540	\$2,724,381	\$2,692,274	\$2,610,579	\$2,713,242	\$60,000	\$322,000	\$3,095,242

CITY OF CONROE
FY 2011-2012
0001-1540

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1173	0	Adjustment / Additional Cost In Acct.# 7200	Non-discretionary Adjustment	7200 OPERATING SUPPLIES Request Total	\$250,000 \$250,000
732	1	Articulated Pneumatic Roller	New Equipment	9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$72,000 \$72,000
2 Requests			Total for 0001- 1540		\$322,000

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 to 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.

Signal Maintenance

Accomplishments for FY 2010-2011

- ✓ Assumed responsibility for all maintenance and operations of traffic signals and flashers, school zone flashers, and overhead illumination inside the City limits that include:
 - 51 road side and over head flashers
 - 14 school zone flashers
 - 300 over head illuminations
 - 80 traffic signals
- ✓ Hired two Journeyman Electricians.

Goals & Objectives for FY 2011-2012

- Remodel Pump and Motor Maintenance Building and Record Storage Building to support current and additional staff and supplies for Signal Maintenance Department.
- Conduct Proper Bucket Truck Safety training for all employees that operate bucket truck.
- Hire two Traffic Signal Technicians to maintain operation and maintenance of all traffic signals, school zone flasher and overhead illumination.
- Stock material and spare parts for traffic signal operations.
- Monitor current traffic signal maintenance and operations.

**City of Conroe
General Fund**

**Signal Maintenance
0001-1550**

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERSONNEL SERVICES				
Journeyman Electrician	0	0	2	2
TOTAL PERSONNEL SERVICES	0	0	2	2

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERFORMANCE MEASURES				
Signal Repair Work Orders	N/A	N/A	125	250
New Signal Install Work Orders	N/A	N/A	0	4
Timing Change Work Orders	N/A	N/A	1	6
Number of Power Outages	N/A	N/A	4	12
Signal Rebuild	N/A	N/A	0	2

CITY OF CONROE

FY 2011-2012

0001-1550

BUDGET LINE ITEMS

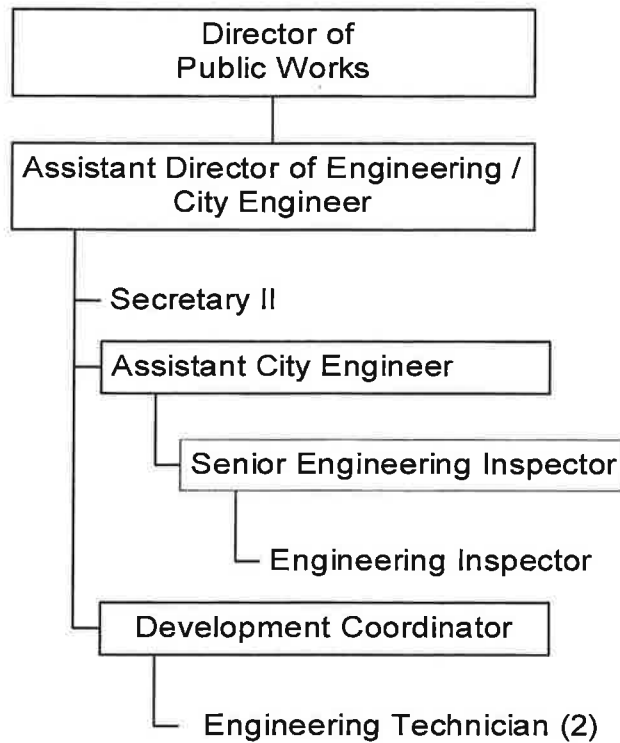
FUND: GENERAL FUND

DEPARTMENT: SIGNAL MAINTENANCE

DIVISION: SIGNAL MAINTENANCE

	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$71,635	\$74,787	\$82,457	\$0	\$0	\$82,457
7020 Overtime	\$0	\$3,000	\$5,000	\$3,000	\$0	\$0	\$3,000
7025 Social Security	\$0	\$5,977	\$6,095	\$7,777	\$0	\$0	\$7,777
7030 Retirement & Pension	\$0	\$12,111	\$12,825	\$14,850	\$0	\$0	\$14,850
7035 Workers Compensation	\$0	\$330	\$500	\$2,405	\$0	\$0	\$2,405
7040 Employee Insurance	\$0	\$8,400	\$14,298	\$16,800	\$0	\$0	\$16,800
PERSONNEL SERVICES SUBTOTAL	\$0	\$101,453	\$113,505	\$127,289	\$0	\$0	\$127,289
7110 Office Supplies	\$0	\$504	\$500	\$500	\$0	\$0	\$500
7140 Wearing Apparel	\$0	\$382	\$350	\$900	\$0	\$0	\$900
7160 Vehicle Operations	\$0	\$0	\$0	\$8,000	\$0	\$0	\$8,000
7170 Vehicle Repairs	\$0	\$0	\$0	\$8,000	\$0	\$0	\$8,000
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$0	\$0	\$600	\$0	\$0	\$600
7200 Operating Supplies	\$0	\$68,700	\$65,000	\$58,700	\$0	\$0	\$58,700
SUPPLIES SUBTOTAL	\$0	\$69,586	\$65,850	\$76,700	\$0	\$0	\$76,700
8010 Utilities	\$0	\$126,519	\$125,000	\$104,405	\$0	\$0	\$104,405
8040 Leased Equipment	\$0	\$0	\$0	\$5,000	\$0	\$0	\$5,000
8050 Travel & Training	\$0	\$2,500	\$2,500	\$2,500	\$0	\$0	\$2,500
8060 Contract Services	\$0	\$120,000	\$120,000	\$10,000	\$80,000	\$0	\$90,000
CONTRACTUAL SUBTOTAL	\$0	\$249,019	\$247,500	\$121,905	\$80,000	\$0	\$201,905
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	\$5,000	\$5,000	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$15,500	\$15,500	\$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	\$20,500	\$20,500	\$0	\$0	\$0	\$0
TOTAL 0001-1550	\$0	\$440,558	\$447,355	\$325,894	\$80,000	\$0	\$405,894

Engineering



The Engineering department recognizes the connection between the community's built and natural environment. They provide 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.

Engineering

Accomplishments for FY 2010-2011

- ✓ Created a City of Conroe Development Guide.
- ✓ Merged drainage and detention requirements with the County requirements to facilitate permitting in the Planning Area.
- ✓ Completed the utility relocation designs along IH-45 and received full reimbursement from TxDOT for the City's efforts.
- ✓ Updated the Engineering and Floodplain web pages on the City's web site.

Goals & Objectives for FY 2011 - 2012

- ❑ Review and revise necessary portions of the Design Manual.
- ❑ Assist homeowners and businesses affected by the new FEMA floodplain maps.
- ❑ Develop a strategy to implement the Municipal Separate Storm Sewer System (MS4) as required by surpassing 50,000 in population.
- ❑ Continue scanning Engineering/Permits documents to reduce paper and storage requirements.
- ❑ Update Subdivision Ordinances through Developer's Committee.

**City of Conroe
General Fund**

**Engineering
0001-1570**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
SPECIAL SERVICES				
Planning Commission	0	0	0	7
TOTAL SPECIAL SERVICES	0	0	0	7
PERSONNEL SERVICES				
Assistant Director of Engineering	0	0	0	1
Assistant City Engineer	0	0	0	1
Engineering Technician	0	0	0	2
Sr. Engineering Inspector	0	0	0	1
Engineering Inspector	0	0	0	1
Secretary II	0	0	0	1
Development Coordinator	0	0	0	1
Transportation Engineer	0	0	0	0
TOTAL PERSONNEL SERVICES	0	0	0	8
	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Number of Development Permits	0	0	0	75
Revenue	\$0	\$0	\$0	\$190,000

CITY OF CONROE

FY 2011-2012

0001-1570

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: ENGINEERING		DIVISION: ENGINEERING			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$0	\$0	\$499,124	\$0	\$0	\$499,124
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	\$45,420	\$0	\$0	\$45,420
7030 Retirement & Pension	\$0	\$0	\$0	\$82,350	\$0	\$0	\$82,350
7035 Workers Compensation	\$0	\$0	\$0	\$2,039	\$0	\$0	\$2,039
7040 Employee Insurance	\$0	\$0	\$0	\$67,200	\$0	\$0	\$67,200
PERSONNEL SERVICES SUBTOTAL	\$0	\$0	\$0	\$696,133	\$0	\$0	\$696,133
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$0	\$0	\$0	\$1,000	\$0	\$0	\$1,000
7160 Vehicle Operations	\$0	\$0	\$0	\$14,000	\$0	\$0	\$14,000
7170 Vehicle Repairs	\$0	\$0	\$0	\$3,350	\$0	\$0	\$3,350
7180 Equipment Repairs	\$0	\$0	\$0	\$2,000	\$0	\$0	\$2,000
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$0	\$0	\$0	\$9,729	\$0	\$0	\$9,729
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$30,079	\$0	\$0	\$30,079
8010 Utilities	\$0	\$0	\$0	\$6,957	\$0	\$0	\$6,957
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$200	\$0	\$0	\$200
8040 Leased Equipment	\$0	\$0	\$0	\$3,241	\$0	\$0	\$3,241
8050 Travel & Training	\$0	\$0	\$0	\$19,246	\$0	\$0	\$19,246
8060 Contract Services	\$0	\$0	\$0	\$44,835	\$0	\$0	\$44,835
CONTRACTUAL SUBTOTAL	\$0	\$0	\$0	\$74,479	\$0	\$0	\$74,479
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	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1570	\$0	\$0	\$0	\$800,691	\$0	\$0	\$800,691

**City of Conroe
General Fund**

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

<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
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There are no personnel items associated with this department.

CITY OF CONROE

FY 2011-2012

0001-1800

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: GF NON-DEPARTMENTAL			DIVISION: GF NON-DEPARTMENTAL		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$0	\$0	\$300,000	\$0	\$0	\$300,000
7025 Social Security	\$0	\$0	\$0	\$22,750	\$0	\$0	\$22,750
7030 Retirement & Pension	\$0	\$0	\$0	\$42,275	\$0	\$0	\$42,275
7035 Workers Compensation	\$0	\$0	\$0	\$4,675	\$0	\$0	\$4,675
7040 EMPLOYEE INSURANCE	\$1,176,984	\$894,032	\$945,999	\$945,999	\$0	\$0	\$945,999
7070 Unemployment	\$6,714	\$11,000	\$11,000	\$15,000	\$0	\$0	\$15,000
PERSONNEL SERVICES SUBTOTAL	\$1,183,698	\$905,032	\$956,999	\$1,330,699	\$0	\$0	\$1,330,699
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$25,114	\$38,500	\$38,500	\$38,900	\$0	\$0	\$38,900
SUPPLIES SUBTOTAL	\$25,114	\$38,500	\$38,500	\$38,900	\$0	\$0	\$38,900
8010 Utilities	\$15	\$0	\$0	\$0	\$0	\$0	\$0
8020 Insurance and Bonds	\$245,090	\$285,100	\$225,000	\$275,100	\$0	\$0	\$275,100
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$79,507	\$238,924	\$249,927	\$213,241	\$0	\$0	\$213,241
8080 Garbage & Recycling Fees	\$475	\$0	\$60	\$0	\$0	\$0	\$0
8085 Donated Rent Expense	\$25,512	\$0	\$0	\$0	\$0	\$0	\$0
8095 Unallocated Resources	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$350,599	\$524,024	\$474,987	\$488,341	\$0	\$0	\$488,341
9010 Land >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9011 Land <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9020 Buildings >\$5,000	\$125,000	\$0	\$0	\$0	\$0	\$0	\$0
9021 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9031 Improvements <\$5,000	\$265	\$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	\$112,076	\$49,118	\$49,118	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$2,955	\$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	\$237,341	\$49,118	\$52,073	\$0	\$0	\$0	\$0
8520 Transfer Out	\$4,664,483	\$3,926,205	\$3,788,248	\$2,074,409	\$0	\$0	\$2,074,409
8540 Beautification	\$411	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS SUBTOTAL	\$4,664,894	\$3,926,205	\$3,788,248	\$2,074,409	\$0	\$0	\$2,074,409
9660 Principal-Lease	\$352,304	\$49,093	\$49,093	\$51,033	\$0	\$0	\$51,033

CITY OF CONROE

FY 2011-2012

0001-1800

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: GF NON-DEPARTMENTAL

DIVISION: GF NON-DEPARTMENTAL

	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9670 Interest-Lease	(\$3,432)	\$26,085	\$26,085	\$24,146	\$0	\$0	\$24,146
DEBT SERVICE SUBTOTAL	\$348,872	\$75,178	\$75,178	\$75,179	\$0	\$0	\$75,179
TOTAL 0001-1800	\$6,810,518	\$5,518,057	\$5,385,985	\$4,007,528	\$0	\$0	\$4,007,528



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WATER AND SEWER OPERATING FUND

FY 11-12 Budget Summary

Water/Sewer Operating Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Dollar FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar + / -	Percent + / -
Beginning Working Capital:		\$ 4,158,655	\$ 4,158,655	\$ -	\$ 5,475,658	\$ -	\$ 5,475,658	\$ -	0.0%
W/S Fund Revenues:									
Revenues	\$ 16,482,754	\$ 17,416,905	\$ 18,777,477	\$ 1,360,572	\$ 20,087,351	\$ -	\$ 20,087,351	\$ 2,670,446	15.3%
Total Revenues	\$ 16,482,754	\$ 17,416,905	\$ 18,777,477	\$ 1,360,572	\$ 20,087,351	\$ -	\$ 20,087,351	\$ 2,670,446	15.3%
Total Resources:	\$ 16,482,754	\$ 21,575,560	\$ 22,936,132	\$ 1,360,572	\$ 25,563,009	\$ -	\$ 25,563,009	\$ 2,670,446	12.4%
W/S Fund Expenditures:									
Utilities/Meter Readers	\$ 750,217	\$ 855,016	\$ 831,109	\$ 23,907	\$ 765,926	\$ 18,800	\$ 784,726	\$ (70,290)	-8.2%
Public Works	681,494	735,641	732,685	2,956	709,049	40,100	749,149	13,508	1.8%
Water	3,268,613	3,359,526	3,243,312	116,214	3,324,894	241,000	3,565,894	206,368	6.1%
Wastewater Treatment	1,892,997	1,709,715	1,797,952	(88,237)	1,667,462	178,240	1,845,702	135,987	8.0%
Sewer	1,531,055	1,676,019	1,417,066	258,953	1,697,509	6,000	1,703,509	27,490	1.6%
Pump & Motor Maint	863,043	901,194	931,579	(30,385)	827,874	-	827,874	(73,320)	-8.1%
W/S Non-Departmental	6,714,058	8,196,345	8,506,771	(310,426)	10,470,972	-	10,470,972	2,274,627	27.8%
Total Expenditures	\$ 15,701,477	\$ 17,433,456	\$ 17,460,474	\$ (27,018)	\$ 19,463,686	\$ 484,140	\$ 19,947,826	\$ 2,514,370	14.4%
New Fund Balance:		\$ 4,142,104	\$ 5,475,658	\$ 1,333,554	\$ 6,099,323		\$ 5,615,183	\$ 1,473,079	
60-Day Reserve:		\$ 2,866,060	\$ 2,870,502		\$ 3,199,830		\$ 3,279,423		
Over/(Under):		1,276,044	2,605,156		2,899,493		2,335,760		
Budget Contingency:		\$ 1,433,030	\$ 1,435,251		\$ 1,599,915		\$ 1,639,711		
Over/(Under) 30-Days:		(156,986)	1,169,905		1,299,578		696,049		
Breakdown of Transfer Out:									
Administrative Transfer (GF)					\$ 1,294,397				
Revenue Debt Service Fund					3,550,806				
Revenue Debt Reserve Fund					100,104				
W&S Construction Fund					-				
Vehicle & Equipment Replacement Fund					416,357				
Conroe Tower Fund					97,146				
G.O. Debt Service Fund (MUD Debt)					-				
Total					\$ 5,458,810				

FY 11-12 Budget Summary by Category Water/Sewer Operating Fund

	<u>FY 10-11 Budget</u>	<u>FY 10-11 Estimate</u>	<u>Under/ (Over)</u>	<u>FY 11-12 Base</u>	<u>Supplemental FY 11-12</u>	<u>FY 11-12 Proposed</u>
Personnel	\$ 4,823,506	\$ 4,501,769	\$ 321,737	\$ 4,850,370	\$ 40,100	\$ 4,890,470
Supplies	1,820,307	1,851,553	(31,246)	1,931,037	80,000	2,011,037
Contractual	4,911,711	5,233,089	(321,378)	6,036,653	98,240	6,134,893
Capital Outlay	151,635	147,766	3,869	-	265,800	265,800
Transfers	5,158,562	5,158,562	-	6,077,890	-	6,077,890
Debt Service	567,735	567,735	-	567,736	-	567,736
Total	<u>\$ 17,433,456</u>	<u>\$ 17,460,474</u>	<u>\$ (27,018)</u>	<u>\$ 19,463,686</u>	<u>\$ 484,140</u>	<u>\$ 19,947,826</u>

FY 11-12 Supplemental Requests

Water/Sewer Operating Fund

Department/Division	Dept Rank	Supplemental Req. Title	Requested Amount ¹	FY 10-11 Purchase ²	CAO Adjustment ³	List "A" (Included) ⁴	Type
0002-2800 Utilities/Meter Readers	0	Postage Increase for Bills & Delinquent Notices	\$ 8,789	\$ -	\$ 8,789	\$ -	Non-discretionary Adjustment
0002-2800 Utilities/Meter Readers	0	Preprinted Bills, Notices, & Envelopes	4,000	-	4,000	-	Non-discretionary Adjustment
0002-2800 Utilities/Meter Readers	0	WISE Guys Irrigation Audit Program	52,800	-	-	-	Non-discretionary Adjustment
0002-2800 Utilities/Meter Readers	2	Longmire Way Court Replacement Water Meters	1,149	-	-	1,149	Replacement Equipment
0002-2800 Utilities/Meter Readers	3	Longmire Way Subdivision Replacement Water Meters	1,978	-	-	1,978	Replacement Equipment
0002-2800 Utilities/Meter Readers	4	Bella Vita Subdivision Water Meter Replacement	2,142	-	-	2,142	Replacement Equipment
0002-2800 Utilities/Meter Readers	5	Camilla Subdivision Water Meter Replacement	2,902	-	-	2,902	Replacement Equipment
0002-2800 Utilities/Meter Readers	6	Pebble Glen Subdivision Replacement Water Meters	10,629	-	-	10,629	Replacement Equipment
0002-2800 Utilities/Meter Readers	7	1 Inch Water Meter Replacement from 2006 Conversion	11,327	-	-	-	Replacement Equipment
0002-2800 Utilities/Meter Readers	8	Southwind Ridge Water Meter Replacement	26,032	-	-	-	Replacement Equipment
0002-2800 Utilities/Meter Readers	9	Longmire on Lake Conroe Water Meter Replacement	26,475	-	-	-	Replacement Equipment
0002-2800 Utilities/Meter Readers	10	Crighton Woods Subdivision Water Meter Replacement	33,312	-	-	-	Replacement Equipment
0002-2800 Utilities/Meter Readers	11	Crighton Ridge Subdivision Water Meter Replacement	62,917	-	-	-	Replacement Equipment
0002-2800 Utilities/Meter Readers Total			\$ 244,452	\$ -	\$ 12,789	\$ 18,800	
0002-2810 Public Works	0	Part-Time Water Conservation Manager	40,100	-	-	40,100	Replacement Equipment
0002-2810 Public Works	1	Replace Flooring in Classroom Bldg & Admin. Bldg	40,000	-	-	-	Replacement Equipment
0002-2810 Public Works	2	Security Equipment - Svc Ctr Complex - Ph. II	75,000	-	-	-	New Equipment
0002-2810 Public Works	3	Smart Board for Conference Room	8,000	-	-	-	New Equipment
0002-2810 Public Works Total			\$ 163,100	\$ -	\$ -	\$ 40,100	
0002-2820 Water	0	Water Wells Generator Annual Maintenance Contract	4,000	-	4,000	-	Non-discretionary Adjustment
0002-2820 Water	1	Data Collection Service	125,000	-	-	-	Enhanced Program
0002-2820 Water	2	Paint Two Ground Storage Tanks & Hydro at Well 6	210,000	-	-	210,000	Enhanced Program
0002-2820 Water	3	Three Hydro Pneumatic Tank Rehabs	17,000	-	-	17,000	Enhanced Program
0002-2820 Water	5	Well SCADA & Security Upgrade	14,000	-	-	14,000	Enhanced Program
0002-2820 Water	8	Underground Air Piercing Tool	5,500	-	-	-	Replacement Equipment
0002-2820 Water Total			\$ 375,500	\$ -	\$ 4,000	\$ 241,000	
0002-2881 WWTP	0	Additional Money in Acct. 8060 - Lab Testing	21,240	-	-	21,240	Non-discretionary Adjustment
0002-2881 WWTP	0	Additional Money in Acct. 7160 - Fuel Costs	5,000	-	-	5,000	Non-discretionary Adjustment
0002-2881 WWTP	0	Additional Money in Acct. 8060 - Landfill Fees	77,000	-	-	77,000	Non-discretionary Adjustment
0002-2881 WWTP	1	Supervisory Control/Data Acquisition Hard/Software	60,000	-	-	-	New Equipment
0002-2881 WWTP	1	Overhaul Screw Pump	75,000	-	-	75,000	Replacement Equipment
0002-2881 WWTP	2	Storm Water Pump Motor	35,000	-	-	-	Replacement Equipment
0002-2881 WWTP Total			\$ 273,240	\$ -	\$ -	\$ 178,240	
0002-2882 Sewer	0	Additional Funds in Account 7160	50,000	-	50,000	-	Non-discretionary Adjustment
0002-2882 Sewer	1	New 3 Man Maintenance Crew	264,198	-	-	-	New Personnel
0002-2882 Sewer	2	Data Collection Service	125,000	-	-	-	Enhanced Program
0002-2882 Sewer	3	Portable CCTV Inspection System	8,200	-	-	-	New Equipment
0002-2882 Sewer	4	Adjustable Trench Box	6,000	-	-	6,000	New Equipment
0002-2882 Sewer	6	3 Metal Detectors	3,000	-	-	-	Replacement Equipment

FY 11-12 Supplemental Requests Water/Sewer Operating Fund

Department/Division	Dept Rank	Supplemental Req. Title	Requested Amount ¹	FY 10-11 Purchase ²	CAO Adjustment ³	List "A" (Included) ⁴	Type
0002-2882 Sewer Total			\$ 456,398	\$ -	\$ 50,000	\$ 6,000	
0002-2883 Pump & Motor Maint	1	New Journeyman Electrician Position	62,959	-	-	-	New Personnel
0002-2883 Pump & Motor Maint	2	Change to Flygt Pumps at Forest Creek Lift Station	20,000	-	-	-	Replacement Equipment
0002-2883 Pump & Motor Maint Total			\$ 82,959	\$ -	\$ -	\$ -	
Grand Total			\$ 1,595,649	\$ -	\$ 66,789	\$ 484,140	

Definitions:

- Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
- FY 10-11 Purchase** - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
- 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).
- List "A" (Included)** - These items are included in the Operating Budget as supplementals.

Notes:

- If there is no funding listed in the FY10-11 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE

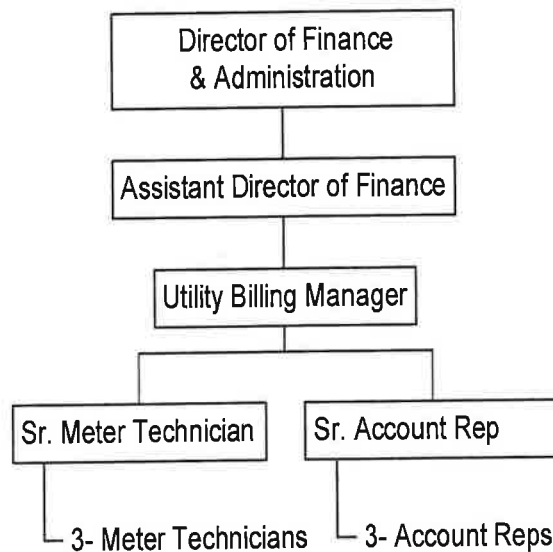
FY 2011-2012

0002-2000

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND		DEPARTMENT: REVENUES		DIVISION: REVENUES			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5100 Water Charges	\$7,379,239	\$7,359,592	\$8,760,764	\$8,760,764	\$0	\$0	\$8,760,764
5105 Groundwater Conservation Fee	\$172,667	\$192,299	\$183,275	\$183,275	\$0	\$0	\$183,275
5110 Sewer Charges	\$6,459,061	\$6,659,671	\$6,860,917	\$7,203,963	\$0	\$0	\$7,203,963
5115 Surface Water Conversion Fee	\$576,963	\$2,163,796	\$2,107,883	\$3,072,348	\$0	\$0	\$3,072,348
5116 Discharged Water Sales	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5120 Water Taps	\$326,487	\$354,834	\$264,404	\$264,404	\$0	\$0	\$264,404
5130 Sewer Taps	\$49,868	\$59,000	\$45,480	\$60,000	\$0	\$0	\$60,000
5140 Reconnects	\$78,540	\$75,189	\$71,356	\$71,356	\$0	\$0	\$71,356
5150 Service Charges	\$54,448	\$55,788	\$55,159	\$55,159	\$0	\$0	\$55,159
5170 Special Revenue/Water & Sewer	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5180 Pretreatment Fees	\$87,146	\$83,181	\$61,290	\$61,290	\$0	\$0	\$61,290
6010 Interest on Investments	\$176	\$67,734	\$3,509	\$3,684	\$0	\$0	\$3,684
6015 Gains (Losses) on Investmt	\$4,614	\$0	\$0	\$0	\$0	\$0	\$0
6020 Penalty & Interest	\$208,883	\$182,744	\$231,447	\$231,447	\$0	\$0	\$231,447
6030 Lease Income	\$1,125	\$0	\$675	\$0	\$0	\$0	\$0
6036 Sales of Cap. Assets	(\$835)	\$0	\$0	\$0	\$0	\$0	\$0
6037 Capital Recovery Fee	\$57,220	\$26,248	\$94,521	\$94,521	\$0	\$0	\$94,521
6060 Unanticipated Revenues	\$24,869	\$24,804	\$36,270	\$25,140	\$0	\$0	\$25,140
6070 Short & Over	(\$245)	(\$12)	(\$79)	\$0	\$0	\$0	\$0
6080 Donations	\$880	\$0	\$600	\$0	\$0	\$0	\$0
6106 Intergovernmental	\$0	\$111,923	\$0	\$0	\$0	\$0	\$0
6510 Interest - Other	\$114	\$114	\$6	\$0	\$0	\$0	\$0
6520 Recovery of Bad Debts	\$52	\$0	\$0	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$6,357	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$994,290	\$0	\$0	\$0	\$0	\$0	\$0
6951 Gain on Sale of Cap Asset	\$835	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$16,482,754	\$17,416,905	\$18,777,477	\$20,087,351	\$0	\$0	\$20,087,351
TOTAL 0002-2000	\$16,482,754	\$17,416,905	\$18,777,477	\$20,087,351	\$0	\$0	\$20,087,351

Utilities/Meter Readers



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. Meter Reading's mission is to ensure 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.

Utilities/Meter Readers

Accomplishments for FY 2010-2011

- ✓ Implemented a Residential Curbside Recycling Program & Ordinance
- ✓ Implemented an Online Payments Application
- ✓ Awarded an H-GAC grant in the amount of \$62,500 for a Recycling Outreach Campaign
- ✓ Implemented Water Conservation Tiered-Rate Structure
- ✓ Implemented a Voluntary Irrigation Ordinance
- ✓ Implemented the Water Irrigation System Evaluation (W.I.S.E. Guy) Program
- ✓ Implemented the Water Conservation Bill Insert Program
- ✓ Implemented the Woodforest 21 Electronic Deposit Program
- ✓ Implemented the Unavoidable Leak Ordinance
- ✓ Provided service to newly annexed subdivisions: Pebble Glen, Bella Vita, Camilla, Longmire on Lake Conroe, Longmire Way, Longmire Court, Southwind Ridge, Crighton Ridge & Woods.
- ✓ Implemented the Itron AMR System for the Crighton Ridge & Woods Subdivisions
- ✓ Hosted Paper Shredding Day
- ✓ Hosted Electronic Waste Collection Day

Goals & Objectives for FY 2011-2012

- ❑ Complete Automated Meter Read (AMR) conversion for selected newly annexed water systems
- ❑ Host a citywide Household Hazardous Waste collection event
- ❑ Seek grants to fund a Water Conservation Awareness Campaign
- ❑ Research a paperless work order system for the Meter Division

City of Conroe
Water and Sewer Operating Fund

Utilities/Meter Readers
0002-2800

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERSONNEL SERVICES				
Utility Billing Manager	1	1	1	1
Sr. Meter Technician	1	1	1	1
Meter Technician	3	3	3	3
Sr. Account Representative	1	1	1	1
Account Representative	3	3	3	3
TOTAL PERSONNEL SERVICES	9	9	9	9

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERFORMANCE MEASURES				
Number of connect service orders	1,909	1,961	2,019	2,079
Number of occupant change service orders	989	1,002	1,032	1,062
Number of disconnect service orders	1,587	1,682	1,732	1,783
Number of reinstate service orders	2,573	2,689	2,769	2,852
Total number of transactions completed	91,033	114,236	117,663	121,192
Total number of alarm billings	4,636	3,707	3,818	3,932
Total number of utility billings	157,067	157,558	160,778	165,601
Total number of irrigation audits	-	-	900	960

CITY OF CONROE

FY 2011-2012

0002-2800

BUDGET LINE ITEMS

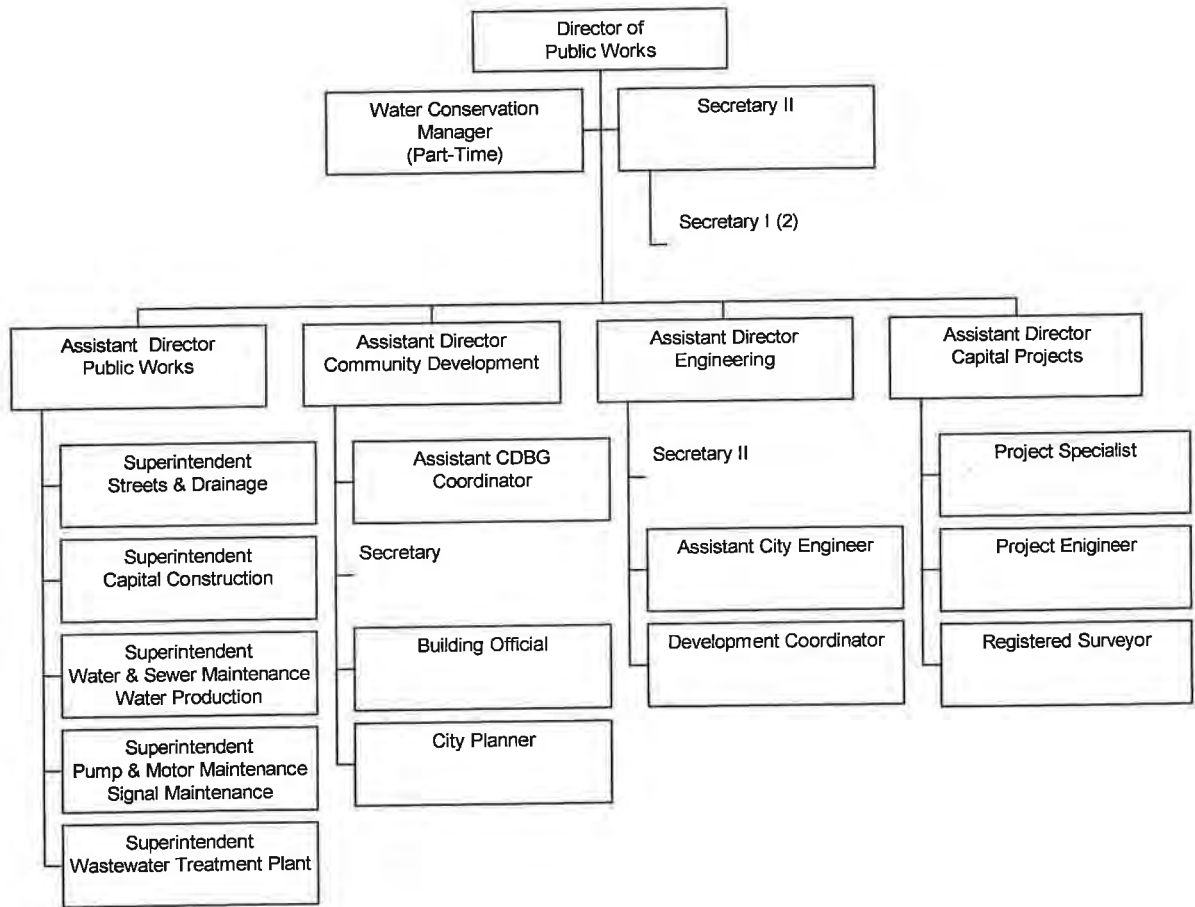
FUND: W&S OPERATING FUND		DEPARTMENT: UTILITIES/METER READERS			DIVISION: UTIL/METER READERS		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$348,960	\$360,364	\$349,580	\$367,745	\$0	\$0	\$367,745
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$1,387	\$10,000	\$10,000	\$10,000	\$0	\$0	\$10,000
7025 Social Security	\$25,117	\$33,703	\$26,999	\$34,375	\$0	\$0	\$34,375
7030 Retirement & Pension	\$67,708	\$61,511	\$57,695	\$64,276	\$0	\$0	\$64,276
7035 Workers Compensation	\$5,753	\$5,545	\$2,837	\$4,848	\$0	\$0	\$4,848
7040 Employee Insurance	\$73,524	\$75,600	\$75,705	\$75,600	\$0	\$0	\$75,600
PERSONNEL SERVICES SUBTOTAL	\$522,449	\$546,723	\$522,816	\$556,844	\$0	\$0	\$556,844
7110 Office Supplies	\$108,413	\$111,305	\$111,305	\$111,365	\$12,789	\$0	\$124,154
7140 Wearing Apparel	\$2,128	\$1,850	\$1,850	\$1,850	\$0	\$0	\$1,850
7160 Vehicle Operations	\$23,006	\$18,500	\$18,500	\$18,500	\$0	\$0	\$18,500
7170 Vehicle Repairs	\$1,269	\$1,100	\$1,100	\$1,100	\$0	\$0	\$1,100
7180 Equipment Repairs	\$0	\$100	\$100	\$100	\$0	\$0	\$100
7190 Radio Repairs	\$0	\$350	\$350	\$350	\$0	\$0	\$350
7200 Operating Supplies	\$11,021	\$5,914	\$5,914	\$5,914	\$0	\$0	\$5,914
SUPPLIES SUBTOTAL	\$145,837	\$139,119	\$139,119	\$139,179	\$12,789	\$0	\$151,968
8010 Utilities	\$2,489	\$4,108	\$4,108	\$4,108	\$0	\$0	\$4,108
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$103	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$8,016	\$22,904	\$22,904	\$22,904	\$0	\$0	\$22,904
8050 Travel & Training	\$2,812	\$4,178	\$4,178	\$4,118	\$0	\$0	\$4,118
8060 Contract Services	\$68,511	\$137,984	\$137,984	\$25,984	\$0	\$0	\$25,984
CONTRACTUAL SUBTOTAL	\$81,931	\$169,174	\$169,174	\$57,114	\$0	\$0	\$57,114
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	\$10,629	\$10,629
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$8,171	\$8,171
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	\$18,800	\$18,800
TOTAL 0002-2800	\$750,217	\$855,016	\$831,109	\$753,137	\$12,789	\$18,800	\$784,726

CITY OF CONROE
FY 2011-2012
0002-2800

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1926	2	Longmire Way Court Replacement Water Meters	Replacement Equipment	9051 MACHINERY & EQUIPMENT <\$5,000 Request Total	\$1,149 \$1,149
1924	3	Longmire Way Subdivision Replacement Water Meters	Replacement Equipment	9051 MACHINERY & EQUIPMENT <\$5,000 Request Total	\$1,978 \$1,978
1928	4	Bella Vita Subdivision Water Meter Replacement	Replacement Equipment	9051 MACHINERY & EQUIPMENT <\$5,000 Request Total	\$2,142 \$2,142
1927	5	Camilla Subdivision Water Meter Replacement	Replacement Equipment	9051 MACHINERY & EQUIPMENT <\$5,000 Request Total	\$2,902 \$2,902
1929	6	Pebble Glen Subdivision Replacement Water Meters	Replacement Equipment	9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$10,629 \$10,629
5 Requests			Total for 0002- 2800		\$18,800

Public Works



The Public Works Department includes the management and supervision of the Street, Drainage, Pump and Motor Maintenance, Capital Construction, Water Production, Water Maintenance, Sewer Maintenance, Wastewater Treatment Plant, Community Development (Building/Permits/Planning & CDBG), Engineering and Capital Projects 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 and the maintenance of streets and drainage 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 2010-2011

- ✓ Continued with implementation of Carte Graph software for the entire department.
- ✓ Continued with Sanitary Sewer Overflow Initiative Program tracking.
- ✓ Began engineering for the Wastewater Treatment Plant expansion.

Goals & Objectives for FY 2011-2012

- ❑ Complete Phase II of security at the Service Center.
- ❑ Add additional parking for the training room.
- ❑ Replace flooring in classroom and administration buildings.
- ❑ Update GIS base maps for water, sewer, drainage and streets.
- ❑ Update Master Plans for water, sewer and future service areas.

City of Conroe Water and Sewer Operating Fund

Public Works 0002-2810

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Public Works Director	1	1	1	1
Asst Public Works Director/Engineer	1	1	1	1
Senior GIS Analyst*	0	1	0	0
Secretary II	1	1	1	1
Secretary I	2	2	2	2
TOTAL PERSONNEL SERVICES	5	6	5	5

*Moved to IT Division in the General Fund in FY 10-11

P/T Water Conservation Manager	0	0	0	1,560
Subtotal	0	0	0	1,560

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Work Orders Issued	2,800	3,500	4,500	5,800
Customer Call Backs	0	480	640	800
Project Reports	25	72	96	100
Call Center Calls Taken	0	845	1,825	2,000

CITY OF CONROE

FY 2011-2012

0002-2810

BUDGET LINE ITEMS

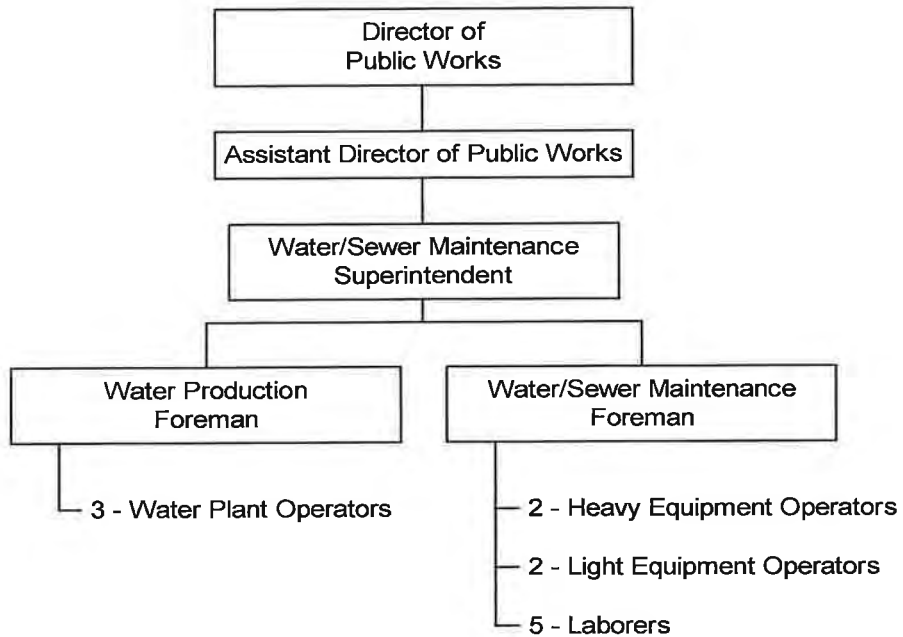
FUND: W&S OPERATING FUND		DEPARTMENT: PUBLIC WORKS		DIVISION: PUBLIC WORKS			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$334,588	\$348,155	\$365,082	\$353,218	\$0	\$0	\$353,218
7012 Salaries - Part Time	\$64	\$0	\$0	\$0	\$0	\$37,250	\$37,250
7020 Overtime	\$571	\$1,100	\$734	\$1,100	\$0	\$0	\$1,100
7025 Social Security	\$23,626	\$32,507	\$25,789	\$32,243	\$0	\$2,850	\$35,093
7030 Retirement & Pension	\$63,406	\$59,230	\$58,815	\$61,361	\$0	\$0	\$61,361
7035 Workers Compensation	\$1,379	\$799	\$554	\$777	\$0	\$0	\$777
7040 Employee Insurance	\$40,302	\$42,000	\$42,755	\$42,000	\$0	\$0	\$42,000
PERSONNEL SERVICES SUBTOTAL	\$463,936	\$483,791	\$493,729	\$490,699	\$0	\$40,100	\$530,799
7110 Office Supplies	\$6,101	\$7,500	\$7,500	\$7,500	\$0	\$0	\$7,500
7140 Wearing Apparel	\$2,079	\$2,000	\$2,283	\$3,500	\$0	\$0	\$3,500
7160 Vehicle Operations	\$4,542	\$7,500	\$5,500	\$6,000	\$0	\$0	\$6,000
7170 Vehicle Repairs	\$0	\$2,500	\$500	\$1,000	\$0	\$0	\$1,000
7180 Equipment Repairs	\$0	\$500	\$500	\$500	\$0	\$0	\$500
7190 Radio Repairs	\$0	\$200	\$0	\$200	\$0	\$0	\$200
7200 Operating Supplies	\$17,822	\$25,705	\$25,705	\$27,205	\$0	\$0	\$27,205
SUPPLIES SUBTOTAL	\$30,544	\$45,905	\$41,988	\$45,905	\$0	\$0	\$45,905
8010 Utilities	\$58,914	\$90,000	\$88,565	\$90,000	\$0	\$0	\$90,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$1,100	\$1,500	\$1,500	\$1,500	\$0	\$0	\$1,500
8050 Travel & Training	\$8,732	\$18,945	\$14,000	\$18,945	\$0	\$0	\$18,945
8060 Contract Services	\$88,290	\$95,500	\$90,500	\$62,000	\$0	\$0	\$62,000
CONTRACTUAL SUBTOTAL	\$157,036	\$205,945	\$194,565	\$172,445	\$0	\$0	\$172,445
9030 Improvements > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9031 Improvements < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures < \$5,000	\$16,138	\$0	\$2,403	\$0	\$0	\$0	\$0
9050 Machinery & Equipment > \$5,000	\$11,558	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment < \$5,000	\$2,282	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$29,978	\$0	\$2,403	\$0	\$0	\$0	\$0
TOTAL 0002-2810	\$681,494	\$735,641	\$732,685	\$709,049	\$0	\$40,100	\$749,149

CITY OF CONROE
FY 2011-2012
0002-2810

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2104	0	Part-time Water Conservation Manager	New Personnel	7012 SALARIES - PART TIME	\$37,250
				7025 SOCIAL SECURITY	\$2,850
				Request Total	\$40,100
1 Requests			Total for 0002- 2810		\$40,100

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 City of Conroe water wells and storage tank facilities.

Water

Accomplishments for FY 2010-2011

- ✓ Relocated 700' of 12" waterline for the F.M. 1488 widening.
- ✓ Rehabbed distribution piping at Well # 15 - Silver Springs.
- ✓ Maintained water tap and waterline work order completion time to a minimum.
- ✓ Assisted and completed the WaterGEMS water model.
- ✓ Assisted Texas Department of Transportation with multiple construction conflicts of water mains for the Interstate 45 Highway expansion.
- ✓ Take over and connect Longmire on Lake Conroe Subdivision, Pebble Glen Subdivision, and Bella Vista Subdivision to water system.
- ✓ Purchased and connected Southwind Ridge Subdivision to water system.
- ✓ Purchased and connected Crighton Ridge Subdivision to water system.
- ✓ Completed the Water Well rehabilitation of Wells # 4, 5, 6, 7, 12, & 13.
- ✓ Updated water system mapping.
- ✓ Maintained water plants up to Texas Commission on Environmental Quality compliance code.
- ✓ Completed 600 ft waterline extension for the Texian Memorial Monument.
- ✓ Implemented CarteGraph and training employees on Trimble units.
- ✓ Completed 7 large meter vault installations.

Goals & Objectives for FY 2011-2012

- Keep water distribution maps updated.
- Complete construction of Water Well # 21.
- Complete construction of Water Well # 22.
- Continue to keep water maintenance work order completion time to a minimum.
- Complete Water Well Rehab upgrades at # 14 Wedgewood & #15 Silver Springs.
- Start GIS locates on valve and hydrant locations (CarteGraph).
- Assist the Texas Department of Transportation contractor with water main construction on the Interstate 45 Highway expansion.
- Rehabilitate distribution piping at Water Well # 4 - Main Street.

City of Conroe
Water and Sewer Operating Fund

Water
0002-2820

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERSONNEL SERVICES				
Water/Sewer Superintendent	1	1	1	1
Water Maintenance Foreman	1	1	1	1
Water Production Foreman	1	1	1	1
Heavy Equipment Operator	2	2	2	2
Light Equipment Operator/Driver	2	2	2	2
Laborer	5	5	5	5
Water Plant Operator	3	3	3	3
TOTAL PERSONNEL SERVICES	15	15	15	15

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Actual</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERFORMANCE MEASURES				
Water locates	8,000	8,750	5,443	6,000
Water taps	265	105	80	150
Water main extensions (linear feet)	2,000	1,700	600	350
Water leak repairs	800	698	776	800
Gallons water produced (in billions)	3.265	3.235	3.284	3.284

CITY OF CONROE

FY 2011-2012

0002-2820

BUDGET LINE ITEMS

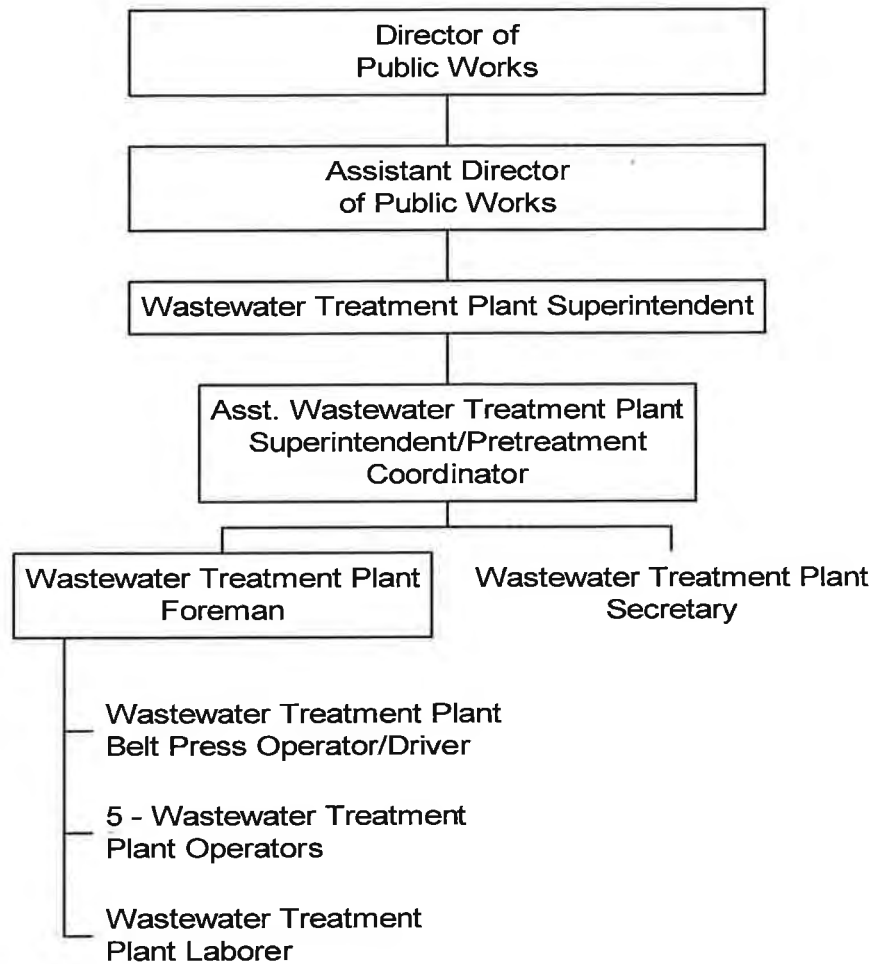
FUND: W&S OPERATING FUND			DEPARTMENT: WATER		DIVISION: WATER		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$493,019	\$588,432	\$533,592	\$600,853	\$0	\$0	\$600,853
7020 Overtime	\$76,336	\$90,300	\$90,300	\$90,300	\$0	\$0	\$90,300
7025 Social Security	\$44,405	\$61,765	\$41,629	\$62,895	\$0	\$0	\$62,895
7030 Retirement & Pension	\$118,402	\$113,644	\$89,371	\$118,519	\$0	\$0	\$118,519
7035 Workers Compensation	\$15,128	\$15,426	\$10,284	\$13,368	\$0	\$0	\$13,368
7040 Employee Insurance	\$109,359	\$126,000	\$113,633	\$126,000	\$0	\$0	\$126,000
PERSONNEL SERVICES SUBTOTAL	\$856,649	\$995,567	\$878,809	\$1,011,935	\$0	\$0	\$1,011,935
7110 Office Supplies	\$2,848	\$3,000	\$3,000	\$3,000	\$0	\$0	\$3,000
7140 Wearing Apparel	\$6,908	\$7,000	\$7,000	\$7,000	\$0	\$0	\$7,000
7160 Vehicle Operations	\$110,859	\$88,872	\$135,252	\$117,118	\$0	\$0	\$117,118
7170 Vehicle Repairs	\$1,603	\$10,000	\$3,500	\$8,000	\$0	\$0	\$8,000
7180 Equipment Repairs	\$37,475	\$38,027	\$45,000	\$58,127	\$0	\$0	\$58,127
7190 Radio Repairs	\$34	\$288	\$325	\$288	\$0	\$0	\$288
7200 Operating Supplies	\$570,104	\$699,796	\$699,796	\$699,796	\$0	\$0	\$699,796
SUPPLIES SUBTOTAL	\$729,831	\$846,983	\$893,873	\$893,329	\$0	\$0	\$893,329
8010 Utilities	\$690,899	\$769,776	\$750,000	\$750,000	\$0	\$0	\$750,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$1,017	\$14,470	\$8,000	\$8,000	\$0	\$0	\$8,000
8050 Travel & Training	\$9,425	\$8,223	\$8,223	\$8,223	\$0	\$0	\$8,223
8060 Contract Services	\$810,266	\$649,407	\$649,407	\$649,407	\$4,000	\$0	\$653,407
CONTRACTUAL SUBTOTAL	\$1,511,607	\$1,441,876	\$1,415,630	\$1,415,630	\$4,000	\$0	\$1,419,630
9030 Improvements >\$5,000	\$29,603	\$0	\$0	\$0	\$0	\$210,000	\$210,000
9031 Improvements <\$5,000	\$2,848	\$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	\$131,047	\$75,100	\$55,000	\$0	\$0	\$31,000	\$31,000
9051 Machinery & Equipment <\$5,000	\$7,028	\$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	\$170,526	\$75,100	\$55,000	\$0	\$0	\$241,000	\$241,000
TOTAL 0002-2820	\$3,268,613	\$3,359,526	\$3,243,312	\$3,320,894	\$4,000	\$241,000	\$3,565,894

CITY OF CONROE
FY 2011-2012
0002-2820

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
899	2	Paint Two Ground Storage Tanks & Hydro At Well 6	Enhanced Program	9030 Improvements >\$5,000 Request Total	\$210,000 \$210,000
1941	3	Three Hydro Pneumatic Tank Rehabs	Enhanced Program	9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$17,000 \$17,000
1998	5	Well S C A D A And Security Upgrade	Enhanced Program	9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$14,000 \$14,000
3 Requests			Total for 0002-2820		\$241,000

Wastewater Treatment Plant



The Southwest Wastewater Treatment Plant is a 10 Million Gallon per Day (MGD) Waste Activated Sludge Treatment Facility permitted by the Texas Commission on Environmental Quality (TCEQ) to discharge an average flow of 10 million gallons of treated effluent daily. Staff administers the City of Conroe's Industrial Pretreatment program by issuing permits to industrial users within the city limits of Conroe and Willis while monitoring their discharge through discharge sampling, monthly reports and semi-annual inspections.

Wastewater Treatment Plant

Accomplishments for FY 2010-2011

- ✓ The Wastewater Treatment Plant discharged the highest quality effluent into the San Jacinto River ensuring a safe environment for the citizens of Conroe and Texas.
- ✓ Continued to maintain operating costs of the plant by utilizing computerized maintenance software.
- ✓ Repaired deteriorating exterior of the Wastewater Treatment Plant maintenance building.
- ✓ Rehabilitated Clarifier #1.
- ✓ Treated approximately 2.5 Billion Gallons of Wastewater.
- ✓ Processed and disposed of 10,000 cubic yards of Municipal Biosolids.
- ✓ Upgraded Security System to include security cameras for Chemical buildings.
- ✓ Replaced influent flow meter.
- ✓ Replaced leaking Aeration blower line.
- ✓ Replaced Waste Activated Sludge return sludge valve actuator.

Goals & Objectives for FY 2011-2012

- ☐ Continue to discharge the highest quality effluent from the Wastewater Treatment Plant into the San Jacinto River ensuring a safe environment for the citizens of Conroe and Texas.
- ☐ Continue to maintain operating costs of the plant by utilizing computerized maintenance software.
- ☐ Treat approximately 2.5 Billion Gallons of Wastewater.
- ☐ Process and dispose of 10,000 cubic yards of Municipal Biosolids.
- ☐ Rehabilitate Clarifier #3.
- ☐ Replace Storm Water Pump Motor #1.
- ☐ Overhaul one screw pump at the influent pump station.
- ☐ Implement the usage of Pretreatment tracking software.

City of Conroe
Water and Sewer Operating Fund

Wastewater Treatment Plant
0002-2881

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERSONNEL SERVICES				
WWTP Superintendent	0	1	1	1
WWTP Asst Supt - Pretreatment	1	1	1	1
WWTP Foreman	0	0	0	1
Lead Operator	1	1	1	0
Operator	6	5	5	5
Secretary I	1	1	1	1
Laborer	1	1	1	1
Driver/Press Operator	1	1	1	1
TOTAL PERSONNEL SERVICES	11	11	11	11

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERFORMANCE MEASURES				
Treated wastewater discharged (in billion gallons)	2.453	2.504	2.550	2.600
Sludge hauled (cubic yards)	8,319	9,635	9,284	9,500
Grit hauled (cubic yards)	195	645	201	210

CITY OF CONROE

FY 2011-2012

0002-2881

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND

DEPARTMENT: WASTEWATER TREATMENT PLANT

DIVISION: WWTP

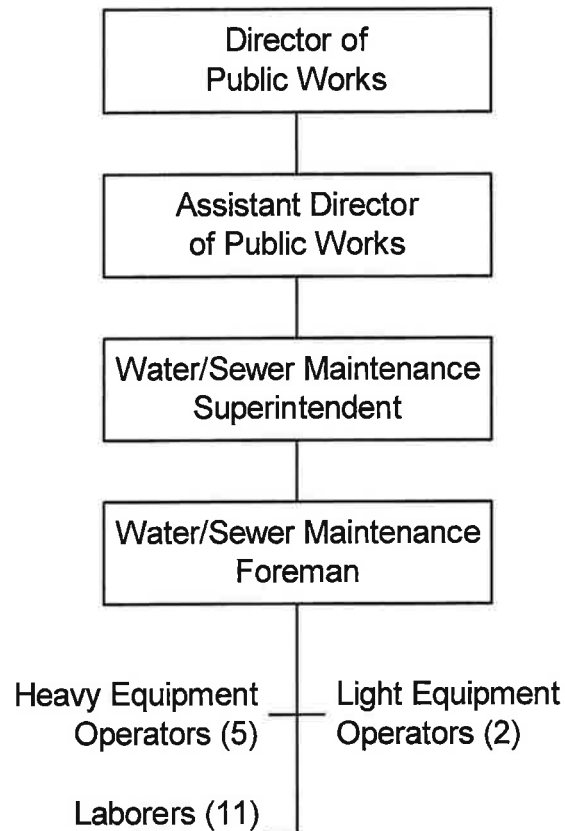
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$506,659	\$545,577	\$564,566	\$533,347	\$0	\$0	\$533,347
7020 Overtime	\$29,452	\$26,000	\$26,000	\$26,000	\$0	\$0	\$26,000
7025 Social Security	\$40,890	\$52,014	\$44,802	\$50,901	\$0	\$0	\$50,901
7030 Retirement & Pension	\$101,888	\$95,763	\$94,805	\$96,031	\$0	\$0	\$96,031
7035 Workers Compensation	\$8,998	\$7,968	\$5,086	\$6,790	\$0	\$0	\$6,790
7040 Employee Insurance	\$77,042	\$92,400	\$86,470	\$92,400	\$0	\$0	\$92,400
PERSONNEL SERVICES SUBTOTAL	\$764,929	\$819,722	\$821,729	\$805,469	\$0	\$0	\$805,469
7110 Office Supplies	\$5,171	\$3,000	\$3,500	\$3,000	\$0	\$0	\$3,000
7140 Wearing Apparel	\$2,913	\$4,000	\$3,210	\$3,500	\$0	\$0	\$3,500
7160 Vehicle Operations	\$47,964	\$36,000	\$30,000	\$36,000	\$0	\$5,000	\$41,000
7170 Vehicle Repairs	\$2,837	\$5,000	\$4,200	\$4,500	\$0	\$0	\$4,500
7180 Equipment Repairs	\$67,151	\$31,250	\$70,000	\$50,000	\$0	\$75,000	\$125,000
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$164,146	\$170,190	\$170,000	\$174,075	\$0	\$0	\$174,075
SUPPLIES SUBTOTAL	\$290,182	\$249,440	\$280,910	\$271,075	\$0	\$80,000	\$351,075
8010 Utilities	\$438,944	\$355,096	\$345,450	\$353,096	\$0	\$0	\$353,096
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$682	\$613	\$2,000	\$4,000	\$0	\$0	\$4,000
8050 Travel & Training	\$7,939	\$8,405	\$7,500	\$7,560	\$0	\$0	\$7,560
8060 Contract Services	\$356,767	\$226,417	\$300,000	\$226,262	\$0	\$98,240	\$324,502
CONTRACTUAL SUBTOTAL	\$804,332	\$590,531	\$654,950	\$590,918	\$0	\$98,240	\$689,158
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9031 Improvements <\$5,000	\$1,017	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$30,510	\$43,750	\$40,363	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$2,027	\$6,272	\$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	\$33,554	\$50,022	\$40,363	\$0	\$0	\$0	\$0
TOTAL 0002-2881	\$1,892,997	\$1,709,715	\$1,797,952	\$1,667,462	\$0	\$178,240	\$1,845,702

CITY OF CONROE
FY 2011-2012
0002-2881

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1975	0	Additional Money In Acct. 8060 - Lab Testing	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$21,240 \$21,240
1988	0	Additional Money In Acct. 7160 - Fuel Costs	Non-discretionary Adjustment	7160 VEHICLE OPERATIONS Request Total	\$5,000 \$5,000
1990	0	Additional Money In Acct. 8060 - Landfill Fees	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$77,000 \$77,000
1992	1	Overhaul Screw Pump	Replacement Equipment	7180 EQUIPMENT REPAIRS Request Total	\$75,000 \$75,000
4 Requests			Total for 0002- 2881		\$178,240

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 2010-2011

- ✓ Replaced 900' of sewer line at 4th Street and Avenue E while keeping residents in service using pipe bursting equipment.
- ✓ Maintained sewer tap and sewerline work order completion time to a minimum.
- ✓ Implemented CarteGraph and training employees on Trimble units.
- ✓ Assisted in completion of Interstate 45 54" sewer rehab (Lewis Contractors).
- ✓ Assisted Texas Department of Transportation with construction of sanitary sewer mains.
- ✓ Updated sanitary sewer map books.
- ✓ Completed Inflow and Infiltration study on Sanitary Sewer Overflow Initiative Section 2.
- ✓ Smoke tested Sanitary Sewer Overflow Initiative Section 3 (Pinecrest Subdivision and Woodcrest Subdivision)
- ✓ Rehabilitated 36 Manholes in Wiggins Village Subdivision stopping Sanitary Sewer Overflows on Thompson Street.
- ✓ Found and repaired multiple issues causing Carl Barton lift station overflows.
- ✓ Camera surveyed 20,000 feet of 46", 54", & 60" main truck line from Stewarts Forrest Subdivision to the Wastewater Treatment Plant.
- ✓ Assisted and completed the SewerGEMS sewer model.
- ✓ Inspected 50+ manholes and rehabilitated 36 manholes keeping the Sanitary Sewer Overflow Initiative program up to date.
- ✓ Repaired two creek sewer crossings and encased them inside casing. One behind the City of Conroe Dean Towery Service Center and one at Avenue I.
- ✓ Completed routine maintenance on all area collection lines in nine months.

Goals & Objectives for FY 2011-2012

- ❑ Keep sewer collection maps updated.
- ❑ Continue to keep sewer maintenance work order completion time to a minimum.
- ❑ Inspect and rehabilitate 50 sanitary sewer manholes.
- ❑ Assist the Texas Department of Transportation with construction of sanitary sewer mains on the Interstate 45 highway expansion.
- ❑ 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 4 Mill Town.

City of Conroe
Water and Sewer Operating Fund

Sewer
0002-2882

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERSONNEL SERVICES				
Superintendent Water/Sewer	1	1	1	1
Foreman Water/Sewer	1	1	1	1
Heavy Equipment Operator	5	5	5	5
Laborer	11	11	11	11
Light Equipment Operator	2	2	2	2
TOTAL PERSONNEL SERVICES	20	20	20	20

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERFORMANCE MEASURES				
Sewer locates	6,200	8,750	5,443	6,000
Sewer taps	260	132	70	150
Sewer main extensions	400	560	200	350
Sewer main repairs	300	300	108	150
Sewer stopups	625	406	383	350
Sewer mains cleaned (linear feet)	500,000	550,000	822,510	850,000

CITY OF CONROE

FY 2011-2012

0002-2882

BUDGET LINE ITEMS

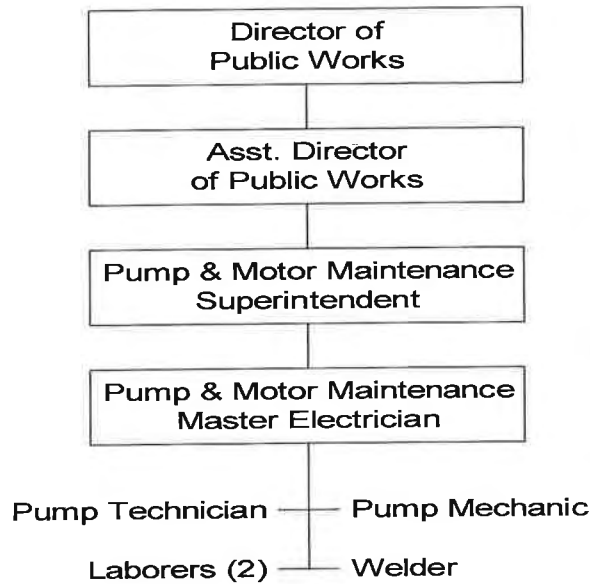
FUND: W&S OPERATING FUND		DEPARTMENT: SEWER		DIVISION: SEWER			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$686,734	\$700,297	\$566,788	\$716,620	\$0	\$0	\$716,620
7020 Overtime	\$88,361	\$116,666	\$116,666	\$116,666	\$0	\$0	\$116,666
7025 Social Security	\$56,158	\$74,344	\$44,663	\$75,829	\$0	\$0	\$75,829
7030 Retirement & Pension	\$149,081	\$136,953	\$95,360	\$143,052	\$0	\$0	\$143,052
7035 Workers Compensation	\$17,528	\$17,992	\$17,992	\$15,575	\$0	\$0	\$15,575
7040 Employee Insurance	\$153,250	\$168,000	\$131,053	\$168,000	\$0	\$0	\$168,000
PERSONNEL SERVICES SUBTOTAL	\$1,151,112	\$1,214,252	\$972,522	\$1,235,742	\$0	\$0	\$1,235,742
7110 Office Supplies	\$1,128	\$2,800	\$2,800	\$2,800	\$0	\$0	\$2,800
7140 Wearing Apparel	\$5,866	\$8,000	\$7,000	\$8,000	\$0	\$0	\$8,000
7160 Vehicle Operations	\$169,123	\$120,034	\$164,163	\$140,034	\$50,000	\$0	\$190,034
7170 Vehicle Repairs	\$24,023	\$29,469	\$6,000	\$49,469	\$0	\$0	\$49,469
7180 Equipment Repairs	\$4,295	\$6,000	\$6,000	\$6,000	\$0	\$0	\$6,000
7190 Radio Repairs	\$15	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$77,740	\$144,883	\$130,000	\$124,883	\$0	\$0	\$124,883
SUPPLIES SUBTOTAL	\$282,190	\$311,186	\$315,963	\$331,186	\$50,000	\$0	\$381,186
8010 Utilities	\$5,557	\$3,600	\$3,600	\$3,600	\$0	\$0	\$3,600
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$10,000	\$8,000	\$10,000	\$0	\$0	\$10,000
8050 Travel & Training	\$11,423	\$9,457	\$9,457	\$9,457	\$0	\$0	\$9,457
8060 Contract Services	\$77,552	\$127,524	\$107,524	\$57,524	\$0	\$0	\$57,524
CONTRACTUAL SUBTOTAL	\$94,532	\$150,581	\$128,581	\$80,581	\$0	\$0	\$80,581
9030 Improvements >\$5,000	\$216	\$0	\$0	\$0	\$0	\$0	\$0
9031 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$6,000	\$6,000
9051 Machinery & Equipment <\$5,000	\$3,005	\$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	\$3,221	\$0	\$0	\$0	\$0	\$6,000	\$6,000
TOTAL 0002-2882	\$1,531,055	\$1,676,019	\$1,417,066	\$1,647,509	\$50,000	\$6,000	\$1,703,509

CITY OF CONROE
FY 2011-2012
0002-2882

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1789	4	Adjustable Trench Box	New Equipment	9050 MACHINERY & EQUIPMENT >\$5,000	\$6,000
				Request Total	\$6,000
1 Requests			Total for 0002-2882		\$6,000

Pump & Motor Maintenance



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

The Pump & Motor Maintenance Department maintains fifty-six lift stations, fifteen water wells, one wastewater treatment plant, four fire stations, one police station, the Conroe Tower, the FBI Gun Range, the Oscar Johnson Jr. Community Center, downtown lighting, the Recreation Center, the aquatics center, eight parks, and three traffic signals. The staff is also responsible for trimming around streetlights. The Welder is responsible for welding all equipment, road bores, water drops and other welding jobs within Public Works.

Pump & Motor Maintenance

Accomplishments for FY 2010-2011

- ✓ Added three lift stations in Crighton Ridge Subdivision annexation.
- ✓ Completed construction of Water Wells #21 & #22.
- ✓ Installed new generator and transfer switch at the Conroe Tower.
- ✓ Removed Hilbig, Village Hills, Graystone Hills, and Paradise Valley #1 lift stations from service.
- ✓ Installed new switch gear at six water wells.
- ✓ Attended training for Pumps and Motors.
- ✓ Built and installed control panels at three lift stations.
- ✓ Installed generators and transfer switches at two lift stations.
- ✓ Worked on and kept up with the Sanitary Sewer Overflow Initiative.
- ✓ Maintained 51 lift stations, 15 water wells, wastewater treatment plant, all parks and recreation buildings, fire stations, police department and city buildings.

Goals & Objectives for FY 2011-2012

- Keep all lift stations and water wells in operation.
- Complete construction of new Park at Little Egypt Road.
- Install new switch gear and new electrical services at Wedgewood Water Well, and Camp Silver Springs Water Well.
- Rebuild Sky Top Water Well.
- Take Forest Estates 1, Forest Estates 2, Longwood, Brown Road, Country Club, FM 2854, White Oak, and 6 Teaswood lift stations offline.
- Work on and keep up with the Sanitary Sewer Overflow Initiative.
- Install Supervisory Control and Data Acquisitions (SCADA) at all lift stations.

City of Conroe
Water and Sewer Operating Fund

Pump & Motor Maintenance
0002-2883

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERSONNEL SERVICES				
Superintendent	0	1	1	1
Master Electrician	1	1	1	1
Journeyman Electrician	1	0	0	0
Pump Technician	1	1	1	1
Pump Mechanic	1	1	1	1
Laborer	2	2	2	2
Welder	1	1	1	1
TOTAL PERSONNEL SERVICES	7	7	7	7

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERFORMANCE MEASURES				
Maintenance work orders	594	489	510	615
Daily maintenance of Liftstations	52	56	51	53
New Construction				
Water Wells	2	3	2	1
Liftstations	0	2	1	3
Downtown Lights Phase #9 & #10	2	0	0	0
Welding/Fabrication				
Racks for vehicles	8	4	6	6
Road casing	6	8	12	6
Water drops	4	3	5	4
Misc. Welds	226	301	350	420
Water well rehab	0	6	2	0
Liftstation rehab	0	3	4	6

CITY OF CONROE

FY 2011-2012

0002-2883

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND		DEPARTMENT: PUMP & MOTOR MAINTENANCE			DIVISION: PUMP & MOTOR MAINT		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$378,500	\$379,977	\$420,526	\$361,545	\$0	\$0	\$361,545
7020 Overtime	\$47,126	\$27,200	\$25,000	\$27,200	\$0	\$0	\$27,200
7025 Social Security	\$31,843	\$37,053	\$33,735	\$35,376	\$0	\$0	\$35,376
7030 Retirement & Pension	\$77,310	\$69,689	\$71,508	\$68,628	\$0	\$0	\$68,628
7035 Workers Compensation	\$10,527	\$11,423	\$11,423	\$9,273	\$0	\$0	\$9,273
7040 Employee Insurance	\$60,367	\$58,800	\$61,113	\$58,800	\$0	\$0	\$58,800
PERSONNEL SERVICES SUBTOTAL	\$605,673	\$584,142	\$623,305	\$560,822	\$0	\$0	\$560,822
7110 Office Supplies	\$1,804	\$2,500	\$2,500	\$2,500	\$0	\$0	\$2,500
7140 Wearing Apparel	\$2,564	\$5,000	\$4,300	\$5,000	\$0	\$0	\$5,000
7160 Vehicle Operations	\$50,482	\$28,000	\$28,000	\$28,000	\$0	\$0	\$28,000
7170 Vehicle Repairs	\$1,882	\$16,520	\$16,500	\$16,520	\$0	\$0	\$16,520
7180 Equipment Repairs	\$41,896	\$28,934	\$28,900	\$28,934	\$0	\$0	\$28,934
7190 Radio Repairs	\$30	\$600	\$500	\$600	\$0	\$0	\$600
7200 Operating Supplies	\$42,582	\$70,020	\$63,000	\$70,020	\$0	\$0	\$70,020
SUPPLIES SUBTOTAL	\$141,240	\$151,574	\$143,700	\$151,574	\$0	\$0	\$151,574
8010 Utilities	\$55,106	\$55,874	\$55,874	\$55,874	\$0	\$0	\$55,874
8020 Insurance and Bonds	\$22	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$500	\$500	\$500	\$0	\$0	\$500
8050 Travel & Training	\$2,143	\$8,000	\$7,200	\$8,000	\$0	\$0	\$8,000
8060 Contract Services	\$47,930	\$51,104	\$51,000	\$51,104	\$0	\$0	\$51,104
CONTRACTUAL SUBTOTAL	\$105,201	\$115,478	\$114,574	\$115,478	\$0	\$0	\$115,478
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	\$5,200	\$50,000	\$50,000	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$5,729	\$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	\$10,929	\$50,000	\$50,000	\$0	\$0	\$0	\$0
TOTAL 0002-2883	\$863,043	\$901,194	\$931,579	\$827,874	\$0	\$0	\$827,874

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

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

<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
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There are no personnel items associated with this department.

CITY OF CONROE

FY 2011-2012

0002-2900

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND		DEPARTMENT: W/S NON-DEPARTMENTAL			DIVISION: W/S NON-DEPARTMENTAL		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7030 Retirement & Pension	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7040 EMPLOYEE INSURANCE	\$218,443	\$164,309	\$173,859	\$173,859	\$0	\$0	\$173,859
7070 Unemployment	\$6,714	\$15,000	\$15,000	\$15,000	\$0	\$0	\$15,000
PERSONNEL SERVICES SUBTOTAL	\$225,157	\$179,309	\$188,859	\$188,859	\$0	\$0	\$188,859
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$25,996	\$36,000	\$36,000	\$36,000	\$0	\$0	\$36,000
SUPPLIES SUBTOTAL	\$25,996	\$36,000	\$36,000	\$36,000	\$0	\$0	\$36,000
8020 Insurance and Bonds	\$46,035	\$52,200	\$40,000	\$52,200	\$0	\$0	\$52,200
8030 Legal Services	\$256,826	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$917,590	\$2,202,539	\$2,515,615	\$3,548,287	\$0	\$0	\$3,548,287
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	\$70,256	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$1,290,707	\$2,254,739	\$2,555,615	\$3,600,487	\$0	\$0	\$3,600,487
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	\$3,809,451	\$4,590,537	\$4,590,537	\$5,458,810	\$0	\$0	\$5,458,810
8530 Gross Receipts	\$550,691	\$568,025	\$568,025	\$619,080	\$0	\$0	\$619,080
TRANSFERS SUBTOTAL	\$4,360,142	\$5,158,562	\$5,158,562	\$6,077,890	\$0	\$0	\$6,077,890
9660 Principal-Lease	\$565,077	\$370,746	\$370,746	\$385,391	\$0	\$0	\$385,391
9670 Interest-Lease	\$246,979	\$196,989	\$196,989	\$182,345	\$0	\$0	\$182,345
DEBT SERVICE SUBTOTAL	\$812,056	\$567,735	\$567,735	\$567,736	\$0	\$0	\$567,736
TOTAL 0002-2900	\$6,714,058	\$8,196,345	\$8,506,771	\$10,470,972	\$0	\$0	\$10,470,972



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WATER AND SEWER CONSTRUCTION FUND

FY 11-12 Budget Summary

Water/Sewer Construction Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Dollar FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar +/-	Percent +/-
Beginning Working Capital:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
W/S Construction Fund:									
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Total Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Total Resources:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
W/S Construction Fund Expenditures:									
Project Engineering	\$ 1,046,165	\$ 1,105,779	\$ 1,105,779	\$ -	\$ 1,145,437	\$ -	\$ 1,145,437	\$ 39,658	3.6%
Project Construction	1,645,140	1,758,594	1,332,905	425,689	1,732,716	-	1,732,716	(25,878)	-1.5%
CIP Allocation	(2,691,305)	(2,864,373)	(2,438,684)	(425,689)	(2,878,153)	-	(2,878,153)	(13,780)	0.5%
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
New Fund Balance:		\$ -	\$ -		\$ -		\$ -		

Breakdown of CIP Allocation:

Various CIP Funds	
Total	\$ -

Breakdown of Transfer Out:

Vehicle & Equipment Fund	\$ 347,419
Total	\$ 347,419

Note: The Water & Sewer Construction Fund is reimbursed by a transfer from various Capital Improvement Program (CIP) Funds. This transfer can be seen in the CIP Allocation account (#9101). The CIP Allocation account is shown above the expenditures for simplification purposes.

FY 11-12 Supplemental Requests

Water/Sewer Construction Fund

Department/Division	Dept Rank	Supplemental Req. Title	Requested Amount ¹	FY 10-11 Purchase ²	CAO Adjustment ³	List "A" (Included) ⁴	Type
0007-7020 Project Engineering	0	Bentley Systems, Inc. Water, Storm, & Sewer Gem	\$ 10,067	\$ -	-	\$ -	Non-discretionary Adjustment
0007-7020 Project Engineering	0	DLT Solutions	10,400	-	-	-	Non-discretionary Adjustment
0007-7020 Project Engineering	1	Senior Engineering Technician	67,052	-	-	-	New Personnel
0007-7020 Project Engineering	2	Survey Party Chief	67,052	-	-	-	New Personnel
0007-7020 Project Engineering	3	GPS Surveying Equipment	32,219	-	-	-	New Equipment
0007-7020 Project Engineering Total			\$ 186,790	\$ -	-	\$ -	
0007-7030 Project Construction	1	Additional Funds Needed For 7160 Account	81,890	-	-	-	Non-discretionary Adjustment
0007-7030 Project Construction	2	Additional Funds Needed For 7020 Account	12,385	-	-	-	Non-discretionary Adjustment
0007-7030 Project Construction Total			\$ 94,275	\$ -	-	\$ -	
Grand Total			\$ 281,065	\$ -	-	\$ -	

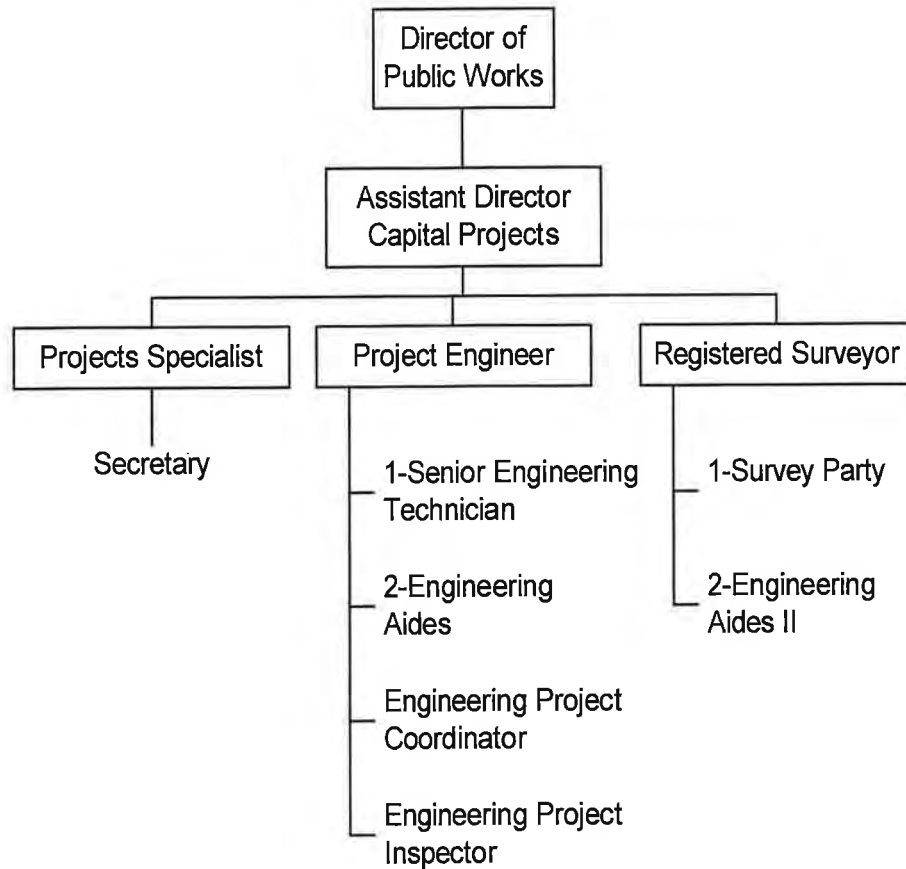
Definitions:

- Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
- FY 10-11 Purchase** - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
- 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).
- List "A" (Included)** - These items are included in the Operating Budget as supplementals.

Notes:

- If there is no funding listed in the FY10-11 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

Project Engineering



The Capital Projects Department was established to design and construct major improvements to the city's infrastructure; specifically, to increase the capacity of the water and sewer systems, and to better manage the storm water run-off. The improvements are designed in house and constructed by either a division of Public Works or by a private contractor. Our staff provides inspections to design specifications, which in turn saves the city hundreds of thousands of dollars each year by designing these projects in-house versus hiring consulting engineers.

Project Engineering

Accomplishments for FY 2010-2011

- ✓ Completed construction and testing Water Well No. 21 and 22 with 1,000,000 Gallon Storage Tanks.
- ✓ Completed design for League Line Road Phase 2 Widening (Longmire Road to Panorama Drive)
- ✓ Constructed FM 830 16" water line connector.
- ✓ Managed construction for Conroe Park North Section 6 and Section 7 Widening for CIDC Committee.
- ✓ Constructed East Branch White Oak Creek Phase 2 sanitary sewer project.
- ✓ Designed, bid, and started construction on Drennan Road West and Plantation Drive South.
- ✓ Constructed Shadow Lakes Waterline.
- ✓ Designed, bid, and started construction on Water Well No. 8 at Skytop.
- ✓ Acquired easements, redesigned, and constructed Longwood Lift & Live Oak Creek Station sanitary sewer line.
- ✓ Acquired easements for Water Well No. 23 and 1,000,000 Gallon Storage Tank.
- ✓ Surveyed and designed Wilson Road (IH 45 to Longmire Road).
- ✓ Surveyed, designed, and constructed LaSalle to League Line Gravity Main Project.
- ✓ Surveyed and designed New Anderson Road.
- ✓ Surveyed and designed Shadow Lakes Sanitary Sewer.
- ✓ Surveyed and designed Willis ISD Roadway.
- ✓ Designed Plantation Drive North.

Goals & Objectives for FY 2011-2012

- ❑ Design Water Well No. 23 (CISD site) and 1,000,000 Gallon Storage Tank.
- ❑ Complete construction on League Line Road Phase 2.
- ❑ Design and construct Drennan Road East.
- ❑ Survey and design White Oak Manor Waterline.
- ❑ Study and design Buckalew/Grand Lake Mitigation Plan.
- ❑ Construct Willis ISD Roadway.
- ❑ Construct Wilson Road (IH 45 to Longmire Road).
- ❑ Survey and start design for Wilson Road (IH 45 to Frazier Street).
- ❑ Complete design and construct Shadow Lakes sanitary sewer line.
- ❑ Complete design and construction on White Oak Creek Phase 4 Sanitary Sewer.
- ❑ Construct New Anderson Road.
- ❑ Design Crighton Road railroad crossing.

City of Conroe

Water and Sewer Construction Fund Combined

Project Engineering 0007-7020

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Assistant Director - Capital Projects	1	1	1	1
Secretary	1	1	1	1
Secretary II	1	0	0	0
Projects Specialist	0	1	1	1
Project Engineer	1	1	1	1
Engineering Aide II	3	4	4	4
Engineering Project Inspector	1	1	1	1
Senior Engineering Technician	1	1	1	1
Survey Party Chief	1	1	1	1
Registered Surveyor	1	1	1	1
Engineering Project Coordinator	1	1	1	1
TOTAL PERSONNEL SERVICES	12	13	13	13
	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Value of all Design & Constructed Projects	\$11,839,100	\$21,149,115	\$16,491,750	\$16,728,500
Number of all Projects Designed & Constructed	15	25	16	11
Value of Sewer and Water Projects	\$2,350,000	\$9,844,150	\$926,750	\$4,322,500
Number of Sewer & Water Projects	3	13	8	4
Value of Street Projects	\$8,934,100	\$10,934,865	\$15,400,000	\$11,406,000
Number of Street Projects	9	10	7	6
Value of Drainage Projects	\$555,000	\$370,100	\$165,000	\$1,000,000
Number of Drainage Projects	3	2	1	1

*Many projects on the CIP of various magnitude.

CITY OF CONROE

FY 2011-2012

0007-7020

BUDGET LINE ITEMS

FUND: W&S CONST FUND		DEPARTMENT: PROJECT ENGINEERING		DIVISION: PROJECT ENGINEERING			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$692,035	\$700,779	\$700,779	\$729,878	\$0	\$0	\$729,878
7012 Salaries - Part Time	\$4,942	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$9,466	\$11,500	\$11,500	\$11,500	\$0	\$0	\$11,500
7025 Social Security	\$51,991	\$64,817	\$64,817	\$67,465	\$0	\$0	\$67,465
7030 Retirement & Pension	\$105,606	\$121,684	\$121,684	\$129,904	\$0	\$0	\$129,904
7035 Workers Compensation	\$2,431	\$2,782	\$2,782	\$2,473	\$0	\$0	\$2,473
7040 Employee Insurance	\$106,547	\$109,200	\$109,200	\$109,200	\$0	\$0	\$109,200
PERSONNEL SERVICES SUBTOTAL	\$973,018	\$1,010,762	\$1,010,762	\$1,050,420	\$0	\$0	\$1,050,420
7110 Office Supplies	\$15,060	\$15,100	\$15,100	\$15,100	\$0	\$0	\$15,100
7140 Wearing Apparel	\$3,185	\$2,600	\$2,600	\$2,600	\$0	\$0	\$2,600
7160 Vehicle Operations	\$15,085	\$13,000	\$13,000	\$13,000	\$0	\$0	\$13,000
7170 Vehicle Repairs	\$2,512	\$5,000	\$5,000	\$5,000	\$0	\$0	\$5,000
7180 Equipment Repairs	\$1,505	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$5,202	\$14,400	\$14,400	\$14,400	\$0	\$0	\$14,400
SUPPLIES SUBTOTAL	\$42,549	\$52,100	\$52,100	\$52,100	\$0	\$0	\$52,100
8010 Utilities	\$3,570	\$2,500	\$2,500	\$2,500	\$0	\$0	\$2,500
8020 Insurance and Bonds	\$5,263	\$6,000	\$6,000	\$6,000	\$0	\$0	\$6,000
8030 Legal Services	\$567	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
8040 Leased Equipment	\$1,899	\$5,000	\$5,000	\$5,000	\$0	\$0	\$5,000
8050 Travel & Training	\$7,142	\$12,192	\$12,192	\$12,192	\$0	\$0	\$12,192
8060 Contract Services	\$9,886	\$15,225	\$15,225	\$15,225	\$0	\$0	\$15,225
CONTRACTUAL SUBTOTAL	\$28,327	\$42,917	\$42,917	\$42,917	\$0	\$0	\$42,917
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	\$2,024	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$247	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$2,271	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	(\$1,046,165)	(\$1,105,779)	(\$1,105,779)	(\$1,145,437)	\$0	\$0	(\$1,145,437)

CITY OF CONROE

FY 2011-2012

0007-7020

BUDGET LINE ITEMS

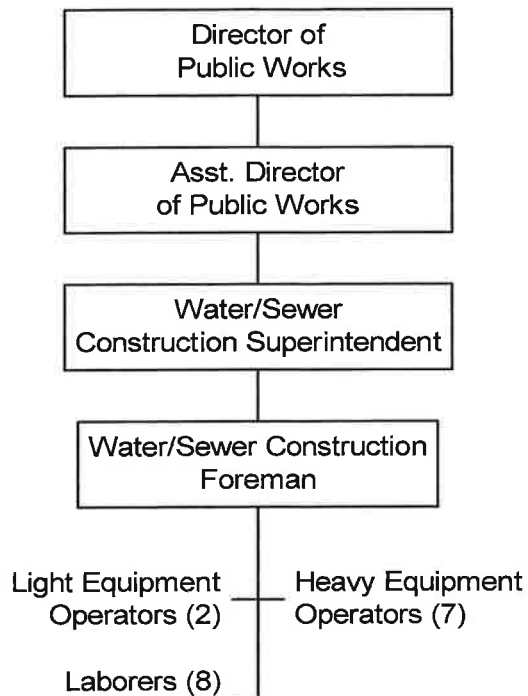
FUND: W&S CONST FUND

DEPARTMENT: PROJECT ENGINEERING

DIVISION: PROJECT ENGINEERING

	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
TRANSFERS SUBTOTAL	(\$1,046,165)	(\$1,105,779)	(\$1,105,779)	(\$1,145,437)	\$0	\$0	(\$1,145,437)
TOTAL 0007-7020	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Project Construction



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

Project Construction

Accomplishments for FY 2010-2011

- ✓ Completed clearing and water line relocation on League Line Road.
- ✓ Completed 12" sewer line on Hilbig Street to remove lift station.
- ✓ Completed 16" water line on F.M. 830 to Water Well #21 on Little Egypt.
- ✓ Completed 8" water line and fire hydrant installation in Southwind Ridge Subdivision.
- ✓ Completed 8" sewer line to remove lift station on Teas Nursery Road.
- ✓ Completed phase one 16" water line on Shadow Lakes Subdivision to League Line Road.
- ✓ Completed 8" water acquisition in Crighton Ridge.
- ✓ Installed 8" water line at Montgomery County Airport.
- ✓ Installed 10" and 12" sewer on League Line Road to Longmire.
- ✓ Installed communication line at Recreation Center.

Goals & Objectives for FY 2011-2012

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

City of Conroe
Water and Sewer Construction Fund Combined

Project Construction
0007-7030

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERSONNEL SERVICES				
Heavy Equipment Operator	8	8	7	7
Light Equipment Operator	1	1	2	2
Laborer	8	8	8	8
TOTAL PERSONNEL SERVICES	17	17	17	17

	<u>Actual</u> <u>2008-2009</u>	<u>Actual</u> <u>2009-2010</u>	<u>Estimated</u> <u>2010-2011</u>	<u>Budgeted</u> <u>2011-2012</u>
PERFORMANCE MEASURES				
Water and Sewer Lines Installed (feet)	24,292	40,226	30,000	35,000
Manholes Installed	15	25	35	40
Fire Hydrants Installed	35	53	45	45

CITY OF CONROE

FY 2011-2012

0007-7030

BUDGET LINE ITEMS

FUND: W&S CONST FUND		DEPARTMENT: PROJECT CONSTRUCTION		DIVISION: PROJECT CONSTRUCTION			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$551,576	\$601,277	\$471,004	\$590,921	\$0	\$0	\$590,921
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$38,886	\$35,000	\$38,000	\$35,000	\$0	\$0	\$35,000
7025 Social Security	\$46,113	\$57,901	\$38,331	\$56,959	\$0	\$0	\$56,959
7030 Retirement & Pension	\$93,192	\$104,986	\$81,608	\$105,843	\$0	\$0	\$105,843
7035 Workers Compensation	\$16,115	\$17,191	\$17,191	\$14,378	\$0	\$0	\$14,378
7040 Employee Insurance	\$222,170	\$237,350	\$107,675	\$219,503	\$0	\$0	\$219,503
PERSONNEL SERVICES SUBTOTAL	\$968,052	\$1,053,705	\$753,809	\$1,022,604	\$0	\$0	\$1,022,604
7110 Office Supplies	\$902	\$4,400	\$1,200	\$4,400	\$0	\$0	\$4,400
7140 Wearing Apparel	\$6,284	\$7,260	\$4,900	\$7,260	\$0	\$0	\$7,260
7160 Vehicle Operations	\$255,050	\$180,432	\$174,000	\$180,432	\$0	\$0	\$180,432
7170 Vehicle Repairs	\$10,385	\$46,000	\$5,000	\$46,000	\$0	\$0	\$46,000
7180 Equipment Repairs	\$754	\$50,000	\$5,000	\$50,000	\$0	\$0	\$50,000
7190 Radio Repairs	\$0	\$600	\$600	\$600	\$0	\$0	\$600
7200 Operating Supplies	\$40,402	\$47,840	\$27,000	\$47,840	\$0	\$0	\$47,840
SUPPLIES SUBTOTAL	\$313,777	\$336,532	\$217,700	\$336,532	\$0	\$0	\$336,532
8010 Utilities	\$1,071	\$800	\$700	\$800	\$0	\$0	\$800
8020 Insurance and Bonds	\$5,114	\$8,000	\$4,000	\$8,000	\$0	\$0	\$8,000
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$30	\$5,000	\$5,000	\$5,000	\$0	\$0	\$5,000
8050 Travel & Training	\$7,023	\$6,691	\$5,500	\$6,691	\$0	\$0	\$6,691
8060 Contract Services	\$177	\$5,670	\$4,000	\$5,670	\$0	\$0	\$5,670
CONTRACTUAL SUBTOTAL	\$13,415	\$26,161	\$19,200	\$26,161	\$0	\$0	\$26,161
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9031 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
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
8520 Transfer Out	\$349,896	\$342,196	\$342,196	\$347,419	\$0	\$0	\$347,419
9101 CIP Allocation	(\$1,645,140)	(\$1,758,594)	(\$1,332,905)	(\$1,732,716)	\$0	\$0	(\$1,732,716)
TRANSFERS SUBTOTAL	(\$1,295,244)	(\$1,416,398)	(\$990,709)	(\$1,385,297)	\$0	\$0	(\$1,385,297)
TOTAL 0007-7030	\$0	\$0	\$0	\$0	\$0	\$0	\$0

GENERAL OBLIGATION DEBT SERVICE FUND

FY 11-12 Budget Summary

General Obligation Debt Service Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 5,028,864	\$ 5,028,864	\$ 6,375,706	\$ -	\$ 6,375,706	\$ -	0.0%
General Obligation Debt Service Revenues:								
Revenues	\$ 13,086,812	\$ 10,262,775	\$ 10,232,292	\$ 10,372,467	\$ -	\$ 10,372,467	\$ 109,692	1.1%
Total Revenues	\$ 13,086,812	\$ 10,262,775	\$ 10,232,292	\$ 10,372,467	\$ -	\$ 10,372,467	\$ 109,692	1.1%
Total Resources:		\$ 15,291,639	\$ 15,261,156	\$ 16,748,173	\$ -	\$ 16,748,173	\$ 109,692	0.7%
General Obligation Debt Service Fund Expenditures:								
GO Debt	\$ 12,399,291	\$ 9,597,660	\$ 8,885,450	\$ 10,056,636	\$ -	\$ 10,056,636	\$ 458,976	4.8%
Total Expenditures	\$ 12,399,291	\$ 9,597,660	\$ 8,885,450	\$ 10,056,636	\$ -	\$ 10,056,636	\$ 458,976	4.8%
New Fund Balance:		\$ 5,693,979	\$ 6,375,706	\$ 6,691,537		\$ 6,691,537		

Breakdown of Transfer In:

CIDC (park debt)	\$ 2,082,188
TIRZ #3	2,120,124
Total	\$ 4,202,312

CITY OF CONROE

FY 2011-2012

0010-0000

BUDGET LINE ITEMS

FUND: GO DEBT SVC FUND		DEPARTMENT: GENERAL OBLIGATION DEBT SERVICE			DIVISION: REVENUES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
4010 Current Taxes	\$5,732,033	\$5,747,984	\$5,747,984	\$6,049,176	\$0	\$0	\$6,049,176
4020 Delinquent Taxes	\$76,971	\$82,831	\$50,895	\$50,895	\$0	\$0	\$50,895
6010 Interest	\$10,616	\$1,798	\$17,930	\$18,827	\$0	\$0	\$18,827
6015 Gains (Losses) on Investmt	\$28,760	\$0	\$0	\$0	\$0	\$0	\$0
6020 Penalty & Interest	\$66,980	\$65,936	\$51,257	\$51,257	\$0	\$0	\$51,257
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	\$4,035,000	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$3,136,452	\$4,364,226	\$4,364,226	\$4,202,312	\$0	\$0	\$4,202,312
REVENUES SUBTOTAL	\$13,086,812	\$10,262,775	\$10,232,292	\$10,372,467	\$0	\$0	\$10,372,467
TOTAL 0010-0000	\$13,086,812	\$10,262,775	\$10,232,292	\$10,372,467	\$0	\$0	\$10,372,467

CITY OF CONROE

FY 2011-2012

0010-1010

BUDGET LINE ITEMS

FUND: GO DEBT SVC FUND		DEPARTMENT: GENERAL OBLIGATION DEBT SERVICE			DIVISION: EXPENDITURES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$80,315	\$22,650	\$22,650	\$22,650	\$0	\$0	\$22,650
CONTRACTUAL SUBTOTAL	\$80,315	\$22,650	\$22,650	\$22,650	\$0	\$0	\$22,650
9600 Principal	\$4,640,000	\$5,140,000	\$5,090,000	\$5,495,000	\$0	\$0	\$5,495,000
9610 Interest	\$3,683,502	\$4,380,010	\$3,717,800	\$4,483,986	\$0	\$0	\$4,483,986
9615 Handling Charges	\$7,431	\$55,000	\$55,000	\$55,000	\$0	\$0	\$55,000
9616 Bond Issue Expense	\$24,210	\$0	\$0	\$0	\$0	\$0	\$0
9621 Oth Fin - Pmt Ref Bd Escrow	\$4,064,917	\$0	\$0	\$0	\$0	\$0	\$0
9624 Refund Bond Prem/Discount	(\$101,084)	\$0	\$0	\$0	\$0	\$0	\$0
DEBT SERVICE SUBTOTAL	\$12,318,976	\$9,575,010	\$8,862,800	\$10,033,986	\$0	\$0	\$10,033,986
TOTAL 0010-1010	\$12,399,291	\$9,597,660	\$8,885,450	\$10,056,636	\$0	\$0	\$10,056,636

City of Conroe

Schedule of Requirements

All General Obligation Bonds

Fiscal Year		Bonds Outstanding	Principal Requirements	Interest Requirements	Total Requirements
2011-12	\$	107,815,000	\$ 5,495,000	\$ 4,483,986	\$ 9,978,986
2012-13		102,320,000	5,585,000	4,381,085	9,966,085
2013-14		96,735,000	4,355,000	4,205,954	8,560,954
2014-15		92,380,000	4,510,000	4,055,894	8,565,894
2015-16		87,870,000	4,670,000	3,893,129	8,563,129
2016-17		83,200,000	4,850,000	3,713,126	8,563,126
2017-18		78,350,000	4,430,000	3,528,192	7,958,192
2018-19		73,920,000	4,615,000	3,340,746	7,955,746
2019-20		69,305,000	4,815,000	3,141,368	7,956,368
2020-21		64,490,000	5,030,000	2,925,173	7,955,173
2021-22		59,460,000	5,265,000	2,690,579	7,955,579
2022-23		54,195,000	5,515,000	2,441,003	7,956,003
2023-24		48,680,000	5,800,000	2,158,171	7,958,171
2024-25		42,880,000	6,075,000	1,880,178	7,955,178
2025-26		36,805,000	6,370,000	1,586,925	7,956,925
2026-27		30,435,000	6,675,000	1,281,993	7,956,993
2027-28		23,760,000	6,990,000	965,495	7,955,495
2028-29		16,770,000	7,325,000	630,179	7,955,179
2029-30		9,445,000	7,685,000	274,710	7,959,710
2030-31		1,760,000	1,760,000	46,200	1,806,200
2031-32		-	-	-	-
TOTAL			\$ 107,815,000	\$ 51,624,083	\$ 159,439,083

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2003
 Date of Issue: September 1, 2003
 Purpose: Reimburse Woodlands Operating Company for development expenses per Development Agreement
 Amount Issued: \$ 2,100,000
 Amount Outstanding: \$ 1,480,000
 Paying Agent: J.P. Morgan Chase Bank
 Payments: March 1st & September 1st (P)

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2011-12	6.000	\$ 95,000	\$ 64,369	\$ 159,369
2012-13	6.000	100,000	58,669	158,669
2013-14	4.000	105,000	52,669	157,669
2014-15	4.000	110,000	48,469	158,469
2015-16	4.000	115,000	44,069	159,069
2016-17	4.000	120,000	39,469	159,469
2017-18	4.000	125,000	34,669	159,669
2018-19	4.125	130,000	29,669	159,669
2019-20	4.125	135,000	24,306	159,306
2020-21	4.125	140,000	18,738	158,738
2021-22	4.250	150,000	12,963	162,963
2022-23	4.250	155,000	6,588	161,588
Total	\$	1,480,000	\$ 434,647	\$ 1,914,647

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2003A
 Date of Issue: September 1, 2003
 Purpose: 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: \$ 7,600,000
 Amount Outstanding \$ 6,845,000
 Paying Agent: J.P. Morgan Chase Bank
 Payments: March 1st & September 1st (P)

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2011-12	6.000	\$ 415,000	\$ 297,044	\$ 712,044
2012-13	6.000	445,000	272,144	717,144
2013-14	4.000	465,000	245,444	710,444
2014-15	4.000	490,000	226,844	716,844
2015-16	4.000	520,000	207,244	736,444
2016-17	4.000	550,000	186,444	727,244
2017-18	4.000	580,000	164,444	744,444
2018-19	4.125	610,000	141,244	751,244
2019-20	4.125	640,000	116,081	756,081
2020-21	4.125	675,000	89,681	764,681
2021-22	4.250	715,000	61,838	776,838
2022-23	4.250	740,000	31,450	771,450
Total		\$ 6,845,000	\$ 2,039,902	\$ 8,884,902

City of Conroe

General Obligations

Debt Requirements

Description:	Refunding Bonds, Series 2005
Date of Issue:	February 15, 2005
Purpose:	Refund \$300,000 of Certificates of Obligation, Series 1994, \$2,750,000 of Series 1996A, \$1,000,000 of Series 1996, and related issuance costs
Amount Issued:	\$4,160,000
Amount Outstanding	\$2,220,000
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
2011-12	3.270 %	1,090,000	\$ 54,773	\$ 1,144,773
2012-13	3.270	1,130,000	18,476	1,148,476
	Total	\$ 2,220,000	\$ 73,248	\$ 2,293,248

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: \$ 3,740,000
 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
2011-12	4.325	\$ 25,000	\$ 161,214	\$ 186,214
2012-13	4.325	25,000	160,133	185,133
2013-14	4.325	25,000	159,052	184,052
2014-15	4.325	50,000	157,430	207,430
2015-16	4.325	75,000	154,727	229,727
2016-17	4.325	100,000	150,943	246,618
2017-18	4.325	100,000	146,618	250,943
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		\$ 3,740,000	\$ 2,209,210	\$ 5,949,210

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2006
 Date of Issue: October 1, 2006
 Purpose: To fund the Silverdale Road extension and street rehabilitation in the South Magnolia/Presswood/Orval area and Southern Oaks
 Amount Issued: \$ 1,489,920
 Amount Outstanding \$ 1,463,040
 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
2011-12	4.000	\$ 7,680	\$ 66,944	\$ 74,624
2012-13	4.000	7,680	66,637	74,317
2013-14	4.000	7,680	66,330	74,010
2014-15	4.000	7,680	66,023	73,703
2015-16	4.000	7,680	65,716	73,396
2016-17	4.000	7,680	65,408	94,608
2017-18	4.000	29,952	64,656	73,088
2018-19	4.100	30,720	63,427	94,147
2019-20	4.100	33,024	62,120	95,144
2020-21	4.200	33,792	60,734	94,526
2021-22	4.250	33,792	59,306	93,098
2022-23	5.000	37,632	57,647	95,279
2023-24	5.000	148,224	53,001	201,225
2024-25	5.000	155,904	45,397	201,301
2025-26	5.000	163,584	37,410	200,994
2026-27	4.375	172,800	29,541	202,341
2027-28	4.375	182,784	21,762	204,546
2028-29	4.500	192,000	13,444	205,444
2029-30	4.500	202,752	4,562	207,314
Total		\$ 1,463,040	\$ 970,065	\$ 2,433,105

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2006A
 Date of Issue: October 1, 2006
 Purpose: To fund the construction of Longmire Road Phase II-A and other roadway improvements in Tax Increment Reinvestment Zone (TIRZ) #3
 Amount Issued: \$ 5,986,840
 Amount Outstanding \$ 5,878,830
 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
2011-12	4.000	\$ 30,860	\$ 268,998	\$ 299,858
2012-13	4.000	30,860	267,764	298,624
2013-14	4.000	30,860	266,529	297,389
2014-15	4.000	30,860	265,295	296,155
2015-16	4.000	30,860	264,061	294,921
2016-17	4.000	30,860	262,826	380,156
2017-18	4.000	120,354	259,802	293,686
2018-19	4.100	123,440	254,864	378,304
2019-20	4.100	132,698	249,613	382,311
2020-21	4.200	135,784	244,042	379,826
2021-22	4.250	135,784	238,305	374,089
2022-23	5.000	151,214	231,639	382,853
2023-24	5.000	595,598	212,969	808,567
2024-25	5.000	626,458	182,417	808,875
2025-26	5.000	657,318	150,323	807,641
2026-27	4.375	694,350	118,701	813,051
2027-28	4.375	734,468	87,446	821,914
2028-29	4.500	771,500	54,020	825,520
2029-30	4.500	814,704	18,331	833,035
Total		\$ 5,878,830	\$ 3,897,945	\$ 9,776,775

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2006B
Date of Issue: October 1, 2006
Purpose: To reimburse The Woodlands Operating Company for development expenses per Development Agreement
Amount Issued: \$ 2,223,240
Amount Outstanding \$ 2,183,130
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
2011-12	4.000 \$	11,460	\$ 99,894	\$ 111,354
2012-13	4.000	11,460	99,435	110,895
2013-14	4.000	11,460	98,977	110,437
2014-15	4.000	11,460	98,518	109,978
2015-16	4.000	11,460	98,060	109,520
2016-17	4.000	11,460	97,602	109,062
2017-18	4.000	44,694	96,479	141,173
2018-19	4.100	45,840	94,645	140,485
2019-20	4.100	49,278	92,695	141,973
2020-21	4.200	50,424	90,626	141,050
2021-22	4.250	50,424	88,496	138,920
2022-23	5.000	56,154	86,020	142,174
2023-24	5.000	221,178	79,087	300,265
2024-25	5.000	232,638	67,741	300,379
2025-26	5.000	244,098	55,823	299,921
2026-27	4.375	257,850	44,080	301,930
2027-28	4.375	272,748	32,473	305,221
2028-29	4.500	286,500	20,061	306,561
2029-30	4.500	302,544	6,807	309,351
Total	\$	2,183,130	\$ 1,447,519	\$ 3,630,649

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 \$ 9,740,000
 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
2011-12	4.000 \$	2,140,000	\$ 346,800	\$ 2,486,800
2012-13	4.000	2,210,000	259,800	2,469,800
2013-14	4.000	1,670,000	182,200	1,852,200
2014-15	4.000	1,710,000	114,600	1,824,600
2015-16	4.000	985,000	60,700	1,045,700
2016-17	4.000	1,025,000	20,500	1,045,500
	Total \$	9,740,000	\$ 984,600	\$ 10,724,600

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2007
 Date of Issue: September 20, 2007
 Purpose: To fund street rehabilitation projects in the Guinn Rd/Butler Rd/
 Old Hwy 105/N. Magnolia/Andershire areas, Downtown Revitalization
 project phases VI, VII, and VIII, the Animal Shelter, expansion designs
 for Carl Barton and McDade Parks, and various drainage buyouts.
 Amount Issued: \$ 6,340,000
 Amount Outstanding: \$ 6,280,000
 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
2011-12	4.250	\$ 15,000	\$ 311,198	\$ 326,198
2012-13	4.250	15,000	310,560	325,560
2013-14	4.250	30,000	309,604	339,604
2014-15	4.250	45,000	308,010	353,010
2015-16	4.250	55,000	305,885	360,885
2016-17	4.350	55,000	303,520	358,520
2017-18	4.400	350,000	294,624	644,624
2018-19	4.600	365,000	278,529	643,529
2019-20	4.650	380,000	261,299	641,299
2020-21	5.500	400,000	241,464	641,464
2021-22	5.500	420,000	218,914	638,914
2022-23	5.500	440,000	195,264	635,264
2023-24	4.850	460,000	172,009	632,009
2024-25	4.875	485,000	149,032	634,032
2025-26	4.900	510,000	124,715	634,715
2026-27	4.900	530,000	99,235	629,235
2027-28	5.000	555,000	72,375	627,375
2028-29	5.000	575,000	44,125	619,125
2029-30	5.000	595,000	14,875	609,875
Total	\$	6,280,000	\$ 4,015,235	\$ 10,295,235

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2007A
 Date of Issue: September 20, 2007
 Purpose: To fund the construction of 7th St. Phase I (Kidd Rd.) in Tax Increment Reinvestment Zone (TIRZ) #3
 Amount Issued: \$ 2,380,000
 Amount Outstanding: \$ 2,360,000
 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
2011-12	4.250	\$ 5,000	\$ 116,906	\$ 121,906
2012-13	4.250	5,000	116,694	121,694
2013-14	4.250	10,000	116,375	126,375
2014-15	4.250	15,000	115,844	130,844
2015-16	4.250	25,000	114,994	139,994
2016-17	4.350	25,000	113,919	138,919
2017-18	4.400	130,000	110,515	240,515
2018-19	4.600	140,000	104,435	244,435
2019-20	4.650	145,000	97,844	242,844
2020-21	5.500	150,000	90,348	240,348
2021-22	5.500	155,000	81,960	236,960
2022-23	5.500	165,000	73,160	238,160
2023-24	4.850	175,000	64,379	239,379
2024-25	4.875	180,000	55,748	235,748
2025-26	4.900	190,000	46,705	236,705
2026-27	4.900	200,000	37,150	237,150
2027-28	5.000	205,000	27,125	232,125
2028-29	5.000	215,000	16,625	231,625
2029-30	5.000	225,000	5,625	230,625
Total	\$	2,360,000	\$ 1,506,349	\$ 3,866,349

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2007B
 Date of Issue: September 20, 2007
 Purpose: Reimburse Woodlands Operating Company for development expenses per Development Agreement
 Amount Issued: \$ 2,100,000
 Amount Outstanding: \$ 2,080,000
 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
2011-12	4.250	\$ 5,000	\$ 103,074	\$ 108,074
2012-13	4.250	5,000	102,861	107,861
2013-14	4.250	10,000	102,543	112,543
2014-15	4.250	15,000	102,011	117,011
2015-16	4.250	20,000	101,268	121,268
2016-17	4.350	20,000	100,408	120,408
2017-18	4.400	115,000	97,443	212,443
2018-19	4.600	120,000	92,153	212,153
2019-20	4.650	125,000	86,486	211,486
2020-21	5.500	135,000	79,868	214,868
2021-22	5.500	140,000	72,305	212,305
2022-23	5.500	145,000	64,468	209,468
2023-24	4.850	150,000	56,843	206,843
2024-25	4.875	160,000	49,305	209,305
2025-26	4.900	170,000	41,240	211,240
2026-27	4.900	175,000	32,788	207,788
2027-28	5.000	180,000	24,000	204,000
2028-29	5.000	190,000	14,750	204,750
2029-30	5.000	200,000	5,000	205,000
Total		\$ 2,080,000	\$ 1,328,810	\$ 3,408,810

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2008
 Date of Issue: September 1, 2008
 Purpose: Construction of sidewalks, street rehabilitation, Downtown Ph. VII, IX, & X projects, Carl Barton & McDade Park projects, and county land exchange and parking agreement
 Amount Issued: \$ 9,439,200
 Amount Outstanding: \$ 9,577,200
 Paying Agent: Bank of New York
 Payments: March 1st & September 1st (P)

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2011-12	0.000	\$ 77,280	\$ 425,040	\$ 502,320
2012-13	0.000	104,880	425,040	529,920
2013-14	3.500	140,760	422,577	563,337
2014-15	3.500	113,160	418,133	531,293
2015-16	4.000	292,560	410,302	702,862
2016-17	4.000	276,000	398,930	674,930
2017-18	4.000	499,560	383,419	882,979
2018-19	4.125	518,880	362,726	881,606
2019-20	4.250	538,200	340,587	878,787
2020-21	4.250	563,040	317,186	880,226
2021-22	4.500	590,640	291,932	882,572
2022-23	4.500	618,240	264,732	882,972
2023-24	4.500	648,600	236,228	884,828
2024-25	4.625	678,960	205,934	884,894
2025-26	4.750	709,320	173,387	882,707
2026-27	4.750	745,200	138,842	884,042
2027-28	4.750	781,080	102,593	883,673
2028-29	5.000	819,720	63,549	883,269
2029-30	5.000	861,120	21,528	882,648
Total	\$	9,577,200	\$ 5,402,666	\$ 14,979,866

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2008A
 Date of Issue: September 1, 2008
 Purpose: Construction of the following TIRZ #3 projects: Crighton Road, Gladstell Road Ph I, League Line Road Ph II, Longmire Road Ph III, & Ed Kharbat Dr.
 Amount Issued: \$ 7,660,800
 Amount Outstanding: \$ 7,772,800
 Paying Agent: Bank of New York
 Payments: March 1st & September 1st (P)

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2011-12	0.000	\$ 62,720	\$ 344,960	\$ 407,680
2012-13	0.000	85,120	344,960	430,080
2013-14	3.500	114,240	342,961	457,201
2014-15	3.500	91,840	339,354	431,194
2015-16	4.000	237,440	332,998	570,438
2016-17	4.000	224,000	323,770	547,770
2017-18	4.000	405,440	311,181	716,621
2018-19	4.125	421,120	294,386	715,506
2019-20	4.250	436,800	276,419	713,219
2020-21	4.250	456,960	257,426	714,386
2021-22	4.500	479,360	236,930	716,290
2022-23	4.500	501,760	214,855	716,615
2023-24	4.500	526,400	191,722	718,122
2024-25	4.625	551,040	167,135	718,175
2025-26	4.750	575,680	140,720	716,400
2026-27	4.750	604,800	112,683	717,483
2027-28	4.750	633,920	83,264	717,184
2028-29	5.000	665,280	51,576	716,856
2029-30	5.000	698,880	17,472	716,352
Total	\$	7,772,800	\$ 4,384,772	\$ 12,157,572

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: \$ 12,132,109
 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
2011-12	2.000	\$ 421,986	\$ 429,575	\$ 851,561
2012-13	2.000	426,782	421,087	847,869
2013-14	2.000	465,144	412,168	877,312
2014-15	2.500	479,530	401,522	881,052
2015-16	3.000	551,460	387,256	938,716
2016-17	3.000	575,436	370,353	945,789
2017-18	3.250	556,255	352,682	908,937
2018-19	3.500	575,436	333,573	909,009
2019-20	3.500	599,413	313,013	912,426
2020-21	4.000	618,594	290,152	908,745
2021-22	4.000	647,366	264,832	912,198
2022-23	4.000	676,137	238,362	914,500
2023-24	4.000	700,114	210,837	910,951
2024-25	4.000	728,886	182,257	911,143
2025-26	4.000	757,657	152,527	910,184
2026-27	4.000	786,429	121,645	908,074
2027-28	4.000	819,996	89,516	909,513
2028-29	4.125	853,563	55,512	909,075
2029-30	4.250	891,926	18,953	910,879
Total	\$	12,132,109	\$ 5,045,824	\$ 17,177,933

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: \$ 517,891
 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
2011-12	2.000	\$ 18,014	\$ 18,338	\$ 36,351
2012-13	2.000	18,218	17,975	36,194
2013-14	2.000	19,856	17,594	37,450
2014-15	2.500	20,470	17,140	37,610
2015-16	3.000	23,541	16,531	40,072
2016-17	3.000	24,564	15,810	40,374
2017-18	3.250	23,745	15,055	38,800
2018-19	3.500	24,564	14,239	38,803
2019-20	3.500	25,588	13,362	38,949
2020-21	4.000	26,406	12,386	38,792
2021-22	4.000	27,635	11,305	38,940
2022-23	4.000	28,863	10,175	39,038
2023-24	4.000	29,886	9,000	38,886
2024-25	4.000	31,114	7,780	38,895
2025-26	4.000	32,343	6,511	38,854
2026-27	4.000	33,571	5,193	38,764
2027-28	4.000	35,004	3,821	38,825
2028-29	4.125	36,437	2,370	38,806
2029-30	4.250	38,074	809	38,883
	Total	\$ 517,891	\$ 215,394	\$ 733,285

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2010
 Date of Issue: September 1, 2010
 Purpose: Rehabilitation of various streets; Wilson Road widening; downtown revitalization; renovations to Candy Cane Park, MLK Sports Park engineering; park land acquisition; construction of park restrooms and drinking fountains; hike and bike trails; and various drainage projects
 Amount Issued: \$ 7,749,720
 Amount Outstanding: \$ 7,666,120
 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
2011-12	2.000	\$ 142,120	\$ 268,022	\$ 410,142
2012-13	2.000	146,300	265,137	411,437
2013-14	2.000	229,900	261,375	491,275
2014-15	2.000	234,080	256,736	490,816
2015-16	2.000	342,760	250,967	593,727
2016-17	3.000	351,120	242,273	593,393
2017-18	3.000	380,380	231,300	611,680
2018-19	3.000	392,920	219,701	612,621
2019-20	3.000	405,460	207,725	613,185
2020-21	4.000	418,000	193,283	611,283
2021-22	4.000	434,720	176,229	610,949
2022-23	4.000	451,440	158,506	609,946
2023-24	4.000	472,340	140,030	612,370
2024-25	4.000	493,240	120,718	613,958
2025-26	4.000	509,960	100,654	610,614
2026-27	4.000	535,040	79,754	614,794
2027-28	4.000	551,760	58,018	609,778
2028-29	4.000	576,840	35,446	612,286
2029-30	4.000	597,740	11,955	609,695
Total		\$ 7,666,120	\$ 3,277,831	\$ 10,943,951

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: \$ 1,503,880
 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
2011-12	2.000	\$ 27,880	\$ 52,578	\$ 80,458
2012-13	2.000	28,700	52,013	80,713
2013-14	2.000	45,100	51,275	96,375
2014-15	2.000	45,920	50,364	96,284
2015-16	2.000	67,240	49,233	116,473
2016-17	3.000	68,880	47,527	116,407
2017-18	3.000	74,620	45,375	119,995
2018-19	3.000	77,080	43,099	120,179
2019-20	3.000	79,540	40,750	120,290
2020-21	4.000	82,000	37,917	119,917
2021-22	4.000	85,280	34,571	119,851
2022-23	4.000	88,560	31,094	119,654
2023-24	4.000	92,660	27,470	120,130
2024-25	4.000	96,760	23,682	120,442
2025-26	4.000	100,040	19,746	119,786
2026-27	4.000	104,960	15,646	120,606
2027-28	4.000	108,240	11,382	119,622
2028-29	4.000	113,160	6,954	120,114
2029-30	4.000	117,260	2,345	119,605
Total		\$ 1,503,880	\$ 643,019	\$ 2,146,899

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: \$ 3,990,000
 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
2011-12	2.000	\$ 710,000	\$ 78,350	\$ 788,350
2012-13	2.000	690,000	64,350	754,350
2013-14	2.000	720,000	50,250	770,250
2014-15	2.000	770,000	35,350	805,350
2015-16	2.000	535,000	22,300	557,300
2016-17	3.000	565,000	8,475	573,475
	Total	\$ 3,990,000	\$ 259,075	\$ 4,249,075

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2011 (Proposed)
 Date of Issue: TBD
 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: \$ 11,034,401
 Amount Outstanding: \$ 11,034,401
 Paying Agent: TBD
 Payments: March 1st & September 1st (P)

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2011-12	5.250	\$ 105,554	\$ 528,260	\$ 633,813
2012-13	5.250	54,130	572,344	626,474
2013-14	5.250	138,032	567,299	705,331
2014-15	5.250	146,151	559,840	705,991
2015-16	5.250	419,508	544,991	964,498
2016-17	5.250	443,866	522,327	966,193
2017-18	5.250	484,464	497,959	982,422
2018-19	5.250	508,822	471,885	980,707
2019-20	5.250	535,887	444,461	980,348
2020-21	5.250	565,659	415,546	981,204
2021-22	5.250	595,430	385,067	980,497
2022-23	5.250	627,908	352,955	980,863
2023-24	5.250	663,093	319,066	982,158
2024-25	5.250	695,571	283,401	978,972
2025-26	5.250	736,168	245,818	981,986
2026-27	5.250	774,059	206,174	980,233
2027-28	5.250	817,363	164,400	981,763
2028-29	5.250	860,667	120,351	981,018
2029-30	5.250	909,384	73,887	983,271
2030-31	5.250	952,688	25,008	977,696
Total		\$ 11,034,401	\$ 7,301,039	\$ 18,335,440

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2011A (Proposed)
 Date of Issue: TBD
 Purpose: Construction of the following TIRZ #3 construction projects: League Line Road Phase II

 Amount Issued: \$ 7,493,526
 Amount Outstanding: \$ 7,493,526
 Paying Agent: TBD
 Payments: March 1st & September 1st (P)

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2011-12	5.250	\$ 71,682	\$ 358,744	\$ 430,426
2012-13	5.250	36,760	388,682	425,442
2013-14	5.250	93,738	385,256	478,994
2014-15	5.250	99,252	380,190	479,442
2015-16	5.250	284,890	370,107	654,997
2016-17	5.250	301,432	354,716	656,148
2017-18	5.250	329,002	338,167	667,169
2018-19	5.250	345,544	320,460	666,004
2019-20	5.250	363,924	301,836	665,760
2020-21	5.250	384,142	282,200	666,342
2021-22	5.250	404,360	261,501	665,861
2022-23	5.250	426,416	239,694	666,110
2023-24	5.250	450,310	216,680	666,990
2024-25	5.250	472,366	192,459	664,825
2025-26	5.250	499,936	166,936	666,872
2026-27	5.250	525,668	140,014	665,682
2027-28	5.250	555,076	111,645	666,721
2028-29	5.250	584,484	81,731	666,215
2029-30	5.250	617,568	50,177	667,745
2030-31	5.250	646,976	16,983	663,959
Total	\$	7,493,526	\$ 4,958,179	\$ 12,451,705

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2011B (Proposed)
 Date of Issue: TBD
 Purpose: Reimburse The Woodlands Land Development Company (TWLDC) for infrastructure development expenses per Development Agreement

Amount Issued: \$ 1,857,074
 Amount Outstanding: \$ 1,857,074
 Paying Agent: TBD
 Payments: March 1st & September 1st (P)

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2011-12	5.250	\$ 17,765	\$ 88,905	\$ 106,670
2012-13	5.250	9,110	96,325	105,435
2013-14	5.250	23,231	95,476	118,706
2014-15	5.250	24,597	94,220	118,817
2015-16	5.250	70,603	91,721	162,324
2016-17	5.250	74,702	87,907	162,609
2017-18	5.250	81,535	83,806	165,340
2018-19	5.250	85,634	79,418	165,052
2019-20	5.250	90,189	74,802	164,991
2020-21	5.250	95,200	69,936	165,135
2021-22	5.250	100,210	64,806	165,016
2022-23	5.250	105,676	59,402	165,078
2023-24	5.250	111,598	53,698	165,296
2024-25	5.250	117,064	47,696	164,759
2025-26	5.250	123,896	41,371	165,267
2026-27	5.250	130,273	34,699	164,972
2027-28	5.250	137,561	27,668	165,229
2028-29	5.250	144,849	20,255	165,104
2029-30	5.250	153,048	12,435	165,483
2030-31	5.250	160,336	4,209	164,545
Total	\$	1,857,074	\$ 1,228,754	\$ 3,085,828

WATER AND SEWER DEBT SERVICE FUND

FY 11-12 Budget Summary

Water and Sewer Debt Service Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 768,606	\$ 768,606	\$ 1,111,850	\$ -	\$ 1,111,850	\$ -	0.0%
Water & Sewer Debt Service Revenues:								
Revenues	\$ 2,085,104	\$ 3,238,051	\$ 3,215,673	\$ 3,799,627	\$ -	\$ 3,799,627	\$ 561,576	17.3%
Total Revenues	\$ 2,085,104	\$ 3,238,051	\$ 3,215,673	\$ 3,799,627	\$ -	\$ 3,799,627	\$ 561,576	17.3%
Total Resources:		\$ 4,006,657	\$ 3,984,279	\$ 4,911,477	\$ -	\$ 4,911,477	\$ 561,576	14.0%
Water & Sewer Debt Service Expenditures:								
W & S Debt	\$ 2,256,445	\$ 3,238,051	\$ 2,872,429	\$ 3,799,627	\$ -	\$ 3,799,627	\$ 561,576	17.3%
Total Expenditures	\$ 2,256,445	\$ 3,238,051	\$ 2,872,429	\$ 3,799,627	\$ -	\$ 3,799,627	\$ 561,576	17.3%
New Fund Balance:		\$ 768,606	\$ 1,111,850	\$ 1,111,850		\$ 1,111,850		

Breakdown of Transfer In:

Water & Sewer Oper. Fund	\$ 3,550,806
CIDC General Fund	248,776
Total	\$ 3,799,582

CITY OF CONROE

FY 2011-2012

0006-0000

BUDGET LINE ITEMS

FUND: REV BOND DEBT SVC FUND		DEPARTMENT: REVENUE BOND DEBT SERVICE				DIVISION: REVENUES	
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	(\$3,369)	\$22,421	\$43	\$45	\$0	\$0	\$45
6015 Gains (Losses) on Investmt	(\$24,000)	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$2,112,473	\$3,215,630	\$3,215,630	\$3,799,582	\$0	\$0	\$3,799,582
REVENUES SUBTOTAL	\$2,085,104	\$3,238,051	\$3,215,673	\$3,799,627	\$0	\$0	\$3,799,627
TOTAL 0006-0000	\$2,085,104	\$3,238,051	\$3,215,673	\$3,799,627	\$0	\$0	\$3,799,627

CITY OF CONROE

FY 2011-2012

0006-6000

BUDGET LINE ITEMS

FUND: REV BOND DEBT SVC FUND		DEPARTMENT: REVENUE BOND DEBT SERVICE			DIVISION: EXPENDITURES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$1,950	\$0	\$2,700	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$1,950	\$0	\$2,700	\$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	\$745,000	\$1,025,000	\$1,025,000	\$1,660,000	\$0	\$0	\$1,660,000
9610 Interest	\$1,507,695	\$2,208,051	\$1,839,729	\$2,134,627	\$0	\$0	\$2,134,627
9615 Fees	\$1,800	\$5,000	\$5,000	\$5,000	\$0	\$0	\$5,000
9616 Bond Issue Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9660 Principal-Lease	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DEBT SERVICE SUBTOTAL	\$2,254,495	\$3,238,051	\$2,869,729	\$3,799,627	\$0	\$0	\$3,799,627
TOTAL 0006-6000	\$2,256,445	\$3,238,051	\$2,872,429	\$3,799,627	\$0	\$0	\$3,799,627

City of Conroe

Schedule of Requirements

All Water & Sewer Revenue Bonds

Fiscal Year	Bonds Outstanding	Principal Requirements	Interest Requirements	Total Requirements
2011-12	\$ 54,190,000	\$ 1,660,000	\$ 2,134,627	\$ 3,794,627
2012-13	52,530,000	\$ 1,875,000	\$ 2,189,340	4,064,340
2013-14	50,655,000	\$ 1,945,000	\$ 2,120,578	4,065,578
2014-15	48,710,000	\$ 2,015,000	\$ 2,049,916	4,064,916
2015-16	46,695,000	\$ 2,090,000	\$ 1,978,016	4,068,016
2016-17	44,605,000	\$ 2,160,000	\$ 1,902,891	4,062,891
2017-18	42,445,000	\$ 2,250,000	\$ 1,821,280	4,071,280
2018-19	40,195,000	\$ 2,335,000	\$ 1,733,135	4,068,135
2019-20	37,860,000	\$ 2,430,000	\$ 1,639,709	4,069,709
2020-21	35,430,000	\$ 2,525,000	\$ 1,541,239	4,066,239
2021-22	32,905,000	\$ 2,630,000	\$ 1,436,108	4,066,108
2022-23	30,275,000	\$ 2,750,000	\$ 1,319,354	4,069,354
2023-24	27,525,000	\$ 2,875,000	\$ 1,193,439	4,068,439
2024-25	24,650,000	\$ 3,005,000	\$ 1,062,618	4,067,618
2025-26	21,645,000	\$ 3,145,000	\$ 925,237	4,070,237
2026-27	18,500,000	\$ 3,285,000	\$ 780,455	4,065,455
2027-28	15,215,000	\$ 3,440,000	\$ 627,602	4,067,602
2028-29	11,775,000	\$ 3,600,000	\$ 466,484	4,066,484
2029-30	8,175,000	\$ 3,775,000	\$ 296,179	4,071,179
2030-31	4,400,000	\$ 3,950,000	\$ 116,597	4,066,597
2031-32	450,000	\$ 450,000	\$ 12,375	462,375
2032-33	-	\$ -	\$ -	-
TOTAL		\$ 54,190,000	\$ 27,347,176	\$ 81,537,176

City of Conroe

Revenue Bond

Debt Requirements

Description: Series 2006 Water and Sewer System Revenue Bonds
Date of Issue: May 11, 2006
Purpose: Construction of various water and sewer projects related to annexations in the northwest part of the City
Amount Issued: \$ 10,850,000
Amount Outstanding: \$ 9,945,000
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
2011-12	5.000	\$ 295,000	\$ 464,313	\$ 759,313
2012-13	5.000	310,000	449,188	759,188
2013-14	5.000	330,000	433,188	763,188
2014-15	5.000	345,000	416,313	761,313
2015-16	5.000	360,000	398,688	758,688
2016-17	5.000	380,000	380,188	760,188
2017-18	5.000	400,000	361,938	761,938
2018-19	4.375	420,000	344,000	764,000
2019-20	4.375	440,000	324,913	764,913
2020-21	4.500	465,000	304,550	769,550
2021-22	4.500	490,000	281,838	771,838
2022-23	0.000	515,000	256,713	771,713
2023-24	5.000	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	4.625	660,000	119,938	779,938
2028-29	4.750	695,000	87,756	782,756
2029-30	4.750	730,000	53,913	783,913
2030-31	4.750	770,000	18,288	788,288
Total	\$	9,945,000	\$ 5,461,556	\$ 15,406,556

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: \$ 5,270,000
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
2011-12	6.000	\$ 160,000	\$ 252,348	\$ 412,348
2012-13	6.000	170,000	242,448	412,448
2013-14	6.000	175,000	232,098	407,098
2014-15	5.000	185,000	222,223	407,223
2015-16	4.250	200,000	213,348	413,348
2016-17	4.250	210,000	204,635	414,635
2017-18	4.350	220,000	195,388	415,388
2018-19	4.400	230,000	185,543	415,543
2019-20	4.600	240,000	174,963	414,963
2020-21	4.650	245,000	163,746	408,746
2021-22	4.700	260,000	151,940	411,940
2022-23	4.750	270,000	139,418	409,418
2023-24	4.800	285,000	126,165	411,165
2024-25	4.850	300,000	112,050	412,050
2025-26	4.875	310,000	97,219	407,219
2026-27	4.875	325,000	81,741	406,741
2027-28	4.875	345,000	65,409	410,409
2028-29	5.000	360,000	48,000	408,000
2029-30	5.000	380,000	29,500	409,500
2030-31	5.000	400,000	10,000	410,000
Total		\$ 5,270,000	\$ 2,948,178	\$ 8,218,178

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: \$ 10,545,000
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
2011-12	3.500	\$ 360,000	\$ 451,231	\$ 811,231
2012-13	3.500	370,000	438,456	808,456
2013-14	3.500	385,000	425,244	810,244
2014-15	3.500	405,000	411,419	816,419
2015-16	3.500	415,000	397,069	812,069
2016-17	4.000	425,000	381,306	806,306
2017-18	4.000	440,000	364,006	804,006
2018-19	4.000	455,000	346,106	801,106
2019-20	4.125	475,000	327,209	802,209
2020-21	4.250	495,000	306,894	801,894
2021-22	4.250	515,000	285,431	800,431
2022-23	4.500	540,000	262,338	802,338
2023-24	4.500	565,000	237,475	802,475
2024-25	4.500	585,000	211,600	796,600
2025-26	4.625	610,000	184,331	794,331
2026-27	4.750	640,000	155,025	795,025
2027-28	4.750	670,000	123,913	793,913
2028-29	4.750	700,000	91,375	791,375
2029-30	5.000	730,000	56,500	786,500
2030-31	5.000	765,000	19,125	784,125
Total		\$ 10,545,000	\$ 5,476,053	\$ 16,021,053

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: \$ 7,105,000
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
2011-12	3.000	\$ 250,000	\$ 262,949	\$ 512,949
2012-13	3.000	260,000	255,299	515,299
2013-14	3.000	265,000	247,424	512,424
2014-15	3.000	275,000	239,324	514,324
2015-16	3.000	285,000	230,924	515,924
2016-17	3.000	295,000	222,224	517,224
2017-18	3.000	305,000	213,224	518,224
2018-19	3.500	315,000	203,136	518,136
2019-20	3.500	325,000	191,936	516,936
2020-21	3.500	335,000	180,386	515,386
2021-22	4.000	345,000	167,624	512,624
2022-23	4.000	360,000	153,524	513,524
2023-24	4.000	375,000	138,824	513,824
2024-25	4.000	390,000	123,524	513,524
2025-26	4.000	410,000	107,524	517,524
2026-27	4.125	425,000	90,558	515,558
2027-28	4.250	440,000	72,443	512,443
2028-29	4.300	460,000	53,203	513,203
2029-30	4.375	485,000	32,703	517,703
2030-31	4.375	505,000	11,047	516,047
Total	\$	7,105,000	\$ 3,197,797	\$ 10,302,797

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: \$ 15,715,000
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
2011-12	2.000	\$ 595,000	\$ 511,800	\$ 1,106,800
2012-13	2.000	605,000	499,800	1,104,800
2013-14	2.000	620,000	487,550	1,107,550
2014-15	2.000	630,000	475,050	1,105,050
2015-16	2.000	645,000	462,300	1,107,300
2016-17	2.000	655,000	449,300	1,104,300
2017-18	3.000	675,000	432,625	1,107,625
2018-19	3.000	695,000	412,075	1,107,075
2019-20	3.000	715,000	390,925	1,105,925
2020-21	3.000	740,000	369,100	1,109,100
2021-22	3.000	760,000	346,600	1,106,600
2022-23	4.000	790,000	319,400	1,109,400
2023-24	4.000	820,000	287,200	1,107,200
2024-25	4.000	855,000	253,700	1,108,700
2025-26	4.000	890,000	218,800	1,108,800
2026-27	4.000	925,000	182,500	1,107,500
2027-28	4.000	965,000	144,700	1,109,700
2028-29	4.000	1,005,000	105,300	1,110,300
2029-30	4.000	1,045,000	64,300	1,109,300
2030-31	4.000	1,085,000	21,700	1,106,700
Total	\$	15,715,000	\$ 6,434,725	\$ 22,149,725

City of Conroe

Revenue Bond

Debt Requirements

Description: Series 2011 Water and Sewer System Revenue Bonds (Proposed)
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: \$ 5,610,000
Paying Agent: TBD
Payments: November 15th (P) & May 15th

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2011-12	5.500	\$ -	\$ 191,987	\$ 191,987
2012-13	5.500	160,000	304,150	464,150
2013-14	5.500	170,000	295,075	465,075
2014-15	5.500	175,000	285,588	460,588
2015-16	5.500	185,000	275,688	460,688
2016-17	5.500	195,000	265,238	460,238
2017-18	5.500	210,000	254,100	464,100
2018-19	5.500	220,000	242,275	462,275
2019-20	5.500	235,000	229,763	464,763
2020-21	5.500	245,000	216,563	461,563
2021-22	5.500	260,000	202,675	462,675
2022-23	5.500	275,000	187,963	462,963
2023-24	5.500	290,000	172,425	462,425
2024-25	5.500	305,000	156,063	461,063
2025-26	5.500	325,000	138,738	463,738
2026-27	5.500	340,000	120,450	460,450
2027-28	5.500	360,000	101,200	461,200
2028-29	5.500	380,000	80,850	460,850
2029-30	5.500	405,000	59,263	464,263
2030-31	5.500	425,000	36,438	461,438
2031-32	5.500	450,000	12,375	462,375
Total		\$ 5,610,000	\$ 3,828,867	\$ 9,438,867



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

FY 11-12 Budget Summary

Conroe Industrial Development Corporation

Debt Service Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
CIDC Debt Service Revenues:								
Revenues	\$ 2,761,740	\$ 2,764,910	\$ 2,764,910	\$ 3,817,369	\$ -	\$ 3,817,369	\$ 1,052,459	38.1%
Total Revenues	\$ 2,761,740	\$ 2,764,910	\$ 2,764,910	\$ 3,817,369	\$ -	\$ 3,817,369	\$ 1,052,459	38.1%
Total Resources:	\$ 2,764,910	\$ 2,764,910	\$ 2,764,910	\$ 3,817,369	\$ -	\$ 3,817,369	\$ 1,052,459	38.1%
CIDC Debt Service Expenditures:								
CIDC Debt	\$ 2,746,276	\$ 2,764,910	\$ 2,764,910	\$ 3,817,369	\$ -	\$ 3,817,369	\$ 1,052,459	38.1%
Total Expenditures	\$ 2,746,276	\$ 2,764,910	\$ 2,764,910	\$ 3,817,369	\$ -	\$ 3,817,369	\$ 1,052,459	38.1%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Breakdown of Transfer In:

CIDC Rev. Clearing Fund	\$ 3,817,369
Total	\$ 3,817,369

CITY OF CONROE
FY 2011-2012
0009-0001

BUDGET LINE ITEMS

FUND: CIDC DEBT SVC FUND		DEPARTMENT: CIDC DEBT SERVICE			DIVISION: REVENUES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$2,761,740	\$2,764,910	\$2,764,910	\$3,817,369	\$0	\$0	\$3,817,369
REVENUES SUBTOTAL	\$2,761,740	\$2,764,910	\$2,764,910	\$3,817,369	\$0	\$0	\$3,817,369
TOTAL 0009-0001	\$2,761,740	\$2,764,910	\$2,764,910	\$3,817,369	\$0	\$0	\$3,817,369

CITY OF CONROE

FY 2011-2012

0009-9200

BUDGET LINE ITEMS

FUND: CIDC DEBT SVC FUND		DEPARTMENT: CIDC DEBT SERVICE			DIVISION: EXPENDITURES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$1,950	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$1,950	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9600 Principal	\$1,615,000	\$1,690,000	\$1,690,000	\$1,935,000	\$0	\$0	\$1,935,000
9610 Interest	\$1,126,736	\$1,054,910	\$1,054,910	\$1,862,369	\$0	\$0	\$1,862,369
9615 Fees	\$2,590	\$20,000	\$20,000	\$20,000	\$0	\$0	\$20,000
DEBT SERVICE SUBTOTAL	\$2,744,326	\$2,764,910	\$2,764,910	\$3,817,369	\$0	\$0	\$3,817,369
TOTAL 0009-9200	\$2,746,276	\$2,764,910	\$2,764,910	\$3,817,369	\$0	\$0	\$3,817,369

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

Fiscal Year	Bonds Outstanding	Principal	Interest	Total
2011-12	\$ 37,040,000	\$ 1,935,000	\$ 1,862,369	\$ 3,797,369
2012-13	35,105,000	2,025,000	1,774,099	3,799,099
2013-14	33,080,000	2,115,000	1,681,627	3,796,627
2014-15	30,965,000	2,210,000	1,585,020	3,795,020
2015-16	28,755,000	2,315,000	1,484,118	3,799,118
2016-17	26,440,000	2,420,000	1,378,346	3,798,346
2017-18	24,020,000	1,460,000	1,267,703	2,727,703
2018-19	22,560,000	1,540,000	1,191,918	2,731,918
2019-20	21,020,000	1,620,000	1,111,878	2,731,878
2020-21	19,400,000	1,700,000	1,027,640	2,727,640
2021-22	17,700,000	1,790,000	939,205	2,729,205
2022-23	15,910,000	1,885,000	846,055	2,731,055
2023-24	14,025,000	1,980,000	747,903	2,727,903
2024-25	12,045,000	2,085,000	644,748	2,729,748
2025-26	9,960,000	2,195,000	536,015	2,731,015
2026-27	7,765,000	2,310,000	421,475	2,731,475
2027-28	5,455,000	2,430,000	300,898	2,730,898
2028-29	3,025,000	1,470,000	173,938	1,643,938
2029-30	1,555,000	1,555,000	89,413	1,644,413
2030-31	-	-	-	-
TOTAL	\$ 37,040,000	\$ 19,064,368	\$ 56,104,368	

City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Revenue Bonds, Series 1997
Date of Issue: September 4, 2007
Purpose: Construction of west side sewer trunk main and other sewer projects (\$15,000,000) and construction of police station (\$2,500,000).
Amount Authorized: \$ 17,500,000
Amount Issued: \$ 17,500,000
Amount Outstanding: \$ 7,130,000
Paying Agent: Chase Bank of Texas, National Association, Houston
Payments: March 1st and September 1st (P)

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal	Interest	Total
2011-12	4.38	\$ 1,065,000	\$ 312,294	\$ 1,377,294
2012-13	4.38	1,110,000	265,647	1,375,647
2013-14	4.38	1,160,000	217,029	1,377,029
2014-15	4.38	1,210,000	166,221	1,376,221
2015-16	4.38	1,265,000	113,223	1,378,223
2016-17	4.38	1,320,000	57,816	1,377,816
Total		\$ 7,130,000	\$ 1,132,230	\$ 8,262,230

City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Revenue Bonds, Series 1999
Date of Issue: September 4, 2007
Purpose: Acquire and improve property to be used for development of an industrial park important to the economic growth and development of the City and its residents.
Amount Authorized: \$ 2,500,000
Amount Issued: \$ 2,500,000
Amount Outstanding: \$ 1,050,000
Paying Agent: Chase Bank of Texas, National Association, Houston
Payments: March 1st and September 1st (P)

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal	Interest	Total
2011-12	4.38	\$ 160,000	\$ 45,990	\$ 205,990
2012-13	4.38	165,000	38,982	203,982
2013-14	4.38	170,000	31,755	201,755
2014-15	4.38	180,000	24,309	204,309
2015-16	4.38	185,000	16,425	201,425
2016-17	4.38	190,000	8,322	198,322
Total	\$	1,050,000	\$ 165,783	\$ 1,215,783

City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Revenue Bonds, Series 2008
Date of Issue: May 15, 2008
Purpose: Acquire and improve property to be used for development of an industrial park important to the economic growth and development of the City and its residents.
Amount Issued: \$ 15,000,000
Amount Outstanding: \$ 13,510,000
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
2011-12	4.600	\$ 540,000	\$ 621,460	\$ 1,161,460
2012-13	4.600	565,000	596,620	1,161,620
2013-14	4.600	590,000	570,630	1,160,630
2014-15	4.600	620,000	543,490	1,163,490
2015-16	4.600	650,000	514,970	1,164,970
2016-17	4.600	680,000	485,070	1,165,070
2017-18	4.600	710,000	453,790	1,163,790
2018-19	4.600	740,000	421,130	1,161,130
2019-20	4.600	775,000	387,090	1,162,090
2020-21	4.600	810,000	351,440	1,161,440
2021-22	4.600	850,000	314,180	1,164,180
2022-23	4.600	890,000	275,080	1,165,080
2023-24	4.600	930,000	234,140	1,164,140
2024-25	4.600	970,000	191,360	1,161,360
2025-26	4.600	1,015,000	146,740	1,161,740
2026-27	4.600	1,065,000	100,050	1,165,050
2027-28	4.600	1,110,000	51,060	1,161,060
Total	\$	13,510,000	\$ 6,258,300	\$ 19,768,300

City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Revenue Bonds, Series 2011 (Proposed)
Date of Issue: TBD
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: \$ 15,350,000
Amount Outstanding: \$ 15,350,000
Paying Agent: TBD
Payments: March 1st & September 1st (P)

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2011-12	5.750	\$ 170,000	\$ 882,625	\$ 1,052,625
2012-13	5.750	185,000	872,850	1,057,850
2013-14	5.750	195,000	862,213	1,057,213
2014-15	5.750	200,000	851,000	1,051,000
2015-16	5.750	215,000	839,500	1,054,500
2016-17	5.750	230,000	827,138	1,057,138
2017-18	5.750	750,000	813,913	1,563,913
2018-19	5.750	800,000	770,788	1,570,788
2019-20	5.750	845,000	724,788	1,569,788
2020-21	5.750	890,000	676,200	1,566,200
2021-22	5.750	940,000	625,025	1,565,025
2022-23	5.750	995,000	570,975	1,565,975
2023-24	5.750	1,050,000	513,763	1,563,763
2024-25	5.750	1,115,000	453,388	1,568,388
2025-26	5.750	1,180,000	389,275	1,569,275
2026-27	5.750	1,245,000	321,425	1,566,425
2027-28	5.750	1,320,000	249,838	1,569,838
2028-29	5.750	1,470,000	173,938	1,643,938
2029-30	5.750	1,555,000	89,413	1,644,413
2030-31	5.750	-	-	-
Total	\$	15,350,000	\$ 11,508,055	\$ 26,858,055



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VEHICLE AND EQUIPMENT REPLACEMENT FUND

FY 11-12 Budget Summary

Vehicle and Equipment Replacement Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 2,686,253	\$ 2,686,253	\$ 2,214,745	\$ -	\$ 2,214,745	\$ -	0.0%
Vehicle and Equipment Replacement Fund Revenues:								
Revenues	\$1,785,881	\$1,733,419	\$1,814,003	\$ 8,575	\$ -	\$ 8,575	\$(1,724,844)	-99.5%
Total Revenues	\$1,785,881	\$1,733,419	\$1,814,003	\$ 8,575	\$ -	\$ 8,575	\$(1,724,844)	-99.5%
Total Resources:	\$1,785,881	\$4,419,672	\$4,500,256	\$2,223,320	\$ -	\$2,223,320	\$(1,724,844)	-39.0%
Vehicle and Equipment Replacement Fund Expenditures:								
Vehicles	\$1,560,063	\$2,280,941	\$2,285,511	\$1,464,200	\$ -	\$1,464,200	\$(816,741)	-35.8%
Total Expenditures	\$1,560,063	\$2,280,941	\$2,285,511	\$1,464,200	\$ -	\$1,464,200	\$(816,741)	-35.8%
New Fund Balance:		\$ 2,138,731	\$ 2,214,745	\$ 759,120		\$ 759,120		

Breakdown of Transfer In:

General Fund	\$ -
General Fund (Fire Dept)	-
Tower Fund	1,396
Service Center Fund	6,679
Total	\$ 8,075

CITY OF CONROE

FY 2011-2012

0003-0000

BUDGET LINE ITEMS

FUND: VERF	DEPARTMENT: VEHICLE & EQUIPMENT REPLACEMENT			DIVISION: VERF REVENUES			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$2,099	\$500	\$500	\$500	\$0	\$0	\$500
6015 Gains (Losses) on Investmt	\$14,837	\$0	\$0	\$0	\$0	\$0	\$0
6036 Sales of Cap. Assets	\$145,434	\$0	\$77,902	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$0	\$0	\$1,722	\$0	\$0	\$0	\$0
6200 Proceeds of Capital Leases	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$0	\$0	\$960	\$0	\$0	\$0	\$0
6550 Transfer In	\$1,623,511	\$1,732,919	\$1,732,919	\$8,075	\$0	\$0	\$8,075
REVENUES SUBTOTAL	\$1,785,881	\$1,733,419	\$1,814,003	\$8,575	\$0	\$0	\$8,575
TOTAL 0003-0000	\$1,785,881	\$1,733,419	\$1,814,003	\$8,575	\$0	\$0	\$8,575

CITY OF CONROE

FY 2011-2012

0003-3010

BUDGET LINE ITEMS

FUND: VERF		DEPARTMENT: VEHICLE & EQUIPMENT REPLACEMENT			DIVISION: VERF EXPENDITURES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$56,768	\$122,400	\$126,000	\$126,000	\$0	\$0	\$126,000
8060 Contract Services	\$0	\$0	\$970	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$56,768	\$122,400	\$126,970	\$126,000	\$0	\$0	\$126,000
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment > \$5,000	\$24,813	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$9	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$1,477,713	\$2,158,541	\$2,158,541	\$1,338,200	\$0	\$0	\$1,338,200
9061 Vehicles <\$5,000	\$760	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$1,503,295	\$2,158,541	\$2,158,541	\$1,338,200	\$0	\$0	\$1,338,200
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0003-3010	\$1,560,063	\$2,280,941	\$2,285,511	\$1,464,200	\$0	\$0	\$1,464,200

FY 11-12 Supplemental Requests

Vehicle Equipment Replacement Fund

<u>Contributing Department/Division</u>	<u>Rank</u>	<u>Supplemental Req. Title</u>	<u>Amount</u>	<u>Type</u>
0001-1203 Police Patrol	1	9 - Police Patrol Vehicles	315,000	Replacement Equipment
0001-1204 Police Investigations	3	Replace Unmarked Vehicle 0515	7,200	Replacement Equipment
0001-1205 Professional Services	2	3 - Replacement Police Vehicles	105,000	Replacement Equipment
0001-1300 Fire	14	Vehicle Replacement Program Unit 0401	30,000	Replacement Equipment
0001-1300 Fire	15	Vehicle Replacement Program Unit 0510	30,000	Replacement Equipment
0001-1300 Fire	16	Vehicle Replacement Program Unit 0403	30,000	Replacement Equipment
0001-1500 Community Development	2	Replacement of Pickup #0215	24,000	Replacement Equipment
0001-1540 Streets	4	John Deere 672 Motor Grader (E9418)	265,000	Replacement Equipment
0001-1540 Streets	5	12-14 Yard Tandem Dump Truck (2020)	127,000	Replacement Equipment
0001-1540 Streets	9	Gradall XL 4100 (E0314)	375,000	Replacement Equipment
0001-1540 Streets	10	Graco Paint Striper (E0519)	30,000	Replacement Equipment
General Fund Total			\$ 1,338,200	
Grand Total			\$ 1,338,200	

Notes:

1. 1203 Replacement Patrol Units: 0810, 0813, 0815, 0816, 0818, 0822, 0824, 0931, 0932
2. 1205 Replacement Units: 0824, 0931, 0932
3. These replacements were reviewed by the Vehicle and Equipment Replacement Committee to determine if they will be replaced.



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

FY 11-12 Budget Summary

Water and Sewer Vehicle and Equipment Replacement Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 414,058	\$ 414,058	\$ 177,691	\$ -	\$ 177,691	\$ -	0.0%
Water & Sewer Vehicle and Equipment Replacement Fund Revenues:								
Revenues	\$ 351,293	\$ 342,196	\$ 470,063	\$ 763,776	\$ -	\$ 763,776	\$ 421,580	123.2%
Total Revenues	\$ 351,293	\$ 342,196	\$ 470,063	\$ 763,776	\$ -	\$ 763,776	\$ 421,580	123.2%
Total Resources:	\$ 351,293	\$ 756,254	\$ 884,121	\$ 941,467	\$ -	\$ 941,467	\$ 421,580	55.7%
Water & Sewer Vehicle and Equipment Replacement Fund Expenditures:								
Vehicles	\$ 250,943	\$ 706,287	\$ 706,430	\$ 252,300	\$ -	\$ 252,300	\$ (453,987)	-64.3%
Total Expenditures	\$ 250,943	\$ 706,287	\$ 706,430	\$ 252,300	\$ -	\$ 252,300	\$ (453,987)	-64.3%
New Fund Balance:		\$ 49,967	\$ 177,691	\$ 689,167		\$ 689,167		

Breakdown of Transfer In:

W&S Operating Fund	\$ 416,357
W&S Construction Fund	347,419
Total	\$ 763,776

CITY OF CONROE
FY 2011-2012
0045-0000

BUDGET LINE ITEMS

FUND: W&S VERF **DEPARTMENT: WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT REVENUES** **DIVISION: W&S VERF**

	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest	\$52	\$0	\$7	\$0	\$0	\$0	\$0
6036 Sales of Cap. Assets	\$835	\$0	\$125,961	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$510	\$0	\$1,299	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$0	\$0	\$600	\$0	\$0	\$0	\$0
6550 Transfer In	\$349,896	\$342,196	\$342,196	\$763,776	\$0	\$0	\$763,776
REVENUES SUBTOTAL	\$351,293	\$342,196	\$470,063	\$763,776	\$0	\$0	\$763,776
TOTAL 0045-0000	\$351,293	\$342,196	\$470,063	\$763,776	\$0	\$0	\$763,776

CITY OF CONROE
FY 2011-2012
0045-4500

BUDGET LINE ITEMS

FUND: W&S VERF

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

DIVISION: W&S VERF

	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$286	\$0	\$143	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$286	\$0	\$143	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$124,758	\$706,287	\$706,287	\$252,300	\$0	\$0	\$252,300
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$125,899	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$250,657	\$706,287	\$706,287	\$252,300	\$0	\$0	\$252,300
TOTAL 0045-4500	\$250,943	\$706,287	\$706,430	\$252,300	\$0	\$0	\$252,300

FY 11-12 Supplemental Requests

Water Sewer Vehicle Equipment Replacement Fund

<u>Contributing Department/Division</u>	<u>Rank</u>	<u>Supplemental Req. Title</u>	<u>Amount</u>	<u>Type</u>
0002-2800 Utilities/Meter Readers	1	Replacement Meter Technician Vehicle Unit (0536)	15,500	Replacement Equipment
0002-2820 Water	4	12-14 Yard Tandem Axle Dump Truck (0117)	127,000	Replacement Equipment
0002-2820 Water	6	Ingersollrand Air Compressor (E9602)	19,000	Replacement Equipment
0002-2820 Water	7	Trailer (T9210)	4,000	Replacement Equipment
0002-2820 Water	9	1/2 Ton Extended Cab Truck (0104)	24,800	Replacement Equipment
0002-2881 WWTP	3	Replace Unit (0222) with 1/2 Ton Crew Cab Truck	22,000	Replacement Equipment
0002-2882 Sewer	5	Polaris 6X6 Ranger (E0422)	15,000	Replacement Equipment
0002-2883 Pump & Motor Maint	1	1/2 Ton Extended Cab Long Wheel Base Truck (0609)	25,000	Replacement Equipment
Water & Sewer Total			\$ 252,300	
Grand Total			\$ 252,300	

Notes:

- These replacements were reviewed by the Vehicle and Equipment Replacement Committee to determine if they will be replaced.



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

FY 11-12 Budget Summary

Conroe Industrial Development Corporation

Revenue Clearing Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
CIDC Revenue Clearing Revenues:								
Revenues	\$ 6,403,018	\$ 7,036,313	\$ 7,323,606	\$ 7,396,842	\$ -	\$ 7,396,842	\$ 360,529	5.1%
Total Revenues	\$ 6,403,018	\$ 7,036,313	\$ 7,323,606	\$ 7,396,842	\$ -	\$ 7,396,842	\$ 360,529	5.1%
Total Resources:		\$ 7,036,313	\$ 7,323,606	\$ 7,396,842	\$ -	\$ 7,396,842	\$ 360,529	5.1%
CIDC Revenue Clearing Expenditures:								
Revenue Clearing	\$ 6,784,698	\$ 7,036,313	\$ 7,323,606	\$ 7,396,842	\$ -	\$ 7,396,842	\$ 360,529	5.1%
Total Expenditures	\$ 6,784,698	\$ 7,036,313	\$ 7,323,606	\$ 7,396,842	\$ -	\$ 7,396,842	\$ 360,529	5.1%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Breakdown of Transfer Out:

CIDC Debt Service Fund	\$ 3,817,369
CIDC General Fund	3,579,473
Total	\$ 7,396,842

CITY OF CONROE
FY 2011-2012
0009-0002

BUDGET LINE ITEMS

FUND: CIDC REVENUE CLEARING FUND			DEPARTMENT: CIDC REVENUE CLEARING		DIVISION: REVENUES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
4040 Sales Tax	\$6,403,018	\$7,036,313	\$7,323,606	\$7,396,842	\$0	\$0	\$7,396,842
REVENUES SUBTOTAL	\$6,403,018	\$7,036,313	\$7,323,606	\$7,396,842	\$0	\$0	\$7,396,842
TOTAL 0009-0002	\$6,403,018	\$7,036,313	\$7,323,606	\$7,396,842	\$0	\$0	\$7,396,842

CITY OF CONROE
FY 2011-2012
0009-9400

BUDGET LINE ITEMS

FUND: CIDC REVENUE CLEARING FUND		DEPARTMENT: CIDC REVENUE CLEARING				DIVISION: EXPENDITURES	
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8520 Transfer Out	\$6,784,698	\$7,036,313	\$7,323,606	\$7,396,842	\$0	\$0	\$7,396,842
TRANSFERS SUBTOTAL	\$6,784,698	\$7,036,313	\$7,323,606	\$7,396,842	\$0	\$0	\$7,396,842
TOTAL 0009-9400	\$6,784,698	\$7,036,313	\$7,323,606	\$7,396,842	\$0	\$0	\$7,396,842

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

FY 11-12 Budget Summary

Conroe Industrial Development Fund

General Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 4,910,240	\$ 4,910,240	\$ 5,879,851	\$ -	\$ 5,879,851	\$ -	0.0%
CIDC General Fund Revenues:								
Revenues	\$ 4,709,820	\$ 4,586,142	\$ 8,311,501	\$ 3,584,383	\$ -	\$ 3,584,383	\$ (1,001,759)	-21.8%
Total Revenues	\$ 4,709,820	\$ 4,586,142	\$ 8,311,501	\$ 3,584,383	\$ -	\$ 3,584,383	\$ (1,001,759)	-21.8%
Total Resources:		\$ 9,496,382	\$ 13,221,741	\$ 9,464,234	\$ -	\$ 9,464,234	\$ (1,001,759)	-10.5%
CIDC General Fund Expenditures:								
CIDC General Fund	\$ 4,508,498	\$ 4,654,777	\$ 4,596,219	\$ 4,121,579	\$ -	\$ 4,121,579	\$ (533,198)	-11.5%
Total Expenditures	\$ 4,508,498	\$ 4,654,777	\$ 4,596,219	\$ 4,121,579	\$ -	\$ 4,121,579	\$ (533,198)	-11.5%
Debt Service Reserve:		\$ 2,745,671	\$ 2,745,671	\$ -		\$ -		
New Fund Balance:		\$ 2,095,934	\$ 5,879,851	\$ 5,342,655		\$ 5,342,655		

Breakdown of Transfer In:	
CIDC Rev. Clearing Fund	\$ 3,579,473
Total	\$ 3,579,473

Breakdown of Transfer Out:	
General Fund (CIDC Administration)	\$ 343,313
W&S Debt Service Fund (Water Well debt)	248,776
GO Debt Service Fund (Park debt)	2,082,188
Total	\$ 2,674,277

Breakdown of Economic Development Contracts:	Actual FY 09-10	Estimated FY 10-11	Budget FY 11-12
Marketing Agreement	\$ 548,052	\$ 626,403	\$ 697,618
Incentive Agreements (10%)			
Bordon Milk	\$ 4,565	\$ 4,228	\$ 3,722
Bordon Milk #2	-	5,272	8,873
Blue Magic	-	-	15,106
Bauer	25,610	115,691	212,614
Byrne Medical	12,635	14,543	16,578
Byrne Medical #2	-	-	3,004
C&C Metals	-	-	10,635
Guardian Building Products	15,662	-	-
Henry Brooks	-	-	38,309
Huntington Energy Services	-	-	65,281
Multi-shot	4,754	41,947	36,886
Professional Directional	893	28,794	212,144
ReedHycalog	111,457	189,803	8,707
Royal Equipment	4,568	5,352	19,249
Sondex	17,978	18,601	55,519
Texas Oil Tools (NOWV)	52,456	54,182	11,268
Town Center Office Plaza	11,268	11,268	21,789
Available for New Agreements	-	-	-
Subtotal	\$ 261,846	\$ 489,681	\$ 739,684
TOTAL ALL AGREEMENTS	\$ 809,898	\$ 1,116,084	\$ 1,437,302

CITY OF CONROE

FY 2011-2012

0009-0000

BUDGET LINE ITEMS

FUND: CIDC GENERAL FUND		DEPARTMENT: CIDC GENERAL FUND			DIVISION: REVENUES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$29,501	\$6,262	\$4,676	\$4,910	\$0	\$0	\$4,910
6015 Gains (Losses) on Investmt	(\$97,251)	\$0	\$0	\$0	\$0	\$0	\$0
6030 Lease Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6035 Land Sales	\$751,187	\$0	\$3,439,652	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$3,422	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$4,022,961	\$4,579,880	\$4,867,173	\$3,579,473	\$0	\$0	\$3,579,473
REVENUES SUBTOTAL	\$4,709,820	\$4,586,142	\$8,311,501	\$3,584,383	\$0	\$0	\$3,584,383
TOTAL 0009-0000	\$4,709,820	\$4,586,142	\$8,311,501	\$3,584,383	\$0	\$0	\$3,584,383

CITY OF CONROE

FY 2011-2012

0009-9000

BUDGET LINE ITEMS

FUND: CIDC GENERAL FUND		DEPARTMENT: CIDC GENERAL FUND			DIVISION: EXPENDITURES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8030 Legal Services	\$3,105	\$10,000	\$10,000	\$10,000	\$0	\$0	\$10,000
8060 Contract Services	\$411,720	\$1,780,034	\$1,642,084	\$1,437,302	\$0	\$0	\$1,437,302
CONTRACTUAL SUBTOTAL	\$414,825	\$1,790,034	\$1,652,084	\$1,447,302	\$0	\$0	\$1,447,302
9010 LAND > \$5,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0
9020 Buildings > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9021 Buildings < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$4,083,673	\$2,864,743	\$2,944,135	\$2,674,277	\$0	\$0	\$2,674,277
TRANSFERS SUBTOTAL	\$4,083,673	\$2,864,743	\$2,944,135	\$2,674,277	\$0	\$0	\$2,674,277
TOTAL 0009-9000	\$4,508,498	\$4,654,777	\$4,596,219	\$4,121,579	\$0	\$0	\$4,121,579

HOTEL OCCUPANCY TAX FUND

FY 11-12 Budget Summary Hotel Occupancy Tax Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 411,972	\$ 411,972	\$ 461,811	\$ -	\$ 461,811	\$ -	0.0%
HOT Revenues								
Revenues	\$1,214,646	\$ 427,345	\$ 522,217	\$ 522,142	\$ -	\$ 522,142	\$ 94,797	22.2%
Total Revenues	\$1,214,646	\$ 427,345	\$ 522,217	\$ 522,142	\$ -	\$ 522,142	\$ 94,797	22.2%
Total Resources:	\$1,214,646	\$ 839,317	\$ 934,189	\$ 983,953	\$ -	\$ 983,953	\$ 94,797	11.3%
HOT Expenses								
Con. & Vis. Bureau	\$ 801,927	\$ 501,796	\$ 472,378	\$ 412,757	\$ 73,207	\$ 485,964	\$ (15,832)	-3.2%
Total Expenditures	\$ 801,927	\$ 501,796	\$ 472,378	\$ 412,757	\$ 73,207	\$ 485,964	\$ (15,832)	-3.2%
New Fund Balance:		\$ 337,521	\$ 461,811	\$ 571,196		\$ 497,989		

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -

FY 11-12 Supplemental Requests

HOT Fund

Department/Division	Dept Rank	Supplemental Req. Title	Requested Amount	FY 10-11 Purchase	CAO Adjustment	List "A" (Included)	Type
004-4010 Convention & Visitors Bur	0	CVB Special Events Grants	\$ 30,000	\$ -	\$ -	\$ 30,000	Non-Discretionary Adjustment
004-4010 Convention & Visitors Bur	1	Tourism Coordinator	43,207	-	-	43,207	New Personnel
004-4010 Convention & Visitors Bur	2	Destination 3000 Software	9,200	-	-	-	Enhanced Program
004-4010 Convention & Visitors Bur	3	External Audit Hotels-Verify Local Occupancy Tax	30,000	-	-	-	New Program
004-4010 Convention & Visitors Bur	4	Brochure Distribution by Contract	10,000	-	-	-	New Program
			\$ 122,407	\$ -	\$ -	\$ 73,207	

Definitions:

- Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
- FY 10-11 Purchase** - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
- 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).
- List "A" (Included)** - These items are included in the Operating Budget as supplementals.

Notes:

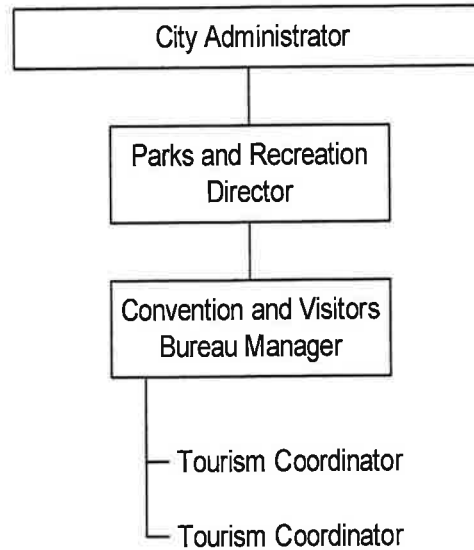
- If there is no funding listed in the FY10-11 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2011-2012
0004-0000

BUDGET LINE ITEMS

FUND: HOTEL OCCUPANCY TAX FUND		DEPARTMENT: HOTEL OCCUPANCY TAX			DIVISION: HOT REVENUES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
4050 Hotel Occupancy Tax	\$690,113	\$427,345	\$522,142	\$522,142	\$0	\$0	\$522,142
6010 Interest	\$7,772	\$0	\$75	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$1,173	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$515,588	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$1,214,646	\$427,345	\$522,217	\$522,142	\$0	\$0	\$522,142
TOTAL 0004-0000	\$1,214,646	\$427,345	\$522,217	\$522,142	\$0	\$0	\$522,142

Hotel Occupancy Tax



The Conroe Convention and Visitor's 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.

Hotel Occupancy Tax

Accomplishments for FY 2010-2011

- ✓ Completed the Birding Conroe brochure and printed 1,500 copies.
- ✓ Worked with and successfully completed two (2) major events that boosted city sales tax, hotel occupancy tax, and introduced thousands of people to Conroe.
- ✓ Updated and printed 20,000 copies of the 24 page Conroe Visitors Guide
- ✓ Mailed over 10,000 Visitor Guides in 2010-11 to date, including a month to requests made through publications, websites, phone, or e-mail.
- ✓ Send over 7,000 Visitors Guides to all of the Texas Welcome Center around the state and to scores of cities that have requested them.
- ✓ Completed a state-of-the-art CVB website
- ✓ Ran over 55 print ads in over 21 publications statewide and nationally.
- ✓ Continued to distribute “branded” visitor gifts at events and in visitor kits
- ✓ Completed 2010 “Capture Conroe Photo Contest” and printed 1000 postcards.
- ✓ Worked with over 50 groups or organizations, and help them choose Conroe for their events.
- ✓ Attended numerous CVB tourism organization training events
- ✓ Attended one travel show partnering with four other cities.

Goals & Objectives for FY 2011-2012

- ❑ Begin using a brochure distribution company to make of Visitor Guides available to the traveling public.
- ❑ Design and print a new visitors map of both the city and Lake Conroe
- ❑ Continue to build a strong relationship with hotel managers.
- ❑ Attend additional travel and sporting events shows and conferences to build awareness of Conroe as being a sport friendly city.
- ❑ Continue to develop insights into the workings of a CVB, and broaden friendships with and network with directors from other cities.
- ❑ Help to build awareness of the new Lone Star Monument & Flag Park

**City of Conroe
HOT Fund**

**Hotel Occupancy Tax
0004-4010**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Convention & Visitors Bureau Mgr	0	1	1	1
Tourism Coordinator	0	1	1	2
TOTAL FULL TIME	0	2	2	3
P/T Tourism Coordinator (Hours)	0	1,040	1,560	0
TOTAL PART TIME	0	1,040	1,560	0
	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Leads from Website	N/A	136	955	1,200
Print Advertising Leads	N/A	7,620	10,861	11,000
Request for visitor information mailed	N/A	7,720	11,141	12,000
Walk-in visitor info given out	N/A	120	200	250
Travel shows attended	N/A	1	2	3
Visitor Welcome Pack given out	N/A	600	1,200	1,400
Request for group meetings	N/A	10	50+	50+
Print ads produced	N/A	30	55	56
Website marketing tools used	N/A	8	15+	15

CITY OF CONROE

FY 2011-2012

0004-4010

BUDGET LINE ITEMS

FUND: HOTEL OCCUPANCY TAX FUND		DEPARTMENT: HOTEL OCCUPANCY TAX			DIVISION: HOT EXPENDITURES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$143,751	\$91,712	\$91,712	\$93,247	\$0	\$28,000	\$121,247
7012 Salaries - Part Time	\$4,674	\$22,365	\$22,365	\$0	\$0	\$0	\$0
7020 Overtime	\$86	\$0	\$230	\$0	\$0	\$0	\$0
7025 Social Security	\$11,436	\$10,106	\$10,106	\$8,485	\$0	\$2,142	\$10,627
7030 Retirement & Pension	\$14,499	\$15,984	\$18,555	\$16,616	\$0	\$4,536	\$21,152
7035 Workers Compensation	\$329	\$237	\$150	\$205	\$0	\$129	\$334
7040 Employee Insurance	\$29,678	\$21,633	\$16,491	\$21,914	\$0	\$8,400	\$30,314
PERSONNEL SERVICES SUBTOTAL	\$204,453	\$162,037	\$159,609	\$140,467	\$0	\$43,207	\$183,674
7110 Office Supplies	\$21,454	\$11,750	\$10,350	\$10,350	\$0	\$0	\$10,350
7200 Operating Supplies	\$203,269	\$500	\$500	\$500	\$0	\$0	\$500
SUPPLIES SUBTOTAL	\$224,723	\$12,250	\$10,850	\$10,850	\$0	\$0	\$10,850
8010 Utilities	\$4,713	\$4,300	\$8,300	\$8,850	\$0	\$0	\$8,850
8050 Travel & Training	\$23,830	\$13,015	\$13,985	\$12,785	\$0	\$0	\$12,785
8060 Contract Services	\$246,981	\$207,222	\$156,484	\$239,805	\$0	\$30,000	\$269,805
CONTRACTUAL SUBTOTAL	\$275,524	\$224,537	\$178,769	\$261,440	\$0	\$30,000	\$291,440
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$4,422	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$4,422	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$92,805	\$102,972	\$123,150	\$0	\$0	\$0	\$0
TRANSFERS SUBTOTAL	\$92,805	\$102,972	\$123,150	\$0	\$0	\$0	\$0
TOTAL 0004-4010	\$801,927	\$501,796	\$472,378	\$412,757	\$0	\$73,207	\$485,964

CITY OF CONROE
FY 2011-2012
0004-4010

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2076	0	C V B Special Events Grants	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$30,000 \$30,000
2071	1	Tourism Coordinator	New Personnel	7010 SALARIES 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION 7035 WORKERS COMPENSATION 7040 EMPLOYEE INSURANCE Request Total	\$28,000 \$2,142 \$4,536 \$129 \$8,400 \$43,207
2 Requests			Total for 0004-4010		\$73,207



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

FY 11-12 Budget Summary CDBG Entitlement Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ (388,795)	\$ (388,795)	\$ (42,749)	\$ -	\$ (42,749)	\$ -	0.0%
CDBG Entitlement Fund Revenues:								
Revenues	\$ 696,948	\$ 627,822	\$ 894,954	\$ 528,798	\$ -	\$ 528,798	\$ (99,024)	-15.8%
Total Revenues	\$ 696,948	\$ 627,822	\$ 894,954	\$ 528,798	\$ -	\$ 528,798	\$ (99,024)	-15.8%
Total Resources:		\$ 239,027	\$ 506,159	\$ 486,049	\$ -	\$ 486,049	\$ (99,024)	-41.4%
CDBG Entitlement Fund Expenditures:								
CDBG	\$1,078,629	\$ 673,835	\$ 548,908	\$ 528,798	\$ -	\$ 528,798	\$ (145,037)	-21.5%
Total Expenditures	\$1,078,629	\$ 673,835	\$ 548,908	\$ 528,798	\$ -	\$ 528,798	\$ (145,037)	-21.5%
New Fund Balance:		\$ (434,808)	\$ (42,749)	\$ (42,749)		\$ (42,749)		

CITY OF CONROE

FY 2011-2012

0024-0000

BUDGET LINE ITEMS

FUND: CDBG OPERATIONS FUND		DEPARTMENT: CDBG OPERATIONS			DIVISION: CDBG REVENUES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6106 Intergovernmental	\$644,454	\$627,822	\$894,954	\$528,798	\$0	\$0	\$528,798
6550 Transfer In	\$52,494	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$696,948	\$627,822	\$894,954	\$528,798	\$0	\$0	\$528,798
TOTAL 0024-0000	\$696,948	\$627,822	\$894,954	\$528,798	\$0	\$0	\$528,798

CITY OF CONROE

FY 2011-2012

0024-2400

BUDGET LINE ITEMS

FUND: CDBG OPERATIONS FUND		DEPARTMENT: CDBG OPERATIONS		DIVISION: CDBG EXPENDITURES			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8030 Legal Services	\$150	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$908,229	\$514,381	\$389,454	\$369,458	\$0	\$0	\$369,458
CONTRACTUAL SUBTOTAL	\$908,379	\$514,381	\$389,454	\$369,458	\$0	\$0	\$369,458
9050 Machinery & Equipment >\$5,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9601 Sec 108 Principal	\$80,666	\$87,000	\$87,000	\$91,000	\$0	\$0	\$91,000
9611 Sec 108 Interest	\$79,584	\$72,454	\$72,454	\$68,340	\$0	\$0	\$68,340
DEBT SERVICE SUBTOTAL	\$160,250	\$159,454	\$159,454	\$159,340	\$0	\$0	\$159,340
TOTAL 0024-2400	\$1,078,629	\$673,835	\$548,908	\$528,798	\$0	\$0	\$528,798

CONROE TOWER FUND

FY 11-12 Budget Summary Conroe Tower Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 314,724	\$ 314,724	\$ 328,592	\$ -	\$ 328,592	\$ -	0.0%
Conroe Tower Fund Revenues:								
Revenues	\$ 619,466	\$ 463,136	\$ 478,958	\$ 462,559	\$ -	\$ 462,559	\$ (577)	-0.1%
Total Revenues	\$ 619,466	\$ 463,136	\$ 478,958	\$ 462,559	\$ -	\$ 462,559	\$ (577)	-0.1%
Total Resources:		\$ 777,860	\$ 793,682	\$ 791,151	\$ -	\$ 791,151	\$ (577)	-0.1%
Conroe Tower Fund Expenditures:								
Conroe Tower	\$ 415,607	\$ 463,136	\$ 465,090	\$ 438,159	\$ 24,400	\$ 462,559	\$ (577)	-0.1%
Total Expenditures	\$ 415,607	\$ 463,136	\$ 465,090	\$ 438,159	\$ 24,400	\$ 462,559	\$ (577)	-0.1%
New Fund Balance:		\$ 314,724	\$ 328,592	\$ 352,992		\$ 328,592		

Breakdown of Transfer In:

General Fund	\$ 97,146
Water and Sewer Operating Fund	97,146
Total	\$ 194,292

Breakdown of Transfer Out:

Vehicle & Equipment Fund	\$ 1,396
Total	\$ 1,396

FY 11-12 Supplemental Requests

Conroe Tower Fund

Department/Division	Dept Rank	Supplemental Req. Title	Requested Amount	FY 10-11 Purchase	CAO Adjustment	List "A" (Included)	Type
0025-2500 Conroe Tower	1	Automatic Sliding Doors - East Entrance	\$ 15,000	-	-	\$ 15,000	Replacement Equipment
0025-2500 Conroe Tower	2	Card Readers for Communications & IT Rooms	9,400	-	-	9,400	New Equipment
0025-2500 Conroe Tower	3	Security Cameras - 6th Floor Banquet Room	5,900	-	-	-	New Equipment
			\$ 30,300	\$ -	\$ -	\$ 24,400	

Definitions:

- Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
- FY 10-11 Purchase** - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
- 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).
- List "A" (Included)** - These items are included in the Operating Budget as supplementals.

Notes:

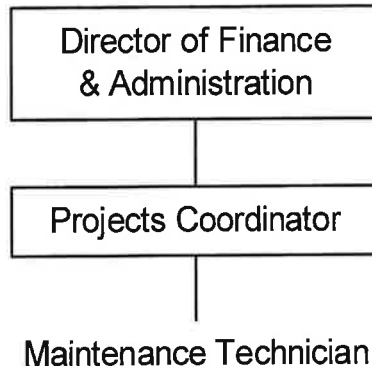
- If there is no funding listed in the FY10-11 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2011-2012
0025-0000

BUDGET LINE ITEMS

FUND: CONROE TOWER FUND		DEPARTMENT: CONROE TOWER		DIVISION: CONROE TOWER REVENUES			
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest	\$22	\$0	\$12	\$0	\$0	\$0	\$0
6030 Lease Income	\$266,105	\$254,748	\$268,656	\$268,267	\$0	\$0	\$268,267
6050 Recreational	\$100	\$0	\$0	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$1,350	\$0	\$340	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$91,657	\$0	\$1,562	\$0	\$0	\$0	\$0
6550 Transfer In	\$260,232	\$208,388	\$208,388	\$194,292	\$0	\$0	\$194,292
REVENUES SUBTOTAL	\$619,466	\$463,136	\$478,958	\$462,559	\$0	\$0	\$462,559
TOTAL 0025-0000	\$619,466	\$463,136	\$478,958	\$462,559	\$0	\$0	\$462,559

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 buildings 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.

Conroe Tower

Accomplishments for FY 2010-2011

- ✓ Installed new generator to power entire building
- ✓ Maintained 100% occupancy level in the Tower
- ✓ Renovated two tenant suites, following the leasing policy guidelines
- ✓ Upgraded CCTV/card access system/software to integrate with the Police & Courts Building, Service Center, Recreation Center and Fire stations
- ✓ Added a card reader to the second floor stairwell entrance
- ✓ Maintained the State mandated spreadsheet for all utility usage and costs
- ✓ Renovated the existing Emergency Operations Center (E.O.C.), doubling its size and installing state of the art electronics such as smart boards and televisions
- ✓ Moved the postal mailbox system to the first floor to make room for the E.O.C. expansion
- ✓ Converted our Purchasing Card program to CitiBank in order to remain with the State of Texas contract
- ✓ Doubled procurement card usage

Goals & Objectives for FY 2011-2012

- Maintain 100% occupancy level in the Tower
- Replace the roof over the first floor of City Hall under a grant program through Community Development
- Install automatic sliding doors on the east side of City Hall
- Add security cameras to the 6th floor banquet facility
- Add card readers to the communications and IT server rooms
- Continue to increase procurement card usage to further increase rebate dollars
- Maintain excellent level of tenant and employee customer satisfaction

**City of Conroe
Conroe Tower Fund**

**Conroe Tower
0025-2500**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Maintenance Technician	1	1	1	1
TOTAL PERSONNEL SERVICES	1	1	1	1
	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Tower Occupancy at 100%	100%	100%	100%	100%
Number of Telephone Related Service Orders	208	186	200	200
Number of 6th Floor Rental/Usage Information Requests	910(5/day)	914(5/day)	1,000(5/day)	1,000(5/day)
Number of 6th FI Reservations	102	105	100	100
Number of Tower Maintenance Service Orders	391	456	450	450
Number of Specialty Service Orders	115	75	100	100

CITY OF CONROE

FY 2011-2012

0025-2500

BUDGET LINE ITEMS

FUND: CONROE TOWER FUND		DEPARTMENT: CONROE TOWER		DIVISION: CONROE TOWER EXPENDITURES			
ACCOUNT	2010	2011		2012			
	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$43,829	\$43,604	\$49,890	\$44,182	\$0	\$0	\$44,182
7020 Overtime	\$1,458	\$2,100	\$1,699	\$2,100	\$0	\$0	\$2,100
7025 Social Security	\$3,404	\$4,159	\$3,895	\$4,212	\$0	\$0	\$4,212
7030 Retirement & Pension	\$6,953	\$8,042	\$8,288	\$8,325	\$0	\$0	\$8,325
7035 Workers Compensation	\$1,197	\$1,366	\$918	\$1,178	\$0	\$0	\$1,178
7040 Employee Insurance	\$11,848	\$11,660	\$8,555	\$10,957	\$0	\$0	\$10,957
PERSONNEL SERVICES	\$68,689	\$70,931	\$73,245	\$70,954	\$0	\$0	\$70,954
SUBTOTAL							
7110 Office Supplies	\$260	\$225	\$225	\$225	\$0	\$0	\$225
7130 Building Supplies	\$1,155	\$1,400	\$900	\$1,400	\$0	\$0	\$1,400
7140 Wearing Apparel	\$20	\$720	\$720	\$720	\$0	\$0	\$720
7160 Vehicle Operations	\$3,069	\$1,200	\$1,200	\$1,200	\$0	\$0	\$1,200
7170 Vehicle Repairs	\$276	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$500	\$500	\$500	\$0	\$0	\$500
7200 Other Operating Supplies	\$10,568	\$11,500	\$10,000	\$11,500	\$0	\$0	\$11,500
SUPPLIES SUBTOTAL	\$15,348	\$15,545	\$13,545	\$15,545	\$0	\$0	\$15,545
8010 Utilities	\$141,015	\$185,359	\$185,359	\$185,359	\$0	\$0	\$185,359
8020 Insurance and Bonds	\$683	\$800	\$800	\$800	\$0	\$0	\$800
8030 Legal Services	\$0	\$800	\$800	\$800	\$0	\$0	\$800
8050 Travel & Training	\$50	\$1,050	\$1,050	\$1,050	\$0	\$0	\$1,050
8060 Contract Services	\$127,297	\$162,255	\$162,255	\$162,255	\$0	\$0	\$162,255
CONTRACTUAL SUBTOTAL	\$269,045	\$350,264	\$350,264	\$350,264	\$0	\$0	\$350,264
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	\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$38,184	\$25,000	\$26,640	\$0	\$0	\$9,400	\$9,400
9051 Machinery & Equipment <\$5,000	\$19,756	\$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	\$57,940	\$25,000	\$26,640	\$0	\$0	\$24,400	\$24,400
8520 Transfer Out	\$4,585	\$1,396	\$1,396	\$1,396	\$0	\$0	\$1,396
TRANSFERS SUBTOTAL	\$4,585	\$1,396	\$1,396	\$1,396	\$0	\$0	\$1,396
TOTAL 0025-2500	\$415,607	\$463,136	\$465,090	\$438,159	\$0	\$24,400	\$462,559

CITY OF CONROE
FY 2011-2012
0025-2500

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1979	1	Automatic Sliding Doors - East Entrance	Replacement Equipment	9030 IMPROVEMENTS >\$5,000 Request Total	\$15,000 \$15,000
2004	2	Card Readers For Communications & It Rooms	New Equipment	9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$9,400 \$9,400
2 Requests			Total for 0025- 2500		\$24,400



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

FY 11-12 Budget Summary

Oscar Johnson, Jr. Community Center Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
OJJCC Fund Revenues:								
Revenues	\$ 873,791	\$ 921,182	\$ 849,884	\$ 970,569	\$ -	\$ 970,569	\$ 49,387	5.4%
Total Revenues	\$ 873,791	\$ 921,182	\$ 849,884	\$ 970,569	\$ -	\$ 970,569	\$ 49,387	5.4%
Total Resources:	\$ 873,791	\$ 921,182	\$ 849,884	\$ 970,569	\$ -	\$ 970,569	\$ 49,387	5.4%
OJJCC Fund Expenditures:								
OJJCC	\$ 869,041	\$ 921,182	\$ 849,884	\$ 970,569	\$ -	\$ 970,569	\$ 49,387	5.4%
Total Expenditures	\$ 869,041	\$ 921,182	\$ 849,884	\$ 970,569	\$ -	\$ 970,569	\$ 49,387	5.4%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -		\$ -		
Breakdown of Transfer In:								
General Fund			\$ 634,569					
Total			\$ 634,569					

FY 11-12 Supplemental Requests

OJCC Fund

Department/Division	Dept Rank	Supplemental Req. Title	Requested Amount	FY 10-11 Purchase	CAO Adjustment	List "A" (Included)	Type
03-3000 OJCC	1	Staffing for Belshire Outreach ASRP	\$ 31,267	\$ -	\$ -	\$ -	New Personnel
			\$ 31,267	\$ -	\$ -	\$ -	

Definitions:

- Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
- FY 10-11 Purchase** - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
- 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).
- List "A" (Included)** - These items are included in the Operating Budget as supplementals.

Notes:

- If there is no funding listed in the FY10-11 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE

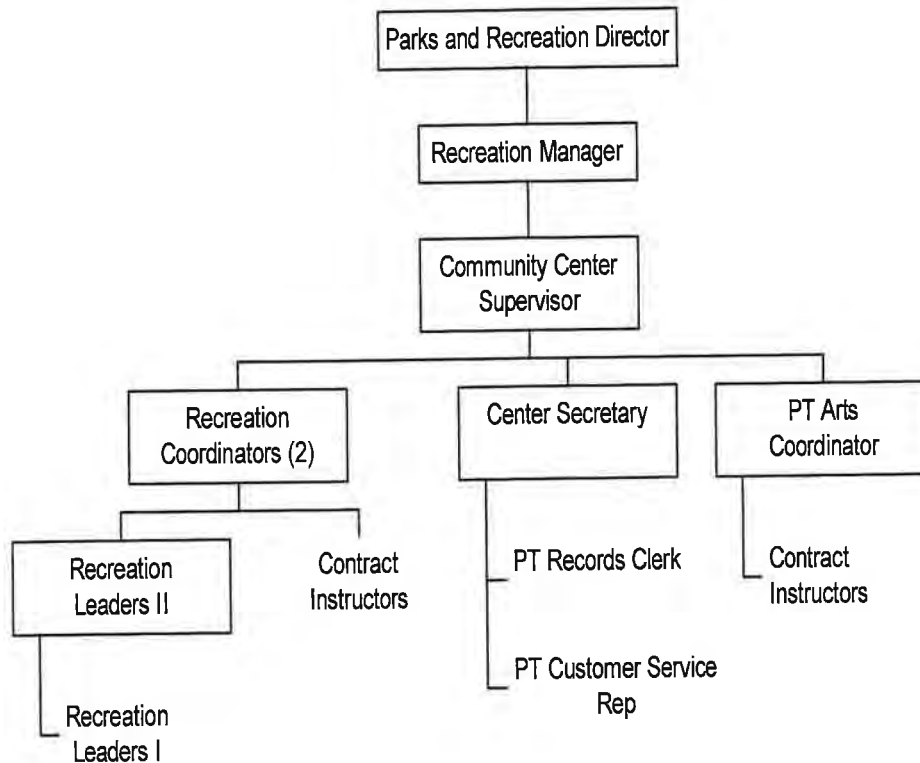
FY 2011-2012

0030-0000

BUDGET LINE ITEMS

FUND: OSCAR JOHNSON COMMUNITY CENTER FUND				DEPARTMENT: OJCC		DIVISION: OJCC REVENUES	
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5150 Service Charges	\$50	\$0	\$0	\$0	\$0	\$0	\$0
6010 Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6050 Recreational	\$11,664	\$10,000	\$13,000	\$13,000	\$0	\$0	\$13,000
6051 Parks Programs	\$220,265	\$175,000	\$235,000	\$323,000	\$0	\$0	\$323,000
6052 Donations	\$7,480	\$0	\$3,600	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$0	\$0	\$59	\$0	\$0	\$0	\$0
6104 CDBG-OJCC	\$67,514	\$0	\$0	\$0	\$0	\$0	\$0
6106 Intergovernmental	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$566,818	\$736,182	\$598,225	\$634,569	\$0	\$0	\$634,569
REVENUES SUBTOTAL	\$873,791	\$921,182	\$849,884	\$970,569	\$0	\$0	\$970,569
TOTAL 0030-0000	\$873,791	\$921,182	\$849,884	\$970,569	\$0	\$0	\$970,569

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, 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 ten years.

Oscar Johnson, Jr. Community Center

Accomplishments for FY 2010-2011

- ✓ Opened After School Recreation Program sites at Reaves Elementary School.
- ✓ Opened Outreach After School Program at Tall Timbers Apartments.
- ✓ Received Texas Recreation and Parks Society Lone Star Programming Award for Tall Timbers Outreach After School Program.
- ✓ Implemented development training for the After School Recreation Program staff.
- ✓ Implemented monthly "Fresh Fridays at OJ" (Parent Night Out).
- ✓ Collaborated with Conroe High School choral program to produce Pop Vocal Music Fest.
- ✓ Installed an emergency generator.
- ✓ Provided staff support for six events and various other special events and promotional opportunities.
- ✓ Hosted specialty summer and spring break Multi-Arts Camp (MAC) focusing on visual and performing arts.
- ✓ Exceeded budgeted revenue by 25%.

Goals & Objectives for FY 2011-2012

- ☐ Implement a staff recognition program.
- ☐ Complete over flow parking adjacent to the center.
- ☐ Host a Community Block Party (special event).
- ☐ Start Outreach After School Program at Bellshire Apartments.
(Contingent on supplemental request).
- ☐ Increase program revenue by 5%.

City of Conroe General Fund

Oscar Johnson, Jr. Community Center 030-3000

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Center Supervisor	1	1	1	1
Secretary I	1	1	1	1
Recreation Coordinator	2	2	2	2
TOTAL FULL TIME	4	4	4	4
Part Time Recreation Coordinator	0	1,500	1,500	1,560
Part Time Rec Leader I	43,212	55,850	28,387	36,470
Part Time Rec Leader II	14,730	15,050	12,343	14,015
TOTAL PART TIME HOURS	57,942	72,400	42,230	52,045

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Esitimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Participants				
Rentals	2,800	2,303	3,000	3,000
Programs	52,622	62,444	68,688	73,100
Special Events	1,100	2,053	1,100	1,100
Total	56,522	66,800	72,788	77,200
Revenue				
6050 Rentals	\$ 10,140	\$ 11,664	\$ 13,000	\$ 13,000
6051 Programs	165,634	220,265	235,000	323,000
Total	\$ 175,774	\$ 231,929	\$ 248,000	\$ 336,000

*Fun Quest Day Camp transferred to Oscar Johnson, Jr. Community Center (3000)
Part-time staff hours- 3,960; Participants- 1,100; Revenue- \$88,000 (6051)

Notes:

CITY OF CONROE

FY 2011-2012

0030-3000

BUDGET LINE ITEMS

FUND: OSCAR JOHNSON COMMUNITY CENTER FUND				DEPARTMENT: OJCC		DIVISION: OJCC EXPENDITURES	
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$174,250	\$191,545	\$163,945	\$184,579	\$0	\$0	\$184,579
7012 Salaries - Part Time	\$346,997	\$340,000	\$339,820	\$380,000	\$0	\$0	\$380,000
7020 Overtime	\$1,960	\$2,500	\$2,414	\$2,500	\$0	\$0	\$2,500
7025 Social Security	\$41,103	\$48,598	\$38,621	\$51,604	\$0	\$0	\$51,604
7030 Retirement & Pension	\$27,361	\$34,372	\$25,689	\$33,978	\$0	\$0	\$33,978
7035 Workers Compensation	\$9,217	\$10,770	\$6,814	\$9,825	\$0	\$0	\$9,825
7040 Employee Insurance	\$44,603	\$46,641	\$25,825	\$43,827	\$0	\$0	\$43,827
PERSONNEL SERVICES SUBTOTAL	\$645,491	\$674,426	\$603,128	\$706,313	\$0	\$0	\$706,313
7110 Office Supplies	\$7,958	\$5,500	\$8,000	\$8,000	\$0	\$0	\$8,000
7130 Building Supplies	\$2,203	\$5,000	\$3,000	\$3,000	\$0	\$0	\$3,000
7140 Wearing Apparel	\$5,274	\$7,600	\$7,600	\$7,600	\$0	\$0	\$7,600
7160 Vehicle Operations	\$12,924	\$6,000	\$14,000	\$14,000	\$0	\$0	\$14,000
7170 Vehicle Repairs	\$848	\$5,000	\$2,000	\$2,000	\$0	\$0	\$2,000
7180 Equipment Repairs	\$5,125	\$4,452	\$5,000	\$5,000	\$0	\$0	\$5,000
7200 Operating Supplies	\$43,202	\$57,219	\$57,219	\$67,219	\$0	\$0	\$67,219
SUPPLIES SUBTOTAL	\$77,534	\$90,771	\$96,819	\$106,819	\$0	\$0	\$106,819
8010 Utilities	\$31,219	\$51,380	\$37,167	\$37,167	\$0	\$0	\$37,167
8040 Leased Equipment	\$5,584	\$5,635	\$6,800	\$6,800	\$0	\$0	\$6,800
8050 Travel & Training	\$12,822	\$13,550	\$13,550	\$13,550	\$0	\$0	\$13,550
8060 Contract Services	\$86,615	\$85,420	\$92,420	\$99,920	\$0	\$0	\$99,920
CONTRACTUAL SUBTOTAL	\$136,240	\$155,985	\$149,937	\$157,437	\$0	\$0	\$157,437
9021 Buildings <\$5,000	\$396	\$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	\$6,039	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$3,341	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$9,776	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0030-3000	\$869,041	\$921,182	\$849,884	\$970,569	\$0	\$0	\$970,569

SERVICE CENTER FUND

FY 11-12 Budget Summary Service Center Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 8,464	\$ 8,464	\$ 75,926	\$ -	\$ 75,926	\$ -	0.0%
Service Center Fund Revenues:								
Revenues	\$ 1,088,582	\$ 1,087,121	\$ 1,038,620	\$ 1,085,143	\$ -	\$ 1,085,143	\$ (1,978)	-0.2%
Total Revenues	\$ 1,088,582	\$ 1,087,121	\$ 1,038,620	\$ 1,085,143	\$ -	\$ 1,085,143	\$ (1,978)	-0.2%
Total Resources:		\$ 1,095,585	\$ 1,047,084	\$ 1,161,069	\$ -	\$ 1,161,069	\$ (1,978)	-0.2%
Service Center Fund Expenditures:								
Service Center	\$ 1,060,778	\$ 1,087,120	\$ 971,158	\$ 1,040,676	\$ 11,000	\$ 1,051,676	\$ (35,444)	-3.3%
Total Expenditures	\$ 1,060,778	\$ 1,087,120	\$ 971,158	\$ 1,040,676	\$ 11,000	\$ 1,051,676	\$ (35,444)	-3.3%
New Fund Balance:		\$ 8,465	\$ 75,926	\$ 120,393		\$ 109,393		

Breakdown of Transfer Out:

Vehicle & Equipment Fund	\$ 6,679
Total	\$ 6,679

FY 11-12 Supplemental Requests

Service Center Fund

Department/Division	Dept Rank	Supplemental Req. Title	Requested Amount	FY 10-11 Purchase	CAO Adjustment	List "A" (Included)	Type
0052-5200 Service Center	1	Tire Alignment	\$ 25,000	\$ -	\$ -	\$ -	New Equipment
0052-5200 Service Center	3	Pressure Washer	11,000	-	-	11,000	Replacement Equipment
			\$ 36,000	\$ -	\$ -	\$ 11,000	

Definitions:

- Requested Amount** - The total cost of the project. Also, the cost that was requested through the supplemental request.
- FY 10-11 Purchase** - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
- 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).
- List "A" (Included)** - These items are included in the Operating Budget as supplementals.

Notes:

- If there is no funding listed in the FY10-11 Purchase, CAO Adjustment, or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE

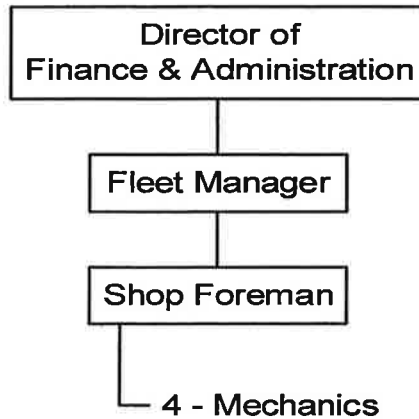
FY 2011-2012

0052-0000

BUDGET LINE ITEMS

FUND: SERVICE CENTER FUND		DEPARTMENT: SERVICE CENTER OPERATIONS			DIVISION: REVENUES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5150 Service Charges	\$1,088,579	\$0	\$0	\$0	\$0	\$0	\$0
5151 Fuel	\$0	\$160,650	\$150,820	\$174,038	\$0	\$0	\$174,038
5152 Parts	\$0	\$394,220	\$379,500	\$390,885	\$0	\$0	\$390,885
5153 Labor	\$0	\$333,698	\$382,800	\$390,000	\$0	\$0	\$390,000
5154 Sublets	\$0	\$147,053	\$84,000	\$86,520	\$0	\$0	\$86,520
5155 Carwash	\$0	\$16,500	\$15,500	\$17,700	\$0	\$0	\$17,700
5156 Miscellaneous	\$0	\$35,000	\$26,000	\$26,000	\$0	\$0	\$26,000
6010 Interest	\$3	\$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	\$1,088,582	\$1,087,121	\$1,038,620	\$1,085,143	\$0	\$0	\$1,085,143
TOTAL 0052-0000	\$1,088,582	\$1,087,121	\$1,038,620	\$1,085,143	\$0	\$0	\$1,085,143

Service Center



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

Service Center

Accomplishments for FY 2010-2011

- ✓ 100 Best Fleets In North America
- ✓ ASE Automotive Service Excellence Blue Seal Certified
- ✓ Entered into Interlocal Fleet Service Agreements with external customers
- ✓ Tested GPS Fleet Solutions
- ✓ Implemented a Preventive Maintenance schedule notification process
- ✓ Sent Fleet Management staff to national training conferences

Goals & Objectives for FY 2011-2012

- Implement Faster Upgrade with graphics module
- Implement Faster Service Center for customer relations
- 100 Best Fleets In North America
- Develop Anti-Idling Policy
- Develop Use and Assignment Policy
- Develop Fleet Green House Gases Report
- Reduce excess and underutilized fleet assets

**City of Conroe
Service Center Fund**

**Service Center
0052-5200**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Fleet Manager	1	1	1	1
Foreman	1	1	1	1
Equipment Mechanic	4	4	4	4
Service Technician	1	1	0	0
TOTAL PERSONNEL SERVICES	7	7	6	6

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERFORMANCE MEASURES				
Fleet Summary				
Total Fleet Available	457	439	492	500
Total Hours Downtime	2%	2%	1%	1%
Fleet Availability	98%	98%	99%	99%
Downtime Summary				
Less Than 24 Hours	87%	97%	97%	97%
24- 48 Hours	5%	1%	2%	2%
More Than 48 Hours	8%	2%	1%	1%
Labor Hour Summary				
Total Labor Hours	4,334	5,075	5,390	5,400
Non-Scheduled Hours	20%	6%	6%	5%
Scheduled Hours	80%	94%	94%	95%
Captured Parts Warranty				
Parts	\$40,893	\$58,100	\$42,500	\$43,000
Number of Work Orders				
Number of Work Orders	4,335	2,771	2,970	3,000

CITY OF CONROE

FY 2011-2012

0052-5200

BUDGET LINE ITEMS

FUND: SERVICE CENTER FUND		DEPARTMENT: SERVICE CENTER OPERATIONS			DIVISION: EXPENDITURES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$347,022	\$340,433	\$320,000	\$356,900	\$0	\$0	\$356,900
7020 Overtime	\$14,369	\$16,000	\$10,000	\$16,000	\$0	\$0	\$16,000
7025 Social Security	\$29,496	\$32,435	\$26,000	\$33,934	\$0	\$0	\$33,934
7030 Retirement & Pension	\$68,241	\$59,864	\$52,000	\$64,354	\$0	\$0	\$64,354
7035 Workers Compensation	\$8,248	\$8,061	\$8,000	\$7,192	\$0	\$0	\$7,192
7040 Employee Insurance	\$74,764	\$73,222	\$60,000	\$65,741	\$0	\$0	\$65,741
PERSONNEL SERVICES SUBTOTAL	\$542,140	\$530,015	\$476,000	\$544,121	\$0	\$0	\$544,121
7110 Office Supplies	\$958	\$1,100	\$840	\$1,100	\$0	\$0	\$1,100
7140 Wearing Apparel	\$2,403	\$3,500	\$2,600	\$3,500	\$0	\$0	\$3,500
7160 Vehicle Operations	\$8,110	\$7,650	\$7,780	\$7,650	\$0	\$0	\$7,650
7170 Vehicle Repairs	\$103	\$980	\$1,089	\$980	\$0	\$0	\$980
7180 Equipment Repairs	\$7,405	\$2,250	\$2,020	\$2,250	\$0	\$0	\$2,250
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$9,656	\$6,500	\$22,000	\$6,500	\$0	\$0	\$6,500
7301 Fleet Stock Parts	\$119,551	\$118,750	\$94,000	\$96,820	\$0	\$0	\$96,820
7400 Fleet Non-Stock Parts	\$256,604	\$224,050	\$236,000	\$243,080	\$0	\$0	\$243,080
7450 Sublet Labor	\$29,374	\$140,050	\$80,000	\$82,400	\$0	\$0	\$82,400
SUPPLIES SUBTOTAL	\$434,164	\$504,830	\$446,329	\$444,280	\$0	\$0	\$444,280
8010 Utilities	\$13,542	\$16,250	\$13,000	\$16,250	\$0	\$0	\$16,250
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$251	\$250	\$251	\$0	\$0	\$251
8050 Travel & Training	\$11,476	\$9,160	\$9,000	\$9,160	\$0	\$0	\$9,160
8060 Contract Services	\$24,966	\$19,935	\$19,900	\$19,935	\$0	\$0	\$19,935
CONTRACTUAL SUBTOTAL	\$49,984	\$45,596	\$42,150	\$45,596	\$0	\$0	\$45,596
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	\$3,139	\$0	\$0	\$0	\$0	\$11,000	\$11,000
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$3,139	\$0	\$0	\$0	\$0	\$11,000	\$11,000
8520 Transfer Out	\$31,351	\$6,679	\$6,679	\$6,679	\$0	\$0	\$6,679
TRANSFERS SUBTOTAL	\$31,351	\$6,679	\$6,679	\$6,679	\$0	\$0	\$6,679
TOTAL 0052-5200	\$1,060,778	\$1,087,120	\$971,158	\$1,040,676	\$0	\$11,000	\$1,051,676

CITY OF CONROE
FY 2011-2012
0052-5200

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2068	3	Pressure Washer	Replacement Equipment	9051 MACHINERY & EQUIPMENT <\$5,000	\$11,000
				Request Total	\$11,000
1 Requests			Total for 0052- 5200		\$11,000



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SELF-FUNDED INSURANCE FUND

FY 11-12 Budget Summary Self Funded Insurance Fund

Type	Actual FY 09-10	Budget FY 10-11	Estimate FY 10-11	Base FY 11-12	Supplemental FY 11-12	Proposed FY 11-12	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 4,363,660	\$ 4,363,660	\$ 3,879,022	\$ -	\$ 3,879,022	\$ -	\$ -
Self Funded Insurance Fund Revenues:								
Revenues	\$ 6,266,000	\$ 5,566,960	\$ 5,890,477	\$ 5,733,296	\$ -	\$ 5,733,296	\$ 166,336	3.0%
Total Revenues	\$ 6,266,000	\$ 5,566,960	\$ 5,890,477	\$ 5,733,296	\$ -	\$ 5,733,296	\$ 166,336	3.0%
Total Resources:		\$ 9,930,620	\$ 10,254,137	\$ 9,612,318	\$ -	\$ 9,612,318	\$ 166,336	1.7%
Self Funded Insurance Fund Expenditures:								
0081-8100	\$ 5,757,521	\$ 5,457,127	\$ 6,375,115	\$ 6,629,044	\$ -	\$ 6,629,044	\$ 1,171,917	21.5%
Total Exp	\$ 5,757,521	\$ 5,457,127	\$ 6,375,115	\$ 6,629,044	\$ -	\$ 6,629,044	\$ 1,171,917	21.5%
New Fund Balance:		\$ 4,473,493	\$ 3,879,022	\$ 2,983,274		\$ 2,983,274		

Note: The "Beginning Fund Balance" does not include the total Other Post Employment Benefits (OPEB) Liability in the amount of \$3,217,831. 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.

CITY OF CONROE
FY 2011-2012
0081-0000

BUDGET LINE ITEMS

FUND: SELF FUNDED INSURANCE FUND		DEPARTMENT: SELF FUNDED INSURANCE			DIVISION: REVENUES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5150 Service Charges	\$5,191,675	\$5,566,960	\$5,890,477	\$5,733,296	\$0	\$0	\$5,733,296
6010 Interest	\$9,812	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$1,064,513	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$6,266,000	\$5,566,960	\$5,890,477	\$5,733,296	\$0	\$0	\$5,733,296
TOTAL 0081-0000	\$6,266,000	\$5,566,960	\$5,890,477	\$5,733,296	\$0	\$0	\$5,733,296

**City of Conroe
Self Funded Insurance Fund**

**Self Funded Insurance
0081-8100**

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
PERSONNEL SERVICES				
Employee Specialist	1	1	1	1
TOTAL PERSONNEL SERVICES	1	1	1	1

CITY OF CONROE

FY 2011-2012

0081-8100

BUDGET LINE ITEMS

FUND: SELF FUNDED INSURANCE FUND		DEPARTMENT: SELF FUNDED INSURANCE			DIVISION: EXPENDITURES		
	2010	2011		2012			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$44,091	\$42,979	\$43,517	\$45,130	\$0	\$0	\$45,130
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$595	\$0	\$519	\$0	\$0	\$0	\$0
7025 Social Security	\$3,128	\$3,911	\$3,094	\$4,107	\$0	\$0	\$4,107
7030 Retirement & Pension	\$6,684	\$7,092	\$6,793	\$7,631	\$0	\$0	\$7,631
7035 Workers Compensation	\$98	\$111	\$72	\$99	\$0	\$0	\$99
7040 Employee Insurance	\$11,857	\$11,660	\$8,596	\$10,957	\$0	\$0	\$10,957
7050 Pre-Employment Physicals	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PERSONNEL SERVICES SUBTOTAL	\$66,453	\$65,753	\$62,591	\$67,924	\$0	\$0	\$67,924
7200 Operating Supplies	\$0	\$3,000	\$3,000	\$3,000	\$0	\$0	\$3,000
SUPPLIES SUBTOTAL	\$0	\$3,000	\$3,000	\$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	\$4,837,953	\$5,388,374	\$6,309,524	\$6,558,120	\$0	\$0	\$6,558,120
8090 OPEB Expense	\$853,115	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$5,691,068	\$5,388,374	\$6,309,524	\$6,558,120	\$0	\$0	\$6,558,120
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	\$5,757,521	\$5,457,127	\$6,375,115	\$6,629,044	\$0	\$0	\$6,629,044



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Office of the Mayor

CITY OF CONROE

October 1, 2011

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. Detailed information can be found in the “Capital Improvements Program Budget Fiscal Year 2011-2012” document.

This year’s budget includes a multi-year capital improvement program (CIP), which 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, 2011, through September 30, 2012). 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 11-12:

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 11-12, the Streets CIP fund includes fourteen (14) projects for a total of \$23,417,000, including those projects that will carry over from prior fiscal years because they will not be completed this fiscal year. More detailed information regarding project descriptions and funding can be found behind the Streets Improvements tab of the CIP budget document.

Fund 041 – Signals Improvements CIP Fund

The Signals Improvements CIP fund accounts for capital projects related to design, construction, and improvement of traffic signals in the City of Conroe. There are no Signals projects budgeted in FY 11-12.

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 11-12, the Facilities Improvements CIP fund includes five (5) projects for a total of \$3,415,000, 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 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 11-12, the Parks Improvements CIP fund includes ten (10) projects for a total of \$5,818,000, including those projects that will carry over from prior fiscal years because they will not be completed this fiscal year. More detailed information regarding project descriptions and funding can be found behind the Parks Improvements tab of the CIP budget document.

Fund 063 – Drainage Improvements CIP Fund

The Drainage Improvements CIP fund accounts for capital projects related to design, construction, and improvement of City drainage infrastructure. For FY 11-12, the Drainage Improvements CIP fund includes nine (9) projects for a total of \$1,851,000, including those projects that will carry over from prior fiscal years because they will not be completed this fiscal year. More detailed information regarding project descriptions and funding can be found behind the Drainage Improvements tab of the CIP budget document.

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

In November 2000, the City of Conroe entered into an Annexation and Municipal Services Agreement with The Woodlands Land Development Company (TWLDC), which in part specifies that the City will reimburse TWLDC for certain infrastructure improvements to the College Park shopping area at IH 45 and SH 242 (i.e., Garden Ridge, Kohl's, etc.) and the Windsor Lakes Subdivision. In brief, the City is to calculate the total amount of property taxes and one-fourth of the sales taxes that were received from properties within the annexed area during the preceding year. If this amount is sufficient to pay the debt on at least \$2.0 million, the City owes TWLDC a

reimbursement. If it is not, then this calculation is repeated in subsequent years until such time as a payment can be supported.

In the Water & Sewer CIP, the following funds will be budgeted for FY 11-12:

Fund 042 – 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 11-12, the Water Improvements CIP fund includes eight (8) projects for a total of \$9,107,000, 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 043 – 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 11-12, the Sewer Improvements CIP fund includes eleven (11) projects for a total of \$15,137,000, including those projects that will carry over from prior fiscal years because they will not be completed this fiscal year. More detailed information regarding project descriptions and funding can be found behind the Sewer Improvements tab of the CIP budget document.

Other CIP funds will be budgeted in FY 11-12, including:

Fund 080 – Conroe Industrial Development Corporation (CIDC) CIP

In FY 07-08, the Conroe Industrial Development Corporation (CIDC) purchased 575 acres to expand and improve the Conroe Park North Industrial Park. This project includes purchasing land and installing infrastructure such as streets, drainage, water, and sewer improvements. The total project cost is \$31,868,000. The size and scope of this project necessitated adding it to the City's existing CIP.

On May 15, 2008, the City issued \$15,000,000 of sales tax revenue bonds for the purchase of the 575 acres related to this project. An additional transfer of \$11,758,000 was transferred from the CIDC General Fund. \$4,000,000 was transferred in FY 07-08, \$5,608,000 was transferred in FY 08-09, and \$2,150,000 was transferred in FY 09-10. The remaining balance of \$5,105,000 will come from debt to be issued in FY 10-11 & FY 11-12.

In FY 09-10, the CIDC pledged to create a 250-acre technology park at the Lone Star Executive Airport, known as the Deison Technology Park. The park will be designed to attract businesses to Conroe. Bonds were issued in FY 10-11 to acquire and engineer the property, which will be important to the economic growth and

development of the City and its residents. In FY 11-12, the City will issue \$15,697,000 to construct streets, drainage, water, and sewer infrastructure in the park.

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

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

Fund 079 - Tax Increment Reinvestment Zone #3 (Street Improvements)

TIRZ #3 was established in 2001 to generate money for street improvements to serve an expected surge in housing starts. The zone includes areas south, west, and northwest of the city where development activity is scheduled to occur. All property tax money that is generated by increased values in the zone that is above the base value when the TIRZ was created will be deposited to this fund. In addition, the county will contribute property tax revenue to the TIRZ based on a 0.30¢ tax rate. The funds will be used to support the debt service payments on the certificates of obligation issued for improvements in the TIRZ.

HUD Section 108 Guaranteed Loan Fund

The city has been approved for a loan from the Housing and Urban Administration Program. The loan will allow the city to speed up its downtown façade improvement program. In this program, the city loans property owners funds to improve their building facades. The interest-free loans are forgivable after ten years. The loan will be repaid from a portion of the money that the city receives from HUD's Community Development Block Grant program. The loan will be completely repaid in 2026.

Summary

The CIP for new projects initiated in FY 11-12 totals just over \$50.4 million. Including the projects initiated in previous years and the non-construction capital budget funds (i.e., TIRZ #2, #3, CDBG, etc.) it is slightly over \$83.8 million. 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,

A handwritten signature in black ink, appearing to read "Webb Melder". The signature is written in a cursive, somewhat stylized font. The word "Webb" is on the left and "Melder" is on the right, connected by a fluid stroke. There is a large, sweeping flourish that extends from the end of "Melder" back towards the left, crossing over the word "Webb".

Webb Melder
Mayor

CERTIFICATE FOR ORDINANCE

I.

On the 25th of August, 2011, the City Council of the City of Conroe, Texas consisting of the following qualified members, to-wit: **Webb Melder, Mayor; Council Members Gil Snider, Jim Gentry, Marsha Porter, Toby Powell, and Guy Martin**, did convene in public session in the Council Chambers of the City Hall at 300 West Davis in Conroe, Texas. The roll being first called, a quorum was established, all members being present except the following, to wit: 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. 2035-11

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, 2011, AND ENDING SEPTEMBER 30, 2012; APPROPRIATING FUNDS IN ACCORDANCE WITH THE BUDGET; PROVIDING FOR EFFECTIVE DATE AND ORDAINING OTHER RELATED MATTERS.

III.

Upon motion of Council Member Snider, seconded by Council Member Gentry, 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 25th day of August, 2011.



MARLA J. PORTER, City Secretary

ORDINANCE NO. 2035-11

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, 2011, AND ENDING SEPTEMBER 30, 2012; 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, 2011, and ending September 30, 2012; 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, 2011, and ending September 30, 2012.

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 11-12:

Street Improvements	\$ 23,417,000
Signals	-
Facilities	3,415,000
Parks	5,818,000
Drainage	1,851,000
Annex. & Muni. Services Agreement	2,000,000
Engineering Adjustment	-
Total	<u>\$ 36,501,000</u>

Water & Sewer Capital Budget for FY 11-12:

Water	\$ 9,107,000
Sewer	15,137,000
Engineering Adjustment	-
Total	<u>\$ 24,244,000</u>

Other Capital Funds for FY 11-12:

CIDC CIP	\$ 20,797,000
TIRZ #2	139,339
TIRZ #3	2,120,124
CDBG Section 108 Loan	-
	<u>\$ 23,056,463</u>

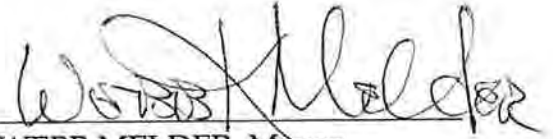
Total FY 11-12 Appropriation**\$ 83,801,463**

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.

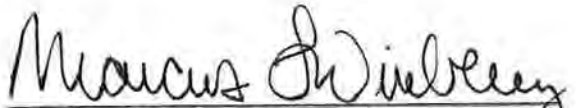
Section 4. (a) That, the Director of Finance & Administration may, at any time with the consent of the City Administrator, transfer any unencumbered appropriation from one line item to another line item within the same Department, provided however, that no unencumbered appropriation may be transferred from one Department or Fund to another except upon the express approval of the City Council.

Section 5. That this ordinance shall be effective immediately of and from adoption.

PASSED AND APPROVED this the 25th day of August, 2011.


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 Budgetary Impact
FY 2011-2012 (Proposed)

STREETS:	PROJECTED OPERATIONS & MAINTENANCE COSTS							TOTAL PROJECT COST
	Project Code	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2021	
PROJECT								
Roadway Trans - TIRZ #3 - Longmire Rd Phase III	604	-	-	-	-	-	-	-
Sidewalk - PW - Frazier Fr RR Overpass to N Loop	627	-	-	-	-	-	-	-
Roadway Trans - TIRZ #3 - Longmire Rd Phase 2B	669	-	-	-	-	-	-	-
Roadway Trans - TIRZ #3 - League Line Phase II	682	-	-	-	-	-	-	-
Street Rehab - PW - Dugan Area	714	-	-	-	-	-	-	-
Roadway Trans - Drennan Road West	757	-	-	-	-	-	-	-
Roadway Trans - Plantation Drive North	781	-	-	-	-	-	-	-
Roadway Trans - Drennan Road East	795	-	-	-	-	-	-	-
Roadway Trans - Wilson Road Widening - IH-45 to Longmire	798	-	-	-	-	-	-	-
Roadway Trans - Plantation Drive South	843	-	-	-	-	-	-	-
Roadway Trans - Willis /SD Street Extension (MP Clark Dr.)	892	-	-	-	-	-	-	-
Roadway Trans - Forest Lake Drive (Anderson Crossing)	894	-	-	-	-	-	-	-
Roadway Trans - Little Egypt to Longmire Expansion	895	-	-	-	-	-	-	-
Roadway Trans - Teas Park Drive	TBD	-	-	-	-	-	-	-
Roadway Trans - TIRZ #3 - Crighton Road Bridge	913	-	-	-	-	-	-	-
Roadway Trans - TIRZ #3 - Crighton Road Ph II	TBD	-	-	-	-	-	-	-
Roadway Trans - TIRZ #3 - Crighton Road Ph III	TBD	-	-	-	-	-	-	-
Roadway Trans - Wilson Road Widening - IH-45 to Frazier	914	-	-	-	-	-	-	-
Roadway Trans - FM 3083 Grade Separation	902	-	-	-	-	-	-	-
Roadway Trans - TIRZ #3 - First St Phase I	TBD	-	-	-	-	-	-	-
Roadway Trans - TIRZ #3 - Gosling Road	TBD	-	-	-	-	-	-	-
SUBTOTAL		-	-	-	-	-	-	-

SIGNALS:	PROJECTED OPERATIONS & MAINTENANCE COSTS							TOTAL PROJECT COST
	Project Code	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2021	
PROJECT								
SUBTOTAL		-	-	-	-	-	-	-

City of Conroe
General Government Capital Projects
Summary of Budgetary Impact
FY 2011-2012 (Proposed)

FACILITIES:	PROJECTED OPERATIONS & MAINTENANCE COSTS										TOTAL PROJECT COST
	PROJECT	Project Code	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	
	Emergency Operations Center (EOC)	885	-	-	-	-	-	-	-	-	-
	Signal Maintenance Building	799	-	-	-	-	-	-	-	-	-
	Public Safety Radio Towers Project	TBD	-	-	-	-	-	-	-	-	-
	Service Center Parking Lot	TBD	-	-	-	-	-	-	-	-	-
	Knox Building	762	-	-	-	-	-	-	-	-	-
	SUBTOTAL		-	-	-	-	-	-	-	-	-

PARKS:	PROJECTED OPERATIONS & MAINTENANCE COSTS										TOTAL PROJECT COST
	PROJECT	Project Code	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	
	Candy Cane Park	716	-	10,000	10,000	10,500	10,500	10,500	-	-	51,500
	MLK Sports Park (Formerly 1st Street Park)	800	-	-	-	-	-	-	-	-	-
	IH-45 Detention Pond Enhancements	801	-	-	-	-	-	-	-	-	-
	Kasmiersky Park Renovations (Master Plan)	803	-	10,000	10,000	10,500	10,500	10,500	-	-	51,500
	Park Restrooms (Master Plan)	804	-	-	-	-	-	-	-	-	-
	Aquatic Center Renovations	893	-	-	-	-	-	-	-	-	-
	League Line Road Phase II Hike & Bike Trail	TBD	10,000	10,000	10,000	10,500	10,500	10,500	-	-	61,500
	Candy Cane Park Playground	TBD	-	1,000	1,000	1,000	1,000	1,000	-	-	5,000
	Recreation Center & Activity Center Parking	TBD	-	-	-	-	-	-	-	-	-
	Forest Lake Park	TBD	-	-	-	-	-	-	-	-	-
	SUBTOTAL		10,000	31,000	31,000	32,500	32,500	32,500	-	-	169,500

City of Conroe
General Government Capital Projects
Summary of Budgetary Impact
FY 2011-2012 (Proposed)

DRAINAGE:		Project Code	PROJECTED OPERATIONS & MAINTENANCE COSTS							TOTAL PROJECT COST
			2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2021		
	PROJECT									
	Storm Sewer - East Grand Lake Creek	717	-	-	-	-	-	-	-	-
	Drainage Project - PW - Dugan Area	642	-	-	-	-	-	-	-	-
	Drainage Project - PW - Comroe Country Club & Live Oak Cre	834	-	-	-	-	-	-	-	-
	Drainage Project - PW - Live Oak Creek (SH 105 to Greenway	TBD	-	-	-	-	-	-	-	-
	Drainage Project - PW - White Oak/Oaklawn Area	807	-	-	-	-	-	-	-	-
	Drainage Project - PW - Post Oak/Bowman/Austin Area	718	-	-	-	-	-	-	-	-
	Drainage Project - PW - East Forest Way Bridge	808	-	-	-	-	-	-	-	-
	Drainage Project - PW - West Fork Detention (McDade)	900	-	-	-	-	-	-	-	-
	Drainage Project - PW - Plantation Dr./West Fork/W. Alligator	915	-	-	-	-	-	-	-	-
	Drainage Project - PW - Yates Street	TBD	-	-	-	-	-	-	-	-
	Drainage Project - PW - Old Magnolia/Taylor Area	TBD	-	-	-	-	-	-	-	-
	Drainage Project - PW - Milltown Area	TBD	-	-	-	-	-	-	-	-
	SUBTOTAL		-	-	-	-	-	-	-	-

WOODLANDS ANNEXATION AGREEMENT:												
PROJECT	Project Code	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2021	TOTAL PROJECT COST				
		-	-	-	-	-	-	-	-			
		SUBTOTAL							-	-		
		GRAND TOTAL							10,000	31,000	31,000	32,500

City of Conroe
Water and Sewer Capital Projects
Summary of Budgetary Impact
FY 2011-2012 (Proposed)

WATER:	PROJECT	PROJECTED OPERATIONS & MAINTENANCE COSTS										TOTAL PROJECT COST
		Project Code	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	
	Water Plant - Crighton Ridge Fireline Hydrant Upgrade	898	-	-	-	-	-	-	-	-	-	-
	Water Plant - Water Well No. 8	824	-	-	-	-	-	-	-	-	-	-
	Water Line - Plantation South	915	-	-	-	-	-	-	-	-	-	-
	Water Line - Drennan Road West	917	-	-	-	-	-	-	-	-	-	-
	Water Line - Forest Lake Drive (Anderson Crossing)	918	-	-	-	-	-	-	-	-	-	-
	Water Line - FM 3083 Upgrade	899	-	-	-	-	-	-	-	-	-	-
	Water Plant - Water Well No. 23 & Storage Tank	825	-	-	61,000	61,000	61,000	61,000	61,000	61,000	61,000	244,000
	Water Line - White Oak Manor	826	-	-	-	-	-	-	-	-	-	-
	Water Line - Drennan Road East	TBD	-	-	-	-	-	-	-	-	-	-
	Water Line - Plantation North	TBD	-	-	-	-	-	-	-	-	-	-
	SUBTOTAL		-	-	61,000	61,000	61,000	61,000	61,000	61,000	61,000	244,000

SEWER:	PROJECT	PROJECTED OPERATIONS & MAINTENANCE COSTS										TOTAL PROJECT COST
		Project Code	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	
	SSOI Program	665	-	-	-	-	-	-	-	-	-	-
	Sewer Line - LaSalle to League Line	797	108,000	108,000	108,000	108,000	108,000	108,000	108,000	108,000	108,000	648,000
	Sewer Lift Station - Teaswood Lift Station Removal	833	-	-	-	-	-	-	-	-	-	-
	Sewer Line - Shadow Lakes Subdivision	663	-	-	-	-	-	-	-	-	-	-
	Sewer Line - Live Oak Creek (SSOI)	759	-	-	-	-	-	-	-	-	-	-
	Sewer Line - White Oak Creek (SSOI)	760	-	-	-	-	-	-	-	-	-	-
	Sewer Line - IH-45 to Treatment Plant		-	-	-	-	-	-	-	-	-	-
	Sewer Line - White Oak Ph. 4	816	-	-	-	-	-	-	-	-	-	-
	Sewer Line - Forest Lake Drive (Anderson Crossing)	919	-	-	-	-	-	-	-	-	-	-
	Sewer Line - Stewarts Forest to RR Tracks		-	-	-	-	-	-	-	-	-	-
	Treatment Plant - Expansion	667	-	-	-	-	-	-	-	-	-	-
	Sewer Plant - SCADA for Lift Stations	TBD	28,000	29,000	31,000	32,000	34,000	36,000	36,000	36,000	36,000	190,000
	SUBTOTAL		136,000	137,000	139,000	140,000	142,000	144,000	144,000	144,000	144,000	838,000
	GRAND TOTAL		136,000	137,000	200,000	201,000	203,000	205,000	205,000	205,000	205,000	1,082,000



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City of Conroe
General Government Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2011-2012 (Adopted)

PARKS:		CONSTRUCTION SCHEDULE							FUNDING SOURCES				DEBT ISSUANCE SCHEDULE						
		Project Code	Prior Fiscal Years	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	TOTAL PROJECT COST	OTHER SOURCES	ISSUED DEBT (O.G. BONDS & C.O.s)	NEW DEBT	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	
	PROJECT																		
	Clancy Green Park	718	997,000	-	-	-	-	-	997,000	-	997,000 (a)	-	-	-	-	-	-	-	
	M.A.K Sports Park (Formerly 1st Street Park)	800	570,000	-	-	-	-	-	570,000	-	570,000 (2)	-	-	-	-	-	-	-	
	H-40 Desalination Plant Enhancements	801	-	900,000	-	-	-	-	900,000	900,000	-	-	-	-	-	-	-	-	
	Hammarsley Park Renovations (Master Plan)	803	500,000	-	-	-	-	-	500,000	-	-	-	-	-	-	-	-	-	
	Park Renovation (Master Plan)	804	100,000	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-	-	
	Aquatic Center Renovations	893	140,000	750,000	-	-	-	-	890,000	-	-	750,000	-	-	-	-	-	-	
	Landscape Line Road Phase II Drive & Water Trail	7867	700,000	-	-	-	-	-	700,000	-	700,000 (b)	-	-	-	-	-	-	-	
	Clancy Green Park Playground	780	-	800,000	-	-	-	-	800,000	400,000	-	-	-	-	-	-	-	-	
	Memorial Cemetery & Artificial Cemetery Parking	780	-	400,000	-	-	-	-	400,000	-	-	400,000	-	-	-	-	-	-	
	Forest Lake Park	780	700,000	-	-	-	-	-	700,000	900,000	-	-	-	-	-	-	-	-	
	SUBTOTAL		2,367,000	2,450,000	-	-	-	-	4,817,000	1,540,000	3,368,000	1,540,000	1,540,000	-	-	-	-	-	

DRAINAGE		Project Code	CONSTRUCTION SCHEDULE							FUNDING SOURCES									
	PROJECT		Prior Fiscal Years	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	TOTAL PROJECT COST	OTHER SOURCES	ISSUED DEBT (O.G. BONDS & C.O.s)	NEW DEBT	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
	Storm Sewer - East Grand Lane Area	717	-	1,000,000	-	-	-	-	-	1,000,000	213,000	15	187,500	787,500	-	-	-	-	-
	Drainage Project - PW - Dogan Area	642	80,000	-	-	-	-	-	-	80,000	-	80,000	(d)	-	-	-	-	-	-
	Drainage Project - PW - Century Country Club & Live Oak Creek	644	164,000	-	-	-	-	-	-	164,000	-	164,000	(d)	-	-	-	-	-	-
	Drainage Project - PW - Live Oak Creek (SH 152 to Greenway C	780	-	180,000	-	-	-	-	-	180,000	-	180,000	-	180,000	-	-	-	-	-
	Drainage Project - PW - White Oak/Quail Area	807	24,000	-	-	-	-	-	-	24,000	-	24,000	(d)	-	-	-	-	-	-
	Drainage Project - PW - Post Oak/Boomer/Austin Area	718	37,000	-	-	-	-	-	-	37,000	-	37,000	(d)	-	-	-	-	-	-
	Drainage Project - PW - East Grand Way Bridge	904	-	-	87,000	-	-	-	-	87,000	-	87,000	(d)	-	-	-	-	-	-
	Drainage Project - PW - West Fox Detention (McCase)	500	75,000	-	-	85,000	-	-	-	160,000	-	160,000	(d)	85,000	-	85,000	-	-	-
	Drainage Project - PW - Expansion Of West Fox WW - Alameda C	015	-	200,000	-	-	-	-	-	200,000	-	200,000	(d)	200,000	-	-	-	-	-
	Drainage Project - PW - Yuma Street	TRD	-	-	137,000	-	-	-	-	137,000	-	-	-	137,000	137,000	-	-	-	-
	Drainage Project - PW - Yuma Street	TRD	-	-	25,000	-	-	-	-	25,000	-	-	-	25,000	25,000	-	-	-	-
	Drainage Project - PW - Old Mill/Prater Area	TRD	-	-	410,000	-	-	-	-	410,000	-	-	-	410,000	410,000	-	-	-	-
	Drainage Project - PW - Milltown Area	TRD	377,000	1,330,000	142,000	864,500	-	-	-	2,613,500	373,500	417,000	1,937,500	1,937,500	162,500	184,000	-	-	-
	SUBTOTAL:																		

City of Conroe
General Government Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2011-2012 (Adopted)

WOODLANDS ANNEXATION AGREEMENT:				DEBT ISSUANCE SCHEDULE									
PROJECT	Prior Fiscal Years	2011-2012	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Intermunicipal Utility Sewer Charge Rate & Wastewater	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
SUBTOTAL	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
GRAND TOTAL	19,342,000	17,294,000	2,554,000	1,000,000	4,440,000	4,440,000	4,440,000	4,440,000	4,440,000	4,440,000	4,440,000	4,440,000	4,440,000

Estimate City Engineering Acquisition				DEBT ISSUANCE SCHEDULE									
ADJUSTED GRAND TOTAL	2011-2012	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
	18,208,000	17,294,000	2,554,000	1,000,000	4,440,000	4,440,000	4,440,000	4,440,000	4,440,000	4,440,000	4,440,000	4,440,000	4,440,000

Other Sources Note:

1. Grant Funds
2. Interest Income
3. TxDOT Reimbursement
4. Transfer From Other Fund(s)
5. General Fund (Drainage Dept)
6. Water & Sewer Construction
7. Ab Sales Tax
8. Eligible for payment by AB Sales Taxes
9. Land Swap Proceeds
10. Del Lago Settlement
11. 2006 Land Sale Proceeds
12. Donations
13. Contributions
14. Industrial/Tech Park Land Sale Proceeds

Issued Debt Notes:

- (a) 2007 COs - 075-7500
- (b) 2008 COs - 075-7500
- (c) 2009 COs - 075-7500
- (d) 2010 COs - 075-7500
- (e) 2011 COs - 075-7500
- (f) 2012 COs - 075-7500
- (g) 2013 COs - 075-7500
- (h) 2014 COs - 075-7500
- (i) 2015 COs - 075-7500
- (j) 2016 COs - 075-7500
- (k) 2017 COs - 075-7500
- (l) 2018 COs - 075-7500
- (m) 2019 COs - 075-7500
- (n) 2020 COs - 075-7500
- (o) 2021 COs - 075-7500
- (p) 2022 COs - 075-7500
- (q) 2023 COs - 075-7500
- (r) 2024 COs - 075-7500
- (s) 2025 COs - 075-7500
- (t) 2026 COs - 075-7500
- (u) 2027 COs - 075-7500
- (v) 2028 COs - 075-7500
- (w) 2029 COs - 075-7500
- (x) 2030 COs - 075-7500
- (y) 2031 COs - 075-7500
- (z) 2032 COs - 075-7500
- (aa) 2033 COs - 075-7500
- (ab) 2034 COs - 075-7500
- (ac) 2035 COs - 075-7500
- (ad) 2036 COs - 075-7500
- (ae) 2037 COs - 075-7500
- (af) 2038 COs - 075-7500
- (ag) 2039 COs - 075-7500
- (ah) 2040 COs - 075-7500
- (ai) 2041 COs - 075-7500
- (aj) 2042 COs - 075-7500
- (ak) 2043 COs - 075-7500
- (al) 2044 COs - 075-7500
- (am) 2045 COs - 075-7500
- (an) 2046 COs - 075-7500
- (ao) 2047 COs - 075-7500
- (ap) 2048 COs - 075-7500
- (aq) 2049 COs - 075-7500
- (ar) 2050 COs - 075-7500
- (as) 2051 COs - 075-7500
- (at) 2052 COs - 075-7500
- (au) 2053 COs - 075-7500
- (av) 2054 COs - 075-7500
- (aw) 2055 COs - 075-7500
- (ax) 2056 COs - 075-7500
- (ay) 2057 COs - 075-7500
- (az) 2058 COs - 075-7500
- (ba) 2059 COs - 075-7500
- (bb) 2060 COs - 075-7500
- (bc) 2061 COs - 075-7500
- (bd) 2062 COs - 075-7500
- (be) 2063 COs - 075-7500
- (bf) 2064 COs - 075-7500
- (bg) 2065 COs - 075-7500
- (bh) 2066 COs - 075-7500
- (bi) 2067 COs - 075-7500
- (bj) 2068 COs - 075-7500
- (bk) 2069 COs - 075-7500
- (bl) 2070 COs - 075-7500
- (bm) 2071 COs - 075-7500
- (bn) 2072 COs - 075-7500
- (bo) 2073 COs - 075-7500
- (bp) 2074 COs - 075-7500
- (bq) 2075 COs - 075-7500
- (br) 2076 COs - 075-7500
- (bs) 2077 COs - 075-7500
- (bt) 2078 COs - 075-7500
- (bu) 2079 COs - 075-7500
- (bv) 2080 COs - 075-7500
- (bw) 2081 COs - 075-7500
- (bx) 2082 COs - 075-7500
- (by) 2083 COs - 075-7500
- (bz) 2084 COs - 075-7500
- (ca) 2085 COs - 075-7500
- (cb) 2086 COs - 075-7500
- (cc) 2087 COs - 075-7500
- (cd) 2088 COs - 075-7500
- (ce) 2089 COs - 075-7500
- (cf) 2090 COs - 075-7500
- (cg) 2091 COs - 075-7500
- (ch) 2092 COs - 075-7500
- (ci) 2093 COs - 075-7500
- (cj) 2094 COs - 075-7500
- (ck) 2095 COs - 075-7500
- (cl) 2096 COs - 075-7500
- (cm) 2097 COs - 075-7500
- (cn) 2098 COs - 075-7500
- (co) 2099 COs - 075-7500
- (cp) 2100 COs - 075-7500
- (cq) 2101 COs - 075-7500
- (cr) 2102 COs - 075-7500
- (cs) 2103 COs - 075-7500
- (ct) 2104 COs - 075-7500
- (cu) 2105 COs - 075-7500
- (cv) 2106 COs - 075-7500
- (cw) 2107 COs - 075-7500
- (cx) 2108 COs - 075-7500
- (cy) 2109 COs - 075-7500
- (cz) 2110 COs - 075-7500
- (da) 2111 COs - 075-7500
- (db) 2112 COs - 075-7500
- (dc) 2113 COs - 075-7500
- (dd) 2114 COs - 075-7500
- (de) 2115 COs - 075-7500
- (df) 2116 COs - 075-7500
- (dg) 2117 COs - 075-7500
- (dh) 2118 COs - 075-7500
- (di) 2119 COs - 075-7500
- (dj) 2120 COs - 075-7500
- (dk) 2121 COs - 075-7500
- (dl) 2122 COs - 075-7500
- (dm) 2123 COs - 075-7500
- (dn) 2124 COs - 075-7500
- (do) 2125 COs - 075-7500
- (dp) 2126 COs - 075-7500
- (dq) 2127 COs - 075-7500
- (dr) 2128 COs - 075-7500
- (ds) 2129 COs - 075-7500
- (dt) 2130 COs - 075-7500
- (du) 2131 COs - 075-7500
- (dv) 2132 COs - 075-7500
- (dw) 2133 COs - 075-7500
- (dx) 2134 COs - 075-7500
- (dy) 2135 COs - 075-7500
- (dz) 2136 COs - 075-7500
- (ea) 2137 COs - 075-7500
- (eb) 2138 COs - 075-7500
- (ec) 2139 COs - 075-7500
- (ed) 2140 COs - 075-7500
- (ee) 2141 COs - 075-7500
- (ef) 2142 COs - 075-7500
- (eg) 2143 COs - 075-7500
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- (ei) 2145 COs - 075-7500
- (ej) 2146 COs - 075-7500
- (ek) 2147 COs - 075-7500
- (el) 2148 COs - 075-7500
- (em) 2149 COs - 075-7500
- (en) 2150 COs - 075-7500
- (eo) 2151 COs - 075-7500
- (ep) 2152 COs - 075-7500
- (eq) 2153 COs - 075-7500
- (er) 2154 COs - 075-7500
- (es) 2155 COs - 075-7500
- (et) 2156 COs - 075-7500
- (eu) 2157 COs - 075-7500
- (ev) 2158 COs - 075-7500
- (ew) 2159 COs - 075-7500
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- (ey) 2161 COs - 075-7500
- (ez) 2162 COs - 075-7500
- (fa) 2163 COs - 075-7500
- (fb) 2164 COs - 075-7500
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- (fg) 2169 COs - 075-7500
- (fh) 2170 COs - 075-7500
- (fi) 2171 COs - 075-7500
- (fj) 2172 COs - 075-7500
- (fk) 2173 COs - 075-7500
- (fl) 2174 COs - 075-7500
- (fm) 2175 COs - 075-7500
- (fn) 2176 COs - 075-7500
- (fo) 2177 COs - 075-7500
- (fp) 2178 COs - 075-7500
- (fq) 2179 COs - 075-7500
- (fr) 2180 COs - 075-7500
- (fs) 2181 COs - 075-7500
- (ft) 2182 COs - 075-7500
- (fu) 2183 COs - 075-7500
- (fv) 2184 COs - 075-7500
- (fw) 2185 COs - 075-7500
- (fx) 2186 COs - 075-7500
- (fy) 2187 COs - 075-7500
- (fz) 2188 COs - 075-7500
- (ga) 2189 COs - 075-7500
- (gb) 2190 COs - 075-7500
- (gc) 2191 COs - 075-7500
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- (ge) 2193 COs - 075-7500
- (gf) 2194 COs - 075-7500
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- (gh) 2196 COs - 075-7500
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- (gj) 2198 COs - 075-7500
- (gk) 2199 COs - 075-7500
- (gl) 2200 COs - 075-7500
- (gm) 2201 COs - 075-7500
- (gn) 2202 COs - 075-7500
- (go) 2203 COs - 075-7500
- (gp) 2204 COs - 075-7500
- (gq) 2205 COs - 075-7500
- (gr) 2206 COs - 075-7500
- (gs) 2207 COs - 075-7500
- (gt) 2208 COs - 075-7500
- (gu) 2209 COs - 075-7500
- (gv) 2210 COs - 075-7500
- (gw) 2211 COs - 075-7500
- (gx) 2212 COs - 075-7500
- (gy) 2213 COs - 075-7500
- (gz) 2214 COs - 075-7500
- (ha) 2215 COs - 075-7500
- (hb) 2216 COs - 075-7500
- (hc) 2217 COs - 075-7500
- (hd) 2218 COs - 075-7500
- (he) 2219 COs - 075-7500
- (hf) 2220 COs - 075-7500
- (hg) 2221 COs - 075-7500
- (hh) 2222 COs - 075-7500
- (hi) 2223 COs - 075-7500
- (hj) 2224 COs - 075-7500
- (hk) 2225 COs - 075-7500
- (hl) 2226 COs - 075-7500
- (hm) 2227 COs - 075-7500
- (hn) 2228 COs - 075-7500
- (ho) 2229 COs - 075-7500
- (hp) 2230 COs - 075-7500
- (hq) 2231 COs - 075-7500
- (hr) 2232 COs - 075-7500
- (hs) 2233 COs - 075-7500
- (ht) 2234 COs - 075-7500
- (hu) 2235 COs - 075-7500
- (hv) 2236 COs - 075-7500
- (hw) 2237 COs - 075-7500
- (hx) 2238 COs - 075-7500
- (hy) 2239 COs - 075-7500
- (hz) 2240 COs - 075-7500
- (ia) 2241 COs - 075-7500
- (ib) 2242 COs - 075-7500
- (ic) 2243 COs - 075-7500
- (id) 2244 COs - 075-7500
- (ie) 2245 COs - 075-7500
- (if) 2246 COs - 075-7500
- (ig) 2247 COs - 075-7500
- (ih) 2248 COs - 075-7500
- (ii) 2249 COs - 075-7500
- (ij) 2250 COs - 075-7500
- (ik) 2251 COs - 075-7500
- (il) 2252 COs - 075-7500
- (im) 2253 COs - 075-7500
- (in) 2254 COs - 075-7500
- (io) 2255 COs - 075-7500
- (ip) 2256 COs - 075-7500
- (iq) 2257 COs - 075-7500
- (ir) 2258 COs - 075-7500
- (is) 2259 COs - 075-7500
- (it) 2260 COs - 075-7500
- (iu) 2261 COs - 075-7500
- (iv) 2262 COs - 075-7500
- (iw) 2263 COs - 075-7500
- (ix) 2264 COs - 075-7500
- (iy) 2265 COs - 075-7500
- (iz) 2266 COs - 075-7500
- (ja) 2267 COs - 075-7500
- (jb) 2268 COs - 075-7500
- (jc) 2269 COs - 075-7500
- (jd) 2270 COs - 075-7500
- (je) 2271 COs - 075-7500
- (jf) 2272 COs - 075-7500
- (jg) 2273 COs - 075-7500
- (jh) 2274 COs - 075-7500
- (ji) 2275 COs - 075-7500
- (jj) 2276 COs - 075-7500
- (jk) 2277 COs - 075-7500
- (jl) 2278 COs - 075-7500
- (jm) 2279 COs - 075-7500
- (jn) 2280 COs - 075-7500
- (jo) 2281 COs - 075-7500
- (jp) 2282 COs - 075-7500
- (jq) 2283 COs - 075-7500
- (jr) 2284 COs - 075-7500
- (js) 2285 COs - 075-7500
- (jt) 2286 COs - 075-7500
- (ju) 2287 COs - 075-7500
- (jv) 2288 COs - 075-7500
- (jw) 2289 COs - 075-7500
- (jx) 2290 COs - 075-7500
- (jy) 2291 COs - 075-7500
- (jz) 2292 COs - 075-7500
- (ka) 2293 COs - 075-7500
- (kb) 2294 COs - 075-7500
- (kc) 2295 COs - 075-7500
- (kd) 2296 COs - 075-7500
- (ke) 2297 COs - 075-7500
- (kf) 2298 COs - 075-7500
- (kg) 2299 COs - 075-7500
- (kh) 2300 COs - 075-7500
- (ki) 2301 COs - 075-7500
- (kj) 2302 COs - 075-7500
- (kk) 2303 COs - 075-7500
- (kl) 2304 COs - 075-7500
- (km) 2305 COs - 075-7500
- (kn) 2306 COs - 075-7500
- (ko) 2307 COs - 075-7500
- (kp) 2308 COs - 075-7500
- (kq) 2309 COs - 075-7500
- (kr) 2310 COs - 075-7500
- (ks) 2311 COs - 075-7500
- (kt) 2312 COs - 075-7500
- (ku) 2313 COs - 075-7500
- (kv) 2314 COs - 075-7500
- (kw) 2315 COs - 075-7500
- (kx) 2316 COs - 075-7500
- (ky) 2317 COs - 075-7500
- (kz) 2318 COs - 075-7500
- (la) 2319 COs - 075-7500
- (lb) 2320 COs - 075-7500
- (lc) 2321 COs - 075-7500
- (ld) 2322 COs - 075-7500
- (le) 2323 COs - 075-7500
- (lf) 2324 COs - 075-7500
- (lg) 2325 COs - 075-7500
- (lh) 2326 COs - 075-7500
- (li) 2327 COs - 075-7500
- (lj) 2328 COs - 075-7500
- (lk) 2329 COs - 075-7500
- (ll) 2330 COs - 075-7500
- (lm) 2331 COs - 075-7500
- (ln) 2332 COs - 075-7500
- (lo) 2333 COs - 075-7500
- (lp) 2334 COs - 075-7500
- (lq) 2335 COs - 075-7500
- (lr) 2336 COs - 075-7500
- (ls) 2337 COs - 075-7500
- (lt) 2338 COs - 075-7500
- (lu) 2339 COs - 075-7500
- (lv) 2340 COs - 075-7500
- (lw) 2341 COs - 075-7500
- (lx) 2342 COs - 075-7500
- (ly) 2343 COs - 075-7500
- (lz) 2344 COs - 075-7500
- (ma) 2345 COs - 075-7500
- (mb) 2346 COs - 075-7500
- (mc) 2347 COs - 075-7500
- (md) 2348 COs - 075-7500
- (me) 2349 COs - 075-7500
- (mf) 2350 COs - 075-7500
- (mg) 2351 COs - 075-7500
- (mh) 2352 COs - 075-7500
- (mi) 2353 COs - 075-7500
- (mj) 2354 COs - 075-7500
- (mk) 2355 COs - 075-7500
- (ml) 2356 COs - 075-7500
- (mn) 2357 COs - 075-7500
- (mo) 2358 COs - 075-7500
- (mp) 2359 COs - 075-7500
- (mq) 2360 COs - 075-7500
- (mr) 2361 COs - 075-7500
- (ms) 2362 COs - 075-7500
- (mt) 2363 COs - 075-7500
- (mu) 2364 COs - 075-7500
- (mv) 2365 COs - 075-7500
- (mw) 2366 COs - 075-7500
- (mx) 2367 COs - 075-7500
- (my) 2368 COs - 075-7500
- (mz) 2369 COs - 075-7500
- (na) 2370 COs - 075-7500
- (nb) 2371 COs - 075-7500
- (nc) 2372 COs - 075-7500
- (nd) 2373 COs - 075-7500
- (ne) 2374 COs - 075-7500
- (nf) 2375 COs - 075-7500
- (ng) 2376 COs - 075-7500
- (nh) 2377 COs - 075-7500
- (ni) 2378 COs - 075-7500
- (nj) 2379 COs - 075-7500
- (nk) 2380 COs - 075-7500
- (nl) 2381 COs - 075-7500
- (nm) 2382 COs - 075-7500
- (no) 2383 COs - 075-7500
- (np) 2384 COs - 075-7500
- (nq) 2385 COs - 075-7500
- (nr) 2386 COs - 075-7500
- (ns) 2387 COs - 075-7500
- (nt) 2388 COs - 075-7500
- (nu) 2389 COs - 075-7500
- (nv) 2390 COs - 075-7500
- (nw) 2391 COs - 075-7500
- (nx) 2392 COs - 075-7500
- (ny) 2393 COs - 075-7500
- (nz) 2394 COs - 075-7500
- (oa) 2395 COs - 075-7500
- (ob) 2396 COs - 075-7500
- (oc) 2397 COs - 075-7500
- (od) 2398 COs - 075-7500
- (oe) 2399 COs - 075-7500
- (of) 2400 COs - 075-7500
- (og) 2401 COs - 075-7500
- (oh) 2402 COs - 075-7500
- (oi) 2403 COs - 075-7500
- (oj) 2404 COs - 075-7500
- (ok) 2405 COs - 075-7500
- (ol) 2406 COs - 075-7500
- (om) 2407 COs - 075-7500
- (on) 2408 COs - 075-7500
- (oo) 2409 COs - 075-7500
- (op) 2410 COs - 075-7500
- (oq) 2411 COs - 075-7500
- (or) 2412 COs - 075-7500
- (os) 2413 COs - 075-7500
- (ot) 2414 COs - 075-7500
- (ou) 2415 COs - 075-7500
- (ov) 2416 COs - 075-7500
- (ow) 2417 COs - 075-7500
- (ox) 2418 COs - 075-7500
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City of Conroe
Water and Sewer Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2011-2012 (Adopted)

WATER		CONSTRUCTION SCHEDULE						FUNDING SOURCES				DEBT ISSUANCE SCHEDULE							
	PROJECT	Project Code	Prior Fiscal Years	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	TOTAL PROJECT COST	OTHER SOURCES	ISSUED DEBT (REVENUE BONDS)	NEW DEBT	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
	Water Plant - Conroe Water Treatment Plant Upgrade	894	160,000	2,010,000	-	-	-	-	-	2,170,000	-	150,000 (k)	2,010,000	-	-	-	-	-	-
	Water Plant - Water Well No. 8	624	1,960,000	-	-	-	-	-	-	1,960,000	-	1,960,000 (i)	-	-	-	-	-	-	-
	Water Plant - Plantation South	918	-	160,000	-	-	-	-	-	160,000	-	-	160,000	-	-	-	-	-	-
	Water Line - Drennan Road West	917	-	162,000	-	-	-	-	-	162,000	-	-	162,000	-	-	-	-	-	-
	Water Line - Forest Lake Drive (Advanced Crossing)	916	-	344,000	-	-	-	-	-	344,000	-	-	344,000	-	-	-	-	-	-
	Water Line - FM 3093 Upgrade	899	-	186,000	-	-	-	-	-	186,000	-	-	186,000	-	-	-	-	-	-
	Water Plant - Water Well No. 23's Storage Tank	825	330,000	3,393,000	-	-	-	-	-	3,723,000	-	330,000 (i)	3,393,000	-	-	-	-	-	-
	Water Line - White Oak Manor	826	-	410,000	-	-	-	-	-	410,000	-	-	410,000	-	-	-	-	-	-
	Water Line - Drennan Road East	TBD	-	124,000	-	-	-	-	-	124,000	-	-	124,000	-	-	196,000	-	-	-
	Water Line - Plantation North	TBD	-	190,000	-	-	-	-	-	190,000	-	-	190,000	-	-	196,000	-	-	-
	SUBTOTAL		2,452,000	6,655,000	190,000	-	-	386,000	386,000	9,697,000	-	2,480,000	7,239,000	6,658,000	196,000	-	-	386,000	386,000

SEWER		CONSTRUCTION SCHEDULE							TOTAL PROJECT COST		FUNDING SOURCES		DEBT ISSUANCE SCHEDULE						
	PROJECT	Project Code	Prior Fiscal Years	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017		OTHER SOURCES	ISSUED DEBT (REVENUE BONDS)	NEW DEBT	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
SSO Program	Sewer Line - LaSalle to League Line	692	652,000	957,000	757,000	938,000	985,000	1,034,000	1,786,000	7,159,000	-	652,000 (i)	957,000	-	-	-	-	-	-
	Sewer Line - LaSalle to League Line	797	2,550,000	-	-	-	-	-	-	2,550,000	-	2,550,000 (j)	-	-	-	-	-	-	-
	Sewer Lift Station - Timberwood Lift Station Removal	833	207,000	-	-	-	-	-	-	207,000	-	207,000 (j)	-	-	-	-	-	-	-
	Sewer Line - Shadow Lakes Subdivision	663	850,000	-	-	-	-	-	-	850,000	-	850,000 (f)	-	-	-	-	-	-	-
	Sewer Line - Live Oak Creek (SSO)	759	1,925,000	-	-	-	-	-	-	1,925,000	-	1,925,000 (i, h)	-	-	-	-	-	-	-
	Sewer Line - White Oak Creek (SSO)	760	167,000	-	-	-	-	-	-	167,000	-	167,000 (i)	-	-	-	-	-	-	-
	Sewer Line - Phase 1 to Treatment Plant	-	3,000,000	-	-	-	-	-	-	3,000,000	-	-	3,000,000	-	-	-	-	-	-
	Sewer Line - White Oak Ph. 4	816	1,200,000	-	-	-	-	-	-	1,200,000	-	1,200,000 (j)	-	-	-	-	-	-	-
	Sewer Line - Forest Lake Drive (Advanced Crossing)	819	-	335,000	-	-	-	-	-	335,000	-	-	335,000	-	-	-	-	-	-
	Sewer Line - Stewart's Forest to RR Tracks	667	200,000	-	3,400,000	-	-	-	-	3,600,000	-	-	3,400,000	-	-	-	-	-	-
Sewer Plant - Expansion	Treatment Plant - Expansion	TBD	-	600,000	-	-	-	-	600,000	600,000	-	20,000,000 (f)	20,000,000	600,000	-	-	-	-	-
	Sewer Plant - SCADA for Lift Stations	TBD	7,191,000	7,385,000	4,293,000	938,000	985,000	1,034,000	2,176,000	44,173,000	-	7,191,000	36,422,000	7,385,000	4,293,000	938,000	985,000	1,034,000	2,176,000
	RUR TOTAL																		
GRAND TOTAL			10,203,000	14,041,000	4,489,000	938,000	985,000	1,034,000	22,174,000	70,848,000	-	10,203,000	43,691,000	14,041,000	4,489,000	938,000	985,000	1,034,000	22,174,000

Estimated City Engineering Cost	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
ADJUSTED GRAND TOTAL	10,203,000	14,041,000	4,489,000	938,000	985,000	1,034,000	72,174,000	72,174,000	70,848,000	-	10,203,000	43,691,000	14,041,000	4,489,000	938,000	985,000	1,034,000	72,174,000

Other Sources:

- Grant Funds
- Interest Income
- TXDOT Reimbursement
- Supplemental Request
- Transfer From Other Funds

Issued Debt Notes:

- 2010 Revenue Bonds -- 043-4300
- 2010 Revenue Bonds -- 044-4400
- 2007 Revenue Bonds -- 043-4310
- 2007 Revenue Bonds -- 044-4410
- 2008 Revenue Bonds -- 043-4320
- 2008 Revenue Bonds -- 044-4420
- 2009 Revenue Bonds -- 043-4330
- 2009 Revenue Bonds -- 044-4430

City of Conroe

STREETS:		CONSTRUCTION SCHEDULE								FUNDING SOURCES				DEBT ISSUANCE SCHEDULE				
PROJECT	Project Code	Prior Fiscal Years	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	TOTAL PROJECT COST	OTHER SOURCES	ISSUED DEBT (G.O. BONDS & C.O.s)	NEW DEBT	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Roadway Trans - Centree Park North & West Widening	647	-	-	-	-	-	-	-	2,800,000	-	-	-	425,000	-	-	-	-	-
Subtotal - Centree Park		-	-	-	-	-	-	-	2,800,000	-	-	-	425,000	-	-	-	-	-
Roadway Trans - Centree Park North & West Widening	647	-	-	-	-	-	-	-	2,800,000	-	-	-	12,726,000	-	-	-	-	-
Subtotal - Centree Park		-	-	-	-	-	-	-	2,800,000	-	-	-	12,726,000	-	-	-	-	-
SUBTOTAL			13,151,000	-	-	-	-	-	13,151,000	-	-	-	13,151,000	-	-	-	-	-

LAND:	Project Code	Prior Fiscal Year	CONSTRUCTION SCHEDULE					TOTAL PROJECT COST	OTHER SOURCES	FUNDING SOURCES			DEBT ISSUANCE SCHEDULE					
			2011-2012	2012-2013	2013-2014	2014-2015	2015-2016			ISSUED DEBT (G.O. BONDS & C.O.s)	NEW DEBT	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2021	
	PROJECT																	
	3008 Land Purchase - 375 Acres	907	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Cleaning Projects	703	-	-	-	-	-	1,700,000	-	-	-	1,700,000	1,700,000	-	-	-	-	-
	2008 Land Purchase - 205 Acres	702	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	2010 Tech Park Land Purchase - 248 Acres	853	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Tech Park Engineering	MPO	1,700,000	-	-	-	-	-	-	-	-	1,700,000	1,700,000	-	-	-	-	-
	SUBTOTAL		1,700,000	-	-	-	-	3,400,000	-	-	-	1,700,000	1,700,000	-	-	-	-	-

DRAINAGE:		CONSTRUCTION SCHEDULE						FUNDING SOURCES				DEBT ISSUANCE SCHEDULE					
	Project Code	Prior Fiscal Year	2011-2012	2012-2013	2013-2014	2015-2016	2016-2021	TOTAL PROJECT COST	OTHER SOURCES	ISSUED DEBT (G.O. BONDS & C.O.s)	NEW DEBT	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2021
	DRAINAGE PROJECTS	093	392,000	-	-	-	-	392,000	-	-	392,000	-	-	-	-	-	-
	DRAINAGE PROJECTS - TECHNOLOGY PARK	TBD	972,000	-	-	-	-	972,000	-	-	972,000	-	-	-	-	-	-
	SUBTOTAL		1,364,000	-	-	-	-	1,364,000	-	-	1,364,000	-	-	-	-	-	-

WATER:	PROJECT	Project Code	Prior Fiscal Years	CONSTRUCTION SCHEDULE					FUNDING SOURCES					DEBT ISSUANCE SCHEDULE					
				2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2021	TOTAL PROJECT COST	OTHER SOURCES	ISSUED DEBT (G.O. BONDS & C.O.s)	NEW DEBT	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2021
	Water Projects	785,000	669	-	-	-	-	-	785,000	-	-	-	-	-	-	-	-	-	
	Water Projects - Technology Park	1,094,000	-	-	-	-	-	-	1,094,000	-	-	-	-	-	-	-	-	-	
	Water Projects - Technology Park	1,879,000	TBD	-	-	-	-	-	1,879,000	-	-	-	-	-	-	-	-	-	
	SUBTOTAL								879,000										

SEWER:		CONSTRUCTION SCHEDULE								FUNDING SOURCES				DEBT ISSUANCE SCHEDULE							
PROJECT	Project Code	Prior Fiscal Year	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2021	TOTAL PROJECT COST	OTHER SOURCES	ISSUED DEBT (G.O. BONDS & C.O.s)	NEW DEBT	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2021			
Sewer Projects	700	94,000	94,000	-	-	-	-	-	94,000	-	-	94,000	94,000	-	-	-	-	-			
Sewer Projects - Technology Park	TBD	905,000	905,000	-	-	-	-	-	905,000	-	-	905,000	905,000	-	-	-	-	-			
SUBTOTAL		-	1,003,000	-	-	-	-	-	1,003,000	-	-	1,003,000	1,003,000	-	-	-	-	-			
GRAND TOTAL		1,700,000	15,037,000	-	-	-	-	-	30,747,000	-	1,700,000	19,037,000	19,037,000	-	-	-	-	-			

[illegible]

Issued Debt Notes.

Issued Debt Notes.

Other Sources Notes

1 Transfer from CIDC General Fund fund balance



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Conroe Strategic Plan - 2011

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 2008 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

Financial Management Policy

September 8, 2011

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) service level 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

person performing the duties of City Secretary, be submitted to the City Council, and shall be a public record. The City Administrator shall make a copy available to any resident of the City, upon request.

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

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

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

B. Balanced Budget

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

C. Planning

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

D. Reporting

Monthly financial reports will be prepared to enable the department heads to manage their budgets and to enable the Director of Finance 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 as a part of the indirect cost and cost of service analysis.
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. There will be an annual review of fees and charges 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

expenditures, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital.

Additionally, enterprise activity rates will include transfers to the General Fund as follows:

- a. **General and Administrative Charges:** Administrative costs will be charged to all funds for services of general overhead, such as administration, finance, personnel, engineering, legal counsel, and other costs, as appropriate. The charges will be determined through an indirect cost allocation following accepted practices and procedures.
 - b. **In-Lieu-of-Franchise Fee:** In-Lieu-of-Franchise Fee includes part of the rate computation at 4 percent of gross revenues less impact fees, consistent with the franchise rates charged to investor-owned utilities franchised to operate within the City.
7. **Intergovernmental Revenues:** Any potential grants will be examined for matching requirements. Generally, these revenue sources should be used for capital improvements that are consistent with the Capital Improvement Program whose operating and maintenance costs have been included in the Operating Budget or for special programs associated specifically with the grant.
 8. **Revenue Monitoring:** Actual revenues received will be regularly compared to budgeted revenues and variances will be investigated. This process will be summarized in the appropriate periodic report.

V. EXPENDITURE CONTROL

A. Appropriations

The source of budgetary control is at the category and division level. The Director of Finance may, at any time with the consent of the City Administrator, transfer any unencumbered appropriation from one line item to another line item within the same department, provided however, that no unencumbered appropriation may be transferred from one department or fund to another except upon the express approval of the City Council.

B. Amendments to the Budget

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

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

In addition, the following conditions must be met:

1. The Director of Finance 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, 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 be enabling legislation.
 - c. Committed – amounts constrained to specific purposes by formal action of City Council. Commitments may be changed or lifted only by the City Council taking the same formal action that imposed the constraint originally. Examples include contractual agreements approved by the City Council.
 - d. Assigned – amounts intended to be used by the City for specific purposes. Intent can be expressed by the City Council or by an official or body to whom the City Council delegates the authority. In governmental funds other than the General Fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
 - e. Unassigned – is the residual classification of the General Fund and includes all amounts not contained in other classifications. Unassigned amounts are available for any purpose.
2. **Authorization and Action to Commit Fund Balance:** The City Council is the government's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is an ordinance approved by the Council at a City Council meeting. The ordinance must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.
3. **Authorization and Action to Assign Fund Balance:** The City Council has authorized the City Administrator and Director of Finance & Administration to assign fund balance to reflect the City's intended use of resources. Assignments of fund balance by the City Administrator and Director of Finance & Administration do not require formal action by the City Council; however, each assignment must be approved by both authorized officials before the item can be presented in the financial statements.
4. **Minimum Unassigned Fund Balance:** The City will strive to maintain an unassigned fund balance of not less than 90 days of the budgeted operational expenditures in the General fund. The purpose of this unassigned balance is to protect the City against short-term operating deficits in the General Fund. The unassigned fund balance will be available for the following purposes:

- a. Defer short-term tax increases
 - b. Cover revenue shortfalls
 - c. Cover unanticipated expenditures
5. **Order of Expenditure of Funds:** When multiple categories of fund balance are available for expenditure, the City will start with the most restricted category – spending those funds first – before moving down to the next category with available funds.
6. **Governmental Fund Type Definitions:**
- a. General Fund – The general fund should be used to account for and report all financial resources not accounted for and reported in another fund.
 - b. Debt Service – Debt service funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.
 - c. Special Revenue – Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.
 - d. Capital Projects – Capital projects funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Capital projects funds exclude those types of capital-related outflows financed by proprietary funds or assets that will be held in trust for individuals, private organizations, or other governments.
7. **Utility Working Capital and Retained Earnings of Other Operating Funds:** In operating funds other than the General Fund, the City shall strive to maintain a positive retained earnings position to provide sufficient reserves for emergencies and revenue shortfalls. In addition, the minimum reserve balance in utility operating funds will be sixty (60) days of current year budgeted operating expenses. A debt coverage ratio of 125% to 150% will also be maintained in utility operating funds.
8. **Rate Stabilization Reserve:** The City will designate an additional reserve balance in the Water and Sewer Operating Fund over and above the sixty (60) day reserve balance. The additional reserve target will be thirty (30) days of current year budgeted operating expenditures. The purpose of the Rate

Stabilization Reserve is to protect the City from short-term operating deficit in the Water and Sewer Operating Fund. The funds will be available for the following purposes:

- a. Defer short-term rate increases.
 - b. Cover revenue shortfalls.
 - c. Cover unanticipated expenditures.
 - d. Pay principle and interest on utility related debt.
9. **Use of Fund Balance/Retained Earnings:** Fund Balance/Retained Earnings shall be used only for emergencies, non-recurring expenditures, or major capital purchases that cannot be accommodated through current year savings. Except for use in an emergency, such use shall not reduce the balance below the appropriate level set as the objective for that fund.

C. Liabilities and Receivables

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

D. Capital Improvement Program and Debt Service Funds

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

IX. INTERNAL CONTROL POLICY STATEMENT

A. Written Procedures

Whenever possible, written procedures will be established and maintained by the Director of Finance 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 five-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 Five-Year Capital Improvement Program is also categorized by the following types of capital improvements:

1. **Plant:** Includes recurrent expenditures for the replacement, expansion and/or acquisition of facilities, structures, land, and improvements thereon.
2. **Equipment:** Includes recurrent expenditures for the replacement and/or acquisition of all items of equipment and machinery.
4. **Motor Vehicles:** Includes recurrent expenditures for the replacement and/or acquisition of cars, pickups, trucks, and other motor vehicles.
4. **Public Improvements Requiring Bonded Debt:** Includes non-recurrent expenditures for the replacement, expansion and/or acquisition of public improvements which, due to their relatively large cost and longer useful life, require additional funds over and beyond the City's annual Operating Budget and must be financed through the issuance of long-term debt.

The following policy statements guide the development and implementation of

the City's Five-Year Capital Improvement Program:

1. Capital expenditures will be made pursuant to the adopted Five-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 Five-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 Administrative Budget Staff (City Administrator, Assistant City Administrator, Director of Capital Projects, and Director of Finance) an inventory of capital improvements and expenditures contemplated for the next five 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 Administrative Budget 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 five-year period for the purpose of establishing as accurately as possible the funds which will be available for proposed capital expenditures during each year of the Capital Improvement Program and for ensuring that additional funds for increased operating expenses will be available, if necessary.

During the City's annual budget preparation process, the initial inventory of contemplated capital expenditures is preliminarily evaluated and ranked by priority before submission to the City Council. The Administrative Budget Staff usually completes this phase of development of the Capital Improvement Program with significant input from the Mayor and Council Members and other citizen advisory boards. Upon completion of this review process, a recommended Five-Year Capital Improvement Program is submitted to the City Council for adoption.

The ultimate objective of this process is the development of a practical Five-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 five-year period. With this development process, a long-range capital program is always available and current, but with only one year thereof actually committed as a part of the City's Capital Budget for the ensuing fiscal year.

XII. RELATIONSHIP OF CAPITAL BUDGET TO ANNUAL OPERATING BUDGET

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

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

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

XIII. DEBT POLICY STATEMENT

The use of debt financing for long-term capital improvement programs is based upon a pay-as-you-use method of financing. In its purest theoretical form, pay-as-you-use financing means that every long-term capital improvement is financed by serial debt

issues with maturities arranged so that the retirement of debt coincides with the depreciation or projected life of the improvement. Under this method of financing, the interest and debt retirement charges paid by each generation of taxpayers should coincide with their use of the physical assets or improvements and parallel the productivity of the social investment in the improvement.

In contrast to what often occurs under pay-as-you-go (or pay-as-you-acquire) financing, under pay-as-you-use, each user group pays for its own use and enjoyment of capital improvements, and desirable or urgently-needed capital improvements need not be delayed until sufficient funds can be accumulated. Additionally, no one is forced to provide free goods for a future generation of users or taxpayers or to contribute toward improvements for a city in which he or she will not live, nor will new members of the community enjoy the use of improvements without having contributed to their financing. In practice, the City uses a mix of these two basic methods to finance its Capital Improvement Program, with pay-as-you-go financing used for recurrent capital expenditures, and with long-term, non-recurrent capital expenditures financed on a pay-as-you-use basis.

XIV. DEBT POLICIES FOR LONG-TERM CAPITAL IMPROVEMENTS

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

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

the principal cost of the improvement, plus interest. Such determination will be based on the improvement's urgency, capital and operating costs, a general assessment of projected benefits, both direct and indirect, and the improvement's contribution to the accomplishment of the City's long-range objectives and work program.

6. Long-term debt will be used to finance non-recurrent capital expenditures or improvements only when it has been determined that future generations of citizens and/or taxpayers will derive benefit from the improvement.
7. The City's total general obligation debt will not exceed five percent of its assessed valuation.
8. The City will use special assessment revenue bonds or other self-supporting bonds where possible and appropriate to finance long-term, non-recurrent capital improvements, rather than use General Obligation Bonds.
9. The City will establish and maintain effective communications with bond rating agencies to keep them informed of its financial condition.

A. Types of Debt

Before bonded long-term debt is issued, the impact of debt service on the total annual fixed costs will be analyzed.

1. **General Obligation Bonds (GO's):** General Obligation Bonds will be used only to fund capital assets of the general government and are not to be used to fund operating needs of the City. General Obligation Bonds are backed by the full faith and credit of the City as well as the ad valorem tax authority of the City. The term of a bond issue will not exceed the useful life of the asset(s) funded by the bond issue and will generally be limited to no more than thirty years. General Obligation Bonds must be authorized by a vote of the citizens of the City of Conroe.
2. **Revenue Bonds (RB's):** Revenue Bonds will be issued to provide for the capital needs of any activities where the capital requirements are necessary for continuation or expansion of a service which produces a revenue and for which the asset may reasonably be expected to provide for a revenue stream to fund the term of the debt service requirements. The obligation may not exceed the useful life of the asset(s) to be funded by the bond issue and will generally be limited to no more than thirty years.
3. **Certificates of Obligation, Contract Obligations:** Certificates of Obligation or Contract Obligations will be used in order to fund capital requirements, which are not otherwise covered under either Revenue

Bonds or General Obligation Bonds. Debt service for Certificates of Obligation or Contract Obligations may be either from general revenues, backed by a specific revenue stream, or by a combination of both. Generally, Certificates of Obligation or Contract Obligations will be used to fund capital assets where full bond issues are not warranted as a result of the cost of the asset(s) to be funded through the instrument. The term of the obligation may not exceed the useful life of the asset(s) to be funded by the proceeds of the debt issue and will generally be limited to no more than twenty years.

4. **Method of Sale:** The City will use a competitive bidding process in the sale of bonds unless the nature of the issue warrants a negotiated bid. In situations where a competitive bidding process is not elected, the City will publicly present the reasons why a negotiated process is being utilized, as well as will oversee, with the advice of the financial advisor, the selection of the underwriter or direct purchaser.
5. **Bidding Parameters:** The notice of sale will be carefully constructed so as to ensure the best possible bid for the City, in light of the existing market conditions and other prevailing factors. Parameters to be examined include:
 - a. limits between lowest and highest coupons;
 - b. coupon requirements relative to the yield curve;
 - c. method of underwriter compensation, discount or premium coupons;
 - d. use of TIC vs. NIC;
 - e. use of bond insurance;
 - f. deep discount bonds;
 - g. variable rate bonds; and
 - h. call provisions.

B. Refinancing Current Debt

In the event that interest rates are significantly lower than in prior years, staff will evaluate and pursue the refinancing of the City's existing debt. Consideration will be given in such circumstances as to the amount of interest cost savings, current and future debt service requirements, and bond maturity dates.

C. Bond Ratings

When considering a new debt issuance, staff will pursue the upgrade of its bond ratings by the major rating agencies.

B. Analysis of Financing Alternatives

Staff will explore alternatives to the issuance of debt for capital acquisitions and construction projects. These alternatives may include, but are not limited to following: grants in aid, use of reserves, use of current revenues, contributions from developers and others, leases, and impact fees.

1. **Disclosure:** Full disclosure of operations will be made to the bond rating agencies and other users of financial information. The City staff, with the assistance of financial advisors and bond counsel, will prepare the necessary materials for presentation to the rating agencies, aid in the production of Offering Statements, and take responsibility for the accuracy of all financial information released.
 - a. Federal Requirements – The City will maintain procedures to comply with arbitrage rebate and other Federal requirements.
 - 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. Internal Controls

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 ACCOUNTING/BUDGETING

The budgetary and accounting policies contained in the budget document conform to generally accepted accounting principles (GAAP) as established by the Governmental Accounting Standards Board (GASB). 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, Debt Service Fund, Capital Projects Fund, and Special Revenue Funds. The budget is organized and operated on a modified accrual basis of accounting. A financial measurement focus is utilized here as well. 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.

Proprietary Fund Types - Include the Water/Sewer Operating Fund, Water/Sewer Construction Fund, Service Center Fund, and Self Funded Insurance Fund and are accounted and budgeted for on a cost of services or "capital maintenance" 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. For purposes of this budget presentation, depreciation is not displayed and capital expenditures and bond principal payments are shown as utilized by each fund.

All funds included in the budget are subject to appropriation.

Governmental Fund Types

Government 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: Administration, Public Safety, Community Development, Financial Services, Maintenance, 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, and Community Development Block Grant Entitlement Fund.

Debt Service Fund - The 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.

Capital Projects Funds - The Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital items 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 - 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.

Water/Sewer Construction Fund - This fund accounts for the costs associated with the implementation and ongoing administration and construction of the water and sewer needs of the City. All activities necessary to provide such services are accounted for in the fund, including administration, operation, and maintenance.

Service Center Fund - This fund accounts for the fleet services and maintenance of the City's vehicle and/or equipment acquisition and disposal.

Self Funded Insurance Fund – This fund accounts for the health insurance/flex accounts benefits related to the City's self insurance activities.

STATUTORY REQUIREMENTS

The second most important financial resource of the City is the ad valorem tax, better known as the property tax. It is important for all citizens to fully understand the makeup of the taxes levied against their properties. The following synopsis provides a basic working knowledge of property taxes and how they are determined.

Much of what taxing authorities such as cities, school districts, counties, and special districts are allowed to levy for property taxes is determined by the State of Texas. A number of years ago, the state legislature established county appraisal districts. The purpose of these appraisal districts is to determine fair market values of all taxable property within a specific county. The taxable value of property is determined as of January 1 of each year.

The appraisal district office generally notifies taxpayers of their assessed valuations in March and allows for them to challenge the valuations if the taxpayers believe them to be in error. A tax appraisal review board hears all tax protests and determines if the original valuation is correct or in error. On May 25 of each year, the appraisal district is required to provide taxing authorities with a certified estimate of total appraised value. This preliminary estimate is used by the City to help project what revenues will be available in the next fiscal year. The preliminary estimate, while providing indications of an increasing or a decreasing tax roll, is subject to fluctuations because of the possible tax protests mentioned above.

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

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

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

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

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

Texas State law requires that if a taxing authority raises the tax rate more than the effective tax rate there must be published notices of the increase and a public hearing 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, 2011

Taxable Assessed Valuation	\$3,630,957,910
Constitutional Limit	2.50% of assessed valuation
Maximum Constitutional Revenue Available	\$90,773,948
Tax Rate to Achieve Maximum Tax Revenue	\$2.50 per \$100 of valuation
Adopted Tax Rate for 2010-2011	\$0.4200 per \$100 of valuation
Available Unused Constitutional Max Tax Rate	2.08% of assessed valuation

Other requirements relating to the adoption and levying of ad valorem taxes are the publication of the unencumbered fund balances of the General Fund and Debt Service Fund, the debt service requirements, and the property tax rates in the City of Conroe.

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.

2011 PROPERTY TAX RATES IN THE CITY OF CONROE, TEXAS

This notice concerns 2011 property tax rates for the CITY OF CONROE. It presents information about three tax rates. Last year's tax rate is the actual rate the taxing unit used to determine property taxes last year. This year's effective tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's rollback tax rate is the highest tax rate the taxing unit can set before taxpayers can start tax rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as require by state law. The rates are given per \$100 of property value.

LAST YEAR'S TAX RATE:

Last year's operating taxes	\$8,081,863
Last year's debt taxes	\$5,495,666
Last year's total taxes	\$13,577,529
Last year's tax base	\$3,232,745,000
Last year's total tax rate	0.4200/\$100

THIS YEAR'S EFFECTIVE TAX RATE:

Last year's adjusted taxes (<i>after subtracting taxes on lost property</i>)	\$12,343,761
This year's adjusted tax base (<i>after subtracting value of new property</i>)	\$2,873,554,422
= This year's effective tax rate (<i>maximum rate unless unit publishes notices and holds public hearings</i>)	0.4295/\$100

THIS YEAR'S ROLLBACK TAX RATE:

Last year's adjusted operating taxes (<i>after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, and/or enhanced indigent health care expenditures</i>).	\$14,692,840
÷ This year's adjusted tax base	\$2,873,554,422
= This year's effective operating rate	0.5113/\$100
x 1.08 = this year's maximum operating rate	0.5522/\$100
+ This year's debt rate	0.1700/\$100
= This year's total rollback rate	0.7222/\$100
- Sales tax adjustment rate	0.2420/\$100
= Rollback tax rate	0.4802/\$100

STATEMENT OF INCREASE/DECREASE

IF THE CITY OF CONROE adopts a 2011 tax rate equal to the effective tax rate of \$0.4295 per \$100 of value, taxes would decrease compared to 2010 taxes by -\$540,020.

SCHEDULE A – UNENCUMBERED FUND BALANCES

<u>Type of Property Tax Fund</u>	<u>Balance</u>
General Fund	\$17,357,688
Interest & Sinking	\$11,379,924

SCHEDULE B – 2011 DEBT SERVICE

The unit plans to pay the following amounts for long-term debts that are secured by property taxes. These amounts will be paid from property tax revenues (or additional sales tax revenues, if applicable).

<u>Description of Debt</u>	<u>Principal</u>	<u>Interest</u>	<u>Other Amounts</u>	<u>Total</u>
Certificates of Obligation, Series 2003	95,000	64,369	1,000	160,369
Certificates of Obligation, Series 2003A	415,000	297,044	1,000	713,044
Refunding Bonds, Series 2005	1,090,000	54,773	1,000	1,145,773
Certificates of Obligation, Series 2005	25,000	161,214	1,000	187,214
Certificates of Obligation, Series 2006	7,680	66,944	1,000	75,624
Certificates of Obligation, Series 2006A	30,860	268,998	1,000	300,858
Certificates of Obligation, Series 2006B	11,460	99,894	1,000	112,354
Refunding Bonds, Series 2007	2,140,000	346,800	1,000	2,487,800
Certificates of Obligation, Series 2007	15,000	311,198	1,000	327,198
Certificates of Obligation, Series 2007A	5,000	116,906	1,000	122,906
Certificates of Obligation, Series 2007B	5,000	103,074	1,000	109,074
Certificates of Obligation, Series 2008	77,280	425,040	1,000	503,320
Certificates of Obligation, Series 2008A	62,720	344,960	1,000	408,680
Certificates of Obligation, Series 2009	421,986	429,575	1,000	852,561
Certificates of Obligation, Series 2009A	18,013	18,338	1,000	37,351
Certificates of Obligation, Series 2010	142,120	268,022	1,000	411,142
Certificates of Obligation, Series 2010A	27,880	52,578	1,000	81,458
Refunding Bonds, Series 2010	710,000	78,350	1,000	789,350
Certificates of Obligation, Series 2011	105,554	528,260	1,000	634,814
Certificates of Obligation, Series 2011A	71,682	358,744	1,000	431,426
Certificates of Obligation, Series 2011B	17,765	88,905	1,000	107,670
 Total Required for 2011 Debt Service				 \$9,999,986
- Amount (if any) paid from funds listed in Schedule A				\$4,839,486
- Amount (if any) paid from other resources				\$0
- Excess collections last year				\$0
= Total to be paid from taxes in 2011				\$5,160,500
+ Amount added in anticipation that the unit will collect only 100% of its taxes in 2011				\$0
= Total debt levy				<u>\$5,160,500</u>

SCHEDULE C – EXPECTED REVENUE FROM ADDITIONAL SALES TAX

In calculating its effective and rollback tax rates, the unit estimated that it will receive \$7,345,918 in additional sales and use tax revenues.

This notice contains a summary of the actual effective and rollback tax rates' calculations. You can inspect a copy of the full calculations at 400 N. San Jacinto, Conroe, Texas.

Name of the person preparing this notice: J.R. Moore, Jr.

Title: Montgomery County Tax Assessor-Collector

Date Prepared: July 28, 2011

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
GENERAL FUND				
0001-1041 Administration				
City Administrator	1	1	1	1
Assistant City Administrator	1	1	0	0
Secretary III	1	1	1	1
Subtotal	3	3	2	2
0001-1042 Mayor and City Council				
Mayor	1	1	1	1
Mayor Pro Tem	1	1	1	1
Councilmembers	4	4	4	4
Subtotal	6	6	6	6
City Secretary	1	1	1	1
Hispanic Liaison/Asst City Secretary	1	1	1	1
Subtotal	2	2	2	2
0001-1043 Arts And Communications				
Arts and Communications Coordinator	1	1	1	1
Subtotal	1	1	1	1
0001-1044 CIDC Administration				
CIDC Executive Director	0	0	1	1
Downtown Manager	1	1	0	0
Subtotal	1	1	1	1
0001-1060 Legal				
City Attorney	1	1	1	1
Assistant City Attorney	1	1	1	1
Secretary III	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
Warrant Clerk	1	1	1	1
Warrant Officer	0	0	0	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	10
0001-1100 Finance				
Director of Finance & Administration	0	0	1	1
Finance Director	1	1	0	0
Assistant Director of Finance & Administration	0	0	1	1

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
Finance Manager	1	1	0	0
Internal Auditor	1	1	1	1
Accounting Manager	1	1	1	1
Accountant II	1	1	1	1
Accountant III	1	1	1	1
Projects Coordinator	1	1	1	1
Secretary II	1	1	1	1
Payroll Specialist	1	1	1	1
Accounts Payable Clerk	1	1	1	1
Subtotal	10	10	10	10
P/T Accountant (Hours)	1,040	1,040	1,040	1,040
Subtotal	1,040	1,040	1,040	1,040
0001-1110 CDBG Administration				
Assistant Director of Community Development	0	0	1	1
CDBG Grant Coordinator	1	1	0	0
Assistant Coordinator	1	1	1	1
Subtotal	2	2	2	2
0001-1120 Warehouse-Purchasing				
Purchasing Director	1	1	1	1
Warehouse Supervisor	1	1	1	1
Warehouse Technician	2	2	2	2
Buyer	1	1	1	1
Subtotal	5	5	5	5
0001-1130 Information Technology				
Information Technology Manager	1	1	1	1
Unix System Administrator	1	1	1	1
Network System Administrator	1	1	1	1
Network Support Specialist	1	1	1	1
Applications & Business Analyst	1	1	2	2
End User Support Analyst	1	1	1	1
P.C. Support Specialist	1	1	1	1
GIS Coordinator	0	0	0	1
GIS Technician	0	0	0	2
Subtotal	7	7	8	11
0001-1160 Human Resources				
Civil Service Commission	3	3	3	3
Subtotal	3	3	3	3
Human Resource Director	1	1	1	1
Risk Manager	1	1	1	1
Benefits/Compensation Coordinator	1	1	1	1
Administrative Coordinator	0	0	1	1
Office Support Assistant	0	0	1	1

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
HR Generalist	1	1	0	0
HR Secretary	1	1	0	0
Subtotal	5	5	5	5
P/T Receptionist (Hours)	1,500	1,500	1,500	1,500
P/T Mail Clerk (Hours)	1,300	1,300	1,300	1,300
Subtotal	2,800	2,800	2,800	2,800
0001-1201 Police Administration				
Police Chief	1	1	1	1
Deputy Chief	1	2	2	2
Inventory Tech	1	1	1	1
Sergeant	1	1	1	0
Secretary II	1	1	1	1
Subtotal	5	6	6	5
0001-1202 Police Support Services				
Lieutenant	1	1	1	1
Communications Supervisor	4	4	4	4
Communications Officer	16	16	16	16
Animal/Parking Control Supervisor	1	0	0	0
Animal Control Officer	1	0	0	0
Parking Patrol/Clerk	1	1	1	1
Records Manager/Police	1	1	1	1
Records Clerk	3	3	3	3
Custodian	1	0	1	1
Switchboard Operator/Receptionist	1	1	1	1
Subtotal	30	27	28	28
P/T Communications Officer (Hours)	1,800	1,800	1,800	1,800
P/T Switchboard Operator (Hours)	400	400	400	400
P/T Custodian	1,664	0	1,664	1,664
P/T Animal Control (Hours)	850	0	0	0
Subtotal	4,714	2,200	3,864	3,864
0001-1203 Police Patrol				
Lieutenant	2	2	2	2
Sergeant	9	9	8	8
Patrol Officer	52	52	52	52
Secretary	1	1	1	1
Subtotal	64	64	63	63
0001-1204 Police Investigative Services				
Lieutenant	1	1	1	1
Sergeant	2	2	2	3
Patrol Officer/Investigator	21	22	22	22
Secretary/CID	1	1	1	1
Victim Assistance Liaison	1	1	1	1

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
Victim Assistance Liaison/Secretary	0	0	0	0
Evidence Technician	1	1	1	1
Task Force Investigator	1	0	0	0
Subtotal	28	28	28	29
0001-1205 Police Professional Services				
Lieutenant	1	1	1	1
Sergeant	1	1	2	2
Patrol Officer	9	9	9	9
Patrol Officer/Warrant Officer/Bailiff	1	1	1	1
Facilities Specialist	1	1	1	1
Custodian	0	1	0	0
Subtotal	13	14	14	14
P/T Custodian	0	1,664	0	0
Subtotal	0	1,664	0	0
0001-1206 Police Animal Services				
Animal Shelter Manager	0	1	1	1
Animal/Parking Control Supervisor	0	1	1	1
Animal Control Officer	0	1	1	1
Kennel Technician	0	2	2	2
Subtotal	0	5	5	5
P/T Kennel Technician (Hours)	0	2,963	4,940	4,940
P/T Animal Control (Hours)	0	850	850	850
Subtotal	0	3,813	5,790	5,790
0001-1207 Red Light Program				
Deputy Court Clerk I	0	1	1	1
Subtotal	0	1	1	1
0001-1208 Police Traffic Services				
Patrol Officer	0	0	2	2
Subtotal	0	0	2	2
0001-1300 Fire				
Fire Chief	1	1	1	1
Assistant Chief	1	1	1	1
Battalion Chief	5	5	5	5
Lieutenant	21	22	22	22
Engine Operator	0	0	0	18
Firefighter	54	54	54	36
Secretary II	1	0	0	0
Administrative Coordinator	0	1	1	1
Code Enforcement Officer	2	2	2	2
Secretary	2	2	2	2
Subtotal	87	88	88	88

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
0001-1400 Parks Administration				
Parks Board	7	7	7	7
Subtotal	7	7	7	7
Parks Director	1	1	1	1
Secretary II	1	1	1	1
Parks Superintendent	1	1	1	0
Parks Operations Foreman	1	1	1	0
Parks Crew Leader - Facilities	1	1	1	0
Parks Crew Leader - Green Space	1	1	1	0
Parks Laborer	7	7	7	0
Subtotal	13	13	13	2
P/T Secretary (Hours)	0	0	0	0
P/T Parks Laborer (Hours)	1,040	1,040	1,040	0
PT Park Ambassador (Hours)	3,120	3,120	3,120	0
PT Customer Service Rep. (Hours)	0	0	1,560	1,560
Subtotal	4,160	4,160	5,720	1,560
0001-1410 Recreation Center				
Recreation Manager	1	1	1	1
Recreation Center Supervisor	1	1	1	1
Recreation Coordinator - Programs	1	1	1	1
Recreation Coordinator - Special Events	1	1	1	1
Secretary I	1	1	1	1
Subtotal	5	5	5	5
P/T Recreation Leader I (Hours)	13,615	13,615	13,615	13,615
P/T Recreation Leader II (Hours)	7,190	7,190	7,190	7,190
P/T Camp Coordinator (Hours)	440	440	440	0
P/T Youth Counselor (Hours)	3,520	3,520	3,520	0
Subtotal	24,765	24,765	24,765	20,805
0001-1440 Aquatic Center				
Aquatics Superintendent	1	1	1	1
Aquatics Supervisor	1	1	0	0
Assistant Aquatics Supervisor	3	3	0	0
Secretary I	1	1	1	1
Aquatics Admission Coordinator	1	1	0	0
Aquatic Coordinator - Programs	0	0	1	1
Aquatic Coordinator - Maintenance	0	0	1	1
Aquatic Coordinator - Operations	0	0	1	1
Assistant Aquatic Coordinator	0	0	2	2
Subtotal	7	7	7	7

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
Part-time Admissions (Hours)	3,354	3,354	3,354	3,354
Part-time Cashiers (Hours)	2,000	2,000	2,000	2,000
Part-time Head Lifeguard (Hours)	2,660	2,660	2,660	2,660
Part-time Lifeguards (Hours)	18,138	18,138	18,138	18,138
Part-time Water Safety Inst. (Hours)	4,779	4,779	4,779	4,779
Part-time Asst. Aquatics Super. (Hours)	720	1,560	0	0
Part-time Asst. Aquatics Operations Coord. (Hours)	0	0	1,560	1,560
Subtotal	31,651	32,491	32,491	32,491
0001-1450 Parks Operations				
Parks Superintendent	0	0	0	1
Parks Operations Foreman	0	0	0	1
Parks Crew Leader - Facilities	0	0	0	1
Parks Crew Leader - Green Space	0	0	0	1
Parks Laborer	0	0	0	7
Subtotal	0	0	0	11
P/T Parks Laborer (Hours)	0	0	0	1,040
PT Park Ambassador (Hours)	0	0	0	3,120
Subtotal	0	0	0	4,160
0001-1500 Community Development				
Planning Commission	7	7	7	0
Subtotal	7	7	7	0
Director - Community Development	1	1	0	0
City Engineer	1	1	1	0
Assistant City Engineer	1	1	1	0
Engineering Technician	2	2	2	0
GIS Coordinator	1	1	1	0
GIS Technician	2	2	2	0
Sr. Engineering Inspector	1	1	1	0
Engineering Inspector	1	1	1	0
City Planner	1	1	1	1
Secretary II	1	1	1	0
Secretary I	1	1	1	1
Permit Technicians	3	3	3	3
Platting/Permit Technician	1	0	0	0
Sr. Permit Technician	1	1	1	1
Building Official	1	1	1	1
Building Inspector	5	5	5	5
Assistant Building Official	1	1	1	1
Sr. Engineering Technician	1	0	0	0
Assistant City Planner	0	1	0	0
Development Coordinator	0	0	1	0
Subtotal	26	25	24	13

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
0001-1530 Drainage Construction				
Drainage Foreman	1	1	1	1
Heavy Equipment Operator	3	3	3	3
Light Equipment Operator/Driver	3	3	3	3
Subtotal	7	7	7	7
0001-1540 Streets				
Street Superintendent	1	1	1	1
Foreman	1	1	1	1
Sign Technician	1	1	1	1
Assistant Sign Technician	1	1	1	1
Heavy Equipment Operator	3	3	3	3
Light Equipment Operator/Driver	14	14	14	14
Laborer	7	7	7	7
Subtotal	28	28	28	28
0001-1550 Signal Maintenance				
Journeyman Electrician	0	0	2	2
Subtotal	0	0	2	2
0001-1570 Engineering				
Planning Commission	0	0	0	7
Subtotal	0	0	0	7
City Engineer	0	0	0	1
Assistant City Engineer	0	0	0	1
Engineering Technician	0	0	0	2
Sr. Engineering Inspector	0	0	0	1
Engineering Inspector	0	0	0	1
Secretary II	0	0	0	1
Development Coordinator	0	0	0	1
Subtotal	0	0	0	8
TOTAL GENERAL FUND	361	366	369	370
WATER & SEWER OPERATING FUND				
0002-2800 Utilities/Meter Readers				
Utility Billing Manager	1	1	1	1
Sr. Meter Technician	1	1	1	1
Meter Technician	3	3	3	3
Sr. Account Representative	1	1	1	1
Account Representative	3	3	3	3
Subtotal	9	9	9	9

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
0002-2810 Public Works				
Director of Infrastructure Services	0	0	1	1
Public Works Director	1	1	0	0
Assistant Public Works Director/Engineer	1	1	1	1
Sr. GIS Analyst	0	1	0	0
Secretary II	1	1	1	1
Secretary I	2	2	2	2
Subtotal	5	6	5	5
P/T Water Conservation Manager (Hours)	0	0	0	1,560
Subtotal	0	0	0	1,560
0002-2820 Water				
Water/Sewer Superintendent	1	1	1	1
Water Maintenance Foreman	1	1	1	1
Water Production Foreman	1	1	1	1
Heavy Equipment Operator	2	2	2	2
Light Equipment Operator/Driver	2	2	2	2
Laborer	5	5	5	5
Water Plant Operator	3	3	3	3
Subtotal	15	15	15	15
0002-2881 Waste Water Treatment Plant				
WWTP Superintendent	0	1	1	1
WWTP Assistant Superintendant - Pretreatment	1	1	1	1
WWTP Foreman	0	0	0	1
Lead Operator	1	1	1	0
Operator	6	5	5	5
Secretary I	1	1	1	1
Laborer	1	1	1	1
Driver/Press Operator	1	1	1	1
Subtotal	11	11	11	11
0002-2882 Sewer				
Superintendent Water/Sewer	1	1	1	1
Foreman Water/Sewer	1	1	1	1
Heavy Equipment Operator	5	5	5	5
Laborer	11	11	11	11
Light Equipment Operator	2	2	2	2
Subtotal	20	20	20	20
0002-2883 Pump & Motor Maintenance				
Superintendant	0	1	1	1
Master Electrician	1	1	1	1
Journeyman Electrician	1	0	0	0
Pump Technician	1	1	1	1
Pump Mechanic	1	1	1	1
Laborer	2	2	2	2

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
Welder	1	1	1	1
Subtotal	7	7	7	7
TOTAL WATER & SEWER OPERATING FUND	67	68	67	67
WATER & SEWER CONSTRUCTION FUND				
0007-7020 Project Engineering				
Assistant Director - Capital Projects	1	1	1	1
Secretary	1	1	1	1
Secretary II	1	0	0	0
Project Specialist	0	1	1	1
Project Engineer	1	1	1	1
Engineering Aide II	3	4	4	4
Engineering Project Inspector	1	1	1	1
Senior Engineering Technician	1	1	1	1
Survey Party Chief	1	1	1	1
Registered Surveyor	1	1	1	1
Engineering Project Coordinator	1	1	1	1
Subtotal	12	13	13	13
0007-7030 Project Construction				
Heavy Equipment Operator	8	8	7	7
Light Equipment Operator	1	1	2	2
Laborer	8	8	8	8
Subtotal	17	17	17	17
TOTAL WATER & SEWER CONSTRUCTION	29	30	30	30
HOTEL OCCUPANCY TAX FUND				
0004-4010 HOT				
Convention & Visitors Bureau Manager	0	1	1	1
Tourism Coordinator	0	1	1	2
Subtotal	0	2	2	3
Tourism Coordinator	0	1,040	1,560	0
Subtotal	0	1,040	1,560	0
TOTAL HOTEL OCCUPANCY TAX FUND	0	2	2	3
SERVICE CENTER FUND				
0052-5200 Service Center				
Fleet Services Manager	1	1	1	1
Foreman	1	1	1	1
Equipment Mechanic	4	4	4	4
Service Technician	1	1	0	0
Subtotal	7	7	6	6

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2008-2009</u>	<u>Actual 2009-2010</u>	<u>Estimated 2010-2011</u>	<u>Budgeted 2011-2012</u>
TOTAL SERVICE CENTER FUND	7	7	6	6
CONROE TOWER FUND				
0025-2500 Conroe Tower Fund				
Maintenance Technician	1	1	1	1
Subtotal	1	1	1	1
TOTAL CONROE TOWER FUND	1	1	1	1
OSCAR JOHNSON, JR. COMMUNITY CENTER FUND				
030-3000 Oscar Johnson, Jr. Community Center				
Center Supervisor	1	1	1	1
Secretary I	1	1	1	1
Recreation Coordinator	2	2	2	2
Subtotal	4	4	4	4
Part Time Rec Coordinator	0	1,500	1,500	1,560
Part Time Rec Leader I	43,212	55,850	28,387	36,470
Part Time Rec Leader II	14,730	15,050	12,343	14,015
Subtotal	57,942	72,400	42,230	52,045
TOTAL OJCC FUND	4	4	4	4
SELF FUNDED INSURANCE FUND				
0081-8100				
Employee Specialist	1	1	1	1
Subtotal	1	1	1	1
SELF FUNDED INSURANCE FUND	1	1	1	1
TOTAL ALL FUNDS	470	479	480	482

2011-2012 Compensation Ranges

Fiscal Year 2011-2012

NON-EXEMPT

Grade	<i>MINIMUM</i>			<i>MIDPOINT</i>			<i>MAXIMUM</i>		
	Annual	Monthly	Hourly	Annual	Monthly	Hourly	Annual	Monthly	Hourly
60	24,368	2,031	11.716	30,460	2,538	14.644	36,552	3,046	17.573
61	26,071	2,173	12.534	32,588	2,716	15.667	39,105	3,259	18.800
62	27,891	2,324	13.409	34,864	2,905	16.761	41,836	3,486	20.114
63	29,838	2,487	14.345	37,298	3,108	17.932	44,758	3,730	21.518
64	31,921	2,660	15.346	39,902	3,325	19.184	47,884	3,990	23.021
65	34,196	2,850	16.440	42,744	3,562	20.550	51,293	4,274	24.660
66	36,538	3,045	17.566	45,673	3,806	21.958	54,807	4,567	26.350
67	39,090	3,257	18.793	48,862	4,072	23.491	58,634	4,886	28.189
68	42,999	3,583	20.673	53,748	4,479	25.840	64,497	5,375	31.008
69	47,299	3,942	22.740	59,123	4,927	28.425	70,948	5,912	34.110
70	52,028	4,336	25.013	65,034	5,420	31.267	78,041	6,503	37.520

EXEMPT

Grade	<i>MINIMUM</i>			<i>MIDPOINT</i>			<i>MAXIMUM</i>		
	Annual	Monthly	Hourly	Annual	Monthly	Hourly	Annual	Monthly	Hourly
80	37,340	3,112	17.952	46,675	3,890	22.440	56,009	4,667	26.928
81	41,074	3,423	19.747	51,343	4,279	24.684	61,611	5,134	29.621
82	45,236	3,770	21.748	56,545	4,712	27.185	67,854	5,654	32.622
83	49,669	4,139	23.879	62,085	5,174	29.849	74,502	6,209	35.818
84	54,387	4,532	26.147	67,984	5,665	32.685	81,582	6,798	39.222
85	59,554	4,963	28.632	74,443	6,204	35.790	89,332	7,444	42.948
86	66,701	5,558	32.068	83,376	6,948	40.084	100,051	8,338	48.101
87	74,704	6,225	35.916	93,381	7,782	44.894	112,057	9,338	53.873
88	83,967	6,997	40.369	104,958	8,747	50.461	125,950	10,496	60.553
89	94,420	7,868	45.394	118,025	9,835	56.743	141,630	11,803	68.092

Civil Service Compensation Ranges

Fiscal Year 2011-2012

Effective 10/1/2011

FIRE	Entry	1	2	3	4	5	6	7	8	9
Firefighter	40,365	41,778	43,240	44,753	46,320	47,941	49,619	51,355	53,153	55,014
90		3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
E/O		56,090	58,053	60,085						
100			3.5%	3.5%						
Lieutenant	56,090	58,053	60,085	62,188	64,364					
92/93	omit step 1	3.5%	3.5%	3.5%	3.5%					
Battalion Chief		65,162	67,117	69,131	71,204	73,341	75,541			
95/96			3.0%	3.0%	3.0%	3.0%	3.0%			
Assistant Chief		83,757	86,270	88,858	91,524	94,269				
98			3.0%	3.0%	3.0%	3.0%				

Civil Service Compensation Ranges

Fiscal Year 2011-2012

Effective 12/1/2011

FIRE	Entry	1	2	3	4	5	6	7	8	9
Firefighter	40,365	41,778	43,240	44,753	46,320	47,941	49,619	51,355	53,153	55,014
90		3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
E/O		56,090	58,053	60,085						
			3.5%	3.5%						
Lieutenant		58,053	60,085	62,188	64,364					
92/93		3.5%	3.5%	3.5%	3.5%					
Battalion Chief		65,162	67,117	69,131	71,204	73,341	75,541			
95/96			3.0%	3.0%	3.0%	3.0%	3.0%			
Assistant Chief		83,757	86,270	88,858	91,524	94,269				
98			3.0%	3.0%	3.0%	3.0%				

INCENTIVE PAY

Associates degree	\$	70	Intermediate Certificate	\$	105
Bachelors degree	\$	125	Advanced Certificate	\$	150
			Masters Certificate	\$	263

Civil Service Compensation Ranges

Fiscal Year 2011-2012

Effective 10/1/2011

POLICE	Entry	1	2	3	4	5	6	7	8
Recruit*	37,000								
91a									
Trainee*	42,224								
91b									
Officer		43,700	45,230	46,814	48,452	50,148	51,903	53,720	55,600
91		3.50%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Sergeant	56,677	58,661	60,713	62,838	65,038	67,314			
94		3.5%	3.5%	3.5%	3.5%	3.5%			
Lieutenant	68,390	70,442	72,555	74,732	76,973	79,283	81,661		
97		3.0%	3.0%	3.0%	3.0%	3.0%	3.0%		
Deputy Chief	82,737	85,220	87,776	90,409	93,122	95,916			
99		3.0%	3.0%	3.0%	3.0%	3.0%			

Civil Service Compensation Ranges

Fiscal Year 2011-2012

Effective 4/27/2012

POLICE	Entry	1	2	3	4	5	6	7	8
Recruit*	37,000								
91a									
Trainee*	42,224								
91b									
Officer		43,700	45,230	46,814	48,452	50,148	51,903	53,720	55,600
91		3.50%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Sergeant	58,661	60,713	62,838	65,038	67,314				
94	3.5%	3.5%	3.5%	3.5%	3.5%				
Lieutenant	74,732	76,973	79,283	81,661					
97	3.0%	3.0%	3.0%	3.0%					
Deputy Chief	90,409	93,122	95,916						
99	3.0%	3.0%	3.0%						

INCENTIVE PAY

Effective Date 10/1/2011

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

PART-TIME/SEASONAL

Grade		Minimum	Maximum
27	P/T WATER CONSERVATION MANAGER-Exempt	23.411	29.263
28	P/T BALLET INSTRUCTOR	20.400	30.600
29	P/T ANIMAL CONTROL	13.409	16.762
30	P/T RECREATION LEADER I	8.195	10.686
31	P/T RECREATION LEADER II	10.533	13.057
32	P/T SCOREKEEPER	8.195	13.057
33	P/T DAY CAMP COORDINATOR	10.533	13.057
34	P/T PROGRAM COORDINATOR	17.078	22.170
35	P/T DAY CAMP COUNSELOR	8.195	10.686
36	P/T YOUTH COUNSELOR IN-TRAINING	7.395	8.872
37	P/T LIFEGUARD	8.195	9.495
38	P/T HEAD LIFEGUARD	8.195	10.992
39	P/T WATER SAFETY INSTRUCTOR -SWIM COACH	10.544	13.363
40	P/T ADMISSIONS RECEPTIONIST	8.195	10.533
41	P/T AQUATIC ADMISSIONS-CONCESSIONS ATTENDANT	7.395	9.180
42	P/T SWITCHBOARD	11.713	14.642
43	P/T SECRETARY	12.522	15.658
44	P/T METER READER	11.713	14.642
45	P/T AQUATICS FACILITY-MAINTENANCE TECH.	10.533	13.057
46	P/T DATA ENTRY CLERK	7.395	8.872
47	P/T CLERK	11.069	13.942
48	P/T HR REPRESENTATIVE	16.433	20.542
49	P/T CALL TAKER	11.309	14.696
50	P/T COMMUNICATIONS OFFICER	14.336	17.930
51	P/T ENGINEERING INTERN	13.396	16.761
52	P/T MGMT INTERN	13.396	16.761
53	PT RECORDS CLK/RECPT	11.713	14.642
54	P/T ASST ADMISSIONS COORD.	9.047	12.434
55	P/T ASST AQUATIC SUPERVISOR	15.374	19.176
56	P/T MAIL CLERK	11.713	14.642
57	P/T PARKS AMBASSADOR	11.714	14.641
58	P/T CUSTODIAN/LABORER/KENNEL TECHNICIAN	11.714	14.641
59	P/T ACCOUTANT III	23.879	29.848

City of Conroe
Revenue and Expenditure Accounts

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

City of Conroe
Revenue and Expenditure Accounts

ACCOUNT

DESCRIPTION

5530	Traffic Camera Fines
6000	Investment Income
6010	Interest on Investments
6020	Penalty and Interest
6030	Lease Income
6035	Land Sales
6040	Oil and Gas Royalties
6045	Swim Center Concession
6050	Recreational
6051	Parks Programs
6055	Refuse Containers
6060	Unanticipated Revenues
6065	Other Income
6070	Short and Over
6080	Donations
6085	Graffiti Abatement
6090	Fundraisers for Art
6100	Other Financing Sources
6101	Other Financing Sources REV Bond
6102	Proceeds of Cont Obligation
6103	Proceeds of Cert of Obligation
6104	CDBG-OJCC
6105	Seized Assets-Intergov
6106	Intergovernmental
6107	S.T.E.P. Intergov
6108	H.M.G.P. Intergov
6109	Sec 108 Loan Proceeds
6110	Federal
6200	Proceeds for Cap Leases
6500	Convention Center
6510	Non Operating Revenues
6520	Interest- Other
6550	Transfer In

Expenditures:

7010	Salaries
7012	Part Time Salaries
7015	Contract Labor
7020	Overtime
7025	Social Security
7030	Retirement and Pension
7035	Work Comp

City of Conroe
Revenue and Expenditure Accounts

<u>ACCOUNT</u>	<u>DESCRIPTION</u>
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
7301	Fleet Stock Parts
7400	Fleet Non Stock Parts
7450	Sublet Labor
8010	Utilities
8020	Insurance and Bonds
8030	Legal
8040	Leased Equipment
8050	Travel and Training
8060	Contract Services
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
9011	Land < \$5,000
9020	Buildings > \$5,000
9021	Buildings < \$5,000
9030	Improvements > \$5,000
9031	Improvements < \$5,000
9040	Furniture and Fixtures > \$5,000
9041	Furniture and Fixtures < \$5,000
9050	Machinery and Equipment > \$5,000
9051	Machinery and Equipment < \$5,000
9060	Vehicles > \$5,000

City of Conroe
Revenue and Expenditure Accounts

<u>ACCOUNT</u>	<u>DESCRIPTION</u>
9061	Vehicles < \$5,000
9100	Administrative Overhead
9510	Accounts Charged Off
9520	Bad Debt Finance
9600	Bond Principal
9601	Section 108 Prinicipal
9610	Bond Interest
9611	Sec 108 Interest
9615	Handling Charges
9616	Bond Issue Expense
9620	Other Uses Retire Princ
9622	Other Uses Issue Costs
9660	Principal Lease
9670	Interest Lease

City of Conroe
Fund and Department Accounts

FUND	DEPT.	NAME
001	1020	GF Revenues
001	1041	Administration
001	1042	Mayor and Council
001	1043	Arts and Communications
001	1044	Downtown Development
001	1060	Legal
001	1070	Municipal Court
001	1100	Finance
001	1110	CDBG
001	1120	Purchasing
001	1130	Information Technology
001	1160	Human Resources
001	1201	Police Administration
001	1202	Police Support Services
001	1203	Police Patrol
001	1204	Police Investigations
001	1205	Police Professional Services
001	1206	Police Animal Services
001	1207	Red Light Program
001	1208	Traffic Services
001	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	1650	Building Maintenance
001	1800	General Fund Non-Departmental
002	2000	Water and Sewer Operating
002	2800	Utility Billing
002	2810	Public Works
002	2820	Water
002	2881	Wastewater Treatment Plant
002	2882	Sewer Maintenance
002	2883	Pump & Motor Maintenance
002	2900	W&S Non-Departmental

City of Conroe
Fund and Department Accounts

FUND	DEPT.	NAME
003	3010	Vehicle and Equipment
004	4010	Hotel/Motel Occupancy Tax
006	6000	Revenue Bond Debt Service
007	7000	Water and Sewer Construction
007	7020	Project Engineering
007	7030	Project Construction
008	8000	Water and Sewer Reserves
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	OJCC
042	4200	Facilities CIP
043	4300	Water Improvements CIP
044	4400	Sewer Improvements CIP
045	4500	W&S Vehicle & Equipment Replacement
052	5200	Service Center
053	5300	CDBG Sec. 108 Façade Improvements
054	5400	Fire Arms Training
056	5600	Woodlands Annexation
063	6300	Drainage
068	6800	Downtown Revitalization
073	7300	Park Improvements
075	7500	Street Improvements
076	7600	Tax Increment Reinvestment Zone 2
079	7900	Tax Increment Reinvestment Zone 3
080	80X0	Conroe Park North Industrial Park
081	8100	Self Funded Insurance

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**.

Activity Classification: A grouping of expenditures on the basis of specific lines of work performed by organization units.

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**.

Allot: To divide an appropriation into amounts which may be encumbered or expended during an allotment period. See also **Allotment** and **Allotment Period**.

Allotment: A part of an appropriation which may be encumbered or expended during an allotment period. See also **Allot** and **Allotment Period**.

Allotment Period: A period of time less than one fiscal year in length during which an allotment is effective. Bimonthly and quarterly allotment periods are most common. See also **Allot** and **Allotment**.

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 principals 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.

Budget Message: A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body. The budget message should contain an explanation of the principal budget items, an outline of the governmental unit's experience during the past period and its financial status at the time of the message, and recommendations regarding the financial policy for the coming period.

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.

Clearing Account: An account used to accumulate total charges or credits for the purpose of distributing them later among the accounts to which they are allocated or for the purpose of transferring the net differences to the proper account.

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. See also **Symbolization**.

Combined Balance Sheet: A single balance sheet which displays the individual balance sheets of each class of funds and the balanced account groups of a governmental unit in separate, adjacent columns.

Note: There is no interfund elimination or consolidations in a combined balance sheet for a governmental unit.

Contingent Fund: Assets or other resources set aside to provide for unforeseen expenditures or for anticipated expenditures of uncertain amounts.

Note: The term should not be used to describe a reserve for contingencies. The latter is set aside out of the fund balance of a fund but does not constitute a separate fund. Similarly, an appropriation is not a fund.

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.

Data Processing: (1) The preparation and handling of information and data from source media through prescribed procedures to obtain such end results as classification, problem solution, summarization, and reports. (2) Preparation and handling of financial information wholly or partially by mechanical or electronic means. See also **Electronic Data Processing (EDP)**.

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**.

Deposit: (1) Money placed with a banking or other institution, or with a person either as a general deposit subject to check or as a special deposit made for some specified purpose. (2) Securities lodged with a banking or other institution or with a person for some particular purpose. (3) Sums deposited by customers for electric meters, water meters, etc., and by contractors and others to accompany and guarantee their bids.

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**.

Direct Expense: Those expenses which can be charged directly as a part of the cost of a product or service, or of a department or operating unit, as distinguished from overhead and other indirect costs which must be prorated among several products or services, departments, or operating units.

Due to Fiscal Agent: Amounts due to fiscal agents, such as commercial banks, for servicing a governmental unit's maturing interest and principal payments on indebtedness.

Effective Interest Rate: The rate of earning on a bond investment based on the actual price paid for the bond, the coupon rate, the maturity date, and the length of time between interest dates, in contrast with the nominal interest rate.

Electronic Data Processing (EDP): Data processing by means of high-speed electronic equipment. See also **Data Processing**.

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 Period: Any period at the end of which a governmental unit determines its financial position and the results of its operations.

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 Town 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.

Funding: The conversion of floating debt or time warrants into bonded debt.

Funding Bonds: Bonds issued to retire outstanding floating debt and to eliminate deficits.

General Audit: An audit made at the close of a normal accounting period, which covers all of the funds and balanced account groups of a governmental unit. Such audits may involve some detailed verification, as determined by the professional judgment of the auditor, but usually they are based on appropriate tests and checks. See also **Special Audit**.

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.

Goal: A statement of broad direction, purpose or intent based on the need of the community. A goal is general and timeless; that is, it is not concerned with a specific achievement in a given period.

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.

Legal Investments: Investments which governmental units are permitted to make by law.

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: In its broadest sense, an adjective that denotes the state and all subordinate units of government. In a more restricted sense, an adjective that denotes a city or town, as opposed to other units of local government.

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.

Nominal Interest Rate: The contractual interest rate shown on the face and in the body of a bond and representing the amount of interest to be paid, in contrast to the effective interest rate.

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.

Non-operating Properties: Properties that are owned by a governmental enterprise but which are not used in the provision of basic services for which the enterprise exists.

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.**

Objective: Desired output oriented accomplishments that can be measured and achieved within a given time frame. Achievement of the objective advances the activity and organization toward a corresponding goal.

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.

Project: A plan of work, job, assignment, or task.

Proprietary Accounts: Those accounts which show actual financial position and operations, such as actual assets, liabilities, reserves, fund balances, revenues, and expenditures, as distinguished from budgetary accounts.

Proprietary Fund Types: Sometimes referred to as income determination or commercial-type funds, the classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses, and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds. The GAAP used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income, financial position and changes in financial position.

Public Trust Fund: A trust fund whose principal, earnings, or both, must be used for a public purpose; for example, a pension or retirement fund.

Purchase Order: A document that authorizes the delivery of specified merchandise or the rendering of certain services and the making of a charge for them.

Rate Base: The value of utility property used in computing an authorized rate of return as authorized by law or a regulatory commission.

Receipts: This term, unless otherwise qualified, means cash received. See also **Revenue**.

Recoverable Expenditures: An expenditure made for or on behalf of another governmental unit, fund, or department, or for a private individual, firm, or corporation, which will subsequently be recovered in cash or its equivalent.

Refunding Bonds: Bonds issued to retire bonds already outstanding. The refunding bonds may be sold for cash and outstanding bonds redeemed in cash, or the refunding bonds may be exchanged with holders of outstanding bonds.

Registered Bond: A bond, the owner of which is registered with the issuing governmental unit, and which cannot be sold or exchanged without a change of registration. Such a bond may be registered as to principal and interest or as to principal only.

Reimbursement: Cash or other assets received as a repayment of the cost of work or services performed or of other expenditures made for or on behalf of another governmental unit or department or for an individual, firm, or corporation.

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**.

Self-Supporting or Self-Liquidating Debt: Debt obligations whose principal and interest are payable solely from the earnings of the enterprise for the construction or improvement of which they were originally issued. See also **Revenue Bonds**.

Serial Annuity Bonds: Serial bonds in which the annual installments of bond principal are so arranged that the combined payments for principal and interest are approximately the same each year.

Serial Bonds: Bonds the principal of which is repaid in periodic installments over the life of the issue.

Shared Revenue: Revenue which is levied by one governmental unit but shared, usually in proportion to the amount collected, with another unit of government or class of governments.

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 be 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 Audit: An audit which is limited to some particular phase of a governmental unit's activity, such as the examination of a Projects Fund, or an audit which covers all of the governmental unit's activities for a shorter or longer period of time than the usual accounting period of one fiscal year. Such audits may involve some detailed verifications as determined by the professional judgment of the auditor, but usually they are based on appropriate tests and checks. See **General Audit**.

Special District: An independent unit of local government organized to perform a single governmental function or a restricted number of related functions. Special districts usually have the power to incur debt and levy taxes; however, certain types of special districts are entirely dependent upon enterprise earnings and cannot impose taxes. Examples of special districts are water districts, drainage districts, flood control districts, hospital districts, fire protection districts, transit authorities, port authorities, and electric power authorities.

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**.

Stores: Goods on hand in storerooms, subject to requisition and use.

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**.

Symbolization: The assignment of letters, numbers, or other marks or characters to the ordinary titles of the ledger accounts. Each letter or number should have the same meaning wherever used and should be selected with great care so that it will indicate, immediately and with certainty, the title of the account, as well as its place in the classification. The use of proper symbols saves much time and space in making the book record and adds to its precision and accuracy. See also **Coding**.

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.

TOPPS: Acronym for “Team-Oriented Pay for Performance System.”

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**.

Work Program: A plan of work proposed to be done during a particular period by an administrative agency in carrying out its assigned activities.



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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.

Contents	Tables
Financial Trends	1-2
<i>These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.</i>	
Revenue Capacity	3-13
<i>These schedules contain information to help the reader assess the factors affecting the City's ability to generate its property and sales taxes.</i>	
Debt Capacity	14-18
<i>These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.</i>	
Demographic and Economic Information	19-20
<i>These schedules offer demographic and economic indicators to help the reader understand how the City's financial activities take place and to help make comparisons over time and with other governments.</i>	
Operating Information	21-23
<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.



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CITY OF CONROE, TEXAS

LAST FIVE FISCAL YEARS

(accrual basis of accounting)

(accrual basis of accounting)

TABLE

Governmental Activities:								Total Net Assets
Invested in Capital Assets, Net of Related Debt	Restricted for:			Unrestricted				
	Capital Projects	Debt Service	Federal & State Programs	CIDC	Other Purposes			
2006	6,521,797	596,287	90,683	6,659,112	979,744	(3,347,366)	19,219,85	
2007	15,076,286	4,885,305	226,818	11,041,766	837,285	13,947,148	49,893,97	
2008	30,494,416	356,030	101,185	14,291,377	590,338	18,623,082	64,456,42	
2009	9,491,461	8,598,275	74,890	5,794,691	711,703	10,289,905	69,465,40	
2010	45,594,829	5,114,405				22,393,150	73,102,38	
Business Type Activities:								Total Net Assets
Invested in Capital Assets, Net of Related Debt	Restricted for:			Unrestricted				
	Capital Projects	Debt Service	Federal & State Programs	CIDC	Other Purposes			
2006	36,583,725	-	-	-	-	13,315,205	49,898,93	
2007	40,138,677	-	-	-	-	9,005,666	49,144,34	
2008	34,302,455	-	-	-	-	12,443,817	46,746,27	
2009	30,550,082	-	-	-	-	16,429,178	46,979,26	
2010	42,313,096					4,251,030	46,564,12	
Primary Government:								Total Net Assets
Invested in Capital Assets, Net of Related Debt	Restricted for:			Unrestricted				
	Capital Projects	Debt Service	Federal & State Programs	CIDC	Other Purposes			
2006	37,786,573	596,287	90,683	6,659,112	979,744	15,286,788	69,118,78	
2007	55,214,963	4,885,305	226,818	11,041,766	837,285	22,952,814	99,038,31	
2008	64,796,871	356,030	101,185	14,291,377	590,338	31,066,899	111,202,70	
2009	40,041,543	8,598,275	74,890	5,794,691	711,703	26,719,083	116,444,66	
2010	87,907,925	5,114,405				26,644,180	119,666,51	

Note: The City began to report accrual information when it implemented GASB Statement 34 in fiscal year 2003.

CITY OF CONROE, TEXAS
CHANGES IN NET ASSETS
LAST FIVE FISCAL YEARS
(accrual basis of accounting)

TABLE II

	Fiscal Year				
	2006	2007	2008	2009	2010
Expenses					
Governmental Activities:					
General Government	13,354,977	10,673,508	15,745,057	15,339,833	15,821,856
Finance	953,556	1,005,747	1,322,176	1,356,686	1,829,867
Public Safety	17,482,857	18,776,769	20,566,227	23,126,347	24,091,284
Parks	4,619,033	4,099,203	4,199,935	5,606,763	5,712,279
Public Works	5,565,872	6,004,553	8,479,694	6,892,655	6,858,838
Debt Service:					
Interest and Fiscal Charges	3,631,719	3,317,992	3,773,890	4,710,814	4,935,903
Capital Outlay	-	-	-	-	-
Other	183,126	-	-	-	-
Total Governmental Activities Expenses	45,791,140	43,877,772	54,086,979	57,033,098	59,250,027
Business Type Activities:					
Enterprise	13,484,224	13,582,979	13,494,738	14,256,678	15,432,772
Service Center	690,502	550,206	797,463	1,008,177	1,029,431
Total Business Type Activities Expenses	14,174,726	14,133,185	14,292,201	15,264,855	16,462,203
Total Primary Governmental Expenses	59,965,866	58,010,957	68,379,180	72,297,953	75,712,230
Program Revenues					
Governmental Activities:					
Charges for Services					
General Government	10,171,203	6,774,117	6,760,940	7,059,292	6,725,603
Public Safety	-	1,430,892	1,178,518	1,375,485	2,430,917
Parks	-	723,509	732,336	828,233	877,457
Public Works	-	579,590	705,732	573,402	618,137
Operating Grants & Contributions					
General Government	655,598	768,143	215,183	2,005,746	1,633,776
Total Governmental Activities Program Revenues	10,826,801	10,276,251	9,592,709	11,842,158	12,285,890
Business Type Activities:					
Charges for Services					
Enterprise	11,587,053	11,298,324	13,767,268	14,200,624	15,451,810
Service Center	-	803,220	745,546	951,870	1,088,578
Operating Grants & Contributions	-	-	-	685,721	-
Total Business Type Activities Program Revenues	11,587,053	12,101,544	14,512,814	15,838,215	16,540,388
Total Primary Government Program Revenues	22,413,854	22,377,795	24,105,523	27,680,373	28,826,278

	Fiscal Year				
	2006	2007	2008	2009	2010
Net (Expense) Revenues					
Governmental Activities	(34,964,339)	(33,601,521)	(44,494,270)	(45,190,940)	(46,964,137)
Business Type Activities	(2,587,673)	(2,031,641)	220,613	573,360	78,185
Total Primary Government					
Net (Expense) Revenues	(37,552,012)	(35,633,162)	(44,273,657)	(44,617,580)	(46,885,952)
General Revenues and Other Changes in Net Assets					
Governmental Activities:					
Property Taxes	9,670,927	10,542,923	12,086,406	13,766,694	14,490,433
In Lieu of Taxes	379,862	378,998	435,170	457,851	480,206
Gross Receipts Tax	3,031,455	3,160,436	3,747,522	3,940,939	4,189,983
Sales and Other Taxes	27,297,564	28,266,100	29,786,065	28,863,680	27,168,790
Hotel Occupancy Taxes	175,416	279,111	228,666	406,603	690,112
Mixed Beverage Taxes	119,216	134,088	140,886	147,909	173,790
Seized Assets	-	-	-	-	-
Miscellaneous	1,676,290	2,544,540	2,094,181	2,852,751	811,074
Donations	-	-	-	76,412	161,124
Grants and Contributions Not					
Restricted to Specific Programs	-	-	-	-	1,636,394
Unrestricted Investment Earnings	989,750	1,948,043	1,211,705	718,596	240,119
Gain (Loss) on Investments	(733,375)	285,948	467,934	(240,904)	(83,186)
Gain (Loss) on Capital Assets	233,293	(504,685)	4,780,042	-	-
Transfers	1,156,645	141,445	3,441,351	453,959	642,277
Total Governmental Activities	43,997,043	47,176,947	58,419,928	51,444,490	50,601,116
Business Type Activities:					
Miscellaneous	-	2,898	-	-	31,492
Donations	-	-	-	-	880
Grants and Contributions Not					
Restricted to Specific Programs	-	-	-	-	119,062
Unrestricted Investment Earnings	303,334	389,611	873,629	216,786	24,326
Gain (Loss) on Investments	(187,907)	125,198	(26,230)	(103,199)	(26,802)
Gain (Loss) on Capital Assets	161,592	52,528	-	-	-
Transfers	(1,156,645)	(141,445)	(3,441,351)	(453,959)	(642,277)
Total Business Type Activities	(879,626)	428,790	(2,593,952)	(340,372)	(493,319)
Total Primary Government	43,117,417	47,605,737	55,825,976	51,104,118	50,107,797
Change in Net Assets					
Governmental Activities	9,032,704	13,575,426	13,925,658	6,253,550	3,636,979
Business Type Activities	(3,467,299)	(1,602,851)	(2,373,339)	232,988	(415,134)
Total Primary Government	5,565,405	11,972,575	11,552,319	6,486,538	3,221,845

Note: The City began to report accrual information when it implemented GASB 34 in fiscal year 2003.



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CITY OF CONROE, TEXAS
PROGRAM REVENUES BY FUNCTIONS/PRO
LAST FIVE FISCAL YEARS

TABLE III

	Program Revenues				
	2006	2007	2008	2009	2010
Functions/Programs					
Governmental Activities:					
General Government	\$ 6,688,317	\$ 7,542,260	\$ 6,760,940	\$ 7,059,292	\$ 6,725,603
Public Safety	2,601,118	1,430,892	1,178,518	1,375,485	2,430,917
Parks	594,503	723,509	732,336	828,233	877,457
Public Works	287,265	579,590	705,732	573,402	618,137
Total Governmental Activities	10,171,203	10,276,251	9,377,526	9,836,412	10,652,114
Business-type Activities:					
Enterprise	11,043,310	11,298,324	13,767,268	14,200,624	15,451,810
Service Center	543,743	803,220	745,546	951,870	1,088,578
Total Business-type Activities	11,587,053	12,101,544	14,512,814	15,152,494	16,540,388
Total Primary Government	\$ 21,758,256	\$22,377,795	\$23,890,340	\$24,988,906	\$ 27,192,502

Note: The City added the Service Center, a non major internal service fund in fiscal year 2004.

CITY OF CONROE, TEXAS**FUND BALANCES - GOVERNMENTAL FUNDS****LAST TEN FISCAL YEARS***(modified accrual basis of accounting)*

	Fiscal Year				
	2001	2002	2003	2004	2005
General Fund					
Reserved	\$ 54,857	\$ 47,716	\$ 50,155	\$ 65,172	\$ 67,947
Unreserved	7,087,802	6,470,068	3,333,442	3,509,472	8,252,471
Total General Fund	\$ 7,142,659	\$ 6,517,784	\$ 3,383,597	\$ 3,574,644	\$ 8,320,418
All Other Governmental Funds					
Reserved for:					
Debt Service	\$ 1,766,102	\$ 1,334,199	\$ 673,871	\$ 257,941	\$ 755,165
Unreserved, designated for, reported in:					
Special Revenue Funds:					
CIDC Fund	2,959,116	3,200,181	3,413,199	3,814,041	5,403,154
Retained Risk	-	-	-	-	-
Unreserved, Undesignated for, reported in:					
Capital Project Funds	7,274,034	4,508,682	6,051,998	5,080,825	2,455,570
Special Projects	1,313,225	1,605,878	-	1,441,808	1,494,066
Total All Other Governmental Funds	\$ 13,312,477	\$ 10,648,940	\$ 10,139,068	\$ 10,594,615	\$ 10,107,955

TABLE IV

Fiscal Year				
2006	2007	2008	2009	2010
\$ 58,395	\$ 4,443,217	\$ 67,477	\$ 36,942	\$ 42,571
14,404,541	17,322,754	23,450,456	22,324,470	20,647,299
<u>\$ 14,462,936</u>	<u>\$ 21,765,971</u>	<u>\$ 23,517,933</u>	<u>\$ 22,361,412</u>	<u>\$ 20,689,870</u>
\$ 870,322	\$ 1,201,318	\$ 952,326	\$ 4,304,747	\$ 5,028,864
6,765,338	11,010,511	14,921,377	5,075,144	4,910,240
3,193	-	-	-	-
2,825,996	11,448,676	21,910,731	29,377,504	29,668,367
1,307,837	1,256,628	765,092	865,526	740,551
<u>\$ 11,772,686</u>	<u>\$ 24,917,133</u>	<u>\$ 38,549,526</u>	<u>\$ 39,622,921</u>	<u>\$ 40,348,022</u>

CITY OF CONROE, TEXAS

CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS

LAST TEN FISCAL YEARS

(modified accrual basis of accounting)

	2001	2002	2003	2004
Revenues				
Taxes	\$ 29,128,956	\$ 29,971,686	\$ 30,079,530	\$ 32,903,536
Licenses and Permits	632,032	589,348	744,078	1,531,744
Charges for Services	959,046	1,215,157	1,190,109	1,792,080
Lease Income	229,857	238,740	296,815	325,119
Land Sales	-	-	-	-
Fines and Forfeitures	680,854	763,113	721,057	838,331
Intergovernmental	2,281,622	2,635,242	748,536	1,291,031
Investment Income	1,465,219	592,987	307,160	622,387
Gain (Loss) on Investments	-	-	-	-
Penalties and Interest	85,515	111,012	114,363	100,738
Sale of Assets	-	-	-	-
Other	468,075	572,074	872,866	150,390
Total Revenues	35,931,176	36,689,359	35,074,514	39,555,356
Expenditures				
General Government	5,391,419	4,674,907	5,237,703	5,151,865
Finance	879,621	1,060,764	734,504	752,999
Public Safety	11,000,942	13,221,794	14,064,219	14,366,727
Parks	2,735,414	2,857,915	2,992,769	3,411,568
Public Works	4,932,550	4,722,290	5,196,831	4,567,063
Debt Service:				
Principal	2,986,207	3,223,436	3,328,419	3,460,378
Interest	4,300,473	4,564,004	4,234,585	4,597,490
Capital Outlay	6,956,096	9,171,067	5,199,649	7,245,930
Other	1,592,389	1,336,321	1,137,895	1,179,055
Total Expenditures	40,775,111	44,832,498	42,126,574	44,733,075
Excess of Revenues over (under) Expenditures	(4,843,935)	(8,143,139)	(7,052,060)	(5,177,719)
Other Financing Sources/(Uses)				
Proceeds from Bonds and Cert. of Obligation	8,450,421	7,229,603	10,258,271	1,137,453
Refunding Bonds Issued	-	-	-	-
Proceeds from Capital Lease	-	437,923	-	-
Proceeds from M.U.D. Annexations	-	-	-	-
Premium, Discount and/or Issuance Costs	-	-	-	-
Payment to Refunded Bond Escrow Agent	(63,429)	(60,674)	(81,509)	(300)
Administrative Overhead Transfer	-	-	-	-
Operating Transfers In	9,078,880	7,752,299	4,393,006	3,274,663
Operating Transfers Out	(8,861,180)	(10,504,424)	(5,538,259)	(4,211,063)
Proceeds from Sale of Assets	-	-	-	-
Total Other Financing Sources/(Uses)	8,604,692	4,854,727	9,031,509	200,753
Net Change in Fund Balances	\$ 3,760,757	\$ (3,288,412)	\$ 1,979,449	\$ (4,976,966)
 Debt Service as a percentage of noncapital expenditures	 21.5%	 21.8%	 20.5%	 21.5%

TABLE V

2005	2006	2007	2008	2009	2010
\$ 34,582,604	\$ 40,498,583	\$ 42,780,198	\$ 46,107,838	\$ 47,521,728	\$ 46,779,434
1,857,903	2,394,336	2,055,529	1,628,111	1,174,481	1,293,727
1,984,967	916,490	1,376,537	1,484,854	1,518,562	1,545,589
301,666	309,551	295,408	281,458	301,447	312,867
626,868	1,093,043	953,745	5,142,836	1,192,527	751,187
1,125,117	1,315,769	1,317,815	1,029,715	3,820,757	2,247,748
2,368,709	3,003,857	2,542,020	2,217,918	718,692	3,789,076
418,397	1,000,074	1,915,809	1,138,113	(247,791)	290,805
-	(733,375)	275,649	471,925	124,740	(78,519)
133,207	141,259	132,178	121,257	830,453	150,095
-	-	1,299,847	-	-	-
1,581,826	694,174	991,527	217,811	1,325,953	614,992
44,981,264	50,633,761	55,936,262	59,841,836	58,281,549	57,697,001
5,327,329	9,671,105	7,061,998	11,289,098	8,043,022	10,469,930
951,489	961,631	967,077	1,269,489	1,277,562	1,259,066
14,831,292	15,964,914	16,987,159	19,506,439	20,322,601	21,289,975
3,547,279	3,877,382	3,033,828	3,678,713	4,294,923	4,403,634
4,045,718	4,692,501	4,960,344	5,397,344	5,433,457	5,269,914
4,287,000	5,029,157	5,351,293	5,812,976	6,496,604	6,687,970
3,124,910	3,100,448	3,286,714	3,056,638	4,730,550	4,859,814
4,919,743	7,754,555	14,329,659	28,827,746	21,013,380	13,646,743
1,131,154	-	-	-	-	-
42,165,914	51,051,693	55,978,072	78,838,443	71,612,099	67,887,046
2,815,350	(417,932)	(41,810)	(18,996,607)	(13,330,550)	(10,190,045)
4,168,378	4,155,666	33,701,208	32,100,000	12,750,000	9,270,000
-	-	-	-	-	4,035,000
1,314,221	2,452,456	-	-	-	-
-	-	-	-	-	-
-	-	(152,284)	122,115	43,466	425,757
(4,110,408)	-	(13,086,693)	(1,282,504)	-	(4,064,917)
-	-	-	-	-	-
3,998,571	4,181,543	4,072,130	18,298,629	19,193,905	9,374,078
(4,284,564)	(3,024,898)	(3,930,685)	(14,857,278)	(18,739,946)	(9,796,314)
-	-	-	-	-	-
1,086,198	7,764,767	20,603,676	34,380,962	13,247,425	9,243,604
\$ 3,901,548	\$ 7,346,835	\$ 20,561,866	\$ 15,384,355	\$ (83,125)	\$ (946,441)
19.9%	18.8%	20.7%	17.7%	22.2%	21.3%

CITY OF CONROE, TEXAS**TAX REVENUES BY SOURCE - GOVERNMENTAL FUNDS****LAST TEN FISCAL YEARS***(modified accrual basis of accounting)***TABLE VI**

<u>Fiscal Year</u>	<u>Property</u>	<u>Sales & Use</u>	<u>Occupancy</u>	<u>Franchise</u>	<u>Other</u>	<u>Total</u>
2001	6,248,676	17,740,164	2,056,362	2,343,520	1,582,964	29,971,686
2002	6,715,722	20,093,046	628,314	2,151,684	382,920	29,971,686
2003	6,819,005	20,293,777	295,683	2,115,957	555,108	30,079,530
2004	7,942,985	21,831,455	365,489	2,249,827	513,780	32,903,536
2005	8,710,890	22,729,197	236,051	2,343,976	562,490	34,582,604
2006	9,670,927	27,297,564	379,862	3,031,455	294,632	40,674,440
2007	10,401,963	28,709,204	654,432	2,854,796	513,085	43,133,480
2008	11,769,528	29,786,065	228,667	3,747,522	576,056	46,107,838
2009	13,453,000	30,016,051	808,113	4,275,277	605,760	49,158,201
2010	14,249,193	27,177,046	776,748	4,195,285	653,996	47,052,268
Change 2001-2010	128%	53%	-62%	79%	-59%	57%

Note: The dramatic increase in occupancy revenue in fiscal year 2001 is due to the disbursement of funds per court order.

CITY OF CONROE, TEXAS**TAXABLE ASSESSED VALUE AND ACTUAL VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS****TABLE VII**

Fiscal Year	Residential Property	Commercial Property	Personal Property	Less: Tax Exempt Property	Total Taxable Assessed Value	Total Direct Tax Rate
2001	685,529,202	515,552,010	465,648,657	262,272,652	1,404,457,217	0.4200
2002	853,396,153	551,291,258	517,422,832	302,131,410	1,619,978,833	0.4200
2003	953,342,596	605,130,981	536,710,255	362,676,004	1,732,507,828	0.4165
2004	1,010,717,586	623,591,262	559,512,260	370,615,031	1,823,206,077	0.4335
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

Source: Montgomery Central Appraisal District

Note: Property in the City is reassessed each year. Property is assessed at actual value; therefore, the assessed values are equal to actual value. Tax rates are per \$100 of assessed value.

CITY OF CONROE, TEXAS**PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS****LAST TEN FISCAL YEARS***(rate per \$100 of assessed value)*

City Direct Rates			
Fiscal Year	Basic Rates	General Obligation Debt Service	Total Direct
2001	0.1530	0.2670	0.4200
2002	0.1800	0.2400	0.4200
2003	0.1865	0.2300	0.4165
2004	0.2035	0.2300	0.4335
2005	0.2235	0.2100	0.4335
2006	0.2435	0.1900	0.4335
2007	0.2400	0.1900	0.4300
2008	0.2350	0.1900	0.4250
2009	0.2300	0.1900	0.4200
2010	0.2450	0.1750	0.4200

Source: Montgomery Central Appraisal District.

TABLE VIII

Overlapping Rates						
Montgomery County	Mont. Co. Hospital District	North Harris/ Mont. Comm. College	Conroe ISD	Mont. Co. MUD #90	Mont. Co. MUD #92	Mont. Co. MUD #107
0.4747	0.1378	0.1100	1.7025	N/A	N/A	N/A
0.4710	0.1378	0.1100	1.7025	N/A	N/A	N/A
0.4710	0.1338	0.1055	1.7225	N/A	N/A	N/A
0.4828	0.1082	0.1145	1.7325	N/A	N/A	N/A
0.4963	0.0999	0.1145	1.7325	N/A	N/A	N/A
0.4963	0.0850	0.1207	1.7600	0.6000	0.6000	N/A
0.4913	0.0781	0.1167	1.5900	0.6000	0.6000	0.6000
0.4888	0.0777	0.1144	1.2400	0.6000	0.6000	0.6000
0.4838	0.0760	0.1101	1.2700	0.6000	0.6000	0.6000
0.4838	0.0755	0.1101	1.2850	0.6000	0.6000	0.7000

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

TABLE IX

2010 Taxpayer	Type of Business	2009 Assessed Valuation	Percentage of Total Assessed Valuation
Conroe Hospital Corporation	Hospital	\$ 72,501,440	2.12%
Maverick Tube Texas Works	Manufacturing	53,135,090	1.55%
McKesson Corporation	Pharmaceuticals	50,317,739	1.47%
Wal-Mart Real Estate Bus. Trust	Retail	45,946,670	1.34%
Crown Cork & Seal Company	Manufacturing	28,999,810	0.85%
Consolidated Communications (LCTX)	Telephone Utility	28,861,250	0.84%
Conroe Marketplace S C LP	Retail	28,703,210	0.84%
Entergy Texas Inc.	Electric Utility	26,883,610	0.78%
Conroe Regional Medical Center	Health Care	25,970,426	0.76%
MS Energy Services	Energy Services	24,646,430	0.72%
		<u>\$ 385,965,675</u>	<u>11.26%</u>
2000 Taxpayer	Type of Business	1999 Assessed Valuation	Percentage of Total Assessed Valuation
Conroe Regional Medical Center	Hospital	\$ 70,976,395	5.10%
Conroe Cork & Seal Company	Manufacturing	34,406,850	2.47%
TXU Communications	Telephone Utility	31,768,940	2.28%
Wal-Mart Inc./Sam's Club	Retail	25,746,640	1.85%
Ball Metal Container Group	Manufacturing	24,332,570	1.75%
Gulf States Utilities Company	Electric Utility	20,959,076	1.51%
The Prime Outlets at Conroe	Retail - Shopping Center	20,168,700	1.45%
Dal-Tile Corporation	Manufacturing	16,616,860	1.19%
Borden, Inc.	Dairy Plant	13,608,120	0.98%
Weingarten Realty Investors	Shopping Center	13,517,999	0.97%
		<u>\$ 272,102,150</u>	<u>19.55%</u>

Source: Montgomery Central Appraisal District

CITY OF CONROE, TEXAS
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

TABLE X

Fiscal Year Ended Sept 30	<u>Collected Within the Fiscal Year of the Levy</u>			Collections in Subsequent Years	<u>Total Collections to Date</u>	
	Taxes Levied for the Fiscal Year	Amount	Percent of Levy		Total Tax Collections	Percent of Total Tax Collections to Tax Levy
2001	6,212,216	6,052,562	97.40%	78,069	6,130,631	98.70%
2002	6,803,540	6,573,577	96.60%	142,144	6,715,721	98.70%
2003	7,266,928	7,082,263	97.50%	152,890	7,235,153	99.60%
2004	7,887,625	7,685,114	97.40%	137,657	7,822,771	99.20%
2005	8,575,518	8,405,954	98.00%	184,753	8,590,707	100.20%
2006	9,381,199	9,274,223	98.28%	205,114	9,479,338	101.05%
2007	10,549,673	10,376,943	98.38%	175,679	10,552,622	100.03%
2008	11,813,302	11,716,511	99.18%	145,918	11,862,429	100.42%
2009	13,395,885	13,171,609	98.33%	317,263	13,488,872	100.69%
2010	14,378,880	14,164,088	98.51%	210,750	14,374,838	99.97%

Source: Montgomery Central Appraisal District

CITY OF CONROE, TEXAS
TAXABLE SALES BY INDUSTRY
LAST TEN CALENDAR YEARS
(in thousands of dollars)

TABLE XI

	Calendar Year									
	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
Agriculture										
Forestry & Fishing	\$ 3,180	\$ 2,753	\$ 14	\$ -	\$ -	\$ 124	\$ 218	\$ 287	\$ -	2 \$
Mining	98	2,115	443	556	1,195	2,763	3,928	8,895	11,527	11,892
Construction	10,869	11,633	13,673	19,093	19,625	23,581	36,790	40,017	45,295	28,214
Manufacturing	35,881	38,376	45,511	47,707	49,118	59,229	58,104	70,697	80,117	57,968
Transportation,										
Communication & Utilities	54,319	53,206	732	662	766	1,748	1,750	3,819	5,877	3,813
Wholesale Trade	98,283	80,084	95,521	97,463	82,773	92,273	99,775	110,891	88,029	58,721
Retail Trade	608,817	625,463	512,999	557,919	594,725	558,577	627,361	760,016	798,061	745,719
Information	-	-	10,399	11,843	12,114	15,260	19,228	39,333	53,842	23,303
Finance,										
Insurance & Real Estate	648	1,501	20,524	21,879	21,003	25,599	27,275	36,160	39,862	22,009
Services	58,074	55,627	123,188	146,358	155,549	170,183	179,955	187,367	193,176	198,447
Other	-	-	24,985	2,442	852	540	5	-	11	-
Total	\$ 870,169	\$ 870,758	\$ 847,988	\$ 905,922	\$ 937,721	\$ 949,877	\$ 1,054,390	\$ 1,257,482	\$ 1,315,799	\$ 1,150,086
City Direct Sales Tax Rate	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%

Source: Texas Comptroller of Public Accounts

Notes: Calendar years 2002-2006 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 XII**

Fiscal Year	City Direct Rate
2001	2.00%
2002	2.00%
2003	2.00%
2004	2.00%
2005	2.00%
2006	2.00%
2007	2.00%
2008	2.00%
2009	2.00%
2010	2.00%

Source: City Finance Office



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CITY OF CONROE, TEXAS
SALES TAX REVENUE PAYERS BY INDUSTRY
FISCAL YEARS 1999 AND 2009
(dollars are in millions)

TABLE XIII

	Fiscal Year 1999				Fiscal Year 2009			
	Number of Filers	Percentage of Total	Tax Liability	Percentage of Total	Number of Filers	Percentage of Total	Tax Liability	Percentage of Total
Agriculture								
Forestry & Fishing	266	3.96%	\$ 0.08	0.45%	35	0.39%	\$ -	
Mining	5	0.08%			53	0.58%	\$ 0.25	1.03%
Construction	427	6.36%	\$ 0.21	1.18%	805	8.86%	\$ 0.62	2.53%
Manufacturing	328	4.90%	\$ 0.64	3.51%	699	7.69%	\$ 1.41	5.77%
Transportation,								
Communication & Utilities	128	1.91%	\$ 1.21	6.68%	87	0.96%	\$ 0.09	0.39%
Wholesale Trade	431	6.42%	\$ 1.95	10.72%	502	5.52%	\$ 1.41	5.78%
Retail Trade	3,300	49.18%	\$ 12.99	71.45%	3,250	35.77%	\$ 15.39	63.10%
Information					106	1.17%	\$ 0.62	2.54%
Finance,								
Insurance & Real Estate	78	1.16%	\$ 0.02	0.13%	372	4.09%	\$ 0.54	2.21%
Services	1,728	25.75%	\$ 1.07	5.88%	3,146	34.62%	\$ 4.06	16.65%
Other	19	0.28%			32	0.35%	\$ -	0.00%
Total	6,710	100.0%	\$ 18.17	100.00%	9,087	100.00%	\$ 24.39	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 2009 is the most recent year for which data is available.

CITY OF CONROE, TEXAS
RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS

Fiscal Year	Governmental Activities				Total Long-Term Debt
	General Obligation Bonds	Contractual and Certificates of Obligation	Capital Leases Obligation	Notes	
2001	13,022,649	29,380,000	268,150	-	42,670,799
2002	12,071,253	35,300,000	509,031	-	47,880,284
2003	10,560,812	44,225,000	624,102	500,000	55,909,914
2004	9,045,000	43,295,000	489,536	1,485,000	54,314,536
2005	12,130,000	51,490,000	1,835,186	1,428,000	66,883,186
2006	10,650,000	52,370,000	3,788,485	1,658,666	68,467,151
2007	22,420,000	56,800,000	2,518,351	1,788,890	83,527,241
2008	20,820,000	85,015,000	1,698,375	1,505,666	109,039,041
2009	18,490,000	94,360,000	1,018,771	1,423,666	115,292,437
2010	19,040,000	96,860,000	666,467	1,343,000	117,909,467

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

TABLE XIV

Business-type Activities					
Capital Leases Obligation	Revenue Bonds	Total Long-Term Debt	Total Primary Government	Percentage of Personal Income	Per Capita
-	3,861,210	3,861,210	46,532,009	1.39%	228
-	3,337,675	3,337,675	51,217,959	1.32%	219
-	2,995,000	2,995,000	58,904,914	1.18%	199
156,000	2,370,000	2,526,000	56,840,536	1.28%	220
105,238	1,715,000	1,820,238	68,703,424	1.12%	195
6,387,667	11,880,000	18,267,667	86,734,818	0.94%	165
6,634,623	16,865,000	23,499,623	107,026,864	0.85%	159
6,082,839	27,675,000	33,757,839	142,796,880	0.66%	116
5,517,554	34,635,000	40,152,554	155,444,991	0.78%	171
4,980,983	49,605,000	54,585,983	172,495,450	0.70%	148

CITY OF CONROE, TEXAS
RATIOS OF NET GENERAL BONDED DEBT OUTSTANDING
LAST TEN FISCAL YEARS

TABLE XV

Fiscal Year	General Bonded Debt Outstanding			Less: Amounts Available for Debt Service	Total	Percentage of Actual Taxable Value of Property	Per Capita
	General Obligation Bonds	Certificates of Obligation	Total				
2001	13,022,649	29,380,000	42,402,649	1,766,102	40,636,547	2.84%	1,064
2002	12,071,253	35,300,000	47,371,253	1,334,199	46,037,054	3.10%	1,202
2003	10,560,812	44,225,000	54,785,812	1,025,041	53,760,771	2.84%	1,249
2004	9,045,000	43,295,000	52,340,000	627,485	51,712,515	3.18%	1,180
2005	12,130,000	51,490,000	63,620,000	755,165	62,864,835	3.18%	1,473
2006	10,650,000	52,370,000	63,020,000	870,322	62,149,678	2.87%	1,343
2007	22,420,000	56,800,000	79,220,000	1,201,318	78,018,682	3.17%	1,585
2008	20,820,000	85,015,000	105,835,000	952,326	104,882,674	3.77%	1,963
2009	18,490,000	94,360,000	112,850,000	4,304,747	108,545,253	3.41%	1,958
2010	19,040,000	96,860,000	115,900,000	5,028,864	110,871,136	3.23%	1,876

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.
See Table VII for property value data.
Population data can be found in Table XIX.

CITY OF CONROE, TEXAS**DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT****AS OF SEPTEMBER 30, 2010***(dollars in thousands)***TABLE XVI**

<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	\$ 445,127	10.4946%	\$ 46,714
Conroe Independent School District	849,435	16.9060%	143,606
Montgomery County Hospital District	-	N/A	-
Lone Star College	619,584	2.9063%	18,007
MUD #90	5,680	100.0000%	5,680
MUD #92	1,785	100.0000%	1,785
MUD #107	9,370	100.0000%	9,370
Subtotal, overlapping debt			225,162
City direct debt	115,900		115,900
Total direct and overlapping debt			<u>\$ 341,062</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

	2001	2002	2003	2004
Assessed Value	\$ 1,404,457,217	\$ 1,619,978,833	\$ 1,732,507,828	\$ 1,823,206,077
Debt Limit <15% of assessed value>	210,668,583	242,996,825	259,876,174	273,480,912
Debt applicable to limit				
Total bonded debt	42,402,649	47,371,253	54,785,812	52,340,000
Less: Assets in Debt				
Service Funds available				
for payment of principal	(1,766,102)	(1,334,199)	(1,025,041)	(627,485)
Total debt applicable				
to limit	40,636,547	46,037,054	53,760,771	51,712,515
Legal debt margin	\$ 170,032,036	\$ 196,959,771	\$ 206,115,403	\$ 221,768,397
Total debt applicable				
to the limit as a				
percent of debt limit	19.29%	18.95%	20.69%	18.91%

TABLE XVII

2005	2006	2007	2008	2009	2010
\$1,979,495,304	\$2,165,130,565	\$2,461,301,012	\$2,782,770,982	\$3,183,689,979	\$3,427,354,014
296,924,296	324,769,585	369,195,152	417,415,647	477,553,497	514,103,102
63,620,000	63,020,000	79,220,000	105,835,000	112,850,000	115,900,000
(755,165)	(870,322)	(1,201,318)	(952,326)	(4,304,747)	(5,028,864)
62,864,835	62,149,678	78,018,682	104,882,674	108,545,253	110,871,136
\$ 234,059,461	\$ 262,619,907	\$ 291,176,470	\$ 312,532,973	\$ 369,008,244	\$ 403,231,966
21.17%	19.14%	21.13%	25.13%	22.73%	21.57%

CITY OF CONROE, TEXAS
PLEDGED REVENUE COVERAGE
LAST TEN FISCAL YEARS

Fiscal Year	Water Revenue Bonds					Coverage
	Utility Service Charge	Less: Operating Expenses	Net Available Revenue	Debt Service		
				Principal	Interest	
2001	7,806,064	8,186,767	(380,703)	550,000	198,267	(0.51)
2002	8,052,782	8,048,403	4,379	575,000	175,611	0.01
2003	8,923,900	9,578,297	(654,397)	600,000	150,780	(0.87)
2004	8,689,813	10,288,877	(1,599,064)	625,000	124,130	(2.13)
2005	9,718,894	10,114,267	(395,373)	655,000	95,479	(0.53)
2006	11,043,310	12,144,208	(1,100,898)	685,000	64,651	(1.47)
2007	11,298,324	11,549,807	(251,483)	715,000	525,885	(0.20)
2008	13,767,268	11,298,435	2,468,833	415,000	721,633	2.17
2009	14,200,623	12,755,883	1,444,740	390,000	1,124,066	0.95
2010	15,476,990	13,661,852	1,815,138	745,000	1,431,911	0.83

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements. Operating expenses do not include interest, depreciation, or amortization expenses.

Sales tax increment bonds are backed by the sales tax revenue produced by the sales tax rate in effect when the bonds were issued.

TABLE XVIII

Sales Tax Increment Bonds			
<u>Sales Tax Increment</u>	<u>Debt Service</u>		<u>Coverage</u>
	<u>Principal</u>	<u>Interest</u>	
4,491,965	765,000	775,302	2.92
4,988,400	795,000	743,522	3.24
4,588,415	835,000	573,320	3.26
4,948,406	870,000	549,940	3.48
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

CITY OF CONROE, TEXAS
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS

TABLE XIX

<u>Year</u>	<u>Population</u>	<u>Personal Income (thousands of dollars)</u>	<u>Per Capita Income</u>	<u>Median Age</u>	<u>Education Level in Years of Schooling</u>	<u>School Enrollment</u>	<u>Unemployment Rate</u>
2001	39,329	645,743	16,419	29.3	11.94	8,742	6.4%
2002	40,468	673,792	16,650	29.2	12.00	9,191	5.9%
2003	41,191	695,345	16,881	29.1	12.06	9,444	5.3%
2004	42,673	730,220	17,112	29.0	12.12	9,620	4.8%
2005	44,472	771,278	17,343	28.9	12.18	9,832	4.0%
2006	46,271	813,167	17,574	28.9	12.18	10,215	3.9%
2007	49,230	913,895	18,563	29.1	13.55	10,594	3.5%
2008	53,424	942,333	17,639	29.8	14.29	10,806	3.8%
2009	55,429	1,213,562	21,894	33.0	14.29	11,495	7.4%
2010	59,101	1,199,644	21,224	28.8	14.29	12,229	7.6%

CITY OF CONROE, TEXAS
PRINCIPAL EMPLOYERS
CURRENT YEAR ONLY

TABLE XX

2010 Employer	Employees	Percentage of Total City Employment
Conroe Independent School District	6,000	21.92%
Montgomery County	1,975	7.21%
Conroe Regional Medical Center	1,200	4.38%
Sadler Clinic	600	2.19%
National Oilwell Varco - Reed Hycalog	550	2.01%
City of Conroe	479	1.75%
Tenaris	396	1.45%
Wal-Mart	300	1.10%
National Oilwell Varco - Brandt	279	1.02%
Byrne Medical	243	0.89%
Total	12,022	43.92%

Source: Conroe Greater Economic Development Council.

Notes: 2006 is the 1st 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

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	
	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
Functions/Programs										
General Government										
Administration	3	3	3	3	4	3	3	3	3	3
Mayor & Council	0	0	0	0	0	2	2	2	2	2
Arts & Communications	1	1	1	1	1	1	1	1	1	1
Downtown Development	1	1	1	1	1	1	1	1	1	1
Legal	3	3	3	3	3	3	3	3	3	3
Municipal Court	7	7	7	7	7	8	9	9	9	10
CDBG Administration	1	1	2	1	2	2	2	2	2	2
Human Resources	5	5	5	4	5	5	5	5	5	5
Civil Service	0	0	0	0	0	0	0	0	0	0
Finance	11	11	7	7	8	8	9	10	10	10
Information Technology	0	0	4	4	4	4	5	5	7	7
Public Safety										
Police Administration	114	114	114	35	45	7	5	4	5	5
Police Support	0	0	0	0	0	28	28	30	30	29
Police Patrol	0	0	0	55	55	56	60	65	66	64
Police Investigative Services	0	0	0	21	25	26	26	29	28	28
Police Professional Services	0	0	0	0	0	12	12	11	11	14
Police Animal Services	0	0	0	0	0	0	0	0	0	5
Fire	73	73	73	73	74	86	86	87	87	88
Parks										
Parks & Rec Admin	11	11	11	10	10	11	11	11	13	13
Recreation Center	5	5	5	5	5	5	5	5	5	5
Oscar Johnson, Jr. CC	2	2	2	4	4	4	4	4	0	0
Swim Center	6	6	6	6	6	7	7	7	0	0
Aquatic Center	0	0	0	0	0	0	0	0	7	7
Public Works										
Community Development	17	18	18	18	21	21	23	27	27	26
Drainage Engineering	4	4	0	0	0	0	0	0	0	0
Drainage Construction	5	5	7	7	7	7	7	7	7	7
Streets	24	24	26	26	26	28	28	28	28	28
Service Center	11	8	8	0	0	0	0	0	0	0
Building Maintenance	7	7	6	6	6	6	0	0	0	0
Warehouse Purchasing	0	0	3	3	3	4	5	5	5	5
Conroe Tower	0	0	1	1	1	1	1	1	1	1
Component Unit										
Oscar Johnson, Jr. CC	0	0	0	0	0	0	0	0	4	4

TABLE XXI

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(7)	(7)	
	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
Water & Sewer										
Utilities/Meter Readers	11	11	11	11	11	12	9	9	9	9
Public Works	4	4	4	4	4	5	3	3	5	6
Water	14	14	14	13	13	15	15	15	15	15
Wastewater Treatment	18	18	18	15	15	15	14	11	11	11
Sewer	11	11	15	15	15	18	18	18	20	20
Pump & Motor Maint.	0	0	0	0	0	0	6	7	7	7
Project Engineering	8	8	12	12	12	12	12	12	12	12
Project Construction	5	5	5	4	5	17	17	17	17	17
Hotel/Motel Occupancy Tax	0	0	0	0	0	0	0	0	0	2
Service Center Fund	0	0	8	8	8	7	7	7	7	7
Self Funded Insurance	0	0	0	0	0	1	1	1	1	1
Total	382	380	400	383	406	448	450	462	471	480

Source: City Finance Office.

Notes:

- (1) In FY 2000, the Downtown Development Dept. was added to the General Government function.
- (2) In FY 2001, the following changes were made:
CDBG Administration was added to the General Government function.
Civil Service Dept. was added to Human Resources Dept. in the General Government function.
Conroe Tower Dept. was added.
Service Center Fund was added.
- (3) In FY 2003, the following changes were made:
Drainage Engineering was moved from the Public Works function and combined with Project Engineering in the Water & Sewer function.
Information Technology Dept., Conroe Tower Dept. and Service Center Fund Dept. were added.
Warehouse Purchasing Dept. was added to the Public Works function.
- (4) In FY 2004, the Police Patrol Dept. and Criminal Investigations Dept. were added to the Public Safety function.
- (5) In FY 2006, the Mayor & Council Dept. was added to the General Government function.
Self Funded Insurance was added.
- (6) 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.
- (7) In FY 2008, Oscar Johnson, Jr. Community Center (OJCC) was reported as a discretely presented component unit in the CAFR.
- (8) In FY 2009, Oscar Johnson, Jr. Community Center (OJCC) was removed from the Parks function.
Swim Center was renamed to Aquatic Center.
- (9) In FY 2010, Police Animal Services and Hotel/Motel Occupancy Tax were added.

CITY OF CONROE, TEXAS

**OPERATING INDICATORS BY FUNCTIONS/PROGRAMS
LAST TEN FISCAL YEARS**

	Fiscal Year			
	2001	2002	2003	2004
Functions/Programs				
General Government				
Building Permits Issued	395	453	653	867
Building Inspections Conducted	5,192	6,789	11,369	15,141
Police				
Physical Arrests	2,895	2,868	2,947	3,392
Parking Violations	5,198	5,612	5,140	4,399
Traffic Violations	13,726	13,107	10,964	12,714
Fire				
Emergency Responses	4,456	4,559	4,386	4,227
Fires Extinguished	220	232	293	265
Inspections	782	1,541	1,401	1,592
Refuse Collection				
Refuse Collected (tons per day) a	66.3	66.8	66.3	68.7
Recyclables Collected (tons per day) a	0.18	0.18	0.20	0.21
Other Public Works				
Street Resurfacing (miles) b	9	4	0	5.82
Potholes repaired c	N/A	N/A	N/A	N/A
Parks and Recreation				
Athletic Field Permits Issued	148	165	184	217
Community Center Admissions	333,320	360,607	438,681	459,645
Water				
New Connections	2,339	2,268	2,877	3,415
Water Main Breaks	460	470	400	480
Average Daily Consumption (millions of gallons)	5,804	5,978	6,243	6,132
Peak Monthly Consumption (millions of gallons)	258,405	247,242	274,517	241,729
Wastewater				
Average Daily Sewage Treatment (millions of gallons)	4,700	5,200	5,300	5,600
Transit				
Total Route Miles	2,968	2,840	2,988	3,146
Passengers	2,584	2,720	3,022	3,181

Source: Various City Departments

Notes:

a Refuse Collection information is provided by a private waste company. Data is not available prior to 2000.

b Miles of Street Resurfacing is not available prior to 2001.

c No operating indicators are available for Potholes repaired for the Other Public Works function.

TABLE XXII

Fiscal Year					
2005	2006	2007	2008	2009	2010
890	1,027	850	682	546	645
20,067	24,934	24,537	19,362	18,377	16,950
3,982	3,561	4,178	4,146	4049	4163
4,424	4,988	5,425	1,473	1,922	2,485
13,489	10,791	17,079	15,429	15671	13865
4,424	4,069	3,644	5,383	5,063	5,425
318	378	172	257	244	180
1,087	674	1,236	1,143	2,655	2,863
68.2	67.4	65	50.44	55.04	58.07
0.20	0.24	0.35	0.58	1.73	0.61
0	0	11	5.83	2.5	1.5
N/A	N/A	N/A	N/A	N/A	n/a
250	316	460	402	285	288
467,519	476,122	384,340	390,000	339,000	298,261
3,632	4,139	4,032	1,990	1,859	1,862
600	800	735	861	726	770
6,890	8,306	7,389	8,730	9,182,175	8,554
460,262	305,349	286,000	374,576	399,575	384,058
4,900	5,500	6,792	6,609	6,800	7,000
3,312	8,670	6,948	8,874	7,440	8,100
3,348	16,740	13,680	12,617	12,240	13,140

CITY OF CONROE, TEXAS
CAPITAL ASSET STATISTICS BY FUNCTIONS/PROGRAMS
LAST TEN FISCAL YEARS

	Fiscal Year			
	2001	2002	2003	2004
<u>Functions/Programs</u>				
Police				
Stations	1	1	2	2
Zone Offices	0	0	0	0
Patrol Units	42	36	37	45
Fire Stations	3	4	4	4
Refuse Collection				
Collection trucks	4	4	4	4
Other Public Works				
Streets (miles)	213.05	213.05	320.72	320.72
Highways (miles) ^a	N/A	N/A	N/A	N/A
Streetlights ^b	N/A	N/A	N/A	N/A
Traffic Signals	2	2	2	2
Parks and Recreation				
Acreage	308.20	329.20	342.20	342.20
Playgrounds	32	32	32	32
Baseball/Softball Diamonds	31	28	28	31
Soccer/Football Fields	11	10	10	10
Community Centers	2	2	3	3
Water				
Water Mains (miles)	195.56	199.71	269.00	297.00
Fire Hydrants	1,250	1,250	1,250	1,250
Storage Capacity (millions of gallons)	6,490	6,490	7,490	7,490
Wastewater				
Sanitary Sewers (miles)	227.37	237.94	282.00	322.00
Storm Sewers (miles) ^c	6.643	7.718	10.161	16.654
Treatment capacity (millions of gallons)	10,000	10,000	10,000	10,000
Transit				
Vans	2	2	2	2

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.

^c Data shown as miles of storm sewers are estimates only. Data is currently being compiled for retroactive infrastructure reporting.

TABLE XXIII

Fiscal Year					
2005	2006	2007	2008	2009	2010
2	2	2	1	1	1
0	0	0	1	1	1
45	51	49	45	46	46
4	4	4	5	5	5
4	4	5	6	8	8
327.56	218.6	220	225	240	248
N/A	N/A	N/A	N/A	n/a	n/a
N/A	N/A	N/A	N/A	n/a	3200
3	4	5	5	5	6
345.70	345.70	347.5	350	350	354
32	32	32	34	34	17
31	31	31	31	35	28
10	10	10	10	13	18
3	3	3	3	3	4
305.35	309.53	314.01	318.09	334.72	7.79
1,819	2,300	2,700	2,800	2,955	69
7,490	7,490	7,490	8,490	9,490	9,490
329.95	333.67	337.59	340.61	355.92	8.96
20.892	23.691	26.340	26.340	36.564	4.016
10,000	10,000	10,000	10,000	10,000	10
2	4	4	4	4	4

How Does the City of Conroe Compare?

City	Population	2011 Ad Valorem Tax Base	Tax Base Per Capita	11-12 Tax Rate/ \$100 AV	Average Home Value	Tax Levy	CY 2010 All Sales Tax Collections	Sales Tax Per Capita	FY 11-12 General Fund Revenues	FY 11-12 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	72,339	3,034,621,684	41,960	0.8220	109,900	903.41	11,847,413	164	59,101,310	9,121,240	15.43%	221,856,573	2,385,883	3,100
Bryan	76,201	3,382,181,734	44,385	0.6364	128,446	817.43	13,846,521	182	55,087,080	14,893,965	27.04%	98,382,813	70,625,001	2,218
Conroe	56,207	3,630,957,910	64,600	0.4200	146,397	614.87	27,848,379	495	44,253,627	22,190,526	50.14%	107,815,000	54,190,000	2,882
DeSoto	48,700	2,795,486,741	57,402	0.7440	No response	-	7,358,283	151	36,423,539	5,653,000	15.52%	89,638,255	-	1,841
Galveston	47,743	4,591,028,486	96,161	0.5540	99,772	552.74	15,191,499	318	40,957,226	11,692,561	28.55%	54,922,170	39,800,000	1,984
League City	83,560	5,470,000,000	65,462	0.6100	176,472	1,076.48	11,932,510	143	48,980,500	10,971,000	22.40%	96,335,000	83,175,000	2,148
Missouri City	68,691	4,488,308,480	65,341	0.5284	159,839	844.59	5,968,573	87	30,859,021	6,000,000	19.44%	93,045,000	-	1,355
Pearland	95,600	6,399,776,130	66,943	0.6851	172,882	1,184.41	19,544,443	204	51,071,229	13,631,831	26.69%	298,552,000	128,820,000	4,470
San Marcos	53,092	2,699,820,281	50,852	0.5302	119,225	632.13	18,780,369	354	42,622,229	19,854,463	46.58%	76,840,000	101,510,000	3,359
Temple	67,658	3,003,018,172	44,385	0.5679	No response	-	15,281,417	226	55,869,855	15,800,000	28.28%	11,116,000	52,510,000	940
Victoria	62,701	3,275,594,466	52,242	0.6450	115,173	742.87	18,246,195	291	42,494,708	14,764,000	34.74%	97,875,000	69,125,000	2,663