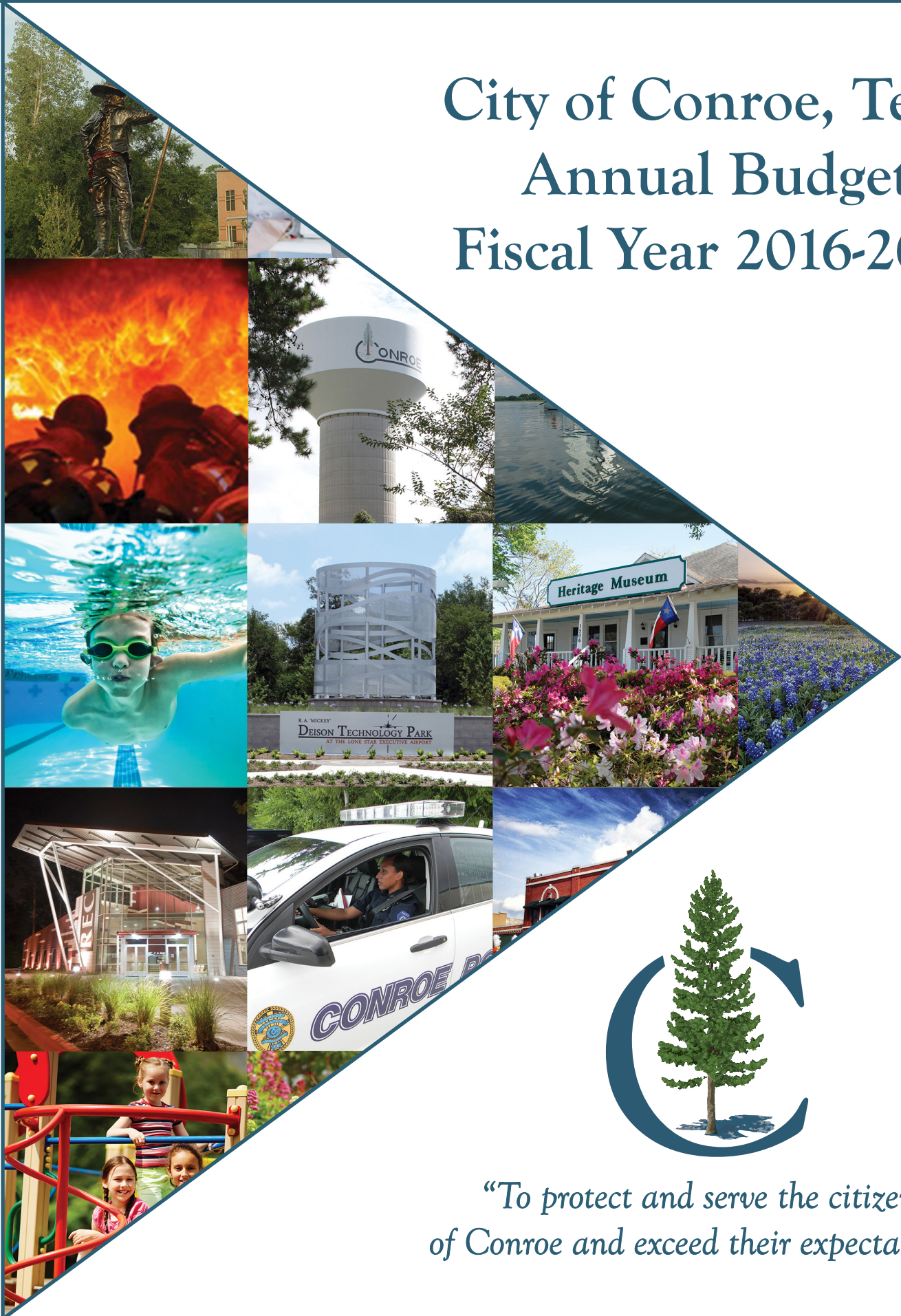


City of Conroe, Texas Annual Budget Fiscal Year 2016-2017



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



MISSION STATEMENT



Standing left to right: Councilman Gil Snider, Councilman Guy Martin, and Councilman Seth Gibson.
Seated left to right: Mayor Pro Tem Duke W. Coon, Mayor Toby Powell, and Councilman Duane Ham.

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



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S.B. 656 Notice

“This budget will raise more revenue from property taxes than last year’s budget by an amount of \$3,429,338, which is a 12.9 percent increase from last year’s budget. The property tax revenue to be raised from new property added to the tax roll this year is \$1,054,274.”

On August 25, 2016, the members of the governing body voted on the Fiscal Year 2016-17 Budget as follows:

FOR:

Duke W. Coon
Duane M. Ham
Seth M. Gibson
Guy Martin
Gil Snider

Mayor Pro Tem
Councilman
Councilman
Councilman
Councilman

AGAINST:

None

PRESENT and not voting:

Toby Powell

Mayor

ABSENT:

None

Tax Rate Comparison

FY 15-16

FY 16-17

Total Property Tax Rate:	\$0.4200	\$0.4175
Effective Tax Rate:	\$0.3928	\$0.4045
Effective M&O Tax Rate:	\$0.2750	\$0.2724
Rollback Tax Rate:	\$0.4393	\$0.4331
Debt Tax Rate:	\$0.1450	\$0.1250

Total Municipal Debt Obligations (secured by property taxes):

\$130,705,000

\$149,560,000



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Government Finance Officers Association of the United States and Canada



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, 2015.

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
2016- 2017**

Listing of City Officials

Elected Officials

Mayor	Toby Powell
Councilman Place 1	Duane Ham
Councilman Place 2	Seth Gibson
Councilman Place 3 – Mayor ProTem	Duke W. Coon
Councilman Place 4	Guy Martin
Councilman Place 5	Gil Snider
Municipal Court Judge	Mike Davis

Appointed Officials

City Administrator	Paul Virgadamo, Jr.
City Secretary	Soco Gorjon
City Attorney	Marcus Winberry
Assistant City Administrator/Chief Financial Officer	Steve Williams
Police Chief	Philip Dupuis
Fire Chief	Ken Kreger
Director of Parks and Recreation	Mike Riggins
Director of Public Works	Scott Taylor
Director of Human Resources	Andre Houser
Executive Director of Conroe Industrial Development Corporation	Fred Welch
Director of Community Development	Nancy Mikeska



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City of Conroe

2016-2017 Annual Operating Budget

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CITY OF CONROE

Est. 1904

October 1, 2016

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, 2016, and ending September 30, 2017, 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 16-17 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 16-17 is \$161,015,131; however, exclusive of interfund transfers that are effectively counted twice, the actual budget is \$133,123,203. What follows is an outline of the key components of this budget and a discussion of the salient changes between it and the previous year's budget.

PRIORITIES & GOALS

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

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

The 2016 updated Strategic Plan, including specific goals and strategies, can be seen immediately following this cover letter.

ANNEXATION & POPULATION GROWTH

Two major issues facing the City of Conroe are annexation and population growth. Recently, the City annexed tracts of land in the northwest corridor of Conroe near the areas of FM 830, League Line Road, and Longmire Road. Additionally, the City has seen tremendous residential growth in these areas with new subdivisions such as Water Crest on Lake Conroe, Shadow Lake Forest, and Longmire Creek Estates. In FY 16-17, the addition of Fire Station #7 at League Line Road and Longmire Road will be completed in accordance with the terms of the Annexation Service Plans for the area. This budget adds three (3) Lieutenants, three (3) Engine Operators, and six (6) Firefighters to staff the station. The additional revenues and expenditures resulting from annexation and growth were considered during the preparation of this budget.

ECONOMIC CLIMATE

The following economic commentary covers the situation and circumstances within the state of Texas; however, it provides some basis for the assumptions that were used for the creation of the FY 16-17 budget.

The decline in oil prices since 2014 has negatively affected the overall economy in Texas; however, the state has shown some resilience with modest declines rather than a recession. According to the Federal Reserve Bank of Dallas's 2016 Second Quarter report, "the goods sector, which includes manufacturing, construction, oil and gas extraction and energy support services, lost a net 29,000 jobs this year through March after losing 98,000 positions in 2015. Meanwhile, the private sector added 54,000 jobs in the first quarter 2016 on top of 226,000 in 2015." Employment growth has declined more in the Houston metropolitan area in comparison to other comparable Texas cities due to the larger percentage of energy and manufacturing based jobs. The loss of higher paying energy industry jobs has been off-set in part by lower paying service industries in the state, with Texas' average weekly wages falling below the national average in the beginning of this year. In Montgomery County, the average weekly wage in the 4th Quarter was \$1,044, in both 2015 and 2014, indicating more equitable labor shifts, but the unemployment rate has increased by 0.6% over the same time period.

In recent months, oil prices have increased; however, declines in permits to drill oil and gas wells are an indicator that the energy sector will continue to be weak. The impact of the job losses and lower wages is resulting in a slowdown in most industry sectors and lower sales tax collections for municipalities and special districts in energy-intensive regions. The upcoming presidential election and uncertainties with global growth environments are expected to slow down business investments.

In the City of Conroe, our taxable assessed value has increased through annexation as well as new construction, plus our unemployment rates are low compared to regional and national levels. New construction has slowed down with the number of building permits issued in Conroe down by 27.4% and single family housing starts down 13.8% through May 2016. The value of construction has decreased by 33.1% over this same time period. Unemployment rates in the City have fluctuated over the last 12 months with an overall increase of 0.1% as of April 2016 compared to May 2015. We expect the labor market may continue to decline modestly through next year. In the State of Texas the unemployment rate was 4.2% in April 2016, which was a 0.1% increase from May 2015 to April 2016 and is still lower than the national average of 4.7%.

Sales Tax

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

Sales tax is a highly volatile revenue source that will rise and fall unpredictably. To offset its volatility, we try to forecast its growth conservatively and maintain a higher than normal General Fund reserve. This budget conservatively assumes that there will be no increase over the previous year's estimate in sales tax revenue for the upcoming year. As compared to the previous year's adopted budget, sales tax revenue is anticipated to decrease by 1.3%.

Property Tax

This budget reduces the tax rate from 42.00¢ to 41.75¢ per hundred dollars of value. The 41.75¢ tax rate translates into a \$41.75 tax levy for each \$10,000 worth of property value. For example, the average home value in the City of Conroe this year is \$210,382. The City tax levy on that amount will be \$878.34. This is a monthly cost of \$73.20; 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 2016 is 18%. Below is a breakdown of the 2016 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 2016 tax rates; however, it does not reflect the various exemptions that are available for residential property.

Entity	2016 Tax Rate	Levy on Avg. Home
Conroe Independent School District	\$1.2800	\$2,692.89
Montgomery County	0.4767	1,002.89
City of Conroe	0.4175	878.34
Lone Star College	0.1078	226.79
Montgomery County Hospital District	0.0665	139.90
Total	\$2.3485	\$4,940.82

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. In this budget, the City will transfer 2¢ from debt service to M&O in the General Fund. The rate structure for the upcoming year is 12.5¢ for the Debt Service rate and 29.25¢ for the M&O rate.

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

The 41.75¢ rate compares favorably to other communities in our area. The following is a list of cities in Montgomery County and Texas with their 2016 tax rates.

Montgomery County Property Tax Rates			
Panorama Village	\$0.6604	Conroe	\$0.4175
Willis	0.5953	Montgomery	0.4155
Magnolia	0.4629	Shenandoah	0.2295
Oak Ridge North	0.4509		

Other Texas Cities Property Tax Rates			
Baytown	\$0.8220	Victoria	0.5892
Desoto	0.7499	Missouri City	0.5447
Pearland	0.6612	San Marcos	0.5302
Bryan	0.6299	Galveston	0.5290
Temple	0.6648	Conroe	0.4175
League City	0.5735		

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

According to the Montgomery Central Appraisal District, our tax roll will increase this year by \$816,508,992, or 12.9%. New improvements and new personal property added over \$218,627,517 to the roll. Newly annexed property added approximately \$32,390,111 of value to the roll.

Water and Sewer Sales

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

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

For residential/sprinkler and commercial customers, the budget includes no increase in water rates and a 10% increase in sewer rates over the previous fiscal year. The Lifeline water and sewer rate discounts for customers over age 65 and/or disabled will not change. The City worked with NewGen Strategies in performing a water and sewer rate study to determine if our rates are set at the appropriate level to fund our ongoing operations and proposed Capital Improvement Program.

The City has raised its rates each year since FY 04-05. Prior to fiscal year 02-03, the City's water and sewer rates were highly subsidized through the use of the ½ cent 4B economic development sales tax for system-related capital improvements.

Effective May 1, 2010, the City implemented conservation oriented water rates, which are designed to encourage saving water. Since then, the rates have been changed each fiscal year. The following charts display the increased water and sewer rates beginning in FY 13-14.

Minimum Monthly Base Charge by Meter Size

	FY <u>13-14</u>	FY <u>14-15</u>	% <u>Incr.</u>	FY <u>15-16</u>	% <u>Incr.</u>	FY <u>16-17</u>	% <u>Incr.</u>
5/8 inches	\$10.00	\$12.00	20.0%	\$12.00	0.0%	\$12.00	0.0%
1 inch	15.00	18.00	20.0%	18.00	0.0%	18.00	0.0%
1.5 inches	20.00	25.00	25.0%	25.00	0.0%	25.00	0.0%
2 inches	25.00	35.00	40.0%	35.00	0.0%	35.00	0.0%
3 inches	30.00	46.00	53.3%	46.00	0.0%	46.00	0.0%
4 inches	35.00	65.00	85.7%	65.00	0.0%	65.00	0.0%
6 inches	40.00	90.00	125.0%	90.00	0.0%	90.00	0.0%
8 inches	45.00	145.00	222.2%	145.00	0.0%	145.00	0.0%
10 inches	50.00	250.00	400.0%	250.00	0.0%	250.00	0.0%

Residential & Sprinkler Rates Inside City Limits

	FY <u>13-14</u>	FY <u>14-15</u>	% <u>Incr.</u>	FY <u>15-16</u>	% <u>Incr.</u>	FY <u>16-17</u>	% <u>Incr.</u>
Water Rates							
0 - 3,000 gallons (minimum charge)	\$0.00	\$0.00	n/a	\$0.00	n/a	\$0.00	n/a
3,000 - 10,000 gal. (per 1,000 gallons)	2.51	2.56	2.0%	2.56	0.0%	2.56	0.0%
10,000 - 15,000 gal. (per 1,000 gallons)	3.08	3.15	2.3%	3.15	0.0%	3.15	0.0%
15,000 - 25,000 gal. (per 1,000 gallons)	3.66	3.74	2.2%	3.74	0.0%	3.74	0.0%
25,000 - 35,000 gal. (per 1,000 gallons)	4.18	4.27	2.2%	4.27	0.0%	4.27	0.0%
Over 35,000 gal. (per 1,000 gallons)	7.32	7.47	2.0%	7.47	0.0%	7.47	0.0%
Sewer Rates							
0 - 3,000 gal. (minimum charge)	\$20.90	\$22.36	7.0%	\$23.25	4.0%	\$25.58	10.0%
3,000+ (per 1,000 gal.)	2.55	2.73	7.1%	2.84	4.0%	3.12	10.0%
Maximum Charge at 10,000 gallons	38.75	41.47	7.0%	43.13	4.0%	47.44	10.0%

Lifeline Rates - Over 65 and/or disabled customers

	Rates <u>16-17</u>	Lifeline <u>16-17</u>	% <u>Discount</u>
Minimum Monthly Base, meter - 5/8 inches	\$12.00	\$9.00	25%
Water Rates			
0 - 3,000 gallons (minimum charge)	\$0.00	\$0.00	
3,000 - 10,000 gal. (per 1,000 gallons)	2.56	\$2.05	20%
10,000 - 15,000 gal. (per 1,000 gallons)	3.15	\$2.68	15%
15,000 - 25,000 gal. (per 1,000 gallons)	3.74	\$3.74	0%
25,000 - 35,000 gal. (per 1,000 gallons)	4.27	\$4.27	0%
Over 35,000 gal. (per 1,000 gallons)	7.47	\$7.47	0%
Sewer Rates			
0 - 3,000 gal. (minimum charge)	\$25.58	\$19.19	25%
3,000+ (per 1,000 gal.)	3.12	\$2.50	20%
Maximum Charge at 10,000 gallons	47.44	\$36.53	23%

Commercial Rates Inside City Limits

	FY <u>13-14</u>	FY <u>14-15</u>	% <u>Incr.</u>	FY <u>15-16</u>	% <u>Incr.</u>	FY <u>16-17</u>	% <u>Incr.</u>
Water Rates							
0 - 3,000 gallons (minimum charge)	\$0.00	\$0.00	n/a	\$0.00	n/a	\$0.00	n/a
3,000 - 10,000 gal. (per 1,000 gallons)	2.61	2.67	2.3%	2.79	4.5%	2.79	0.0%
10,000 - 15,000 gal. (per 1,000 gallons)	3.08	3.15	2.3%	3.29	4.4%	3.29	0.0%
15,000 - 25,000 gal. (per 1,000 gallons)	3.66	3.74	2.2%	3.91	4.5%	3.91	0.0%
25,000 - 35,000 gal. (per 1,000 gallons)	4.18	4.27	2.2%	4.46	4.4%	4.46	0.0%
35,000 - 100,000 gal. (per 1,000 gallons)	7.32	7.47	2.0%	7.81	4.6%	7.81	0.0%
100,000 - 150,000 gal. (per 1,000 gallons)	2.40	2.46	2.5%	7.81	217.5%	7.81	0.0%
Over 150,000 gal. (per 1,000 gallons)	2.40	2.46	2.5%	2.57	4.5%	2.57	0.0%
	FY <u>13-14</u>	FY <u>14-15</u>	% <u>Incr.</u>	FY <u>15-16</u>	% <u>Incr.</u>	FY <u>16-17</u>	% <u>Incr.</u>
Sewer Rates							
0 - 3,000 gal. (minimum charge)	\$20.90	\$22.36	7.0%	\$23.25	4.0%	\$25.58	10.0%
3,000+ (per 1,000 gal.)	2.55	2.73	7.1%	2.84	4.0%	3.12	10.0%

Surface Water Conversion Fee

	Rate per 1,000 <u>gallons</u>	% <u>Incr.</u>
FY 09-10	\$0.50	
FY 10-11	\$0.75	50.0%
FY 11-12	\$1.05	40.0%
FY 12-13	\$1.50	42.9%
FY 13-14	\$2.10	40.0%
FY 14-15	\$2.70	28.6%
FY 15-16	\$2.95	9.3%
FY 16-17	\$2.85	-3.4%

Beginning in FY 09-10, the City implemented a surface water conversion fee as a part of the agreement with the San Jacinto River Authority (SJRA) for the reduction of groundwater usage and transition to surface water as the primary source of water. For FY 16-17, the fee will decrease to \$2.85 per \$1,000 gallons consumed. The fee decrease is a result of extensive efforts to minimize water loss and unbilled water, as well as a revaluation of the distribution between surface water cost and pumpage fees from the San Jacinto River Authority.

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

Each year, the Texas Municipal League conducts a survey of water and sewer rates in several Texas cities. Conroe's water and sewer rates are below the average charged by other cities. The chart below

compares Conroe's rates to other cities as reported in the TML survey (Note: some data were obtained directly from the cities themselves.) These monthly rates are based on 10,000 gallons of water use.

City	Water Rate	SWC Fee	LSG Fee	Sewer Rate	Combined	Proposed
Baytown	\$ 65.53	\$ -	\$ -	\$ 61.39	\$ 126.92	\$ -
Oak Ridge North	44.89	26.80	0.60	39.85	112.14	-
Conroe	29.92	29.50	0.60	43.13	103.15	106.44
Huntsville	46.82	-	-	51.96	98.78	-
Average of cities 50,000 – 75,000 population	52.20	-	-	45.60	97.80	-
Tomball	39.40	20.00	-	38.31	97.71	-
Sugar Land	36.83	18.80	-	41.40	97.03	-
Deer Park	46.26	-	-	48.90	95.16	-
Pearland	45.10	-	-	49.20	94.30	-
Willis	33.85	22.80	1.50	33.85	92.00	-
Pasadena	35.75	-	-	36.75	72.50	-
Friendswood	35.80	-	-	36.00	71.80	-
Panorama Village	33.83	-	-	37.40	71.23	-
Humble	28.03	-	-	36.28	64.31	-
Shenandoah	30.85	6.60	-	23.00	60.45	-

Gross Receipts Tax

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

The electric utility provider, Entergy, pays the largest fee the City receives, which is actually a cost power factor that is multiplied against the amount of kilowatt-hours (kWh) consumed by all Conroe customers. The City is projecting a 3.2% decrease in electricity gross receipts for FY 16-17 due to milder weather conditions.

Commercial solid waste service within the City of Conroe operates in an open market whereby customers may contract with any company to provide this service. Any company providing this service within the City must obtain a franchise and pay 3% of gross revenues for the use of the City's streets, alleys, and rights-of-way. The City is anticipating a 10.9% increase in revenues for this program due to growth.

Other Revenues

Revenues from residential and commercial building permits are anticipated to decrease in FY 16-17 due to decreased building activity. The City is budgeting a 7.9% decrease in these revenues. Through May 2016, building permit values have decreased 33.1% as compared to last year. This decrease is also due to large, infrequent building permits for apartments and a hospital that we do not anticipate occurring again in FY 16-17.

Revenues from traffic and criminal fines are expected to decrease for FY 16-17 compared to the prior year's budget, based on historical trends. Additionally, in FY 16-17, the City is creating new municipal court fee funds to easier account for these restricted revenues. The new funds are: Municipal Court

Technology Fund, Municipal Court Building Security Fund, Municipal Court Juvenile Case Manager Fund, Municipal Court Efficiency Fee Fund, and Municipal Court Truancy Prevention Fund. Revenues restricted to these funds total \$147,937. Finally, the City's red light camera program was eliminated in FY 14-15, which also eliminated the Traffic Camera Fine account.

Parks and recreation fees are anticipated to increase in FY 16-17 by 7.7% from last year's estimate. The City has a number of parks facilities such as the C.K. Ray Recreation Center, Kasmiersky Park, Martin Luther King, Jr. Park, and Candy Cane Park. Memberships and facility use fees, as well as program fees, are anticipated to increase based on this year's level of participation.

Several years ago, the City started receiving payments from the Westwood Magnolia Special Improvement District. The agreement between the City and District states that, in exchange for not annexing the area, the City is to receive 50% of sales and use tax revenues from the district. Due to this agreement, we are budgeting \$1,556,875 in FY 16-17, which is an increase of \$19,916 from last year's estimated figure. Sales figures in this area have grown over the last several years, and we anticipate this trend to continue in FY 16-17.

FUND SUMMARIES

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

General Fund

The General Fund is our largest fund. Any function that does not need to be accounted for separately is located here. The General Fund budget is a balanced budget, and requests for new personnel, programs, travel and training, and capital were carefully scrutinized. In all, \$12,229,965 of additional items were requested, and only \$2,586,326 were funded. Below is a listing of the new positions and the major new initiatives in the General Fund.

In the area of public safety, the Police department budget includes funding for a custodian for the new Police & Municipal Court building, partial funding for a Mobile Incident Command Vehicle (funded from seized asset forfeitures), and the animal shelter contract increase. The Fire department received funding for new personnel and additional apparatus costs for the new Fire Station #7, updating mobile data terminal units, asset tracking software, and training.

The Parks and Recreation department received additional funding for staff development, flag replacements, and upgrading a truck to a ½ ton truck. In the administration area, the Mayor & Council division received funding to restore original Council minute books. The Finance department received funding for an increase in the cost of appraisal district services. The Municipal Court received funding for security system and collection agency costs and overtime for the state-wide Warrant Round-up. The Human Resources department received funding for new timekeeping hardware and software.

In FY 12-13, the City updated its Information Technology Strategic Plan (I.T.S.P.). The I.T.S.P. is a comprehensive review of the City's technology needs. The I.T. division received funding to cover the increased costs of computer hardware and software maintenance agreements.

In the area of Public Works, the following items were approved. The Signal Maintenance department budget allocates funds for incentive pay for electrical and traffic signal licensing. The Community Development division received funding for a contract Urban Forester for code enforcement, computer software, and on-line code books.

The General Fund budget allocates \$444,985 for street maintenance in the Streets division, which is a \$555,015 reduction in funding. It also includes funding for the City-wide mowing contract and incentive pay program for staff. Also, the Drainage division received \$176,422 to fund materials to address isolated drainage problems, which is a decrease of \$323,578 from prior year's funding.

In FY 16-17, the City's local match to fund transportation grants programs are funded in the General Fund. \$200,000 was funded for park and ride operations. Additional funding was provided for a part-time Transportation Aide, vehicle operations, bus shelter maintenance services, and annual replacement proceeds for transit vehicles. The City also supports a Community Development Block Grant (CDBG) program. Funding was provided for professional services, office supplies, and board supplies.

The approval of these funding requests addresses immediate needs to provide City services as well as implement the 2016 Strategic Plan.

Water and Sewer Operating Fund

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

Supplemental budget requests were approved in the Water and Sewer Operating Fund to support the service delivery of the system. The Utility Billing division received funding for credit card processing fees, hand held radios, meter reading hardware, and tools. Public Works Administration received funding for the new janitorial contract.

The Water division received funding for water well generator maintenance and mowing contract. The Waste Water Treatment Plant division received funding to replace an emergency generator switch gear and generator maintenance contract. The Sewer department received funds to replace a sewer vacuum truck. Finally, the Pump & Motor Maintenance division received additional funding for utilities, training, office supplies, incentive pay, and generator maintenance. In all, \$5,245,418 of supplemental items were requested, and only \$754,152 were funded.

General Obligation Debt Service Fund

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

A transfer is made for bonds that are sold to benefit the Tax Increment Reinvestment Zone (TIRZ) #3. This TIRZ was established to fund regional roadway improvements in the city. The City and the County both dedicate a portion of the taxes received from property value growth in the TIRZ. That money is used to pay the principal and interest of the bonds. Bonds have been issued in previous fiscal years for street projects in TIRZ #3, including design, easement, and construction costs for widening and improving portions of League Line Road, Longmire Road, Ed Kharbat Drive, Crighton Road, and Gladstell Road.

A transfer is also made from the Conroe Industrial Development Corporation (CIDC) Fund. This transfer will cover the principal and interest costs for bonds (years 2008 & prior) that were issued to make improvements in the park system. The CIDC Fund is made up of revenues from a ½ cent sales tax for economic development. These capital items qualify as permissible projects for this particular sales tax.

Major General Government CIP projects slated for construction in FY 16-17 include: Streets Projects – Wilson Road East widening, Grace Crossing extension, Longmire Road widening (Phase 2B & 3), M.P. Clark Road, Milltown Area, Holly Hills, Robinwood subdivision street rehabilitation, SH 105 underground utilities, and sidewalks along League Line Road and Plantation Drive; Facility Projects – Fire Station #7, Fire Department Training Facility, Dean Towery Service Center Upgrades and a new Sign Maintenance Building; Parks Projects – Land Acquisition, Dr. Martin Luther King, Jr. Park improvements, Carl Barton, Jr. Park Improvements and Aquatic Center Play Unit; and various traffic signal improvements throughout the city.

Water and Sewer Debt Service Fund

We have outstanding bond series that were issued with a pledge to repay bondholders from water and sewer revenues. The payments on those bonds are accounted for in the Water and Sewer Debt Service Fund. Its main revenue source is an annual transfer of money from the Water and Sewer Operating Fund. Major Water & Sewer CIP projects slated for construction in FY 16-17 include: Robinwood Subdivision Water Well Replacement (Catahoula); Plant No. 19 1-Million Gallon Tank and Pump Station; Wastewater Treatment Plant Outfall Relocation and Odor Control, Sewer Line – SH 242 and FM 1488, Sewer Rehabilitation – SH 105/IH-45 Sewer Rehab (Phase 2).

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

Conroe Industrial Development Corporation Fund

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

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

The CIDC pays principal and interest costs for debt that was issued prior to 2009 to benefit the park system. The CIDC contracted with the City to design and construct those improvements. The CIDC also offers incentives to companies that will expand in or relocate to Conroe. A list of previously approved incentives can be found in the CIDC General Fund section of this budget.

The CIDC also manages and sells property in the Conroe Park North Industrial Park and Deison Technology Park. The CIDC issued debt to design and construct both parks, which are designed to attract businesses to Conroe. Each park is important to the economic growth and development of the city and its residents.

Vehicle and Equipment Replacement Fund

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

The Vehicle and Equipment Replacement Fund covers general government-type activities (GTA) vehicles and equipment. Contributions are made from the General, Conroe Tower, and Fleet Services Funds to pay for the FY 16-17 replacements, as well as for those to occur in the future. The total contribution from the General Fund is \$2,818,088. Of the total, \$970,000 is for Fire department vehicle replacements, and \$1,848,088 is for all other vehicles. Due to budget constraints, this budget funds only the Fire Department replacements (\$970,000), Police department lease vehicles (\$179,400), and transit vehicles (\$20,924). The City will utilize fund balance to purchase vehicles and equipment in FY 16-17, and the future funding will be increased as revenues improve.

Water and Sewer Vehicle and Equipment Replacement Fund

The Water and Sewer Vehicle and Equipment Replacement Fund accounts for the funding of replacement vehicles and equipment for the City's water & sewer utility system. Contributions are made from the Water and Sewer Operating Fund to pay for the FY 16-17 replacements, as well as for those that will occur in the future.

Hotel Occupancy Tax (HOT) Fund

The City of Conroe levies a 7% hotel occupancy tax, which by law must be used to promote the tourism and convention industry. The City has an agreement with Montgomery County in which it remits 2/7 of the tax to the County to help fund the Lone Star Convention Center. The City retains the remaining proceeds in the HOT Fund. In FY 09-10, the City established the HOT Fund, which is used to track these revenues and expenditures. The HOT Fund expenses include the Convention and Visitors Bureau (CVB). Major initiatives for FY 16-17 include additional funding for marketing billboards, HOT collection services, broadcast radio event marketing, and promotional items.

Community Development Block Grant Entitlement Fund

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

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

Transportation Grants Funds

The Transportation Grants Fund was established to account for state and federal grant awards for Conroe's public transit program. This fund is being phased-out, and the City will account for grant awards with individual special revenue funds for each grant. The City's local match is accounted for in the Transportation division within the General Fund. In FY 16-17, the budget includes the FY16 State

Public Transportation Appropriations Grant Fund. A portion of the fixed route and ADA bus service will be paid for out of this fund.

Conroe Tower Fund

The Conroe Tower Fund accounts for the rental income and expenses of operating the Conroe Tower. Approximately 15,000 square feet of excess space in the Tower is leased to private businesses. The fund also receives transfers from the General Fund and the Water and Sewer Operating Fund in lieu of rent payments. This division received additional funding for janitorial services, property tax, security maintenance, three defibrillators, A/V equipment and replacement tables in the banquet room.

Fleet Services Fund

The Fleet Services Fund provides for an internal “garage” to service the City’s fleet. Fleet Services manages the service and maintenance of the City’s fleet, as well as implements interlocal agreements with other governmental entities to service their vehicles. Fleet Services staff, all of whom are ASE Certified, perform vehicle and equipment repairs and maintenance. Since 2007, Fleet Services has consistently received the “Blue Seal of Excellence” from the ASE and has been in the top 100 Best Fleets for North America. Fleet Services received additional funding for parts, sublet labor, and replacing the car wash at the Service Center.

Self-Funded Insurance Fund

The City’s Self-Funded Insurance Fund (SFIF) is anticipated to end FY 15-16 with a loss ratio over 100%, which means that claims will exceed premium and re-insurance income. For FY 15-16, the City increased the contribution rate for the employer from \$8,580 to \$10,195 per full-time employee. For FY 16-17, the contribution will increase to \$11,520. The City anticipates some employee premiums to increase as well. The deficit in this fund will require substantial increases in contributions and/or cost cutting that may be phased in over several years.

Municipal Court Fee Funds

In FY 16-17, the City established separate funds to account for municipal court fees. These fees are paid at the time an individual pays a fine for a Class C misdemeanor case. These cases are for traffic, non-traffic, City of Conroe ordinances, and juvenile school violations that occur within the Conroe city limits. The separate funds are: Municipal Court Technology Fund, Municipal Court Building Security Fund, Municipal Court Juvenile Case Manager Fund, Municipal Court Efficiency Fee Fund, and Municipal Court Truancy Prevention Fund. Revenues restricted to these funds total \$147,937, and they can only be spent on purposes specifically authorized by State law.

PERSONNEL ISSUES

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

All other employees are part of a classification system that attempts to establish a pay structure that maintains equity within the organization (equal pay for equal work). The minimum and maximum Grade

Pay Ranges for Non-Civil Service compensation will increase by 2% effective October 1, 2016. This budget includes funding for up-to a 3.5% merit-based pay adjustment resulting from an employee's evaluation (effective with the employee's anniversary date). Non-Civil Service employees at the top of the pay grade will receive a lump sum payment.

RESERVES

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

This budget projects that the General Fund will have a year-end surplus on September 30, 2017, of \$20,981,622, which is equivalent to 111.5 days of operating expenditures (also stated as a 30.6% reserve). This amount exceeds the threshold of 90 days established in the City's Financial Management Policy and is considered more than adequate by our auditors and our financial advisor.

The Water and Sewer Operating Fund reserve is estimated at \$14,849,791, which is 156.6 days of operating expenditures, or 42.9%. This amount exceeds the threshold of 90 days (60 day reserve plus 30 day budget contingency) established in the City's Financial Management Policy and is also considered more than adequate by our auditors and our financial advisor.

The City's other operating funds' reserve amounts can be seen in the summary schedule entitled "FY 16-17 Projected Fund Balances."

SUMMARY

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

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

Respectfully submitted,

Toby Powell

Toby Powell
Mayor

Conroe Strategic Plan - 2016

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

Mission

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

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

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

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

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

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

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

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

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

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

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

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

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

Strategy 1.7 - Support visitor attractions events and festivals.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Strategic Issue 7: (Governance/financial) Information Technology

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

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

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

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

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

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

Strategy 8.2 - Develop a strategy to reduce homeless population.

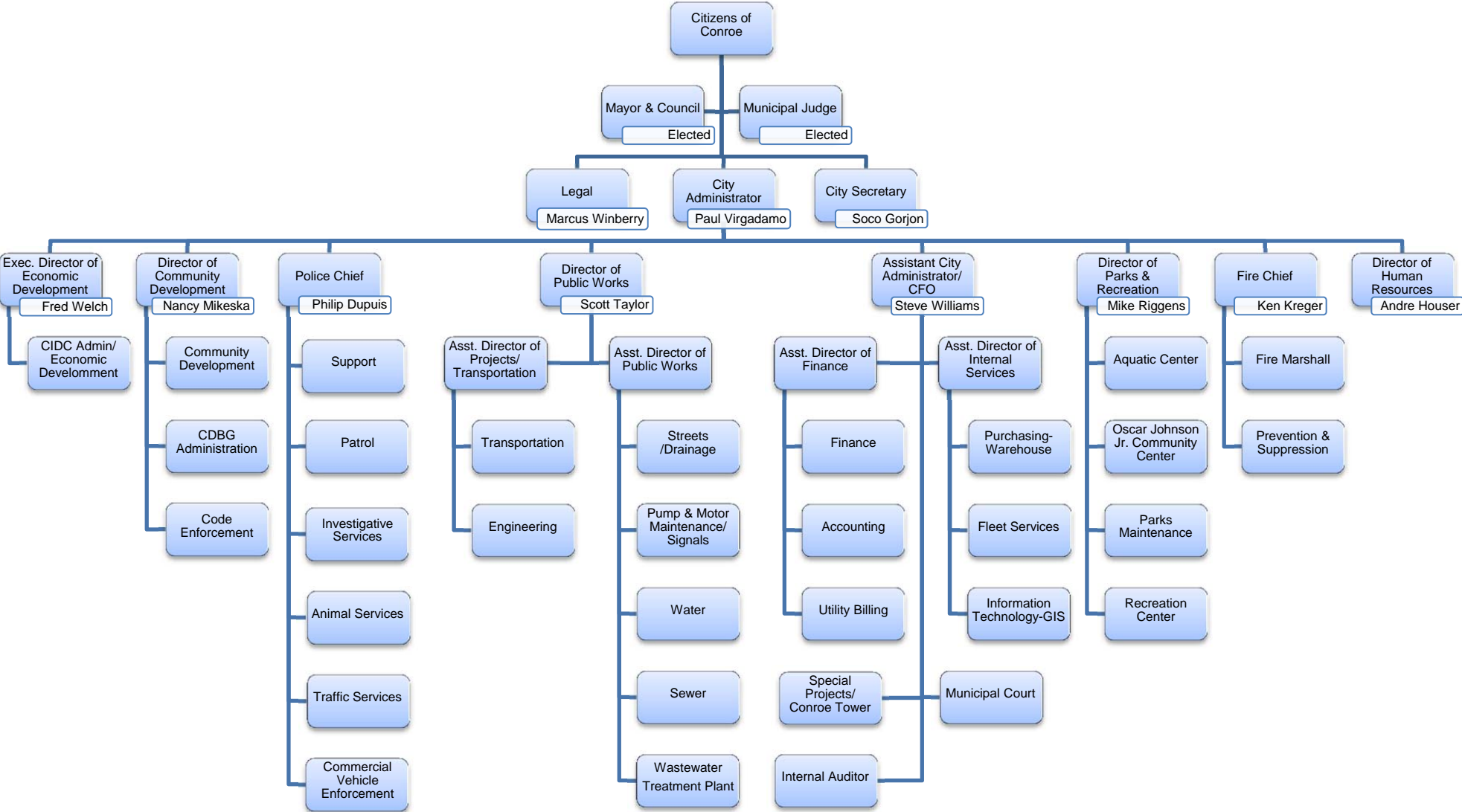
Strategic Issue 9: (Public Safety) There is a need to establish a stand-alone City of Conroe Emergency Operations Center. (in progress)

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

Secondary Strategic Issues

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

City of Conroe, Texas Organization Chart



READER'S GUIDE

History of the City of Conroe

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

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

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

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

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

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

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

Location

The City of Conroe is located in Montgomery County, one of the fastest growing counties in Texas. Conroe, population 71,879, 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 71.3 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 69 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 67 inches.

Lifestyle of Residents

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

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

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

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

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

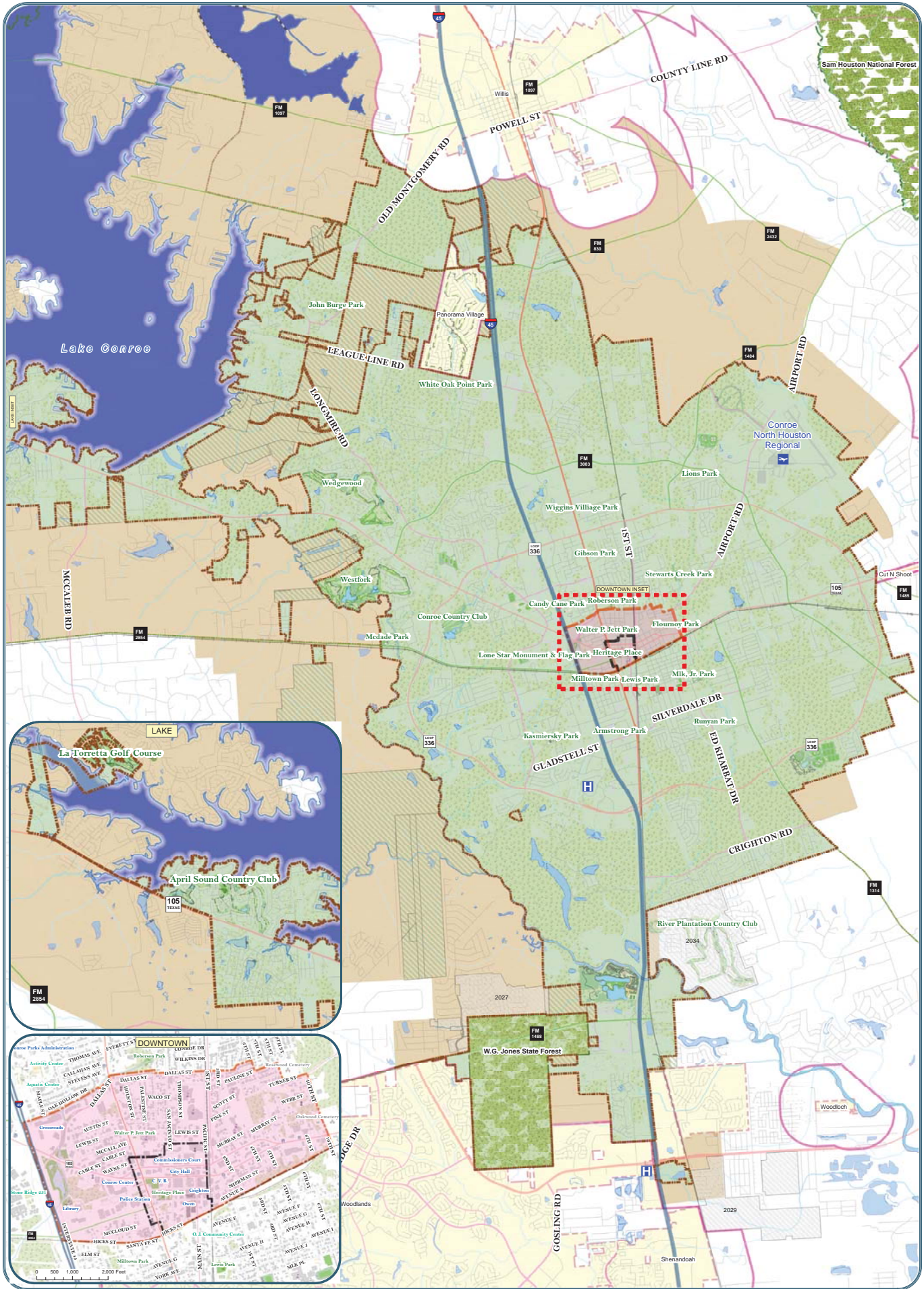
Education

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

Conroe is served by the Conroe Independent School District (CISD). CISD encompasses 60 schools, more than 2,700 teachers with a growing number of students expected to pass 58,000 for the upcoming school year.

Infrastructure and Utilities

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



CITY LIMITS THROUGH APRIL 2016
CITY OF CONROE, TEXAS
 LAND AREA: 71.3 sq.mi. CITY 2010 POPULATION ESTIMATE: 71,879



CITY OF CONROE, TEXAS
 WWW.CITYOFCONROE.ORG



GUIDE TO USING THE FY 2016-2017 ANNUAL BUDGET

The City of Conroe's FY 2016-2017 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 2016-2017 Annual Budget" section has been added to assist readers with using this document. The FY 2016-2017 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 2016-2017. It also includes a "Fund-by-Fund" synopsis of expenditures for the General Fund, Water & Sewer Operating Fund, and Debt Service Funds. The "Fund-by-Fund" analysis allows one to get a general feel for overall changes, and provides information that assists in assessing significant changes between years. The City of Conroe has 47 departments. There are 26 departments that fall within the General Fund, 7 departments in the Water & Sewer Operating Fund, 3 departments in the Debt Service Funds, and 11 departments in the Other Funds section of the budget.

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

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

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

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

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

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

OVERVIEW OF THE BUDGET PROCESS

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

DEFINITION AND AUTHORITY

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

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

BUDGET PREPARATION PROCESS

The City Administrator's Office, the Management Team, and the Finance & Administration Department performed the function of preparing and analyzing the FY 2016-2017 budget. The process of developing and preparing the Annual Budget of the City begins during February of each year, at which time an initial operating and capital budget kickoff meeting is held with all department heads and administrative budget staff. The purpose of this meeting is to distribute and review the budget preparation schedule and departmental budget request forms and accompanying instructions. During the kickoff meeting, the Assistant City Administrator/CFO distributes and reviews the budget calendar, budget preparation manual, department budget request forms, and accompanying instructions. The Assistant City Administrator/CFO also introduces members of the Finance Department who serve as the Budget Team. The Budget Team provides assistance to departments as they complete their budget submittals.

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

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

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

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

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

According to the City's Charter:

Section 9.06 Notice of Public Hearing on Budget.

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

Section 9.07 Public Hearing on Budget.

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

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

Section 9.05 Budget as Public Record.

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

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

According to:

Section 9.09 Vote Required for Adoption.

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

Section 9.10 Date of Final Adoption.

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

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

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

MULTI-YEAR FINANCIAL PLAN

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

BUDGET AMENDMENT PROCESS

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

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

In addition, the following conditions must be met:

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

BUDGETARY CONTROL

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

FY 2016-2017

Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
February		
February 5, 2016	Finalize the Budget Preparation Manual	A.D. of Finance, Finance Manager, Accountant
February 9, 2016	Operating & Capital Budget Kickoff Orientation & Overview: - Provide explanations and instructions for preparing the FY 16-17 budget submissions - Distribute and discuss Budget Preparation Manual - Location: City Council Chambers - Time: 9:00 - 10:30 a.m. Budget Training - McLainDSS Location: EOC Time: 2:00 - 3:30 p.m.	City Administrator, ACA/CFO A.D. of Finance, Management Team, all other personnel involved in budget preparation ACA/CFO, A.D. of Finance all personnel involved in budget preparation (if necessary)
February 10 - March 11, 2016	Meet individually with all departments and provide assistance in preparing their budget(s), if needed	ACA/CFO, Finance Department staff, department personnel
March		
TBD	Vehicle & Equipment Replacement Fund (VERF) Committee meeting	VERF Committee, Finance Manager
March 18, 2016	Operating & CIP Budget submissions due to Finance	Department heads, designated staff
March 21 - April 1, 2016	Technical Reviews of Operating Budget submissions	Budget Team Leaders
April		
April 5, 2016	Send City Council the FY 16-17 Budget Preparation Calendar	Finance Manager
April 4 - April 15, 2016	Technical Reviews of CIP Budget submissions	CIP Project Managers
April 20 - April 28, 2016	Operating Budget Submittal Meetings with the City Administrator	City Administrator, ACA/CFO, A.D. of Finance, Finance Manager, Department Staff
May		
May 4 - 5, 2016	Operating Budget Meetings with City Administrator	City Administrator, ACA/CFO A.D. of Finance, Finance Manager
May 12, 2016	CIP Budget Meetings with City Administrator	City Administrator, ACA/CFO, A.D. of Finance, Finance Manager, CIP Project Managers
May 16, 2016	Preliminary Appraisal Roll due from Montgomery Central Appraisal District (MCAD)	Chief Appraiser

FY 2016-2017

Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
June		
June 7, 2016	Budget Meetings with City Administrator	City Administrator, ACA/CFO, A.D. of Finance, Finance Manager
June 9, 2016	Distribute CIDC Proposed Budget to the CIDC Board and the GCEDC	Finance Manager
June 17, 2016	Submit Preliminary 2016 Tax Rate Calculation Data to Montgomery County Tax Office	Finance Manager
June 16, 2016	CIDC Board Review of CIDC Proposed Budget Location: City Council Chambers Time: 4:00 p.m.	CIDC Board, City Administrator, CIDC ED, ACA/CFO, A.D. of Finance
June 28, 2016	Meet to Discuss Proposed Budget with Mayor Location: 3rd Floor Conference Room Time: 2:00 p.m. - 5:00 p.m.	Mayor, City Administrator, ACA/CFO, A.D. of Finance, Finance Manager
July		
July 11, 2016	Submit Final 2016 Tax Rate Calculation Data to Montgomery County Tax Office	Finance Manager
July 6-12, 2016	Meetings to Discuss Proposed Budget with Council Members	Council Member, City Administrator, ACA/CFO, A.D. of Finance, Finance Manager
July 14, 2016	Vote to schedule a Public Hearing on the Budget on August 11, 2016 (Charter Requirement, 9.06; L.G.C. 102.006(c)) Location: Council Chambers Time: 6:00 p.m.	City Council
July 21, 2016	Proposed Budget submitted to the City Council and placed on file with the City Secretary (Charter Requirement, 9.02; L.G.C. 102.005(a))	Mayor, City Administrator, ACA/CFO
	Proposed Budget posted on the City website (L.G.C. 102.005(c))	Finance Manager, Accountant
July 21-22, 2016	Council Retreat Location: City EOC Time: 7:30 a.m.	City Council, City Administrator Management Team, A.D. of Finance, Finance Manager
July 25, 2016	Chief Appraiser certifies the appraisal roll	Chief Appraiser
July 27, 2016	Calculate the Effective & Roll Back tax rates	Montgomery County Tax Assessor/Collector, Finance Manager
July 27, 2016	Council Budget Workshop (if needed) Location: Council Chambers Time: 11:00 a.m. - 2:00 p.m.	City Council, City Administrator Management Team, A.D. of Finance, Finance Manager
July 28, 2016	Council CIP Workshop (if needed) Location: Council Chambers Time: 1:00 p.m. - 5:00 p.m.	City Council, City Administrator Management Team, A.D. of Finance, Finance Manager

FY 2016-2017

Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
July 29, 2016	Publish "Notice of Public Hearing on Budget." May not be published earlier than 30 days or later than 10 days before the date of the hearing. (Charter Requirement, 9.06; L.G.C.. 102.0065(b))	Finance Manager (take to newspaper by July 28)
August		
August 1, 2016	Submission of the Effective and Rollback Tax Rates to the City Council (T.C. 26.04(e))	City Council, Tax Assessor/ Collector, ACA/CFO
	Special City Council Meeting Location: Council Chambers Time: 9:30 a.m.	
	Vote to consider a tax increase (if needed) and to schedule two Public Hearings on Proposed Tax Rate on August 10, 2016, and August 17, 2016 Location: Council Chambers Time: 9:30 a.m.	City Council, ACA/CFO
	Submission of the Certified Collection Rate (T.C. 26.04(b)) Location: Council Chambers Time: 9:30 a.m.	City Council, ACA/CFO
	Provide Tax Assessor/Collector with the City Council vote on the proposed tax rate and public hearings for their office to prepare and publish the simplified notice, "Notice of Property Tax Rates"	Finance Manager
August 3, 2016	Publish "Notice of Property Tax Rates" by this date (1st quarter-page notice to be published at least three days in advance of the 1st hearing Aug. 10, 2016). (L.G.C. 140.010(b))	Tax Assessor/Collector
August 10, 2016	1st Public Hearing on Proposed Tax Rate (if needed) Location: Council Chambers Time: 2:00 p.m.	City Council
August 11, 2016	Public Hearing on the Budget. Hearing must be held at least 15 days after the budget is filed with the City Secretary, but before the City makes its Tax Levy. (L.G.C. 102.006(b)) Location: Council Chambers Time: 6:00 p.m.	City Council
	Following the Public Hearing, take action to delay the adoption of the budget until August 25, 2016 (L.G.C. 102.007(a)) Location: Council Chambers Time: 6:00 p.m.	City Council
August 17, 2016	2nd Public Hearing on Proposed Tax Rate (if needed). Hearing must be held between 7 and 14 days from the 1st Public Hearing on Proposed Tax Rate. Adoption must be set between 3 to 14 days from this date. (T.C. 26.06(e)) Special City Council Meeting Location: Council Chambers Time: 9:30 a.m.	City Council

FY 2016-2017

Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
August 25, 2016	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 16-17 Annual Budget Location: Council Chambers Time: 9:30 a.m.	City Council
	Council Adopts the FY 16-17 Annual Tax Rate Location: Council Chambers Time: 9:30 a.m.	City Council
	Council Adopts the Capital Improvement Program Location: Council Chambers Time: 9:30 a.m.	City Council
August 26, 2016	Provide Tax Assessor/Collector with the City Council Order and Resolution setting the Ad Valorem Tax Rate	Finance Manager
	Post the Adopted Tax Rate Statement on the City Website	Finance Manager, Accountant
September		
September 1, 2016	Budget and Tax Rate must be adopted no later than this date or the 30th day after receipt of the certified appraisal roll from the Montgomery County Tax Assessor/Collector	City Council
September 8, 2016	Initialize Adopted Budget into Incode (the City's financial system)	Accounting Manager
October		
October 1, 2016	Fiscal Year begins	
October 13, 2016	Distribute the "Budget-In-Brief" document	A.D. of Finance, Finance Manager, Accountant
October 31, 2016	Print Adopted Budget	Finance Manager, Accountant
	Adopted Budget posted on City Website (L.G.C. 102.008)	Finance Manager, Accountant
November		
November 23, 2016	Adopted Budget to GFOA by this date; 90 days after adoption	A.D. of Finance, Finance Manager, Accountant

CERTIFICATE FOR ORDINANCE

I.

On the 25th day of August, 2016, the City Council of the City of Conroe, Texas, consisting of the following qualified members, to-wit: **Toby Powell, Mayor; Mayor Pro Tem Duke Coon; Council Members Gil Snider, Guy Martin, Duane Ham, and Seth Gibson**, did convene in public session in the Council Chamber of the City Hall at 300 West Davis in Conroe, Texas. The roll being first called, a quorum was established, all members being present. 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. 2332-16

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 2016 AT A RATE OF \$0.41750 PER ONE HUNDRED DOLLARS (\$100.00) VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF CONROE AS OF JANUARY 1, 2016, SPECIFYING SEPARATE COMPONENTS OF SUCH RATE FOR OPERATIONS AND MAINTENANCE AND FOR DEBT SERVICE; LEVYING AN AD VALOREM TAX FOR THE YEAR 2016; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; PROVIDING FOR COLLECTION AND ORDAINING OTHER RELATED MATTERS.

III.

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

IV.

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

SIGNED AND SEALED this 25th day of August, 2016.



SOCO M. GORJON, City Secretary

ORDINANCE NO. 2332-16

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 2016 AT A RATE OF \$0.4175 PER ONE HUNDRED DOLLARS (\$100.00) VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF CONROE AS OF JANUARY 1, 2016, SPECIFYING SEPARATE COMPONENTS OF SUCH RATE FOR OPERATIONS AND MAINTENANCE AND FOR DEBT SERVICE; LEVYING AN AD VALOREM TAX FOR THE YEAR 2016; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; PROVIDING FOR COLLECTION AND ORDAINING OTHER RELATED MATTERS.

* * * * *

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

Section 1. That an ad valorem tax rate of \$0.4175 per one hundred dollars (\$100.00) assessed valuation is hereby adopted for the 2016 calendar year, such rate consisting of the following specified components:

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

Section 2. That an ad valorem tax for the 2016 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, 2017, and if then not paid, shall be subject to penalties and interest in the manner provided by law.

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

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

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

Section 7. That THE TAX RATE WILL EFFECTIVELY BE RAISED BY 7.38 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$17.50.

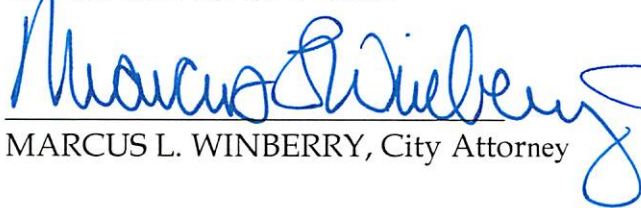
Section 8. That this ordinance shall take effect immediately of and from the date of adoption.

PASSED AND APPROVED this 25th day of August, 2016.


TOBY POWELL, Mayor

APPROVED AS TO FORM:

ATTEST:


MARCUS L. WINBERRY, City Attorney


SOCO M. GORJON, City Secretary

CERTIFICATE FOR ORDINANCE

I.

On the 25th of August, 2016, the City Council of the City of Conroe, Texas consisting of the following qualified members, to-wit: **Toby Powell, Mayor; Mayor Pro Tem Duke Coon; Council Members Gil Snider, Guy Martin, Duane Ham, and Seth Gibson**, did convene in public session in the Council Chambers of the City Hall at 300 West Davis in Conroe, Texas. The roll being first called, a quorum was established, all members being present. 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. 2331-16

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, ADOPTING A MUNICIPAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017; APPROPRIATING FUNDS IN ACCORDANCE WITH THE BUDGET; PROVIDING FOR EFFECTIVE DATE AND ORDAINING OTHER RELATED MATTERS.

III.

Upon motion of Council Member Gibson, seconded by Mayor Pro Tem Coon, all members present voted for adoption of the Ordinance. 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, 2016.


SOCO M. GORJON, City Secretary

ORDINANCE NO. 2331-16

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, ADOPTING A MUNICIPAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017; 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, 2016, and ending September 30, 2017; 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, 2016 and ending September 30, 2017.

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	\$68,668,158
Water/Sewer Operating Fund	34,603,350
General Obligation Debt Service Fund	14,468,136
Water/Sewer Debt Service	8,657,605
CIDC Debt Service Fund	2,520,816
CIDC Revenue Clearing Fund	10,505,062
CIDC General Fund	3,668,333
Hotel Occupancy Tax Fund	884,699
CDBG Entitlement Fund	624,634
Conroe Tower Fund	538,590
Vehicle & Equipment Fund	1,595,400
Water & Sewer Vehicle & Equipment Fund	327,375
Oscar Johnson, Jr. Comm. Center Fund	1,186,189
Transportation Grants	89,219
Fleet Services Fund	1,734,467
Self Funded Insurance Fund	10,801,981
Municipal Court Special Revenue Funds	141,117
Total Expenditures	\$161,015,131
Contingent Appropriation (3%)	4,830,454
TOTAL APPROPRIATION	\$165,845,585

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

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

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

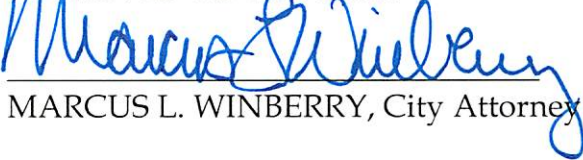
Section 6. That this ordinance shall be effective immediately of and from adoption.

PASSED AND APPROVED this the 25th day of August, 2016.



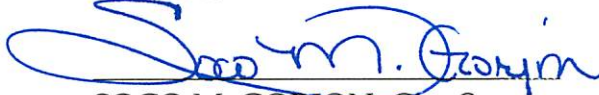
TOBY POWELL, Mayor

APPROVED AS TO FORM:



MARCUS L. WINBERRY, City Attorney

ATTEST:



SOCO M. GORJON, City Secretary



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FY 16-17 Projected Budget Summary

Revenues	FY 14-15 Actual	FY 15-16 Budget	FY 15-16 Estimated	FY 16-17 Proposed
General Fund	\$ 61,848,127	\$ 65,391,653	\$ 65,500,348	\$ 68,448,847
Water/Sewer Operating Fund	31,537,087	32,154,802	34,187,233	35,374,600
Water/Sewer Construction Fund	-	-	-	-
General Obligation Debt Serv Fund	44,978,717	12,396,480	12,444,073	12,503,118
Water/Sewer Debt Service	6,262,089	7,709,080	7,455,822	8,657,605
CIDC Debt Service Fund	6,869,125	17,665,570	2,141,938	2,520,816
CIDC Revenue Clearing Fund	10,671,020	10,505,062	10,505,062	10,505,062
CIDC General Fund	6,611,242	8,038,961	9,931,945	8,022,837
Hotel Occupancy Tax Fund	1,239,140	1,187,631	1,112,729	1,106,026
CDBG Entitlement Fund	315,065	1,242,051	657,852	624,634
Conroe Tower Fund	545,697	464,992	481,673	465,590
Vehicle & Equipment Fund	1,788,586	963,491	1,149,553	1,185,389
Water/Sewer Vehicle & Equipment	951,322	330,655	594,902	301,717
OJJCC Fund	1,134,130	1,207,653	1,220,841	1,186,189
Transportation Grants	1,105,688	709,469	1,137,628	89,219
Fleet Services Fund	1,852,934	1,799,425	1,719,313	1,637,751
Self Funded Insurance Fund	6,912,135	8,123,702	7,969,123	8,983,239
Municipal Court Technology Fund	-	-	-	40,436
Municipal Court Building Security Fund	-	-	-	30,318
Municipal Court Juvenile Case Manager Fund	-	-	-	122,269
Municipal Court Efficiency Fee Fund	-	-	-	149,880
Municipal Court Truancy Prevention Fund	-	-	-	18,251

Total Revenues	\$ 184,622,104	\$ 169,890,677	\$ 158,210,035	\$ 161,973,793
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Expenditures	FY 14-15 Actual	FY 15-16 Budget	FY 15-16 Estimated	FY 16-17 Proposed
General Fund	\$ 64,484,681	\$ 67,819,767	\$ 66,723,689	\$ 68,668,158
Water/Sewer Operating Fund	31,063,651	32,717,236	32,546,050	34,603,350
Water/Sewer Construction Fund	-	-	-	-
General Obligation Debt Serv Fund	43,526,363	13,511,162	13,304,370	14,468,136
Water/Sewer Debt Service	6,494,098	7,709,080	7,455,822	8,657,605
CIDC Debt Service Fund	6,863,044	16,672,697	2,141,938	2,520,816
CIDC Revenue Clearing Fund	10,651,955	10,505,062	10,505,062	10,505,062
CIDC General Fund	11,664,118	5,776,265	5,743,829	3,668,333
Hotel Occupancy Tax Fund	814,144	942,393	804,012	884,699
CDBG Entitlement Fund	315,066	1,242,051	657,852	624,634
Conroe Tower Fund	539,786	525,752	542,433	538,590
Vehicle & Equipment Fund	2,347,432	1,557,594	1,557,594	1,595,400
Water/Sewer Vehicle & Equipment	209,530	931,635	949,233	327,375
OJJCC Fund	1,134,614	1,207,653	1,220,841	1,186,189
Transportation Grants	1,361,497	709,469	1,137,628	89,219
Fleet Services Fund	1,605,597	1,784,359	1,742,566	1,734,467
Self Funded Insurance Fund	7,827,530	9,262,904	8,817,998	10,801,981
Municipal Court Technology Fund	-	-	-	26,787
Municipal Court Building Security Fund	-	-	-	30,318
Municipal Court Juvenile Case Manager Fund	-	-	-	77,012
Municipal Court Efficiency Fee Fund	-	-	-	2,000
Municipal Court Truancy Prevention Fund	-	-	-	5,000

Total Expenditures	\$ 190,903,106	\$ 172,875,079	\$ 155,850,917	\$ 161,015,131
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FY 16-17 Projected Fund Balances

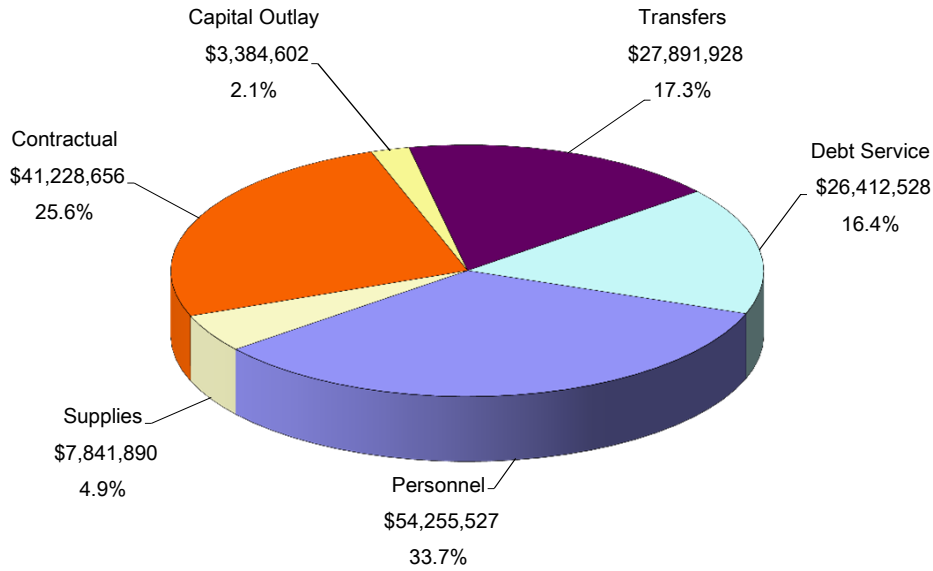
	Fund Balance/ Working Capital 10/1/2015	Estimated Revenues 2015-2016	Estimated Expenditures 2015-2016	New Fund Balance 9/30/2016	Proposed Revenues 2016-2017	Proposed Expenditures 2016-2017	Projected Fund Balance 9/30/2017	% Incr From 10/1/15 to 9/30/17
General Fund	\$ 22,424,274	\$ 65,500,348	\$ 66,723,689	\$ 21,200,933	\$ 68,448,847	\$ 68,668,158	\$ 20,981,622	-6.4%
Water/Sewer Operating Fund	12,437,358	34,187,233	32,546,050	14,078,541	35,374,600	34,603,350	14,849,791	19.4%
General Obligation Debt Service Fund	12,084,748	12,444,073	13,304,370	11,224,451	12,503,118	14,468,136	9,259,433	-23.4%
Water/Sewer Debt Service	-	7,455,822	7,455,822	-	8,657,605	8,657,605	-	N/A
CIDC Debt Service Fund	-	2,141,938	2,141,938	-	2,520,816	2,520,816	-	N/A
CIDC Revenue Clearing Fund	-	10,505,062	10,505,062	-	10,505,062	10,505,062	-	N/A
CIDC General Fund	12,841,390	9,931,945	5,743,829	13,670,120	8,022,837	3,668,333	18,024,624	40.4%
Hotel Occupancy Tax Fund	1,952,934	1,112,729	804,012	2,261,651	1,106,026	884,699	2,482,978	27.1%
CDBG Entitlement Fund	3,064	657,852	657,852	3,064	624,634	624,634	3,064	0.0%
Conroe Tower Fund	350,164	481,673	542,433	289,404	465,590	538,590	216,404	-38.2%
Vehicle & Equipment Fund	4,418,234	1,149,553	1,557,594	4,010,193	1,185,389	1,595,400	3,600,182	-18.5%
Water/Sewer Vehicle & Equipment	1,736,786	594,902	949,233	1,382,455	301,717	327,375	1,356,797	-21.9%
Oscar Johnson, Jr. Comm. Center Fund	-	1,220,841	1,220,841	-	1,186,189	1,186,189	-	N/A
Transportation Grants	-	1,137,628	1,137,628	-	89,219	89,219	-	N/A
Fleet Services Fund	373,571	1,719,313	1,742,566	350,318	1,637,751	1,734,467	253,602	-32.1%
Self Funded Insurance Fund	(425,370)	7,969,123	8,817,998	(1,274,245)	8,983,239	10,801,981	(3,092,987)	-627.1%
Municipal Court Technology Fund	-	-	-	-	40,436	26,787	13,649	N/A
Municipal Court Building Security Fund	-	-	-	-	30,318	30,318	-	N/A
Municipal Court Juvenile Case Manager Fund	-	-	-	-	122,269	77,012	45,257	N/A
Municipal Court Efficiency Fee Fund	-	-	-	-	149,880	2,000	147,880	N/A
Municipal Court Truancy Prevention Fund	-	-	-	-	18,251	5,000	13,251	N/A
TOTAL	\$ 68,197,153	\$ 158,210,035	\$ 155,850,917	\$ 67,196,885	\$ 161,973,793	\$ 161,015,131	\$ 68,155,547	-0.1%

Note:

The Projected Fund Balance in the CIDC General Fund as of September 30, 2016, is reduced by \$3,359,386 for Debt Service Reserve.

Consolidated Budget Summary

Expenditures by Object Code Category

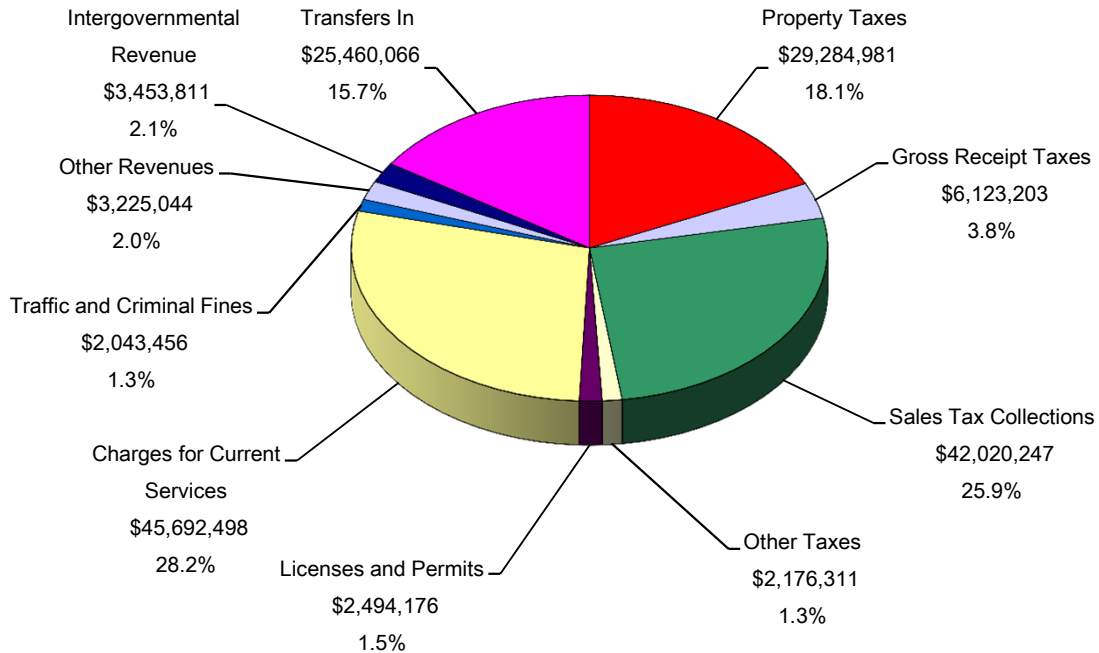


	Personnel	Supplies	Contractual	Capital Outlay	Transfers	Debt Service	Totals
Administration	\$ 465,376	\$ 8,409	\$ 62,180	\$ -	\$ -	\$ -	\$ 535,965
Mayor and Council	472,532	18,168	69,876	-	-	-	560,576
Transportation	114,430	21,900	429,249	-	20,924	-	586,503
Legal	487,024	4,000	125,534	-	-	-	616,558
Municipal Court	738,991	38,599	535,756	-	-	-	1,313,346
Finance	1,436,379	24,095	409,032	-	-	-	1,869,506
CDBG Administration	77,816	7,900	33,327	-	-	-	119,043
Purchasing-Warehouse	318,899	24,905	22,968	-	-	-	366,772
Information Technology	1,158,991	57,800	1,102,761	12,000	-	-	2,331,552
Human Resources	725,188	23,005	172,437	163,756	-	-	1,084,386
Police Administration	1,176,338	68,767	237,924	-	-	-	1,483,029
Police Support	1,152,086	107,581	187,540	-	-	-	1,447,207
Police Patrol	9,828,253	1,045,097	45,274	250,064	-	-	11,168,688
Police Investigative	3,450,124	190,874	45,062	-	-	-	3,686,060
Police Animal Services	143,292	18,800	478,573	-	-	-	640,665
Commercial Vehicle Enforcement	109,071	14,800	2,450	-	-	-	126,321
Fire	12,630,237	719,050	867,781	88,000	-	-	14,305,068
Parks Administration	581,923	12,500	212,231	-	-	-	806,654
Recreation Center	635,885	77,777	549,973	-	-	-	1,263,635
Aquatic Center	948,992	169,025	302,371	-	-	-	1,420,388
Parks Operations	697,014	221,317	885,282	8,000	-	-	1,811,613
Community Development	1,586,177	134,763	172,068	-	-	-	1,893,008
Drainage Maintenance	616,256	214,118	76,526	176,422	-	-	1,083,322
Streets	2,384,286	639,825	1,104,073	444,985	-	-	4,573,169
Signal Maintenance	348,344	245,100	449,779	-	-	-	1,043,223
Engineering	2,006,757	88,987	567,183	-	-	-	2,662,927
GF Non-Departmental	1,935,191	38,900	3,178,703	-	4,641,002	75,178	9,868,974
Utility Billing	653,681	183,975	139,168	14,000	-	-	990,824
Public Works	730,983	79,490	238,160	-	-	-	1,048,633
Water	990,446	966,532	1,892,000	-	-	-	3,848,978
Wastewater Treatment Plant	847,919	662,574	872,659	175,000	-	-	2,558,152
Sewer	1,028,779	438,559	222,081	235,000	-	-	1,924,419
Pump & Motor Maintenance	825,176	177,119	286,978	-	-	-	1,289,273
W/S Non-Departmental	330,630	36,000	10,630,304	-	11,378,402	567,735	22,943,071
Vehicle & Equipment Replacement	-	-	179,400	1,416,000	-	-	1,595,400
W/S Vehicle & Equipment Replace.	-	-	-	327,375	-	-	327,375
Debt Service	-	-	32,650	-	-	25,613,907	25,646,557
C.I.D.C.	545,393	17,900	2,015,236	-	11,594,866	-	14,173,395
Convention & Visitors Bureau (CVB)	350,081	20,350	514,268	-	-	-	884,699
CDBG Operations	-	-	344,000	-	124,926	155,708	624,634
Conroe Tower	79,200	67,645	375,492	14,000	2,253	-	538,590
OJ Community Center	913,291	77,881	195,017	-	-	-	1,186,189
Transit	-	-	89,219	-	-	-	89,219
Fleet Services	734,096	870,153	61,580	60,000	8,638	-	1,734,467
Self Funded Insurance	-	-	10,801,981	-	-	-	10,801,981
Municipal Court Fee Funds	-	7,650	12,550	-	120,917	-	141,117
TOTALS	\$ 54,255,527	\$ 7,841,890	\$ 41,228,656	\$ 3,384,602	\$ 27,891,928	\$ 26,412,528	\$ 161,015,131

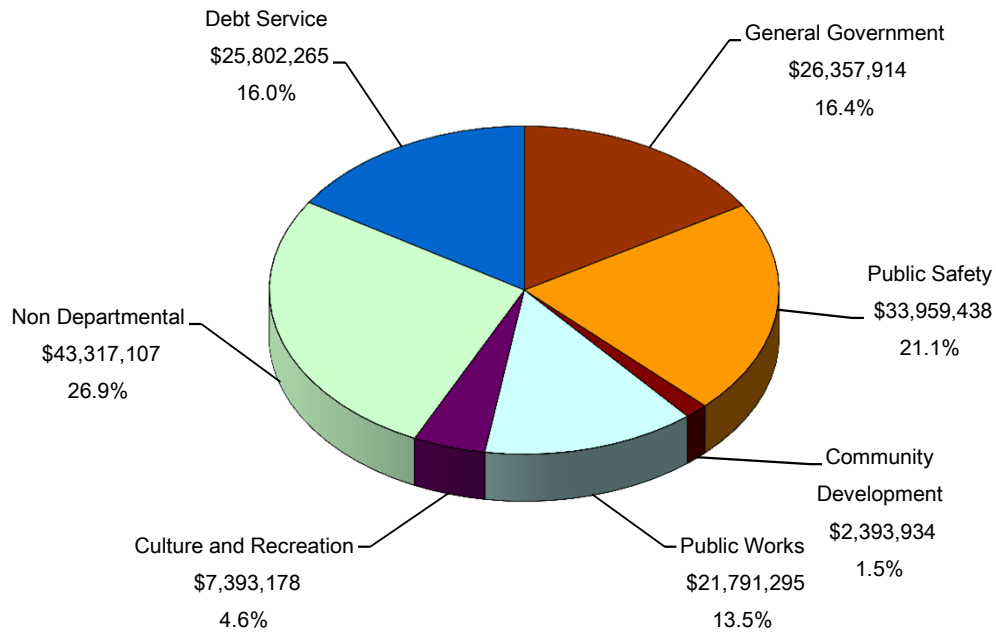
Consolidated Budget Summary by Fund Group

	General Fund	Enterprise Fund	Debt Service Funds	Other Funds	Grand Total
Revenues:					
Property Taxes	\$ 20,489,269	\$ -	\$ 8,795,712	\$ -	\$ 29,284,981
Gross Receipt Taxes	6,123,203	-	-	-	6,123,203
Sales Tax Collections	31,515,185	-	-	10,505,062	42,020,247
Other Taxes	1,070,285	-	-	1,106,026	2,176,311
Licenses and Permits	2,494,176	-	-	-	2,494,176
Charges for Current Services	769,794	34,301,714	-	10,620,990	45,692,498
Traffic and Criminal Fines	1,895,519	-	-	147,937	2,043,456
Other Revenues	1,790,646	342,491	110,932	980,975	3,225,044
Intergovernmental Revenue	2,054,927	183,842	-	1,215,042	3,453,811
Transfers In	245,843	546,553	14,774,895	9,892,775	25,460,066
Total Revenues	\$ 68,448,847	\$ 35,374,600	\$ 23,681,539	\$ 34,468,807	\$ 161,973,793
Beginning Fund Balances	\$ 21,200,933	\$ 14,078,541	\$ 11,224,451	\$ 20,692,960	\$ 67,196,885
Total Available Resources	\$ 89,649,780	\$ 49,453,141	\$ 34,905,990	\$ 55,161,767	\$ 229,170,678
Expenditures:					
General Government	\$ 9,384,207	\$ -	\$ -	\$ 16,973,707	\$ 26,357,914
Public Safety	32,857,038	-	-	1,102,400	33,959,438
Community Development	1,893,008	-	-	500,926	2,393,934
Public Works	9,362,641	11,660,279	-	768,375	21,791,295
Culture and Recreation	5,302,290	-	-	2,090,888	7,393,178
Non-Departmental	9,868,974	22,943,071	-	10,505,062	43,317,107
Debt Service:					
Principal	-	-	\$14,335,000	113,000	14,448,000
Interest	-	-	\$11,146,407	42,708	11,189,115
Administrative Fees	-	-	165,150	-	165,150
Total Expenditures	\$ 68,668,158	\$ 34,603,350	\$ 25,646,557	\$ 32,097,066	\$ 161,015,131
Ending Fund Balances	\$ 20,981,622	\$ 14,849,791	\$ 9,259,433	\$ 23,064,701	\$ 68,155,547
Total Fund Commitments/ Fund Balance	\$ 89,649,780	\$ 49,453,141	\$ 34,905,990	\$ 55,161,767	\$ 229,170,678

Consolidated Summary of Revenues by Source



Consolidated Summary of Expenditures by Function



FY 16-17 Projected Budget Summary By Category - Major Funds

	General Fund				Water & Sewer Operating Fund			
	FY 14-15 Actual	FY 15-16 Budget	FY 15-16 Estimated	FY 16-17 Proposed	FY 14-15 Actual	FY 15-16 Budget	FY 15-16 Estimated	FY 16-17 Proposed
Revenues								
Property Taxes	\$ 11,913,915	\$ 17,084,854	\$ 17,120,059	\$ 20,489,269	\$ -	\$ -	\$ -	\$ -
Gross Receipt Taxes	5,794,059	6,317,740	6,179,722	6,123,203	-	-	-	-
Sales Tax Collections	32,013,058	31,515,185	31,515,185	31,515,185	-	-	-	-
Other Taxes	864,304	986,618	971,061	1,070,285	-	-	-	-
Licenses and Permits	3,336,633	2,724,008	2,494,176	2,494,176	-	-	-	-
Charges for Current Services	1,293,842	864,479	922,047	769,794	29,744,492	30,945,178	33,043,621	34,301,714
Traffic and Criminal Fines	2,595,380	2,163,300	2,043,456	1,895,519	-	-	-	-
Other Revenues	1,887,692	1,517,657	1,869,115	1,790,646	357,616	312,003	358,197	342,491
Intergovernmental Revenue	2,024,025	2,107,263	2,274,978	2,054,927	289,015	390,522	278,316	183,842
Transfers In	125,219	110,549	110,549	245,843	1,145,964	507,099	507,099	546,553
Total Revenues	\$ 61,848,127	\$ 65,391,653	\$ 65,500,348	\$ 68,448,847	\$ 31,537,087	\$ 32,154,802	\$ 34,187,233	\$ 35,374,600
Expenditures								
Personnel	\$ 40,088,022	\$ 44,651,526	\$ 43,303,155	\$ 46,225,852	\$ 5,114,373	\$ 5,370,480	\$ 5,141,894	\$ 5,407,614
Supplies	5,972,354	4,562,071	4,852,747	4,236,062	2,611,734	2,502,959	2,718,464	2,544,249
Contractual	12,046,023	11,848,188	12,100,328	12,325,913	12,905,074	14,504,694	14,587,880	14,281,350
Capital Outlay	2,608,693	2,848,111	2,853,279	1,143,227	573,739	693,653	726,044	424,000
Transfers	3,694,411	3,834,693	3,539,002	4,661,926	9,290,996	9,077,715	8,804,033	11,378,402
Debt Service	75,178	75,178	75,178	75,178	567,735	567,735	567,735	567,735
Total Expenditures	\$ 64,484,681	\$ 67,819,767	\$ 66,723,689	\$ 68,668,158	\$ 31,063,651	\$ 32,717,236	\$ 32,546,050	\$ 34,603,350

Notes:

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

FY 16-17 Projected Budget Summary By Category - Other Funds

	Other Funds				Total All Funds			
	FY 14-15 Actual	FY 15-16 Budget	FY 15-16 Estimated	FY 16-17 Proposed	FY 14-15 Actual	FY 15-16 Budget	FY 15-16 Estimated	FY 16-17 Proposed
Revenues								
Property Taxes	\$ 8,068,668	\$ 9,020,202	\$ 9,032,197	\$ 8,795,712	\$ 19,982,583	\$ 26,105,056	\$ 26,152,256	\$ 29,284,981
Gross Receipt Taxes	-	-	-	-	5,794,059	6,317,740	6,179,722	6,123,203
Sales Tax Collections	10,671,020	10,505,062	10,505,062	10,505,062	42,684,078	42,020,247	42,020,247	42,020,247
Other Taxes	1,237,266	1,187,631	1,106,026	1,106,026	2,101,570	2,174,249	2,077,087	2,176,311
Licenses and Permits	-	-	-	-	3,336,633	2,724,008	2,494,176	2,494,176
Charges for Current Services	8,340,303	9,923,127	9,687,930	10,620,990	39,378,637	41,732,784	43,653,598	45,692,498
Traffic and Criminal Fines	-	-	-	147,937	2,595,380	2,163,300	2,043,456	2,043,456
Other Revenues	34,875,406	14,745,191	2,457,272	1,091,907	37,120,714	16,574,851	4,684,584	3,225,044
Intergovernmental Revenue	1,638,574	2,595,775	2,365,606	1,215,042	3,951,614	5,093,560	4,918,900	3,453,811
Transfers In	26,405,653	24,367,234	23,368,361	24,667,670	27,676,836	24,984,882	23,986,009	25,460,066
Total Revenues	\$ 91,236,890	\$ 72,344,222	\$ 58,522,454	\$ 58,150,346	\$ 184,622,104	\$ 169,890,677	\$ 158,210,035	\$ 161,973,793
Expenditures								
Personnel	\$ 2,491,657	\$ 2,532,641	\$ 2,532,521	\$ 2,622,061	\$ 47,694,052	\$ 52,554,647	\$ 50,977,570	\$ 54,255,527
Supplies	1,066,239	1,252,280	1,190,509	1,061,579	9,650,327	8,317,310	8,761,720	7,841,890
Contractual	11,646,720	15,944,731	15,225,444	14,621,393	36,597,817	42,297,613	41,913,652	41,228,656
Capital Outlay	3,467,630	2,809,108	2,845,790	1,817,375	6,650,062	6,350,872	6,425,113	3,384,602
Transfers	19,665,330	11,773,319	11,769,926	11,851,600	32,650,737	24,685,727	24,112,961	27,891,928
Debt Service	57,017,198	38,025,997	23,016,988	25,769,615	57,660,111	38,668,910	23,659,901	26,412,528
Total Expenditures	\$ 95,354,774	\$ 72,338,076	\$ 56,581,178	\$ 57,743,623	\$ 190,903,106	\$ 172,875,079	\$ 155,850,917	\$ 161,015,131

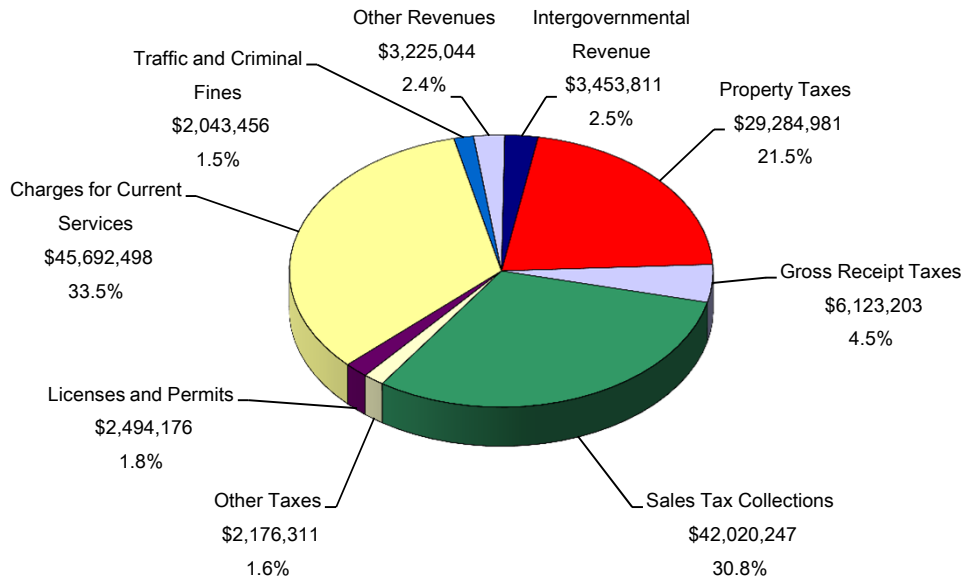
Notes:

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

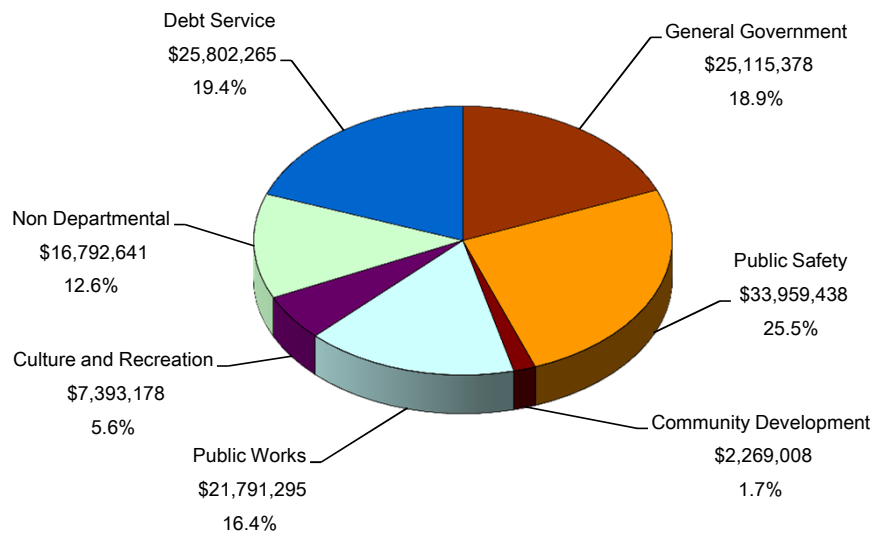
**Consolidated Budget Summary
by Fund Group
(Net of Interfund Transfers)**

	General Fund	Enterprise Funds	Debt Service Funds	Other Funds	Grand Total
Revenues:					
Property Taxes	\$ 20,489,269	\$ -	\$ 8,795,712	\$ -	\$ 29,284,981
Gross Receipt Taxes	6,123,203	-	-	-	6,123,203
Sales Tax Collections	31,515,185	-	-	10,505,062	42,020,247
Other Taxes	1,070,285	-	-	1,106,026	2,176,311
Licenses and Permits	2,494,176	-	-	-	2,494,176
Charges for Current Services	769,794	34,301,714	-	10,620,990	45,692,498
Traffic and Criminal Fines	1,895,519	-	-	147,937	2,043,456
Other Revenues	1,790,646	342,491	110,932	980,975	3,225,044
Intergovernmental Revenue	2,054,927	183,842	-	1,215,042	3,453,811
Total Revenues	\$ 68,203,004	\$ 34,828,047	\$ 8,906,644	\$ 24,576,032	\$ 136,513,727
Transfers In	245,843	546,553	14,774,895	9,892,775	\$ 25,460,066
Total Revenues After Transfers In	\$ 68,448,847	\$ 35,374,600	\$ 23,681,539	\$ 34,468,807	\$ 161,973,793
Expenditures:					
General Government	\$ 9,363,283	\$ -	\$ -	\$ 15,752,095	\$ 25,115,378
Public Safety	32,857,038	-	-	1,102,400	33,959,438
Community Development	1,893,008	-	-	376,000	2,269,008
Public Works	9,362,641	11,660,279	-	768,375	21,791,295
Culture and Recreation	5,302,290	-	-	2,090,888	7,393,178
Non-Departmental	5,227,972	11,564,669	-	-	16,792,641
Debt Service:					
Principal	-	-	14,335,000	113,000	14,448,000
Interest	-	-	11,146,407	42,708	11,189,115
Administrative Fees	-	-	165,150	-	165,150
Total Expenditures	\$ 64,006,232	\$ 23,224,948	\$ 25,646,557	\$ 20,245,466	\$ 133,123,203
Transfers Out	\$ 4,661,926	\$ 11,378,402	\$ -	\$ 11,851,600	\$ 27,891,928
Total Expenditures After Transfers Out	\$ 68,668,158	\$ 34,603,350	\$ 25,646,557	\$ 32,097,066	\$ 161,015,131

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



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



FY 16-17 Projected Budget Summary (Net of Interfund Transfers)

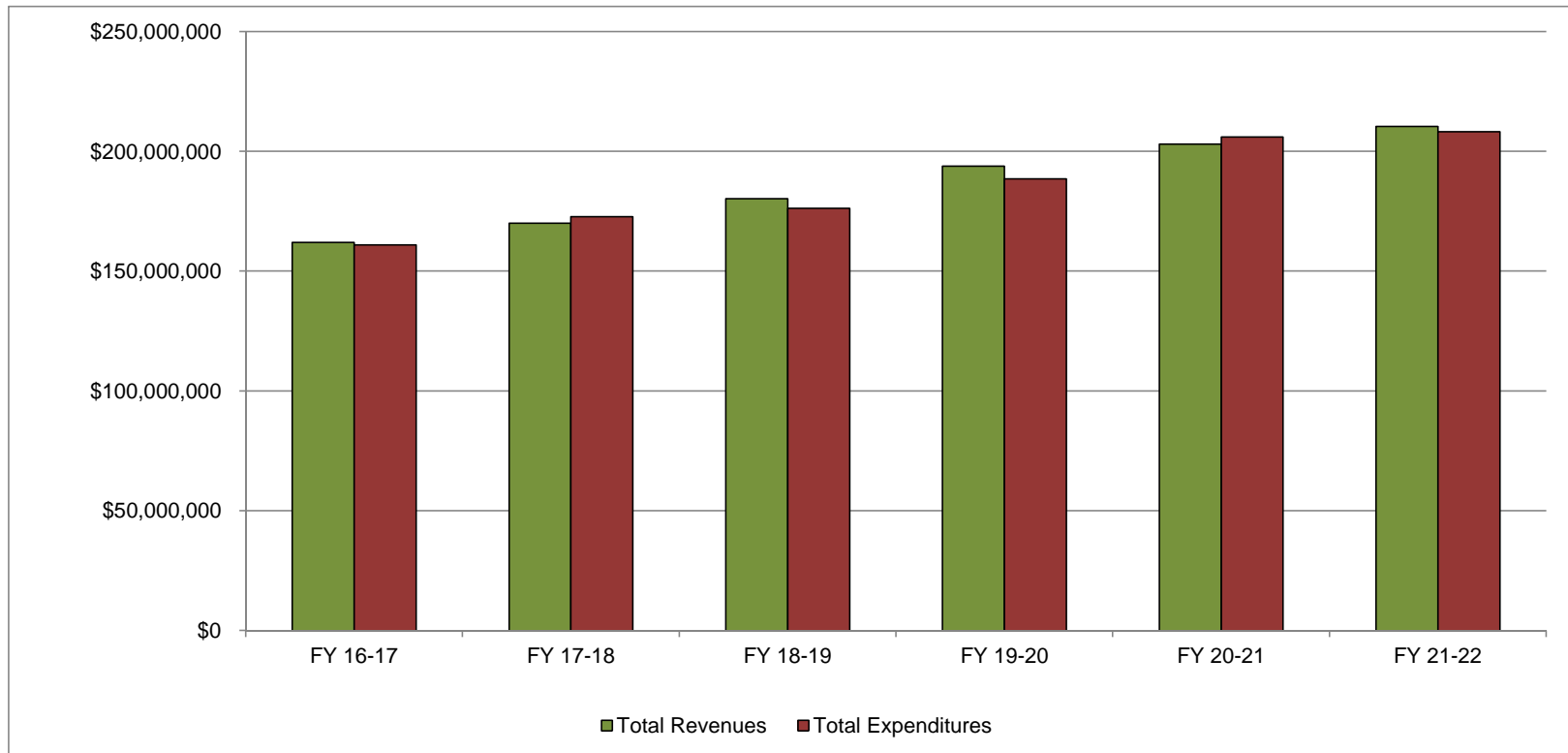
Revenues	FY 14-15 Actual	FY 15-16 Budget	FY 15-16 Estimated	FY 16-17 Proposed
General Fund	\$ 61,722,908	\$ 65,281,104	\$ 65,389,799	\$ 68,203,004
Water/Sewer Operating Fund	30,391,123	31,647,703	33,680,134	34,828,047
Water/Sewer Construction Fund	-	-	-	-
General Obligation Debt Serv Fund	41,610,469	9,095,536	9,143,129	8,906,644
Water/Sewer Debt Service	7	-	-	-
CIDC Debt Service Fund	-	13,815,000	-	-
CIDC Revenue Clearing Fund	10,671,020	10,505,062	10,505,062	10,505,062
CIDC General Fund	28,778	26,162	961,874	38,591
Hotel Occupancy Tax Fund	1,239,140	1,187,631	1,112,729	1,106,026
CDBG Entitlement Fund	315,065	1,242,051	657,852	624,634
Conroe Tower Fund	276,434	260,000	270,936	250,000
Vehicle & Equipment Fund	212,194	2,600	188,662	4,174
Water/Sewer Vehicle & Equipment Fund	137,686	2,697	266,944	3,210
OJCC Fund	1,134,130	1,207,653	1,220,841	1,186,189
Transportation Grants	862,860	709,469	1,137,628	89,219
Fleet Services Fund	1,852,934	1,799,425	1,719,313	1,637,751
Self Funded Insurance Fund	6,490,520	8,123,702	7,969,123	8,983,239
Municipal Court Technology Fund	-	-	-	40,436
Municipal Court Building Security Fund	-	-	-	30,318
Municipal Court Juvenile Case Manager Fund	-	-	-	40,259
Municipal Court Efficiency Fee Fund	-	-	-	26,818
Municipal Court Truancy Prevention Fund	-	-	-	10,106
Total Revenues	\$ 156,945,268	\$ 144,905,795	\$ 134,224,026	\$ 136,513,727
Transfers In	\$ 27,676,836	\$ 24,984,882	\$ 23,986,009	\$ 25,460,066
Total Revenues After Transfers In	\$ 184,622,104	\$ 169,890,677	\$ 158,210,035	\$ 161,973,793
Expenditures	FY 14-15 Actual	FY 15-16 Budget	FY 15-16 Estimated	FY 16-17 Proposed
General Fund	\$ 60,790,270	\$ 63,985,074	\$ 63,184,687	\$ 64,006,232
Water/Sewer Operating Fund	21,772,655	23,639,521	23,742,017	23,224,948
Water/Sewer Construction Fund	-	-	-	-
General Obligation Debt Serv Fund	43,526,363	13,511,162	13,304,370	14,468,136
Water/Sewer Debt Service	6,494,098	7,709,080	7,455,822	8,657,605
CIDC Debt Service Fund	6,863,044	16,672,697	2,141,938	2,520,816
CIDC Revenue Clearing Fund	-	-	-	-
CIDC General Fund	2,786,853	4,629,448	4,597,012	2,578,529
Hotel Occupancy Tax Fund	814,144	942,393	804,012	884,699
CDBG Entitlement Fund	189,847	1,150,481	566,282	499,708
Conroe Tower Fund	537,533	523,499	540,180	536,337
Vehicle & Equipment Fund	2,347,432	1,557,594	1,557,594	1,595,400
Water/Sewer Vehicle & Equipment Fund	209,530	931,635	949,233	327,375
OJCC Fund	1,134,614	1,207,653	1,220,841	1,186,189
Transportation Grants	1,361,497	690,490	1,122,041	89,219
Fleet Services Fund	1,596,959	1,775,721	1,733,929	1,725,829
Self Funded Insurance Fund	7,827,530	9,262,904	8,817,998	10,801,981
Municipal Court Technology Fund	-	-	-	5,000
Municipal Court Building Security Fund	-	-	-	4,250
Municipal Court Juvenile Case Manager Fund	-	-	-	3,950
Municipal Court Efficiency Fee Fund	-	-	-	2,000
Municipal Court Truancy Prevention Fund	-	-	-	5,000
Total Expenditures	\$ 158,252,369	\$ 148,189,352	\$ 131,737,956	\$ 133,123,203
Transfers Out	\$ 32,650,737	\$ 24,685,727	\$ 24,112,961	\$ 27,891,928
Total Expenditures After Transfers Out	\$ 190,903,106	\$ 172,875,079	\$ 155,850,917	\$ 161,015,131

FY 16-17 Multi-Year Financial Projection Summary

Revenues	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected	FY 19-20 Projected	FY 20-21 Projected	FY 21-22 Projected
General Fund	\$ 68,448,847	\$ 70,910,860	\$ 73,467,161	\$ 76,121,600	\$ 78,878,193	\$ 81,741,132
Water/Sewer Operating Fund	35,374,600	36,824,430	39,814,875	46,518,597	47,778,792	48,217,800
General Obligation Debt Serv Fund	12,503,118	12,020,506	13,181,419	13,924,972	14,201,964	14,574,117
Water/Sewer Debt Service	8,657,605	9,844,660	11,736,355	13,616,939	16,813,943	19,173,386
CIDC Debt Service Fund	2,520,816	3,389,901	3,389,598	3,388,348	3,393,151	3,388,614
CIDC Revenue Clearing Fund	10,505,062	10,610,113	10,716,214	10,823,376	10,931,610	11,040,926
CIDC General Fund	8,022,837	7,259,189	7,365,982	7,474,788	7,578,617	7,692,871
Hotel Occupancy Tax Fund	1,106,026	1,139,207	1,173,383	1,208,584	1,244,842	1,282,187
CDBG Entitlement Fund	624,634	624,634	624,634	624,634	624,634	624,634
Conroe Tower Fund	465,590	479,558	493,944	508,763	524,026	539,746
Vehicle & Equipment Fund	1,185,389	1,691,006	2,147,797	2,604,588	3,061,379	3,061,379
Water/Sewer Vehicle & Equipment	301,717	301,717	301,717	301,717	301,717	301,717
OJJCC Fund	1,186,189	1,221,775	1,258,428	1,296,181	1,335,066	1,375,118
Transportation Grants Funds	89,219	1,123,674	1,141,482	1,046,582	1,046,582	1,046,582
Fleet Services Fund	1,637,751	1,686,884	1,737,490	1,789,615	1,843,303	1,898,602
Self Funded Insurance Fund	8,983,239	10,810,627	11,578,120	12,420,315	13,356,912	14,375,506
Municipal Court Funds	361,154	147,937	147,937	147,937	147,937	147,937
Total Revenues	\$ 161,973,793	\$ 170,086,677	\$ 180,276,536	\$ 193,817,536	\$ 203,062,668	\$ 210,482,255

Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected	FY 19-20 Projected	FY 20-21 Projected	FY 21-22 Projected
General Fund	\$ 68,668,158	\$ 71,647,989	\$ 76,370,864	\$ 78,626,976	\$ 80,940,295	\$ 82,979,069
Water/Sewer Operating Fund	34,603,350	39,701,503	37,602,853	42,864,099	47,020,450	49,577,338
General Obligation Debt Serv Fund	14,468,136	13,815,360	13,773,661	14,822,955	15,615,713	15,727,055
Water/Sewer Debt Service	8,657,605	9,844,660	11,736,355	13,616,939	16,813,943	19,173,386
CIDC Debt Service Fund	2,520,816	3,389,901	3,389,598	3,388,348	3,393,151	3,388,614
CIDC Revenue Clearing Fund	10,505,062	10,610,113	10,716,214	10,823,376	10,931,610	11,040,926
CIDC General Fund	3,668,333	3,171,501	3,150,347	3,284,973	8,721,610	3,067,176
Hotel Occupancy Tax Fund	884,699	911,240	938,577	966,734	995,737	1,025,609
CDBG Entitlement Fund	624,634	624,634	624,634	624,634	624,634	624,634
Conroe Tower Fund	538,590	479,558	493,944	508,763	524,026	539,746
Vehicle & Equipment Fund	1,595,400	3,264,928	1,224,200	1,878,818	2,512,242	2,167,325
Water/Sewer Vehicle & Equipment	327,375	227,821	250,099	311,302	63,477	18,218
OJJCC Fund	1,186,189	1,221,775	1,258,428	1,296,181	1,335,066	1,375,118
Transportation Grants Funds	89,219	1,123,674	1,141,482	1,046,582	1,046,582	1,046,582
Fleet Services Fund	1,734,467	1,686,884	1,737,490	1,789,615	1,843,303	1,898,602
Self Funded Insurance Fund	10,801,981	10,936,263	11,729,272	12,587,863	13,517,981	14,464,240
Municipal Court Funds	141,117	147,937	147,937	147,937	147,937	147,937
Total Expenditures	\$ 161,015,131	\$ 172,805,740	\$ 176,285,956	\$ 188,586,095	\$ 206,047,757	\$ 208,261,575

FY 16-17 Multi-Year Financial Projection Summary



	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected	FY 19-20 Projected	FY 20-21 Projected	FY 21-22 Projected
Total Revenues	\$ 161,973,793	\$ 170,086,677	\$ 180,276,536	\$ 193,817,536	\$ 203,062,668	\$ 210,482,255
Total Expenditures	\$ 161,015,131	\$ 172,805,740	\$ 176,285,956	\$ 188,586,095	\$ 206,047,757	\$ 208,261,575

FY 16-17 Multi-Year Financial Projection Summary
(Net of Interfund Transfers)

Revenues	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected	FY 19-20 Projected	FY 20-21 Projected	FY 21-22 Projected
General Fund	\$ 68,203,004	\$ 70,657,642	\$ 73,206,346	\$ 75,852,961	\$ 78,601,495	\$ 81,456,133
Water/Sewer Operating Fund	34,828,047	36,250,549	39,212,300	45,885,894	47,114,453	47,520,244
General Obligation Debt Serv Fund	8,906,644	8,729,655	9,085,597	9,683,577	9,963,188	10,324,880
Water/Sewer Debt Service	-	-	-	-	-	-
CIDC Debt Service Fund	-	-	-	-	-	-
CIDC Revenue Clearing Fund	10,505,062	10,610,113	10,716,214	10,823,376	10,931,610	11,040,926
CIDC General Fund	38,591	38,977	39,366	39,760	40,158	40,559
HOT Fund	1,106,026	1,139,207	1,173,383	1,208,584	1,244,842	1,282,187
CDBG Entitlement Fund	624,634	624,634	624,634	624,634	624,634	624,634
Conroe Tower Fund	250,000	257,500	265,225	273,182	281,377	289,819
Vehicle & Equipment Fund	4,174	53,000	53,000	53,000	53,000	53,000
Water/Sewer Vehicle & Equipment	3,210	3,210	3,210	3,210	3,210	3,210
OJCC Fund	1,186,189	1,221,775	1,258,428	1,296,181	1,335,066	1,375,118
Transportation Grants Funds	89,219	1,123,674	1,141,482	1,046,582	1,046,582	1,046,582
Fleet Services Fund	1,637,751	1,686,884	1,737,490	1,789,615	1,843,303	1,898,602
Self Funded Insurance Fund	8,983,239	10,810,627	11,578,120	12,420,315	13,356,912	14,375,506
Municipal Court Funds	147,937	147,937	147,937	147,937	147,937	147,937
Total Revenues	\$ 136,513,727	\$ 143,355,383	\$ 150,242,732	\$ 161,148,807	\$ 166,587,768	\$ 171,479,338
Transfers In	\$ 25,460,066	\$ 26,731,293	\$ 30,033,804	\$ 32,668,728	\$ 36,474,900	\$ 39,002,917
Total Revenues After Transfers In	\$ 161,973,793	\$ 170,086,677	\$ 180,276,536	\$ 193,817,536	\$ 203,062,668	\$ 210,482,255
Expenditures	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected	FY 19-20 Projected	FY 20-21 Projected	FY 21-22 Projected
General Fund	\$ 64,006,232	\$ 66,635,939	\$ 71,154,606	\$ 72,851,004	\$ 74,601,118	\$ 76,529,865
Water/Sewer Operating Fund	23,224,948	25,148,378	25,695,722	29,068,185	30,019,689	30,208,246
General Obligation Debt Serv Fund	14,468,136	13,815,360	13,773,661	14,822,955	15,615,713	15,727,055
Water/Sewer Debt Service	8,657,605	9,844,660	11,736,355	13,616,939	16,813,943	19,173,386
CIDC Debt Service Fund	2,520,816	3,389,901	3,389,598	3,388,348	3,393,151	3,388,614
CIDC Revenue Clearing Fund	-	-	-	-	-	-
CIDC General Fund	2,578,529	2,554,832	2,601,029	2,736,543	2,379,233	2,520,698
HOT Fund	884,699	911,240	938,577	966,734	995,737	1,025,609
CDBG Entitlement Fund	499,708	499,708	499,708	499,708	499,708	499,708
Conroe Tower Fund	536,337	477,305	491,691	506,510	521,773	537,493
Vehicle & Equipment Fund	1,595,400	3,264,928	1,224,200	1,878,818	2,512,242	2,167,325
Water/Sewer Vehicle & Equipment	327,375	227,821	250,099	311,302	63,477	18,218
OJCC Fund	1,186,189	1,221,775	1,258,428	1,296,181	1,335,066	1,375,118
Transportation Grants Funds	89,219	1,123,674	1,141,482	1,046,582	1,046,582	1,046,582
Fleet Services Fund	1,725,829	1,686,884	1,737,490	1,789,615	1,843,303	1,898,602
Self Funded Insurance Fund	10,801,981	10,936,263	11,729,272	12,587,863	13,517,981	14,464,240
Municipal Court Funds	20,200	49,270	49,270	49,270	49,270	49,270
Total Expenditures	\$ 133,123,203	\$ 141,787,937	\$ 147,671,189	\$ 157,416,557	\$ 165,207,986	\$ 170,630,029
Transfers Out	\$ 27,891,928	\$ 31,017,803	\$ 28,614,767	\$ 31,169,538	\$ 40,839,771	\$ 37,631,546
Total Expenditures After Transfers Out	\$ 161,015,131	\$ 172,805,740	\$ 176,285,956	\$ 188,586,095	\$ 206,047,757	\$ 208,261,575

FY 16-17 Multi-Year Financial Projection Summary (Net of Interfund Transfers)



	FY 16-17 Adopted	FY 17-18 Projected	FY 18-19 Projected	FY 19-20 Projected	FY 20-21 Projected	FY 21-22 Projected
Total Revenues	\$ 136,513,727	\$ 143,355,383	\$ 150,242,732	\$ 161,148,807	\$ 166,587,768	\$ 171,479,338
Total Expenditures	\$ 133,123,203	\$ 141,787,937	\$ 147,671,189	\$ 157,416,557	\$ 165,207,986	\$ 170,630,029

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

Statistical Analysis of the FY 2016-2017 Budget By Fund Type

This executive summary recaps the most significant factors included in the annual budget: revenue assumptions, major initiatives, and a fund-by-fund and category synopsis of expenditures. Please note that any references to comparative increases or decreases are based on estimates for FY 2015-2016.

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.

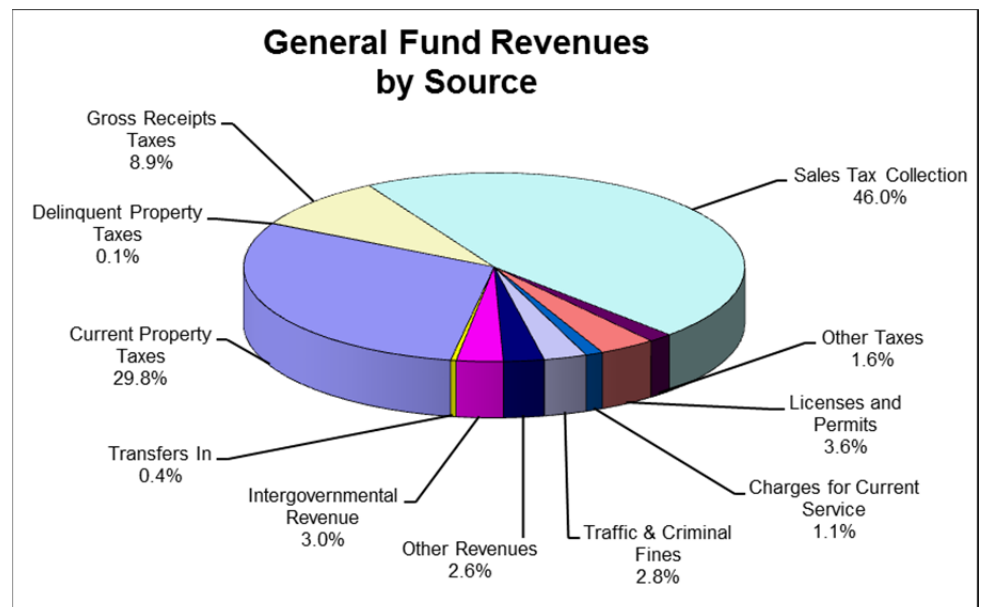
Revenue Assumptions:

The budget document assumes a cautious approach in dealing with revenues, especially growth-oriented revenues. Proposed revenues for FY 2016-2017 assume an overall increase of 4.50 percent from FY 2015-2016 estimates. The revenue projections are net of changes in certain revenue categories, and the primary reasons for the increase are due to growth in property taxes, other taxes, and transfers in, which are offset by decreases in gross receipts, traffic and criminal fine revenue, charges for services, and intergovernmental revenues. A major impact on the budget is the opening of Fire Station #7 to serve the northern section of Conroe. This budget funds three Lieutenants, three Engine Operators, and six Fire Fighters for this station.

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.

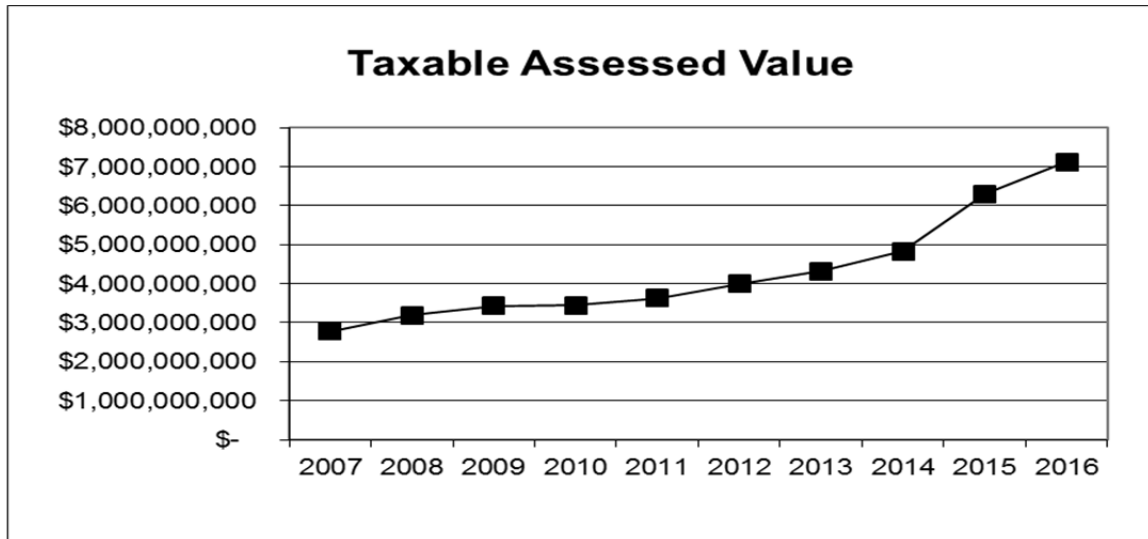
Current Property Taxes:
\$20,427,392 (up \$3,369,210
or 19.75 percent)

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 business personal property located within the City. Assessed values represent the appraised value

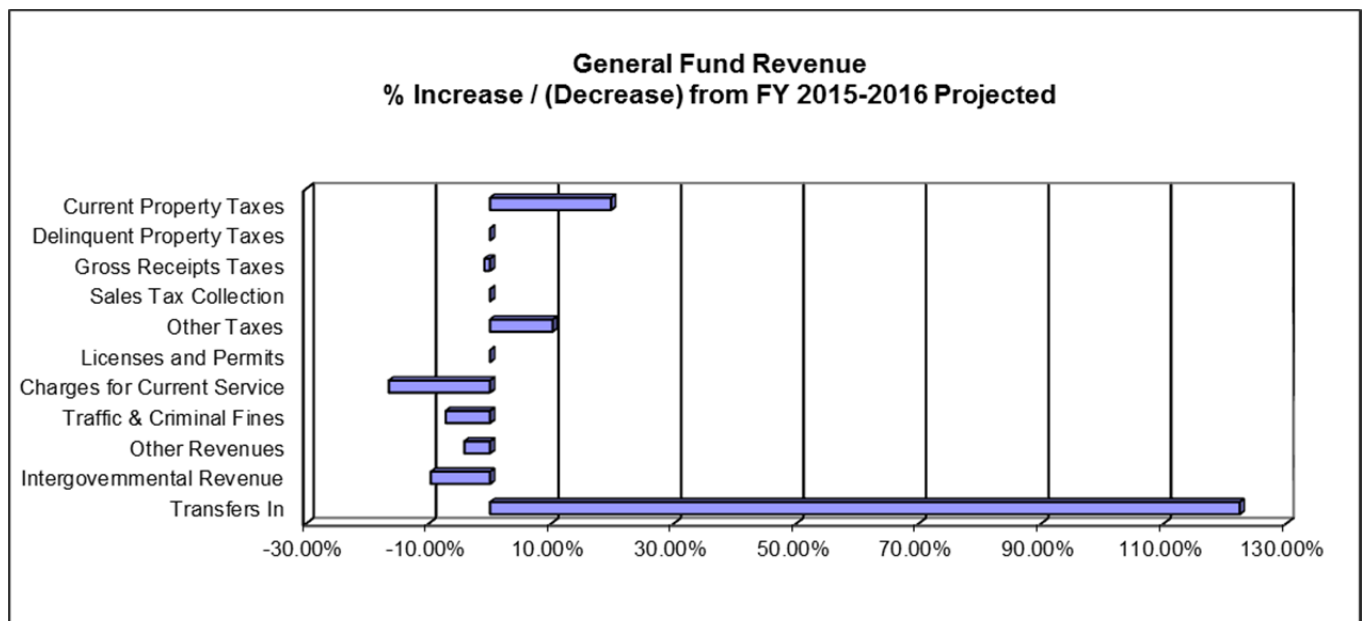


less applicable exemptions authorized by the City Council. Appraised values are established by the Montgomery Central Appraisal District at 100 percent of estimated market values. Current Property Taxes account for 29.84 percent of all General Fund revenues.

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 \$7,126,248,737 for 2016 (inclusive of Over 65/Disabled Freeze amounts). This is an increase of \$816,508,992 over the 2015 certified tax roll. The tax roll is reflective of all taxable property in the City as of January 1, 2016. Increases in taxable assessed value are due to property assessments rising and new construction. This budget also proposes shifting \$0.02 of the property tax rate from debt service (I&S) to the General Fund for operations and maintenance.



Delinquent Property Taxes: \$61,877 (\$0 or 0.00 percent)

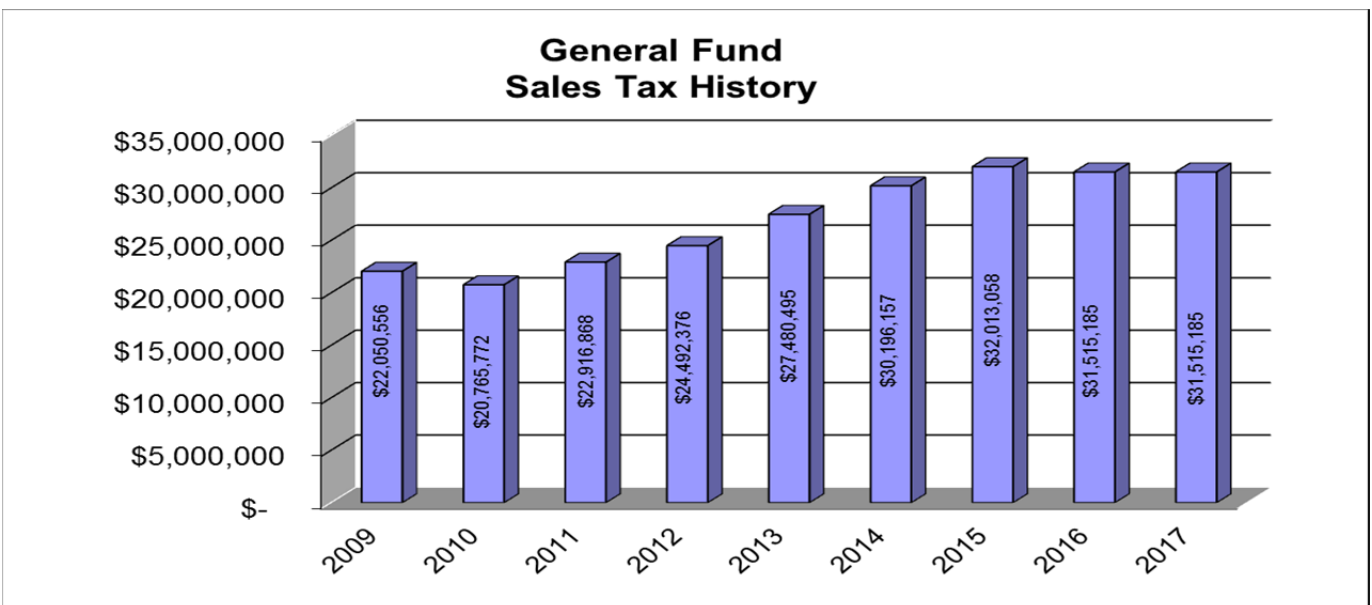
Taxes are due upon receipt and delinquent on February 1 of the year following the year in which imposed. Delinquent taxes incur a penalty and accrue interest for each month the taxes remain unpaid. The City's current delinquent tax collection rate is predicted to remain at relatively the same level as the previous year. Delinquent Taxes account for 0.09 percent of all General Fund revenues.

Gross Receipts Taxes: \$6,123,203 (down -\$56,519 or -0.91 percent)

Gross Receipt taxes (also called franchise fees) represent those revenues collected from utilities operating within the City's right-of-way to conduct their business (i.e., Republic Waste Services, CenterPoint Gas, Entergy Electric, and Consolidated Communications). Over the past several years, franchise fees have experienced steady growth in some areas, while in others deregulation has diminished local revenues. Gross Receipt taxes include an "In Lieu of Franchise Fee" levied against the City's water and sewer utility. The City's Financial Management Policy provides that the Water & Sewer Operating Fund be charged 4% of gross revenues, consistent with franchise rates charged to investor-owned utilities franchised to operate within the City. Increased water and sewer revenues resulted in a 13.79% increase in this revenue. All other gross receipts taxes are projected to decrease or remain flat in this fiscal year due to milder weather and low natural gas prices. The FY 2016-2017 projections for each franchise fee are based on varying methodologies, according to the type of utility. Gross Receipt Taxes account for 8.95 percent of all General Fund revenues.

Sales Tax Collections: \$31,515,185 (\$0 or 0.00 percent)

The City has experienced a decline in sales tax revenues during FY 2015-2016 compared to the prior year. The FY 2015-2016 budget included a conservative sales tax revenue estimate based on the decline in oil prices and the resulting impact on our local economy. For FY 2016-2017, we conservatively estimate no increase in sales tax revenues. However, as economic development initiatives produce a greater diversification in the City's tax base (new commercial retail sales), sales and use taxes are projected to continue to increase in the future.



Sales tax receipts are the result of a tax levy on the sale of goods and services within the City as authorized by the State of Texas. The maximum sales tax allowed in the City of Conroe is 8¼¢ per dollar on all goods and services deemed taxable, 1½¢ of which is deposited into the General Fund. Sales and use taxes constitute the largest revenue source for the General Fund. This revenue source is conservatively budgeted for the coming fiscal year, as it accounts for 46.04 percent of all General Fund revenues.

Other Taxes: \$1,070,285 (up \$99,224 or 10.22 percent)

Two different revenue sources make up the Other Taxes category: Payment-in-Lieu of Taxes (PILOT) and Mixed Beverage Taxes. For the coming fiscal year, these revenues are anticipated to increase by 10.22 percent. The PILOT includes a payment made by the City's Water and Sewer Operating Fund. The payment is based on applying the City's total property tax rate to the total assets of the Water & Sewer Fund. Total assets increased from \$162,444,348 in 2014 to \$186,069,046 in 2015, which accounts for the increase in this account. Mixed Beverage Taxes are the result of a 6.7 percent tax being applied to all mixed beverage sales within the City. The State Comptroller then remits 10.7143% of those tax remittances to the City (approximately 0.072% of the total price). An additional 8.25 percent tax is imposed by the State on each mixed beverage sold, prepared, or served, of which the City receives a 10.7143% share (or roughly 0.088% of the total price). Mixed Beverage Taxes are anticipated to remain flat based on recent trends. Other Taxes account for 1.56 percent of all General Fund revenues.

Licenses and Permits: \$2,494,176 (\$0 or 0.00 percent)

This revenue category includes license and permit revenue fees charged by the City for certain types of operator licenses and permits for construction and other items regulated by City ordinances. Building activity is expected to continue throughout FY 2016-2017 with commercial and residential construction. Total revenues are projected to remain flat next year despite an overall decrease in the number and value of permits in FY 2014-2015. Alarm Fee and Excessive Alarm revenues are also anticipated to stay flat for next fiscal year. Licenses and Permits account for 3.64 percent of all General Fund revenues.

Charges for Current Services: \$769,794 (down -\$152,253 or -16.51 percent)

This revenue category accounts for funds earned by the City in exchange for specific types of services provided. Examples of services include Refuse Collection Fees, Copy Charges, Planning and Zoning Fees, and Service Charges. It is anticipated that Charges for Current Services will decrease. Refuse Collection Fees for solid waste services and Copy Charges revenue will remain flat based on historical trends. Planning and Zoning Fees are anticipated to decrease due to known trends from Planning staff, and Service Charges revenue are estimated conservatively to decline. Charges for Current Services account for 1.12 percent of General Fund revenues.

Traffic and Criminal Fines: \$1,895,519 (down -\$147,937 or -7.24 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. Overall, traffic and criminal fines are anticipated to remain flat in FY 2016-2017. The decline of \$147,937 in the General Fund is a result of a change in accounting

procedure. Beginning in FY 2016-2017, traffic and criminal fines that are for restricted purposes will be accounted for in separate funds as follows: Municipal Court Technology Fund, Municipal Court Building Security Fund, Municipal Court Juvenile Case Manager Fund, Municipal Court Efficiency Fee Fund, and Municipal Court Truancy Prevention Fund. Traffic and criminal fines account for 2.77 percent of all General Fund revenues.

Other Revenues: \$1,790,646 (down -\$78,469 or -4.20 percent)

Other Revenues are made up of various sources, including Interest Earnings, Penalties and Interest (from property taxes), Lease Income, Recreational Programs, Parks Programs, Seized Assets, Unanticipated Revenues, Donations, Animal Shelter Fees, and Other Non-Operating Income. This category will decrease overall in FY 2016-2017. Parks and Recreation revenues are anticipated to increase based on historical trends of program fees, special events, facility rentals, and memberships. The City does not budget for Seized Assets due to the nature of this revenue source; therefore resulting in a decrease next fiscal year. The City also anticipates a decrease in Animal Shelter fees and donations based on historical trends. Interest income is expected to remain flat due to low interest rates. Penalties and Interest fees and Unanticipated Revenue are also expected to remain flat due to historical trends. An increase in Lease Income is anticipated due to the rental of the old Police and Municipal Court building. Other Revenues account for 2.62 percent of all General Fund revenues.

Intergovernmental Revenue: \$2,054,927 (down -\$220,051 or -9.67 percent)

Intergovernmental Revenues include funds derived from interlocal agreements and grants. In FY 2011-2012, the City began receiving sales tax payments from the Westwood Magnolia Special Improvement District. The agreement states that, in exchange for not annexing the area, the City is to receive 50% of sales and use tax revenues from the district. The City anticipates this revenue source to increase slightly based on historical trends of taxable sales. Other anticipated revenues include an agreement with the County for 9-1-1 services, an Emergency Management Performance Grant, and various other grants. Overall, the decrease in revenue compared to FY 2015-2016 is a result of one-time grants, such as the Flood Protection Planning and Montgomery County Emergency Communications District grants, that are not anticipated to be received in FY 2016-2017. Intergovernmental revenues account for 3.00 percent of all General Fund revenues.

Transfers In: \$245,843 (up \$135,294 or 122.38%)

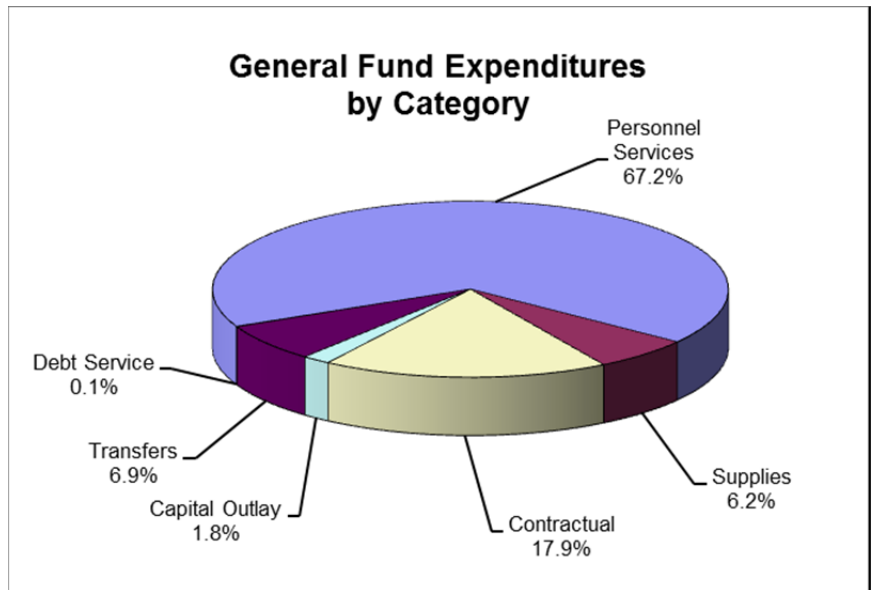
Transfers In includes scheduled transfers from Other Funds to the General Fund. Transfers In in FY 2015-2016 included funding received from the Community Development Block Grant (CDGB) Entitlement Fund and Transportation Grants for General Administration salaries and benefits that were due to the General Fund. The FY 2016-2017 budgeted transfer in represents General Administration salaries and benefits from the CDBG Entitlement Fund, Municipal Court Building Security Fund, and the Municipal Court Juvenile Case Manager Fund. Transfers In revenues account for 0.36 percent of all General Fund revenues.

Expenditure Synopsis:

Personnel: \$46,225,852 (up \$2,922,697 or 6.75 percent)

As the single largest expenditure category, personnel expenses account for 67.32 percent of General Fund expenditures. Increases in FY 2016-2017 personnel include a Custodian for Police Support Services, a Part-Time Transportation Aide for the Transportation Department, and the Fire Department staff for the new Fire Station #7 located on the southwest corner of

League Line Road and Longmire Road. New Fire Department staff includes three (3) Lieutenants, three (3) Engine Operators, and six (6) Firefighters. The FY 2016-2017 budget includes increases for the Civil Service Step program. For non-Civil Service staff, the budget includes merit raises. The budget does not include a cost of living adjustment (COLA) increase as a conservative measure based on forecasted revenues and increased expenditures. In addition to salaries, Personnel expenditures include social security, retirement contributions, worker's compensation, and employee insurance. In FY 2016-2017, the City will increase its insurance contribution per full-time employee from \$10,195 to \$11,520. More information on these increases can be found in the Mayor's Message at the front of this budget document.



Supplies: \$4,236,062 (down -\$616,685 or -12.71 percent)

This object classification is for expendable materials and operating supplies necessary to conduct departmental activities. The anticipated decrease for FY 2016-2017 is primarily related to maintaining base budget levels although several departments are projected to exceed their supplies budgets in FY 2015-2016. Expenditures within this classification account for 6.17 percent of all General Fund expenditures.

Contractual: \$12,325,913 (up \$225,585 or 1.86 percent)

These expenditures are for obligations resulting in services rendered to City activities by private firms for such things as legal services, travel and training, or contractual services. The expected increase in these costs is for new contracts to expand and improve services, as well as rising costs for ongoing contractual agreements. The proposed budget includes the City's local share of a new Park and Ride commuter bus service that is partially funded by a grant from H-GAC Congestion Mitigation Air Quality (CMAQ) program. Another significant increase is the mowing services contract which includes an additional cycle, more service to major thoroughfares, and year-round litter removal. Other increases include software maintenance costs, increases in existing contracts, and new funding for bus shelter maintenance services. For FY 2016-2017, expenditures within this classification account for 17.95 percent of all General Fund expenditures.

Capital Outlay: \$1,143,227 (down -\$1,710,052) or -59.93 percent)

This object classification includes large expenditures for capital items such as vehicles, machinery, equipment, and improvements to infrastructure. In FY 2015-2016, significant capital outlay included a one-time purchase of land for a future fire station, and infrastructure funding of \$1,500,000 for drainage and street improvements. In FY 2016-2017, the funding for infrastructure has been reduced to \$176,422 for improvements to the City's drainage ways, and \$444,985 for street improvements. The Police Patrol Department will purchase a Mobile Incident Command Vehicle with seized asset funds that have accumulated in the General Fund fund balance, as well as with funding from the Vehicle Equipment Replacement Fund (VERF). Other capital items planned include new Time Keeping Software, updating a portion of the Fire Department's Mobile Data Terminals, upgrading Public Works Department's data storage hardware, and a vehicle upgrade for the Park Operations Department. Expenditures within this classification account for 1.66 percent of all General Fund expenditures.

Transfers: \$4,661,926 (up \$1,122,924 or 31.73 percent)

This object classification includes scheduled transfers from the General Fund to other funds within the City, such as to the Tax Increment Reinvestment Zones (TIRZ) #2 and #3, Vehicle and Equipment Replacement, Water and Sewer Operating Fund, and Other Funds. A significant portion of the increase in Transfers is in TIRZ payments as a result of both assessment increases in 2016 and a one-time reduction in FY 2015-2016 to true-up prior year payments. A transfer to the Vehicle and Equipment Replacement Fund (VERF), which is on a discretionary basis, increased from the prior year to provide more for Public Safety and Transportation Department vehicles. The VERF allows the City to replace vehicles and equipment with cash, and save interest costs associated with purchasing these items with debt. Overall, the full amount required to fund the VERF is not provided due to budget constraints. The administrative transfer to the Water and Sewer Operating Fund for water usage, net of administrative overhead provided by General Fund Departments, increased compared to the prior year. Other transfers include funding provided to the Conroe Tower Fund and one-time transfers of restricted fund balance for the establishment of separate funds for Municipal Court Juvenile Case Manager fees, Municipal Court Efficiency fees, and the Municipal Court Truancy Prevention fees. Expenditures within this classification account for 6.79 percent of all General Fund expenditures.

Debt Service: \$75,178 (up \$0 or 0.00 percent)

These expenditures are to pay debt service on the Seimens lease/purchase agreement for energy conservation projects. This category is remaining flat for this fiscal year. Expenditures within this classification account for 0.11 percent of all General Fund expenditures.

WATER & SEWER OPERATING FUND

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

Revenue Assumptions:

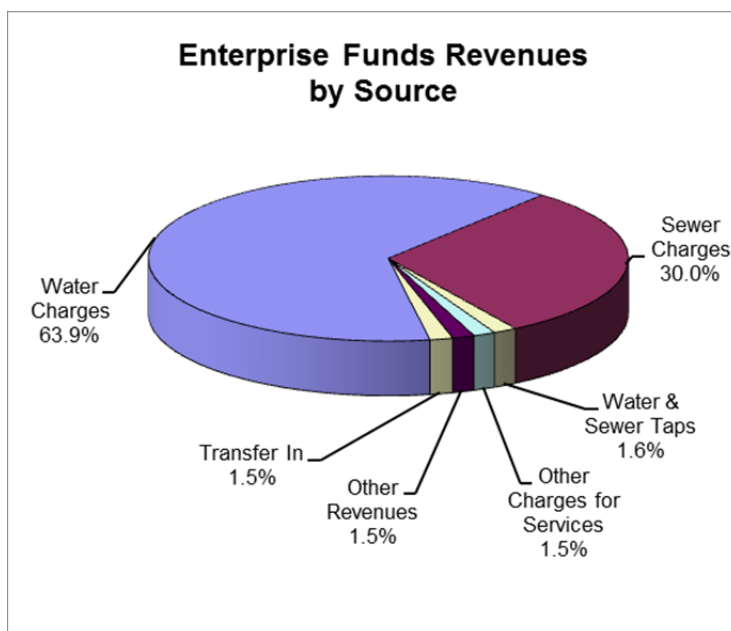
Water & Sewer Operating Fund revenues are anticipated to increase as a result of the continuing growth of the City and rate increases. Proposed revenues for FY 2016-2017 assume an overall growth of 3.47 percent over FY 2015-2016 projections. This fund derives its revenue from: Water Sales; Sewer Charges; Water & Sewer Taps; Surface Water Conversion (SJRA Pass-thru) Fee; Groundwater Conservation Fee; Penalties-Utility Billing; and Pretreatment Fees. The following is a brief description of how internal and external factors affect these revenue sources and how the estimated amounts differ from the previous year.

Water Sales: \$22,591,251 (up \$419,640 or 1.89 percent)

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

In FY 2016-2017, water revenues include no residential/sprinkler or commercial rate increases. The water Lifeline Rate discount, for age 65 and older and/or disabled customers, will remain the same.

Residential and commercial customer growth is expected to continue to increase in FY 2016-2017; however, actual revenues can vary based on weather conditions. This revenue source has expanded over the past few years due to new development, as well as rate increases in previous fiscal years. The City implemented water conservation rates in April 2010 to encourage customers to conserve water. A long-term water and sewer rate study was performed by NewGen Strategies & Solutions, which looks at the projected costs of operating the water and sewer system and includes the City's 10-year Capital Improvement Program (CIP).



The Groundwater Conservation Fee charge is a pass-through charge of the fee that the City pays to the Lone Star Groundwater Conservation District. The Surface Water Conversion Fee is a fee that was enacted in FY 2009-2010 to recover costs associated with converting the City from ground water to surface water from Lake Conroe. This fee was started in May 2010. Customers are currently billed \$2.95 per 1,000 gallons consumed. The City is proposing to decrease this fee to \$2.85 in October 2016. This decrease is a result of extensive efforts to minimize water loss and unbilled water, as well as a revaluation of the distribution between surface water cost and pumpage fees from the San Jacinto River Authority.

Detailed information about the water rates can be found in the Mayor's Message at the beginning of this budget. Water Sales account for 63.86 percent of all Water & Sewer Operating Fund revenues.

Sewer Charges: \$10,629,089 (up \$839,383 or 8.57 percent)

Revenues in this category are expected to increase by 8.57 percent in FY 2016-2017. Actual revenue can vary depending on weather conditions. These revenues include a proposed sewer rate increase for all customers. The sewer Lifeline Rate discount, for age 65 and older and/or disabled customers, will remain the same. A long-term water and sewer rate study was performed by NewGen Strategies & Solutions which looks at the projected costs of operating the water and sewer system and includes the City's 10-year Capital Improvement Program (CIP). Detailed information about the sewer rates can be found in the Mayor's Message at the beginning of this budget. Sewer Charges account for 30.05 percent of all Enterprise Fund revenues.

Water and Sewer Taps: \$557,715 (down -\$930 or -0.17 percent)

Revenues in this category are projected to slightly decrease in FY 2016-2017. Actual revenue can vary depending on residential and commercial development and whether developers choose to install City water and sewer taps. The City is conservatively budgeting water and sewer tap installations based on historical trends. Water and Sewer Taps account for 1.58 percent of all Enterprise Fund revenues.

Other Charges for Service: \$523,659 (up \$0 or 0.00 percent)

This revenue category consists of various sources, including the following: Reconnect Fees; Service Charges; Special Revenue/Water and Sewer Fees; and Pretreatment Fees. These revenue sources will remain flat, and they are conservatively budgeted for FY 2016-2017 based on historical averages. Other Charges for Service revenues account for 1.48 percent of Enterprise Fund revenues.

Other Revenues: \$526,333 (down -\$110,180 or -17.31 percent)

This revenue category includes Interest on Investments, Penalties and Interest, Unanticipated Revenues, Capital Recovery Fee, Recovery of Bad Debts and Intergovernmental Revenue. This revenue source is expected to decrease because of intergovernmental revenues. Last year, the City received a one-time grant for the purchase of generators. Beginning in FY 2015-2016, Intergovernmental Revenues include collections from an agreement with MUD #95 for water and sewer fees at 1.25 times the current rate. In FY 2016-2017, we do not anticipate intergovernmental grants, but we expect to collect more from MUD #95 as more households connect to our system. Other Revenues account for 1.49 percent of all Enterprise Fund revenues.

Transfers In: \$546,553 (up \$39,454 or 7.78 percent)

The remaining revenue source in the Water & Sewer Operating Fund comes from Transfers In, which includes any transfers made from other funds within the City's budget. Each year, the City calculates an administrative transfer between the Water and Sewer Operating Fund and General Fund, to cover any administrative overhead provided by divisions in the General Fund. The administrative transfer includes an adjustment for General Fund water usage for items such as parks and buildings. The result was a net payment from the General Fund to the Water and Sewer Operating Fund. Staff will evaluate this transfer each fiscal year to "true-up" the costs between the funds to ensure these costs are appropriately accounted for between the funds. Transfers In account for 1.55 percent of all Enterprise Fund revenues.

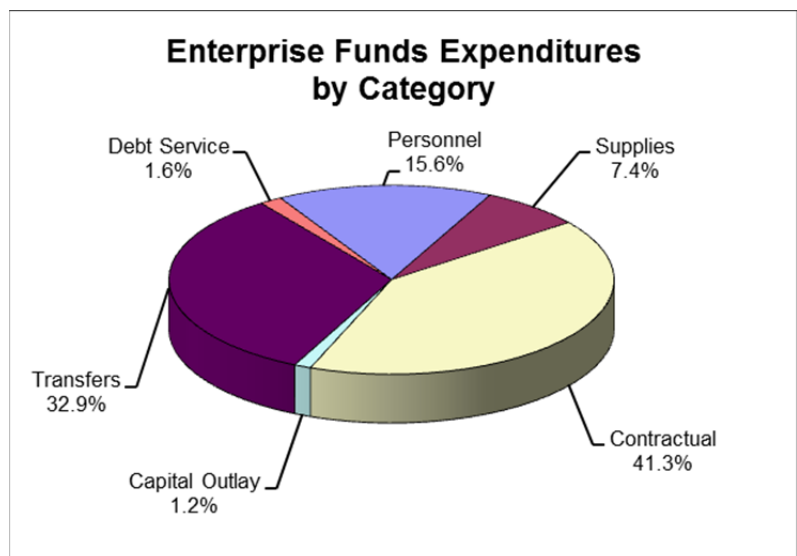
Expenditure Synopsis:

Personnel Services: \$5,407,614 (up \$265,720 or 5.17 percent)

Personnel Services accounts for 15.63 percent of the total budget. The FY 2016-2017 budget includes increases for merit raises. It does not include new positions or a COLA increase as a conservative measure based on forecasted revenues and increased expenditures. In addition to salaries, Personnel expenditures include social security, retirement contributions, worker's compensation, and employee insurance. In FY 2016-2017, the City will increase its insurance contribution per full-time employee from \$10,195 to \$11,520. More information on this topic can be seen in the Mayor's Message at the front of this budget.

Supplies: \$2,544,249 (down -\$174,215 or -6.41 percent)

This object classification is for expendable materials and operating supplies necessary to conduct departmental activities. The anticipated decrease for FY 2016-2017 is primarily related to prior year costs exceeding budget for equipment repairs, machinery and equipment, and higher costs for operating supplies. The purchase of supplies and materials constitutes 7.35 percent of all fund expenditures.



Contractual: \$14,281,350 (down -\$306,530 or -2.10 percent)

Contractual Services is the largest expenditure category in the Water & Sewer Operating Fund, and it accounts for 41.27 percent of the total budget. These expenditures are for obligations resulting in services rendered to City activities by private firms for such things as treated water, legal services, travel and training, or contractual services. The purchase of treated water from the SJRA is included in contractual services and is anticipated to increase based on higher rates and consumption estimates. It also includes a Gross Receipts payment "In Lieu of Franchise Fee" levied against the City's water and sewer utility that is paid to the General Fund. For FY 2016-2017, the overall decrease is attributed to one-time contractual services approved in FY 2015-2016 for contracts such as water and sewer master plans, facility roofing repairs, fencing, and water hydraulic modeling. Additional contract services approved for FY 2016-2017 include increases for utilities, janitorial, mowing, and water well generator services.

Capital Outlay: \$424,000 (down -\$302,044 or -41.60 percent)

This object classification includes large expenditures for capital items such as vehicles, machinery, equipment, and improvements to buildings. The decrease in comparison to FY 2015-2016 is due to

planned, one-time purchases of capital items such as computer hardware and software, vehicles, machinery and equipment, and other capital items. In FY 2016-2017 funding for upgrades to vehicle replacement costs for a sewer vacuum truck, replacement of an emergency generator switch at the Wastewater Treatment Plant, and the purchase of two mobile data reading units for meter readings are included. Expenditures within this classification account for 1.23 percent of all fund expenditures.

Transfers: \$11,378,402 (up \$2,574,369 or 29.24 percent)

This object classification includes scheduled transfers from the Water & Sewer Operating Fund to other funds within the City, such as the Conroe Tower Fund, Water & Sewer Vehicle and Equipment Replacement Fund (VERF), Water & Sewer Debt Service Fund, and Sewer CIP Fund. In FY 2016-2017 the transfer to the Water & Sewer Debt Service Fund to cover principal and interest payments for revenue bond debt increased by \$1,253,687. It was offset by a decrease to the VERF transfer. In FY 2016-2017, there will be a transfer to the Sewer CIP of \$985,000 for the SSOI Program and \$281,000 for the Sewer Line Extension Skytop Gravity project. Expenditures within this classification account for 32.88 percent of all fund expenditures.

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

These expenditures are to pay debt service on the Seimens energy conservation project. This category is remaining flat for this fiscal year. Expenditures within this classification account for 1.64 percent of all fund expenditures.

GENERAL OBLIGATION DEBT SERVICE FUND

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

The City anticipates issuing bonds in FY 2015-2016, which will increase the debt service payment in FY 2016-2017. The bonds will be used to fund construction of: Streets – Wilson Road E. Widening (I-45 to Frazier); Drennan Road East Phase 2; Crighton Road Widening; Pedestrian Access & Transit Improvements; Pinecrest/Woodcrest Subdivision & Forest Estates/Hunter Trail Area Overlay; Longmire Road Phase 2B; Traffic Signals – Loop 336 at Riverpoint; FM 1488 at Grace Crossing; FM 1488 at Peoples Road; Loop 336 at Owens Drive; Frazier Street at Foster Street; South Loop 336 at IH-45; Facilities - Fire Station #7; Fire Department Training Facility - Phase 1; Dean Towery Service Center Upgrades/Repairs; Parks - Dr. Martin Luther King, Jr. Park Improvements; Transportation Grants – SH105 Access Management & Safety; Park and Ride at FM 2854; and Woodlands Annexation Agreement - Infrastructure Improvements near College Park & Windsor Lakes.

2016-2017 General Obligation Debt Service Revenues:

Property Taxes	\$8,795,712
Penalties and Interest	66,297
Interest	44,635
Transfer In	<u>3,596,474</u>
Total Revenues	\$12,503,118

2016-2017 General Obligation Debt Service Expenditures: \$14,468,136

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 2015-2016, which will increase the debt service payment in FY 2016-2017. The Series 2016 Water and Sewer System Revenue Bonds will be used for the construction of: Water Line Rehabilitation – Milltown Area & Woodway; Water Line - Thousand Trails; Drennan East Phase 2; Robinwood Subdivision Replacement; 1st Street Replacement; Water Extension MUD #95; Water Wells & Tanks - Water Well #23 and Storage Tank; Robinwood Water Well Replacement (Catahoula); Plant No. 19 1-Million Gallon Storage Tank and Pump Station; Water Well #14 Ground Storage Tank Replacement; Sewer Treatment Plant - Construction of New Plant (Phase IV); Design & Construction of Existing Plant (Rehab) Phase II; Sewer Line - Thousand Trails; State Highway 242 and FM 1488; Plantation Drive Trunk Line; Live Oak Creek; White Oak Creek; Grand Central Park Line Rehabilitation; Sewer Extension MUD #95.

2016-2017 Water and Sewer Debt Service Revenues:

Interest	\$ 0
Transfer In	<u>8,657,605</u>
Total Revenues	\$8,657,605

2016-2017 Water and Sewer Debt Service Expenditures: \$8,657,605

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

The CIDC Debt Service Fund provides the funds necessary to retire the outstanding sales tax revenue-supported debt of the City. Debt in this category consists of revenue-supported bonds that are used to

pay the cost of improvements to the Conroe Park North Industrial Park and Deison Technology Park, and is repaid with a portion of the ½ ¢ sales tax charged within the City.

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

2016-2017 CIDC Debt Service Revenues:

Transfer In	<u>\$2,520,816</u>
Total Revenues	\$2,520,816

2016-2017 CIDC Debt Service Expenditures:

\$2,520,816

OTHER FUNDS

The Other Funds category of the budget includes funds used to account for the proceeds of special revenues other than expendable trusts or major capital projects. These funds include the following: Vehicle and Equipment Replacement Fund; Water & Sewer Vehicle and Equipment Replacement Fund; CIDC Revenue Clearing Fund; CIDC General Fund; Hotel Occupancy Tax (HOT) Fund; Community Development Block Grant (CDBG) Entitlement Fund; Conroe Tower Fund; Oscar Johnson, Jr. Community Center Fund; Fleet Services Fund; Transportation Grants Funds; Self-Funded Insurance Fund; Municipal Court Technology Fund; Municipal Court Building Security Fund; Municipal Court Juvenile Case Manager Fund; Municipal Court Efficiency Fee Fund; and Municipal Court Truancy Prevention 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>
2007	2,513,703,596	886,627,778	617,560,392	2,782,770,982
2008	2,949,377,407	977,551,693	743,239,121	3,183,689,979
2009	3,154,993,562	1,101,005,332	828,644,880	3,427,354,014
2010	3,303,296,062	985,264,053	838,389,460	3,450,170,655
2011	3,468,522,648	1,076,071,214	913,635,952	3,630,957,910
2012	3,795,738,293	1,224,422,172	1,017,472,186	4,002,688,279
2013	4,108,242,252	1,444,595,982	1,230,012,103	4,322,826,131
2014	4,513,081,854	1,577,299,368	1,260,587,672	4,829,793,550
2015	6,140,549,278	1,762,388,483	1,593,198,016	6,309,739,745
2016	6,873,325,110	1,765,772,245	1,512,848,618	7,126,248,737

Analysis of Ad Valorem Tax Rate

<u>Fiscal Year</u>	<u>General Fund</u>	<u>Debt Service</u>	<u>Total per \$100</u>
2007-08	.2350	.1900	.4250
2008-09	.2300	.1900	.4200
2009-10	.2450	.1750	.4200
2010-11	.2500	.1700	.4200
2011-12	.2500	.1700	.4200
2012-13	.2500	.1700	.4200
2013-14	.2500	.1700	.4200
2014-15	.2500	.1700	.4200
2015-16	.2750	.1450	.4200
2016-17	.2925	.1250	.4175

Current Tax Levy and Collections

<u>Fiscal Year</u>	<u>Levied</u>	<u>Collected</u>	<u>Percent of Collections</u>
2007-08	11,813,302	11,716,511	99%
2008-09	13,395,885	13,171,609	98%
2009-10	14,378,880	14,164,088	99%
2010-11	14,452,462	14,222,611	98%
2011-12	15,205,842	14,951,252	98%
2012-13	16,858,196	16,610,584	99%
2013-14	18,076,015	17,950,171	98%
2014-15	20,245,827	19,787,780	99%
2015-16 est.	26,500,907	25,970,889	98%
2016-17 est.	29,752,088	29,157,047	98%

City of Conroe
Proposed Ad Valorem Tax Structure

2016 Tax Year (Certified)

Taxable Assessed Valuation (est.)	\$7,126,248,737
Proposed Rate	\$0.4175
Estimated Levy	\$29,752,088
Estimated Collection Percentage	98%
Estimated Net Ad Valorem Taxes	\$29,157,047

Distribution (Current)

	<u>Rate</u>	<u>Percent</u>	
General Fund	.2925	70.06%	\$20,427,392
G.O. Debt Service Fund	.1250	29.94%	\$8,729,655

Distribution (Delinquent)

General Fund	\$61,877
G.O. Debt Service Fund	\$66,057

Distribution (Penalties & Interest)

General Fund	\$108,414
G.O. Debt Service Fund	\$66,297



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GENERAL FUND

FY 16-17 Budget Summary General Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Dollar FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 22,424,274	\$ 22,424,274	\$ -	\$ 21,200,933	\$ -	\$ 21,200,933	\$ (1,223,341)	-5.5%
General Fund Revenues:									
Revenues	\$ 61,848,127	\$ 65,391,653	\$ 65,500,348	\$ 108,695	\$ 68,448,847	\$ -	\$ 68,448,847	\$ 3,057,194	4.7%
Total Revenues	\$ 61,848,127	\$ 65,391,653	\$ 65,500,348	\$ 108,695	\$ 68,448,847	\$ -	\$ 68,448,847	\$ 3,057,194	4.7%
Total Resources	\$ 61,848,127	\$ 87,815,927	\$ 87,924,622	\$ 108,695	\$ 89,649,780	\$ -	\$ 89,649,780	\$ 1,833,853	2.1%
General Fund Expenditures:									
Administration	\$ 542,915	\$ 590,661	\$ 545,091	\$ 45,570	\$ 535,965	\$ -	\$ 535,965	\$ (54,696)	-9.3%
Mayor and Council	646,357	749,851	722,495	27,356	550,576	10,000	560,576	(189,275)	-25.2%
Transportation	-	340,306	348,642	(8,336)	323,704	262,799	586,503	246,197	72.3%
Legal	489,901	589,868	540,307	49,561	616,558	-	616,558	26,690	4.5%
Municipal Court	1,101,714	1,236,033	1,324,807	(88,774)	1,214,933	98,413	1,313,346	77,313	6.3%
Finance	1,538,808	1,838,847	1,791,345	47,502	1,847,213	22,293	1,869,506	30,659	1.7%
CDBG Administration	270,222	252,997	256,135	(3,138)	96,393	22,650	119,043	(133,954)	-52.9%
Purchasing-Warehouse	572,825	356,356	358,037	(1,681)	366,772	-	366,772	10,416	2.9%
Information Technology	1,923,248	2,257,479	2,245,945	11,534	2,180,852	150,700	2,331,552	74,073	3.3%
Human Resources	696,030	814,202	809,835	4,367	842,502	241,884	1,084,386	270,184	33.2%
Police Administration	1,432,473	1,459,455	1,563,255	(103,800)	1,483,029	-	1,483,029	23,574	1.6%
Police Support	1,297,043	1,382,724	1,289,933	92,791	1,398,750	48,457	1,447,207	64,483	4.7%
Police Patrol	10,736,256	11,109,261	11,154,184	(44,923)	10,915,329	253,359	11,168,688	59,427	0.5%
Police Investigative Services	3,387,360	3,634,213	3,621,953	12,260	3,686,060	-	3,686,060	51,847	1.4%
Police Animal Services	530,873	573,694	579,192	(5,498)	580,668	59,997	640,665	66,971	11.7%
Red Light Program	765,076	-	-	-	-	-	-	-	N/A
Traffic Services	171,198	-	-	-	-	-	-	-	N/A
Police CVEP	111,044	128,771	124,754	4,017	126,321	-	126,321	(2,450)	-1.9%
Fire	13,201,847	13,521,993	13,195,521	326,472	13,791,026	514,042	14,305,068	783,075	5.8%
Parks & Rec Administration	557,549	459,180	516,959	(57,779)	806,654	-	806,654	347,474	75.7%
Recreation Center	1,587,859	1,429,638	1,546,368	(116,730)	1,263,635	-	1,263,635	(166,003)	-11.6%
Aquatic Center	1,326,348	1,521,519	1,425,519	96,000	1,419,388	1,000	1,420,388	(101,131)	-6.6%
Park Operations	1,727,572	1,934,629	1,890,682	43,947	1,796,313	15,300	1,811,613	(123,016)	-6.4%
Community Development	1,515,225	1,756,828	1,685,697	71,131	1,835,008	58,000	1,893,008	136,180	7.8%
Drainage Maintenance	653,531	1,406,802	1,342,537	64,265	906,900	176,422	1,083,322	(323,480)	-23.0%
Streets	3,776,486	4,869,112	4,915,588	(46,476)	3,939,124	634,045	4,573,169	(295,943)	-6.1%
Signal Maintenance	743,915	1,239,806	1,186,975	52,831	1,026,258	16,965	1,043,223	(196,583)	-15.9%
Engineering	2,226,188	2,840,575	2,799,214	41,361	2,662,927	-	2,662,927	(177,648)	-6.3%
GF Non-Departmental	10,954,818	9,524,967	8,942,719	582,248	9,868,974	-	9,868,974	344,007	3.6%
Total Expenditures	\$ 64,484,681	\$ 67,819,767	\$ 66,723,689	\$ 1,096,078	\$ 66,081,832	\$ 2,586,326	\$ 68,668,158	\$ 848,391	1.3%
New Fund Balance:		\$ 19,996,160	\$ 21,200,933	\$ 1,204,773	\$ 23,567,948		\$ 20,981,622	\$ 985,462	
90-Day Reserve:		\$ 16,954,942	\$ 16,680,922		\$ 16,520,458		\$ 17,167,040		
Over/(Under):		3,041,218	4,520,011		7,047,490		3,814,583		
Breakdown of Transfer In:									
CDBG Entitlement Fund					\$ 124,926				
Municipal Court Building Security Fund					26,068				
Municipal Court Juvenile Case Manager Fund					73,062				
Municipal Court Technology Fund					21,787				
Transportation Grants					-				
Administrative Transfer (W/S)					-				
HOT Fund					-				
Total					\$ 245,843				
Breakdown of Transfer Out:									
TIRZ #2 Fund					\$ 341,878				
TIRZ #3 Fund					2,228,262				
Vehicle & Equipment Fund					1,170,324				
Conroe Tower Fund					161,692				
Net Administrative Transfer					546,553				
Municipal Court Juvenile Case Manager Fund					82,010				
Municipal Court Efficiency Fund					123,062				
Municipal Court Truancy Prevention Fund					8,145				
Conroe MMD #1 (Grand Central Park)					-				
W&S Oper - Rate Stabilization					-				
Transportation Grants					-				
Total					\$ 4,661,926				

FY 16-17 Budget Summary by Category General Fund

	<u>FY 15-16 Budget</u>	<u>FY 15-16 Estimate</u>	<u>Under/ (Over)</u>	<u>FY 16-17 Base</u>	<u>FY 16-17 Supplemental</u>	<u>FY 16-17 Proposed</u>
Personnel	\$ 44,651,526	\$ 43,303,155	\$ 1,348,371	\$ 45,815,322	\$ 410,530	\$ 46,225,852
Supplies	4,562,071	4,852,747	(290,676)	4,164,358	71,704	4,236,062
Contractual	11,848,188	12,100,328	(252,140)	11,385,972	939,941	12,325,913
Capital Outlay	2,848,111	2,853,279	(5,168)	-	1,143,227	1,143,227
Transfers	3,834,693	3,539,002	295,691	4,641,002	20,924	4,661,926
Debt Service	75,178	75,178	-	75,178	-	75,178
Total	<u>\$ 67,819,767</u>	<u>\$ 66,723,689</u>	<u>\$ 1,096,078</u>	<u>\$ 66,081,832</u>	<u>\$ 2,586,326</u>	<u>\$ 68,668,158</u>

**FY 16-17 Supplemental Requests
General Fund**

<u>Department/Division</u>	<u>Dept. ID</u>	<u>Rank</u>	<u>Supplemental Request Title</u>	<u>Requested Amount¹</u>	<u>FY 15-16 Purchase²</u>	<u>List "A" Included³</u>	<u>Type</u>
0001-1041 Administration	3099	0	Crighton Theater Improvements	\$ 325,000	\$ -	\$ -	Non-discretionary Adjustment
0001-1041 Administration	3103	0	Madeley Bldg & Crighton Theatre - glass wall/door	107,000	-	-	Non-discretionary Adjustment
0001-1041 Administration Total				\$ 432,000	\$ -	\$ -	
0001-1042 Mayor & Council	3050	1	Restoration of Original Council Minute Books	10,000	-	10,000	Enhanced Program
0001-1042 Mayor & Council	1350	2	Record Technician / Secretary	58,881	-	-	New Personnel
0001-1042 Mayor & Council Total				\$ 68,881	\$ -	\$ 10,000	
0001-1044 Transportation	3088	0	Part Time Transportation Aide	16,475	-	16,475	New Personnel
0001-1044 Transportation	3089	0	Vehicle Operations	5,400	-	5,400	Non-discretionary Adjustment
0001-1044 Transportation	3090	0	Bus Shelter Maintenance Services	20,000	-	20,000	Non-discretionary Adjustment
0001-1044 Transportation	3100	0	Park and Ride Operations	200,000	-	200,000	New Program
0001-1044 Transportation	3091	0	Transit Vehicles V.E.R.F. Inclusion	20,924	-	20,924	Vehicle Equipment Replacement Fund - V. E. R. F.
0001-1044 Transportation	3092	1	Full-time Transportation Aide	59,803	-	-	New Personnel
0001-1044 Transportation	3093	2	Transit Operator's Expanded Hours	16,288	-	-	Enhanced Program
0001-1044 Transportation	3094	3	Transportation Planner	88,438	-	-	New Personnel
0001-1044 Transportation Total				\$ 427,328	\$ -	\$ 262,799	
0001-1060 Legal	2914	0	Municipal Court Prosecutor	141,889	-	-	New Personnel
0001-1060 Legal Total				\$ 141,889	\$ -	\$ -	
0001-1070 Municipal Court	405	0	Office Supplies	12,000	-	-	Non-discretionary Adjustment
0001-1070 Municipal Court	1134	0	Overtime for State Wide Warrant Round-up	8,866	-	8,866	Non-discretionary Adjustment
0001-1070 Municipal Court	3104	0	Increase in Security System costs	11,600	-	11,600	Non-discretionary Adjustment
0001-1070 Municipal Court	3105	0	Increase in Collection Agency costs	77,947	-	77,947	Non-discretionary Adjustment
0001-1070 Municipal Court	2788	1	Clerks Certification Incentive Program	3,225	-	-	Enhanced Program
0001-1070 Municipal Court	186	2	Deputy Clerk I (Code Enforcement Clerk)	52,917	-	-	New Personnel
0001-1070 Municipal Court	1811	3	Warrant Officer	90,936	-	-	New Personnel
0001-1070 Municipal Court Total				\$ 257,491	\$ -	\$ 98,413	
0001-1100 Finance	1287	0	M. C. A. D. Contract Increase	18,677	-	22,293	Non-discretionary Adjustment
0001-1100 Finance	3035	1	Laptop with Dock/bag/air Card X2	4,200	4,200	-	Replacement Equipment
0001-1100 Finance	2917	2	National Association of Fleet Administrators	1,965	-	-	New Travel & Training
0001-1100 Finance	2918	3	Tagit Texas Assn of Gov Information Tech Managers	1,500	-	-	New Travel & Training
0001-1100 Finance	1049	4	Accountant - Grants	79,882	-	-	New Personnel
0001-1100 Finance	2554	5	Accounts Payable Clerk	52,468	-	-	New Personnel
0001-1100 Finance Total				\$ 158,692	\$ 4,200	\$ 22,293	
0001-1110 CDBG Administration	1691	0	Professional Services for Annual Grant	20,000	-	20,000	Non-discretionary Adjustment
0001-1110 CDBG Administration	2055	0	C D B G Office Supplies	2,000	-	2,000	Non-discretionary Adjustment
0001-1110 CDBG Administration	1414	1	C D B G Board Materials and Refreshments	650	-	650	Enhanced Program
0001-1110 CDBG Administration Total				\$ 22,650	\$ -	\$ 22,650	
0001-1120 Purchasing	3046	1	Gas Boy Fuel Rings and Data Pass System	54,486	-	-	New Equipment
0001-1120 Purchasing Total				\$ 54,486	\$ -	\$ -	
0001-1130 Information Technology	2367	0	Non-discretionary Software Maintenance Increases	138,700	-	138,700	Non-discretionary Adjustment
0001-1130 Information Technology	2490	1	I. T. S. P. - P C Support Specialist	30,201	-	-	New Personnel
0001-1130 Information Technology	1704	2	I. T. S. P. - Server Replacement Program	20,000	-	-	Replacement Equipment
0001-1130 Information Technology	3071	3	I. T. S. P. - Storage Replacement Program	40,000	-	-	Replacement Equipment
0001-1130 Information Technology	2510	4	I. T. S. P. - Switch Replacement Program	30,000	-	-	Replacement Equipment
0001-1130 Information Technology	2511	5	I. T. S. P. - P C Replacement Program	30,000	-	-	Replacement Equipment
0001-1130 Information Technology	3063	6	Nimble Cache Upgrade for Public Works	24,000	-	12,000	Enhanced Program
0001-1130 Information Technology	3064	7	Virtual Server for the Police Department	23,000	-	-	New Equipment
0001-1130 Information Technology Total				\$ 335,901	\$ -	\$ 150,700	
0001-1160 Human Resources	2922	1	Full Time Employment Clerk	35,726	-	-	New Personnel
0001-1160 Human Resources	3075	2	Kronos Time Keeping Software and Hardware	241,884	-	241,884	New Equipment
0001-1160 Human Resources	2954	3	Replace Office Furniture	34,100	-	-	Replacement Equipment
0001-1160 Human Resources Total				\$ 311,710	\$ -	\$ 241,884	
0001-1201 Police Administration	2695	1	Secretary I	49,260	-	-	New Personnel
0001-1201 Police Administration Total				\$ 49,260	\$ -	\$ -	
0001-1202 Police Support Services	2944	0	Increase in Records Division Copier Fees	1,000	-	1,000	Non-discretionary Adjustment
0001-1202 Police Support Services	2946	1	Custodian	47,457	-	47,457	New Personnel
0001-1202 Police Support Services	3020	2	Full-time Record Clerk Position	52,630	-	-	New Personnel
0001-1202 Police Support Services Total				\$ 101,087	\$ -	\$ 48,457	

**FY 16-17 Supplemental Requests
General Fund**

<u>Department/Division</u>	<u>ID</u>	<u>Rank</u>	<u>Supplemental Request Title</u>	<u>Amount¹</u>	<u>Purchase²</u>	<u>Included³</u>	<u>Type</u>
0001-1203 Police Patrol	2993	0	Patrol Copy Machine	3,295	-	3,295	Non-discretionary Adjustment
0001-1203 Police Patrol	2997	0	Mobile Incident Command Vehicle	250,064	-	250,064	Vehicle Equipment Replacement Fund - V. E. R. F.
0001-1203 Police Patrol	2999	1	Patrol Overtime	374,768	-	-	Enhanced Program
0001-1203 Police Patrol Total				\$ 628,127	\$ -	\$ 253,359	
0001-1204 Police Investigations	3043	1	Overtime	153,078	-	-	Enhanced Program
0001-1204 Police Investigations Total				\$ 153,078	\$ -	\$ -	
0001-1206 Police Animal Services	3065	0	Supplemental Request for Crematory Data Contract	3,200	-	3,200	Non-discretionary Adjustment
0001-1206 Police Animal Services	2947	1	Full-time Animal Control Officer	84,303	-	-	New Personnel
0001-1206 Police Animal Services	3057	2	Care Corporation Contract	56,797	-	56,797	Enhanced Program
0001-1206 Police Animal Services Total				\$ 144,300	\$ -	\$ 59,997	
0001-1300 Fire	2576	1	Operating and Maintenance costs, Fire Station #7	93,500	-	-	Enhanced Program
0001-1300 Fire	2577	2	Additional Apparatus for Fire Station #7	25,500	-	25,500	Enhanced Program
0001-1300 Fire	3006	3	Six Firefighters, Fire Station #7 Auth 4-1-17	340,487	-	153,576	New Personnel
0001-1300 Fire	3101	4	Three Firefighters- N F S 4man Staffing Eff 1-1-17	170,244	-	-	New Personnel
0001-1300 Fire	3011	5	Three Lieutenants, Fire Station #7 Auth 4-1-17	240,568	-	103,806	New Personnel
0001-1300 Fire	3052	6	Three Engine Operators, Fire Station #7 Auth 4-1-17	215,146	-	93,560	New Personnel
0001-1300 Fire	3029	7	Update a Portion of M D T Fleet Units	88,000	-	88,000	Replacement Equipment
0001-1300 Fire	3027	8	Asset Tracking Software	5,100	9,800	5,100	Enhanced Program
0001-1300 Fire	3022	9	Fire Station Alerting System Replacement	205,000	-	-	Replacement Equipment
0001-1300 Fire	3021	10	Opticom Traffic Signal Preemption System-AFG Grant	205,000	-	-	Enhanced Program
0001-1300 Fire	3024	11	NASBLA Fire Boat Small Training Course	26,500	-	26,500	New Travel & Training
0001-1300 Fire	3025	12	NASBLA Basic Crew Member Course	18,000	-	18,000	New Travel & Training
0001-1300 Fire	3016	13	(1) Lieutenant for Training Office	145,163	-	-	New Personnel
0001-1300 Fire	1263	14	Swift Water Rescue Boat & Equipment	16,755	-	-	Vehicle Equipment Replacement Fund - V. E. R. F.
0001-1300 Fire Total				\$ 1,794,963	\$ 9,800	\$ 514,042	
0001-1400 Parks	3001	0	Contract Services	2,500	-	-	Non-discretionary Adjustment
0001-1400 Parks	3002	0	Leased Equipment	2,000	-	-	Non-discretionary Adjustment
0001-1400 Parks	3003	0	Office Supplies	2,000	-	-	Non-discretionary Adjustment
0001-1400 Parks	3004	0	Operating Supplies	1,000	-	-	Non-discretionary Adjustment
0001-1400 Parks	2641	1	Master Plan Update	50,000	-	-	Enhanced Program
0001-1400 Parks	2971	2	Generator	30,000	-	-	New Equipment
0001-1400 Parks	2919	3	Heritage Place Christmas Lighting - Additional	32,000	-	-	Enhanced Program
0001-1400 Parks Total				\$ 119,500	\$ -	\$ -	
0001-1410 Recreation Center	2449	1	Part Time Fitness Coordinator	23,501	-	-	New Personnel
0001-1410 Recreation Center	1918	2	Conroe Kidzfest	20,000	-	-	Enhanced Program
0001-1410 Recreation Center Total				\$ 43,501	\$ -	\$ -	
0001-1440 Aquatic Center	3061	1	Repair, Refinish, and Repaint Play Structure	125,000	-	-	Enhanced Program
0001-1440 Aquatic Center	2941	2	Expansion Joint Repair	40,325	-	-	Enhanced Program
0001-1440 Aquatic Center	3062	3	Fiberglassing Tower Slides	40,000	-	-	Enhanced Program
0001-1440 Aquatic Center	2977	4	Staff Development	1,000	-	1,000	New Travel & Training
0001-1440 Aquatic Center Total				\$ 206,325	\$ -	\$ 1,000	
0001-1450 Parks Operations	3055	0	Chevy Colorado, 1248, upgrade to 1/2 ton ext cab	8,000	-	8,000	Vehicle Equipment Replacement Fund - V. E. R. F.
0001-1450 Parks Operations	3054	1	Walking Trail Renovations	98,000	-	-	Enhanced Program
0001-1450 Parks Operations	2964	2	Parks Crew Leader	60,082	-	-	New Personnel
0001-1450 Parks Operations	2909	3	Flag Replacements	7,300	-	7,300	Enhanced Program
0001-1450 Parks Operations	3072	4	Sand Volleyball Court and Lighting	7,000	-	-	New Program
0001-1450 Parks Operations	3083	5	Roadway and Parking Lot Resurfacing	180,000	-	-	Enhanced Program
0001-1450 Parks Operations Total				\$ 360,382	\$ -	\$ 15,300	
0001-1500 Community Development	1276	0	Part Time Clerical Employee / Building Inspector	8,696	-	-	New Personnel
0001-1500 Community Development	1281	0	Contract Urban Forester	86,100	-	40,000	Non-discretionary Adjustment
0001-1500 Community Development	1669	0	Netmotion Mobility for Windows	15,000	-	15,000	Non-discretionary Adjustment
0001-1500 Community Development	2473	0	On-line I. C. C. Code Books	3,000	-	3,000	Non-discretionary Adjustment
0001-1500 Community Development	2859	0	Overtime	37,519	-	-	Non-discretionary Adjustment
0001-1500 Community Development	3073	0	Code Enforcement Uniforms	3,000	-	-	Non-discretionary Adjustment
0001-1500 Community Development	3079	0	Certification Pay for Inspectors	4,031	-	-	Non-discretionary Adjustment
0001-1500 Community Development	3074	1	Site - MS4 Building Inspector	119,704	-	-	New Personnel
0001-1500 Community Development	2733	2	Code Enforcement Officer with Extended Cab Truck	109,931	-	-	New Personnel
0001-1500 Community Development	2662	3	Code Enforcement Coordinator / Lien Processor	61,810	-	-	New Personnel

**FY 16-17 Supplemental Requests
General Fund**

<u>Department/Division</u>	<u>ID</u>	<u>Rank</u>	<u>Supplemental Request Title</u>	<u>Amount¹</u>	<u>Purchase²</u>	<u>Included³</u>	<u>Type</u>
0001-1500 Community Development	2885	4	Code Enforcement Abatement	100,000	-	-	New Program
0001-1500 Community Development	2469	5	Building Inspector/Plan Reviewer with Ext Cab Truck	120,516	-	-	New Personnel
0001-1500 Community Development	2660	6	Plan Intake Coord./ Open Record Request Processor	63,922	-	-	New Personnel
0001-1500 Community Development Total				\$ 733,229	\$ -	\$ 58,000	
0001-1530 Drainage Maintenance	2397	1	Materials for Drainage Projects	500,000	-	176,422	Enhanced Program
0001-1530 Drainage Construction Total				\$ 500,000	\$ -	\$ 176,422	
0001-1540 Streets	1938	0	Increase in mowing contract	200,000	-	185,835	Non-discretionary Adjustment
0001-1540 Streets	2912	0	Leased Equipment	40,000	-	-	Non-discretionary Adjustment
0001-1540 Streets	2927	0	Incentive Pay	3,225	-	3,225	Non-discretionary Adjustment
0001-1540 Streets	1078	1	Sweeper, E1338, Additional Funding Needed	215,000	-	-	Vehicle Equipment Replacement Fund - V. E. R. F.
0001-1540 Streets	3058	2	Boom Mower, E0720, Additional Funding Needed	84,000	-	-	Vehicle Equipment Replacement Fund - V. E. R. F.
0001-1540 Streets	1173	3	Asphalt	1,250,000	-	444,985	Enhanced Program
0001-1540 Streets	3000	4	Reclassification of 10 Laborer Positions	54,010	-	-	Enhanced Program
0001-1540 Streets	2119	5	Three New Assistant Sign Technician Positions - Annex	176,299	-	-	New Personnel
0001-1540 Streets	2126	6	New Refuse Crew & Equipment - 4 Positions	552,099	-	-	New Personnel
0001-1540 Streets	2127	7	New Street Sweeper	221,057	-	-	New Equipment
0001-1540 Streets Total				\$ 2,795,690	\$ -	\$ 634,045	
0001-1550 Signal Maintenance	1511	0	Traffic Signal Replacement Parts	184,000	-	-	Non-discretionary Adjustment
0001-1550 Signal Maintenance	2134	0	Contractor Services	84,859	-	-	Non-discretionary Adjustment
0001-1550 Signal Maintenance	2765	0	I 45 High Mast Pole Lay Down	165,000	-	-	Non-discretionary Adjustment
0001-1550 Signal Maintenance	2926	0	Incentive Pay	16,965	-	16,965	Non-discretionary Adjustment
0001-1550 Signal Maintenance	3060	1	Reclassification of 1 Journeyman Electrician	7,440	-	-	Enhanced Program
0001-1550 Signal Maintenance	2732	2	Traffic Signal Battery Backups	210,000	-	-	New Equipment
0001-1550 Signal Maintenance	1518	3	Two Journeyman Electrician Positions	323,750	-	-	New Personnel
0001-1550 Signal Maintenance	2789	4	Upgrade I 45 High Mast Lighting To L E D Bulbs	187,000	-	-	Replacement Equipment
0001-1550 Signal Maintenance	2571	5	New Forklift	49,000	-	-	New Equipment
0001-1550 Signal Maintenance	2806	6	Replace Signal Loops with Radar Detection	105,000	-	-	New Equipment
0001-1550 Signal Maintenance Total				\$ 1,333,014	\$ -	\$ 16,965	
0001-1570 Engineering	2731	1	Flood Protection Planning Grant	250,000	-	-	New Program
0001-1570 Engineering	3059	2	Reclassify Secretary II to Admin. Coordinator	6,578	-	-	Enhanced Program
0001-1570 Engineering	3066	3	Additional Funds for Contract Services	200,000	-	-	Enhanced Program
0001-1570 Engineering	2595	4	Additional Overtime	13,985	-	-	Enhanced Program
0001-1570 Engineering	2711	5	Project Engineer	126,367	-	-	New Personnel
0001-1570 Engineering	2996	6	Senior Engineering Inspector	123,146	-	-	New Personnel
0001-1570 Engineering	3010	7	Engineering Inspector	113,711	-	-	New Personnel
0001-1570 Engineering	2593	8	Engineering Technician	85,011	-	-	New Personnel
0001-1570 Engineering	3018	9	Engineering Aide	76,848	-	-	New Personnel
0001-1570 Engineering	2994	10	Receptionist	48,877	-	-	New Personnel
0001-1570 Engineering	2831	11	Summer Engineering Aide Interns	11,958	-	-	Enhanced Program
0001-1570 Engineering Total				\$ 1,056,481	\$ -	\$ -	
Grand Total				\$ 12,229,965	\$ 14,000	\$ 2,586,326	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 15-16 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. List "A" (Included) - These items are included in the Operating Budget as supplementals.

Notes:

4. If there is no funding listed in the FY15-16 Purchase or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2016-2017
0001-1020

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: REVENUES DIVISION: REVENUES

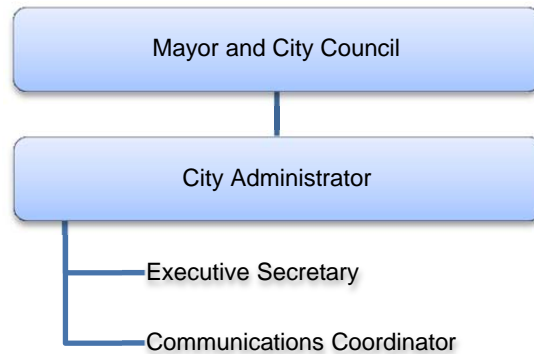
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
4010 Current Taxes	\$11,879,657	\$17,004,749	\$17,058,182	\$20,427,392	\$0	\$0	\$20,427,392
4020 Delinquent Taxes	\$34,258	\$80,105	\$61,877	\$61,877	\$0	\$0	\$61,877
4030 Gross Receipts	\$5,794,059	\$6,317,740	\$6,179,722	\$6,123,203	\$0	\$0	\$6,123,203
4040 Sales Tax	\$32,013,058	\$31,515,185	\$31,515,185	\$31,515,185	\$0	\$0	\$31,515,185
4050 Hotel Occupancy Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4070 Mixed Beverage Tax	\$272,002	\$304,352	\$288,795	\$288,795	\$0	\$0	\$288,795
4080 P.I.L.O.T.	\$592,302	\$682,266	\$682,266	\$781,490	\$0	\$0	\$781,490
4510 Licenses	\$29,467	\$33,188	\$36,125	\$36,125	\$0	\$0	\$36,125
4520 Permits	\$3,153,297	\$2,500,000	\$2,302,797	\$2,302,797	\$0	\$0	\$2,302,797
4530 Miscellaneous	\$3,016	\$3,456	\$2,351	\$2,351	\$0	\$0	\$2,351
4532 Alarm Fees	\$101,353	\$134,601	\$106,453	\$106,453	\$0	\$0	\$106,453
4533 Excessive Alarms	\$49,500	\$52,763	\$46,450	\$46,450	\$0	\$0	\$46,450
4535 Wrecker Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5010 Refuse Collection	\$426,461	\$440,321	\$426,168	\$426,168	\$0	\$0	\$426,168
5020 Copies	\$17,356	\$19,853	\$14,321	\$14,321	\$0	\$0	\$14,321
5040 Planning and Zoning Fees	\$829,971	\$400,000	\$462,237	\$325,000	\$0	\$0	\$325,000
5117 Code Enforcement Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5150 Service Charges	\$20,054	\$4,305	\$19,321	\$4,305	\$0	\$0	\$4,305
5510 Traffic and Criminal Fines	\$1,998,039	\$2,114,550	\$2,043,456	\$1,895,519	\$0	\$0	\$1,895,519
5530 Traffic Camera Fines	\$576,876	\$0	\$0	\$0	\$0	\$0	\$0
5540 Commercial Vehicle Fines	\$20,465	\$48,750	\$0	\$0	\$0	\$0	\$0
6010 Interest	\$66,807	\$54,386	\$101,244	\$101,244	\$0	\$0	\$101,244
6015 Gains (Losses) on Investmt	\$4,690	\$0	\$0	\$0	\$0	\$0	\$0
6020 Penalty & Interest	\$73,555	\$73,894	\$108,414	\$108,414	\$0	\$0	\$108,414
6030 Lease Income	\$63,820	\$63,440	\$86,640	\$200,640	\$0	\$0	\$200,640
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	\$851,190	\$784,953	\$753,188	\$815,785	\$0	\$0	\$815,785
6051 Parks Programs	\$419,077	\$373,451	\$430,582	\$458,633	\$0	\$0	\$458,633
6052 Parks Donations	\$9,590	\$0	\$0	\$0	\$0	\$0	\$0
6053 Animal Shelter Fees	\$9,654	\$9,000	\$9,625	\$6,000	\$0	\$0	\$6,000
6054 Tree Mitigation	\$34,731	\$0	\$21,759	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$84,759	\$108,533	\$49,930	\$49,930	\$0	\$0	\$49,930
6070 Short & Over	\$357	\$0	\$341	\$0	\$0	\$0	\$0
6080 Donations	\$143,796	\$50,000	\$50,000	\$50,000	\$0	\$0	\$50,000
6100 Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2016-2017
0001-1020

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: REVENUES		DIVISION: REVENUES			
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6104 CDBG-OJCC	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6105 Seized Assets	\$96,952	\$0	\$255,443	\$0	\$0	\$0	\$0
6106 Intergovernmental	\$2,024,025	\$2,107,263	\$2,274,978	\$2,054,927	\$0	\$0	\$2,054,927
6111 Proceeds for Capital Leases	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$3,202	\$0	\$1,949	\$0	\$0	\$0	\$0
6550 Transfer In	\$125,219	\$110,549	\$110,549	\$245,843	\$0	\$0	\$245,843
REVENUES SUBTOTAL	\$61,848,127	\$65,391,653	\$65,500,348	\$68,448,847	\$0	\$0	\$68,448,847
TOTAL 0001-1020	\$61,848,127	\$65,391,653	\$65,500,348	\$68,448,847	\$0	\$0	\$68,448,847

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 2015-2016

- ✓ Completed “Conroe Lean” seventh year
- ✓ Developed 2015 State of the City Report
- ✓ Attended City Council Workshops and Meetings, Conroe Industrial Development Corporation and Greater Conroe Economic Development Council meetings
- ✓ Completed FY 15-16 Capital Improvement Plan (CIP)
- ✓ Oversaw preparation of FY 15-16 Annual Budget
- ✓ Continued improvement of City’s reserve funds

Goals & Objectives for FY 2016-2017

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

City of Conroe General Fund

Administration 0001-1041

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
City Administrator	1	1	1	1
Communications Coordinator	1	1	1	1
Executive Secretary	1	1	1	1
TOTAL FULL TIME	3	3	3	3

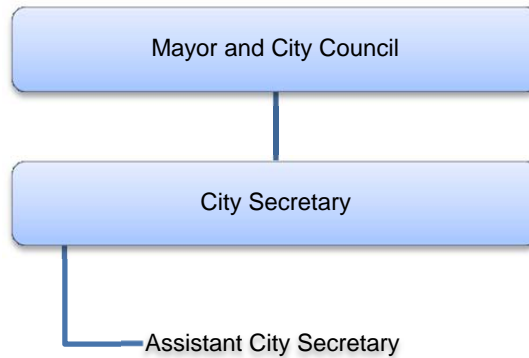
	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Conduct Bi-Monthly Management Team Meetings	21	20	20	20
Conduct bi-weekly one-on-one Meeting with Directors	120	120	110	115
Respond to all citizen inquiries/ complaints in a timely	Yes	Yes	Yes	Yes
Maintain sound fiscal health of City of Conroe	Yes	Yes	Yes	Yes
Maintain "quality" communications with employees	Yes	Yes	Yes	Yes

CITY OF CONROE
FY 2016-2017
0001-1041

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: ADMINISTRATION		DIVISION: ADMINISTRATION			
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$334,068	\$342,925	\$360,984	\$340,395	\$0	\$0	\$340,395
7012 Salaries - Part Time	\$0	\$353	\$0	\$353	\$0	\$0	\$353
7020 Overtime	\$398	\$0	\$350	\$0	\$0	\$0	\$0
7025 Social Security	\$19,835	\$29,007	\$24,427	\$28,793	\$0	\$0	\$28,793
7030 Retirement & Pension	\$55,571	\$55,410	\$58,839	\$55,410	\$0	\$0	\$55,410
7035 Workers Compensation	\$4,539	\$4,386	\$5,206	\$5,865	\$0	\$0	\$5,865
7040 Employee Insurance	\$25,740	\$30,585	\$30,585	\$34,560	\$0	\$0	\$34,560
PERSONNEL SERVICES SUBTOTAL	\$440,151	\$462,666	\$480,391	\$465,376	\$0	\$0	\$465,376
7110 Office Supplies	\$5,355	\$2,709	\$3,100	\$3,209	\$0	\$0	\$3,209
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	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$7,535	\$5,000	\$4,100	\$5,200	\$0	\$0	\$5,200
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$4,850	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$17,740	\$7,909	\$7,200	\$8,409	\$0	\$0	\$8,409
8010 Utilities	\$1,237	\$2,000	\$1,500	\$1,500	\$0	\$0	\$1,500
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$10,158	\$11,500	\$11,000	\$11,500	\$0	\$0	\$11,500
8050 Travel & Training	\$46,070	\$22,462	\$17,000	\$22,462	\$0	\$0	\$22,462
8060 Contract Services	\$27,559	\$35,718	\$28,000	\$26,718	\$0	\$0	\$26,718
8070 Elections	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$85,024	\$71,680	\$57,500	\$62,180	\$0	\$0	\$62,180
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	\$48,406	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$48,406	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1041	\$542,915	\$590,661	\$545,091	\$535,965	\$0	\$0	\$535,965

Mayor and City Council



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

Mayor and City Council

Accomplishments for FY 2015-2016

- ✓ Continued on-going assistance in records retention training/organizing with all departments
- ✓ Prepared Council agenda packets and minutes for all Council Meetings
- ✓ Provided updated data to the City website for Council meetings, minutes and agendas
- ✓ Added all approved Ordinances, Resolutions, Agreements, Easements and Deeds to the city common folder for employee convenience
- ✓ Provided electronic retrieval of packets for department directors
- ✓ Successfully responded to a growing volume of open records requests
- ✓ Successfully completed the process of historic preservation of the original Minute Books (dating from 1904) by having six books restored
- ✓ Purchased additional election equipment from HART InterCivic to meet demand of voter increase created by annexations in order to continue conducting in-house city elections

Goals & Objectives for FY 2016-2017

- ❑ Continue on-going preservation project for early Minute Books
- ❑ Continue search for user-friendly paperless agenda system
- ❑ Continue to provide evidence of need for additional personnel in order to supply necessary support for a more enhanced and well-developed records retention system and assist with increasing workload which includes expanded clerical, technical and customer service assistance
- ❑ Work with Council Members to assist in:
 - Individual department functions
 - Open Meetings Act
 - Scheduling and preparing travel voucher forms for meetings and trips
 - Tracking Continuing Education Units
- ❑ Continue to prepare agenda and minutes for all Council Meetings

City of Conroe General Fund

Mayor and City Council 0001-1042

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</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
Assistant City Secretary	1	1	1	1
TOTAL FULL TIME	2	2	2	2
PT Secretary (Hours)	0	0	160	0
TOTAL PART TIME	0	0	160	0
	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Minutes / Agendas / Packets	91	100	105	105
Open Records Requests	473	496	521	547
Document Recording	30	31	32	35
Publications	109	114	119	125

CITY OF CONROE
FY 2016-2017
0001-1042

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: MAYOR AND COUNCIL

DIVISION: MAYOR AND COUNCIL

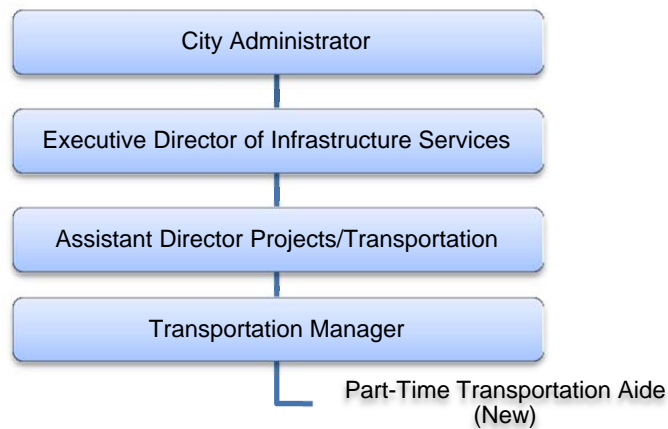
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$399,631	\$463,245	\$435,135	\$379,061	\$0	\$0	\$379,061
7012 Salaries - Part Time	\$15,555	\$193	\$3,200	\$193	\$0	\$0	\$193
7020 Overtime	\$3,276	\$1,750	\$609	\$1,750	\$0	\$0	\$1,750
7025 Social Security	\$27,149	\$38,922	\$30,576	\$32,195	\$0	\$0	\$32,195
7030 Retirement & Pension	\$35,373	\$43,309	\$39,974	\$29,831	\$0	\$0	\$29,831
7035 Workers Compensation	\$5,053	\$5,215	\$6,191	\$6,462	\$0	\$0	\$6,462
7040 Employee Insurance	\$17,160	\$20,390	\$20,390	\$23,040	\$0	\$0	\$23,040
PERSONNEL SERVICES SUBTOTAL	\$503,197	\$573,024	\$536,075	\$472,532	\$0	\$0	\$472,532
7110 Office Supplies	\$3,230	\$3,400	\$3,600	\$3,400	\$0	\$0	\$3,400
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$2,847	\$4,768	\$11,650	\$4,768	\$0	\$10,000	\$14,768
7253 Furniture & Fixtures <\$5,000	\$2,172	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$318	\$0	\$3,100	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$8,567	\$8,168	\$18,350	\$8,168	\$0	\$10,000	\$18,168
8010 Utilities	\$1,478	\$800	\$980	\$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	\$41,567	\$42,192	\$42,192	\$42,192	\$0	\$0	\$42,192
8060 Contract Services	\$9,141	\$10,544	\$10,544	\$10,544	\$0	\$0	\$10,544
8070 Elections	\$82,407	\$82,709	\$81,940	\$16,340	\$0	\$0	\$16,340
CONTRACTUAL SUBTOTAL	\$134,593	\$136,245	\$135,656	\$69,876	\$0	\$0	\$69,876
9040 Furniture & Fixtures > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment > \$5,000	\$0	\$32,414	\$32,414	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$32,414	\$32,414	\$0	\$0	\$0	\$0
TOTAL 0001-1042	\$646,357	\$749,851	\$722,495	\$550,576	\$0	\$10,000	\$560,576

CITY OF CONROE
FY 2016-2017
0001-1042

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
3050	1	Restoration Of Original Council Minute Books	Enhanced Program	7200 OPERATING SUPPLIES	\$10,000
				Request Total	\$10,000
1 Requests			Total for 0001-1042		\$10,000

Transportation



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

Transportation

Accomplishments for FY 2015-2016

- ✓ In the first year of service, Conroe Connection provided 22,811 trips to transit riders
- ✓ Total revenue miles: 52,056 (fixed route) + 2,052 (paratransit) = 54,108
- ✓ Negotiated the League Line Road extension design process and funding award. Project is under construction
- ✓ Conducted federal/state procurements for bike racks and two ADA mini-vans
- ✓ Completion of our first Federal Transit Administration Triennial Review for Transit Agency's to include a formalized plan for Vehicle and Equipment Maintenance Plans
- ✓ Completed the construction contract with Montgomery Building Services for the Pedestrian Access & Transit Improvement project on Frazier Street and bus route through Bus Livability funding
- ✓ Conducted a four week "Fixed Route Data Collection" survey to provide a look at the performance of the transit system, identify any needed amenities for the fixed route and form a base line for future data collection, surveys, and ridership analyses
- ✓ Met with TxDOT to help expedite several State Funded Projects within Montgomery County
- ✓ Recovered \$800,000 in grant reimbursement for operating expenses and over \$1.5 million in capital reimbursements
- ✓ Awarded \$1,136,000 by H-GAC for a Safe School Access Program to install Pedestrian Infrastructure at various locations in Conroe, partnering with Conroe ISD for local match

Goals & Objectives for FY 2016 -2017

- ❑ Complete construction of the Conroe Park & Ride at FM 2854 and IH-45 & SH-105 Access Management improvements
- ❑ Secure HGAC Congestion Mitigation and Air Quality (CMAQ) Improvement Program funding for full turnkey operations contract for the Park & Ride
- ❑ Add a third route to the fixed bus route service
- ❑ Complete Bus Livability funding with the Wilson Road project
- ❑ Initiate Safe Routes to School Sidewalk project with HGAC and Conroe ISD
- ❑ Complete construction on the FM 3083 Railroad Overpass improvements through TxDOT

City of Conroe General Fund

Transportation 0001-1044

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Admin Coordinator/Transportation Specialist	1	0	0	0
Transportation Manager	0	0	1	1
TOTAL FULL TIME	1	0	1	1
PT Transportation Aide	0	0	1,000	1,040
TOTAL PART TIME HOURS	0	0	1,000	1,040

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Ridership				
Fixed Route	N/A	19,612	29,418	39,273
ADA	N/A	331	662	884
Service Effectiveness - Unlinked Passenger Trips per Vehicle Revenue Hour				
Fixed Route	N/A	4.62	4.90	4.36
ADA	N/A	0.67	0.67	0.53
Cost Effectiveness - Fare box Recovery Ratio (fares collected/total cost of service)				
Fixed Route	N/A	0.05	0.05	0.05
ADA	N/A	0.01	0.01	0.01

This Department was previously in a separate Fund, 0036 Transportation Grants Fund, and included grants costs. It is re-established in the General Fund in FY16-17 and only includes City costs. A portion of Personnel Services is reimbursed from Grants Funds as a Transfer In.

CITY OF CONROE
FY 2016-2017
0001-1044

BUDGET LINE ITEMS

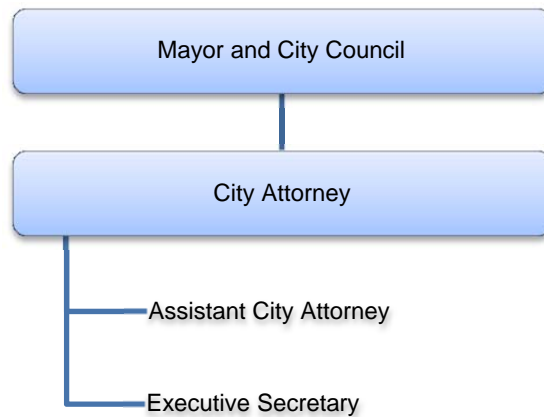
FUND: GENERAL FUND DEPARTMENT: TRANSPORTATION DIVISION: TRANSPORTATION							
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$61,819	\$61,819	\$68,355	\$0	\$0	\$68,355
7012 Salaries - Part Time	\$0	\$13,915	\$13,915	\$0	\$0	\$13,940	\$13,940
7020 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7025 Social Security	\$0	\$6,290	\$6,290	\$5,776	\$0	\$1,066	\$6,842
7030 Retirement & Pension	\$0	\$9,989	\$9,989	\$11,127	\$0	\$0	\$11,127
7035 Workers Compensation	\$0	\$2,259	\$2,259	\$1,177	\$0	\$1,469	\$2,646
7040 Employee Insurance	\$0	\$13,475	\$10,195	\$11,520	\$0	\$0	\$11,520
PERSONNEL SERVICES SUBTOTAL	\$0	\$107,747	\$104,467	\$97,955	\$0	\$16,475	\$114,430
7110 Office Supplies	\$0	\$3,500	\$1,500	\$3,000	\$0	\$0	\$3,000
7160 Vehicle Operations	\$0	\$7,000	\$1,926	\$0	\$0	\$5,400	\$5,400
7170 Vehicle Repairs	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$0	\$15,000	\$15,000	\$13,500	\$0	\$0	\$13,500
7251 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$28,500	\$18,426	\$16,500	\$0	\$5,400	\$21,900
8010 Utilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$26,500	\$16,500	\$16,500	\$0	\$0	\$16,500
8060 Contract Services	\$0	\$177,559	\$209,249	\$192,749	\$0	\$220,000	\$412,749
CONTRACTUAL SUBTOTAL	\$0	\$204,059	\$225,749	\$209,249	\$0	\$220,000	\$429,249
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	\$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
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$20,924	\$20,924
TRANSFERS SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$20,924	\$20,924
TOTAL 0001-1044	\$0	\$340,306	\$348,642	\$323,704	\$0	\$262,799	\$586,503

CITY OF CONROE
FY 2016-2017
0001-1044

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
3088	0	Part Time Transportation Aide	New Personnel	7012 SALARIES - PART TIME 7025 SOCIAL SECURITY 7035 WORKERS COMPENSATION Request Total	\$13,940 \$1,066 \$1,469 \$16,475
3089	0	Vehicle Operations	Non-discretionary Adjustment	7160 VEHICLE OPERATIONS Request Total	\$5,400 \$5,400
3090	0	Bus Shelter Maintenance Services	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$20,000 \$20,000
3091	0	Transit Vehicles V.e.r.f. Inclusion	Vehicle Equipment Replacement Fund - V. E. R. F.	8520 TRANSFER OUT Request Total	\$20,924 \$20,924
3100	0	Park And Ride Operations	New Program	8060 CONTRACT SERVICES Request Total	\$200,000 \$200,000
5 Requests			Total for 0001-1044		\$262,799

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

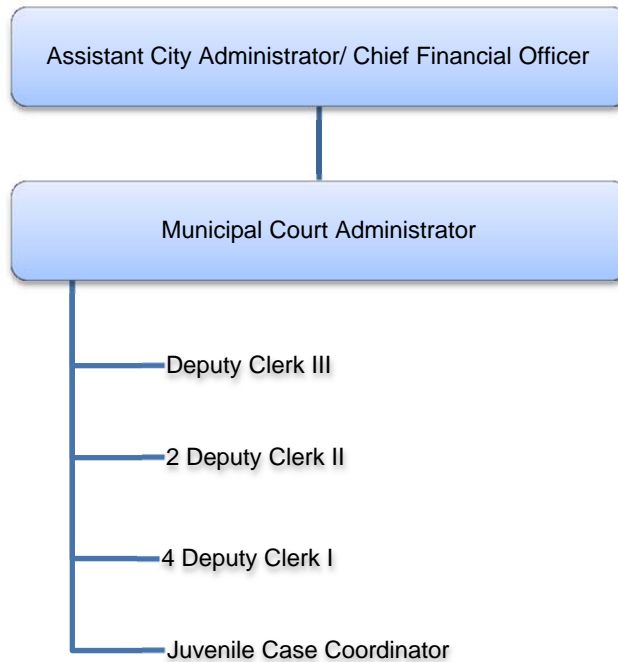
	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
City Attorney	1	1	1	1
Assistant City Attorney	1	1	1	1
Executive Secretary	1	1	1	1
TOTAL FULL TIME	3	3	3	3

CITY OF CONROE
FY 2016-2017
0001-1060

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: LEGAL DIVISION: LEGAL							
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$326,886	\$341,206	\$330,891	\$357,651	\$0	\$0	\$357,651
7012 Salaries - Part Time	\$0	\$200	\$0	\$200	\$0	\$0	\$200
7020 Overtime	\$404	\$0	\$309	\$0	\$0	\$0	\$0
7025 Social Security	\$21,084	\$28,849	\$22,737	\$30,238	\$0	\$0	\$30,238
7030 Retirement & Pension	\$54,211	\$55,132	\$54,569	\$58,218	\$0	\$0	\$58,218
7035 Workers Compensation	\$4,450	\$4,362	\$4,919	\$6,157	\$0	\$0	\$6,157
7040 Employee Insurance	\$25,740	\$30,585	\$30,585	\$34,560	\$0	\$0	\$34,560
PERSONNEL SERVICES SUBTOTAL	\$432,775	\$460,334	\$444,010	\$487,024	\$0	\$0	\$487,024
7110 Office Supplies	\$3,612	\$3,200	\$1,000	\$3,200	\$0	\$0	\$3,200
7140 Wearing Apparel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$18	\$300	\$0	\$300	\$0	\$0	\$300
7200 Operating Supplies	\$12	\$500	\$0	\$500	\$0	\$0	\$500
7253 Furniture & Fixtures <\$5,000	\$247	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$3,889	\$4,000	\$1,000	\$4,000	\$0	\$0	\$4,000
8010 Utilities	\$639	\$1,100	\$700	\$1,100	\$0	\$0	\$1,100
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$9,895	\$95,000	\$56,000	\$95,000	\$0	\$0	\$95,000
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$3,585	\$5,995	\$3,500	\$5,995	\$0	\$0	\$5,995
8060 Contract Services	\$39,118	\$23,439	\$35,097	\$23,439	\$0	\$0	\$23,439
CONTRACTUAL SUBTOTAL	\$53,237	\$125,534	\$95,297	\$125,534	\$0	\$0	\$125,534
9040 Furniture & Fixtures > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1060	\$489,901	\$589,868	\$540,307	\$616,558	\$0	\$0	\$616,558

Municipal Court



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

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

Municipal Court

Accomplishments for FY 2015-2016

- ✓ Participated in the Great State Wide Warrant Round-Up a state wide collaboration of agencies serving warrants on outstanding cases in multiple jurisdictions. This was the most successful year for court.
- ✓ Implemented payment of cash, credit card or check through the Jack Kiosk system.
- ✓ Distributed traffic safety brochures and associated traffic material at Kidz Fest and National Night Out.
- ✓ Implemented an efficient process to handle the Code Enforcement Citations when they are processed in the Court.
- ✓ Implemented the Texas Municipal Court Education Center Certification Program for the Clerks.

Goals & Objectives for FY 2016-2017

- ❑ Participate in the 2016 Traffic Safety Initiative Award for the State of Texas for medium size courts.
- ❑ Participate in the Great State Wide Warrant Round-Up. This is a state wide collaboration of agencies serving warrants on outstanding cases in multiple courts.
- ❑ Participate in the collaboration of the construction of the new Municipal Court – Police Department facility to ensure the court proper space.
- ❑ Participate in the Texas Municipal Court Education Center for the Deputy Clerks to obtain their certification.
- ❑ Participate in the Tyler Technology Excellence Award.
- ❑ Utilized two certified peace officers to work the x-ray and metal detector for the court room.
- ❑ Implement the electronic imaging of signed citations into the court software.

City of Conroe General Fund

Municipal Court 0001-1070

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
SPECIAL SERVICES				
Judge	1	1	1	1
TOTAL SPECIAL SERVICES	1	1	1	1
PERSONNEL SERVICES				
Court Administrator	1	1	1	1
Deputy Court Clerk III	1	1	1	1
Deputy Court Clerk II	2	2	2	2
Deputy Court Clerk I	4	4	4	4
Juvenile Case Coordinator	1	1	1	1
TOTAL FULL TIME	9	9	9	9
	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Number of Citations Issued	19,621	17,358	17,878	19,407
Number of Citations Processed	20,892	16,335	17,848	16,392
Number of Warrants Issued	9,948	9,894	10,192	10,380
Amount of Fines Collected	2,850,155	1,620,471	1,669,085	2,330,412
Amount of State Fees	925,155	769,998	793,097	788,136
Amount Retained by City	1,924,992	2,390,469	2,462,182	1,542,276

CITY OF CONROE
FY 2016-2017
0001-1070

BUDGET LINE ITEMS

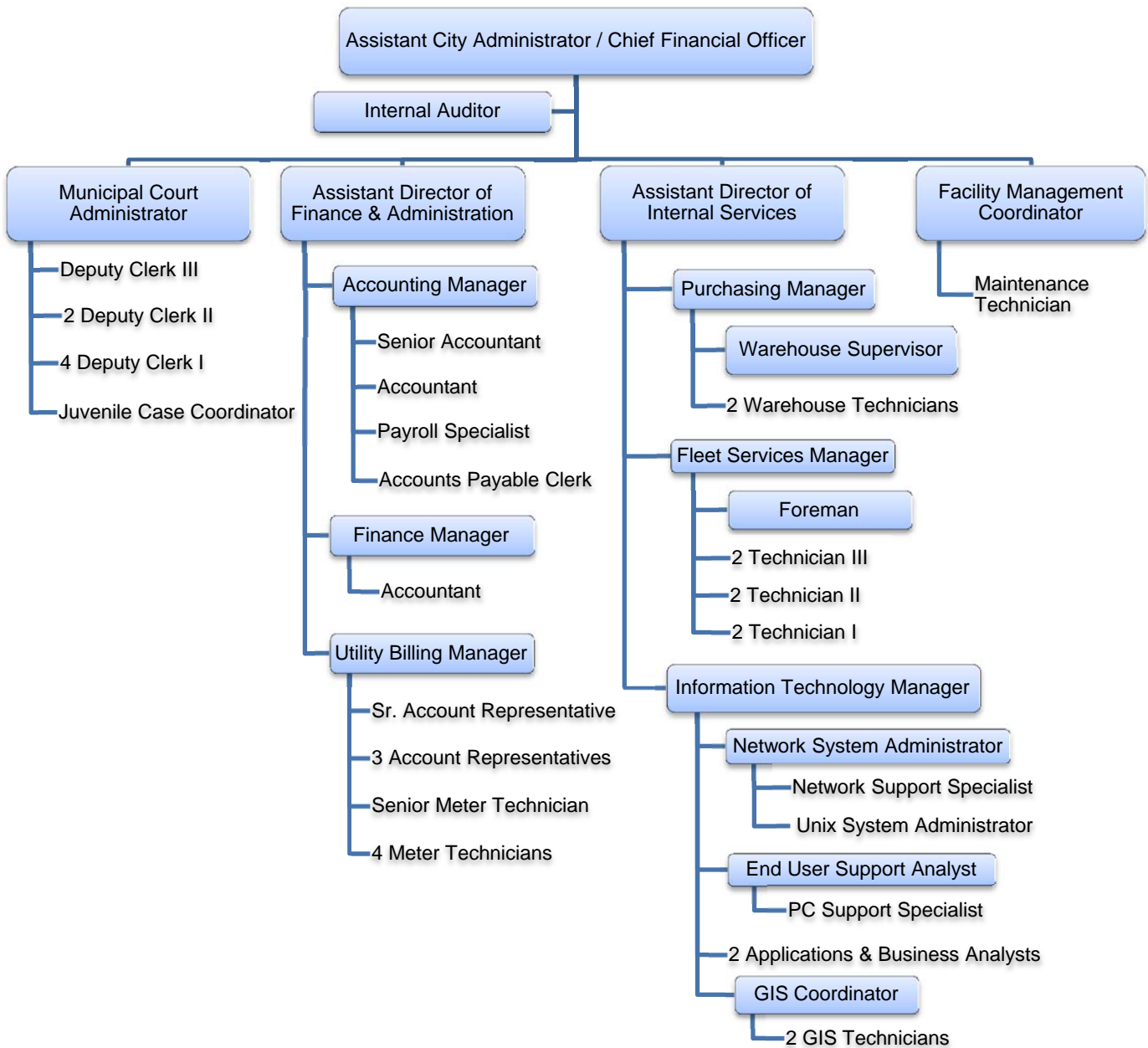
FUND: GENERAL FUND DEPARTMENT: MUNICIPAL COURT DIVISION: MUNICIPAL COURT							
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$435,178	\$458,742	\$445,742	\$468,546	\$0	\$0	\$468,546
7020 Overtime	\$11,623	\$33,755	\$36,000	\$33,755	\$0	\$7,182	\$40,937
7025 Social Security	\$32,871	\$41,512	\$34,399	\$42,444	\$0	\$539	\$42,983
7030 Retirement & Pension	\$65,742	\$71,438	\$69,299	\$73,639	\$0	\$1,145	\$74,784
7035 Workers Compensation	\$6,345	\$7,066	\$8,390	\$8,062	\$0	\$0	\$8,062
7040 Employee Insurance	\$77,220	\$91,755	\$91,755	\$103,679	\$0	\$0	\$103,679
PERSONNEL SERVICES SUBTOTAL	\$628,979	\$704,268	\$685,585	\$730,125	\$0	\$8,866	\$738,991
7110 Office Supplies	\$43,375	\$23,812	\$28,500	\$23,812	\$0	\$0	\$23,812
7130 Cleaning Supplies	(\$79)	\$500	\$500	\$500	\$0	\$0	\$500
7140 Wearing Apparel	\$965	\$1,400	\$1,400	\$1,400	\$0	\$0	\$1,400
7160 Vehicle Operations	\$3,942	\$5,800	\$5,800	\$5,800	\$0	\$0	\$5,800
7180 Equipment Repairs	\$631	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7190 Radio Repairs	\$0	\$150	\$150	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$4,888	\$6,087	\$6,087	\$6,087	\$0	\$0	\$6,087
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$19,296	\$2,500	\$2,500	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$73,018	\$41,249	\$45,937	\$38,599	\$0	\$0	\$38,599
8010 Utilities	\$289	\$4,263	\$4,263	\$4,263	\$0	\$0	\$4,263
8020 Insurance and Bonds	\$2,619	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
8030 Legal Services	\$2,000	\$5,600	\$5,600	\$5,600	\$0	\$0	\$5,600
8040 Leased Equipment	\$6,351	\$19,444	\$19,444	\$19,444	\$0	\$0	\$19,444
8050 Travel & Training	\$34,136	\$26,276	\$26,276	\$19,526	\$0	\$0	\$19,526
8060 Contract Services	\$354,322	\$390,550	\$484,623	\$395,376	\$0	\$89,547	\$484,923
CONTRACTUAL SUBTOTAL	\$399,717	\$448,133	\$542,206	\$446,209	\$0	\$89,547	\$535,756
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	\$42,383	\$51,079	\$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	\$42,383	\$51,079	\$0	\$0	\$0	\$0
TOTAL 0001-1070	\$1,101,714	\$1,236,033	\$1,324,807	\$1,214,933	\$0	\$98,413	\$1,313,346

CITY OF CONROE
FY 2016-2017
0001-1070

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1134	0	Overtime For State Wide Warrant Round-up	Non-discretionary Adjustment	7020 OVERTIME 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION Request Total	\$7,182 \$539 \$1,145 \$8,866
3104	0	Increase In Security System Costs	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$11,600 \$11,600
3105	0	Increase In Collection Agency Costs	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$77,947 \$77,947
3 Requests			Total for 0001-1070		\$98,413

Finance & Administration



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

Finance & Administration

Accomplishments for FY 2015-2016

- ✓ Earned the Distinguished Budget Presentation Award for the 2015-2016 fiscal year
- ✓ Earned the Certificate of Achievement for Excellence in Financial Reporting for the fiscal year 2014-2015 Comprehensive Annual Financial Report (CAFR)
- ✓ Earned the Investment Policy Certificate of Distinction from the Government Treasurers' Organization of Texas (GTOT) for the City's Investment Policy
- ✓ Earned the Leadership Circle Platinum Award for 2016
- ✓ Completed year-end close and CAFR for the 9th time with in-house Accounting staff
- ✓ Completed various audits of processes and procedures for improving internal control
- ✓ Compiled and printed the 2015-2016 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 2016-2017

- ❑ Earn the Certificate of Achievement for Excellence in Financial Reporting for the 2015-2016 fiscal year Comprehensive Annual Financial Report (CAFR)
- ❑ Earn the Distinguished Budget Presentation Award for the 2016-2017 fiscal year
- ❑ Audit various systems and processes for internal control procedures
- ❑ Continue City-wide Conroe Lean Program to improve operations by reviewing internal systems and processes
- ❑ Earn the Investment Policy Certificate of Distinction from the Government Treasurers' Organization of Texas (GTOT) for the City's Investment Policy
- ❑ Earn the Leadership Circle Platinum Award for 2017

City of Conroe General Fund

Finance & Administration 0001-1100

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Assistant City Administrator/CFO	1	1	1	1
Assistant Director of Internal Services	0	0	1	1
Internal Auditor	1	1	1	1
Assistant Director of Finance & Administration	1	1	1	1
Accounting Manager	1	1	1	1
Accountant	2	2	2	2
Senior Accountant	1	1	1	1
Facility Management Coordinator	1	1	1	1
Payroll Specialist	1	1	1	1
Accounts Payable Clerk	1	1	1	1
Finance Manager	0	1	1	1
TOTAL FULL TIME	10	11	12	12
P/T Senior Accountant (Hours)	1,560	0	0	0
TOTAL PART TIME HOURS	1,560	0	0	0

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
General Obligation Bond Rating	AA/Aa2	AA/Aa2	AA/Aa2	AA/Aa2
Water & Sewer System Bond Rating	AA/Aa3	AA/Aa3	AA/Aa3	AA/Aa3
Conroe IDC Bond Rating	A+/A1	A+/Aa3	A+/Aa3	A+/Aa3
% of Quarterly Investment Reports completed and filed	100%	100%	100%	100%
% of Monthly Financial Reports completed and filed	100%	100%	100%	100%
Receive GFOA Distinguished Budget Presentation Award	Yes	Yes	Yes	Yes
Receive GFOA Certificate of Excellence in Financial Reporting	Yes	Yes	Yes	Yes
Receive GFOA Popular Annual Fin Reporting	N/A	N/A	N/A	Yes
Average number of working days to close prior accounting period	10	10	10	10
Number of internal audit projects	8	10	9	10

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

CITY OF CONROE
FY 2016-2017
0001-1100

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: FINANCE DIVISION: FINANCE

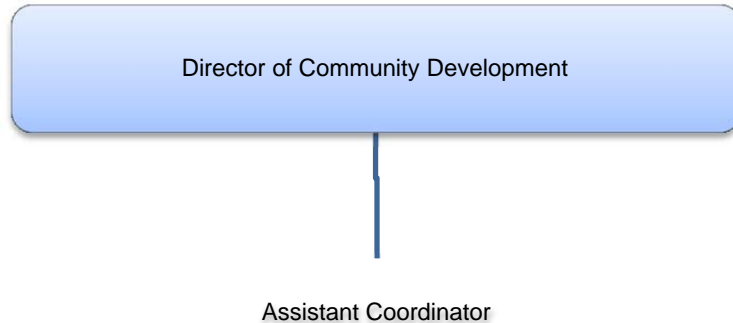
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$825,690	\$979,856	\$970,513	\$1,006,592	\$0	\$0	\$1,006,592
7012 Salaries - Part Time	\$18,660	\$19,353	\$0	\$19,353	\$0	\$0	\$19,353
7020 Overtime	\$2,746	\$3,200	\$3,200	\$3,200	\$0	\$0	\$3,200
7025 Social Security	\$60,580	\$84,704	\$71,602	\$86,963	\$0	\$0	\$86,963
7030 Retirement & Pension	\$137,309	\$158,842	\$159,154	\$164,374	\$0	\$0	\$164,374
7035 Workers Compensation	\$10,862	\$12,767	\$15,159	\$17,658	\$0	\$0	\$17,658
7040 Employee Insurance	\$90,090	\$122,340	\$122,340	\$138,239	\$0	\$0	\$138,239
PERSONNEL SERVICES SUBTOTAL	\$1,145,937	\$1,381,062	\$1,341,968	\$1,436,379	\$0	\$0	\$1,436,379
7110 Office Supplies	\$29,956	\$22,035	\$22,035	\$22,035	\$0	\$0	\$22,035
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$105	\$0	\$300	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$3,045	\$2,060	\$2,060	\$2,060	\$0	\$0	\$2,060
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$4,422	\$0	\$2,700	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$37,528	\$24,095	\$27,095	\$24,095	\$0	\$0	\$24,095
8010 Utilities	\$2,288	\$3,262	\$3,262	\$3,262	\$0	\$0	\$3,262
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$2,140	\$3,000	\$2,000	\$3,000	\$0	\$0	\$3,000
8040 Leased Equipment	\$0	\$11,466	\$11,466	\$11,466	\$0	\$0	\$11,466
8050 Travel & Training	\$32,324	\$39,854	\$36,854	\$39,613	\$0	\$0	\$39,613
8060 Contract Services	\$318,591	\$376,108	\$368,700	\$329,398	\$0	\$22,293	\$351,691
CONTRACTUAL SUBTOTAL	\$355,343	\$433,690	\$422,282	\$386,739	\$0	\$22,293	\$409,032
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1100	\$1,538,808	\$1,838,847	\$1,791,345	\$1,847,213	\$0	\$22,293	\$1,869,506

CITY OF CONROE
FY 2016-2017
0001-1100

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1287	0	M. C. A. D. Contract Increase	Non-discretionary	8060 CONTRACT SERVICES	\$22,293
			Adjustment	Request Total	\$22,293
1 Requests			Total for 0001-1100		\$22,293

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 Facade Program, Planning and Administration, Public Facility Improvements and Demolition/Clearance Activities. The goal of the CDBG Department is to improve the quality of life for all citizens of the City of Conroe and especially those of low and moderate income.

CDBG Administration

Accomplishments for FY 2015-2016

- ✓ Reduced the 108 loan by making timely payments
- ✓ Complete 2015-2019 New 5-Year Consolidated Action Plan and submitted it to the U.S. Department of Housing and Urban Development
- ✓ Completed the 2014 Consolidated Annual Performance and Evaluation Report and submitted it to the U. S. Department of Housing and Urban Development
- ✓ Worked diligently with the Community Development Block Grant Board
- ✓ Completed large Clean-Up Project in Housing Target Area
- ✓ Completed Fair Housing and Lead Based paint campaign at City Hall

Goals & Objectives for FY 2016-2017

- ❑ Continue monitoring compliance and repayment of the 108 funding per loan repayment schedule
- ❑ Complete the 2015 Consolidated Annual Performance and Evaluation Report and submit it to the U. S. Department of Housing and Urban Development
- ❑ Environmentally clear sites for the Reconstruction Program
- ❑ Bid and start reconstruction of six houses
- ❑ Complete Demolition/Clean-Up Project in Housing Target Area
- ❑ Successfully complete external audit review

City of Conroe General Fund

CDBG Administration 0001-1110

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Assistant Community Development Director	1	1	0	0
Assistant Coordinator	1	1	1	1
TOTAL FULL TIME	2	2	1	1

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Number of Houses Reconstructed	2	3	3	7
Number of Youth and Adults Served	4	4	3	10
Number of Lots Cleaned	2	3	3	5

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

CITY OF CONROE
FY 2016-2017
0001-1110

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: CDBG ADMINISTRATION

DIVISION: CDBG ADMINISTRATION

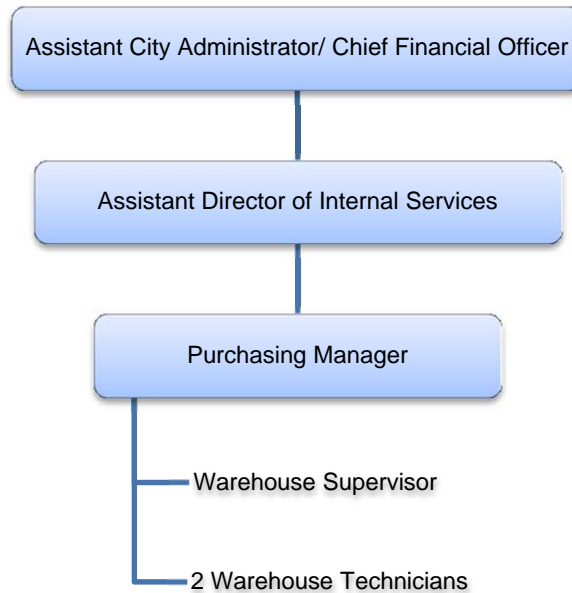
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$158,608	\$162,625	\$161,359	\$51,393	\$0	\$0	\$51,393
7012 Salaries - Part Time	\$0	\$1,188	\$0	\$1,188	\$0	\$0	\$1,188
7020 Overtime	\$3,830	\$0	\$2,065	\$0	\$0	\$0	\$0
7025 Social Security	\$12,148	\$13,842	\$12,521	\$4,443	\$0	\$0	\$4,443
7030 Retirement & Pension	\$26,968	\$26,277	\$26,724	\$8,366	\$0	\$0	\$8,366
7035 Workers Compensation	\$2,119	\$2,093	\$2,360	\$906	\$0	\$0	\$906
7040 Employee Insurance	\$17,160	\$20,390	\$20,390	\$11,520	\$0	\$0	\$11,520
PERSONNEL SERVICES SUBTOTAL	\$220,833	\$226,415	\$225,419	\$77,816	\$0	\$0	\$77,816
7110 Office Supplies	\$1,970	\$4,200	\$4,200	\$4,200	\$0	\$2,000	\$6,200
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$926	\$1,050	\$1,050	\$1,050	\$0	\$650	\$1,700
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$468	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$3,364	\$5,250	\$5,250	\$5,250	\$0	\$2,650	\$7,900
8010 Utilities	\$1,040	\$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	\$1,666	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$10,544	\$12,886	\$12,886	\$4,881	\$0	\$0	\$4,881
8060 Contract Services	\$32,775	\$7,172	\$11,306	\$7,172	\$0	\$20,000	\$27,172
CONTRACTUAL SUBTOTAL	\$46,025	\$21,332	\$25,466	\$13,327	\$0	\$20,000	\$33,327
9010 Land >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9011 Land < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1110	\$270,222	\$252,997	\$256,135	\$96,393	\$0	\$22,650	\$119,043

CITY OF CONROE
FY 2016-2017
0001-1110

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1691	0	Professional Services For Annual Grant	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$20,000 \$20,000
2055	0	C D B G Office Supplies	Non-discretionary Adjustment	7110 OFFICE SUPPLIES Request Total	\$2,000 \$2,000
1414	1	C D B G Board Materials And Refreshments	Enhanced Program	7200 OPERATING SUPPLIES Request Total	\$650 \$650
3 Requests			Total for 0001-1110		\$22,650

Purchasing – Warehouse



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

Purchasing - Warehouse

Accomplishments for FY 2015-2016

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

Goals & Objectives for FY 2016-2017

- ❑ Host training for local vendors on bidding procedures for the City of Conroe.
- ❑ Implement E-Commerce practices utilizing Electronic State Business Daily.
- ❑ Implement web based Vendor Registration.
- ❑ Apply for NPI Achievement of Excellence in Procurement Award.
- ❑ Continue to foster and maintain good working relationships with all departments through a better understanding of their needs.
- ❑ Provide information and consultation to staff relative to new products, sources and purchasing options available to them.
- ❑ Provide the City with cost effective purchases to enable the city to utilize taxpayer dollars to the best of our ability.

City of Conroe General Fund

Purchasing - Warehouse 0001-1120

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Assistant Director of Internal Services	0	1	0	0
Purchasing Director	1	0	0	0
Buyer	1	0	0	0
Purchasing Manager	0	1	1	1
Warehouse Supervisor	1	1	1	1
Warehouse Technician	2	2	2	2
TOTAL FULL TIME	5	5	4	4

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Number of purchase orders issued	1,300	1,230	1,305	1,278
Value of purchase orders issued	\$53,000,000	\$155,263,452	\$122,464,385	\$130,000,000
Number of bids solicited	60	70	74	
Inventory value	\$1,870,000	\$600,000	\$600,000	\$600,000
Auction Revenues	\$196,321	\$306,845	\$353,071	\$350,000

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

CITY OF CONROE
FY 2016-2017
0001-1120

BUDGET LINE ITEMS

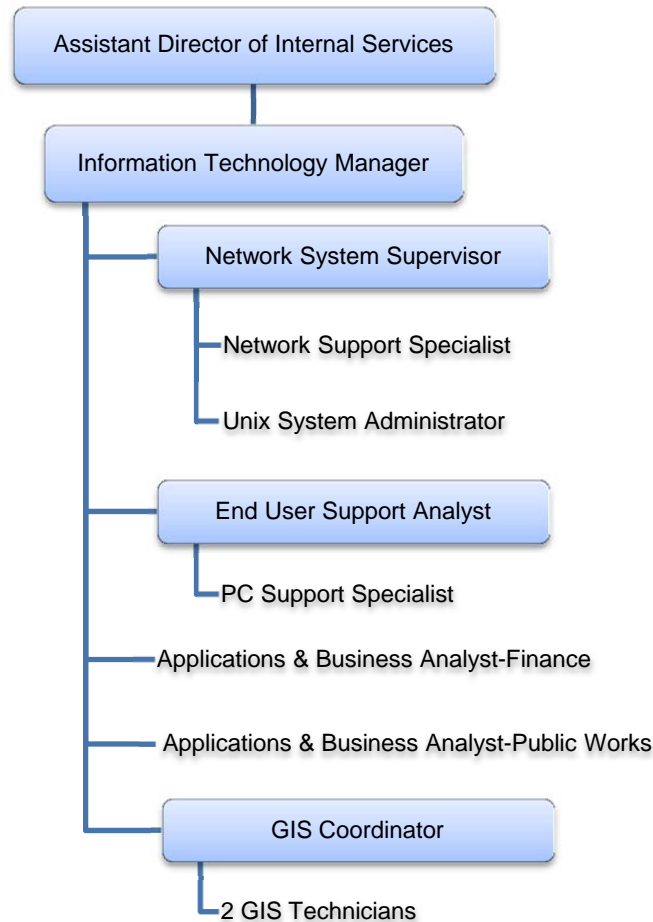
FUND: GENERAL FUND

DEPARTMENT: PURCHASING-WAREHOUSE

DIVISION: PURCHASING-WAREHOUSE

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$397,361	\$207,261	\$207,261	\$212,595	\$0	\$0	\$212,595
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$1,082	\$3,200	\$3,200	\$3,200	\$0	\$0	\$3,200
7025 Social Security	\$23,476	\$17,784	\$17,784	\$18,235	\$0	\$0	\$18,235
7030 Retirement & Pension	\$67,101	\$34,006	\$34,006	\$35,127	\$0	\$0	\$35,127
7035 Workers Compensation	\$4,088	\$2,648	\$2,648	\$3,662	\$0	\$0	\$3,662
7040 Employee Insurance	\$42,900	\$40,780	\$40,780	\$46,080	\$0	\$0	\$46,080
PERSONNEL SERVICES SUBTOTAL	\$536,008	\$305,679	\$305,679	\$318,899	\$0	\$0	\$318,899
7110 Office Supplies	\$1,542	\$2,000	\$2,000	\$1,800	\$0	\$0	\$1,800
7140 Wearing Apparel	\$848	\$1,600	\$1,600	\$1,000	\$0	\$0	\$1,000
7160 Vehicle Operations	\$3,380	\$11,300	\$11,300	\$5,000	\$0	\$0	\$5,000
7170 Vehicle Repairs	\$2,824	\$2,555	\$2,555	\$3,000	\$0	\$0	\$3,000
7180 Equipment Repairs	\$611	\$750	\$750	\$750	\$0	\$0	\$750
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$4,621	\$6,700	\$6,700	\$13,355	\$0	\$0	\$13,355
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$7,755	\$0	\$1,681	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$21,581	\$24,905	\$26,586	\$24,905	\$0	\$0	\$24,905
8010 Utilities	\$1,105	\$2,900	\$2,900	\$2,400	\$0	\$0	\$2,400
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$1,320	\$1,500	\$1,500	\$2,000	\$0	\$0	\$2,000
8050 Travel & Training	\$6,096	\$9,380	\$9,380	\$10,422	\$0	\$0	\$10,422
8060 Contract Services	\$6,715	\$11,992	\$11,992	\$8,146	\$0	\$0	\$8,146
CONTRACTUAL SUBTOTAL	\$15,236	\$25,772	\$25,772	\$22,968	\$0	\$0	\$22,968
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	\$572,825	\$356,356	\$358,037	\$366,772	\$0	\$0	\$366,772

Information Technology



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

Information Technology

Accomplishments for FY 2015-2016

- ✓ Completed move, network connectivity, installation of the VOIP system, multicast IPTV, secondary ISP, Exacom recording equipment, redundant Firewall, and new wireless access controller at the new Police facility
- ✓ Completed Splunk monitoring software for Police
- ✓ Completed WatchGuard project for Police
- ✓ Completed installation of Skype software for backup communications
- ✓ Completed upgrade to phone address for Kari's law
- ✓ Completed Accounts Payable paperless project for invoicing
- ✓ Completed Incode version 10 migration of inventory control module
- ✓ Completed Municipal Courts Incode version 10 migration
- ✓ Completed Parks administration connectivity and move to new facility
- ✓ Completed installation of Smart911 in conjunction with 911
- ✓ Completed connectivity to 911 microwave system.
- ✓ Completed upgrade of Fleet Faster software
- ✓ Completed installation of server antivirus software
- ✓ Completed installation of new IT asset software
- ✓ Completed installation of Airwatch enterprise mobile management software
- ✓ Updated GIS maps on all required floors
- ✓ Completed IOS web mapping application for Transit
- ✓ Continued support for Fire, Public Works, Engineering and Annexation

Goals & Objectives for FY 2016-2017

- ❑ Plan for migration to VOIP system for Public Works
- ❑ Plan for Kronos time keeping software migration
- ❑ Plan for Utility Billing v10 upgrade
- ❑ Upgrade ArcGIS to version 10.2.2
- ❑ Improve GIS as-built data and RIM process
- ❑ GIS – expand land use / occupancy / risk data for Fire

City of Conroe General Fund

Information Technology 0001-1130

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Information Technology Manager	1	1	1	1
Unix System Administrator	1	1	1	1
Network System Administrator	1	1	1	1
Network Support Specialist	1	1	1	1
Applications & Business Analyst	2	2	2	2
End User Support Analyst	1	1	1	1
PC Support Specialist	1	1	1	1
GIS Coordinator	1	1	1	1
GIS Technician	2	2	2	2
TOTAL FULL TIME	11	11	11	11

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Number of IT service calls	6,300	7,500	8,000	8,300
Number of GIS service calls	625	675	725	800
Number of PC's	585	600	610	650

CITY OF CONROE
FY 2016-2017
0001-1130

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: INFORMATION TECHNOLOGY

DIVISION: INFORMATION TECHNOLOGY

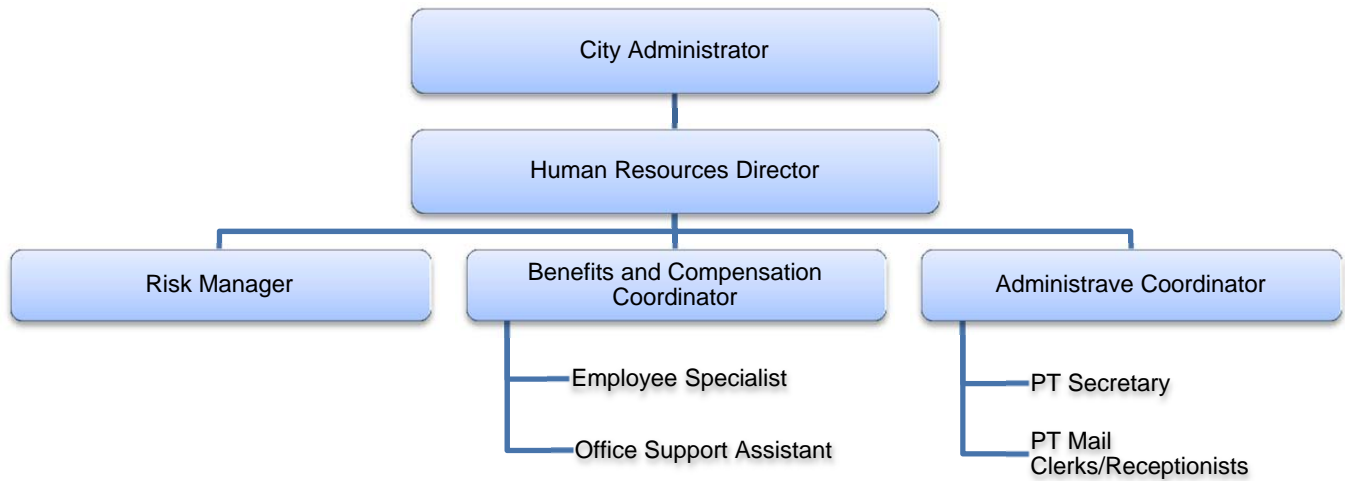
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$770,893	\$797,043	\$795,000	\$812,302	\$0	\$0	\$812,302
7020 Overtime	\$6,729	\$4,100	\$6,400	\$4,100	\$0	\$0	\$4,100
7025 Social Security	\$57,336	\$67,697	\$65,000	\$68,986	\$0	\$0	\$68,986
7030 Retirement & Pension	\$129,264	\$129,449	\$129,400	\$132,894	\$0	\$0	\$132,894
7035 Workers Compensation	\$10,353	\$10,184	\$11,500	\$13,990	\$0	\$0	\$13,990
7040 Employee Insurance	\$94,380	\$112,145	\$112,145	\$126,719	\$0	\$0	\$126,719
PERSONNEL SERVICES SUBTOTAL	\$1,068,955	\$1,120,618	\$1,119,445	\$1,158,991	\$0	\$0	\$1,158,991
7110 Office Supplies	\$4,003	\$2,500	\$2,500	\$3,000	\$0	\$0	\$3,000
7140 Wearing Apparel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7160 Vehicle Operations	\$612	\$3,000	\$2,500	\$3,000	\$0	\$0	\$3,000
7180 Equipment Repairs	\$1,607	\$1,500	\$1,500	\$1,500	\$0	\$0	\$1,500
7200 Operating Supplies	\$5,140	\$5,250	\$5,000	\$5,300	\$0	\$0	\$5,300
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$23,609	\$45,000	\$45,000	\$45,000	\$0	\$0	\$45,000
SUPPLIES SUBTOTAL	\$34,971	\$57,250	\$56,500	\$57,800	\$0	\$0	\$57,800
8010 Utilities	\$3,548	\$2,000	\$2,000	\$2,500	\$0	\$0	\$2,500
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$20,922	\$22,459	\$18,000	\$22,000	\$0	\$0	\$22,000
8060 Contract Services	\$734,300	\$940,152	\$940,000	\$939,561	\$0	\$138,700	\$1,078,261
CONTRACTUAL SUBTOTAL	\$758,770	\$964,611	\$960,000	\$964,061	\$0	\$138,700	\$1,102,761
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	\$60,552	\$115,000	\$110,000	\$0	\$0	\$12,000	\$12,000
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$60,552	\$115,000	\$110,000	\$0	\$0	\$12,000	\$12,000
TOTAL 0001-1130	\$1,923,248	\$2,257,479	\$2,245,945	\$2,180,852	\$0	\$150,700	\$2,331,552

CITY OF CONROE
FY 2016-2017
0001-1130

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2367	0	Software Maintenance Increases	Non-discretionary Adjustment	8060 CONTRACT SERVICES	\$138,700
				Request Total	\$138,700
3063	6	Nimble Cache Upgrade For Public Works	Enhanced Program	9050 MACHINERY & EQUIPMENT >\$5,000	\$12,000
				Request Total	\$12,000
2 Requests			Total for 0001-1130		\$150,700

Human Resources



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

Human Resources

Accomplishments for FY 2015-2016

- ✓ Supervised 9 exams and assessment centers for Police and Fire Departments
- ✓ Expanded online employee training program in cooperation with Texas Municipal League
- ✓ Ensured all Human Resources employees are adequately trained in their new positions
- ✓ Served as committee member of the Employee of the Year and Bright and Lean Programs
- ✓ Coordinated one Employee Breakfast event
- ✓ Implemented major changes to Employee of the Year program
- ✓ Implemented Workplace Wellness Program
- ✓ Completed proposal process for all employee benefits

Goals & Objectives for FY 2016-2017

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

City of Conroe General Fund

Human Resources 0001-1160

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
SPECIAL SERVICES				
Civil Service Commission	3	3	3	3
TOTAL SPECIAL SERVICES	3	3	3	3
PERSONNEL SERVICES				
Human Resources Director	1	1	1	1
Risk Manager	1	1	1	1
Benefits/Compensation Coordinator	1	1	1	1
Administrative Coordinator	1	1	1	1
Office Support Assistant	1	1	1	1
Employee Specialist	1	1	1	1
TOTAL FULL TIME	6	6	6	6
PT Secretary (Hours)	1,500	1,500	1,500	1,500
PT Mail Clerks (Hours)	1,300	1,300	1,300	1,300
TOTAL PART TIME HOURS	2,800	2,800	2,800	2,800
	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Applications Tracked & Received	1,720	2,253	3,400	2,000
Civil Service Exams	9	8	10	10
Civil Service Testing Candidates	1,275	896	1,000	1,000
Employees Hired & Processed	121	194	100	100
Retired Employees	1	15	5	5
Employees Terminated	73	85	112	100
Trainings Provided	13	15	15	12
Employees Trained	564	657	750	750

CITY OF CONROE
FY 2016-2017
0001-1160

BUDGET LINE ITEMS

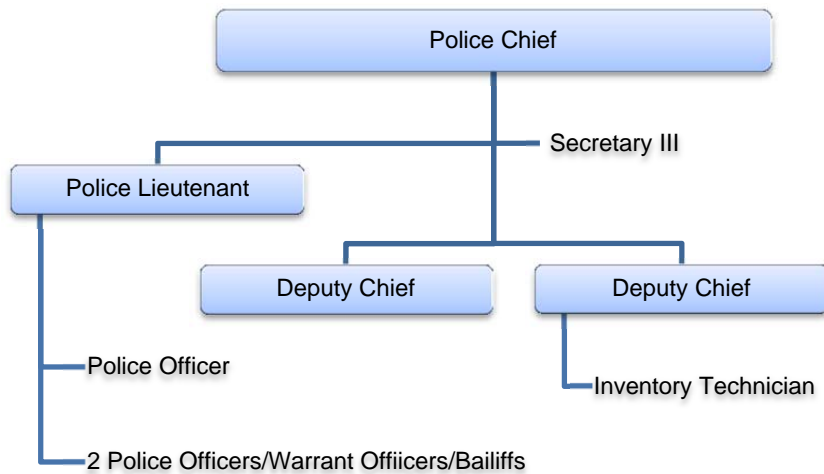
FUND: GENERAL FUND DEPARTMENT: HUMAN RESOURCES DIVISION: HUMAN RESOURCES							
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$379,170	\$390,886	\$390,886	\$405,009	\$0	\$0	\$405,009
7012 Salaries - Part Time	\$49,337	\$70,267	\$65,000	\$70,267	\$0	\$0	\$70,267
7020 Overtime	\$2,334	\$1,100	\$2,500	\$1,100	\$0	\$0	\$1,100
7025 Social Security	\$31,595	\$39,060	\$39,060	\$40,254	\$0	\$0	\$40,254
7030 Retirement & Pension	\$63,438	\$63,143	\$63,143	\$65,911	\$0	\$0	\$65,911
7035 Workers Compensation	\$5,649	\$5,892	\$5,892	\$8,158	\$0	\$0	\$8,158
7040 Employee Insurance	\$51,480	\$61,170	\$61,170	\$69,119	\$0	\$0	\$69,119
7050 Physicals	\$34,143	\$65,370	\$65,370	\$65,370	\$0	\$0	\$65,370
PERSONNEL SERVICES SUBTOTAL	\$617,146	\$696,888	\$693,021	\$725,188	\$0	\$0	\$725,188
7110 Office Supplies	\$5,082	\$7,446	\$7,400	\$7,400	\$0	\$0	\$7,400
7140 Wearing Apparel	\$0	\$600	\$600	\$600	\$0	\$0	\$600
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$500	\$0	\$500	\$0	\$0	\$500
7200 Operating Supplies	\$7,360	\$15,705	\$14,505	\$14,505	\$0	\$0	\$14,505
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$779	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$13,221	\$24,251	\$22,505	\$23,005	\$0	\$0	\$23,005
8010 Utilities	\$1,230	\$1,800	\$1,800	\$1,800	\$0	\$0	\$1,800
8020 Insurance and Bonds	\$101	\$75	\$101	\$101	\$0	\$0	\$101
8030 Legal Services	\$0	\$7,000	\$7,000	\$7,000	\$0	\$0	\$7,000
8040 Leased Equipment	\$4,562	\$12,500	\$12,500	\$12,500	\$0	\$0	\$12,500
8050 Travel & Training	\$8,847	\$9,810	\$11,030	\$11,030	\$0	\$0	\$11,030
8060 Contract Services	\$50,923	\$61,878	\$61,878	\$61,878	\$0	\$78,128	\$140,006
CONTRACTUAL SUBTOTAL	\$65,663	\$93,063	\$94,309	\$94,309	\$0	\$78,128	\$172,437
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	\$163,756	\$163,756
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	\$163,756	\$163,756
TOTAL 0001-1160	\$696,030	\$814,202	\$809,835	\$842,502	\$0	\$241,884	\$1,084,386

CITY OF CONROE
FY 2016-2017
0001-1160

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
3075	2	Kronos Time Keeping Software And Hardware	New Equipment	8060 CONTRACT SERVICES 9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$78,128 \$163,756 \$241,884
1 Requests			Total for 0001-1160		\$241,884

Police Administration



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

Police Administration

Accomplishments for FY 2015-2016

- ✓ Graduated the seventh Basic Peace Officer Course from our academy with a continued 100% pass rate on the first attempt for licensing examination.
- ✓ Maintained staffing department-wide while keeping pace with annexation expansion and population increases.
- ✓ Improved Department Command Staff's abilities through increased education, leadership training and conferences.
- ✓ Completed construction and occupied new Police Headquarters building.

Goals & Objectives for FY 2016-2017

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

City of Conroe General Fund

Police Administration 0001-1201

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Police Chief	1	1	1	1
Deputy Chief	2	2	2	2
Inventory Tech	1	1	1	1
Lieutenant	1	1	1	1
Police Officer	1	1	1	1
Police Officer/Warrant Officer/Bailiff	2	2	2	2
Secretary III	1	1	1	1
TOTAL FULL TIME	9	9	9	9

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Community meetings held	4	2	3	2
Citizen Police Academy classes	3	2	2	3
Discipline Boards convened	4	0	0	2
Grants obtained	5	4	2	2

CITY OF CONROE
FY 2016-2017
0001-1201

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: POLICE ADMINISTRATION

DIVISION: POLICE ADMINISTRATION

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$794,541	\$810,922	\$843,589	\$816,503	\$0	\$0	\$816,503
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$27,277	\$32,240	\$30,000	\$32,240	\$0	\$0	\$32,240
7025 Social Security	\$58,903	\$71,247	\$63,468	\$71,719	\$0	\$0	\$71,719
7030 Retirement & Pension	\$136,504	\$136,238	\$141,986	\$138,158	\$0	\$0	\$138,158
7035 Workers Compensation	\$10,447	\$10,362	\$12,304	\$14,039	\$0	\$0	\$14,039
7040 Employee Insurance	\$77,220	\$91,755	\$91,755	\$103,679	\$0	\$0	\$103,679
PERSONNEL SERVICES SUBTOTAL	\$1,104,892	\$1,152,764	\$1,183,102	\$1,176,338	\$0	\$0	\$1,176,338
7110 Office Supplies	\$4,082	\$5,775	\$5,775	\$5,775	\$0	\$0	\$5,775
7130 Building Supplies	\$0	\$1,500	\$1,500	\$1,500	\$0	\$0	\$1,500
7140 Wearing Apparel	\$1,349	\$5,150	\$5,150	\$5,150	\$0	\$0	\$5,150
7160 Vehicle Operations	\$16,831	\$13,203	\$13,000	\$13,203	\$0	\$0	\$13,203
7170 Vehicle Repairs	\$0	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
7180 Equipment Repairs	\$0	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7190 Radio Repairs	\$0	\$665	\$665	\$665	\$0	\$0	\$665
7200 Operating Supplies	\$63,261	\$33,474	\$33,474	\$33,474	\$0	\$0	\$33,474
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$42,302	\$6,000	\$6,000	\$6,000	\$0	\$0	\$6,000
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$127,825	\$68,767	\$68,564	\$68,767	\$0	\$0	\$68,767
8010 Utilities	\$152,742	\$186,036	\$186,000	\$186,036	\$0	\$0	\$186,036
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$665	\$665	\$665	\$0	\$0	\$665
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$13,673	\$15,135	\$21,000	\$15,135	\$0	\$0	\$15,135
8060 Contract Services	\$12,341	\$36,088	\$36,088	\$36,088	\$0	\$0	\$36,088
CONTRACTUAL SUBTOTAL	\$178,756	\$237,924	\$243,753	\$237,924	\$0	\$0	\$237,924
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9031 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$21,000	\$0	\$67,836	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2016-2017
0001-1201

BUDGET LINE ITEMS

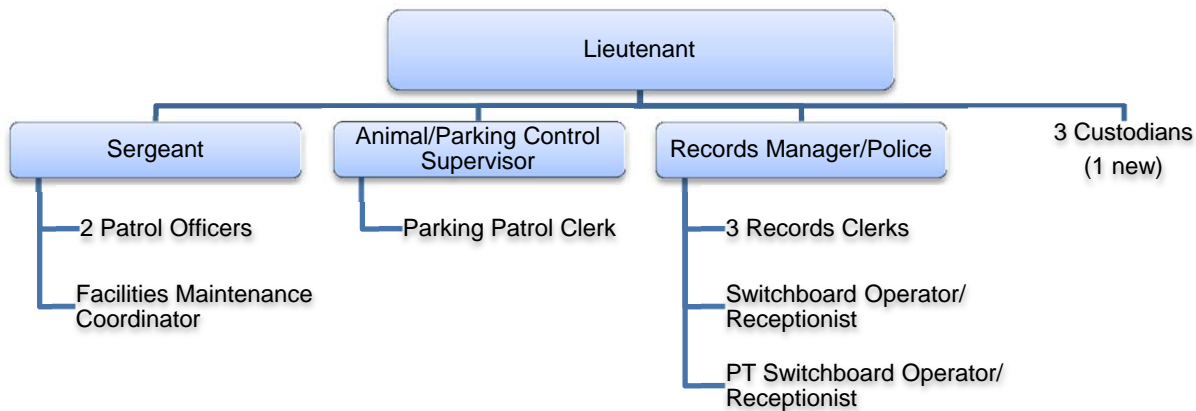
FUND: GENERAL FUND

DEPARTMENT: POLICE ADMINISTRATION

DIVISION: POLICE ADMINISTRATION

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$21,000	\$0	\$67,836	\$0	\$0	\$0	\$0
TOTAL 0001-1201	\$1,432,473	\$1,459,455	\$1,563,255	\$1,483,029	\$0	\$0	\$1,483,029

Police Support Services



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

Police Support Services

Accomplishments for FY 2015-2016

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

Goals & Objectives for FY 2016-2017

- ❑ Improvements for buildings and safety at the Firearms Training Facility
- ❑ Implement a Records Division retention program
- ❑ Increase Records Section services to the public to meet increased demands
- ❑ Continue 100% TCOLE pass rate by academy cadets

City of Conroe

General Fund

Police Support Services 0001-1202

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Lieutenant	1	1	1	1
Sergeant	1	1	1	1
Patrol Officer	2	2	2	2
Facilities Maintenance Coordinator	1	1	1	1
Parking Patrol/Clerk	1	1	1	1
Records Manager/Police	1	1	1	1
Records Clerk	3	3	3	3
Switchboard Operator/Receptionist	1	1	1	1
Custodian	1	2	2	3
TOTAL FULL TIME	12	13	13	14
PT Communications Officer (Hours)	1,800	0	0	0
PT Switchboard Operator (Hours)	400	400	400	400
PT Custodian (Hours)	1,664	0	260	0
TOTAL PART TIME HOURS	3,864	400	660	400
	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Parking Citations Issued	3,773	3,498	3,500	3,500
Vehicles Booted	21	17	17	10
Open Records Requests	315	400	450	500
Accident Reports	2,391	2,278	2,300	2,800
Offense Reports	5,277	5,481	5,500	7,000
Arrest Reports	4,491	4,717	4,800	4,800
Receptionist Walk-ins	16,296	14,492	15,000	15,500
Receptionist Phone Calls	27,900	31,000	30,000	35,000
Basic Peace Officer Academy	1	1	1	1

CITY OF CONROE
FY 2016-2017
0001-1202

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: POLICE SUPPORT		DIVISION: POLICE SUPPORT			
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$622,853	\$634,938	\$610,448	\$651,706	\$0	\$26,437	\$678,143
7012 Salaries - Part Time	\$18,042	\$63,058	\$7,029	\$63,058	\$0	\$0	\$63,058
7020 Overtime	\$27,350	\$49,824	\$49,824	\$49,824	\$0	\$763	\$50,587
7025 Social Security	\$48,265	\$63,191	\$47,813	\$64,608	\$0	\$2,081	\$66,689
7030 Retirement & Pension	\$108,113	\$110,644	\$103,179	\$114,195	\$0	\$4,395	\$118,590
7035 Workers Compensation	\$9,443	\$8,919	\$10,589	\$12,280	\$0	\$2,786	\$15,066
7040 Employee Insurance	\$107,965	\$132,534	\$132,534	\$149,758	\$0	\$10,195	\$159,953
PERSONNEL SERVICES SUBTOTAL	\$942,031	\$1,063,108	\$961,416	\$1,105,429	\$0	\$46,657	\$1,152,086
7110 Office Supplies	\$5,921	\$6,000	\$6,000	\$6,000	\$0	\$0	\$6,000
7130 Building Supplies	\$27,083	\$8,000	\$18,098	\$8,000	\$0	\$500	\$8,500
7140 Wearing Apparel	\$10,842	\$14,000	\$14,000	\$14,000	\$0	\$300	\$14,300
7160 Vehicle Operations	\$22,378	\$6,000	\$8,500	\$6,000	\$0	\$0	\$6,000
7170 Vehicle Repairs	\$2,168	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7180 Equipment Repairs	\$11,661	\$2,000	\$5,600	\$2,000	\$0	\$0	\$2,000
7190 Radio Repairs	\$0	\$197	\$197	\$197	\$0	\$0	\$197
7200 Operating Supplies	\$19,025	\$28,584	\$35,000	\$28,084	\$0	\$0	\$28,084
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$4,194	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$41,194	\$41,000	\$46,840	\$41,500	\$0	\$0	\$41,500
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$144,466	\$106,781	\$135,235	\$106,781	\$0	\$800	\$107,581
8010 Utilities	\$26,862	\$20,000	\$24,000	\$20,000	\$0	\$0	\$20,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$20,845	\$35,000	\$35,000	\$35,000	\$0	\$1,000	\$36,000
8050 Travel & Training	\$78,175	\$81,540	\$84,282	\$81,540	\$0	\$0	\$81,540
8060 Contract Services	\$59,668	\$50,000	\$50,000	\$50,000	\$0	\$0	\$50,000
CONTRACTUAL SUBTOTAL	\$185,550	\$186,540	\$193,282	\$186,540	\$0	\$1,000	\$187,540
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9031 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$24,996	\$26,295	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2016-2017
0001-1202

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: POLICE SUPPORT

DIVISION: POLICE SUPPORT

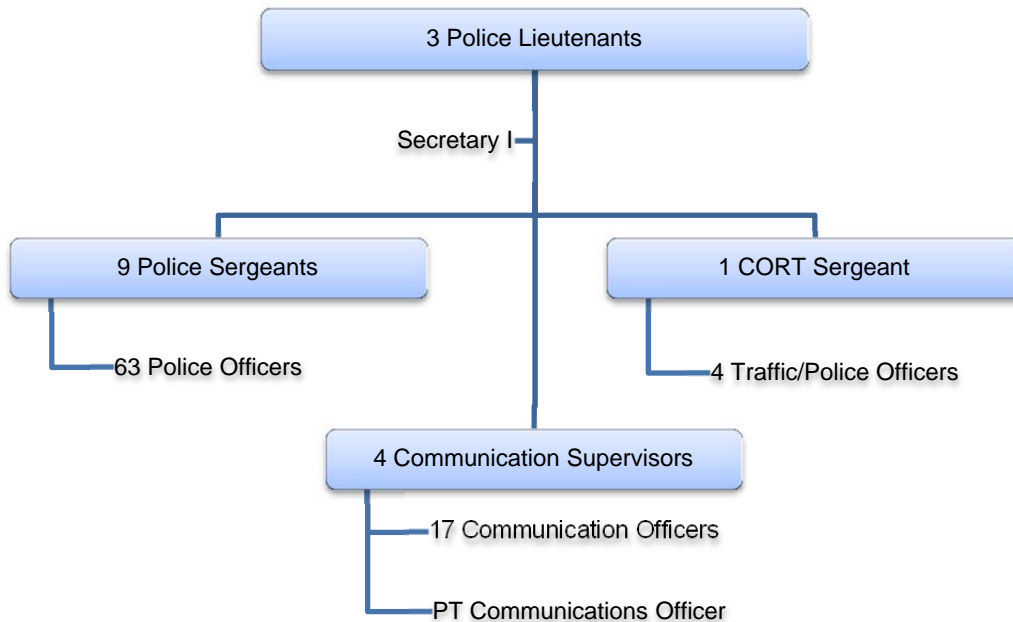
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$24,996	\$26,295	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1202	\$1,297,043	\$1,382,724	\$1,289,933	\$1,398,750	\$0	\$48,457	\$1,447,207

CITY OF CONROE
FY 2016-2017
0001-1202

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2944	0	Increase In Records Division Copier Fees	Non-discretionary Adjustment	8040 LEASED EQUIPMENT Request Total	\$1,000 \$1,000
2946	1	Custodian	New Personnel	7010 SALARIES 7020 OVERTIME 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION 7035 WORKERS COMPENSATION 7040 EMPLOYEE INSURANCE 7130 BUILDING SUPPLIES 7140 WEARING APPAREL Request Total	\$26,437 \$763 \$2,081 \$4,395 \$2,786 \$10,195 \$500 \$300 \$47,457
2 Requests			Total for 0001-1202		\$48,457

Police Patrol



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

Police Patrol

Accomplishments for FY 2015-2016

- ✓ Replaced old voice recorder with updated system from Exacom, complete with training for operators.
- ✓ Successfully completed Field Training Program with ten new Cadets/Trainees to fill open positions in patrol.
- ✓ Acquired and implemented the use of IAPro and Blueteam software components to improve and streamline employee behavior tracking.
- ✓ Completed an audit and implemented changes in the use of the Spillman Records Management System to improve efficiency.
- ✓ Continued to fill openings in Patrol through the ongoing police academy process with Class #15-7.
- ✓ Implemented a new sub unit titled the Crisis Intervention Response Team (CIRT) in partnership with Tri-County Mental Health Services with the intent of providing better Police service to persons experiencing mental health crises.

Goals & Objectives for FY 2016-2017

- ❑ Complete smooth transition of Patrol Division to the new Police Facility.
- ❑ Successfully guide 9 new Recruits from the academy classes through the Field Training Program so that they can be released fully into patrol, filling open positions.
- ❑ Complete second phase of Exacom purchase by installing a second recorder, thereby ensuring a fully redundant voice recording system for both telephone and radio traffic.
- ❑ Reduce the number of persons in mental health crisis that are referred to jail or the hospital through the use of the CIRT program.

City of Conroe General Fund

Police Patrol 0001-1203

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Lieutenant	3	3	3	3
Sergeant	11	10	10	10
Police Officer	63	67	67	67
Communications Supervisor	5	4	4	4
Communications Officer	16	17	17	17
Secretary I	1	1	1	1
TOTAL FULL TIME	99	102	102	102
PT Communications Officer (Hours)	0	1,800	1,800	1,800
TOTAL PART TIME HOURS	0	1,800	1,800	1,800
	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Calls for Service	76,335	77,124	89,000	91,000
Average Response Time	4:08	4:08	4:20	4:20
Traffic Enforcement	15,798	16,462	15,423	16,000
Arrests	4,767	4,447	4,320	4,500

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

CITY OF CONROE
FY 2016-2017
0001-1203

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: POLICE PATROL

DIVISION: POLICE PATROL

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$6,101,592	\$6,575,943	\$6,379,042	\$6,599,922	\$0	\$0	\$6,599,922
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$547,734	\$246,749	\$549,450	\$246,749	\$0	\$0	\$246,749
7025 Social Security	\$492,162	\$576,224	\$507,981	\$578,544	\$0	\$0	\$578,544
7030 Retirement & Pension	\$1,106,849	\$1,102,375	\$1,103,836	\$1,114,501	\$0	\$0	\$1,114,501
7035 Workers Compensation	\$73,434	\$83,557	\$99,203	\$113,509	\$0	\$0	\$113,509
7040 Employee Insurance	\$868,010	\$1,050,081	\$1,050,081	\$1,175,028	\$0	\$0	\$1,175,028
PERSONNEL SERVICES SUBTOTAL	\$9,189,781	\$9,634,929	\$9,689,593	\$9,828,253	\$0	\$0	\$9,828,253
7110 Office Supplies	\$12,328	\$12,030	\$12,030	\$12,030	\$0	\$0	\$12,030
7130 Building Supplies	\$579	\$285	\$285	\$285	\$0	\$0	\$285
7140 Wearing Apparel	\$121,406	\$78,344	\$78,344	\$78,344	\$0	\$0	\$78,344
7160 Vehicle Operations	\$473,084	\$447,919	\$447,919	\$447,919	\$0	\$0	\$447,919
7170 Vehicle Repairs	\$65,010	\$40,310	\$44,800	\$40,310	\$0	\$0	\$40,310
7180 Equipment Repairs	\$7,341	\$3,125	\$3,125	\$3,125	\$0	\$0	\$3,125
7190 Radio Repairs	\$1,727	\$6,670	\$33,740	\$6,670	\$0	\$0	\$6,670
7200 Operating Supplies	\$41,566	\$77,850	\$77,850	\$77,850	\$0	\$0	\$77,850
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$659,265	\$692,381	\$642,919	\$378,564	\$0	\$0	\$378,564
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$1,382,306	\$1,358,914	\$1,341,012	\$1,045,097	\$0	\$0	\$1,045,097
8010 Utilities	\$1,052	\$2,456	\$2,456	\$2,456	\$0	\$0	\$2,456
8020 Insurance and Bonds	\$15,008	\$18,500	\$18,500	\$18,500	\$0	\$0	\$18,500
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$3,432	\$4,800	\$4,800	\$4,800	\$0	\$3,295	\$8,095
8050 Travel & Training	\$12,837	\$13,700	\$13,700	\$13,700	\$0	\$0	\$13,700
8060 Contract Services	\$18,785	\$2,523	\$2,523	\$2,523	\$0	\$0	\$2,523
CONTRACTUAL SUBTOTAL	\$51,114	\$41,979	\$41,979	\$41,979	\$0	\$3,295	\$45,274
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	\$81,548	\$73,439	\$81,600	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2016-2017
0001-1203

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: POLICE PATROL

DIVISION: POLICE PATROL

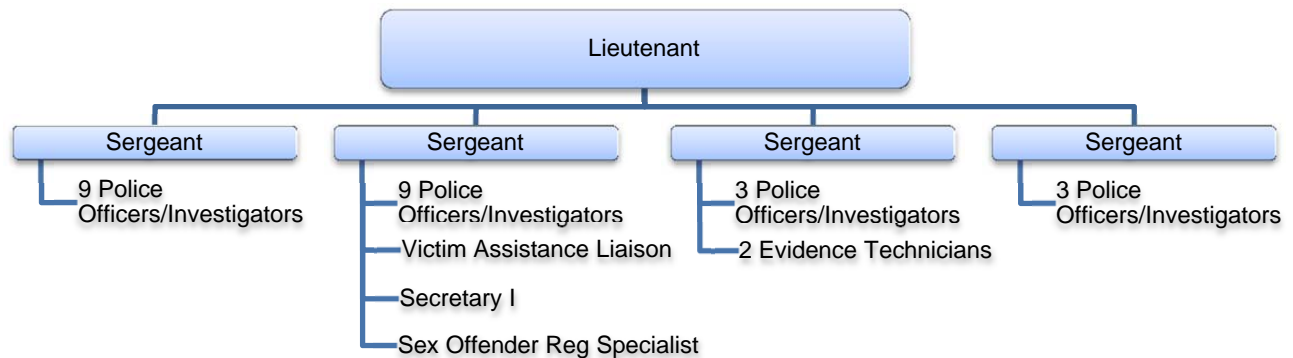
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9060 Vehicles >\$5,000	\$31,507	\$0	\$0	\$0	\$0	\$250,064	\$250,064
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$113,055	\$73,439	\$81,600	\$0	\$0	\$250,064	\$250,064
TOTAL 0001-1203	\$10,736,256	\$11,109,261	\$11,154,184	\$10,915,329	\$0	\$253,359	\$11,168,688

CITY OF CONROE
FY 2016-2017
0001-1203

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2993	0	Patrol Copy Machine	Non-discretionary Adjustment	8040 LEASED EQUIPMENT Request Total	\$3,295 \$3,295
2997	0	Mobile Incident Command Vehicle	Vehicle Equipment Replacement Fund - V. E. R. F.	9060 Vehicles >\$5,000 Request Total	\$250,064 \$250,064
2 Requests			Total for 0001-1203		\$253,359

Police Investigative Services



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

Police Investigative Services

Accomplishments for FY 2015-2016

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

Goals & Objectives for FY 2016-2017

- ❑ Obtain an increase in Overtime to cover costs based on historical spending patterns and current fiscal year estimates.
- ❑ Obtain and implement a new fingerprint scanning and identification system to assist Crime Scene in identifying suspects responsible for criminal activities.
- ❑ Obtain updated surveillance and recording hardware for the narcotics unit to conduct covert tracking and documentation of criminal activities.

City of Conroe General Fund

Police Investigative Services 0001-1204

	<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
PERSONNEL SERVICES				
Lieutenant	1	1	1	1
Sergeant	3	3	4	4
Patrol Officer/Investigator	25	25	24	24
Sex Offender Registration Specialist	0	0	1	1
Secretary I	1	1	1	1
Victim Assistant Liaison	1	1	1	1
Evidence Technician	1	2	2	2
TOTAL FULL TIME	32	33	34	34

	<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
PERFORMANCE MEASURES				
Total number of cases assigned	4,408	4,567	5,040	5,040
Total number of cases closed	1,319	2,123	1,311	1,311
Homicide cases assigned	0	2	2	2
Homicide cases closed	0	2	2	2
Assault cases assigned	309	237	234	234
Assault cases closed	133	88	72	72
Crime scenes processed	429	401	271	271

CITY OF CONROE
FY 2016-2017
0001-1204

BUDGET LINE ITEMS

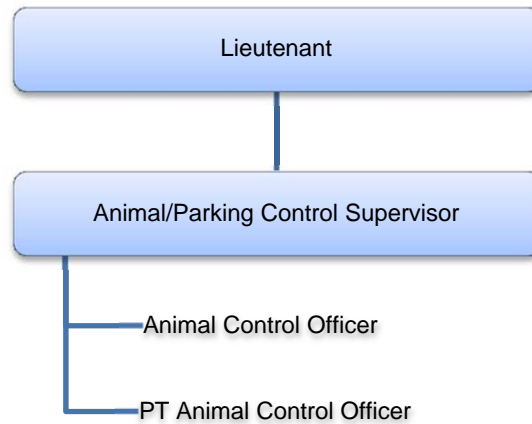
FUND: GENERAL FUND

DEPARTMENT: POLICE INVESTIGATIVE SERVICES

DIVISION: INVESTIGATIVE SERVICES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$2,130,269	\$2,302,304	\$2,182,502	\$2,330,499	\$0	\$0	\$2,330,499
7012 Salaries - Part Time	\$124	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$154,606	\$89,456	\$213,097	\$89,456	\$0	\$0	\$89,456
7025 Social Security	\$168,446	\$201,330	\$174,996	\$204,486	\$0	\$0	\$204,486
7030 Retirement & Pension	\$379,413	\$385,309	\$379,341	\$393,920	\$0	\$0	\$393,920
7035 Workers Compensation	\$29,477	\$31,308	\$34,494	\$40,087	\$0	\$0	\$40,087
7040 Employee Insurance	\$283,140	\$344,070	\$344,070	\$391,676	\$0	\$0	\$391,676
PERSONNEL SERVICES SUBTOTAL	\$3,145,475	\$3,353,777	\$3,328,500	\$3,450,124	\$0	\$0	\$3,450,124
7110 Office Supplies	\$6,630	\$9,700	\$9,700	\$9,700	\$0	\$0	\$9,700
7130 Building Supplies	\$143	\$500	\$500	\$500	\$0	\$0	\$500
7140 Wearing Apparel	\$8,572	\$11,002	\$11,002	\$11,002	\$0	\$0	\$11,002
7160 Vehicle Operations	\$54,510	\$88,853	\$88,853	\$88,853	\$0	\$0	\$88,853
7170 Vehicle Repairs	\$8,593	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
7180 Equipment Repairs	\$1,595	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7190 Radio Repairs	\$0	\$500	\$500	\$500	\$0	\$0	\$500
7200 Operating Supplies	\$97,575	\$77,319	\$77,319	\$77,319	\$0	\$0	\$77,319
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$4,579	\$4,500	\$17,517	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$182,197	\$195,374	\$208,391	\$190,874	\$0	\$0	\$190,874
8010 Utilities	\$902	\$0	\$0	\$0	\$0	\$0	\$0
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$4,379	\$3,925	\$3,925	\$3,925	\$0	\$0	\$3,925
8050 Travel & Training	\$4,656	\$20,832	\$20,832	\$21,460	\$0	\$0	\$21,460
8060 Contract Services	\$49,751	\$20,305	\$20,305	\$19,677	\$0	\$0	\$19,677
CONTRACTUAL SUBTOTAL	\$59,688	\$45,062	\$45,062	\$45,062	\$0	\$0	\$45,062
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$40,000	\$40,000	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$40,000	\$40,000	\$0	\$0	\$0	\$0
TOTAL 0001-1204	\$3,387,360	\$3,634,213	\$3,621,953	\$3,686,060	\$0	\$0	\$3,686,060

Police Animal Services



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

Police Animal Services

Accomplishments for FY 2015-2016

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

Goals & Objectives for FY 2016-2017

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

City of Conroe
General Fund
Police Animal Services
0001-1206

	<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
PERSONNEL SERVICES				
Animal/Parking Control Supervisor	1	1	1	1
Animal Control Officer	1	1	1	1
TOTAL FULL TIME	2	2	2	2
PT Animal Control (Hours)	850	850	850	850
TOTAL PART TIME HOURS	850	850	850	850

	<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
PERFORMANCE MEASURES				
Cats from Public Surrender	1,323	811	975	1,300
Dogs from Public Surrender	2,347	2,522	2,700	3,000
Cats from Animal Control	921	312	450	600
Dogs from Animal Control	1,245	1,075	1,250	1,400
Total Animals Handled	5,836	4,720	5,375	6,300
Animal Control Citations Issued	136	38	55	75

CITY OF CONROE
FY 2016-2017
0001-1206

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: POLICE ANIMAL SERVICES

DIVISION: ANIMAL SERVICES

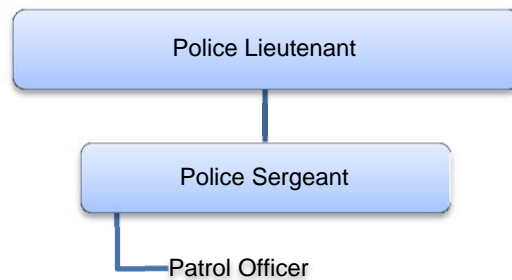
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$65,170	\$77,506	\$77,275	\$80,536	\$0	\$0	\$80,536
7012 Salaries - Part Time	\$0	\$12,189	\$12,189	\$12,189	\$0	\$0	\$12,189
7020 Overtime	\$1,091	\$4,000	\$4,000	\$4,000	\$0	\$0	\$4,000
7025 Social Security	\$4,966	\$7,917	\$6,000	\$8,173	\$0	\$0	\$8,173
7030 Retirement & Pension	\$10,914	\$13,170	\$12,904	\$13,761	\$0	\$0	\$13,761
7035 Workers Compensation	\$2,936	\$1,146	\$1,361	\$1,593	\$0	\$0	\$1,593
7040 Employee Insurance	\$17,160	\$20,390	\$20,390	\$23,040	\$0	\$0	\$23,040
PERSONNEL SERVICES SUBTOTAL	\$102,237	\$136,318	\$134,119	\$143,292	\$0	\$0	\$143,292
7110 Office Supplies	\$0	\$250	\$250	\$250	\$0	\$0	\$250
7130 Building Supplies	\$2,131	\$2,000	\$2,600	\$2,000	\$0	\$0	\$2,000
7140 Wearing Apparel	\$105	\$750	\$750	\$750	\$0	\$0	\$750
7160 Vehicle Operations	\$8,998	\$8,600	\$8,600	\$8,600	\$0	\$0	\$8,600
7170 Vehicle Repairs	\$0	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7180 Equipment Repairs	\$6,384	\$2,500	\$6,000	\$2,500	\$0	\$0	\$2,500
7190 Radio Repairs	\$0	\$200	\$200	\$200	\$0	\$0	\$200
7200 Operating Supplies	\$1,052	\$3,500	\$3,500	\$3,500	\$0	\$0	\$3,500
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$299	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$18,969	\$18,800	\$22,900	\$18,800	\$0	\$0	\$18,800
8010 Utilities	\$22,591	\$21,000	\$23,000	\$21,000	\$0	\$0	\$21,000
8040 Leased Equipment	\$1,595	\$2,900	\$4,500	\$2,900	\$0	\$0	\$2,900
8050 Travel & Training	\$0	\$1,400	\$1,400	\$1,400	\$0	\$0	\$1,400
8060 Contract Services	\$385,481	\$393,276	\$393,273	\$393,276	\$0	\$59,997	\$453,273
CONTRACTUAL SUBTOTAL	\$409,667	\$418,576	\$422,173	\$418,576	\$0	\$59,997	\$478,573
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	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1206	\$530,873	\$573,694	\$579,192	\$580,668	\$0	\$59,997	\$640,665

CITY OF CONROE
FY 2016-2017
0001-1206

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
3065	0	Supplemental Request For Crematory Data Contract	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$3,200 \$3,200
3057	2	Care Corporation Contract	Enhanced Program	8060 CONTRACT SERVICES Request Total	\$56,797 \$56,797
2 Requests			Total for 0001-1206		\$59,997

Commercial Vehicle Enforcement Program



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

Commercial Vehicle Enforcement Program

Accomplishments for FY 2015-2016

- ✓ Assisted in many commercial vehicle crashes throughout the city including fatal crashes that involved commercial motor vehicles.
- ✓ Attended CDR (Crash Data Retrieval) technical training.
- ✓ Increased the Public awareness of commercial vehicle laws.

Goals & Objectives for FY 2016-2017

- ❑ Establish a voluntary program that will allow commercial vehicle owners to have their vehicles checked for potential violations.
- ❑ Attend technical training for new state commercial motor vehicle weight regulations.
- ❑ Conduct roll call training to teach officers to identify commercial motor vehicle laws and to answer questions that pertain to commercial motor vehicle weight laws.

City of Conroe General Fund

Commercial Vehicle Enforcement Program 0001-1209

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Patrol Officer	1	1	1	1
TOTAL FULL TIME	1	1	1	1

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Number of citations issued	374	297	300	300
Number of violations charged	649	649	650	650

CITY OF CONROE
FY 2016-2017
0001-1209

BUDGET LINE ITEMS

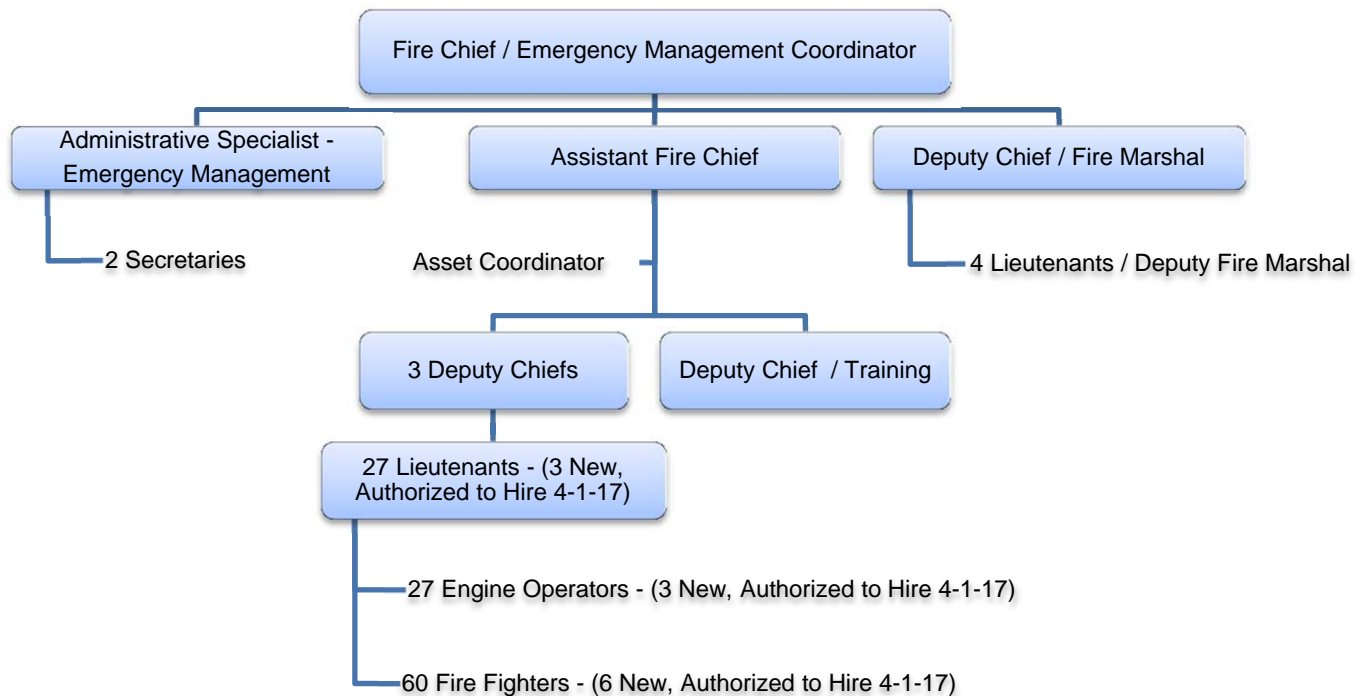
FUND: GENERAL FUND

**DEPARTMENT: COMMERCIAL VEHICLE ENFORCEMENT PROGRAM
PROGRAM**

DIVISION: COMMERCIAL VEHICLE ENFORCEMENT

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$75,139	\$76,649	\$73,957	\$73,597	\$0	\$0	\$73,597
7020 Overtime	\$2,799	\$3,600	\$3,600	\$3,600	\$0	\$0	\$3,600
7025 Social Security	\$5,744	\$6,754	\$5,728	\$6,523	\$0	\$0	\$6,523
7030 Retirement & Pension	\$12,967	\$12,977	\$12,426	\$12,566	\$0	\$0	\$12,566
7035 Workers Compensation	\$121	\$1,346	\$1,598	\$1,265	\$0	\$0	\$1,265
7040 Employee Insurance	\$8,580	\$10,195	\$10,195	\$11,520	\$0	\$0	\$11,520
PERSONNEL SERVICES SUBTOTAL	\$105,350	\$111,521	\$107,504	\$109,071	\$0	\$0	\$109,071
7110 Office Supplies	\$0	\$200	\$200	\$200	\$0	\$0	\$200
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$0	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7160 Vehicle Operations	\$4,353	\$7,000	\$7,000	\$7,000	\$0	\$0	\$7,000
7170 Vehicle Repairs	\$1,280	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
7180 Equipment Repairs	\$0	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7190 Radio Repairs	\$0	\$750	\$750	\$750	\$0	\$0	\$750
7200 Operating Supplies	\$28	\$2,350	\$2,850	\$2,850	\$0	\$0	\$2,850
7253 Furniture & Fixtures <\$5,000	\$0	\$500	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$5,661	\$14,800	\$14,800	\$14,800	\$0	\$0	\$14,800
8010 Utilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$33	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
8060 Contract Services	\$0	\$1,450	\$1,450	\$1,450	\$0	\$0	\$1,450
CONTRACTUAL SUBTOTAL	\$33	\$2,450	\$2,450	\$2,450	\$0	\$0	\$2,450
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1209	\$111,044	\$128,771	\$124,754	\$126,321	\$0	\$0	\$126,321

Fire Department



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

Fire Department

Accomplishments for FY 2015-2016

- ✓ Completed the 1 year phase training of 30 probationary firefighters hired for the addition of Fire Station #6.
- ✓ Selected an Architectural Firm to design and begin construction of Fire Station #7 and a new Fire Training Facility.
- ✓ Purchased and placed in service a new Pierce Quantum Pumper that replaced a 1993 model Pumper.
- ✓ Obtained and placed in service a new grant funded Special Equipment Trailer that houses our specialized equipment for structural collapse, trench rescue, and other specialized rescue situations.
- ✓ Updated the department's radio communications capabilities with new equipment that enhanced overall operations.

Goals & Objectives for FY 2016-2017

- ❑ Hire and begin to train new firefighters for the new Fire Station #7, located at League Line and Longmire Road.
- ❑ Establish electronic pre-fire plans for at least 50% of high risks buildings located within the City Limits.
- ❑ Adopt an ordinance implementing a newer version of the International Fire Code.
- ❑ Work toward implementing a complete upgrade of Plan Review from paper to all electronic.
- ❑ Reduce the number of workers compensation claims and lost time accidents within the department.

City of Conroe General Fund

Fire 0001-1300

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Fire Chief	1	1	1	1
Assistant Fire Chief	1	1	1	1
Deputy Chief	0	0	5	5
Battalion Chief	5	5	0	0
Lieutenant	22	28	28	31
Engine Operator	18	24	24	27
Firefighter	36	54	54	60
Administrative Coordinator	1	1	0	0
Administrative Specialist-Emergency Management	0	0	1	1
Secretary	2	2	2	2
Asset Coordinator	1	1	1	1
TOTAL FULL TIME	87	117	117	129
	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Total Calls for Fire Service	7,000	8,421	8,000	8,500
Number of Fires	300	254	300	300
Fires Investigated	50	32	40	40
Arson Cases	10	9	10	10
Commercial Plans Reviewed	550	584	525	580
Businesses Inspected	2,000	955	1,600	2,000
Fire Code Violations	1,900	1,837	2,000	2,000
Fire Safety Programs	70	57	70	60
Attendees for Fire Safety Programs	12,000	10,756	28,000	12,000

The Fire Department is authorized to hire three (3) Lieutenants, three (3) Engine Operators, and six (6) Firefighters on April 1, 2017 included in the budgeted 2016-2017 count.

CITY OF CONROE
FY 2016-2017
0001-1300

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: FIRE DIVISION: FIRE

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$7,530,629	\$8,016,950	\$7,887,671	\$8,429,062	\$0	\$231,155	\$8,660,217
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$197,918	\$210,000	\$210,000	\$210,000	\$0	\$7,291	\$217,291
7025 Social Security	\$568,623	\$695,177	\$604,356	\$730,001	\$0	\$6,081	\$736,082
7030 Retirement & Pension	\$1,168,044	\$1,365,399	\$1,265,548	\$1,300,069	\$0	\$11,922	\$1,311,991
7035 Workers Compensation	\$85,229	\$102,437	\$121,619	\$144,937	\$0	\$813	\$145,750
7040 Employee Insurance	\$1,003,860	\$1,192,810	\$1,192,810	\$1,347,826	\$0	\$46,080	\$1,393,906
7050 Physicals	\$62,061	\$150,000	\$145,000	\$150,000	\$0	\$15,000	\$165,000
PERSONNEL SERVICES SUBTOTAL	\$10,616,364	\$11,732,773	\$11,427,004	\$12,311,895	\$0	\$318,342	\$12,630,237
7110 Office Supplies	\$23,512	\$27,000	\$25,000	\$27,000	\$0	\$0	\$27,000
7130 Building Supplies	\$41,772	\$35,000	\$45,000	\$35,000	\$0	\$0	\$35,000
7140 Wearing Apparel	\$151,811	\$140,075	\$135,000	\$140,075	\$0	\$15,000	\$155,075
7160 Vehicle Operations	\$398,353	\$182,000	\$200,000	\$182,000	\$0	\$10,000	\$192,000
7170 Vehicle Repairs	\$224,571	\$98,500	\$201,217	\$98,500	\$0	\$10,000	\$108,500
7180 Equipment Repairs	\$75,815	\$57,000	\$57,000	\$57,000	\$0	\$0	\$57,000
7190 Radio Repairs	\$75,063	\$11,000	\$10,000	\$11,000	\$0	\$2,000	\$13,000
7200 Operating Supplies	\$309,733	\$162,739	\$180,000	\$131,475	\$0	\$0	\$131,475
7251 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$436,595	\$0	\$6,000	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$1,737,225	\$713,314	\$859,217	\$682,050	\$0	\$37,000	\$719,050
8010 Utilities	\$110,626	\$145,000	\$120,000	\$145,000	\$0	\$0	\$145,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$1,000	\$0	\$1,000	\$0	\$0	\$1,000
8040 Leased Equipment	\$10,371	\$13,000	\$13,000	\$13,000	\$0	\$0	\$13,000
8050 Travel & Training	\$114,097	\$141,415	\$140,000	\$119,915	\$0	\$62,100	\$182,015
8060 Contract Services	\$613,164	\$648,991	\$509,800	\$518,166	\$0	\$8,600	\$526,766
CONTRACTUAL SUBTOTAL	\$848,258	\$949,406	\$782,800	\$797,081	\$0	\$70,700	\$867,781
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	\$15,000	\$15,000	\$0	\$0	\$0	\$0
9031 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$10,000	\$10,000	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2016-2017
0001-1300

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: FIRE DIVISION: FIRE

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$75,000	\$75,000	\$0	\$0	\$88,000	\$88,000
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$26,500	\$26,500	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$126,500	\$126,500	\$0	\$0	\$88,000	\$88,000
TOTAL 0001-1300	\$13,201,847	\$13,521,993	\$13,195,521	\$13,791,026	\$0	\$514,042	\$14,305,068

CITY OF CONROE
FY 2016-2017
0001-1300

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

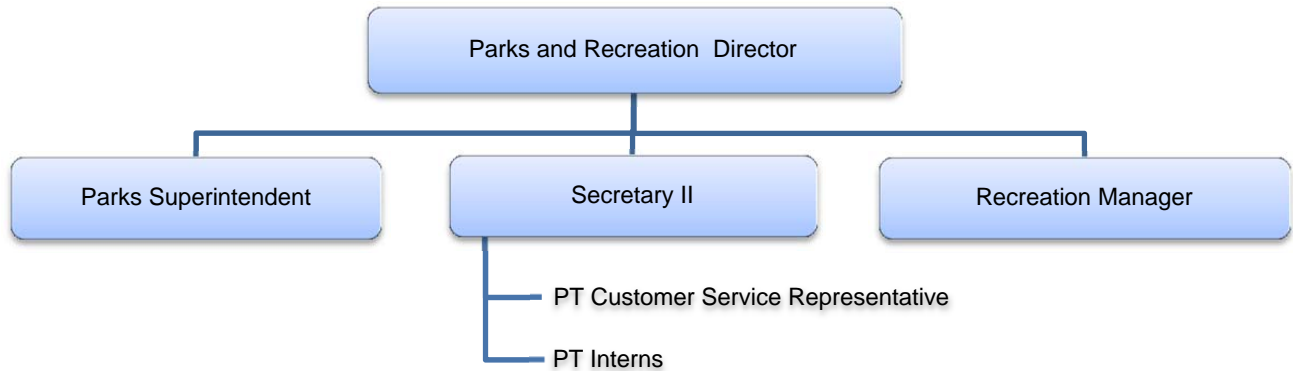
ID	Rank	Title	Type	Line Items	
2577	2	Additional Apparatus For Fire Station #7	Enhanced Program	7160 VEHICLE OPERATIONS 7170 VEHICLE REPAIRS 7190 RADIO REPAIRS 8060 CONTRACT SERVICES Request Total	\$10,000 \$10,000 \$2,000 \$3,500 \$25,500
3006	3	Six Firefighters, Fire Station #7 Auth 4-1-17	New Personnel	7010 SALARIES 7020 OVERTIME 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION 7035 WORKERS COMPENSATION 7040 EMPLOYEE INSURANCE 7050 PHYSICALS 7140 WEARING APPAREL 8050 TRAVEL & TRAINING Request Total	\$93,242 \$3,650 \$2,471 \$4,845 \$328 \$23,040 \$7,500 \$7,500 \$11,000 \$153,576
3011	5	Three Lieutenants, Fire Station #7 Auth 4-1-17	New Personnel	7010 SALARIES 7020 OVERTIME 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION 7035 WORKERS COMPENSATION 7040 EMPLOYEE INSURANCE 7050 PHYSICALS 7140 WEARING APPAREL 8050 TRAVEL & TRAINING Request Total	\$73,703 \$1,822 \$1,926 \$3,776 \$259 \$11,520 \$3,750 \$3,750 \$3,300 \$103,806
3052	6	Three Engine Operators, Fire Station #7 Auth4-1-17	New Personnel	7010 SALARIES 7020 OVERTIME 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION 7035 WORKERS COMPENSATION 7040 EMPLOYEE INSURANCE 7050 PHYSICALS 7140 WEARING APPAREL 8050 TRAVEL & TRAINING Request Total	\$64,210 \$1,819 \$1,684 \$3,301 \$226 \$11,520 \$3,750 \$3,750 \$3,300 \$93,560
3027	7	Asset Tracking Software	Enhanced Program	8060 CONTRACT SERVICES Request Total	\$5,100 \$5,100

CITY OF CONROE
FY 2016-2017
0001-1300

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
3029	7	Update A Portion Of M D T Fleet Units	Replacement Equipment	9050 MACHINERY & EQUIPMENT >\$5,000	\$88,000
				Request Total	\$88,000
3024	11	Nasbla Fire Boat Small Training Course	New Travel & Training	8050 TRAVEL & TRAINING	\$26,500
				Request Total	\$26,500
3025	12	Nasbla Basic Crew Member Course	New Travel & Training	8050 TRAVEL & TRAINING	\$18,000
				Request Total	\$18,000
8 Requests			Total for 0001-1300		\$514,042

Parks & Recreation Administration



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

Parks & Recreation Administration

Accomplishments for FY 2015-2016

- ✓ Developed a department presentation for new hires
- ✓ Moved to new offices at 1504 Parkwood West
- ✓ Initiated internship program
- ✓ Partnered with Project Playground (Dominican Republic)
- ✓ Increased pavilion usage 36%
- ✓ Increased athletic field usage 12%
- ✓ Coordinated Conroe 360
- ✓ Facilitated over 45 special events for patrons

Goals & Objectives for FY 2016-2017

- ✓ Increase pavilion usage 10%
- ✓ Increase athletic field usage 10%
- ✓ Develop patron survey for facility rentals

City of Conroe General Fund

Parks & Recreation Administration 0001-1400

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
SPECIAL SERVICES				
Parks Board	7	7	7	7
TOTAL SPECIAL SERVICES	7	7	7	7
PERSONNEL SERVICES				
Parks and Recreation Director	1	1	1	1
Secretary III	1	1	1	1
Parks Superintendent	0	0	0	1
Recreation Manager	0	0	0	1
TOTAL FULL TIME	2	2	2	4
PT Customer Service Representative (Hours)	1,560	1,560	2,000	2,000
PT Interns (Hours)	0	0	1,000	1,000
TOTAL PART TIME HOURS	1,560	1,560	3,000	3,000
	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Pavilions (Hourly Usage)	3,354	2,350	4,800	5,000
Athletic Fields (Hourly Usage)	19,393	15,500	28,000	28,000
Special Event Facilitation	25	27	30	35
Total	22,772	17,877	32,830	33,035
Revenue				
6050 Rentals	\$44,755	\$80,000	\$90,000	\$95,000
Total	\$44,755	\$80,000	\$90,000	\$95,000

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

CITY OF CONROE
FY 2016-2017
0001-1400

BUDGET LINE ITEMS

<div style="display: flex; justify-content: space-between;"> FUND: GENERAL FUND DEPARTMENT: PARKS & REC ADMINISTRATION DIVISION: PARKS & REC ADMINISTRATION </div>							
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$180,139	\$186,270	\$186,270	\$393,611	\$0	\$0	\$393,611
7012 Salaries - Part Time	\$23,661	\$35,520	\$35,520	\$35,520	\$0	\$0	\$35,520
7020 Overtime	\$552	\$300	\$734	\$300	\$0	\$0	\$300
7025 Social Security	\$14,490	\$18,628	\$18,628	\$36,287	\$0	\$0	\$36,287
7030 Retirement & Pension	\$28,921	\$28,789	\$28,789	\$62,754	\$0	\$0	\$62,754
7035 Workers Compensation	\$2,598	\$4,438	\$6,000	\$7,371	\$0	\$0	\$7,371
7040 Employee Insurance	\$17,160	\$20,390	\$20,390	\$46,080	\$0	\$0	\$46,080
PERSONNEL SERVICES SUBTOTAL	\$267,521	\$294,335	\$296,331	\$581,923	\$0	\$0	\$581,923
7110 Office Supplies	\$2,334	\$2,300	\$2,500	\$3,100	\$0	\$0	\$3,100
7130 Building Supplies	\$0	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
7140 Wearing Apparel	\$500	\$500	\$500	\$700	\$0	\$0	\$700
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$10,063	\$5,700	\$13,000	\$5,700	\$0	\$0	\$5,700
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$76,758	\$0	\$21,213	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$89,655	\$11,500	\$40,213	\$12,500	\$0	\$0	\$12,500
8010 Utilities	\$2,719	\$6,700	\$6,700	\$6,700	\$0	\$0	\$6,700
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$1,320	\$4,290	\$5,000	\$4,290	\$0	\$0	\$4,290
8050 Travel & Training	\$6,730	\$7,255	\$7,255	\$17,476	\$0	\$0	\$17,476
8060 Contract Services	\$143,763	\$135,100	\$161,460	\$183,765	\$0	\$0	\$183,765
CONTRACTUAL SUBTOTAL	\$154,532	\$153,345	\$180,415	\$212,231	\$0	\$0	\$212,231
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	\$45,841	\$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	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2016-2017
0001-1400

BUDGET LINE ITEMS

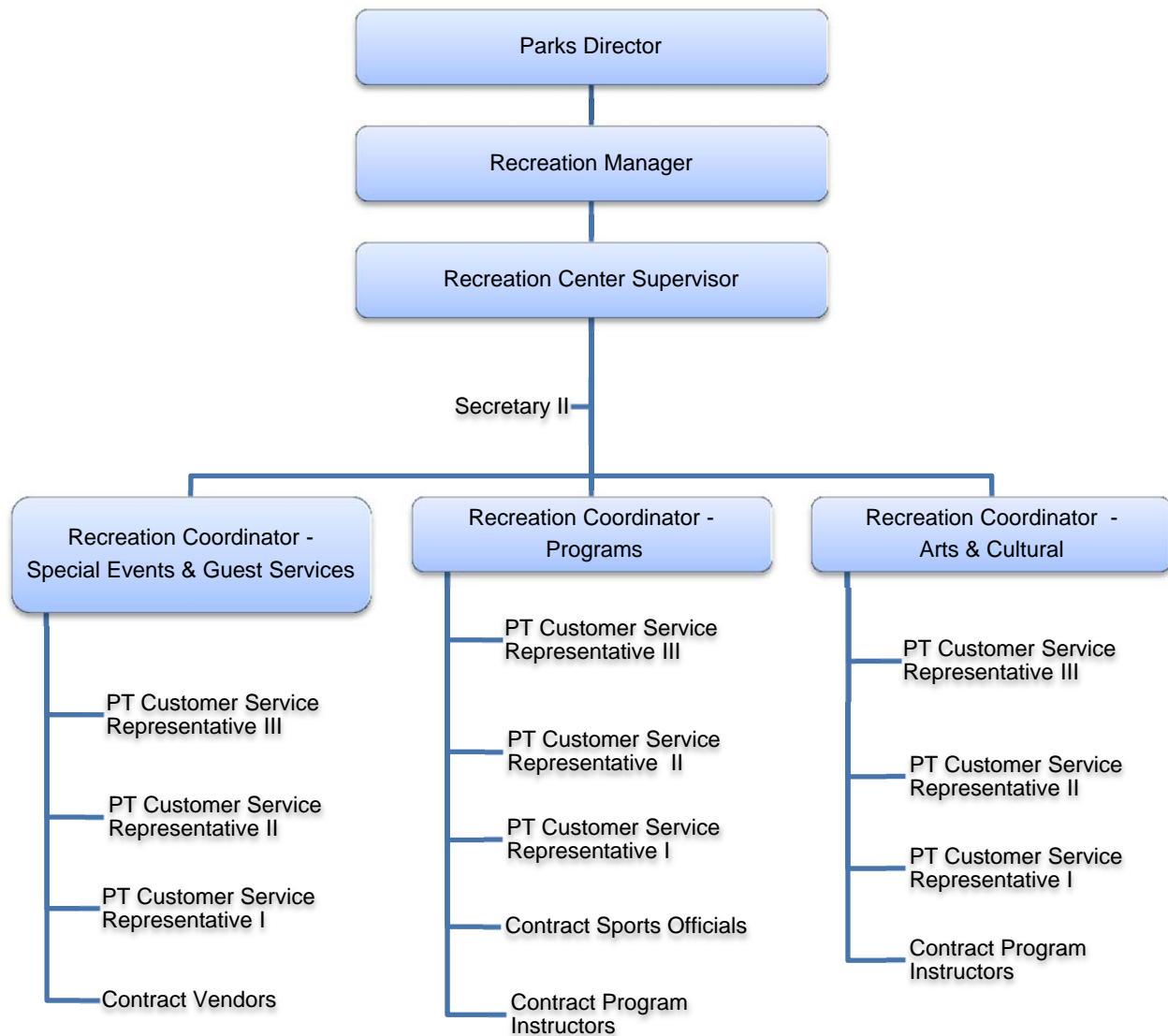
FUND: GENERAL FUND

DEPARTMENT: PARKS & REC ADMINISTRATION

DIVISION: PARKS & REC ADMINISTRATION

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
<\$5,000							
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$45,841	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1400	\$557,549	\$459,180	\$516,959	\$806,654	\$0	\$0	\$806,654

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 2015-2016

- ✓ Increased Daddy-Daughter Dance participation by 52%
- ✓ Increased Mother-Son Dance participation by 60%
- ✓ Sold 243 memberships during December promotion
- ✓ Contracted youth indoor soccer program
- ✓ Rob Hamilton elected as Texas Recreation and Park Society East Region Director
- ✓ C.K. Ray Recreation Center recognized by *The Courier* as a finalist as best place to exercise in Montgomery County for 2016
- ✓ Implemented membership extensions for existing members for new member referrals
- ✓ New programs- Mobile Cooking School, Pickleball, Fitness on Demand, Nutrition 101

Goals & Objectives for FY 2016-2017

- ❑ Increase arts camps participation by 10% by August 2017
- ❑ Develop three value added incentives with memberships by November 2016
- ❑ Establish membership retention program by December 2016
- ❑ Increase youth sports participation by 10% by September 2017
- ❑ Hire part-time Fitness Coordinator by November 2016

**City of Conroe
General Fund**

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

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Recreation Manager	1	1	1	0
Recreation Center Supervisor	1	1	1	1
Recreation Coordinator - Programs	1	1	1	1
Recreation Coordinator - Special Events & Guest Serv.	1	1	1	1
Recreation Coordinator - Arts & Cultural	1	1	1	1
Secretary II	1	1	1	1
TOTAL FULL TIME	6	6	6	5
PT Recreation Leader II (Hours)	6,150	6,150	6,150	0
PT Recreation Leader I (Hours)	13,615	13,615	13,615	0
PT Customer Service Representative III (Hours)	0	0	0	5,215
PT Customer Service Representative II (Hours)	0	0	0	14,550
PT Fitness Coordinator (Hours)	0	0	0	1,000
TOTAL PART TIME HOURS	19,765	19,765	19,765	20,765
	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Participants				
Rentals	43,094	53,816	56,507	59,332
Memberships	92,945	96,367	86,730	88,465
Programs	71,568	69,861	71,258	72,683
Special Events	31,456	37,656	39,539	41,516
Total	239,063	257,700	254,034	261,996
Revenue				
6050 Rentals	\$ 61,552	\$ 66,909	\$ 70,254	\$ 73,767
6050 Memberships	329,026	330,179	297,161	303,104
6050 Sales	15,379	16,939	17,278	17,623
6051 Programs	150,202	161,779	169,868	178,361
6051 Special Events	39,509	57,655	60,538	63,565
Total	\$ 595,668	\$ 633,461	\$ 615,099	\$ 636,420

The PT Recreation Leader I and II are being converted to Customer Service Representative II and III. The purpose of this change is to align the job title and description with the actual duties being customer service oriented rather than programmatic.

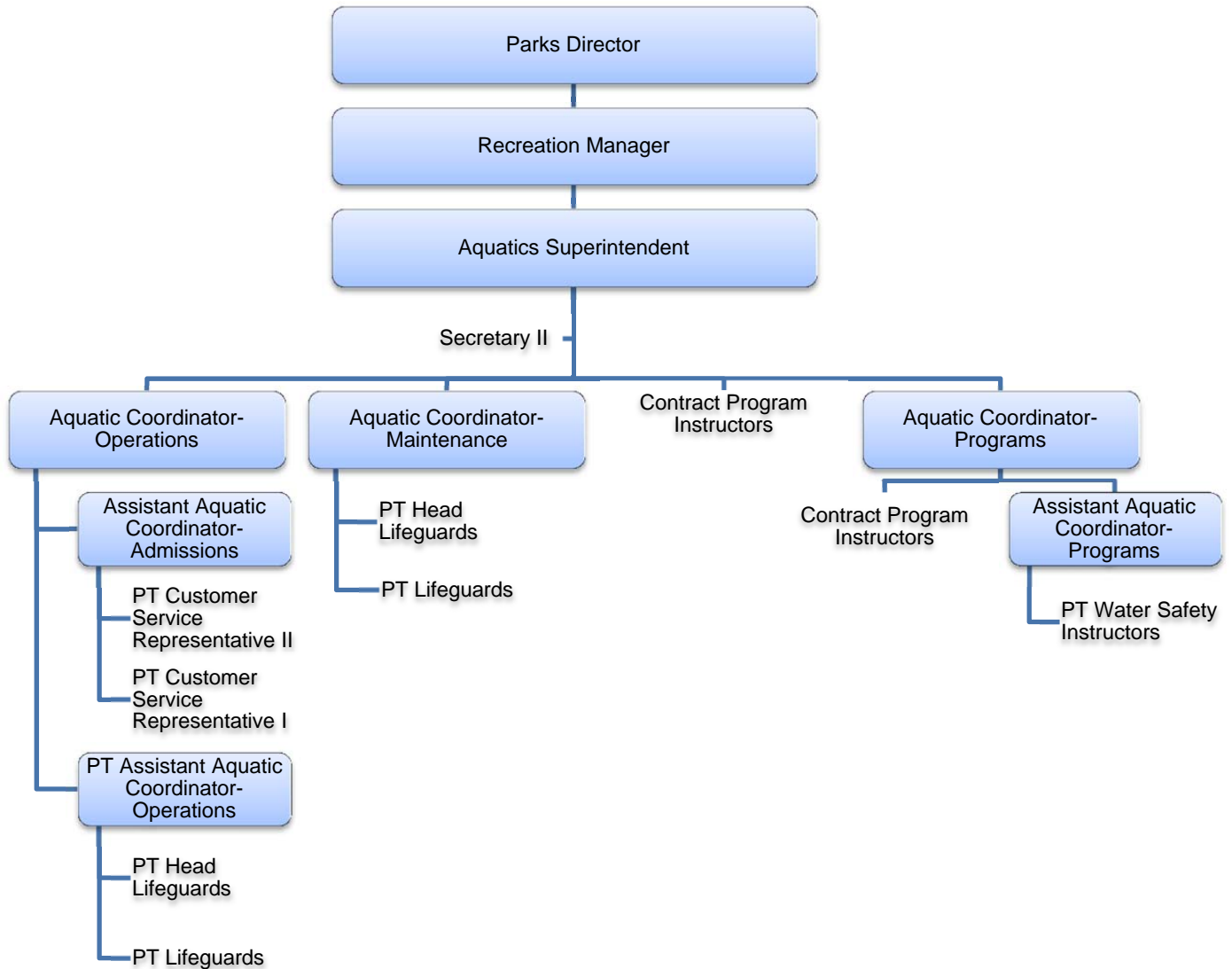
The Recreation Manager transferred to Parks Administration (1400) in FY16-17.

CITY OF CONROE
FY 2016-2017
0001-1410

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: RECREATION CENTER		DIVISION: RECREATION CENTER			
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$367,004	\$383,136	\$370,082	\$288,706	\$0	\$0	\$288,706
7012 Salaries - Part Time	\$209,099	\$193,021	\$193,021	\$193,021	\$0	\$0	\$193,021
7020 Overtime	\$96	\$500	\$500	\$500	\$0	\$0	\$500
7025 Social Security	\$43,098	\$48,728	\$43,194	\$40,748	\$0	\$0	\$40,748
7030 Retirement & Pension	\$60,806	\$61,988	\$60,619	\$47,077	\$0	\$0	\$47,077
7035 Workers Compensation	\$7,496	\$7,362	\$8,302	\$8,234	\$0	\$0	\$8,234
7040 Employee Insurance	\$51,480	\$61,170	\$61,170	\$57,599	\$0	\$0	\$57,599
PERSONNEL SERVICES SUBTOTAL	\$739,079	\$755,905	\$736,888	\$635,885	\$0	\$0	\$635,885
7110 Office Supplies	\$9,642	\$6,717	\$9,500	\$6,517	\$0	\$0	\$6,517
7130 Building Supplies	\$10,890	\$9,000	\$12,050	\$9,000	\$0	\$0	\$9,000
7140 Wearing Apparel	\$1,359	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
7160 Vehicle Operations	\$274	\$0	\$0	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$61,981	\$18,000	\$43,150	\$18,000	\$0	\$0	\$18,000
7200 Other Operating Supplies	\$59,055	\$37,870	\$52,500	\$41,520	\$0	\$0	\$41,520
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$7,476	\$7,476	\$740	\$0	\$0	\$740
7254 Machinery & Equipment <\$5,000	\$5,339	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$148,540	\$81,063	\$126,676	\$77,777	\$0	\$0	\$77,777
8010 Utilities	\$56,405	\$55,804	\$55,804	\$55,804	\$0	\$0	\$55,804
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$6,990	\$6,500	\$6,500	\$6,500	\$0	\$0	\$6,500
8050 Travel & Training	\$21,069	\$21,196	\$20,500	\$16,365	\$0	\$0	\$16,365
8060 Contract Services	\$606,536	\$509,170	\$600,000	\$471,304	\$0	\$0	\$471,304
CONTRACTUAL SUBTOTAL	\$691,000	\$592,670	\$682,804	\$549,973	\$0	\$0	\$549,973
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	\$9,240	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$9,240	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1410	\$1,587,859	\$1,429,638	\$1,546,368	\$1,263,635	\$0	\$0	\$1,263,635

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 2015-2016

- ✓ Received Texas Public Pool Council Class II Agency of the Year Award
- ✓ Contracted Conroe's Top Dog to operate concessions
- ✓ Four Conroe Dive Club members qualified for the national competition in Florida
- ✓ Deep Blue C lifeguard team placed first in First Aid category in Superguard Competition at College Station
- ✓ Offered water exercise and swim development classes at Oscar Johnson, Jr. Community Center pool for the first time
- ✓ Replaced educational pool lane ropes
- ✓ Purchased pool blankets for education and competition pools to reduce energy and chemical consumption
- ✓ Installed secondary disinfection system at Oscar Johnson, Jr. Community Center pool, baby pool, and fountains at Heritage Place and Founders Plaza

Goals & Objectives for FY 2016-2017

- ❑ Repair and replace expansion joints around pools by December 2016
- ❑ Refurbish water park play structure and tower slides by December 2016
- ❑ Install emergency call button at front desk by December 2016
- ❑ Increase overall participation and revenue by 3% in September 2017
- ❑ Conduct a Junior Lifeguarding Course by September 2017

City of Conroe
General Fund
Aquatic Center
0001-1440

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Aquatics Superintendent	1	1	1	1
Aquatic Coordinator - Programs	1	1	1	1
Aquatic Coordinator - Maintenance	1	1	1	1
Aquatic Coordinator - Operations	1	1	1	1
Assistant Aquatic Coordinator - Programs	1	1	1	1
Assistant Aquatic Coordinator - Operations	1	1	1	1
Secretary II	1	1	1	1
TOTAL FULL TIME	7	7	7	7
PT Assistant Aquatic Coordinators (Hours)	1,560	1,560	1,560	1,560
PT Water Safety Instructors (Hours)	4,779	4,779	4,779	4,779
PT Head Lifeguards (Hours)	2,660	2,660	2,660	2,660
PT Lifeguards (Hours)	18,138	21,804	21,804	21,804
PT Admissions (Hours)	3,354	3,354	3,354	0
PT Cashiers (Hours)	2,000	2,000	2,000	0
PT Customer Service Representative II (Hours)	0	0	0	3,354
PT Customer Service Representative I (Hours)	0	0	0	2,000
TOTAL PART TIME HOURS	32,491	36,157	36,157	36,157

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Participants				
Rentals	14,313	11,205	11,541	11,541
Memberships	61,690	69,608	71,696	71,696
Programs	34,969	41,144	42,378	42,378
Special Events	3,166	2,812	2,896	2,896
Total	114,138	124,769	128,511	128,511
Revenue				
6050 Rentals	\$ 33,035	\$ 37,001	\$ 38,111	\$ 38,111
6050 Memberships	278,063	272,776	280,958	280,958
6050 Sales	45,629	7,012	7,222	7,222
6051 Programs	177,691	210,395	216,707	216,707
Total	\$ 534,418	\$ 527,184	\$ 542,998	\$ 542,998

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

CITY OF CONROE
FY 2016-2017
0001-1440

BUDGET LINE ITEMS

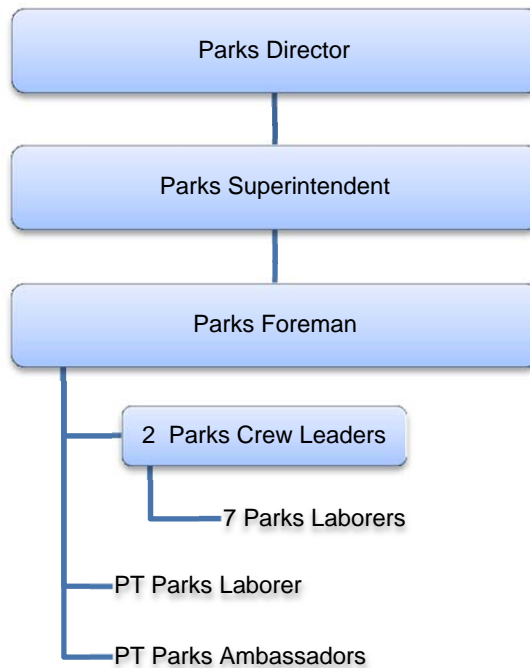
FUND: GENERAL FUND		DEPARTMENT: AQUATIC CENTER		DIVISION: AQUATIC CENTER			
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$349,892	\$382,640	\$382,640	\$387,575	\$0	\$0	\$387,575
7012 Salaries - Part Time	\$354,564	\$328,763	\$328,763	\$328,763	\$0	\$0	\$328,763
7020 Overtime	\$8,231	\$12,961	\$12,961	\$12,961	\$0	\$0	\$12,961
7025 Social Security	\$53,149	\$61,209	\$61,209	\$61,626	\$0	\$0	\$61,626
7030 Retirement & Pension	\$59,393	\$63,921	\$63,921	\$65,199	\$0	\$0	\$65,199
7035 Workers Compensation	\$9,219	\$9,090	\$9,090	\$12,229	\$0	\$0	\$12,229
7040 Employee Insurance	\$60,060	\$71,365	\$71,365	\$80,639	\$0	\$0	\$80,639
PERSONNEL SERVICES SUBTOTAL	\$894,508	\$929,949	\$929,949	\$948,992	\$0	\$0	\$948,992
7110 Office Supplies	\$7,440	\$4,350	\$4,350	\$4,350	\$0	\$0	\$4,350
7130 Building Supplies	\$67,149	\$80,000	\$80,000	\$80,000	\$0	\$0	\$80,000
7140 Wearing Apparel	\$5,393	\$7,000	\$7,000	\$7,000	\$0	\$0	\$7,000
7160 Vehicle Operations	\$1,299	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7170 Vehicle Repairs	\$427	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$57,476	\$63,737	\$63,737	\$63,737	\$0	\$0	\$63,737
7200 Operating Supplies	\$15,149	\$10,938	\$10,938	\$12,938	\$0	\$0	\$12,938
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$21,350	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$175,683	\$167,025	\$167,025	\$169,025	\$0	\$0	\$169,025
8010 Utilities	\$76,824	\$104,300	\$104,300	\$94,300	\$0	\$0	\$94,300
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$3,921	\$5,000	\$5,000	\$5,000	\$0	\$0	\$5,000
8050 Travel & Training	\$10,354	\$14,515	\$14,515	\$14,515	\$0	\$1,000	\$15,515
8060 Contract Services	\$165,058	\$300,730	\$204,730	\$187,556	\$0	\$0	\$187,556
CONTRACTUAL SUBTOTAL	\$256,157	\$424,545	\$328,545	\$301,371	\$0	\$1,000	\$302,371
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	\$1,326,348	\$1,521,519	\$1,425,519	\$1,419,388	\$0	\$1,000	\$1,420,388

CITY OF CONROE
FY 2016-2017
0001-1440

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2977	4	Staff Development	New Travel & Training	8050 TRAVEL & TRAINING	\$1,000
Request Total					\$1,000
1 Requests			Total for 0001-1440		\$1,000

Park Operations



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

Park Operations

Accomplishments for FY 2015-2016

- ✓ Resurfaced walking/jogging trail at McDade Park (November 2015)
- ✓ Stocked over 2,400 rainbow trout in Carl Barton, Jr. Park pond (January 2016)
- ✓ Partnered with Conroe Live, Inc. to promote Arbor Day in the City (February 2016)
- ✓ Added amenity center at Carl Barton, Jr. Park (February 2016)
- ✓ Installed new playground at Candy Cane Park (March 2016)
- ✓ Replaced screens on spectator covers and dugouts at Carl Barton, Jr. Park (April 2016)
- ✓ Replaced exercise equipment at McDade Park (July 2016)
- ✓ Increased season color plantings (September 2016)

Goals & Objectives for FY 2016-2017

- ❑ Resurface ½ mile walking/jogging trail at Kasmiersky Park (December 2016)
- ❑ Acquire additional property adjacent to Milltown Park (September 2017)
- ❑ Host six youth athletic tournaments (September 2017)
- ❑ Replace playground equipment at Gibson Park (March 2017)

City of Conroe General Fund

Park Operations 0001-1450

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Parks Superintendent	1	1	1	0
Parks Foreman	1	1	1	1
Parks Crew Leader - Facilities	1	1	1	1
Parks Crew Leader - Green Space	1	1	1	1
Parks Laborer	7	7	7	7
TOTAL FULL TIME	11	11	11	10
PT Parks Laborer (Hours)	1,040	1,040	1,040	1,000
PT Parks Ambassador (Hours)	3,120	3,120	3,120	3,000
TOTAL PART TIME HOURS	4,160	4,160	4,160	4,000
	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Acres maintained	420	425	425	434
Ball field prep man-hours	3,661	4,027	4,150	4,210
Playground Inspections	193	209	238	240
Trout Stocking	2,202	2,400	2,400	2,600
Work Orders Processed	1,731	1,783	1,646	1,695

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

CITY OF CONROE
FY 2016-2017
0001-1450

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: PARK OPERATIONS		DIVISION: PARK OPERATIONS			
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$452,844	\$485,903	\$453,739	\$409,975	\$0	\$0	\$409,975
7012 Salaries - Part Time	\$36,789	\$46,581	\$35,744	\$46,581	\$0	\$0	\$46,581
7020 Overtime	\$27,923	\$9,700	\$19,812	\$9,700	\$0	\$0	\$9,700
7025 Social Security	\$38,034	\$45,815	\$38,297	\$39,399	\$0	\$0	\$39,399
7030 Retirement & Pension	\$80,235	\$80,080	\$78,236	\$68,315	\$0	\$0	\$68,315
7035 Workers Compensation	\$6,966	\$6,804	\$8,079	\$7,845	\$0	\$0	\$7,845
7040 Employee Insurance	\$94,380	\$112,145	\$112,145	\$115,199	\$0	\$0	\$115,199
PERSONNEL SERVICES SUBTOTAL	\$737,171	\$787,028	\$746,052	\$697,014	\$0	\$0	\$697,014
7110 Office Supplies	\$644	\$1,300	\$1,210	\$700	\$0	\$0	\$700
7130 Building Supplies	\$33	\$600	\$600	\$600	\$0	\$0	\$600
7140 Wearing Apparel	\$4,431	\$5,000	\$4,570	\$4,800	\$0	\$0	\$4,800
7160 Vehicle Operations	\$45,952	\$38,200	\$38,200	\$38,200	\$0	\$0	\$38,200
7170 Vehicle Repairs	\$7,499	\$4,500	\$4,500	\$4,500	\$0	\$0	\$4,500
7180 Equipment Repairs	\$15,881	\$22,350	\$20,600	\$22,350	\$0	\$0	\$22,350
7190 Radio Repairs	\$0	\$400	\$400	\$400	\$0	\$0	\$400
7200 Operating Supplies	\$138,958	\$142,467	\$141,100	\$142,467	\$0	\$7,300	\$149,767
7252 Improvements<\$5,000	\$10,719	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$224,117	\$214,817	\$211,180	\$214,017	\$0	\$7,300	\$221,317
8010 Utilities	\$191,758	\$180,559	\$195,800	\$180,559	\$0	\$0	\$180,559
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$10,293	\$11,145	\$10,650	\$5,755	\$0	\$0	\$5,755
8060 Contract Services	\$459,243	\$695,106	\$677,000	\$698,968	\$0	\$0	\$698,968
CONTRACTUAL SUBTOTAL	\$661,294	\$886,810	\$883,450	\$885,282	\$0	\$0	\$885,282
9030 Improvements >\$5,000	\$104,990	\$45,974	\$50,000	\$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	\$8,000	\$8,000

CITY OF CONROE
FY 2016-2017
0001-1450

BUDGET LINE ITEMS

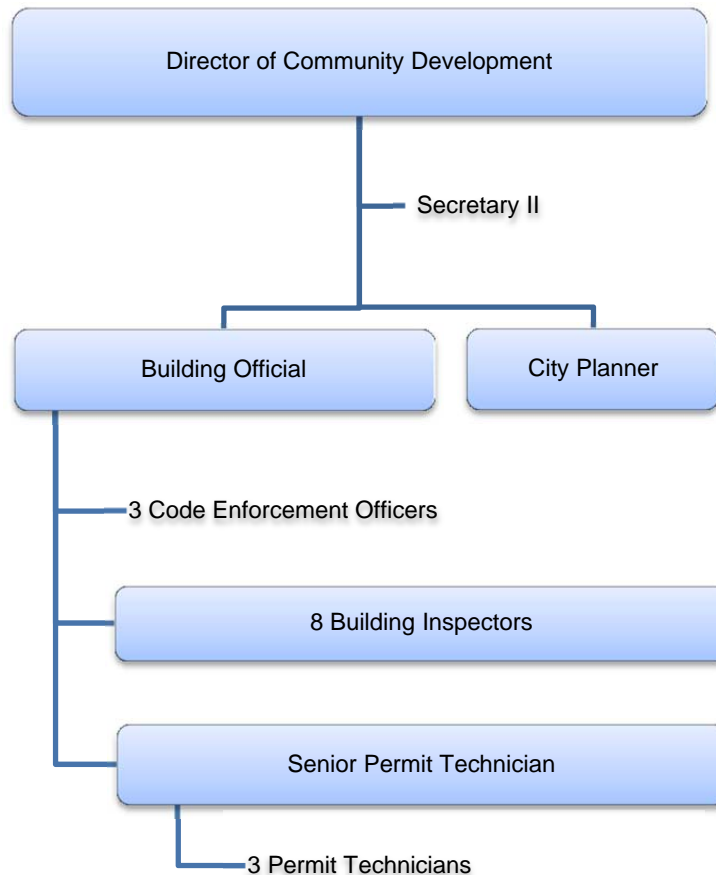
FUND: GENERAL FUND		DEPARTMENT: PARK OPERATIONS		DIVISION: PARK OPERATIONS			
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$104,990	\$45,974	\$50,000	\$0	\$0	\$8,000	\$8,000
TOTAL 0001-1450	\$1,727,572	\$1,934,629	\$1,890,682	\$1,796,313	\$0	\$15,300	\$1,811,613

CITY OF CONROE
FY 2016-2017
0001-1450

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
3055	0	Chevy Colorado, 1248, Upgrade To 1/2 Ton Ext Cab	Vehicle Equipment Replacement Fund - V. E. R. F.	9060 VEHICLES >\$5,000 Request Total	\$8,000 \$8,000
2909	3	Flag Replacements	Enhanced Program	7200 OPERATING SUPPLIES Request Total	\$7,300 \$7,300
2 Requests			Total for 0001-1450		\$15,300

Community Development



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

Community Development

Accomplishments for FY 2015-2016

- ✓ Collected \$49,838 in Tree Ordinance Violations, for the Parks Department
- ✓ Issued 8,430 Permits, inspected 22,024 sites, reviewed 1,551 Building Plans
- ✓ Mailed or posted 7,206 Code Enforcement Notices
- ✓ Addressed 3,240 property complaints, removed 3,206 signs from ROW
- ✓ Secured and Filed 19 Development Agreements, with Strategic Properties
- ✓ Updated Annexation Plan and Completed Annexation of 11 parcels of land
- ✓ Provided backup documentation for April Sound Law Suit
- ✓ Continued training and certifications for staff
- ✓ Worked on Comprehensive Plan Update Process
- ✓ Collected \$64,000 in fees for Permit and Trade Licensing Violations
- ✓ Completed The Spirit of Texas Bank Project
- ✓ Passed Fence Ordinance
- ✓ Passed Resolution Supporting 5 Out-of-City MUDS
- ✓ Replaced National Sign Plazas with New Logo
- ✓ Successfully completed the Aggressive Code Enforcement Program
- ✓ Passed Trash Cart / Fine Ordinance

Goals & Objectives for FY 2016-2017

- ❑ Hire and train new staff positions
- ❑ Create Comprehensive Plan Timeline
- ❑ Secure Development Agreements with Strategic Properties and Initiate 2016 annexations
- ❑ Complete Property Owner's Notification of 2, 3-Year Plan Annexations
- ❑ Continue training and certifications for staff
- ❑ Improve Cross-Training for staff
- ❑ Provide outstanding Customer Service
- ❑ Create webpage updates and design
- ❑ Complete Vender Peddler Process
- ❑ Re-Write / Update Forms and Applications
- ❑ Increase planning area
- ❑ Seek Certification Pay for staff
- ❑ Research and recommend ordinance changes to Sign Ordinance
- ❑ Improve working procedures between Municipal Court and Code process
- ❑ Hold a motivational activity for Community Development Staff

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

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Director of Community Development	0	0	1	1
City Planner	1	1	1	1
Secretary II	0	1	1	1
Secretary I	1	0	0	0
Permit Technician	3	3	3	3
Senior Permit Technician	1	1	1	1
Building Official	1	1	1	1
Building Inspector	6	8	8	8
Code Enforcement Officers	2	3	3	3
TOTAL FULL TIME	15	18	19	19
PT Building Inspector (Hours)	0	224	520	0
TOTAL PART TIME HOURS	0	224	520	0
	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Number of Permits Issued	10,500	9,260	9,300	10,000
Revenue	\$4,051,209	\$4,145,797	\$4,200,000	\$4,300,000
Number of Inspections	22,500	22,024	23,000	24,000

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

CITY OF CONROE
FY 2016-2017
0001-1500

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY DEVELOPMENT

DIVISION: COMMUNITY DEVELOPMENT

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$775,704	\$937,560	\$882,242	\$1,078,333	\$0	\$0	\$1,078,333
7012 Salaries - Part Time	\$7,767	\$11,144	\$3,624	\$0	\$0	\$0	\$0
7020 Overtime	\$62,146	\$33,000	\$37,436	\$3,000	\$0	\$0	\$3,000
7025 Social Security	\$62,790	\$82,624	\$69,301	\$91,373	\$0	\$0	\$91,373
7030 Retirement & Pension	\$138,894	\$156,911	\$149,356	\$176,019	\$0	\$0	\$176,019
7035 Workers Compensation	\$10,717	\$13,154	\$14,224	\$18,574	\$0	\$0	\$18,574
7040 Employee Insurance	\$154,440	\$183,509	\$183,509	\$218,878	\$0	\$0	\$218,878
PERSONNEL SERVICES SUBTOTAL	\$1,212,458	\$1,417,902	\$1,339,692	\$1,586,177	\$0	\$0	\$1,586,177
7110 Office Supplies	\$43,184	\$19,412	\$26,491	\$19,412	\$0	\$0	\$19,412
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$918	\$1,500	\$1,500	\$1,500	\$0	\$0	\$1,500
7160 Vehicle Operations	\$31,603	\$64,397	\$64,397	\$64,397	\$0	\$0	\$64,397
7170 Vehicle Repairs	\$323	\$5,000	\$5,000	\$5,000	\$0	\$0	\$5,000
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$24,584	\$35,900	\$35,900	\$35,900	\$0	\$0	\$35,900
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$5,323	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$22,660	\$0	\$0	\$0	\$0	\$8,554	\$8,554
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$128,595	\$126,209	\$133,288	\$126,209	\$0	\$8,554	\$134,763
8010 Utilities	\$3,313	\$12,011	\$12,011	\$12,011	\$0	\$0	\$12,011
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$4,732	\$3,241	\$3,241	\$3,241	\$0	\$0	\$3,241
8050 Travel & Training	\$29,729	\$34,725	\$34,725	\$42,730	\$0	\$3,000	\$45,730
8060 Contract Services	\$69,318	\$162,740	\$162,740	\$64,640	\$0	\$46,446	\$111,086
CONTRACTUAL SUBTOTAL	\$107,092	\$212,717	\$212,717	\$122,622	\$0	\$49,446	\$172,068
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

CITY OF CONROE
FY 2016-2017
0001-1500

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY DEVELOPMENT

DIVISION: COMMUNITY DEVELOPMENT

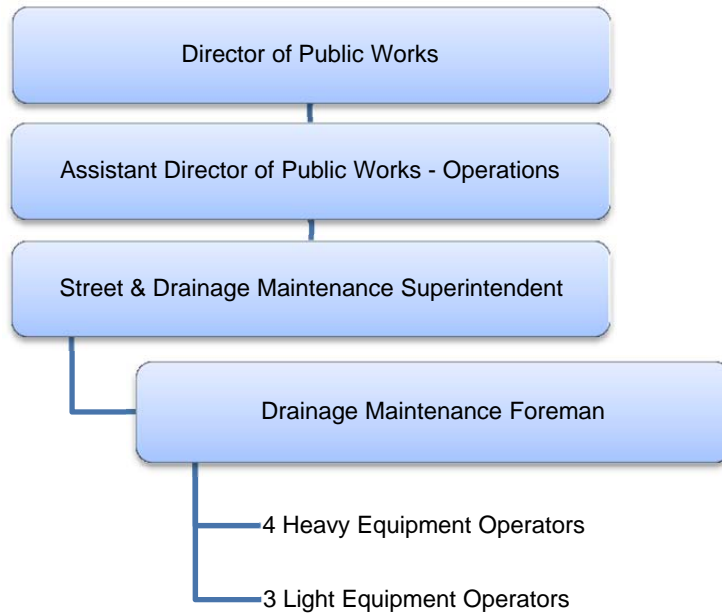
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9060 Vehicles >\$5,000	\$67,080	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$67,080	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1500	\$1,515,225	\$1,756,828	\$1,685,697	\$1,835,008	\$0	\$58,000	\$1,893,008

CITY OF CONROE
FY 2016-2017
0001-1500

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1281	0	Contract Urban Forester	Non-discretionary Adjustment	8060 CONTRACT SERVICES	\$40,000
				Request Total	\$40,000
1669	0	Netmotion Mobility For Windows	Non-discretionary Adjustment	7254 Machinery & Equipment <\$5,000	\$8,554
				8060 CONTRACT SERVICES	\$6,446
				Request Total	\$15,000
2473	0	On-line I. C. C. Code Books	Non-discretionary Adjustment	8050 TRAVEL & TRAINING	\$3,000
				Request Total	\$3,000
3 Requests			Total for 0001-1500		\$58,000

Drainage Maintenance



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

Drainage Maintenance

Accomplishments for FY 2015-2016

- ✓ Cleaned Alligator Creek from Roberson to I-45
- ✓ Cleaned Live Oak Creek from loop 336 to East Forest Way
- ✓ Participated in the installation and removal of the Downtown Christmas lights
- ✓ Recycled 20,000 square yards of green waste and disposed of excess
- ✓ Installed 280 linear feet of Reinforced Concrete Boxes on North and South Rivershire. Assist contractor with installation of headwalls and slope paving.
- ✓ Removal of fence at treatment Facility and removed brush, tree's, vegetation to be in compliance with T.C.E.Q.
- ✓ Installed drainage on new road in Candy Cane Park
- ✓ Installed additional storm drains on Mesa View in new annex area
- ✓ Assisted Street Department in all street overlays and rehabs

Goals & Objectives for FY 2016-2017

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

City of Conroe General Fund

Drainage Maintenance 0001-1530

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Drainage Foreman	1	1	1	1
Heavy Equipment Operator	3	3	4	4
Light Equipment Operator/Driver	3	3	3	3
TOTAL FULL TIME	7	7	8	8

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Number of drainage projects completed	6	7	5	5
Number of trees recycled (in yards)	60,000	50,000	45,000	25,000
Number of work orders completed	190	230	623	700

CITY OF CONROE
FY 2016-2017
0001-1530

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: DRAINAGE MAINTENANCE

DIVISION: DRAINAGE MAINTENANCE

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$297,037	\$372,702	\$358,634	\$362,684	\$0	\$0	\$362,684
7020 Overtime	\$16,497	\$52,500	\$14,138	\$52,500	\$0	\$0	\$52,500
7025 Social Security	\$22,673	\$35,930	\$28,338	\$35,083	\$0	\$0	\$35,083
7030 Retirement & Pension	\$51,991	\$68,704	\$61,069	\$67,584	\$0	\$0	\$67,584
7035 Workers Compensation	\$4,187	\$4,762	\$5,654	\$6,246	\$0	\$0	\$6,246
7040 Employee Insurance	\$60,060	\$81,560	\$81,560	\$92,159	\$0	\$0	\$92,159
PERSONNEL SERVICES SUBTOTAL	\$452,445	\$616,158	\$549,393	\$616,256	\$0	\$0	\$616,256
7110 Office Supplies	\$632	\$500	\$500	\$500	\$0	\$0	\$500
7140 Wearing Apparel	\$2,301	\$4,000	\$6,500	\$4,000	\$0	\$0	\$4,000
7160 Vehicle Operations	\$97,699	\$120,000	\$120,000	\$120,000	\$0	\$0	\$120,000
7170 Vehicle Repairs	\$18,599	\$20,000	\$20,000	\$20,000	\$0	\$0	\$20,000
7180 Equipment Repairs	\$1,175	\$5,000	\$5,000	\$5,000	\$0	\$0	\$5,000
7190 Radio Repairs	\$0	\$500	\$500	\$500	\$0	\$0	\$500
7200 Operating Supplies	\$26,619	\$64,118	\$64,118	\$64,118	\$0	\$0	\$64,118
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$715	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$147,740	\$214,118	\$216,618	\$214,118	\$0	\$0	\$214,118
8010 Utilities	\$1,889	\$3,024	\$3,024	\$3,024	\$0	\$0	\$3,024
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	\$2,595	\$2,250	\$2,250	\$2,250	\$0	\$0	\$2,250
8060 Contract Services	\$640	\$61,252	\$61,252	\$61,252	\$0	\$0	\$61,252
CONTRACTUAL SUBTOTAL	\$5,124	\$76,526	\$76,526	\$76,526	\$0	\$0	\$76,526
9010 Land > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9011 Land <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$48,222	\$500,000	\$500,000	\$0	\$0	\$176,422	\$176,422
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	(\$121,869)	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2016-2017
0001-1530

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: DRAINAGE MAINTENANCE

DIVISION: DRAINAGE MAINTENANCE

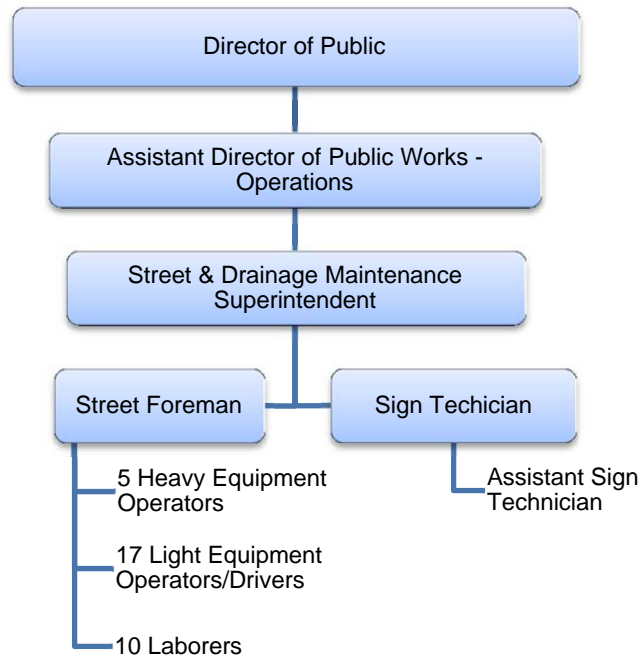
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9102 Capital Improvements	\$121,869	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$48,222	\$500,000	\$500,000	\$0	\$0	\$176,422	\$176,422
TOTAL 0001-1530	\$653,531	\$1,406,802	\$1,342,537	\$906,900	\$0	\$176,422	\$1,083,322

CITY OF CONROE
FY 2016-2017
0001-1530

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2397	1	Materials For Drainage Projects	Enhanced Program	9030 IMPROVEMENTS >\$5,000	\$176,422
				Request Total	\$176,422
1 Requests			Total for 0001-1530		\$176,422

Street Department



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

Street Department

Accomplishments for FY 2015-2016

- ✓ Overlaid Forest Estates, Wroxton Estates, Pinecrest and Woodcrest Subdivisions, repaired street at CISD 9th grade campus on Sgt. Ed Holcomb Blvd. N.
- ✓ Constructed and overlaid a section of street in Candy Cane Park
- ✓ Connected sidewalks on Gladstell west of I-45 to east side and at Armstrong Elementary, also installed sidewalks on Booker T Washington from Ave F to M.L.K. Place North
- ✓ Installed curb on new section of Candy Cane Lane and completed driveway to V.F.W.
- ✓ Crack sealed approximately two miles of streets
- ✓ Participated in the installation of the Downtown Christmas lighting
- ✓ Cleaned 2.5 miles of ditches throughout the City
- ✓ Mowed City right-of-way six times (contracted)
- ✓ Removed median on Round Oak
- ✓ Striped streets on Stewarts Forest Blvd
- ✓ Swept 7,560 center lane miles of city streets

Goals & Objectives for FY 2016-2017

- ❑ Continue with our crack seal program for City streets
- ❑ Maintain 18 miles of ditches in city limits
- ❑ Mow city limits right-of-way six times a year
- ❑ Rehabilitate Park Place from Ave E to Ave H
- ❑ Overlay Kirk and Humble Tank Road

City of Conroe
General Fund
Street Department
0001-1540

	<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
PERSONNEL SERVICES				
Street & Drainage Superintendent	0	0	1	1
Assistant Public Works Director - Operations	1	0	0	0
Foreman	1	1	1	1
Sign Technician	1	1	1	1
Assistant Sign Technician	1	1	1	1
Heavy Equipment Operator	3	3	5	5
Light Equipment Operator/Driver	14	14	17	17
Laborer	7	7	10	10
TOTAL FULL TIME	28	27	36	36

	<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
PERFORMANCE MEASURES				
Number of miles streets swept	11,000	12,500	14,880	15,120
Number of miles ditches cleaned	3	12	9	18
Number of work orders completed	1,700	1,700	6,003	6,500
Number of potholes repaired	1,000	1,200	2,000	2,000
Number of street signs repaired/manufactured	587	800	1,000	4,500
Tons of asphalt, utility cuts repaired	749	800	850	800
Number of acres of right-of-ways mowed	1,950	2,000	2,200	2,200
Miles of streets overlaid	5	6	7	7

CITY OF CONROE
FY 2016-2017
0001-1540

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: STREETS DIVISION: STREETS							
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$1,102,131	\$1,454,303	\$1,336,223	\$1,465,370	\$0	\$2,400	\$1,467,770
7020 Overtime	\$92,035	\$90,900	\$95,984	\$90,900	\$0	\$0	\$90,900
7025 Social Security	\$87,950	\$130,570	\$104,324	\$131,505	\$0	\$184	\$131,689
7030 Retirement & Pension	\$198,813	\$249,674	\$224,274	\$253,330	\$0	\$388	\$253,718
7035 Workers Compensation	\$15,604	\$18,583	\$22,063	\$25,240	\$0	\$253	\$25,493
7040 Employee Insurance	\$231,660	\$367,019	\$367,019	\$414,716	\$0	\$0	\$414,716
7050 Pre-Employment Physicals	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PERSONNEL SERVICES SUBTOTAL	\$1,728,193	\$2,311,049	\$2,149,887	\$2,381,061	\$0	\$3,225	\$2,384,286
7110 Office Supplies	\$1,142	\$1,900	\$1,900	\$1,900	\$0	\$0	\$1,900
7140 Wearing Apparel	\$13,516	\$15,000	\$15,000	\$15,000	\$0	\$0	\$15,000
7160 Vehicle Operations	\$381,407	\$324,750	\$324,750	\$324,750	\$0	\$0	\$324,750
7170 Vehicle Repairs	\$41,368	\$27,710	\$57,710	\$27,710	\$0	\$0	\$27,710
7180 Equipment Repairs	\$3,153	\$15,000	\$15,000	\$15,000	\$0	\$0	\$15,000
7190 Radio Repairs	\$16	\$500	\$500	\$500	\$0	\$0	\$500
7200 Operating Supplies	\$226,375	\$254,965	\$254,965	\$254,965	\$0	\$0	\$254,965
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$6,044	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$673,021	\$639,825	\$669,825	\$639,825	\$0	\$0	\$639,825
8010 Utilities	\$451,388	\$490,786	\$490,786	\$490,786	\$0	\$0	\$490,786
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$20,115	\$10,000	\$42,800	\$10,000	\$0	\$0	\$10,000
8050 Travel & Training	\$6,796	\$12,290	\$12,290	\$12,290	\$0	\$0	\$12,290
8060 Contract Services	\$293,420	\$405,162	\$550,000	\$405,162	\$0	\$185,835	\$590,997
CONTRACTUAL SUBTOTAL	\$771,719	\$918,238	\$1,095,876	\$918,238	\$0	\$185,835	\$1,104,073
9020 Buildings >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$603,553	\$1,000,000	\$1,000,000	\$0	\$0	\$444,985	\$444,985
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

CITY OF CONROE
FY 2016-2017
0001-1540

BUDGET LINE ITEMS

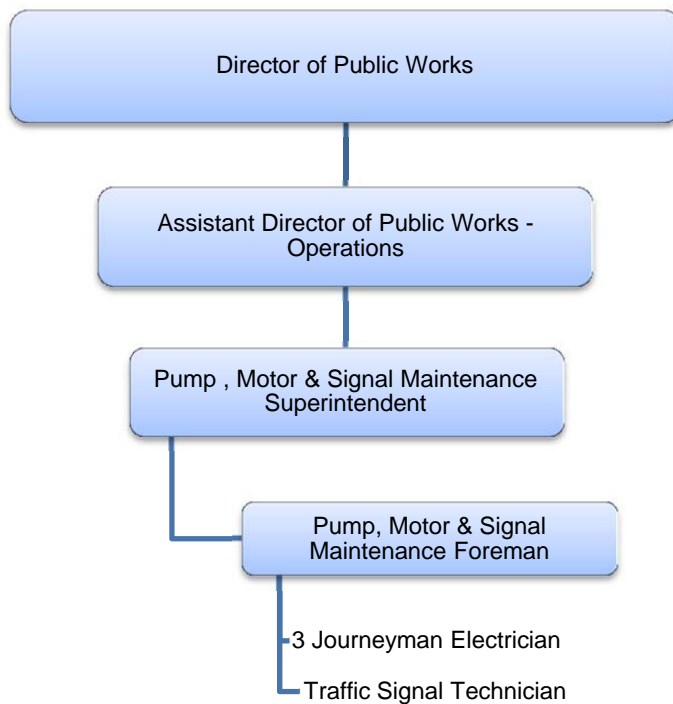
FUND: GENERAL FUND DEPARTMENT: STREETS DIVISION: STREETS							
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9070 Intang. Assets-Indef. Life	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	(\$8,250)	\$0	\$0	\$0	\$0	\$0	\$0
9102 Capital Improvements	\$8,250	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$603,553	\$1,000,000	\$1,000,000	\$0	\$0	\$444,985	\$444,985
TOTAL 0001-1540	\$3,776,486	\$4,869,112	\$4,915,588	\$3,939,124	\$0	\$634,045	\$4,573,169

CITY OF CONROE
FY 2016-2017
0001-1540

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1938	0	Increase In Mowing Contract	Non-discretionary Adjustment	8060 CONTRACT SERVICES	\$185,835
				Request Total	\$185,835
2927	0	Incentive Pay	Non-discretionary Adjustment	7010 SALARIES	\$2,400
				7025 SOCIAL SECURITY	\$184
				7030 RETIREMENT & PENSION	\$388
				7035 WORKERS COMPENSATION	\$253
				Request Total	\$3,225
1173	3	Asphalt	Enhanced Program	9030 Improvements >\$5,000	\$444,985
				Request Total	\$444,985
3 Requests			Total for 0001-1540		\$634,045

Signal Maintenance



The goal of the Signal Maintenance Department shall be to operate a comprehensive and versatile time phased program that will maintain or improve the operation of the traffic signals and illumination lighting in a safe, efficient manner. This department will also compile and maintain a list of all intersections and their maintenance and operation records. This will enable us to keep up with Texas Department of Transportation specifications, quality, performance and all critical aspects to meet or exceed the City's expectations. We take care of 110 traffic signals intersections and will add approximately 5 new signal intersections in the coming fiscal year.

Signal Maintenance

Accomplishments for FY 2015-2016

- ✓ Conducted annual proper Bucket Truck Safety training for all employees that operate bucket truck
- ✓ Attended traffic signal and camera training classes
- ✓ Purchased stock material and spare parts for traffic signal operations
- ✓ Monitored current traffic signal maintenance and operations
- ✓ Replaced current L.E.D. bulbs in all traffic signal with new ones
- ✓ Changed electrical meters to City for all I45 freeway illumination
- ✓ Began maintenance on all traffic signals out HWY 105 west for new annexation
- ✓ Began maintenance on 69 high mast illumination poles, all bridge and over/underpass illumination on I45 from FM 830 to FM 242

Goals & Objectives for FY 2016-2017

- ❑ Upgrade two current traffic signal intersections
- ❑ Conduct annual proper Bucket Truck Safety training for all employees that operate bucket truck
- ❑ Purchase stock material and spare parts for traffic signal operations
- ❑ Monitor current traffic signal maintenance and operations
- ❑ Add 20 new traffic signal intersections
- ❑ Inspect all traffic signal intersections and illumination for annual inspection reports
- ❑ Send employees to annual training to keep up to date on software and laws
- ❑ Continue replacing all traffic signal bulbs with L.E.D. bulbs
- ❑ Begin program to install radar and camera controls on all traffic signal
- ❑ Maintenance on 69 high mast illumination poles , all bridge and over/underpass illumination on I45 from FM 242 to FM 830

City of Conroe General Fund

Signal Maintenance 0001-1550

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Journeyman Electrician	2	2	3	3
Traffic Signal Technician	1	1	1	1
TOTAL FULL TIME	3	3	4	4

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Signal Repair Work Orders	300	509	400	650
New Signal Install Work Orders	2	4	5	5
Timing Change Work Orders	40	45	45	50
Number of Power Outages	12	22	15	25
Signal Rebuild	2	3	4	3
Oversized Load Permits/Inspections	652	272	700	700
Freeway Lighting	0	24	125	125

CITY OF CONROE

FY 2016-2017

0001-1550

BUDGET LINE ITEMS

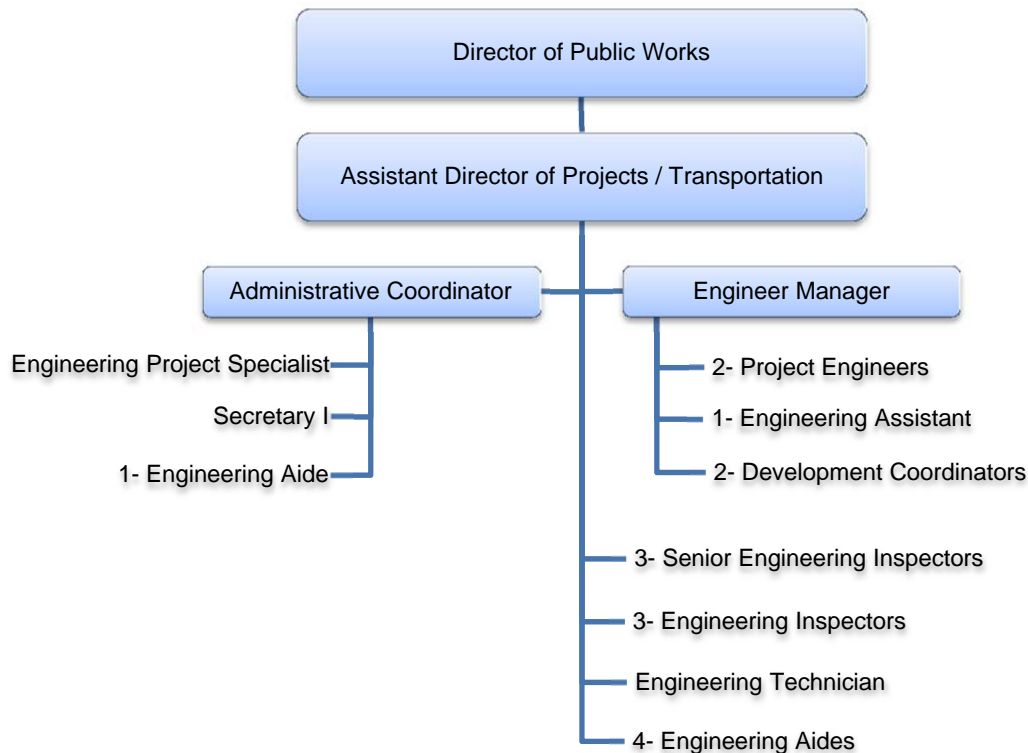
FUND: GENERAL FUND DEPARTMENT: SIGNAL MAINTENANCE DIVISION: SIGNAL MAINTENANCE							
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$133,902	\$191,140	\$144,934	\$191,174	\$0	\$12,600	\$203,774
7020 Overtime	\$30,175	\$34,923	\$35,006	\$34,923	\$0	\$0	\$34,923
7025 Social Security	\$12,186	\$18,849	\$11,963	\$19,105	\$0	\$964	\$20,069
7030 Retirement & Pension	\$27,158	\$36,043	\$25,746	\$36,804	\$0	\$2,073	\$38,877
7035 Workers Compensation	\$1,812	\$2,442	\$3,000	\$3,293	\$0	\$1,328	\$4,621
7040 Employee Insurance	\$25,740	\$40,780	\$40,780	\$46,080	\$0	\$0	\$46,080
PERSONNEL SERVICES SUBTOTAL	\$230,973	\$324,177	\$261,429	\$331,379	\$0	\$16,965	\$348,344
7110 Office Supplies	\$978	\$2,273	\$2,273	\$2,273	\$0	\$0	\$2,273
7140 Wearing Apparel	\$1,340	\$2,669	\$2,669	\$2,669	\$0	\$0	\$2,669
7160 Vehicle Operations	\$9,170	\$11,750	\$12,750	\$11,750	\$0	\$0	\$11,750
7170 Vehicle Repairs	\$3,899	\$3,500	\$5,000	\$6,500	\$0	\$0	\$6,500
7180 Equipment Repairs	\$79,705	\$50,733	\$52,000	\$50,733	\$0	\$0	\$50,733
7190 Radio Repairs	\$0	\$600	\$600	\$1,200	\$0	\$0	\$1,200
7200 Operating Supplies	\$45,535	\$70,375	\$70,375	\$80,375	\$0	\$0	\$80,375
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$150,500	\$129,600	\$129,600	\$89,600	\$0	\$0	\$89,600
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$291,127	\$271,500	\$275,267	\$245,100	\$0	\$0	\$245,100
8010 Utilities	\$111,373	\$294,227	\$294,227	\$274,227	\$0	\$0	\$274,227
8040 Leased Equipment	\$14,760	\$5,000	\$15,000	\$5,000	\$0	\$0	\$5,000
8050 Travel & Training	\$1,160	\$13,052	\$13,052	\$13,052	\$0	\$0	\$13,052
8060 Contract Services	\$94,522	\$148,000	\$148,000	\$157,500	\$0	\$0	\$157,500
CONTRACTUAL SUBTOTAL	\$221,815	\$460,279	\$470,279	\$449,779	\$0	\$0	\$449,779
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9031 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$183,850	\$180,000	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$183,850	\$180,000	\$0	\$0	\$0	\$0
TOTAL 0001-1550	\$743,915	\$1,239,806	\$1,186,975	\$1,026,258	\$0	\$16,965	\$1,043,223

CITY OF CONROE
FY 2016-2017
0001-1550

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2926	0	Incentive Pay	Non-discretionary Adjustment	7010 SALARIES 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION 7035 WORKERS COMPENSATION Request Total	\$12,600 \$964 \$2,073 \$1,328 \$16,965
1 Requests			Total for 0001-1550		\$16,965

Engineering



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

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

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

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

Engineering

Accomplishments for FY 2015-2016

- ✓ Constructed and inspected approximately 17 City of Conroe Capital Improvement Program projects including Surface Water Improvements, Crighton Road Signalization, MUD 95 Water and Sewer Improvements and SSOI projects
- ✓ Adopted Water Distribution Master Plan
- ✓ Adopted Wastewater Collection System Master Plan
- ✓ Reviewed and adopted TWDB Flood Planning Protection Grant – Stewart's Creek
- ✓ Designed and constructed GLO Grant for lift station generators at 12 locations
- ✓ Updated water design standards and details
- ✓ Reviewed approximately 14 design projects by consultants for City of Conroe Capital Improvement projects for streets, sidewalks, water, sanitary sewer
- ✓ Reviewed environmental and drainage reports/permits and applications for Camp Strake, Alligator Creek, Odor Control Issue at Camp Strake, SW Regional WWTP Outfall Relocation Project, Silverdale Creek, and Army Corp Permit
- ✓ Started design of Robinwood Water Well Replacement (Catahoula), Plant No. 19 (1 million gallon storage tank and pump station) and Ground Storage Tank Water Well No. 14

Goals & Objectives for FY 2016-2017

- ❑ Design and construct sanitary sewer line at SH 105 East and IH-45 (Phase 2)
- ❑ Design and construct water line rehabilitation projects, Water Well No. 23 Control Building, and SH 75 and FM 2854 TxDOT widening projects
- ❑ Design and construct drainage at Alligator Creek and Flag Park area
- ❑ Install traffic signals at SH 105 and N. Thompson, FM 1485 and Deison Technology Park, Longmire at Wedgewood Blvd., League Line Rd. at M.P. Clark, Plantation at Drennan Rd., SH 75 at Drennan Rd., and Walden Rd at Walmart, and mast arm and radar detection upgrades at various locations
- ❑ Construct a facility addition for Engineering, Community Development Division staff, and Fire Marshals

City of Conroe General Fund

Engineering 0001-1570

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
SPECIAL SERVICES				
Planning Commission	7	7	7	7
TOTAL SPECIAL SERVICES	7	7	7	7
PERSONNEL SERVICES				
Assistant City Engineer	1	0	0	0
Assistant Director of Projects/Transportation	0	1	1	1
Administrative Coordinator	0	0	1	1
Secretary II	0	1	0	0
Secretary I	2	1	1	1
Senior Project Manager	1	0	0	0
Engineer Manager	0	1	1	1
Lead Engineer	1	0	0	0
Project Engineer	1	3	2	2
Development Coordinator	1	2	2	2
Engineering Project Specialist	1	1	1	1
Senior Engineering Technician	2	0	0	0
Engineering Technician	0	1	1	1
Engineering Aide	5	5	5	5
Project Coordinator	1	0	0	0
Project Inspector	1	0	0	0
Senior Engineering Inspector	1	3	3	3
Engineering Inspector	1	3	3	3
Registered Surveyor	1	0	0	0
Survey Party Chief	1	0	0	0
Engineering Assistant	0	0	1	1
TOTAL FULL TIME	21	22	22	22
PT Intern (Hours)	0	0	300	0
TOTAL PART TIME HOURS	0	0	300	0

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Number of Development Permits Issued	85	142	165	180
Number of Plats Reviewed	91	125	101	105
Review Revenue	\$284,169	\$557,000	\$800,000	\$1,000,000

CITY OF CONROE
FY 2016-2017
0001-1570

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: ENGINEERING DIVISION: ENGINEERING							
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$1,231,278	\$1,404,734	\$1,297,211	\$1,362,791	\$0	\$0	\$1,362,791
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$22,294	\$27,400	\$37,400	\$27,400	\$0	\$0	\$27,400
7025 Social Security	\$91,455	\$120,888	\$98,197	\$117,471	\$0	\$0	\$117,471
7030 Retirement & Pension	\$211,467	\$227,379	\$219,836	\$222,193	\$0	\$0	\$222,193
7035 Workers Compensation	\$18,249	\$17,949	\$21,311	\$23,465	\$0	\$0	\$23,465
7040 Employee Insurance	\$188,760	\$224,289	\$224,289	\$253,437	\$0	\$0	\$253,437
PERSONNEL SERVICES SUBTOTAL	\$1,763,503	\$2,022,639	\$1,898,244	\$2,006,757	\$0	\$0	\$2,006,757
7110 Office Supplies	\$17,938	\$25,008	\$25,008	\$19,208	\$0	\$0	\$19,208
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$2,821	\$2,700	\$2,700	\$2,700	\$0	\$0	\$2,700
7160 Vehicle Operations	\$32,920	\$27,000	\$27,000	\$27,000	\$0	\$0	\$27,000
7170 Vehicle Repairs	\$3,397	\$8,350	\$8,350	\$8,350	\$0	\$0	\$8,350
7180 Equipment Repairs	\$1,069	\$5,000	\$5,000	\$5,000	\$0	\$0	\$5,000
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$27,882	\$26,729	\$26,729	\$26,729	\$0	\$0	\$26,729
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$31,576	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$117,603	\$94,787	\$94,787	\$88,987	\$0	\$0	\$88,987
8010 Utilities	\$3,609	\$9,457	\$9,457	\$9,457	\$0	\$0	\$9,457
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$2,881	\$4,200	\$14,000	\$10,000	\$0	\$0	\$10,000
8040 Leased Equipment	\$3,333	\$19,548	\$19,548	\$19,548	\$0	\$0	\$19,548
8050 Travel & Training	\$13,650	\$32,138	\$32,138	\$32,138	\$0	\$0	\$32,138
8060 Contract Services	\$287,516	\$630,806	\$704,040	\$496,040	\$0	\$0	\$496,040
CONTRACTUAL SUBTOTAL	\$310,989	\$696,149	\$779,183	\$567,183	\$0	\$0	\$567,183
9030 Improvements >\$5,000	\$9,075	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$25,018	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$27,000	\$27,000	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$34,093	\$27,000	\$27,000	\$0	\$0	\$0	\$0
TOTAL 0001-1570	\$2,226,188	\$2,840,575	\$2,799,214	\$2,662,927	\$0	\$0	\$2,662,927

**City of Conroe
General Fund**

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

<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
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There are no Personnel positions associated with this department.

CITY OF CONROE
FY 2016-2017
0001-1800

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: GF NON-DEPARTMENTAL DIVISION: GF NON-DEPARTMENTAL							
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$399,024	\$120,000	\$253,868	\$0	\$0	\$253,868
7025 Social Security	\$0	\$31,436	\$9,180	\$21,452	\$0	\$0	\$21,452
7030 Retirement & Pension	\$0	\$60,112	\$20,000	\$36,930	\$0	\$0	\$36,930
7035 Workers Compensation	\$17,021	\$4,754	\$5,645	\$4,289	\$0	\$0	\$4,289
7040 EMPLOYEE INSURANCE	\$1,161,024	\$1,453,167	\$1,453,167	\$1,598,652	\$0	\$0	\$1,598,652
7070 Unemployment	\$11,036	\$20,000	\$20,000	\$20,000	\$0	\$0	\$20,000
PERSONNEL SERVICES SUBTOTAL	\$1,189,081	\$1,968,493	\$1,627,992	\$1,935,191	\$0	\$0	\$1,935,191
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$30,467	\$38,900	\$38,900	\$38,900	\$0	\$0	\$38,900
7251 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$97,266	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$127,733	\$38,900	\$38,900	\$38,900	\$0	\$0	\$38,900
8010 Utilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8020 Insurance and Bonds	\$361,396	\$395,000	\$395,000	\$475,000	\$0	\$0	\$475,000
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$2,631,192	\$1,991,273	\$2,109,671	\$2,202,514	\$0	\$0	\$2,202,514
8062 Community Services	\$446,061	\$634,580	\$570,126	\$501,189	\$0	\$0	\$501,189
8080 Garbage & Recycling Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8085 Donated Rent Expense	\$25,512	\$0	\$0	\$0	\$0	\$0	\$0
8095 Unallocated Resources	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9520 Bad Debt Finance	\$990,341	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$4,454,502	\$3,020,853	\$3,074,797	\$3,178,703	\$0	\$0	\$3,178,703
9010 Land >\$5,000	\$514,854	\$586,850	\$586,850	\$0	\$0	\$0	\$0
9011 Land <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9020 Buildings >\$5,000	\$150,000	\$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	\$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	\$46,334	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2016-2017
0001-1800

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: GF NON-DEPARTMENTAL

DIVISION: GF NON-DEPARTMENTAL

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$702,725	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$1,413,913	\$586,850	\$586,850	\$0	\$0	\$0	\$0
8520 Transfer Out	\$3,694,411	\$3,834,693	\$3,539,002	\$4,641,002	\$0	\$0	\$4,641,002
8540 Beautification	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS SUBTOTAL	\$3,694,411	\$3,834,693	\$3,539,002	\$4,641,002	\$0	\$0	\$4,641,002
9660 Principal-Lease	\$57,322	\$59,586	\$59,586	\$61,940	\$0	\$0	\$61,940
9670 Interest-Lease	\$17,856	\$15,592	\$15,592	\$13,238	\$0	\$0	\$13,238
DEBT SERVICE SUBTOTAL	\$75,178	\$75,178	\$75,178	\$75,178	\$0	\$0	\$75,178
TOTAL 0001-1800	\$10,954,818	\$9,524,967	\$8,942,719	\$9,868,974	\$0	\$0	\$9,868,974



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WATER AND SEWER OPERATING FUND

FY 16-17 Budget Summary Water/Sewer Operating Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Dollar FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Working Capital:		\$ 12,437,358	\$ 12,437,358	\$ -	\$ 14,078,541	\$ -	\$ 14,078,541	\$ -	0.0%
W/S Fund Revenues:									
Revenues	\$ 31,537,087	\$ 32,154,802	\$ 34,187,233	\$ 2,032,431	\$ 35,374,600	\$ -	\$ 35,374,600	\$ 3,219,798	10.0%
Total Revenues	\$ 31,537,087	\$ 32,154,802	\$ 34,187,233	\$ 2,032,431	\$ 35,374,600	\$ -	\$ 35,374,600	\$ 3,219,798	10.0%
Total Resources:	\$ 31,537,087	\$ 44,592,160	\$ 46,624,591	\$ 2,032,431	\$ 49,453,141	\$ -	\$ 49,453,141	\$ 3,219,798	7.2%
W/S Fund Expenditures:									
Utility Billing	\$ 863,929	\$ 1,017,378	\$ 1,009,808	\$ 7,570	\$ 922,124	\$ 68,700	\$ 990,824	\$ (26,554)	-2.6%
Public Works	1,456,218	1,546,087	1,647,818	(101,731)	998,633	50,000	1,048,633	(497,454)	-32.2%
Water Conservation	51,347	-	-	-	-	-	-	-	N/A
Water	3,866,090	4,400,444	3,879,635	520,809	3,793,978	55,000	3,848,978	(551,466)	-12.5%
Wastewater Treatment	2,075,546	2,747,116	2,858,628	(111,512)	2,371,152	187,000	2,558,152	(188,964)	-6.9%
Sewer	978,096	1,995,529	1,958,244	37,285	1,689,419	235,000	1,924,419	(71,110)	-3.6%
Pump & Motor Maint	1,332,649	1,399,319	1,541,627	(142,308)	1,130,821	158,452	1,289,273	(110,046)	-7.9%
Project Construction	1,553,546	-	-	-	-	-	-	-	N/A
W/S Non-Departmental	18,886,230	19,611,363	19,650,290	(38,927)	22,943,071	-	22,943,071	3,331,708	17.0%
Total Expenditures	\$ 31,063,651	\$ 32,717,236	\$ 32,546,050	\$ 171,186	\$ 33,849,198	\$ 754,152	\$ 34,603,350	\$ 1,886,114	5.8%
New Working Capital:		\$ 11,874,924	\$ 14,078,541	\$ 2,203,617	\$ 15,603,943		\$ 14,849,791	\$ 2,974,867	
60-Day Reserve:		\$ 5,378,714	\$ 5,350,571		\$ 5,564,808		\$ 5,688,791		
Over/(Under):		6,496,210	8,727,970		10,039,135		9,161,000		
Budget Contingency:		\$ 2,689,357	\$ 2,675,285		\$ 2,782,404		\$ 2,844,395		
Over/(Under) 30-Days:		3,806,854	6,052,685		7,256,731		6,316,605		

Breakdown of Transfer In:

General Fund - Rate Stabilization	\$ -
Administrative Transfer (W/S)	546,553
Total	\$ 546,553

Breakdown of Transfer Out:

Administrative Transfer (GF)	\$ -
Revenue Debt Service Fund	8,461,089
Revenue Debt Reserve Fund (2013 RBs)	97,514
Transfer to Sewer CIP - SSOI Program	985,000
Transfer to Sewer CIP - Sewer Line Extension, Skytop Gravity	281,000
W&S Vehicle & Equipment Replacement Fund	298,507
Conroe Tower Fund	53,898
Total	\$ 10,177,008

FY 16-17 Budget Summary by Category Water/Sewer Operating Fund

	<u>FY 15-16 Budget</u>	<u>FY 15-16 Estimate</u>	<u>Under/ (Over)</u>	<u>FY 16-17 Base</u>	<u>FY 16-17 Supplemental</u>	<u>FY 16-17 Proposed</u>
Personnel	\$ 5,370,480	\$ 5,141,894	\$ 228,586	\$ 5,380,207	\$ 27,407	\$ 5,407,614
Supplies	2,502,959	2,718,464	(215,505)	2,528,254	15,995	2,544,249
Contractual	14,504,694	14,587,880	(83,186)	13,994,600	286,750	14,281,350
Capital Outlay	693,653	726,044	(32,391)	-	424,000	424,000
Transfers	9,077,715	8,804,033	273,682	11,378,402	-	11,378,402
Debt Service	567,735	567,735	-	567,735	-	567,735
Total	<u>\$ 32,717,236</u>	<u>\$ 32,546,050</u>	<u>\$ 171,186</u>	<u>\$ 33,849,198</u>	<u>\$ 754,152</u>	<u>\$ 34,603,350</u>

**FY 16-17 Supplemental Requests
Water and Sewer Operating Fund**

<u>Department/Division</u>	<u>Dept. ID</u>	<u>Rank</u>	<u>Supplemental Request Title</u>	<u>Requested Amount¹</u>	<u>FY 15-16 Purchase²</u>	<u>List "A" Included³</u>	<u>Type</u>
0002-2800 Utility Billing	3053	0	Contract Services - Increase ETS Services - Cost	\$ 40,000	\$ -	\$ 40,000	Non-discretionary Adjustment
0002-2800 Utility Billing	2939	1	Hand Held Radios for Meter Techs	8,550	-	8,550	Replacement Equipment
0002-2800 Utility Billing	2953	2	Overtime	12,480	-	-	Enhanced Program
0002-2800 Utility Billing	2934	3	Mrx920 Drive by Units	14,500	-	14,500	New Equipment
0002-2800 Utility Billing	2937	4	Utility Billing Meter Tech Daily Tools	3,100	-	3,100	New Equipment
0002-2800 Utility Billing	2938	5	Vero flow Utility Service Analyzer	2,250	2,000	250	Non-discretionary Adjustment
0002-2800 Utility Billing	2936	7	Metal Detector Request	2,300	-	2,300	New Equipment
0002-2800 Utility Billing	1555	8	Upgrade to Service Body on New V.E.R.F. Vehicle	6,500	-	-	Vehicle Equipment Replacement Fund - V. E. R. F.
0002-2800 Utility Billing Total				\$ 89,680	\$ 2,000	\$ 68,700	
0002-2810 Public Works	689	0	Additional funds in 8060 - Janitorial Contract	50,000	-	50,000	Non-discretionary Adjustment
0002-2810 Public Works	2564	0	Increase funds in 7180 - P W Admin.	25,000	-	-	Non-discretionary Adjustment
0002-2810 Public Works	2990	0	Hydrologist Contract	300,000	-	-	Non-discretionary Adjustment
0002-2810 Public Works	2991	0	Increase funds in 8030 - Legal Services	125,000	-	-	Non-discretionary Adjustment
0002-2810 Public Works	3014	0	Upgrade Service Center phone system to V O I P	43,800	-	-	Non-discretionary Adjustment
0002-2810 Public Works	1496	1	Asset Management Specialist - P W Admin	90,891	-	-	New Personnel
0002-2810 Public Works	2787	2	Additional funds in 8050 - Cartegraph Training	45,000	-	-	New Travel & Training
0002-2810 Public Works	2242	3	Groundskeeper / Maintenance Technician - P W Admin	53,796	-	-	New Personnel
0002-2810 Public Works	2986	4	Replace Gate and Gate Motor for Secondary Entry	15,000	-	-	Replacement Equipment
0002-2810 Public Works	2992	5	Replace Outside Lighting with L E D Lights	65,000	-	-	Replacement Equipment
0002-2810 Public Works	2989	6	Concrete Covered Equipment and Vehicle Parking	200,000	-	-	Enhanced Program
0002-2810 Public Works	2988	7	Gutter and Drainage Repairs at Service Center	20,000	-	-	Replacement Equipment
0002-2810 Public Works Total				\$ 1,033,487	\$ -	\$ 50,000	
0002-2820 Water	1760	0	Increase in 8060 - Generator Maintenance Contract	25,000	-	25,000	Non-discretionary Adjustment
0002-2820 Water	2967	0	Increase in 8060 - Mowing Contract	30,000	-	30,000	Non-discretionary Adjustment
0002-2820 Water	2970	0	Sampling Stations Installation Program	15,000	-	-	Non-discretionary Adjustment
0002-2820 Water	3013	0	TCEQ Water System Annual Fee	60,000	-	-	Non-discretionary Adjustment
0002-2820 Water	2961	1	Reclassification - 2 Laborers to Maint Tech I	11,080	-	-	Enhanced Program
0002-2820 Water	2962	1	Reclassification -1 Maint Tech I to Maint Tech II	2,201	-	-	Enhanced Program
0002-2820 Water	2966	1	Reclassification of Light Equipment Operator	3,226	-	-	Enhanced Program
0002-2820 Water	2969	1	Reclassification of Heavy Equipment Operator	7,364	-	-	Enhanced Program
0002-2820 Water	2826	2	Maintenance Technician I for Water Production	50,776	-	-	New Personnel
0002-2820 Water	2984	3	Water Line Replacement Fund	1,000,000	-	-	New Program
0002-2820 Water Total				\$ 1,204,647	\$ -	\$ 55,000	
0002-2881 WWTP	1579	0	Increase in 7020 - W W T P Overtime	31,026	-	-	Non-discretionary Adjustment
0002-2881 WWTP	1583	0	Replace Emergency Generator Switch Gear	175,000	-	175,000	Non-discretionary Adjustment
0002-2881 WWTP	2679	0	Increase in 7180 - W W T P	45,000	-	-	Non-discretionary Adjustment
0002-2881 WWTP	3030	0	Increase in 8060 - Generator Service Contract	12,000	-	12,000	Non-discretionary Adjustment
0002-2881 WWTP	272	1	Dump Truck, 0546, additional for Roll Off Unit	70,000	-	-	Vehicle Equipment Replacement Fund - V. E. R. F.
0002-2881 WWTP	2762	2	Replacement of Digester Blowers	300,000	-	-	Replacement Equipment
0002-2881 WWTP	1048	3	Pretreatment Technician	89,035	-	-	New Personnel
0002-2881 WWTP	2923	4	Three New Wastewater Operator Positions	203,593	-	-	New Personnel
0002-2881 WWTP	268	5	Replacement of the Effluent Control Building	40,000	-	-	Replacement Equipment
0002-2881 WWTP Total				\$ 965,654	\$ -	\$ 187,000	
0002-2882 Sewer	843	1	Vac Truck, 0902, additional funding needed	235,000	-	235,000	Vehicle Equipment Replacement Fund - V. E. R. F.
0002-2882 Sewer	2978	2	Reclassification -12 Laborers to Maint Tech I	66,477	-	-	Enhanced Program
0002-2882 Sewer	2979	2	Reclassification -5 Maint Tech I to Maint Tech I I	7,070	-	-	Enhanced Program
0002-2882 Sewer	2980	2	Reclassification of Light Equipment Operator	3,226	-	-	Enhanced Program
0002-2882 Sewer	2981	2	Reclassification of 5 Heavy Equipment Operators	18,412	-	-	Enhanced Program
0002-2882 Sewer	2982	3	Utility Easement and Right of Way Maintenance	200,000	-	-	New Program
0002-2882 Sewer	246	4	New Sewer T V Truck & 3 Man Maintenance Crew	263,313	-	-	New Personnel
0002-2882 Sewer	2985	5	Sewer Line Replacement Fund	1,000,000	-	-	New Program
0002-2882 Sewer Total				\$ 1,793,498	\$ -	\$ 235,000	

FY 16-17 Supplemental Requests Water and Sewer Operating Fund

<u>Department/Division</u>	<u>ID</u>	<u>Dept. Rank</u>	<u>Supplemental Request Title</u>	<u>Requested Amount¹</u>	<u>FY 15-16 Purchase²</u>	<u>List "A" Included³</u>	<u>Type</u>
0002-2883 Pump & Motor Maint	808	0	Increase in 8010 for Utilities	50,000	-	50,000	Non-discretionary Adjustment
0002-2883 Pump & Motor Maint	2750	0	Increase in 8050 for Training cost increases	4,500	-	4,500	Non-discretionary Adjustment
0002-2883 Pump & Motor Maint	2769	0	Increase in 7110 for Office Supplies	1,545	-	1,545	Non-discretionary Adjustment
0002-2883 Pump & Motor Maint	2925	0	Increase in 7010 for Incentive Pay	27,407	-	27,407	Non-discretionary Adjustment
0002-2883 Pump & Motor Maint	2952	0	Increase in 8060 for Generator Service Contract	75,000	-	75,000	Non-discretionary Adjustment
0002-2883 Pump & Motor Maint Total				\$ 158,452	\$ -	\$ 158,452	
Grand Total				\$ 5,245,418	\$ 2,000	\$ 754,152	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 15-16 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year
3. List "A" (Included) - These items are included in the Operating Budget as supplementals.

Notes:

4. If there is no funding listed in the FY15-16 Purchase or List "A" (Included) columns, then the supplemental request was not approved for funding

CITY OF CONROE
FY 2016-2017
0002-2000

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND DEPARTMENT: REVENUES DIVISION: REVENUES							
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5100 Water Charges	\$11,584,981	\$12,497,829	\$13,008,251	\$12,964,614	\$0	\$0	\$12,964,614
5105 Groundwater Conservation Fee	\$168,896	\$170,658	\$182,583	\$182,583	\$0	\$0	\$182,583
5110 Sewer Charges	\$9,298,546	\$8,899,533	\$9,789,706	\$10,629,089	\$0	\$0	\$10,629,089
5115 Surface Water Conversion Fee	\$7,598,637	\$8,396,774	\$8,980,777	\$9,444,054	\$0	\$0	\$9,444,054
5116 Discharged Water Sales	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5120 Water Taps	\$583,136	\$543,173	\$501,715	\$501,715	\$0	\$0	\$501,715
5130 Sewer Taps	\$46,180	\$45,482	\$56,930	\$56,000	\$0	\$0	\$56,000
5140 Reconnects	\$50,100	\$62,866	\$44,788	\$44,788	\$0	\$0	\$44,788
5150 Service Charges	\$171,599	\$137,138	\$185,418	\$185,418	\$0	\$0	\$185,418
5160 Bulk Water Sales	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5170 Special Revenue/Water & Sewer	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5180 Pretreatment Fees	\$242,417	\$191,725	\$293,453	\$293,453	\$0	\$0	\$293,453
6010 Interest on Investments	\$8,224	\$12,481	\$21,155	\$21,155	\$0	\$0	\$21,155
6015 Gains (Losses) on Investmt	\$1,446	\$0	\$0	\$0	\$0	\$0	\$0
6020 Penalty & Interest	\$266,381	\$258,880	\$287,404	\$287,404	\$0	\$0	\$287,404
6030 Lease Income	\$2,025	\$0	\$75	\$0	\$0	\$0	\$0
6036 Sales of Cap. Assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6037 Capital Recovery Fee	\$18,047	\$0	\$0	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$31,846	\$39,142	\$31,432	\$31,432	\$0	\$0	\$31,432
6070 Short & Over	(\$318)	\$0	(\$170)	\$0	\$0	\$0	\$0
6080 Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6106 Intergovernmental	\$289,015	\$390,522	\$278,316	\$183,842	\$0	\$0	\$183,842
6510 Interest - Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6520 Recovery of Bad Debts	\$3,905	\$1,500	\$13,910	\$2,500	\$0	\$0	\$2,500
6530 Other Non-Operating Income	\$26,060	\$0	\$4,391	\$0	\$0	\$0	\$0
6550 Transfer In	\$1,145,964	\$507,099	\$507,099	\$546,553	\$0	\$0	\$546,553
6951 Gain on Sale of Cap Asset	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$31,537,087	\$32,154,802	\$34,187,233	\$35,374,600	\$0	\$0	\$35,374,600
TOTAL 0002-2000	\$31,537,087	\$32,154,802	\$34,187,233	\$35,374,600	\$0	\$0	\$35,374,600

Utility Billing



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

Utility Billing

Accomplishments for FY 2015-2016

- ✓ Researched AMI metering system
- ✓ Continued to migrate garbage/recycling customer accounts in the SH 105 West annexation area
- ✓ Developed & Implemented Procedure chart to follow for stuck meter estimates
- ✓ Implemented recycle program with Republic Services on May 21, 2016
- ✓ Implemented new GPS program with Utility Billing Fleet

Goals & Objectives for FY 2016-2017

- ❑ Implement program on reducing Go Backs – replacing antennas / update handheld devices
- ❑ Migrate current billing software to Incode Version 10
- ❑ Implement other pay options to customers through handouts and bill inserts
- ❑ Develop and Implement new fire hydrant application

City of Conroe

Water and Sewer Operating Fund

Utility Billing 0002-2800

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Utility Billing Manager	1	1	1	1
Senior Meter Technician	1	1	1	1
Meter Technician	3	3	4	4
Senior Account Representative	1	1	1	1
Account Representative	3	3	3	3
TOTAL FULL TIME	9	9	10	10

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Number of connect service orders	2,405	2,501	2,601	2,835
Number of occupant change service orders	1,547	1,608	1,672	1,729
Number of disconnect service orders	1,616	1,680	1,747	1,817
Number of reinstate service orders	2,836	2,949	3,066	3,188
Total number of transactions completed	96,609	100,473	104,491	105,509
Total number of utility billings	200,915	207,476	215,775	224,406

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

CITY OF CONROE
FY 2016-2017
0002-2800

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND

DEPARTMENT: UTILITY BILLING

DIVISION: UTILITY BILLING

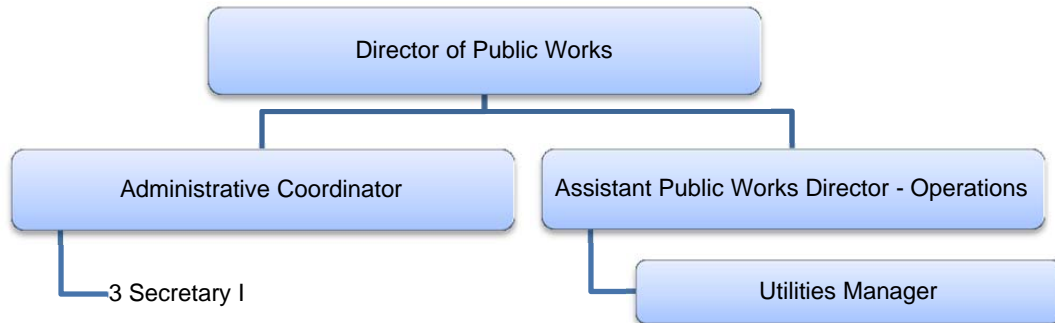
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$350,521	\$434,070	\$449,128	\$415,980	\$0	\$0	\$415,980
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$24,803	\$38,000	\$19,339	\$10,000	\$0	\$0	\$10,000
7025 Social Security	\$28,723	\$37,524	\$35,284	\$35,995	\$0	\$0	\$35,995
7030 Retirement & Pension	\$65,502	\$71,753	\$71,753	\$69,341	\$0	\$0	\$69,341
7035 Workers Compensation	\$5,260	\$5,546	\$6,583	\$7,166	\$0	\$0	\$7,166
7040 Employee Insurance	\$77,220	\$101,950	\$101,950	\$115,199	\$0	\$0	\$115,199
PERSONNEL SERVICES SUBTOTAL	\$552,029	\$688,843	\$684,037	\$653,681	\$0	\$0	\$653,681
7110 Office Supplies	\$116,017	\$118,972	\$116,000	\$119,972	\$0	\$0	\$119,972
7140 Wearing Apparel	\$2,560	\$2,850	\$2,850	\$3,850	\$0	\$0	\$3,850
7160 Vehicle Operations	\$16,655	\$30,907	\$29,000	\$24,584	\$0	\$0	\$24,584
7170 Vehicle Repairs	\$240	\$1,100	\$1,100	\$1,100	\$0	\$0	\$1,100
7180 Equipment Repairs	\$0	\$100	\$100	\$100	\$0	\$700	\$800
7190 Radio Repairs	\$0	\$350	\$100	\$350	\$0	\$0	\$350
7200 Operating Supplies	\$24,013	\$18,246	\$23,000	\$19,569	\$0	\$13,750	\$33,319
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$1,820	\$2,920	\$5,069	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$161,305	\$175,445	\$177,219	\$169,525	\$0	\$14,450	\$183,975
8010 Utilities	\$3,244	\$5,228	\$5,228	\$5,228	\$0	\$0	\$5,228
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$2,800	\$2,420	\$2,900	\$3,420	\$0	\$0	\$3,420
8050 Travel & Training	\$2,395	\$5,350	\$3,000	\$5,350	\$0	\$0	\$5,350
8060 Contract Services	\$105,372	\$124,168	\$121,500	\$84,920	\$0	\$40,250	\$125,170
CONTRACTUAL SUBTOTAL	\$113,811	\$137,166	\$132,628	\$98,918	\$0	\$40,250	\$139,168
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	\$36,784	\$15,924	\$15,924	\$0	\$0	\$14,000	\$14,000
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$36,784	\$15,924	\$15,924	\$0	\$0	\$14,000	\$14,000
TOTAL 0002-2800	\$863,929	\$1,017,378	\$1,009,808	\$922,124	\$0	\$68,700	\$990,824

CITY OF CONROE
FY 2016-2017
0002-2800

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
3053	0	Increase E T S Services Cost	Non-discretionary Adjustment	8060 CONTRACT SERVICES	\$40,000
				Request Total	\$40,000
2939	1	Hand Held Radios For Meter Techs	Replacement Equipment	7180 EQUIPMENT REPAIRS	\$200
				7200 OPERATING SUPPLIES	\$8,350
				Request Total	\$8,550
2934	3	Mrx920 Drive By Units	New Equipment	7200 OPERATING SUPPLIES	\$500
				9050 Machinery & Equipment >\$5,000	\$14,000
				Request Total	\$14,500
2937	4	Utility Billing Meter Tech Daily Tools	New Equipment	7180 EQUIPMENT REPAIRS	\$500
				7200 OPERATING SUPPLIES	\$2,600
				Request Total	\$3,100
2938	5	Veroflow Utility Service Analyzer	Non-discretionary Adjustment	8060 Contract Services	\$250
				Request Total	\$250
2936	7	Metal Detector Request	New Equipment	7200 OPERATING SUPPLIES	\$2,300
				Request Total	\$2,300
6 Requests			Total for 0002-2800		\$68,700

Public Works



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

Public Works

Accomplishments for FY 2015-2016

- ✓ Continued with Sanitary Sewer Overflow Initiative Program tracking and reporting
- ✓ Completed Rehab on the current Wastewater Treatment Plant Rehab expansion
- ✓ Continued Enhanced training of staff on the use of CarteGraph OMS software
- ✓ Began process of upgrading generator at Service Center
- ✓ Began process of repairs to Classroom and Administration Buildings and replacement of mechanical system
- ✓ Installed new flooring in Warehouse and Fleet buildings
- ✓ Installed Video Security at Administration Building Entrance

Goals & Objectives for FY 2016-2017

- ❑ Continue to train staff and collect asset data for CarteGraph OMS software
- ❑ Hire a Groundskeeper / Maintenance Technician for Service Center
- ❑ Hire an Asset Management Specialist to support Public Works Operations
- ❑ Continue with Sanitary Sewer Overflow Initiative Program tracking and reporting
- ❑ Complete upgrade of generator at Service Center
- ❑ Complete repairs to Classroom and Administration Buildings and replacement of mechanical system
- ❑ Complete Service Center phone system upgrade to Voice over IP
- ❑ Replace all outside lighting at Service Center with LED Lighting
- ❑ Install new gate and motor at secondary main Service Center entrance
- ❑ Complete gutter and drainage repairs at Service Center complex
- ❑ Replace all landscaping at Service Center
- ❑ Complete installation of additional concrete covered parking for equipment and vehicles

City of Conroe
Water and Sewer Operating Fund

Public Works
0002-2810

	<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
PERSONNEL SERVICES				
Director of Public Works	1	1	1	1
Assistant Public Works Director - Operations	0	1	1	1
Assistant Public Works Director - Engineer	1	0	0	0
Administrative Coordinator	1	1	1	1
Secretary I	3	3	3	3
Utilities Manager	0	0	1	1
TOTAL FULL TIME	6	6	7	7

	<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
PERFORMANCE MEASURES				
Work Orders / Tasks Issued	6,050	5,487	15,236	17,000
Requests for Tasks / Work Orders	1,450	2,445	5,125	5,500
Call Center Calls Taken	8,500	10,500	12,000	13,000

CITY OF CONROE
FY 2016-2017
0002-2810

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND DEPARTMENT: PUBLIC WORKS DIVISION: PUBLIC WORKS

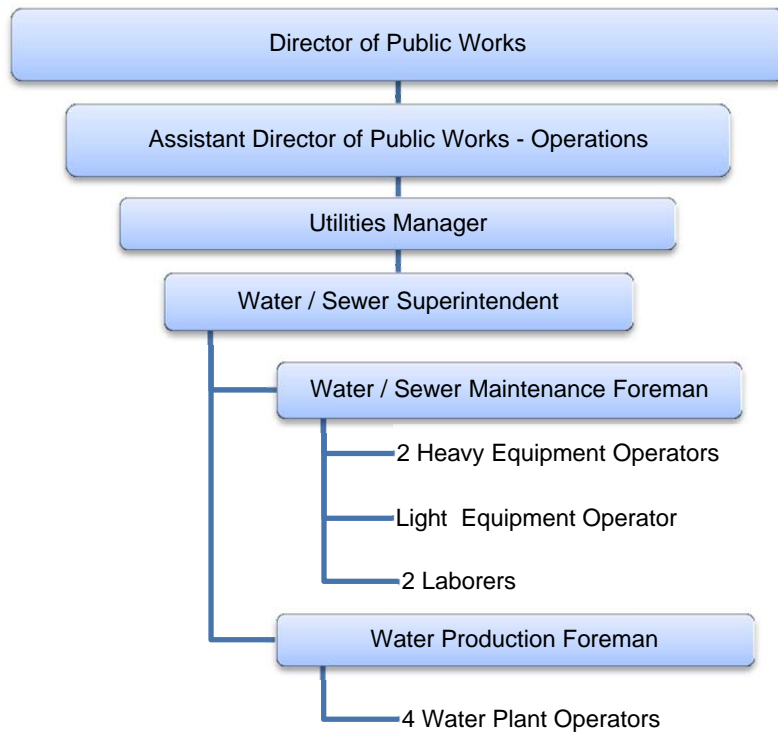
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$380,016	\$501,011	\$459,565	\$513,227	\$0	\$0	\$513,227
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$729	\$1,100	\$1,100	\$1,100	\$0	\$0	\$1,100
7025 Social Security	\$25,421	\$42,428	\$34,256	\$43,461	\$0	\$0	\$43,461
7030 Retirement & Pension	\$59,547	\$81,131	\$75,605	\$83,722	\$0	\$0	\$83,722
7035 Workers Compensation	\$5,819	\$6,402	\$7,219	\$8,834	\$0	\$0	\$8,834
7040 Employee Insurance	\$51,480	\$71,365	\$71,365	\$80,639	\$0	\$0	\$80,639
PERSONNEL SERVICES SUBTOTAL	\$523,012	\$703,437	\$649,110	\$730,983	\$0	\$0	\$730,983
7110 Office Supplies	\$6,240	\$5,000	\$4,500	\$5,000	\$0	\$0	\$5,000
7140 Wearing Apparel	\$6,286	\$7,500	\$7,500	\$9,000	\$0	\$0	\$9,000
7160 Vehicle Operations	\$720	\$3,000	\$1,500	\$1,500	\$0	\$0	\$1,500
7170 Vehicle Repairs	\$0	\$1,000	\$1,000	\$1,000	\$0	\$0	\$1,000
7180 Equipment Repairs	\$16,251	\$18,500	\$20,000	\$20,000	\$0	\$0	\$20,000
7190 Radio Repairs	\$0	\$200	\$200	\$200	\$0	\$0	\$200
7200 Operating Supplies	\$18,399	\$44,285	\$44,285	\$42,790	\$0	\$0	\$42,790
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$58,187	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$1,519	\$0	\$500	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$107,602	\$79,485	\$79,485	\$79,490	\$0	\$0	\$79,490
8010 Utilities	\$70,721	\$61,000	\$61,000	\$61,000	\$0	\$0	\$61,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$200,000	\$150,000	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$1,548	\$1,320	\$1,925	\$1,925	\$0	\$0	\$1,925
8050 Travel & Training	\$12,072	\$53,945	\$53,945	\$18,135	\$0	\$0	\$18,135
8060 Contract Services	\$740,466	\$446,900	\$650,000	\$107,100	\$0	\$50,000	\$157,100
CONTRACTUAL SUBTOTAL	\$824,807	\$763,165	\$916,870	\$188,160	\$0	\$50,000	\$238,160
9030 Improvements > \$5,000	\$797	\$0	\$0	\$0	\$0	\$0	\$0
9031 Improvements < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$2,353	\$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	\$797	\$0	\$2,353	\$0	\$0	\$0	\$0
TOTAL 0002-2810	\$1,456,218	\$1,546,087	\$1,647,818	\$998,633	\$0	\$50,000	\$1,048,633

CITY OF CONROE
FY 2016-2017
0002-2810

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
689	0	Additional Funds In 8060 - Janitorial Contract	Non-discretionary Adjustment	8060 Contract Services Request Total	 \$50,000 \$50,000
1 Requests			Total for 0002-2810		\$50,000

Water



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

Water

Accomplishments for FY 2015-2016

- ✓ Kept water tap and waterline work order completion time to a minimum
- ✓ Well #24 Skytop (Catahoula) placed into service
- ✓ Maintained Superior Water rating through Texas Commission on Environmental Quality (TCEQ)
- ✓ Completed 14 large meter vault installations and 200 taps
- ✓ Assisted Utility Billing in completing over 500 meter repair tickets
- ✓ Kept hydrant maintenance program going
- ✓ Completed 9,500 water utility locates
- ✓ Maintained the Safety Program for the Public Works Department
- ✓ Eliminated existing water well on FM 1488 and connected the system to the City's well
- ✓ Completed 1,500 feet water line extension of Airport Rd. to 10th Street
- ✓ Assisted in the development of the Water Modeling Study
- ✓ Completed 300 feet Reverse Drive Water Line replacement
- ✓ Substantial completion of San Jacinto River Authority Surface Water Project

Goals & Objectives for FY 2016-2017

- ❑ Complete all water taps within 14 days of approval
- ❑ Update water distribution maps
- ❑ Complete fire hydrant inventory, including all privately owned
- ❑ Review and revise water system sampling plan
- ❑ Keep water wells up to Texas Commission on Environmental Quality compliance code
- ❑ Complete Beasley Water Line Extension

City of Conroe

Water and Sewer Operating Fund

Water 0002-2820

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</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	2	1	1	1
Laborer	5	2	2	2
Water Plant Operator	3	3	4	4
TOTAL FULL TIME	15	11	12	12

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Water locates	9,113	8,000	9,500	10,000
Water taps	196	200	200	200
Water main extensions (linear feet)	560	1,500	1,500	1,500
Water leak repairs	1,114	792	800	800
Gallons water produced (in billions)	3.354	3.51	3.6	3.7

CITY OF CONROE
FY 2016-2017
0002-2820

BUDGET LINE ITEMS

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

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$448,827	\$602,739	\$542,000	\$598,641	\$0	\$0	\$598,641
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$71,473	\$76,350	\$72,000	\$76,350	\$0	\$0	\$76,350
7025 Social Security	\$41,855	\$57,383	\$42,000	\$57,037	\$0	\$0	\$57,037
7030 Retirement & Pension	\$95,086	\$109,727	\$85,000	\$109,875	\$0	\$0	\$109,875
7035 Workers Compensation	\$8,880	\$7,702	\$10,000	\$10,304	\$0	\$0	\$10,304
7040 Employee Insurance	\$94,380	\$122,340	\$122,340	\$138,239	\$0	\$0	\$138,239
PERSONNEL SERVICES SUBTOTAL	\$760,501	\$976,241	\$873,340	\$990,446	\$0	\$0	\$990,446
7110 Office Supplies	\$1,757	\$3,000	\$3,000	\$3,000	\$0	\$0	\$3,000
7140 Wearing Apparel	\$10,582	\$8,500	\$15,000	\$15,000	\$0	\$0	\$15,000
7160 Vehicle Operations	\$75,128	\$147,118	\$95,000	\$140,000	\$0	\$0	\$140,000
7170 Vehicle Repairs	\$5,572	\$8,000	\$8,000	\$8,000	\$0	\$0	\$8,000
7180 Equipment Repairs	\$27,086	\$58,127	\$58,127	\$58,127	\$0	\$0	\$58,127
7190 Radio Repairs	\$0	\$288	\$200	\$288	\$0	\$0	\$288
7200 Operating Supplies	\$908,639	\$704,789	\$724,789	\$732,117	\$0	\$0	\$732,117
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$123,198	\$0	\$118,500	\$10,000	\$0	\$0	\$10,000
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$1,151,962	\$929,822	\$1,022,616	\$966,532	\$0	\$0	\$966,532
8010 Utilities	\$1,007,538	\$1,025,000	\$1,025,000	\$1,025,000	\$0	\$0	\$1,025,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$3,986	\$8,000	\$6,000	\$8,000	\$0	\$0	\$8,000
8050 Travel & Training	\$12,197	\$9,223	\$9,000	\$11,693	\$0	\$0	\$11,693
8060 Contract Services	\$836,867	\$1,407,978	\$862,307	\$792,307	\$0	\$55,000	\$847,307
CONTRACTUAL SUBTOTAL	\$1,860,588	\$2,450,201	\$1,902,307	\$1,837,000	\$0	\$55,000	\$1,892,000
9010 Land >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9031 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$93,039	\$44,180	\$62,177	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2016-2017
0002-2820

BUDGET LINE ITEMS

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

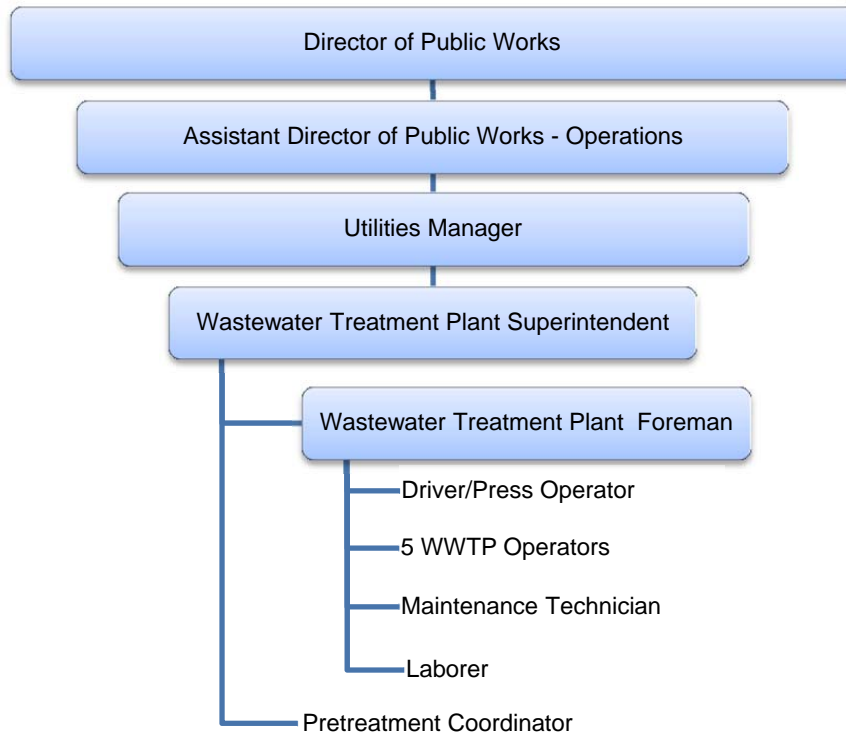
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9060 Vehicles >\$5,000	\$0	\$0	\$19,195	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9102 Capital Improvements	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$93,039	\$44,180	\$81,372	\$0	\$0	\$0	\$0
TOTAL 0002-2820	\$3,866,090	\$4,400,444	\$3,879,635	\$3,793,978	\$0	\$55,000	\$3,848,978

CITY OF CONROE
FY 2016-2017
0002-2820

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1760	0	Increase In 8060 - Generator Maintenance Contract	Non-discretionary Adjustment	8060 CONTRACT SERVICES	\$25,000
				Request Total	\$25,000
2967	0	Increase In 8060 - Mowing Contract	Non-discretionary Adjustment	8060 CONTRACT SERVICES	\$30,000
				Request Total	\$30,000
2 Requests			Total for 0002-2820		\$55,000

Wastewater Treatment Plant



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

Wastewater Treatment Plant

Accomplishments for FY 2015-2016

- ✓ The Wastewater Treatment Plant (WWTP) discharged approximately 2.73 billion gallons of wastewater effluent into the San Jacinto River within the limits established by the Texas Commission on Environmental Quality (TCEQ) discharge permit
- ✓ Processed and disposed of approximately 11,542 cubic yards of municipal bio-solids for beneficial reuse
- ✓ Reduced the overall maintenance issues by expanding the maintenance program by utilizing maintenance software and maintenance technician
- ✓ Finished the Capital Improvements Project for the Wastewater Plant improvements remodel
- ✓ Closed Longmire on Lake Conroe Wastewater Treatment Plant received from TCEQ
- ✓ Complete TCEQ required streamlined pretreatment program
- ✓ Submitted a Plan to TCEQ to remove Total Dissolved Solids, Sulfates, and Chlorides from the Wastewater Plant discharge permit

Goals & Objectives for FY 2016-2017

- ❑ Wastewater Treatment Plant (WWTP) to discharge approximately 2.80 billion gallons of wastewater effluent into the San Jacinto River within the limits established by the Texas Commission on Environmental Quality (TCEQ) discharge permit
- ❑ Utilize new upgrades to produce a better quality biosolids with the possibility of energy savings at the Wastewater Plant
- ❑ Continue to look for new innovative less costly ways to meet discharge permit and save on energy costs.
- ❑ Capital Improvement Project for new South Wastewater Plant design will reach 100% completed
- ❑ Implement mobile computerized operational software

City of Conroe
Water and Sewer Operating Fund

Wastewater Treatment Plant
0002-2881

	<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
PERSONNEL SERVICES				
WWTP Superintendent	1	1	1	1
Pretreatment Coordinator	1	1	1	1
WWTP Foreman	1	1	1	1
WWTP Operator	5	5	5	5
Laborer	1	1	1	1
Driver/Press Operator	1	1	1	1
Maintenance Technician	0	0	1	1
TOTAL FULL TIME	10	10	11	11

	<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
PERFORMANCE MEASURES				
Treated wastewater discharged (in billion gallons)	2.672	2.732	3.005	3.310
Sludge hauled (cubic yards)	11,670	11,542	12,670	13,940
Grit hauled (cubic yards)	183	322	355	390

CITY OF CONROE
FY 2016-2017
0002-2881

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND

DEPARTMENT: WASTEWATER TREATMENT PLANT

DIVISION: WWTP

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$492,082	\$563,479	\$544,211	\$544,702	\$0	\$0	\$544,702
7020 Overtime	\$33,846	\$26,000	\$35,274	\$26,000	\$0	\$0	\$26,000
7025 Social Security	\$37,291	\$49,811	\$44,433	\$48,224	\$0	\$0	\$48,224
7030 Retirement & Pension	\$83,687	\$95,248	\$95,141	\$92,899	\$0	\$0	\$92,899
7035 Workers Compensation	\$7,196	\$7,200	\$8,119	\$9,375	\$0	\$0	\$9,375
7040 Employee Insurance	\$85,800	\$112,145	\$112,145	\$126,719	\$0	\$0	\$126,719
PERSONNEL SERVICES SUBTOTAL	\$739,902	\$853,883	\$839,323	\$847,919	\$0	\$0	\$847,919
7110 Office Supplies	\$3,865	\$3,200	\$3,900	\$3,200	\$0	\$0	\$3,200
7140 Wearing Apparel	\$3,557	\$5,300	\$6,000	\$5,300	\$0	\$0	\$5,300
7160 Vehicle Operations	\$31,788	\$32,500	\$32,000	\$32,500	\$0	\$0	\$32,500
7170 Vehicle Repairs	\$502	\$2,000	\$4,000	\$2,000	\$0	\$0	\$2,000
7180 Equipment Repairs	\$110,329	\$355,000	\$400,000	\$355,000	\$0	\$0	\$355,000
7190 Radio Repairs	\$0	\$500	\$0	\$500	\$0	\$0	\$500
7200 Operating Supplies	\$166,782	\$264,074	\$300,000	\$264,074	\$0	\$0	\$264,074
7251 Buildings < \$5,000	\$5,442	\$0	\$0	\$0	\$0	\$0	\$0
7252 Improvements<\$5,000	\$15,853	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$5,500	\$5,500	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$7,184	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$345,302	\$668,074	\$751,400	\$662,574	\$0	\$0	\$662,574
8010 Utilities	\$470,711	\$431,781	\$443,000	\$422,619	\$0	\$0	\$422,619
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$100,000	\$100,000	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$71,937	\$4,000	\$4,000	\$4,000	\$0	\$0	\$4,000
8050 Travel & Training	\$16,816	\$14,978	\$16,000	\$18,540	\$0	\$0	\$18,540
8060 Contract Services	\$424,073	\$654,900	\$680,000	\$415,500	\$0	\$12,000	\$427,500
CONTRACTUAL SUBTOTAL	\$983,537	\$1,205,659	\$1,243,000	\$860,659	\$0	\$12,000	\$872,659
9010 Land >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$175,000	\$175,000
9031 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures > \$5,000	\$0	\$0	\$5,405	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$19,500	\$19,500	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$6,805	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2016-2017
0002-2881

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND

DEPARTMENT: WASTEWATER TREATMENT PLANT

DIVISION: WWTP

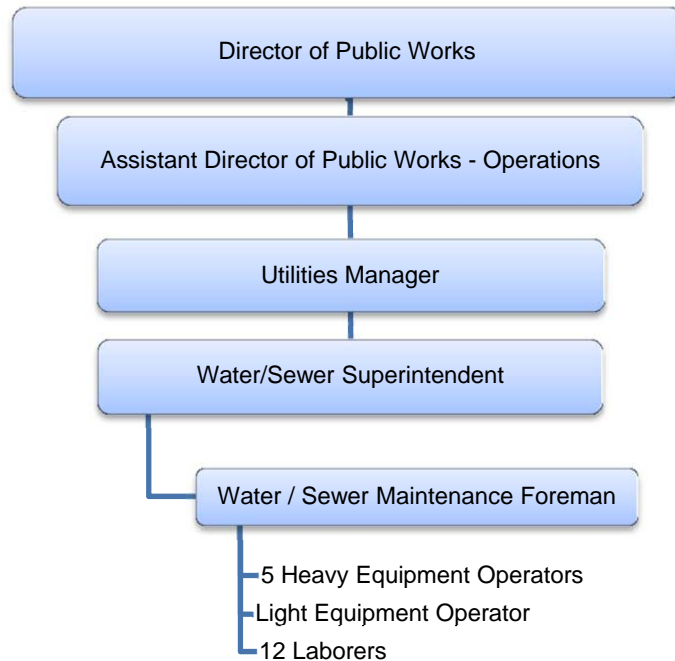
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$6,805	\$19,500	\$24,905	\$0	\$0	\$175,000	\$175,000
TOTAL 0002-2881	\$2,075,546	\$2,747,116	\$2,858,628	\$2,371,152	\$0	\$187,000	\$2,558,152

CITY OF CONROE
FY 2016-2017
0002-2881

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1583	0	Replace Emergency Generator Switch Gear	Non-discretionary Adjustment	9030 IMPROVEMENTS >\$5,000 Request Total	\$175,000 \$175,000
3030	0	Increase In 8060 - Generator Service Contract	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$12,000 \$12,000
2 Requests			Total for 0002-2881		\$187,000

Sewer



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

Sewer

Accomplishments for FY 2015-2016

- ✓ Maintained sewer tap and sewer line work order completion time to a minimum
- ✓ Continued on-going inspection of easements for inflow & infiltration issues
- ✓ Maintained the Safety Program for the Public Works Department
- ✓ Continued SSOI program using pipe bursting and manhole rehabilitation
- ✓ Began data collection on manholes for GIS and Work Order system
- ✓ Completed over 150 Sewer Taps
- ✓ Repaired two major sewer line failures
- ✓ Completed 1,000 feet sewer extension on Woodland Hills

Goals & Objectives for FY 2016-2017

- ❑ Keep sewer collection maps updated
- ❑ Continue to keep sewer maintenance work order completion time to a minimum
- ❑ Complete all sewer taps within 14 days of approval
- ❑ Continue to implement Sanitary Sewer Overflow Initiative plan
- ❑ Start smoke testing in Sanitary Sewer Overflow Initiative Section 7
- ❑ Reduce stop ups and overflows by continuing to identify problem areas

City of Conroe

Water and Sewer Operating Fund

Sewer 0002-2882

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Water/Sewer Superintendent	1	0	0	0
Water/Sewer Foreman	1	0	0	0
Heavy Equipment Operator	5	3	5	5
Light Equipment Operator	2	1	1	1
Laborer	11	8	12	12
TOTAL FULL TIME	20	12	18	18

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Sewer locates	9,113	8,000	9,000	9,500
Sewer taps	196	67	150	150
Sewer main extensions	800	1,700	3,000	3,000
Sewer main repairs	37	35	30	35
Sewer stop ups	345	340	350	350
Sewer mains cleaned (linear feet)	455,230	388,000	400,000	400,000

CITY OF CONROE
FY 2016-2017
0002-2882

BUDGET LINE ITEMS

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

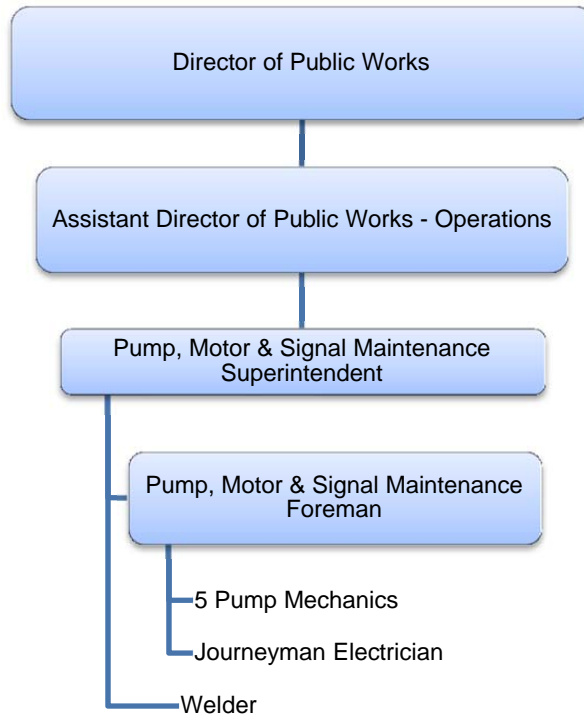
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$222,180	\$602,328	\$600,000	\$583,497	\$0	\$0	\$583,497
7020 Overtime	\$72,502	\$67,016	\$90,000	\$67,016	\$0	\$0	\$67,016
7025 Social Security	\$25,830	\$56,560	\$50,000	\$54,968	\$0	\$0	\$54,968
7030 Retirement & Pension	\$58,266	\$108,153	\$95,000	\$105,891	\$0	\$0	\$105,891
7035 Workers Compensation	\$9,830	\$7,696	\$7,500	\$10,049	\$0	\$0	\$10,049
7040 Employee Insurance	\$102,960	\$183,509	\$183,509	\$207,358	\$0	\$0	\$207,358
PERSONNEL SERVICES SUBTOTAL	\$491,568	\$1,025,262	\$1,026,009	\$1,028,779	\$0	\$0	\$1,028,779
7110 Office Supplies	\$494	\$2,800	\$2,800	\$2,800	\$0	\$0	\$2,800
7140 Wearing Apparel	\$7,981	\$9,500	\$15,000	\$9,500	\$0	\$0	\$9,500
7160 Vehicle Operations	\$146,388	\$220,034	\$185,000	\$220,034	\$0	\$0	\$220,034
7170 Vehicle Repairs	\$31,045	\$48,669	\$40,000	\$48,669	\$0	\$0	\$48,669
7180 Equipment Repairs	\$1,102	\$6,000	\$6,000	\$6,000	\$0	\$0	\$6,000
7190 Radio Repairs	\$0	\$500	\$500	\$500	\$0	\$0	\$500
7200 Operating Supplies	\$95,081	\$151,056	\$175,000	\$151,056	\$0	\$0	\$151,056
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$6,675	\$0	\$408	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$288,766	\$438,559	\$424,708	\$438,559	\$0	\$0	\$438,559
8010 Utilities	\$4,005	\$4,600	\$4,000	\$4,600	\$0	\$0	\$4,600
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$6,707	\$3,500	\$3,500	\$3,500	\$0	\$0	\$3,500
8050 Travel & Training	\$10,637	\$10,457	\$10,400	\$10,457	\$0	\$0	\$10,457
8060 Contract Services	\$100,006	\$203,524	\$200,000	\$203,524	\$0	\$0	\$203,524
CONTRACTUAL SUBTOTAL	\$121,355	\$222,081	\$217,900	\$222,081	\$0	\$0	\$222,081
9030 Improvements >\$5,000	\$0	\$120,000	\$100,000	\$0	\$0	\$0	\$0
9031 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$76,407	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$189,627	\$189,627	\$0	\$0	\$235,000	\$235,000
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9102 Capital Improvements	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$76,407	\$309,627	\$289,627	\$0	\$0	\$235,000	\$235,000
TOTAL 0002-2882	\$978,096	\$1,995,529	\$1,958,244	\$1,689,419	\$0	\$235,000	\$1,924,419

CITY OF CONROE
FY 2016-2017
0002-2882

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
843	1	Vac Truck, 0902, Additional Funding Needed	Vehicle Equipment Replacement Fund - V. E. R. F.	9060 VEHICLES >\$5,000 Request Total	\$235,000 \$235,000
1 Requests			Total for 0002-2882		\$235,000

Pump & Motor Maintenance



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

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

Pump & Motor Maintenance

Accomplishments for FY 2015-2016

- ✓ Attended training for Pumps and Motors
- ✓ Removed Forest Estates 1 and 2 , White Oak , Longmire Way lift stations from service
- ✓ Worked on and kept up with the Sanitary Sewer Overflow Initiative
- ✓ Maintained 50 lift stations, 17 water wells, wastewater treatment plant, all parks and recreation buildings, fire stations, police department and city buildings

Goals & Objectives for FY 2016-2017

- ❑ Keep all lift stations and water wells in operation
- ❑ Build 3 new lift stations
- ❑ Build 2 new water wells
- ❑ Remove, Pebble Glen 2 and 3 Lift stations, Longmire Point and 6 Teas Wood Lift stations from service
- ❑ Work on and keep up with the Sanitary Sewer Overflow Initiative

City of Conroe

Water and Sewer Operating Fund

Pump & Motor Maintenance 0002-2883

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Superintendent	1	1	1	1
Pump, Motor & Signal Main. Foreman	1	1	1	1
Pump Mechanic	3	3	5	5
Welder	1	1	1	1
Journeyman Electrician	0	0	1	1
TOTAL FULL TIME	6	6	9	9

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Actual 2015-2016</u>	<u>Estimated 2016-2017</u>
PERFORMANCE MEASURES				
Maintenance work orders	462	556	850	1,000
Daily maintenance of Lift stations	56	54	54	54
New Construction	2	1	1	2
Welding/Fabrication	165	175	220	245
Water well rehab	0	0	2	2
Lift station rehab	2	3	6	6

CITY OF CONROE
FY 2016-2017
0002-2883

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND

DEPARTMENT: PUMP & MOTOR MAINTENANCE

DIVISION: PUMP & MOTOR MAINT

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$397,238	\$505,376	\$505,376	\$522,076	\$0	\$20,400	\$542,476
7020 Overtime	\$33,159	\$27,200	\$33,000	\$27,200	\$0	\$0	\$27,200
7025 Social Security	\$29,061	\$45,003	\$45,003	\$46,414	\$0	\$1,561	\$47,975
7030 Retirement & Pension	\$66,052	\$86,054	\$86,054	\$89,411	\$0	\$3,296	\$92,707
7035 Workers Compensation	\$4,750	\$6,457	\$7,666	\$8,989	\$0	\$2,150	\$11,139
7040 Employee Insurance	\$51,480	\$91,755	\$91,755	\$103,679	\$0	\$0	\$103,679
PERSONNEL SERVICES SUBTOTAL	\$581,740	\$761,845	\$768,854	\$797,769	\$0	\$27,407	\$825,176
7110 Office Supplies	\$1,669	\$2,500	\$4,000	\$2,500	\$0	\$1,545	\$4,045
7140 Wearing Apparel	\$4,203	\$5,000	\$5,000	\$5,000	\$0	\$0	\$5,000
7160 Vehicle Operations	\$39,210	\$28,000	\$28,000	\$28,000	\$0	\$0	\$28,000
7170 Vehicle Repairs	\$11,439	\$16,520	\$16,520	\$16,520	\$0	\$0	\$16,520
7180 Equipment Repairs	\$60,842	\$32,934	\$32,934	\$32,934	\$0	\$0	\$32,934
7190 Radio Repairs	\$0	\$600	\$600	\$600	\$0	\$0	\$600
7200 Operating Supplies	\$95,559	\$70,020	\$85,500	\$70,020	\$0	\$0	\$70,020
7252 Improvements<\$5,000	\$0	\$0	\$6,482	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$55,640	\$20,000	\$48,000	\$20,000	\$0	\$0	\$20,000
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$268,562	\$175,574	\$227,036	\$175,574	\$0	\$1,545	\$177,119
8010 Utilities	\$114,790	\$97,874	\$97,874	\$97,874	\$0	\$50,000	\$147,874
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$500	\$3,000	\$500	\$0	\$0	\$500
8050 Travel & Training	\$4,220	\$8,000	\$8,000	\$8,000	\$0	\$4,500	\$12,500
8060 Contract Services	\$54,983	\$51,104	\$125,000	\$51,104	\$0	\$75,000	\$126,104
CONTRACTUAL SUBTOTAL	\$173,993	\$157,478	\$233,874	\$157,478	\$0	\$129,500	\$286,978
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	\$308,354	\$163,322	\$163,289	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$141,100	\$148,574	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	(\$1,485)	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2016-2017
0002-2883

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND

DEPARTMENT: PUMP & MOTOR MAINTENANCE

DIVISION: PUMP & MOTOR MAINT

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9102 Capital Improvements	\$1,485	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$308,354	\$304,422	\$311,863	\$0	\$0	\$0	\$0
TOTAL 0002-2883	\$1,332,649	\$1,399,319	\$1,541,627	\$1,130,821	\$0	\$158,452	\$1,289,273

CITY OF CONROE
FY 2016-2017
0002-2883

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
808	0	Increase In 8010 For Utilities	Non-discretionary Adjustment	8010 UTILITIES Request Total	\$50,000 \$50,000
2750	0	Increase In 8050 For Training Cost Increases	Non-discretionary Adjustment	8050 TRAVEL & TRAINING Request Total	\$4,500 \$4,500
2769	0	Increase In 7110 For Office Supplies	Non-discretionary Adjustment	7110 OFFICE SUPPLIES Request Total	\$1,545 \$1,545
2925	0	Increase In 7010 For Incentive Pay	Non-discretionary Adjustment	7010 SALARIES 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION 7035 WORKERS COMPENSATION Request Total	\$20,400 \$1,561 \$3,296 \$2,150 \$27,407
2952	0	Increase In 8060 For Generator Service Contract	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$75,000 \$75,000
5 Requests			Total for 0002-2883		\$158,452

City of Conroe
Water and Sewer Operating Fund

Water and Sewer Fund Non-Departmental
0002-2900

<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
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There are no Personnel positions associated with this department.

CITY OF CONROE
FY 2016-2017
0002-2900

BUDGET LINE ITEMS

FUND: W&S OPERATING FUND DEPARTMENT: W/S NON-DEPARTMENTAL DIVISION: W/S NON-DEPARTMENTAL							
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$96,270	\$48,135	\$60,319	\$0	\$0	\$60,319
7025 Social Security	\$0	\$8,135	\$4,068	\$5,097	\$0	\$0	\$5,097
7030 Retirement & Pension	\$0	\$15,555	\$7,778	\$9,819	\$0	\$0	\$9,819
7035 Workers Compensation	\$0	\$1,230	\$1,461	\$1,019	\$0	\$0	\$1,019
7040 Employee Insurance	\$245,748	\$219,779	\$219,779	\$234,376	\$0	\$0	\$234,376
7070 Unemployment	\$11,036	\$20,000	\$20,000	\$20,000	\$0	\$0	\$20,000
PERSONNEL SERVICES SUBTOTAL	\$256,784	\$360,969	\$301,221	\$330,630	\$0	\$0	\$330,630
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$12,300	\$36,000	\$36,000	\$36,000	\$0	\$0	\$36,000
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$12,300	\$36,000	\$36,000	\$36,000	\$0	\$0	\$36,000
8020 Insurance and Bonds	\$78,942	\$92,325	\$98,677	\$110,000	\$0	\$0	\$110,000
8030 Legal Services	(\$15,820)	\$220,000	\$89,360	\$50,000	\$0	\$0	\$50,000
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$8,692,615	\$9,256,619	\$9,752,472	\$10,470,304	\$0	\$0	\$10,470,304
8095 Unallocated Resources	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8100 Flood-Repair/Rebuild	\$2,000	\$0	\$180	\$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	\$678	\$0	\$612	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$8,758,415	\$9,568,944	\$9,941,301	\$10,630,304	\$0	\$0	\$10,630,304
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	\$8,319,908	\$8,021,902	\$7,748,220	\$10,177,008	\$0	\$0	\$10,177,008
8530 Gross Receipts	\$971,088	\$1,055,813	\$1,055,813	\$1,201,394	\$0	\$0	\$1,201,394
TRANSFERS SUBTOTAL	\$9,290,996	\$9,077,715	\$8,804,033	\$11,378,402	\$0	\$0	\$11,378,402
9660 Principal-Lease	\$432,887	\$449,986	\$449,986	\$467,760	\$0	\$0	\$467,760
9670 Interest-Lease	\$134,848	\$117,749	\$117,749	\$99,975	\$0	\$0	\$99,975
DEBT SERVICE SUBTOTAL	\$567,735	\$567,735	\$567,735	\$567,735	\$0	\$0	\$567,735
TOTAL 0002-2900	\$18,886,230	\$19,611,363	\$19,650,290	\$22,943,071	\$0	\$0	\$22,943,071



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GENERAL OBLIGATION DEBT SERVICE FUND

FY 16-17 Budget Summary

General Obligation Debt Service Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 12,084,748	\$ 12,084,748	\$ 11,224,451	\$ -	\$ 11,224,451	\$ -	0.0%
General Obligation Debt Service Revenues:								
Revenues	\$ 44,978,717	\$ 12,396,480	\$ 12,444,073	\$ 12,503,118	\$ -	\$ 12,503,118	\$ 106,638	0.9%
Total Revenues	\$ 44,978,717	\$ 12,396,480	\$ 12,444,073	\$ 12,503,118	\$ -	\$ 12,503,118	\$ 106,638	0.9%
Total Resources:	\$ 44,978,717	\$ 24,481,228	\$ 24,528,821	\$ 23,727,569	\$ -	\$ 23,727,569	\$ 106,638	0.4%
General Obligation Debt Service Fund Expenditures:								
GO Debt	\$ 43,526,363	\$ 13,511,162	\$ 13,304,370	\$ 14,468,136	\$ -	\$ 14,468,136	\$ 956,974	7.1%
Total Expenditures	\$ 43,526,363	\$ 13,511,162	\$ 13,304,370	\$ 14,468,136	\$ -	\$ 14,468,136	\$ 956,974	7.1%
New Fund Balance:		\$ 10,970,066	\$ 11,224,451	\$ 9,259,433		\$ 9,259,433		

Breakdown of Transfer In:

CIDC (park debt)	\$ 893,288
TIRZ #3	2,703,186
Total	\$ 3,596,474

CITY OF CONROE
FY 2016-2017
0010-0000

BUDGET LINE ITEMS

FUND: GO DEBT SVC FUND

DEPARTMENT: GENERAL OBLIGATION DEBT SERVICE

DIVISION: REVENUES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
4010 Current Taxes	\$8,012,129	\$8,966,140	\$8,966,140	\$8,729,655	\$0	\$0	\$8,729,655
4020 Delinquent Taxes	\$56,539	\$54,062	\$66,057	\$66,057	\$0	\$0	\$66,057
6010 Interest	\$15,746	\$19,616	\$44,635	\$44,635	\$0	\$0	\$44,635
6015 Gains (Losses) on Investmt	\$12,070	\$0	\$0	\$0	\$0	\$0	\$0
6020 Penalty & Interest	\$55,702	\$55,718	\$66,297	\$66,297	\$0	\$0	\$66,297
6035 Land Sales	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6065 Other Income	\$88,283	\$0	\$0	\$0	\$0	\$0	\$0
6100 Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6112 Oth Fin - Proceeds of Ref Bond	\$33,370,000	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$3,368,248	\$3,300,944	\$3,300,944	\$3,596,474	\$0	\$0	\$3,596,474
REVENUES SUBTOTAL	\$44,978,717	\$12,396,480	\$12,444,073	\$12,503,118	\$0	\$0	\$12,503,118
TOTAL 0010-0000	\$44,978,717	\$12,396,480	\$12,444,073	\$12,503,118	\$0	\$0	\$12,503,118

CITY OF CONROE
FY 2016-2017
0010-1010

BUDGET LINE ITEMS

FUND: GO DEBT SVC FUND

DEPARTMENT: GENERAL OBLIGATION DEBT SERVICE

DIVISION: EXPENDITURES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$7,799	\$22,650	\$22,650	\$22,650	\$0	\$0	\$22,650
CONTRACTUAL SUBTOTAL	\$7,799	\$22,650	\$22,650	\$22,650	\$0	\$0	\$22,650
9600 Principal	\$5,140,000	\$8,600,000	\$8,600,000	\$8,855,000	\$0	\$0	\$8,855,000
9610 Interest	\$4,580,147	\$4,833,512	\$4,626,720	\$5,535,486	\$0	\$0	\$5,535,486
9615 Handling Charges	\$10,540	\$55,000	\$10,000	\$10,000	\$0	\$0	\$10,000
9616 Bond Issue Expense	\$442,496	\$0	\$45,000	\$45,000	\$0	\$0	\$45,000
9621 Oth Fin - Pmt Ref Bd Escrow	\$36,111,136	\$0	\$0	\$0	\$0	\$0	\$0
9624 Refund Bond Prem/Discount	(\$2,765,755)	\$0	\$0	\$0	\$0	\$0	\$0
DEBT SERVICE SUBTOTAL	\$43,518,564	\$13,488,512	\$13,281,720	\$14,445,486	\$0	\$0	\$14,445,486
TOTAL 0010-1010	\$43,526,363	\$13,511,162	\$13,304,370	\$14,468,136	\$0	\$0	\$14,468,136

City of Conroe

Schedule of Requirements

All General Obligation Bonds

Fiscal Year	Bonds Outstanding	Principal Requirements	Interest Requirements	Total Requirements
2016-17	\$ 148,990,500	\$ 8,855,000	\$ 5,535,486	\$ 14,390,486
2017-18	140,135,500	6,710,000	5,388,354	12,098,354
2018-19	133,425,500	6,920,000	5,175,136	12,095,136
2019-20	126,505,500	7,135,000	4,960,549	12,095,549
2020-21	119,370,500	7,370,000	4,727,455	12,097,455
2021-22	112,000,500	7,630,000	4,469,524	12,099,524
2022-23	104,370,500	7,920,000	4,175,624	12,095,624
2023-24	96,450,500	8,270,000	3,829,994	12,099,994
2024-25	88,180,500	8,645,000	3,451,944	12,096,944
2025-26	79,535,500	9,010,000	3,085,396	12,095,396
2026-27	70,525,500	9,350,000	2,745,516	12,095,516
2027-28	61,175,500	9,715,000	2,384,883	12,099,883
2028-29	51,460,500	10,090,000	2,008,857	12,098,857
2029-30	41,370,500	10,480,000	1,616,698	12,096,698
2030-31	30,890,500	6,585,000	1,261,959	7,846,959
2031-32	24,305,500	5,865,000	983,038	6,848,038
2032-33	18,440,500	6,140,000	709,244	6,849,244
2033-34	12,300,500	6,425,000	420,181	6,845,181
2034-35	5,875,500	3,650,000	195,569	3,845,569
2035-36	2,225,500	2,795,000	59,394	2,854,394
TOTAL		\$ 149,560,000	\$ 57,184,801	\$ 206,744,801

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: \$ 3,540,000
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
2016-17	4.325	\$ 100,000	\$ 150,943	\$ 250,943
2017-18	4.325	100,000	146,618	246,618
2018-19	4.325	100,000	142,293	242,293
2019-20	4.325	100,000	137,968	237,968
2020-21	4.325	100,000	133,643	233,643
2021-22	4.325	100,000	129,318	229,318
2022-23	4.325	100,000	124,993	224,993
2023-24	4.325	355,000	115,153	470,153
2024-25	4.325	370,000	99,475	469,475
2025-26	4.325	390,000	83,040	473,040
2026-27	4.325	405,000	65,848	470,848
2027-28	4.325	420,000	48,008	468,008
2028-29	4.325	440,000	29,410	469,410
2029-30	4.325	460,000	9,948	469,948
Total	\$	3,540,000	\$ 1,416,654	\$ 4,956,654

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: \$ 1,025,000
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
2016-17	4.000	\$ 1,025,000	\$ 20,500	\$ 1,045,500
Total		\$ 1,025,000	\$ 20,500	\$ 1,045,500

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: \$ 410,000
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
2016-17	4.350	\$ 60,000	\$ 16,705	\$ 76,705
2017-18	4.400	350,000	7,700	357,700
	Total	\$ 410,000	\$ 24,405	\$ 434,405

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: \$ 150,000
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
2016-17	4.350	\$ 20,000	\$ 6,155	\$ 26,155
2017-18	4.400	130,000	2,860	132,860
	Total	\$ 150,000	\$ 9,015	\$ 159,015

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2007B
Date of Issue: September 20, 2007
Purpose: Reimburse Woodlands Land Development Company for infrastructure development expenses per Development Agreement.

Amount Issued: \$ 2,100,000
Amount Outstanding: \$ 135,000
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
2016-17	4.350	\$ 20,000	\$ 5,495	\$ 25,495
2017-18	4.400	115,000	2,530	117,530
	Total	\$ 135,000	\$ 8,025	\$ 143,025

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: \$ 775,000
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
2016-17	4.000	\$ 275,000	\$ 25,500	\$ 300,500
2017-18	4.000	500,000	10,000	510,000
	Total	\$ 775,000	\$ 35,500	\$ 810,500

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: \$ 630,000
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
2016-17	4.000	\$ 225,000	\$ 20,700	\$ 245,700
2017-18	4.000	405,000	8,100	413,100
	Total	\$ 630,000	\$ 28,800	\$ 658,800

City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 12,228,015
Amount Outstanding: \$ 9,787,207
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
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	\$	9,787,207	\$ 2,994,215	\$ 12,781,423

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: \$ 417,793
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
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	\$	417,793	\$ 127,816	\$ 545,609

City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 7,749,720
Amount Outstanding: \$ 6,570,960
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
2016-17	3.000	\$ 351,120	\$ 242,273	\$ 593,393
2017-18	3.000	380,380	231,300	611,680
2018-19	3.000	392,920	219,701	612,621
2019-20	3.000	405,460	207,725	613,185
2020-21	4.000	418,000	193,283	611,283
2021-22	4.000	434,720	176,229	610,949
2022-23	4.000	451,440	158,506	609,946
2023-24	4.000	472,340	140,030	612,370
2024-25	4.000	493,240	120,718	613,958
2025-26	4.000	509,960	100,654	610,614
2026-27	4.000	535,040	79,754	614,794
2027-28	4.000	551,760	58,018	609,778
2028-29	4.000	576,840	35,446	612,286
2029-30	4.000	597,740	11,955	609,695
Total	\$	6,570,960	\$ 1,975,593	\$ 8,546,553

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: \$ 1,289,040
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
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	\$	1,289,040	\$ 387,557	\$ 1,676,597

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: \$ 565,000
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
2016-17	3.000	\$ 565,000	\$ 8,475	\$ 573,475
	Total	\$ 565,000	\$ 8,475	\$ 573,475

City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 9,212,322
Amount Outstanding: \$ 8,343,378
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
2016-17	2.000	\$ 431,946	\$ 324,468	\$ 756,414
2017-18	3.625	442,050	312,136	754,186
2018-19	3.000	457,206	297,266	754,472
2019-20	3.000	469,836	283,360	753,196
2020-21	3.000	487,518	269,000	756,518
2021-22	3.000	500,148	254,185	754,333
2022-23	4.000	517,830	236,326	754,156
2023-24	3.500	538,038	216,554	754,592
2024-25	4.000	558,246	195,973	754,219
2025-26	4.000	580,980	173,189	754,169
2026-27	5.000	606,240	146,413	752,653
2027-28	5.000	641,604	115,217	756,821
2028-29	5.000	671,916	82,379	754,295
2029-30	5.000	707,280	47,899	755,179
2030-31	4.125	732,540	15,109	747,649
Total	\$	8,343,378	\$ 2,969,475	\$ 11,312,853

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2011A
Date of Issue: September 1, 2011
Purpose: Construction of the following TIRZ #3 construction projects: League Line Road Phase II.

Amount Issued: \$ 7,230,178
Amount Outstanding: \$ 6,548,198
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
2016-17	2.000	\$ 339,008	\$ 254,655	\$ 593,662
2017-18	3.625	346,938	244,976	591,914
2018-19	3.000	358,833	233,306	592,138
2019-20	3.000	368,745	222,392	591,137
2020-21	3.000	382,623	211,121	593,744
2021-22	3.000	392,535	199,494	592,029
2022-23	4.000	406,413	185,478	591,890
2023-24	3.500	422,273	169,960	592,232
2024-25	4.000	438,133	153,807	591,940
2025-26	4.000	455,975	135,925	591,900
2026-27	5.000	475,800	114,911	590,711
2027-28	5.000	503,555	90,427	593,982
2028-29	5.000	527,345	64,654	591,999
2029-30	5.000	555,100	37,593	592,693
2030-31	4.125	574,925	11,858	586,783
Total	\$	6,548,198	\$ 2,330,556	\$ 8,878,754

City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 1,792,501
Amount Outstanding: \$ 1,623,425
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
2016-17	2.000	\$ 84,047	\$ 63,134	\$ 147,180
2017-18	3.625	86,013	60,734	146,747
2018-19	3.000	88,962	57,841	146,802
2019-20	3.000	91,419	55,135	146,554
2020-21	3.000	94,860	52,341	147,201
2021-22	3.000	97,317	49,458	146,775
2022-23	4.000	100,758	45,984	146,741
2023-24	3.500	104,690	42,136	146,826
2024-25	4.000	108,622	38,132	146,753
2025-26	4.000	113,045	33,698	146,743
2026-27	5.000	117,960	28,489	146,449
2027-28	5.000	124,841	22,419	147,260
2028-29	5.000	130,739	16,029	146,768
2029-30	5.000	137,620	9,320	146,940
2030-31	4.125	142,535	2,940	145,475
Total	\$	1,623,425	\$ 577,790	\$ 2,201,214

City of Conroe

General Obligations

Debt Requirements

Description: Refunding Bonds, Series 2012A
Date of Issue: April 1, 2012
Purpose: Refund of 2003 COs, Street improvements as funded by City of Conroe/Montgomery County Tax Increment Reinvestment Zone #3 (League Line Road, Longmire Road, and other streets).
Amount Issued: \$ 5,896,800
Amount Outstanding: \$ 4,505,900
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
2016-17	2.000	\$ 586,300	\$ 104,878	\$ 691,178
2017-18	2.000	602,700	92,988	695,688
2018-19	2.000	619,100	80,770	699,870
2019-20	2.000	635,500	68,224	703,724
2020-21	3.000	660,100	51,968	712,068
2021-22	3.000	692,900	31,673	724,573
2022-23	3.000	709,300	10,640	719,940
Total		\$ 4,505,900	\$ 441,140	\$ 4,947,040

City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 1,633,200
Amount Outstanding: \$ 989,100
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2016-17	2.000	\$ 128,700	\$ 23,022	\$ 151,722
2017-18	2.000	132,300	20,412	152,712
2018-19	2.000	135,900	17,730	153,630
2019-20	2.000	139,500	14,976	154,476
2020-21	3.000	144,900	11,408	156,308
2021-22	3.000	152,100	6,953	159,053
2022-23	3.000	155,700	2,336	158,036
Total		\$ 989,100	\$ 96,836	\$ 1,085,936

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2012
Date of Issue: September 13, 2012
Purpose: Construction of Drennan Road, Plantation Drive, Wilson Road Widening, Willis ISD Street Extension, Anderson Crossing/Forest Lake Drive, Emergency Operations Center (EOC); Service Center parking lot; Knox Building; Aquatic Center renovations; Candy Cane Park enhancements; Recreation Center & Activity Center parking.
Amount Issued: \$ 7,065,600
Amount Outstanding: \$ 2,421,880
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2016-17	2.000	\$ 106,960	\$ 66,244	\$ 173,204
2017-18	2.000	152,800	63,646	216,446
2018-19	2.000	156,620	60,552	217,172
2019-20	2.000	160,440	57,381	217,821
2020-21	3.000	152,800	53,485	206,285
2021-22	3.000	164,260	48,729	212,989
2022-23	3.000	171,900	43,686	215,586
2023-24	3.000	133,700	39,102	172,802
2024-25	3.000	133,700	35,091	168,791
2025-26	3.000	141,340	30,966	172,306
2026-27	3.000	145,160	26,668	171,828
2027-28	3.000	148,980	22,256	171,236
2028-29	3.000	156,620	17,672	174,292
2029-30	3.000	156,620	12,974	169,594
2030-31	3.125	164,260	8,058	172,318
2031-32	3.125	175,720	2,746	178,466
Total	\$	2,421,880	\$ 589,257	\$ 3,011,137

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2012A
Date of Issue: September 13, 2012
Purpose: Construction of the following TIRZ #3 project: Crighton Road Bridge

Amount Issued: \$ 2,134,400
Amount Outstanding: \$ 748,120
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2016-17	2.000	\$ 33,040	\$ 20,463	\$ 53,503
2017-18	2.000	47,200	19,660	66,860
2018-19	2.000	48,380	18,704	67,084
2019-20	2.000	49,560	17,725	67,285
2020-21	3.000	47,200	16,521	63,721
2021-22	3.000	50,740	15,052	65,792
2022-23	3.000	53,100	13,495	66,595
2023-24	3.000	41,300	12,079	53,379
2024-25	3.000	41,300	10,840	52,140
2025-26	3.000	43,660	9,565	53,225
2026-27	3.000	44,840	8,238	53,078
2027-28	3.000	46,020	6,875	52,895
2028-29	3.000	48,380	5,459	53,839
2029-30	3.000	48,380	4,008	52,388
2030-31	3.125	50,740	2,489	53,229
2031-32	3.125	54,280	848	55,128
Total	\$	748,120	\$ 182,022	\$ 930,142

City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 31,100,000
Amount Outstanding: \$ 30,255,000
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
2016-17	4.650	\$ 495,000	\$ 1,282,231	\$ 1,777,231
2017-18	4.650	1,100,000	1,266,281	2,366,281
2018-19	4.650	1,120,000	1,244,081	2,364,081
2019-20	4.650	1,155,000	1,209,781	2,364,781
2020-21	4.650	1,210,000	1,162,481	2,372,481
2021-22	4.650	1,255,000	1,113,181	2,368,181
2022-23	4.650	1,300,000	1,062,081	2,362,081
2023-24	4.650	1,360,000	1,002,081	2,362,081
2024-25	4.650	1,435,000	932,206	2,367,206
2025-26	4.650	1,510,000	858,581	2,368,581
2026-27	4.650	1,570,000	797,281	2,367,281
2027-28	4.650	1,615,000	749,506	2,364,506
2028-29	4.650	1,665,000	699,266	2,364,266
2029-30	4.650	1,740,000	629,750	2,369,750
2030-31	4.650	2,570,000	522,000	3,092,000
2031-32	4.650	2,880,000	385,750	3,265,750
2032-33	4.650	3,060,000	237,250	3,297,250
2033-34	4.650	3,215,000	80,375	3,295,375
Total		\$ 30,255,000	\$ 15,234,166	\$ 45,489,166

City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 15,340,000
Amount Outstanding: \$ 15,300,000
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
2016-17	2.000	\$ 70,000	\$ 548,150	\$ 618,150
2017-18	2.000	130,000	546,150	676,150
2018-19	4.000	850,000	527,850	1,377,850
2019-20	2.250	880,000	500,950	1,380,950
2020-21	3.000	900,000	477,550	1,377,550
2021-22	3.000	925,000	450,175	1,375,175
2022-23	5.000	965,000	412,175	1,377,175
2023-24	5.000	1,340,000	354,550	1,694,550
2024-25	5.000	1,410,000	285,800	1,695,800
2025-26	3.000	1,465,000	228,575	1,693,575
2026-27	3.000	1,510,000	183,950	1,693,950
2027-28	4.000	1,565,000	130,000	1,695,000
2028-29	3.000	1,620,000	74,400	1,694,400
2029-30	3.000	1,670,000	25,050	1,695,050
Total	\$	15,300,000	\$ 4,745,325	\$ 20,045,325

City of Conroe

General Obligations

Debt Requirements

Description: Refunding Bonds, Series 2015A
Date of Issue: April 1, 2015
Purpose: Refund of 2006A, 2007A, and 2008A Street improvements as funded by City of Conroe/Montgomery County Tax Increment Reinvestment Zone

Amount Issued: \$ 14,365,000
Amount Outstanding: \$ 14,325,000
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
2016-17	2.000	\$ 60,000	\$ 513,400	\$ 573,400
2017-18	2.000	125,000	511,550	636,550
2018-19	4.000	800,000	494,300	1,294,300
2019-20	2.250	820,000	469,075	1,289,075
2020-21	3.000	845,000	447,175	1,292,175
2021-22	3.000	865,000	421,525	1,286,525
2022-23	5.000	905,000	385,925	1,290,925
2023-24	5.000	1,255,000	331,925	1,586,925
2024-25	5.000	1,320,000	267,550	1,587,550
2025-26	3.000	1,370,000	214,000	1,584,000
2026-27	3.000	1,415,000	172,225	1,587,225
2027-28	4.000	1,465,000	121,700	1,586,700
2028-29	3.000	1,515,000	69,675	1,584,675
2029-30	3.000	1,565,000	23,475	1,588,475
Total	\$	14,325,000	\$ 4,443,500	\$ 18,768,500

City of Conroe

General Obligations

Debt Requirements

Description: Refunding Bonds, Series 2015B
Date of Issue: April 1, 2015
Purpose: Refund of 2006B and 2007B bonds, Reimburse The Woodlands Land Development Company for infrastructure expenses per Development Agreement.
Amount Issued: \$ 3,665,000
Amount Outstanding: \$ 3,655,000
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
2016-17	2.000	\$ 15,000	\$ 130,975	\$ 145,975
2017-18	2.000	30,000	130,525	160,525
2018-19	4.000	205,000	126,125	331,125
2019-20	2.250	210,000	119,663	329,663
2020-21	3.000	215,000	114,075	329,075
2021-22	3.000	220,000	107,550	327,550
2022-23	5.000	230,000	98,500	328,500
2023-24	5.000	320,000	84,750	404,750
2024-25	5.000	335,000	68,375	403,375
2025-26	3.000	350,000	54,750	404,750
2026-27	3.000	360,000	44,100	404,100
2027-28	4.000	375,000	31,200	406,200
2028-29	3.000	390,000	17,850	407,850
2029-30	3.000	400,000	6,000	406,000
		Total \$ 3,655,000	\$ 1,134,438	\$ 4,789,438

City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 6,192,851
Amount Outstanding: \$ 5,125,500
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2016-17	2.000	\$ 175,500	\$ 156,673	\$ 332,173
2017-18	2.000	184,500	153,073	337,573
2018-19	2.000	189,000	149,338	338,338
2019-20	2.000	193,500	145,513	339,013
2020-21	2.000	198,000	141,598	339,598
2021-22	2.000	198,000	137,638	335,638
2022-23	2.250	207,000	133,329	340,329
2023-24	2.375	211,500	128,489	339,989
2024-25	3.000	216,000	122,738	338,738
2025-26	3.000	220,500	116,190	336,690
2026-27	3.000	229,500	109,440	338,940
2027-28	3.000	238,500	102,420	340,920
2028-29	3.000	243,000	95,198	338,198
2029-30	3.250	247,500	87,531	335,031
2030-31	3.375	225,000	79,712	304,712
2031-32	3.375	324,000	70,448	394,448
2032-33	4.000	517,500	54,630	572,130
2033-34	4.000	544,500	33,390	577,890
2034-35	4.000	562,500	11,250	573,750
Total	\$	5,125,500	\$ 2,028,597	\$ 7,154,097

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2015A
Date of Issue: August 27, 2015
Purpose: Construction of the following TIRZ #3 projects: Longmire Rd Phase 2 and Longmire Rd Phase 3.

Amount Issued: \$ 588,094
Amount Outstanding: \$ 569,500
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2016-17	2.000	\$ 19,500	\$ 17,408	\$ 36,908
2017-18	2.000	20,500	17,008	37,508
2018-19	2.000	21,000	16,593	37,593
2019-20	2.000	21,500	16,168	37,668
2020-21	2.000	22,000	15,733	37,733
2021-22	2.000	22,000	15,293	37,293
2022-23	2.250	23,000	14,814	37,814
2023-24	2.375	23,500	14,277	37,777
2024-25	3.000	24,000	13,638	37,638
2025-26	3.000	24,500	12,910	37,410
2026-27	3.000	25,500	12,160	37,660
2027-28	3.000	26,500	11,380	37,880
2028-29	3.000	27,000	10,578	37,578
2029-30	3.250	27,500	9,726	37,226
2030-31	3.375	25,000	8,857	33,857
2031-32	3.375	36,000	7,828	43,828
2032-33	4.000	57,500	6,070	63,570
2033-34	4.000	60,500	3,710	64,210
2034-35	4.000	62,500	1,250	63,750
Total		\$ 569,500	\$ 225,400	\$ 794,900

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2016 (Proposed)

Date of Issue: TBD

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

Amount Issued: \$ 20,729,671

Amount Outstanding: \$ 20,729,671

Paying Agent: TBD

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

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2016-17	4.250	\$ 3,000,000	\$ 743,843	\$ 3,743,843
2017-18	4.250	445,635	744,041	1,189,676
2018-19	4.250	462,140	724,751	1,186,891
2019-20	4.250	481,946	704,689	1,186,635
2020-21	4.250	505,053	683,716	1,188,769
2021-22	4.250	528,160	661,760	1,189,920
2022-23	4.250	547,966	638,892	1,186,858
2023-24	4.250	574,374	615,042	1,189,416
2024-25	4.250	597,481	590,140	1,187,621
2025-26	4.250	623,889	564,186	1,188,075
2026-27	4.250	650,297	537,109	1,187,406
2027-28	4.250	680,006	508,841	1,188,847
2028-29	4.250	709,715	479,309	1,189,024
2029-30	4.250	739,424	448,515	1,187,939
2030-31	4.250	1,386,420	403,341	1,789,761
2031-32	4.250	1,581,179	340,279	1,921,458
2032-33	4.250	1,653,801	271,536	1,925,337
2033-34	4.250	1,719,821	199,847	1,919,668
2034-35	4.250	1,997,105	120,862	2,117,967
2035-36	4.250	1,845,259	39,212	1,884,471
Total		\$ 20,729,671	\$ 10,019,913	\$ 30,749,584

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2016A (Proposed)
Date of Issue: TBD
Purpose: Construction of the following TIRZ #3 Projects: Crighton Road Widening and Longmire Road Phase 2B

Amount Issued: \$ 8,365,333
Amount Outstanding: \$ 8,365,333
Paying Agent: TBD
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2016-17	4.250	\$ -	\$ 325,899	\$ 325,899
2017-18	4.250	210,263	351,059	561,321
2018-19	4.250	218,050	341,957	560,007
2019-20	4.250	227,395	332,491	559,886
2020-21	4.250	238,298	322,595	560,893
2021-22	4.250	249,200	312,236	561,436
2022-23	4.250	258,545	301,446	559,991
2023-24	4.250	271,005	290,193	561,198
2024-25	4.250	281,908	278,444	560,352
2025-26	4.250	294,368	266,198	560,566
2026-27	4.250	306,828	253,423	560,250
2027-28	4.250	320,845	240,085	560,930
2028-29	4.250	334,863	226,151	561,013
2029-30	4.250	348,880	211,621	560,501
2030-31	4.250	654,150	190,307	844,457
2031-32	4.250	746,043	160,553	906,595
2032-33	4.250	780,308	128,118	908,426
2033-34	4.250	811,458	94,293	905,750
2034-35	4.250	942,288	57,026	999,313
2035-36	4.250	870,643	18,501	889,144
Total	\$	8,365,333	\$ 4,702,597	\$ 13,067,930

City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2016B (Proposed)

Date of Issue: TBD

Purpose: Construction of the following Woodlands Project: Reimburse The Woodlands Land Development Company for infrastructure development expenses per Development Agreement.

Amount Issued: \$ 759,997

Amount Outstanding: \$ 759,997

Paying Agent: TBD

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

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2016-17	4.250	\$ -	\$ 29,608	\$ 29,608
2017-18	4.250	19,103	31,894	50,996
2018-19	4.250	19,810	31,067	50,877
2019-20	4.250	20,659	30,207	50,866
2020-21	4.250	21,650	29,308	50,958
2021-22	4.250	22,640	28,367	51,007
2022-23	4.250	23,489	27,387	50,876
2023-24	4.250	24,621	26,364	50,985
2024-25	4.250	25,612	25,297	50,908
2025-26	4.250	26,744	24,184	50,928
2026-27	4.250	27,876	23,024	50,899
2027-28	4.250	29,149	21,812	50,961
2028-29	4.250	30,423	20,546	50,968
2029-30	4.250	31,696	19,226	50,922
2030-31	4.250	59,430	17,290	76,720
2031-32	4.250	67,779	14,586	82,365
2032-33	4.250	70,892	11,640	82,531
2033-34	4.250	73,722	8,567	82,288
2034-35	4.250	85,608	5,181	90,788
2035-36	4.250	79,099	1,681	80,779
Total		\$ 759,997	\$ 427,234	\$ 1,187,231



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WATER AND SEWER DEBT SERVICE FUND

FY 16-17 Budget Summary Water and Sewer Debt Service Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Working Capital:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Water & Sewer Debt Service Revenues:								
Revenues	\$ 6,262,089	\$ 7,709,080	\$ 7,455,822	\$ 8,657,605	\$ -	\$ 8,657,605	\$ 948,525	12.3%
Total Revenues	\$ 6,262,089	\$ 7,709,080	\$ 7,455,822	\$ 8,657,605	\$ -	\$ 8,657,605	\$ 948,525	12.3%
Total Resources:	\$ 6,262,089	\$ 7,709,080	\$ 7,455,822	\$ 8,657,605	\$ -	\$ 8,657,605	\$ 948,525	12.3%
Water & Sewer Debt Service Expenditures:								
W & S Debt	\$ 6,494,098	\$ 7,709,080	\$ 7,455,822	\$ 8,657,605	\$ -	\$ 8,657,605	\$ 948,525	12.3%
Total Expenditures	\$ 6,494,098	\$ 7,709,080	\$ 7,455,822	\$ 8,657,605	\$ -	\$ 8,657,605	\$ 948,525	12.3%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Breakdown of Transfer In:

Water & Sewer Oper. Fund	\$ 8,461,089
CIDC General Fund	196,516
Total	\$ 8,657,605

CITY OF CONROE
FY 2016-2017
0006-0000

BUDGET LINE ITEMS

FUND: REV BOND DEBT SVC FUND

DEPARTMENT: REVENUE BOND DEBT SERVICE

DIVISION: REVENUES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$7	\$0	\$0	\$0	\$0	\$0	\$0
6015 Gains (Losses) on Investmt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$6,262,082	\$7,709,080	\$7,455,822	\$8,657,605	\$0	\$0	\$8,657,605
REVENUES SUBTOTAL	\$6,262,089	\$7,709,080	\$7,455,822	\$8,657,605	\$0	\$0	\$8,657,605
TOTAL 0006-0000	\$6,262,089	\$7,709,080	\$7,455,822	\$8,657,605	\$0	\$0	\$8,657,605

CITY OF CONROE
FY 2016-2017
0006-6000

BUDGET LINE ITEMS

FUND: REV BOND DEBT SVC FUND

DEPARTMENT: REVENUE BOND DEBT SERVICE

DIVISION: EXPENDITURES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$7,802	\$0	\$10,200	\$10,000	\$0	\$0	\$10,000
CONTRACTUAL SUBTOTAL	\$7,802	\$0	\$10,200	\$10,000	\$0	\$0	\$10,000
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9600 Principal	\$2,945,000	\$3,640,000	\$3,640,000	\$4,240,000	\$0	\$0	\$4,240,000
9610 Interest	\$3,463,381	\$4,061,080	\$3,763,372	\$4,360,105	\$0	\$0	\$4,360,105
9615 Fees	\$7,000	\$8,000	\$2,750	\$8,000	\$0	\$0	\$8,000
9616 Bond Issue Expense	\$70,915	\$0	\$39,500	\$39,500	\$0	\$0	\$39,500
9660 Principal-Lease	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DEBT SERVICE SUBTOTAL	\$6,486,296	\$7,709,080	\$7,445,622	\$8,647,605	\$0	\$0	\$8,647,605
TOTAL 0006-6000	\$6,494,098	\$7,709,080	\$7,455,822	\$8,657,605	\$0	\$0	\$8,657,605

City of Conroe

Schedule of Requirements

All Water & Sewer Revenue Bonds

Fiscal Year		Bonds Outstanding	Principal Requirements	Interest Requirements	Total Requirements
2016-17	\$	115,830,000	\$ 4,240,000	\$ 4,360,105	\$ 8,600,105
2017-18		111,590,000	4,940,000	4,543,661	9,483,661
2018-19		106,650,000	5,105,000	4,369,260	9,474,260
2019-20		101,545,000	5,300,000	4,185,534	9,485,534
2020-21		96,245,000	5,500,000	3,985,676	9,485,676
2021-22		90,745,000	5,715,000	3,763,564	9,478,564
2022-23		85,030,000	5,965,000	3,512,085	9,477,085
2023-24		79,065,000	6,250,000	3,232,489	9,482,489
2024-25		72,815,000	6,530,000	2,948,074	9,478,074
2025-26		66,285,000	6,820,000	2,666,005	9,486,005
2026-27		59,465,000	7,100,000	2,377,574	9,477,574
2027-28		52,365,000	7,395,000	2,083,859	9,478,859
2028-29		44,970,000	7,695,000	1,783,997	9,478,997
2029-30		37,275,000	8,020,000	1,470,088	9,490,088
2030-31		29,255,000	8,350,000	1,130,009	9,480,009
2031-32		20,905,000	5,020,000	844,701	5,864,701
2032-33		15,885,000	4,855,000	637,178	5,492,178
2033-34		11,030,000	3,795,000	443,388	4,238,388
2034-35		7,235,000	3,490,000	266,131	3,756,131
2035-36		3,745,000	2,355,000	123,244	2,478,244
2036-37		1,390,000	1,390,000	33,013	1,423,013
TOTAL			\$ 115,830,000	\$ 48,759,633	\$ 164,589,633

City of Conroe

Revenue Bond

Debt Requirements

Description: Series 2006 Water and Sewer System Revenue Bonds
Date of Issue: May 11, 2006
Purpose: Construction of various water and sewer projects related to annexations in the northwest part of the City.

Amount Issued: \$ 10,850,000
Amount Outstanding: \$ 8,305,000
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
2016-17	5.000	\$ 380,000	\$ 380,188	\$ 760,188
2017-18	4.375	400,000	361,938	761,938
2018-19	4.375	420,000	344,000	764,000
2019-20	4.500	440,000	324,913	764,913
2020-21	4.500	465,000	304,550	769,550
2021-22	5.000	490,000	281,838	771,838
2022-23	5.000	515,000	256,713	771,713
2023-24	4.625	540,000	231,350	771,350
2024-25	4.625	570,000	205,681	775,681
2025-26	4.625	600,000	178,625	778,625
2026-27	4.625	630,000	150,181	780,181
2027-28	4.750	660,000	119,938	779,938
2028-29	4.750	695,000	87,756	782,756
2029-30	4.750	730,000	53,913	783,913
2030-31	4.750	770,000	18,288	788,288
Total	\$	8,305,000	\$ 3,299,869	\$ 11,604,869

City of Conroe Revenue Bond Debt Requirements

Description: Series 2007 Water and Sewer System Revenue Bonds
Date of Issue: September 20, 2007
Purpose: Construction of water wells #4 and #5 and storage tanks, water well security system, and water and sewer lines related to annexation 1544 (Bison Building Supply).

Amount Issued: \$ 5,700,000
Amount Outstanding \$ 4,380,000
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
2016-17	4.250	\$ 210,000	\$ 204,635	\$ 414,635
2017-18	4.350	220,000	195,388	415,388
2018-19	4.400	230,000	185,543	415,543
2019-20	4.600	240,000	174,963	414,963
2020-21	4.650	245,000	163,746	408,746
2021-22	4.700	260,000	151,940	411,940
2022-23	4.750	270,000	139,418	409,418
2023-24	4.800	285,000	126,165	411,165
2024-25	4.850	300,000	112,050	412,050
2025-26	4.875	310,000	97,219	407,219
2026-27	4.875	325,000	81,741	406,741
2027-28	4.875	345,000	65,409	410,409
2028-29	5.000	360,000	48,000	408,000
2029-30	5.000	380,000	29,500	409,500
2030-31	5.000	400,000	10,000	410,000
Total	\$	4,380,000	\$ 1,785,715	\$ 6,165,715

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: \$ 8,610,000
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
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	\$	8,610,000	\$ 3,352,634	\$ 11,962,634

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: \$ 5,770,000
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
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	\$	5,770,000	\$ 1,961,878	\$ 7,731,878

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: \$ 12,620,000
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
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		\$ 12,620,000	\$ 3,998,225	\$ 16,618,225

City of Conroe Revenue Bond Debt Requirements

Description: Series 2011 Water and Sewer System Revenue Bonds
Date of Issue: September 1, 2011
Purpose: Acquisition of Crighton Ridge Water & Sewer System; construction of Pine Springs subdivision sewer line; the Sanitary Sewer Overflow Initiative (SSOI)

Amount Issued: \$ 5,610,000
Amount Outstanding: \$ 4,350,000
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
2016-17	2.000	\$ 210,000	\$ 152,475	\$ 362,475
2017-18	2.000	215,000	148,225	363,225
2018-19	3.000	220,000	142,775	362,775
2019-20	3.000	230,000	136,025	366,025
2020-21	3.000	235,000	129,050	364,050
2021-22	3.000	245,000	121,850	366,850
2022-23	4.000	250,000	113,175	363,175
2023-24	3.500	260,000	103,625	363,625
2024-25	3.500	270,000	94,350	364,350
2025-26	3.750	280,000	84,375	364,375
2026-27	4.000	290,000	73,325	363,325
2027-28	4.000	305,000	61,425	366,425
2028-29	4.000	315,000	49,025	364,025
2029-30	4.125	330,000	35,919	365,919
2030-31	4.125	340,000	22,100	362,100
2031-32	4.250	355,000	7,544	362,544
Total	\$	4,350,000	\$ 1,475,263	\$ 5,825,263

City of Conroe Revenue Bond Debt Requirements

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

Amount Issued: \$ 18,130,000
Amount Outstanding: \$ 16,210,000
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
2016-17	4.000	\$ 685,000	\$ 591,588	\$ 1,276,588
2017-18	4.000	705,000	563,788	1,268,788
2018-19	4.000	735,000	534,988	1,269,988
2019-20	4.000	765,000	504,988	1,269,988
2020-21	4.000	800,000	473,688	1,273,688
2021-22	4.500	830,000	439,013	1,269,013
2022-23	5.000	870,000	398,588	1,268,588
2023-24	5.000	915,000	353,963	1,268,963
2024-25	3.000	955,000	315,513	1,270,513
2025-26	4.000	990,000	280,138	1,270,138
2026-27	4.000	1,030,000	239,738	1,269,738
2027-28	3.250	1,065,000	201,831	1,266,831
2028-29	3.500	1,105,000	165,188	1,270,188
2029-30	3.000	1,140,000	128,750	1,268,750
2030-31	3.000	1,180,000	93,950	1,273,950
2031-32	3.125	1,205,000	57,422	1,262,422
2032-33	3.125	1,235,000	19,297	1,254,297
Total	\$	16,210,000	\$ 5,362,425	\$ 21,572,425

City of Conroe

Revenue Bond

Debt Requirements

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

Amount Issued: \$ 6,790,000
Amount Outstanding: \$ 6,275,000
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
2016-17	2.000	\$ 265,000	\$ 218,969	\$ 483,969
2017-18	2.000	270,000	213,619	483,619
2018-19	2.000	275,000	208,169	483,169
2019-20	2.500	285,000	202,569	487,569
2020-21	3.000	290,000	196,094	486,094
2021-22	3.000	295,000	188,044	483,044
2022-23	4.000	305,000	179,044	484,044
2023-24	4.000	315,000	168,169	483,169
2024-25	4.000	330,000	155,269	485,269
2025-26	4.000	345,000	141,769	486,769
2026-27	4.000	355,000	127,769	482,769
2027-28	4.000	370,000	113,269	483,269
2028-29	4.000	385,000	98,169	483,169
2029-30	4.000	405,000	82,369	487,369
2030-31	4.000	420,000	65,869	485,869
2031-32	4.125	435,000	48,497	483,497
2032-33	4.250	455,000	29,856	484,856
2033-34	4.250	475,000	10,094	485,094
Total	\$	6,275,000	\$ 2,447,603	\$ 8,722,603

City of Conroe

Revenue Bond

Debt Requirements

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

Amount Issued: \$ 17,130,000
Amount Outstanding: \$ 16,520,000
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
2016-17	2.000	\$ 620,000	\$ 655,925	\$ 1,275,925
2017-18	2.000	635,000	643,375	1,278,375
2018-19	2.000	645,000	630,575	1,275,575
2019-20	2.000	660,000	617,525	1,277,525
2020-21	4.000	680,000	597,325	1,277,325
2021-22	4.000	705,000	569,625	1,274,625
2022-23	5.000	740,000	537,025	1,277,025
2023-24	5.000	780,000	499,025	1,279,025
2024-25	5.000	815,000	459,150	1,274,150
2025-26	4.000	855,000	421,675	1,276,675
2026-27	4.000	890,000	386,775	1,276,775
2027-28	3.000	920,000	355,175	1,275,175
2028-29	3.000	950,000	327,125	1,277,125
2029-30	3.125	980,000	297,563	1,277,563
2030-31	5.000	1,020,000	256,750	1,276,750
2031-32	5.000	1,070,000	204,500	1,274,500
2032-33	5.000	1,125,000	149,625	1,274,625
2033-34	5.000	1,185,000	91,875	1,276,875
2034-35	5.000	1,245,000	31,125	1,276,125
Total	\$	16,520,000	\$ 7,731,738	\$ 24,251,738

City of Conroe

Revenue Bond

Debt Requirements

Description: Series 2015 Water and Sewer System Revenue Bonds

Date of Issue: August 27, 2015

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

Amount Issued: \$ 14,400,000

Amount Outstanding: \$ 14,400,000

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
2016-17	3.000	\$ 495,000	\$ 559,969	\$ 1,054,969
2017-18	4.000	510,000	547,369	1,057,369
2018-19	3.000	525,000	529,219	1,054,219
2019-20	4.000	545,000	510,544	1,055,544
2020-21	3.500	565,000	491,069	1,056,069
2021-22	5.000	585,000	469,531	1,054,531
2022-23	5.000	610,000	444,044	1,054,044
2023-24	5.000	645,000	412,669	1,057,669
2024-25	3.000	675,000	379,669	1,054,669
2025-26	3.000	705,000	352,219	1,057,219
2026-27	3.000	725,000	330,769	1,055,769
2027-28	3.000	745,000	308,719	1,053,719
2028-29	3.125	770,000	285,994	1,055,994
2029-30	4.000	795,000	262,022	1,057,022
2030-31	4.000	820,000	233,200	1,053,200
2031-32	4.000	855,000	199,700	1,054,700
2032-33	5.000	890,000	164,800	1,054,800
2033-34	5.000	930,000	123,750	1,053,750
2034-35	5.000	980,000	76,000	1,056,000
2035-36	5.000	1,030,000	25,750	1,055,750
Total	\$	14,400,000	\$ 6,707,003	\$ 21,107,003

City of Conroe Revenue Bond Debt Requirements

Description: Series 2016 Water and Sewer System Revenue Bonds (Proposed)
Date of Issue: TBD
Purpose: Construction of: Water Line Rehab - Milltown Area & Woodway; Waterline - Thousand Trails; Water Line - Drennan East Phase 2; Water Well #23 and Storage Tank; Water Line - Robinwood Subdivision Replacement; Water Line - Wilson Road East; Robinwood Water Well Replacement (Catahoula); Plant No. 19 1-Million Gallon Storage Tank and Pump Station; Water Line - 1st Street Replacement; Water Line Relocate - Longmire Road Phase 2B; Water Well #14 Ground Storage Tank Replacement; Water Extension MUD #95; Treatment Plant - Construction of New Plant (Phase IV); Treatment Plant - Design & Construction of Existing Plant (Rehab) Phase II; Sewer Line - Thousand Trails; Sewer Line - State Highway 242 and FM 1488; Sewer Line - Plantation Drive Trunk Line; Sewer Line - Live Oak Creek; Sewer Line - White Oak Creek; Sewer Rehab - Grand Central Park; and Sewer Extension #95

Amount Issued: \$ 18,390,000
Amount Outstanding: \$ 18,390,000
Paying Agent: TBD
Payments: November 15th (P) & May 15th

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2016-17	4.750 \$	-	\$ 543,527	\$ 543,527
2017-18	4.750	565,000	860,106	1,425,106
2018-19	4.750	590,000	832,675	1,422,675
2019-20	4.750	620,000	803,938	1,423,938
2020-21	4.750	650,000	773,775	1,423,775
2021-22	4.750	685,000	742,069	1,427,069
2022-23	4.750	715,000	708,819	1,423,819
2023-24	4.750	750,000	674,025	1,424,025
2024-25	4.750	785,000	637,569	1,422,569
2025-26	4.750	825,000	599,331	1,424,331
2026-27	4.750	865,000	559,194	1,424,194
2027-28	4.750	910,000	517,038	1,427,038
2028-29	4.750	950,000	472,863	1,422,863
2029-30	4.750	1,000,000	426,550	1,426,550
2030-31	4.750	1,045,000	377,981	1,422,981
2031-32	4.750	1,100,000	327,038	1,427,038
2032-33	4.750	1,150,000	273,600	1,423,600
2033-34	4.750	1,205,000	217,669	1,422,669
2034-35	4.750	1,265,000	159,006	1,424,006
2035-36	4.750	1,325,000	97,494	1,422,494
2036-37	4.750	1,390,000	33,013	1,423,013
Total	\$	18,390,000	\$ 10,637,280	\$ 29,027,280

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

FY 16-17 Budget Summary

Conroe Industrial Development Corporation

Debt Service Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -							
Beginning Fund Balance:	\$	-	\$	-	\$	-	\$	-	N/A						
CIDC Debt Service Revenues:															
Revenues	\$	6,869,125	\$	17,665,570	\$	2,141,938	\$	2,520,816	\$	-	\$	2,520,816	\$	(15,144,754)	-85.7%
Total Revenues	\$	6,869,125	\$	17,665,570	\$	2,141,938	\$	2,520,816	\$	-	\$	2,520,816	\$	(15,144,754)	-85.7%
Total Resources:	\$	-	\$	17,665,570	\$	2,141,938	\$	2,520,816	\$	-	\$	2,520,816	\$	(15,144,754)	-85.7%
CIDC Debt Service Expenditures:															
CIDC Debt	\$	6,863,044	\$	16,672,697	\$	2,141,938	\$	2,520,816	\$	-	\$	2,520,816	\$	(14,151,881)	-84.9%
Total Expenditures	\$	6,863,044	\$	16,672,697	\$	2,141,938	\$	2,520,816	\$	-	\$	2,520,816	\$	(14,151,881)	-84.9%
New Fund Balance:	\$	992,873	\$	-	\$	-	\$	-							

Breakdown of Transfer In:

CIDC Rev. Clearing Fund	\$ 2,520,816
Total	\$ 2,520,816

CITY OF CONROE
FY 2016-2017
0009-0001

BUDGET LINE ITEMS

FUND: CIDC DEBT SVC FUND

DEPARTMENT: CIDC DEBT SERVICE

DIVISION: REVENUES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6112 Other Fin - Proceeds of Ref Bond	\$0	\$13,815,000	\$0	\$0	\$0	\$0	\$0
6113 Other Sources - Bond Premium	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$6,869,125	\$3,850,570	\$2,141,938	\$2,520,816	\$0	\$0	\$2,520,816
REVENUES SUBTOTAL	\$6,869,125	\$17,665,570	\$2,141,938	\$2,520,816	\$0	\$0	\$2,520,816
TOTAL 0009-0001	\$6,869,125	\$17,665,570	\$2,141,938	\$2,520,816	\$0	\$0	\$2,520,816

CITY OF CONROE
FY 2016-2017
0009-9200

BUDGET LINE ITEMS

FUND: CIDC DEBT SVC FUND

DEPARTMENT: CIDC DEBT SERVICE

DIVISION: EXPENDITURES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$7,802	\$0	\$8,000	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$7,802	\$0	\$8,000	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9600 Principal	\$5,435,000	\$1,110,000	\$835,000	\$1,240,000	\$0	\$0	\$1,240,000
9610 Interest	\$1,404,129	\$1,352,263	\$1,199,438	\$1,250,816	\$0	\$0	\$1,250,816
9615 Fees	\$13,113	\$30,000	\$30,000	\$30,000	\$0	\$0	\$30,000
9616 Bond Issue Expense	\$3,000	\$0	\$69,500	\$0	\$0	\$0	\$0
9621 Other Fin - Pmt Ref Bd Escrow	\$0	\$14,180,434	\$0	\$0	\$0	\$0	\$0
DEBT SERVICE SUBTOTAL	\$6,855,242	\$16,672,697	\$2,133,938	\$2,520,816	\$0	\$0	\$2,520,816
TOTAL 0009-9200	\$6,863,044	\$16,672,697	\$2,141,938	\$2,520,816	\$0	\$0	\$2,520,816

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

Fiscal Year	Bonds Outstanding	Principal	Interest	Total
2016-17	\$ 36,130,000	\$ 1,240,000	\$ 1,250,816	\$ 2,490,816
2017-18	34,890,000	2,145,000	1,214,001	3,359,001
2018-19	32,745,000	2,220,000	1,137,771	3,357,771
2019-20	30,525,000	2,310,000	1,045,566	3,355,566
2020-21	28,215,000	2,410,000	949,386	3,359,386
2021-22	25,805,000	2,505,000	848,836	3,353,836
2022-23	23,300,000	2,610,000	747,661	3,357,661
2023-24	20,690,000	2,700,000	654,261	3,354,261
2024-25	17,990,000	2,800,000	557,591	3,357,591
2025-26	15,190,000	2,895,000	457,306	3,352,306
2026-27	12,295,000	2,985,000	371,546	3,356,546
2027-28	9,310,000	3,075,000	283,121	3,358,121
2028-29	6,235,000	2,095,000	192,031	2,287,031
2029-30	4,140,000	2,160,000	129,173	2,289,173
2030-31	1,980,000	975,000	64,350	1,039,350
2031-32	1,005,000	1,005,000	32,663	1,037,663
TOTAL	\$ 36,130,000	\$ 9,936,081	\$ 46,066,081	

City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Revenue & Refunding Bonds, Series 2012
(New Money Portion)

Date of Issue: October 18, 2012

Purpose: Install infrastructure and improve property to be used for development of an industrial park & technology park important to the economic growth and development of the City and its residents.

Amount Issued: \$ 13,080,000

Amount Outstanding: \$ 12,480,000

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
2016-17	3.000	\$ 205,000	\$ 466,181	\$ 671,181
2017-18	4.000	610,000	460,031	1,070,031
2018-19	5.000	635,000	435,631	1,070,631
2019-20	5.000	665,000	403,881	1,068,881
2020-21	5.000	700,000	370,631	1,070,631
2021-22	5.000	720,000	335,631	1,055,631
2022-23	4.000	770,000	299,631	1,069,631
2023-24	4.000	795,000	268,831	1,063,831
2024-25	4.000	830,000	237,031	1,067,031
2025-26	3.000	865,000	203,831	1,068,831
2026-27	3.000	885,000	177,881	1,062,881
2027-28	3.000	915,000	151,331	1,066,331
2028-29	3.125	935,000	123,881	1,058,881
2029-30	3.125	970,000	94,663	1,064,663
2030-31	3.250	975,000	64,350	1,039,350
2031-32	3.250	1,005,000	32,663	1,037,663
Total	\$	12,480,000	\$ 4,126,081	\$ 16,606,081

City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Revenue & Refunding Bonds, Series 2012
(Refunding Portion)

Date of Issue: October 18, 2012

Purpose: Refund the 2008 Sales Tax Revenue Bonds, which were used to acquire and improve property to be used for development of an industrial park important to the economic growth and development of the City and its residents.

Amount Issued: \$ 12,305,000

Amount Outstanding: \$ 9,835,000

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
2016-17	3.000	\$ 650,000	\$ 384,000	\$ 1,034,000
2017-18	4.000	665,000	364,500	1,029,500
2018-19	5.000	690,000	337,900	1,027,900
2019-20	5.000	725,000	303,400	1,028,400
2020-21	5.000	760,000	267,150	1,027,150
2021-22	5.000	810,000	229,150	1,039,150
2022-23	4.000	840,000	192,250	1,032,250
2023-24	4.000	875,000	158,650	1,033,650
2024-25	4.000	905,000	123,650	1,028,650
2025-26	3.000	940,000	87,450	1,027,450
2026-27	3.000	975,000	59,250	1,034,250
2027-28	3.000	1,000,000	30,000	1,030,000
Total		\$ 9,835,000	\$ 2,537,350	\$ 12,372,350

City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Refunding Bonds, Series 2016 (Taxable)
Date of Issue: TBD
Purpose: Refund the for 2011 Sales Tax Revenue Bonds, which were used for development of an industrial park & technology park important to the economic growth and development of the City and its residents.

Amount Issued: \$ 13,815,000
Amount Outstanding: \$ 13,815,000
Paying Agent: TBD
Payments: March 1st & September 1st (P)

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2016-17	2.900	\$ 385,000	\$ 400,635	\$ 785,635
2017-18	2.900	870,000	389,470	1,259,470
2018-19	2.900	895,000	364,240	1,259,240
2019-20	2.900	920,000	338,285	1,258,285
2020-21	2.900	950,000	311,605	1,261,605
2021-22	2.900	975,000	284,055	1,259,055
2022-23	2.900	1,000,000	255,780	1,255,780
2023-24	2.900	1,030,000	226,780	1,256,780
2024-25	2.900	1,065,000	196,910	1,261,910
2025-26	2.900	1,090,000	166,025	1,256,025
2026-27	2.900	1,125,000	134,415	1,259,415
2027-28	2.900	1,160,000	101,790	1,261,790
2028-29	2.900	1,160,000	68,150	1,228,150
2029-30	2.900	1,190,000	34,510	1,224,510
Total		\$ 13,815,000	\$ 3,272,650	\$ 17,087,650

VEHICLE AND EQUIPMENT REPLACEMENT FUND

FY 16-17 Budget Summary

Vehicle and Equipment Replacement Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 4,418,234	\$ 4,418,234	\$ 4,010,193	\$ -	\$ 4,010,193	\$ -	0.0%
Vehicle and Equipment Replacement Fund Revenues:								
Revenues	\$ 1,788,586	\$ 963,491	\$ 1,149,553	\$ 1,185,389	\$ -	\$ 1,185,389	\$ 221,898	23.0%
Total Revenues	\$ 1,788,586	\$ 963,491	\$ 1,149,553	\$ 1,185,389	\$ -	\$ 1,185,389	\$ 221,898	23.0%
Total Resources:	\$ 1,788,586	\$ 5,381,725	\$ 5,567,787	\$ 5,195,582	\$ -	\$ 5,195,582	\$ 221,898	4.1%
Vehicle and Equipment Replacement Fund Expenditures:								
Vehicles	\$ 2,347,432	\$ 1,557,594	\$ 1,557,594	\$ 1,595,400	\$ -	\$ 1,595,400	\$ 37,806	2.4%
Total Expenditures	\$ 2,347,432	\$ 1,557,594	\$ 1,557,594	\$ 1,595,400	\$ -	\$ 1,595,400	\$ 37,806	2.4%
New Fund Balance:		\$ 3,824,131	\$ 4,010,193	\$ 3,600,182		\$ 3,600,182		

Breakdown of Transfer In:

General Fund	\$ -
General Fund - Fire Dept	970,000
General Fund (PD Lease)	179,400
General Fund - Transportation	20,924
Tower Fund	2,253
Fleet Services Fund	8,638
Total	\$ 1,181,215

CITY OF CONROE
FY 2016-2017
0003-0000

BUDGET LINE ITEMS

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

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$6,056	\$2,600	\$10,143	\$4,174	\$0	\$0	\$4,174
6015 Gains (Losses) on Investmt	\$4,123	\$0	\$0	\$0	\$0	\$0	\$0
6036 Sales of Cap. Assets	\$142,444	\$0	\$149,337	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$6,477	\$0	\$16,754	\$0	\$0	\$0	\$0
6200 Proceeds of Capital Leases	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$53,094	\$0	\$12,428	\$0	\$0	\$0	\$0
6550 Transfer In	\$1,576,392	\$960,891	\$960,891	\$1,181,215	\$0	\$0	\$1,181,215
REVENUES SUBTOTAL	\$1,788,586	\$963,491	\$1,149,553	\$1,185,389	\$0	\$0	\$1,185,389
TOTAL 0003-0000	\$1,788,586	\$963,491	\$1,149,553	\$1,185,389	\$0	\$0	\$1,185,389

CITY OF CONROE
FY 2016-2017
0003-3010

BUDGET LINE ITEMS

FUND: VERF		DEPARTMENT: VEHICLE & EQUIPMENT REPLACEMENT		DIVISION: VERF EXPENDITURES			
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$6,327	\$5,050	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$6,327	\$5,050	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$160,533	\$176,150	\$176,150	\$179,400	\$0	\$0	\$179,400
8060 Contract Services	(\$8)	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$160,525	\$176,150	\$176,150	\$179,400	\$0	\$0	\$179,400
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$65,620	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$2,114,960	\$1,376,394	\$1,381,444	\$1,416,000	\$0	\$0	\$1,416,000
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$2,180,580	\$1,376,394	\$1,381,444	\$1,416,000	\$0	\$0	\$1,416,000
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0003-3010	\$2,347,432	\$1,557,594	\$1,557,594	\$1,595,400	\$0	\$0	\$1,595,400

**FY 16-17 Supplemental Requests
Vehicle Equipment Replacement Fund**

<u>Department/Division</u>	<u>Replacing Unit</u>	<u>Supplemental Request Title</u>	<u>Requested Amount</u>	<u>Approved</u>	<u>Type</u>	<u>Notes</u>
0001-1201 Police Administration	0704	Trailblazer - SUV	\$ 30,000	\$ 30,000	Vehicle Equipment Replacement Fund	
0001-1201 Police Administration	0712	Equinox - SUV	30,000	30,000	Vehicle Equipment Replacement Fund	
0001-1201 Police Administration	0957	Explorer - SUV	30,000	30,000	Vehicle Equipment Replacement Fund	
0001-1201 Police Administration Total			\$ 90,000	\$ 90,000		
0001-1202 Police Support Services	0613	F-250 Range Truck	30,500	-	Vehicle Equipment Replacement Fund	Not approved for funding in FY16-17
0001-1202 Police Support Services	0710	Trailblazer	30,000	30,000	Vehicle Equipment Replacement Fund	
0001-1202 Police Support Services Total			\$ 60,500	\$ 30,000		
0001-1203 Police Patrol	0232	Command Truck	615,064	365,000	Vehicle Equipment Replacement Fund	Updated cost approved
0001-1203 Police Patrol	0715	Tahoe - SUV (Admin)	33,000	33,000	Vehicle Equipment Replacement Fund	
0001-1203 Police Patrol	1315	Chevrolet Caprice	29,000	29,000	Vehicle Equipment Replacement Fund	
0001-1203 Police Patrol	TBD	Chevrolet Caprice	29,000	29,000	Vehicle Equipment Replacement Fund	
0001-1203 Police Patrol	TBD	Chevrolet Caprice	29,000	29,000	Vehicle Equipment Replacement Fund	
0001-1203 Police Patrol	TBD	Chevrolet Caprice	29,000	29,000	Vehicle Equipment Replacement Fund	
0001-1203 Police Patrol	TBD	Chevrolet Caprice	29,000	29,000	Vehicle Equipment Replacement Fund	
0001-1203 Police Patrol	TBD	Chevrolet Caprice	29,000	29,000	Vehicle Equipment Replacement Fund	
0001-1203 Police Patrol	TBD	Chevrolet Caprice	29,000	29,000	Vehicle Equipment Replacement Fund	
0001-1203 Police Patrol	TBD	Chevrolet Caprice	29,000	29,000	Vehicle Equipment Replacement Fund	
0001-1203 Police Patrol	TBD	Chevrolet Caprice	29,000	29,000	Vehicle Equipment Replacement Fund	
0001-1203 Police Patrol	TBD	Chevrolet Caprice	29,000	29,000	Vehicle Equipment Replacement Fund	
0001-1203 Police Patrol	TBD	Chevrolet Caprice	29,000	29,000	Vehicle Equipment Replacement Fund	
0001-1203 Police Patrol Total			\$ 996,064	\$ 746,000		
0001-1204 Police Investigative Services	0801	Impala	30,000	30,000	Vehicle Equipment Replacement Fund	
0001-1204 Police Investigative Services Total			\$ 30,000	\$ 30,000		
0001-1206 Police Animal Services	1030	F-150	27,000	27,000	Vehicle Equipment Replacement Fund	
0001-1206 Police Animal Services Total			\$ 27,000	\$ 27,000		
0001-1450 Park Operations	1029	F-250	25,000	-	Vehicle Equipment Replacement Fund	Not approved for funding in FY16-17
0001-1450 Park Operations	1248	1/2 ton extended cab	28,000	20,000	Vehicle Equipment Replacement Fund	Updated cost approved
0001-1450 Park Operations Total			\$ 53,000	\$ 20,000		
0001-1500 Community Development	0509	F-150	32,000	32,000	Vehicle Equipment Replacement Fund	
0001-1500 Community Development Total			\$ 32,000	\$ 32,000		
0001-1530 Drainage Maintenance	0629	F-450	58,000	-	Vehicle Equipment Replacement Fund	Not approved for funding in FY16-17
0001-1530 Drainage Maintenance	0726	2500 4x4	32,000	32,000	Vehicle Equipment Replacement Fund	
0001-1530 Drainage Maintenance	0806	F-150 4x4	32,000	32,000	Vehicle Equipment Replacement Fund	
0001-1530 Drainage Maintenance	0945	F-250 4x4	32,000	-	Vehicle Equipment Replacement Fund	Not approved for funding in FY16-17
0001-1530 Drainage Maintenance Total			\$ 154,000	\$ 64,000		
0001-1540 Streets	0615	Mack CV713	130,000	-	Vehicle Equipment Replacement Fund	Not approved for funding in FY16-17
0001-1540 Streets	0618	Mack CV713	130,000	-	Vehicle Equipment Replacement Fund	Not approved for funding in FY16-17
0001-1540 Streets	0619	F700 or F800	85,000	85,000	Vehicle Equipment Replacement Fund	
0001-1540 Streets	0620	Mack CV713	130,000	130,000	Vehicle Equipment Replacement Fund	
0001-1540 Streets	E0720	Boom Mower	170,000	86,000	Vehicle Equipment Replacement Fund	Updated cost approved
0001-1540 Streets	E0935	Komatsu Excavator	44,000	44,000	Vehicle Equipment Replacement Fund	
0001-1540 Streets	E1338	Freightliner/Johnston - Sweeper	260,000	-	Vehicle Equipment Replacement Fund	to be replaced by VERF in FY15-16
0001-1540 Streets Total			\$ 949,000	\$ 345,000		
0001-1570 Engineering	0548	F-150	32,000	32,000	Vehicle Equipment Replacement Fund	
0001-1570 Engineering Total			\$ 32,000	\$ 32,000		
0003-3000 OJJCC	0625	Van	21,200	-	Vehicle Equipment Replacement Fund	Not approved for funding in FY16-17
0003-3000 OJJCC Total			\$ 21,200	\$ -		
Grand Total			\$ 2,444,764	\$ 1,416,000		



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

FY 16-17 Budget Summary

Water and Sewer

Vehicle and Equipment Replacement Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Working Capital:		\$ 1,736,786	\$ 1,736,786	\$ 1,382,455	\$ -	\$ 1,382,455	\$ -	0.0%
Water & Sewer VEF Revenues:								
Revenues	\$ 951,322	\$ 330,655	\$ 594,902	\$ 301,717	\$ -	\$ 301,717	\$ (28,938)	-8.8%
Total Revenues	\$ 951,322	\$ 330,655	\$ 594,902	\$ 301,717	\$ -	\$ 301,717	\$ (28,938)	-8.8%
Total Resources:	\$ 951,322	\$ 2,067,441	\$ 2,331,688	\$ 1,684,172	\$ -	\$ 1,684,172	\$ (28,938)	-1.4%
Water & Sewer VEF Expenditures:								
Vehicles	\$ 209,530	\$ 931,635	\$ 949,233	\$ 327,375	\$ -	\$ 327,375	\$ (604,260)	-64.9%
Total Expenditures	\$ 209,530	\$ 931,635	\$ 949,233	\$ 327,375	\$ -	\$ 327,375	\$ (604,260)	-64.9%
New Fund Balance:		\$ 1,135,806	\$ 1,382,455	\$ 1,356,797		\$ 1,356,797		

Breakdown of Transfer In:

W&S Operating Fund	\$ 298,507
Total	\$ 298,507

CITY OF CONROE
FY 2016-2017
0045-0000

BUDGET LINE ITEMS

FUND: W&S VERF

DEPARTMENT: WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT

DIVISION: W&S VERF REVENUES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest	\$4,236	\$2,697	\$3,456	\$3,210	\$0	\$0	\$3,210
6015 Gains (Losses) on Investmt	(\$2,141)	\$0	\$0	\$0	\$0	\$0	\$0
6036 Sales of Cap. Assets	\$127,833	\$0	\$262,125	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$7,758	\$0	\$1,363	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$813,636	\$327,958	\$327,958	\$298,507	\$0	\$0	\$298,507
REVENUES SUBTOTAL	\$951,322	\$330,655	\$594,902	\$301,717	\$0	\$0	\$301,717
TOTAL 0045-0000	\$951,322	\$330,655	\$594,902	\$301,717	\$0	\$0	\$301,717

CITY OF CONROE
FY 2016-2017
0045-4500

BUDGET LINE ITEMS

FUND: W&S VERF

DEPARTMENT: WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT

DIVISION: W&S VERF EXPENDITURES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7254 Machinery & Equipment <\$5,000	\$4,687	\$4,417	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$4,687	\$4,417	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$168	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$168	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$154,865	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$49,810	\$927,218	\$949,233	\$327,375	\$0	\$0	\$327,375
CAPITAL OUTLAY SUBTOTAL	\$204,675	\$927,218	\$949,233	\$327,375	\$0	\$0	\$327,375
TOTAL 0045-4500	\$209,530	\$931,635	\$949,233	\$327,375	\$0	\$0	\$327,375

**FY 16-17 Supplemental Requests
Water and Sewer Vehicle Equipment Replacement Fund**

<u>Contributing Department/Division</u>	<u>Replacing Unit</u>	<u>Supplemental Request Title</u>	<u>Requested Amount</u>	<u>Approved</u>	<u>Type</u>	<u>Notes</u>
0002-2800 Utility Billing	1004	Chevrolet ½ ton	\$ 32,650	\$ 26,150	Vehicle Equipment Replacement Fund	Upgrade cost approved
0002-2800 Utility Billing Total			\$ 32,650	\$ 26,150		
0002-2820 Water	0317	F550	58,000	-	Vehicle Equipment Replacement Fund	Not approved for funding
0002-2820 Water	0621	Mid Size Dump Truck	85,000	85,000	Vehicle Equipment Replacement Fund	
0002-2820 Water	E0236	6" Pump	40,000	-	Vehicle Equipment Replacement Fund	Not approved for funding
0002-2820 Water Total			\$ 183,000	\$ 85,000		
0002-2881 Wastewater Treatment Plant	0546	Dump Truck CV713 / Roll off	145,500	75,500	Vehicle Equipment Replacement Fund	Upgrade cost approved
0002-2881 Wastewater Treatment Plant	E0553	544J / Loader	200,000	-	Vehicle Equipment Replacement Fund	Not approved for funding
0002-2881 Wastewater Treatment Plant Total			\$ 345,500	\$ 75,500		
0002-2882 Sewer	0540	F-450	58,000	-	Vehicle Equipment Replacement Fund	Not approved for funding
0002-2882 Sewer	0902	7300 SFA / Vac-con	375,725	140,725	Vehicle Equipment Replacement Fund	Upgrade cost approved
0002-2882 Sewer	E0734	Prairie Dog	25,000	-	Vehicle Equipment Replacement Fund	Not approved for funding
0002-2882 Sewer Total			\$ 458,725	\$ 140,725		
0002-2883 Pump & Motor Maintenance	0830	F-150	26,000	-	Vehicle Equipment Replacement Fund	Not approved for funding
0002-2883 Pump & Motor Maintenance Total			\$ 26,000	\$ -		
Grand Total			\$ 1,045,875	\$ 327,375		



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

FY 16-17 Budget Summary

Conroe Industrial Development Corporation

Revenue Clearing Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
CIDC Revenue Clearing Revenues:								
Revenues	\$ 10,671,020	\$ 10,505,062	\$ 10,505,062	\$ 10,505,062	\$ -	\$ 10,505,062	\$ -	0.0%
Total Revenues	\$ 10,671,020	\$ 10,505,062	\$ 10,505,062	\$ 10,505,062	\$ -	\$ 10,505,062	\$ -	0.0%
Total Resources:	\$ 10,505,062	\$ 10,505,062	\$ 10,505,062	\$ 10,505,062	\$ -	\$ 10,505,062	\$ -	0.0%
CIDC Revenue Clearing Expenditures:								
Revenue Clearing	\$ 10,651,955	\$ 10,505,062	\$ 10,505,062	\$ 10,505,062	\$ -	\$ 10,505,062	\$ -	0.0%
Total Expenditures	\$ 10,651,955	\$ 10,505,062	\$ 10,505,062	\$ 10,505,062	\$ -	\$ 10,505,062	\$ -	0.0%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -		\$ -		
Breakdown of Transfer Out:								
	CIDC Debt Service Fund			\$ 2,520,816				
	CIDC General Fund			7,984,246				
	Total			\$ 10,505,062				

CITY OF CONROE
FY 2016-2017
0009-0002

BUDGET LINE ITEMS

FUND: CIDC REVENUE CLEARING FUND

DEPARTMENT: CIDC REVENUE CLEARING

DIVISION: REVENUES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
4040 Sales Tax	\$10,671,020	\$10,505,062	\$10,505,062	\$10,505,062	\$0	\$0	\$10,505,062
REVENUES SUBTOTAL	\$10,671,020	\$10,505,062	\$10,505,062	\$10,505,062	\$0	\$0	\$10,505,062
TOTAL 0009-0002	\$10,671,020	\$10,505,062	\$10,505,062	\$10,505,062	\$0	\$0	\$10,505,062

CITY OF CONROE
FY 2016-2017
0009-9400

BUDGET LINE ITEMS

FUND: CIDC REVENUE CLEARING FUND

DEPARTMENT: CIDC REVENUE CLEARING

DIVISION: EXPENDITURES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8520 Transfer Out	\$10,651,955	\$10,505,062	\$10,505,062	\$10,505,062	\$0	\$0	\$10,505,062
TRANSFERS SUBTOTAL	\$10,651,955	\$10,505,062	\$10,505,062	\$10,505,062	\$0	\$0	\$10,505,062
TOTAL 0009-9400	\$10,651,955	\$10,505,062	\$10,505,062	\$10,505,062	\$0	\$0	\$10,505,062

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

FY 16-17 Budget Summary

Conroe Industrial Development Fund

General Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 12,841,390	\$ 12,841,390	\$ 13,670,120	\$ -	\$ 13,670,120	\$ -	0.0%
CIDC General Fund Revenues:								
Revenues	\$ 6,611,242	\$ 8,038,961	\$ 9,931,945	\$ 8,022,837	\$ -	\$ 8,022,837	\$ (16,124)	-0.2%
Total Revenues	\$ 6,611,242	\$ 8,038,961	\$ 9,931,945	\$ 8,022,837	\$ -	\$ 8,022,837	\$ (16,124)	-0.2%
Total Resources:	\$ -	\$ 20,880,351	\$ 22,773,335	\$ 21,692,957	\$ -	\$ 21,692,957	\$ (16,124)	-0.1%

CIDC General Fund Expenditures:								
CIDC General Fund	\$ 11,664,118	\$ 5,776,265	\$ 5,743,829	\$ 2,173,885	\$ 1,494,448	\$ 3,668,333	\$ (2,107,932)	-36.5%
Total Expenditures	\$ 11,664,118	\$ 5,776,265	\$ 5,743,829	\$ 2,173,885	\$ 1,494,448	\$ 3,668,333	\$ (2,107,932)	-36.5%

Debt Service Reserve:	\$ 3,359,386	\$ 3,359,386	\$ -	\$ -
New Fund Balance:	\$ 11,744,700	\$ 13,670,120	\$ 19,519,072	\$ 18,024,624

Breakdown of Transfer In:		
CIDC Rev. Clearing Fund		\$ 7,984,246
Total		\$ 7,984,246

Breakdown of Transfer Out:		
W&S Debt Service Fund (Water Well debt)		\$ 196,516
GO Debt Service Fund (Park debt)		893,288
Total		\$ 1,089,804

Breakdown of Economic Development Contracts:	Actual FY 14-15	Estimated FY 15-16	Budget FY 16-17
Incentive Agreements (10%)			
McKesson	\$ -	\$ -	\$ 264,435
Medivators (Byrne Medical)	23,448	25,033	-
Medivators (Byrne Medical #2)	5,666	6,019	6,108
Texas Oil Tools (National Oil Well Varco) #2	101,135	103,038	103,897
Sooner Container	14,936	19,432	39,316
Bordon Milk #2	7,923	7,605	7,289
GE Energy formerly Sondex	18,427	-	-
Professional Directional	48,028	-	-
MS Energy Services, formerly Multi-Shot	178,639	201,108	-
Bauer	133,258	244,172	244,220
Ball Corporation	-	-	34,673
Hunting Energy Services	67,260	74,844	101,379
C&C Metals	8,076	12,045	12,625
Turbo Drill	13,214	19,914	26,829
Jyoti	150,629	75,016	74,848
HTTP	16,814	17,161	17,531
Stainless Structural	67,447	70,160	71,346
Medivators (Byrne Medical #3)	3,819	3,730	3,744
Protect Controls	26,674	29,067	36,967
NOV Downhole, formerly R&M Energy Systems	2,741	-	9,211
Energy Alloys, LLC	53,793	76,229	87,311
Hempel USA	-	7,729	33,386
Bordon Milk 2013	24,246	22,149	20,053
Professional Directional 2014	-	122,051	185,074
LUC Urethanes, Inc 2014	-	-	31,274
Newpark Drilling Fluids LLC 2015	-	-	24,355
Available for Additional Incentives	-	-	-
TOTAL ALL AGREEMENTS	\$ 966,173	\$ 1,136,502	\$ 1,435,871

FY 16-17 Supplemental Requests CIDC Fund

<u>Department/Division</u>	<u>Dept.</u> <u>ID</u>	<u>Rank</u>	<u>Supplemental Request Title</u>	<u>Requested</u> <u>Amount</u> ¹	<u>FY 15-16</u> <u>Purchase</u> ²	<u>List "A"</u> <u>Included</u> ³	<u>Type</u>
0009-9000 CIDC	3037	0	CIDC Incentives	\$ 1,435,871	\$ -	\$ 1,435,871	Non-discretionary Adjustment
0009-9000 CIDC	3017	1	Marketing Communications Associate Director	72,383	-	-	New Personnel
0009-9000 CIDC	3107	2	Part Time Marketing & Communication Coordinator	17,375	-	17,375	New Personnel
0009-9000 CIDC	3095	3	Part Time Marketing Intern	16,251	-	-	New Personnel
0009-9000 CIDC	3033	4	ICSC Recon Booth	3,500	-	3,500	Enhanced Program
0009-9000 CIDC	3032	5	Contracting Booth S & D Event	3,500	-	3,500	New Program
0009-9000 CIDC	3031	6	Contracting Booth M. R. O. Event	1,750	-	1,750	New Program
0009-9000 CIDC	3098	7	Landscaping Maintenance at Tech Park	32,452	-	32,452	Enhanced Program
0009-9000 CIDC Total				\$ 1,583,082	\$ -	\$ 1,494,448	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request
2. FY 15-16 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year
3. List "A" (Included) - These items are included in the Operating Budget as supplementals

Notes:

4. If there is no funding listed in the FY15-16 Purchase or List "A" (Included) columns, then the supplemental request was not approved for funding

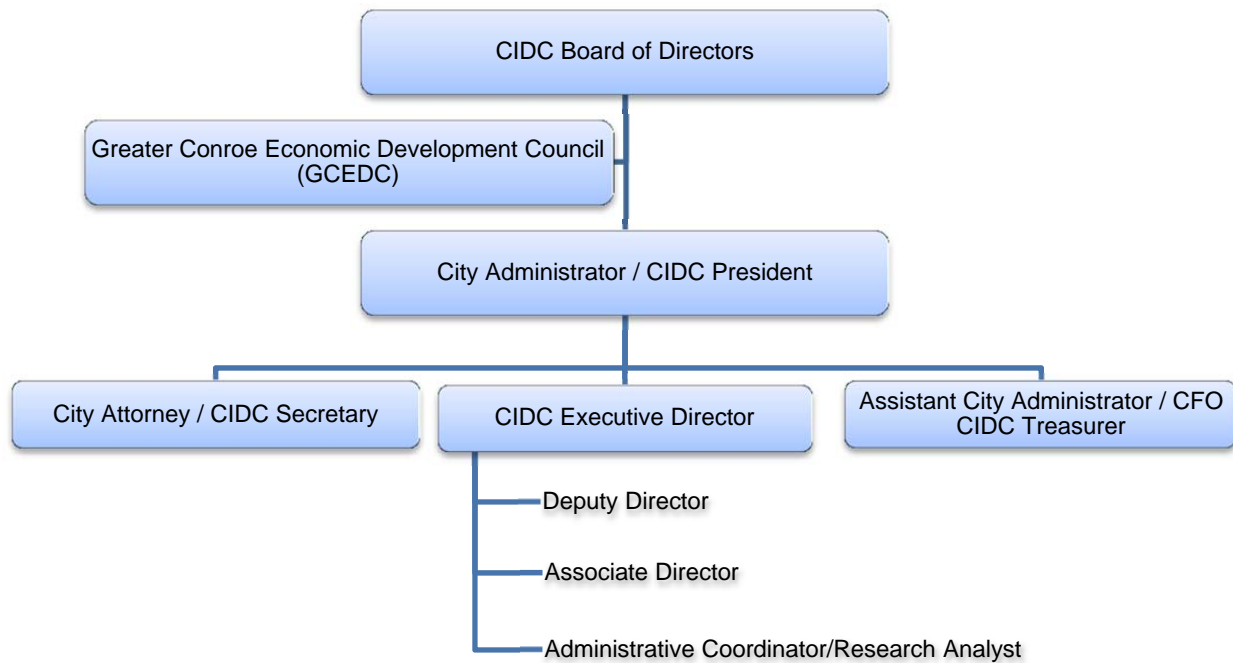
CITY OF CONROE
FY 2016-2017
0009-0000

BUDGET LINE ITEMS

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

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$6,793	\$26,162	\$38,591	\$38,591	\$0	\$0	\$38,591
6015 Gains (Losses) on Investmt	\$11,732	\$0	\$0	\$0	\$0	\$0	\$0
6030 Lease Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6035 Land Sales	\$0	\$0	\$915,695	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$10,253	\$0	\$7,588	\$0	\$0	\$0	\$0
6550 Transfer In	\$6,582,464	\$8,012,799	\$8,970,071	\$7,984,246	\$0	\$0	\$7,984,246
REVENUES SUBTOTAL	\$6,611,242	\$8,038,961	\$9,931,945	\$8,022,837	\$0	\$0	\$8,022,837
TOTAL 0009-0000	\$6,611,242	\$8,038,961	\$9,931,945	\$8,022,837	\$0	\$0	\$8,022,837

Conroe Industrial Development Corporation



The Conroe Industrial Development Corporation (CIDC) is a Type B non-profit development corporation operating under Texas Local Government Code Chapters 501, 502 and 505. The corporation is operated under the supervision of the Conroe City Council and acts to promote economic development in the City of Conroe. Revenue from a one-half cent sales tax levied by the City for the benefit of the corporation provides incentive funding to attract new and expanded business in the City and has also funded the development of the CIDC owned Conroe Park North Industrial Park and the R. A. "Mickey" Deison Technology Park at Conroe-North Houston Regional Airport.

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

Conroe Industrial Development Corporation

Accomplishments for FY 2015-2016

- ✓ Sold property in Conroe Park North and solicited proposals for a speculative building in Deison Technology Park
- ✓ Recruited businesses and facilitated expansions for Conroe Park North and elsewhere in the City of Conroe; continued marketing of Deison Technology Park
- ✓ Continued management of the economic development activity for the City of Conroe
- ✓ Distribute incentives for existing businesses for retention and expansion
- ✓ Represented City of Conroe at key marketing events
- ✓ Represented City of Conroe with key economic development organizations
- ✓ Promoted economic development for the City of Conroe through public speaking events
- ✓ Completed Phase II updates to the GCEDC website
- ✓ Successfully completed reaccreditation process with IEDC's Accredited Economic Development Organization (AEDO) program
- ✓ Continued participation in recruitment trips and events with TexasOne, Team Texas, Opportunity Houston and other economic development allies
- ✓ Completed Three Year Strategic Plan
- ✓ Completed Market Assessment
- ✓ Completed Target Industry Analysis

Goals & Objectives for FY 2016-2017

- ❑ Sell property in Conroe Park North and Deison Technology Park (Ongoing)
- ❑ Recruit businesses for Conroe Park North and Deison Technology Park (Ongoing)
- ❑ Continue management of the economic development activity for the City of Conroe (Ongoing)
- ❑ Distribute incentives for existing businesses for retention and expansion in April 2017
- ❑ Represent City of Conroe at key marketing events throughout the year
- ❑ Represent City of Conroe with key economic development organizations throughout the year
- ❑ Promote economic development for the City of Conroe through public speaking events throughout the year
- ❑ Continue participation in recruitment trips and events with TexasOne, Team Texas and Opportunity Houston and further develop our marketing efforts per our marketing plan
- ❑ Continue implementation of Strategic Plan according to implementation matrix
- ❑ Complete branding and marketing re-alignment (as called for in Strategic Plan) by December 2016
- ❑ Complete landscaping, maintenance and security enhancements to Deison Technology Park by April 2017

**City of Conroe
General Fund**

**Conroe Industrial Development Corporation
0009-9000**

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
CIDC Executive Director	1	1	1	1
CIDC Deputy Director	1	1	1	1
Associate Director	1	1	1	1
Administrative Coordinator/Research Analyst	1	1	1	1
TOTAL FULL TIME	4	4	4	4
PT Intern (Hours)	0	0	440	0
PT Marketing & Communication Coordinator (Hours)	0	0	0	999
TOTAL PART TIME HOURS	0	0	440	999

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Business Attraction & Marketing				
Number of businesses attracted to Conroe	3	3	2	2
Number of jobs created by new projects	138	75+	66	120
Investment attracted/facilitated (new projects)	\$12,633,833	\$1,239,247+	\$9,033,000	\$40,000,000
Average wages/salaries of jobs attracted	\$77,538	N/A	\$43,185	\$47,500
"Active" prospects in the pipeline	6	4	4	7
Number of leads responded to	69	60	56	75
Cost-benefit analysis of proposed projects (ROI)	48%	0%	48%	48%
Incentives awarded for projects (number)	5	0	2	2
Total cash incentive value for new projects	\$10,096,408	\$0	\$533,639	\$150,000
Targeted marketing campaigns undertaken (sales missions, ad campaigns, trade shows)	10	12	21	12
Availability of shovel-ready sites (number, acreage)				
Conroe Park North	36; 510.81	34; 474.16	27; 362.86	27; 362.86
Deison Technology Park	23; 222.10	23; 222.10	23; 222.10	23; 222.10
Business Retention & Expansion				
Number of businesses expanded	2	2	2	2
Number of jobs created by expansions	75	4	40	100
Investment attracted/facilitated (expansions)	\$237,541,122	\$2,600,000	\$50,000,000	\$50,000,000
Number of businesses assisted	5	22	30	4
Number of businesses visited	N/A	N/A	N/A	35
Relationships Established				
Collaboration with nearby higher educational institutions	Y	Y	Y	Y
Relationships established with regional and national site selectors	Y	Y	Y	Y
Relationships established with area legislators	Y	Y	Y	Y
Relationships with other organizations to expand resources	Y	Y	Y	Y
Communications				
Educating local elected officials on economic development practice	Y	Y	Y	Y
Engaging/informing state and regional partners on EDO activities and progress	Y	Y	Y	Y
Number of positive media hits	20	22	25	25
Ranking of web site in online search engines	#1	#1	#1	#1

CITY OF CONROE
FY 2016-2017
0009-9000

BUDGET LINE ITEMS

FUND: CIDC GENERAL FUND DEPARTMENT: CIDC GENERAL FUND DIVISION: EXPENDITURES							
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$342,341	\$368,223	\$368,223	\$370,066	\$0	\$0	\$370,066
7012 Salaries - Part Time	\$0	\$0	\$4,840	\$0	\$0	\$15,984	\$15,984
7020 Overtime	\$860	\$0	\$608	\$0	\$0	\$0	\$0
7025 Social Security	\$25,833	\$31,115	\$31,115	\$31,271	\$0	\$1,223	\$32,494
7030 Retirement & Pension	\$57,029	\$59,497	\$59,497	\$60,239	\$0	\$0	\$60,239
7035 Workers Compensation	\$5,105	\$4,705	\$5,587	\$6,369	\$0	\$168	\$6,537
7040 Employee Insurance	\$46,092	\$53,901	\$53,901	\$60,073	\$0	\$0	\$60,073
PERSONNEL SERVICES SUBTOTAL	\$477,260	\$517,441	\$523,771	\$528,018	\$0	\$17,375	\$545,393
7110 Office Supplies	\$10,057	\$12,000	\$12,000	\$12,000	\$0	\$0	\$12,000
7160 Vehicle Operations	\$1,199	\$3,500	\$3,500	\$3,500	\$0	\$0	\$3,500
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$1,500	\$1,500	\$1,500	\$0	\$0	\$1,500
7200 Operating Supplies	\$2,770	\$2,500	\$2,500	\$900	\$0	\$0	\$900
7251 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$993	\$16,000	\$19,763	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$15,019	\$35,500	\$39,263	\$17,900	\$0	\$0	\$17,900
8010 Utilities	\$17,163	\$20,966	\$20,966	\$20,966	\$0	\$0	\$20,966
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$91,494	\$80,500	\$80,146	\$10,000	\$0	\$0	\$10,000
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$68,779	\$196,055	\$196,055	\$174,370	\$0	\$0	\$174,370
8060 Contract Services	\$1,599,091	\$3,410,568	\$3,368,393	\$332,827	\$0	\$1,477,073	\$1,809,900
8087 Donation Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$1,776,527	\$3,708,089	\$3,665,560	\$538,163	\$0	\$1,477,073	\$2,015,236
9010 LAND > \$5,000	\$518,046	\$368,418	\$368,418	\$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	\$1	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2016-2017
0009-9000

BUDGET LINE ITEMS

FUND: CIDC GENERAL FUND

DEPARTMENT: CIDC GENERAL FUND

DIVISION: EXPENDITURES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
CAPITAL OUTLAY SUBTOTAL	\$518,047	\$368,418	\$368,418	\$0	\$0	\$0	\$0
8520 Transfer Out	\$8,877,265	\$1,146,817	\$1,146,817	\$1,089,804	\$0	\$0	\$1,089,804
TRANSFERS SUBTOTAL	\$8,877,265	\$1,146,817	\$1,146,817	\$1,089,804	\$0	\$0	\$1,089,804
TOTAL 0009-9000	\$11,664,118	\$5,776,265	\$5,743,829	\$2,173,885	\$0	\$1,494,448	\$3,668,333

CITY OF CONROE
FY 2016-2017
0009-9000

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
3037	0	C I D C Incentives	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$1,435,871 \$1,435,871
3107	2	Pt Marketing & Communication Coordinator	New Personnel	7012 SALARIES - PART TIME 7025 SOCIAL SECURITY 7035 WORKERS COMPENSATION Request Total	\$15,984 \$1,223 \$168 \$17,375
3033	3	I C S C Recon Booth	Enhanced Program	8060 CONTRACT SERVICES Request Total	\$3,500 \$3,500
3032	4	Contracting Booth S & D Event	New Program	8060 CONTRACT SERVICES Request Total	\$3,500 \$3,500
3031	5	Contracting Booth M. R. O. Event	New Program	8060 CONTRACT SERVICES Request Total	\$1,750 \$1,750
3098	6	Landscaping Maintenance At Tech Park	Enhanced Program	8060 CONTRACT SERVICES Request Total	\$32,452 \$32,452
6 Requests			Total for 0009-9000		\$1,494,448

HOTEL OCCUPANCY TAX FUND

FY 16-17 Budget Summary Hotel Occupancy Tax Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 1,952,934	\$ 1,952,934	\$ 2,261,651	\$ -	\$ 2,261,651	\$ -	0.0%
HOT Revenues								
Revenues	\$ 1,239,140	\$ 1,187,631	\$ 1,112,729	\$ 1,106,026	\$ -	\$ 1,106,026	\$ (81,605)	-6.9%
Total Revenues	\$ 1,239,140	\$ 1,187,631	\$ 1,112,729	\$ 1,106,026	\$ -	\$ 1,106,026	\$ (81,605)	-6.9%
Total Resources:	\$ 1,239,140	\$ 3,140,565	\$ 3,065,663	\$ 3,367,677	\$ -	\$ 3,367,677	\$ (81,605)	-2.6%
HOT Expenses								
Con. & Vis. Bureau	\$ 814,144	\$ 942,393	\$ 804,012	\$ 833,199	\$ 51,500	\$ 884,699	\$ (57,694)	-6.1%
Total Expenditures	\$ 814,144	\$ 942,393	\$ 804,012	\$ 833,199	\$ 51,500	\$ 884,699	\$ (57,694)	-6.1%
New Fund Balance:		\$ 2,198,172	\$ 2,261,651	\$ 2,534,478		\$ 2,482,978		

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -

FY 16-17 Supplemental Requests HOT Fund

<u>Department/Division</u>	<u>ID</u>	<u>Dept.</u> <u>Rank</u>	<u>Supplemental Request Title</u>	<u>Requested</u> <u>Amount</u> ¹	<u>FY 15-16</u> <u>Purchase</u> ²	<u>List "A"</u> <u>Included</u> ³	<u>Type</u>
004-4010 Convention & Visitors Bur	3070	0	Muniservices	\$ 5,250	\$ -	\$ 5,250	Non-discretionary Adjustment
004-4010 Convention & Visitors Bur	3067	1	Marketing Billboards	12,000	-	12,000	New Program
004-4010 Convention & Visitors Bur	3068	2	Broadcast Radio Event Marketing	26,250	-	26,250	New Program
004-4010 Convention & Visitors Bur	3069	3	Promotional Items Increase	8,000	-	8,000	Enhanced Program
004-4010 Convention & Visitors Bur Total				\$ 51,500	\$ -	\$ 51,500	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 15-16 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. List "A" (Included) - These items are included in the Operating Budget as supplementals.

Notes:

4. If there is no funding listed in the FY15-16 Purchase or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2016-2017
0004-0000

BUDGET LINE ITEMS

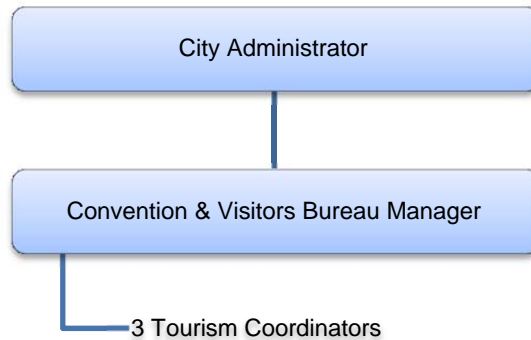
FUND: HOTEL OCCUPANCY TAX FUND

DEPARTMENT: HOTEL OCCUPANCY TAX

DIVISION: HOT REVENUES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
4050 Hotel Occupancy Tax	\$1,237,266	\$1,187,631	\$1,106,026	\$1,106,026	\$0	\$0	\$1,106,026
6010 Interest	\$1,874	\$0	\$6,703	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6080 Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$1,239,140	\$1,187,631	\$1,112,729	\$1,106,026	\$0	\$0	\$1,106,026
TOTAL 0004-0000	\$1,239,140	\$1,187,631	\$1,112,729	\$1,106,026	\$0	\$0	\$1,106,026

Convention & Visitors Bureau



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

Convention & Visitors Bureau

Accomplishments FY 2015-2016

- ✓ Completed tourism video to use for marketing Conroe
- ✓ Revised and recreated Resale Shopping Guide
- ✓ Completed Conroe city and lake map revision
- ✓ Launched Capture Conroe campaign
- ✓ Executed Family Motor Coach Association Six State Rally Familiarization Tour
- ✓ Planned, executed, and hosted successful Texas Firefighter Summer Games
- ✓ Streamlined social media postings and established more in depth analytic review of response to content
- ✓ Expanded marketing platform to include digital social media advertising
- ✓ Revised and released Concierge book revision
- ✓ Planned and launched Conroe Monarch Mission
- ✓ Assisted the Texas Association of Convention and Visitors Bureaus conference with a tour of Conroe historic sites
- ✓ Planned and hosted Joe Veneto Experiential Tourism Seminar at the Heritage Museum, attended by 3 other cities and elected officials
- ✓ Participated in the founding of Houston and Beyond, a marketing cooperative
- ✓ CVB Manager Harold Hutcheson was nominated and elected to serve on Texas Association of Convention and Visitors Bureaus Board of Directors
- ✓ Tourism Coordinator Jessica Pachal was nominated and elected to serve as President of the I-45 Corridor Association for 2 years
- ✓ Tourism Coordinator Sherry Morgan was nominated and elected to serve as Secretary of Texas Forest Trail Region for 1 year

Goals & Objectives FY 2016-2017

- ❑ Complete Wedding Guide revision
- ❑ Redesign website
- ❑ Grow Social Media numbers and focus on blog
- ❑ Refine reporting practices for Tourist Council
- ❑ Relaunch Caching Conroe program
- ❑ Expand Capture Conroe campaign

City of Conroe HOT Fund

Convention & Visitors Bureau 0004-4010

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Convention & Visitors Bureau Manager	1	1	1	1
Tourism Coordinator	3	3	3	3
TOTAL FULL TIME	4	4	4	4

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Marketing Efforts				
Ads Produced	58	96	107	110
Trade Shows	6	4	6	6
Familiarization Tours	2	3	4	4
Marketing Results				
Events Supported, Acquired and/or Retained				
Sporting Events	11	12	13	14
Social Events (Wedding, etc.)	6	12	14	16
Corporate Events	9	7	9	9
Information Requests				
Walk In Visitors	1,027	1,134	1,238	1,300
Telephone Requests	1,549	1,588	1,642	1,700
Email/Web Downloads	2,593	3,627	4,934	5,000
Wedding Packets	59	162	170	190
Meeting & Events Packets	78	159	170	170
Media Leads	28,030	38,097	48,164	50,000
Bulk Distribution	20,920	29,180	37,440	38,000
Website and Social Media				
Website Visitors	64,580	54,453	59,232	60,000
Facebook Likes	8,581	10,225	8,822	9,000
Twitter Followers	1,145	1,747	1,481	1,700
Blog Page views	8,741	10,103	12,769	13,000
Continuing Education				
Industry Conventions	22	26	28	28

CITY OF CONROE
FY 2016-2017
0004-4010

BUDGET LINE ITEMS

FUND: HOTEL OCCUPANCY TAX FUND

DEPARTMENT: CONVENTION & VISITORS BUREAU

DIVISION: CVB EXPENDITURES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$198,199	\$223,322	\$209,935	\$227,374	\$0	\$0	\$227,374
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$3,493	\$2,000	\$2,129	\$2,000	\$0	\$0	\$2,000
7025 Social Security	\$14,828	\$19,040	\$15,851	\$19,382	\$0	\$0	\$19,382
7030 Retirement & Pension	\$33,548	\$36,408	\$34,500	\$37,337	\$0	\$0	\$37,337
7035 Workers Compensation	\$2,336	\$2,854	\$3,378	\$3,915	\$0	\$0	\$3,915
7040 Employee Insurance	\$46,092	\$53,901	\$53,901	\$60,073	\$0	\$0	\$60,073
PERSONNEL SERVICES SUBTOTAL	\$298,496	\$337,525	\$319,694	\$350,081	\$0	\$0	\$350,081
7110 Office Supplies	\$10,029	\$19,850	\$19,850	\$19,850	\$0	\$0	\$19,850
7160 Vehicle Operations	\$170	\$0	\$0	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$341	\$500	\$500	\$500	\$0	\$0	\$500
7254 Machinery & Equipment <\$5,000	\$798	\$1,500	\$1,500	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$11,338	\$21,850	\$21,850	\$20,350	\$0	\$0	\$20,350
8010 Utilities	\$2,680	\$2,050	\$2,050	\$2,050	\$0	\$0	\$2,050
8050 Travel & Training	\$26,366	\$54,821	\$54,521	\$54,821	\$0	\$0	\$54,821
8060 Contract Services	\$449,764	\$526,147	\$405,897	\$405,897	\$0	\$51,500	\$457,397
CONTRACTUAL SUBTOTAL	\$478,810	\$583,018	\$462,468	\$462,768	\$0	\$51,500	\$514,268
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	\$25,500	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$25,500	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0004-4010	\$814,144	\$942,393	\$804,012	\$833,199	\$0	\$51,500	\$884,699

CITY OF CONROE
FY 2016-2017
0004-4010

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
3070	0	Muniservices	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$5,250 \$5,250
3067	1	Marketing Billboards	New Program	8060 CONTRACT SERVICES Request Total	\$12,000 \$12,000
3068	2	Broadcast Radio Event Marketing	New Program	8060 CONTRACT SERVICES Request Total	\$26,250 \$26,250
3069	3	Promotional Items Increase	Enhanced Program	8060 CONTRACT SERVICES Request Total	\$8,000 \$8,000
4 Requests			Total for 0004-4010		\$51,500



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

FY 16-17 Budget Summary CDBG Entitlement Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -							
Beginning Fund Balance:	\$	3,064	\$	3,064	\$	-	\$	3,064	\$	-	0.0%				
CDBG Entitlement Fund Revenues:															
Revenues	\$	315,065	\$	1,242,051	\$	657,852	\$	624,634	\$	-	\$	624,634	\$	(617,417)	-49.7%
Total Revenues	\$	315,065	\$	1,242,051	\$	657,852	\$	624,634	\$	-	\$	624,634	\$	(617,417)	-49.7%
Total Resources:	\$	315,065	\$	1,245,115	\$	660,916	\$	627,698	\$	-	\$	627,698	\$	(617,417)	-49.6%
CDBG Entitlement Fund Expenditures:															
CDBG	\$	315,066	\$	1,242,051	\$	657,852	\$	624,634	\$	-	\$	624,634	\$	(617,417)	-49.7%
Total Expenditures	\$	315,066	\$	1,242,051	\$	657,852	\$	624,634	\$	-	\$	624,634	\$	(617,417)	-49.7%
New Fund Balance:	\$	3,064	\$	3,064	\$	3,064		\$	3,064						

Breakdown of Transfer Out:

General Fund	\$	124,926
Total	\$	124,926

CITY OF CONROE
FY 2016-2017
0024-0000

BUDGET LINE ITEMS

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

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6106 Intergovernmental	\$315,065	\$1,242,051	\$657,852	\$624,634	\$0	\$0	\$624,634
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$315,065	\$1,242,051	\$657,852	\$624,634	\$0	\$0	\$624,634
TOTAL 0024-0000	\$315,065	\$1,242,051	\$657,852	\$624,634	\$0	\$0	\$624,634

CITY OF CONROE
FY 2016-2017
0024-2400

BUDGET LINE ITEMS

FUND: CDBG OPERATIONS FUND

DEPARTMENT: CDBG OPERATIONS

DIVISION: CDBG EXPENDITURES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7200 Operating Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$32,751	\$994,773	\$410,574	\$344,000	\$0	\$0	\$344,000
CONTRACTUAL SUBTOTAL	\$32,751	\$994,773	\$410,574	\$344,000	\$0	\$0	\$344,000
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$125,219	\$91,570	\$91,570	\$124,926	\$0	\$0	\$124,926
TRANSFERS SUBTOTAL	\$125,219	\$91,570	\$91,570	\$124,926	\$0	\$0	\$124,926
9601 Sec 108 Principal	\$102,998	\$107,000	\$107,000	\$113,000	\$0	\$0	\$113,000
9611 Sec 108 Interest	\$54,098	\$48,708	\$48,708	\$42,708	\$0	\$0	\$42,708
DEBT SERVICE SUBTOTAL	\$157,096	\$155,708	\$155,708	\$155,708	\$0	\$0	\$155,708
TOTAL 0024-2400	\$315,066	\$1,242,051	\$657,852	\$624,634	\$0	\$0	\$624,634

TRANSPORTATION GRANTS

FY 16-17 Budget Summary

FY16 State Public Transportation Appropriations

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Transportation Grant Fund Revenues:								
Revenues	\$ -	\$ 72,251	\$ -	\$ 89,219	\$ -	\$ 89,219	\$ 16,968	23.5%
Total Revenues	\$ -	\$ 72,251	\$ -	\$ 89,219	\$ -	\$ 89,219	\$ 16,968	23.5%
Total Resources:	\$ -	\$ 72,251	\$ -	\$ 89,219	\$ -	\$ 89,219	\$ 16,968	23.5%
Transportation Grant Fund Expenditures:								
Transportation	\$ -	\$ 72,251	\$ -	\$ 89,219	\$ -	\$ 89,219	\$ 16,968	23.5%
Total Expenditures	\$ -	\$ 72,251	\$ -	\$ 89,219	\$ -	\$ 89,219	\$ 16,968	23.5%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -		\$ -		

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -

CITY OF CONROE
FY 2016-2017
0252-0000

BUDGET LINE ITEMS

FUND: FY16 STATE PUBLIC TRANS APPROPRIATIONS

DEPARTMENT: FY16 STATE PUBLIC TRANSPORTATION APPROPRIATIONS
REVENUES

DIVISION: GRANT

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
6106 INTERGOVERNMENTAL	\$0	\$72,251	\$0	\$89,219	\$0	\$0	\$89,219
REVENUES SUBTOTAL	\$0	\$72,251	\$0	\$89,219	\$0	\$0	\$89,219
TOTAL 0252-0000	\$0	\$72,251	\$0	\$89,219	\$0	\$0	\$89,219

CITY OF CONROE
FY 2016-2017
0252-2520

BUDGET LINE ITEMS

FUND: FY16 STATE PUBLIC TRANS APPROPRIATIONS

DEPARTMENT: FY16 STATE PUBLIC TRANSPORTATION APPROPRIATIONS
EXPENSES

DIVISION: GRANT

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$0	\$72,251	\$0	\$89,219	\$0	\$0	\$89,219
CONTRACTUAL SUBTOTAL	\$0	\$72,251	\$0	\$89,219	\$0	\$0	\$89,219
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0252-2520	\$0	\$72,251	\$0	\$89,219	\$0	\$0	\$89,219

CONROE TOWER FUND

FY 16-17 Budget Summary Conroe Tower Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ 350,164	\$ 350,164	\$ 350,164	\$ 289,404	\$ -	\$ 289,404	\$ -	0.0%
Conroe Tower Fund Revenues:								
Revenues	\$ 545,697	\$ 464,992	\$ 481,673	\$ 465,590	\$ -	\$ 465,590	\$ 598	0.1%
Total Revenues	\$ 545,697	\$ 464,992	\$ 481,673	\$ 465,590	\$ -	\$ 465,590	\$ 598	0.1%
Total Resources:	\$ 545,697	\$ 815,156	\$ 831,837	\$ 754,994	\$ -	\$ 754,994	\$ 598	0.1%
Conroe Tower Fund Expenditures:								
Conroe Tower	\$ 539,786	\$ 525,752	\$ 542,433	\$ 465,590	\$ 73,000	\$ 538,590	\$ 12,838	2.4%
Total Expenditures	\$ 539,786	\$ 525,752	\$ 542,433	\$ 465,590	\$ 73,000	\$ 538,590	\$ 12,838	2.4%
New Fund Balance:	\$ 289,404	\$ 289,404	\$ 289,404			\$ 216,404		

Breakdown of Transfer In:

General Fund	\$ 161,692
Water and Sewer Operating Fund	53,898
Total	\$ 215,590

Breakdown of Transfer Out:

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

**FY 16-17 Supplemental Requests
Conroe Tower Fund**

<u>Department/Division</u>	<u>ID</u>	<u>Dept. Rank</u>	<u>Supplemental Request Title</u>	<u>Requested Amount¹</u>	<u>FY 15-16 Purchase²</u>	<u>List "A" Included³</u>	<u>Type</u>
0025-2500 Conroe Tower	2724	0	Annual Security Maintenance Increase	\$ 6,800	\$ -	\$ 6,800	Non-discretionary Adjustment
0025-2500 Conroe Tower	3081	0	Increase In Annual Property Tax	15,000	-	15,000	Non-discretionary Adjustment
0025-2500 Conroe Tower	3085	0	Increase In Cost For Janitorial Services	25,000	-	25,000	Non-discretionary Adjustment
0025-2500 Conroe Tower	3084	1	AED Defibrillator (3)	5,700	-	5,700	New Equipment
0025-2500 Conroe Tower	1979	3	Enclose 1st Floor Breakroom	4,800	-	-	New Equipment
0025-2500 Conroe Tower	2003	4	Additional Cameras For Lobby And Garage	4,000	-	-	Enhanced Program
0025-2500 Conroe Tower	3045	5	Banquet Room Audio / Visual Equipment	14,000	-	14,000	New Equipment
0025-2500 Conroe Tower	1016	6	Replacement Tables For Banquet Room	6,500	-	6,500	Replacement Equipment
0025-2500 Conroe Tower	172	7	Replace Wall Covering W/ Paint 3rd Fl Hall & Conf	6,500	-	-	Replacement Equipment
0025-2500 Conroe Tower	644	8	Replace Carpet in Hallway and Common Area 3	19,000	-	-	Replacement Equipment
0025-2500 Conroe Tower Total				\$ 107,300	\$ -	\$ 73,000	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 15-16 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. List "A" (Included) - These items are included in the Operating Budget as supplementals.

Notes:

4. If there is no funding listed in the FY15-16 Purchase or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2016-2017
0025-0000

BUDGET LINE ITEMS

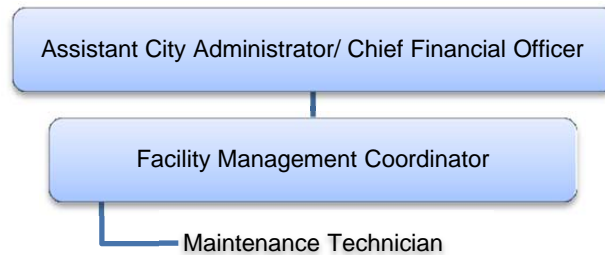
FUND: CONROE TOWER FUND

DEPARTMENT: CONROE TOWER

DIVISION: CONROE TOWER REVENUES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5150 Services Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6010 Interest	\$188	\$0	\$936	\$0	\$0	\$0	\$0
6030 Lease Income	\$276,246	\$260,000	\$270,000	\$250,000	\$0	\$0	\$250,000
6050 Recreational	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6106 Intergovernmental	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$269,263	\$204,992	\$210,737	\$215,590	\$0	\$0	\$215,590
REVENUES SUBTOTAL	\$545,697	\$464,992	\$481,673	\$465,590	\$0	\$0	\$465,590
TOTAL 0025-0000	\$545,697	\$464,992	\$481,673	\$465,590	\$0	\$0	\$465,590

Conroe Tower



The Conroe Tower is a 58,000+ square foot office center located in the heart of downtown Conroe. The purchase gave the city the room it needed to house its growing staff and the ability to remain downtown for the convenience of the citizens. The city occupies just over 40,000 square feet of space in the building. Almost all of the administrative offices are in the building, and most city business is conducted there. The remainder of the space is leased as professional office suites to 14 tenants. The tenants provide enough income to offset approximately one half of the building's operating costs. The "Top of the Tower" is a meeting room/banquet facility located on the sixth floor of the Conroe Tower. The 2,700 square feet space offers a spectacular panoramic view of Conroe and is ideal for business meetings, training sessions, receptions and banquets. The Conroe Tower Facility Maintenance Coordinator also manages maintenance for the Madeley Building and Owen Theatre in downtown Conroe, in addition to preparing new lease contracts and management of 6 cell towers located around Montgomery County.

Conroe Tower

Accomplishments for FY 2015-2016

- ✓ Maintained 100% occupancy level in the Tower
- ✓ Maintained ice machine and soda fountain located in 1st floor break room
- ✓ Installed new carpet and painted walls in hallways on floors 2, 4 & 5
- ✓ Painted all stairwells from floors 1-6
- ✓ Installed new landscaping around City Hall
- ✓ Completed installation of fence and removal of unnecessary equipment on roof of City Hall for aesthetics of building
- ✓ Installed 4 additional security cameras at exterior doors and hallways 4 & 5
- ✓ Polished tile in Lobby of City Hall
- ✓ Replaced furniture in Common area of Floor 3

Goals & Objectives for FY 2016-2017

- ❑ Maintain 100% occupancy level in the Tower
- ❑ Maintain an excellent level of tenant and employee customer satisfaction
- ❑ Construct a privacy wall into 1st floor breakroom/exercise area
- ❑ Replace exercise equipment for employee use at City Hall
- ❑ Replace banquet room tables
- ❑ Install new AV equipment in 6th floor banquet room for employee training and guests rentals
- ❑ Replace carpet and repaint Common Area of 3rd floor
- ❑ Install additional security cameras in garage and lobby

City of Conroe Conroe Tower Fund

Conroe Tower 0025-2500

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Maintenance Technician	1	1	1	1
TOTAL FULL TIME	1	1	1	1

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Tower Occupancy at 100%	100%	100%	100%	100%
Number of 6th Floor Rental/Usage Information Requests	1,050	1,050	1,050	1,200
Number of 6th Floor Reservations	120	130	140	180
Number of Tower Maintenance Service Orders	460	470	480	500
Number of Specialty Service Orders (Owen Theatre-Madeley Building)	100	100	100	100

CITY OF CONROE
FY 2016-2017
0025-2500

BUDGET LINE ITEMS

FUND: CONROE TOWER FUND		DEPARTMENT: CONROE TOWER		DIVISION: CONROE TOWER EXPENDITURES			
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$47,202	\$49,657	\$46,314	\$48,686	\$0	\$0	\$48,686
7020 Overtime	\$2,545	\$2,100	\$2,100	\$2,100	\$0	\$0	\$2,100
7025 Social Security	\$3,645	\$4,373	\$3,582	\$4,291	\$0	\$0	\$4,291
7030 Retirement & Pension	\$8,248	\$8,363	\$7,831	\$8,267	\$0	\$0	\$8,267
7035 Workers Compensation	\$644	\$634	\$753	\$838	\$0	\$0	\$838
7040 Employee Insurance	\$11,521	\$13,475	\$13,475	\$15,018	\$0	\$0	\$15,018
PERSONNEL SERVICES SUBTOTAL	\$73,805	\$78,602	\$74,055	\$79,200	\$0	\$0	\$79,200
7110 Office Supplies	\$515	\$225	\$100	\$225	\$0	\$0	\$225
7130 Building Supplies	\$2,418	\$3,060	\$3,060	\$3,060	\$0	\$0	\$3,060
7140 Wearing Apparel	\$289	\$360	\$360	\$360	\$0	\$0	\$360
7160 Vehicle Operations	\$3,396	\$2,100	\$2,100	\$2,100	\$0	\$0	\$2,100
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$200	\$0	\$200	\$0	\$0	\$200
7200 Other Operating Supplies	\$24,400	\$36,145	\$36,145	\$37,000	\$0	\$0	\$37,000
7252 Improvements<\$5,000	\$0	\$18,000	\$18,000	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$10,977	\$8,760	\$8,760	\$7,500	\$0	\$6,500	\$14,000
7254 Machinery & Equipment <\$5,000	\$0	\$7,400	\$12,000	\$5,000	\$0	\$5,700	\$10,700
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$41,995	\$76,250	\$80,525	\$55,445	\$0	\$12,200	\$67,645
8010 Utilities	\$142,235	\$166,070	\$160,000	\$160,000	\$0	\$0	\$160,000
8020 Insurance and Bonds	\$1,048	\$800	\$800	\$800	\$0	\$0	\$800
8030 Legal Services	\$0	\$800	\$800	\$800	\$0	\$0	\$800
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$278,450	\$200,977	\$224,000	\$167,092	\$0	\$46,800	\$213,892
CONTRACTUAL SUBTOTAL	\$421,733	\$368,647	\$385,600	\$328,692	\$0	\$46,800	\$375,492
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	\$14,000	\$14,000
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$14,000	\$14,000

CITY OF CONROE
FY 2016-2017
0025-2500

BUDGET LINE ITEMS

FUND: CONROE TOWER FUND		DEPARTMENT: CONROE TOWER		DIVISION: CONROE TOWER EXPENDITURES			
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
8520 Transfer Out	\$2,253	\$2,253	\$2,253	\$2,253	\$0	\$0	\$2,253
TRANSFERS SUBTOTAL	\$2,253	\$2,253	\$2,253	\$2,253	\$0	\$0	\$2,253
TOTAL 0025-2500	\$539,786	\$525,752	\$542,433	\$465,590	\$0	\$73,000	\$538,590

CITY OF CONROE
FY 2016-2017
0025-2500

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2724	0	Annual Security Maintenance Increase	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$6,800 \$6,800
3081	0	Increase In Annual Property Tax	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$15,000 \$15,000
3085	0	Increase In Cost For Janitorial Services	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$25,000 \$25,000
3084	1	A E D Defibrillator (3)	New Equipment	7254 MACHINERY & EQUIPMENT <\$5,000 Request Total	\$5,700 \$5,700
3045	5	Banquet Room Audio / Visual Equipment	New Equipment	9050 MACHINERY & EQUIPMENT >\$5,000 Request Total	\$14,000 \$14,000
1016	6	Replacement Tables For Banquet Room	Replacement Equipment	7253 Furniture & Fixtures <\$5,000 Request Total	\$6,500 \$6,500
6 Requests			Total for 0025-2500		\$73,000

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

FY 16-17 Budget Summary

Oscar Johnson, Jr. Community Center Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
OJJCC Fund Revenues:								
Revenues	\$ 1,134,130	\$ 1,207,653	\$ 1,220,841	\$ 1,186,189	\$ -	\$ 1,186,189	\$ (21,464)	-1.8%
Total Revenues	\$ 1,134,130	\$ 1,207,653	\$ 1,220,841	\$ 1,186,189	\$ -	\$ 1,186,189	\$ (21,464)	-1.8%
Total Resources:	\$ 1,134,130	\$ 1,207,653	\$ 1,220,841	\$ 1,186,189	\$ -	\$ 1,186,189	\$ (21,464)	-1.8%
OJJCC Fund Expenditures:								
OJJCC	\$ 1,134,614	\$ 1,207,653	\$ 1,220,841	\$ 1,186,189	\$ -	\$ 1,186,189	\$ (21,464)	-1.8%
Total Expenditures	\$ 1,134,614	\$ 1,207,653	\$ 1,220,841	\$ 1,186,189	\$ -	\$ 1,186,189	\$ (21,464)	-1.8%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -		\$ -		

FY 16-17 Supplemental Requests OJJCC Fund

<u>Department/Division</u>	<u>ID</u>	<u>Dept.</u> <u>Rank</u>	<u>Supplemental Request Title</u>	<u>Requested</u> <u>Amount</u> ¹	<u>FY 15-16</u> <u>Purchase</u> ²	<u>List "A"</u> <u>Included</u> ³	<u>Type</u>
030-3000 OJJCC	2407	1	Feasibility Study	\$ 80,000	\$ -	\$ -	New Program
030-3000 OJJCC Total				\$ 80,000	\$ -	\$ -	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 15-16 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. List "A" (Included) - These items are included in the Operating Budget as supplementals.

Notes:

4. If there is no funding listed in the FY15-16 Purchase or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2016-2017
0030-0000

BUDGET LINE ITEMS

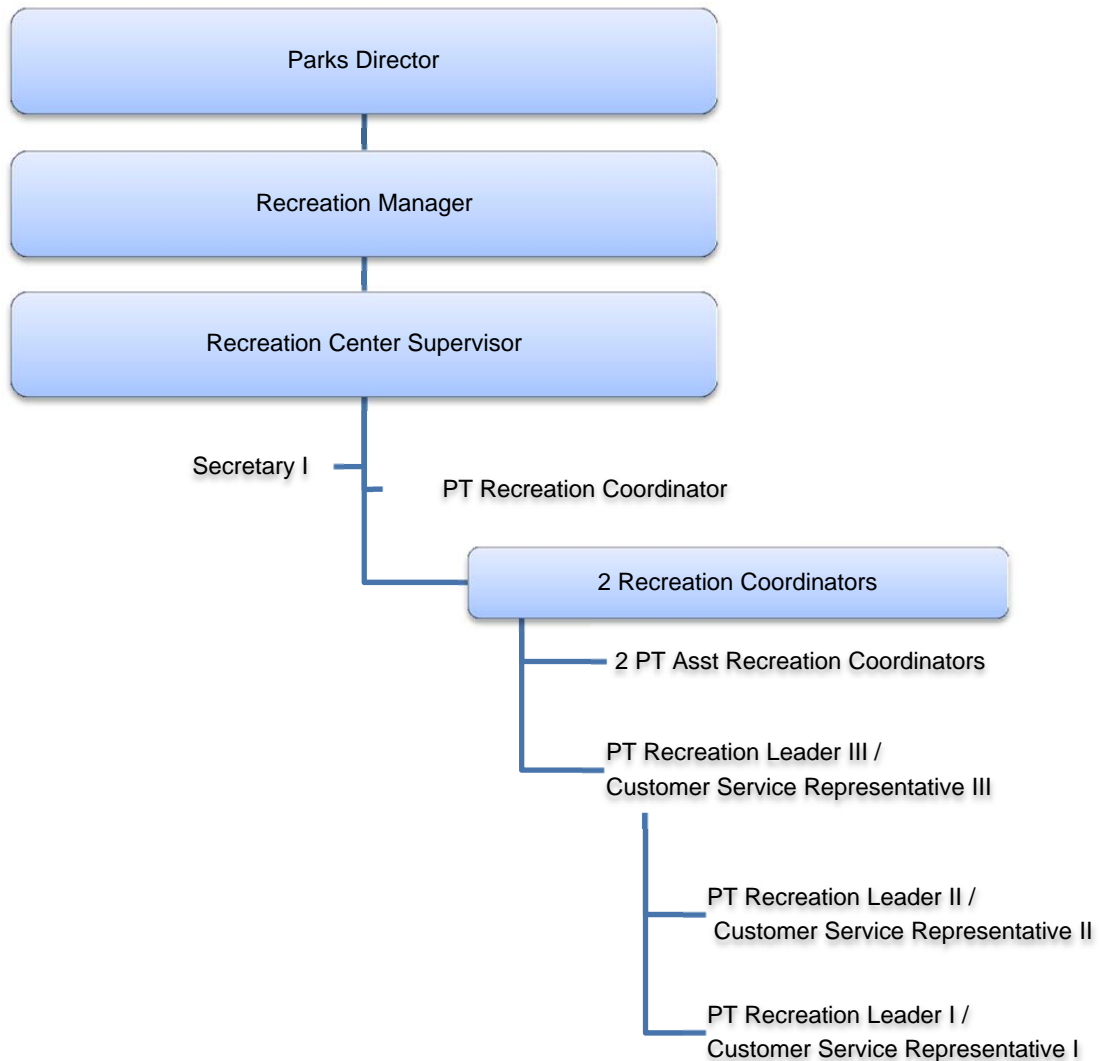
FUND: OSCAR JOHNSON COMMUNITY CENTER FUND

DEPARTMENT: OJCC

DIVISION: OJCC REVENUES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5150 Service Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6010 Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6050 Recreational	\$23,986	\$19,725	\$23,743	\$25,000	\$0	\$0	\$25,000
6051 Parks Programs	\$630,978	\$543,673	\$620,347	\$660,000	\$0	\$0	\$660,000
6052 Donations	\$6,900	\$0	\$6,600	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$5	\$0	\$25	\$0	\$0	\$0	\$0
6104 CDBG-OJCC	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6106 Intergovernmental	\$472,261	\$644,255	\$570,126	\$501,189	\$0	\$0	\$501,189
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$1,134,130	\$1,207,653	\$1,220,841	\$1,186,189	\$0	\$0	\$1,186,189
TOTAL 0030-0000	\$1,134,130	\$1,207,653	\$1,220,841	\$1,186,189	\$0	\$0	\$1,186,189

Oscar Johnson, Jr. Community Center



The Oscar Johnson, Jr. Community Center is situated on nearly two and one-half acres south of downtown Conroe. A six thousand square foot building with meeting facilities, classrooms, computer lab, kitchen and offices supports the Center's programming efforts to address the needs in the community. A four thousand square foot activity building adds a game room, an art studio, restrooms and a large meeting room for programs and rental opportunities. Outdoor features include a lighted basketball court, playground area, picnic tables and seasonal swimming pool. Conroe residents can participate in the after school recreation program, summer day camps, art programs, dance programs, martial arts, adult education classes including GED, Spanish/English classes and a variety of other programs and special events. Named for Oscar Johnson, Jr., the first African American Conroe City Council member, the Community Center is the vision of Conroe's Concerned Citizens and has been operating for 20 years.

Oscar Johnson, Jr. Community Center

Accomplishments for FY 2015-2016

- ✓ Increased After School Recreation Program enrollment by 9%
- ✓ Increased Summer Day Camp Program enrollment by 7%
- ✓ Hired two part-time Assistant Recreation Coordinators
- ✓ Awarded \$30,000 National Recreation and Park Association grant for Organ Wise Guys Program in After School Recreation and Fun Quest programs
- ✓ Applied for Texas Parks and Wildlife Department (TPWD) grant
- ✓ Completed phase one and two environmental studies, purchased 46 acres for future community center
- ✓ Increased participation in Leadership Adventure Program by 25%
- ✓ Refurbished three vans with body work, paint and upholstery
- ✓ Replaced room divider in main building activity room
- ✓ Purchased additional tables and chairs for rentals

Goals & Objectives for FY 2016-2017

- ❑ Increase After School Recreation Program enrollment by 5%
- ❑ Open additional After School Recreation Program site at Austin Elementary School
- ❑ Begin feasibility study for new building
- ❑ Explore additional programming options for After School Recreation Program
- ❑ Enhance Leadership Adventure Program with TPWD grant funds
- ❑ Explore program opportunities for senior citizens

City of Conroe OJJCC Fund

Oscar Johnson, Jr. Community Center 0030-3000

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Recreation Center Supervisor	1	1	1	1
Recreation Coordinator	2	2	2	2
Secretary I	1	1	1	1
TOTAL FULL TIME	4	4	4	4
PT Recreation Coordinator (Hours)	1,560	1,560	1,560	1,000
PT Asst. Recreation Coordinator (Hours)	0	0	2,000	2,000
PT Recreation Leader III (Hours)	0	0	0	12,705
PT Recreation Leader II (Hours)	14,015	16,175	16,175	32,910
PT Recreation Leader I (Hours)	36,470	37,190	33,190	4,000
PT Youth Counselor In Training (Hours)	0	0	4,000	0
PT Customer Service Representative III (Hours)	0	0	0	2,110
PT Customer Service Representative II (Hours)	0	0	0	2,200
PT Customer Service Representative I (Hours)	0	0	0	0
TOTAL PART TIME HOURS	52,045	54,925	56,925	56,925
	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Participants				
Rentals	4,959	5,207	5,467	5,740
Programs	96,308	101,123	106,179	111,488
Special Events	2,227	1,300	1,365	1,400
Total	103,494	107,630	113,011	118,628
Revenue				
6050 Rentals	\$ 17,890	\$ 18,785	\$ 25,000	\$ 25,000
6051 Programs	517,784	543,673	631,000	660,000
Total	\$ 535,674	\$ 562,458	\$ 656,000	\$ 685,000

The PT Rec III and the PT CSR I,II, III are new positions funded by a reduction in hours for other part time positions in FY 2016-2017. The purpose is to align job descriptions with actual duties (program vs. customer service).

CITY OF CONROE
FY 2016-2017
0030-3000

BUDGET LINE ITEMS

FUND: OSCAR JOHNSON COMMUNITY CENTER FUND

DEPARTMENT: OJCC

DIVISION: OJCC EXPENDITURES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$231,716	\$248,349	\$236,754	\$255,183	\$0	\$0	\$255,183
7012 Salaries - Part Time	\$506,341	\$478,983	\$529,658	\$478,983	\$0	\$0	\$478,983
7020 Overtime	\$2,067	\$2,500	\$2,031	\$2,500	\$0	\$0	\$2,500
7025 Social Security	\$55,709	\$61,420	\$58,740	\$62,248	\$0	\$0	\$62,248
7030 Retirement & Pension	\$38,523	\$40,532	\$39,146	\$41,819	\$0	\$0	\$41,819
7035 Workers Compensation	\$9,155	\$9,037	\$10,730	\$12,485	\$0	\$0	\$12,485
7040 Employee Insurance	\$46,092	\$53,901	\$53,901	\$60,073	\$0	\$0	\$60,073
PERSONNEL SERVICES SUBTOTAL	\$889,603	\$894,722	\$930,960	\$913,291	\$0	\$0	\$913,291
7110 Office Supplies	\$7,363	\$7,881	\$7,900	\$7,881	\$0	\$0	\$7,881
7130 Building Supplies	\$1,520	\$4,000	\$2,500	\$3,000	\$0	\$0	\$3,000
7140 Wearing Apparel	\$7,635	\$8,000	\$8,000	\$8,000	\$0	\$0	\$8,000
7160 Vehicle Operations	\$7,488	\$8,000	\$8,400	\$9,000	\$0	\$0	\$9,000
7170 Vehicle Repairs	\$1,707	\$27,000	\$25,106	\$3,000	\$0	\$0	\$3,000
7180 Equipment Repairs	\$1,126	\$4,000	\$2,000	\$3,000	\$0	\$0	\$3,000
7200 Operating Supplies	\$33,566	\$51,000	\$40,000	\$44,000	\$0	\$0	\$44,000
7251 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7252 IMPROVEMENTS <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$3,000	\$3,475	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$1,715	\$4,675	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$62,120	\$117,556	\$97,381	\$77,881	\$0	\$0	\$77,881
8010 Utilities	\$35,925	\$38,000	\$37,000	\$38,000	\$0	\$0	\$38,000
8040 Leased Equipment	\$6,312	\$6,000	\$7,500	\$7,000	\$0	\$0	\$7,000
8050 Travel & Training	\$13,390	\$18,375	\$18,000	\$18,375	\$0	\$0	\$18,375
8060 Contract Services	\$127,264	\$133,000	\$130,000	\$131,642	\$0	\$0	\$131,642
CONTRACTUAL SUBTOTAL	\$182,891	\$195,375	\$192,500	\$195,017	\$0	\$0	\$195,017
9021 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0030-3000	\$1,134,614	\$1,207,653	\$1,220,841	\$1,186,189	\$0	\$0	\$1,186,189

MUNICIPAL COURT TECHNOLOGY FUND

FY 16-17 Budget Summary

Municipal Court Technology Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Municipal Court Technology Fund Revenues:								
Revenues	\$ -	\$ -	\$ -	\$ 40,436	\$ -	\$ 40,436	\$ 40,436	
Total Revenues	\$ -	\$ -	\$ -	\$ 40,436	\$ -	\$ 40,436	\$ 40,436	
Total Resources	\$ -	\$ -	\$ -	\$ 40,436	\$ -	\$ 40,436	\$ 40,436	
Municipal Court Technology Fund Expenditures:								
0037-3700			\$ -	\$ 24,287	\$ 2,500	\$ 26,787	\$ 26,787	
Total Exp	\$ -	\$ -	\$ -	\$ 24,287	\$ 2,500	\$ 26,787	\$ 26,787	
New Fund Balance:		\$ -	\$ -	\$ 16,149		\$ 13,649		

Breakdown of Transfer In:

General Fund	\$ -
Total	\$ -

Breakdown of Transfer Out:

General Fund - Fund Balance	\$ 21,787
Total	\$ 21,787

FY 16-17 Supplemental Requests Municipal Court Technology Fund

<u>Department/Division</u>	<u>ID</u>	<u>Dept. Rank</u>	<u>Supplemental Request Title</u>	<u>Requested Amount¹</u>	<u>FY 15-16 Purchase²</u>	<u>List "A" Included³</u>	<u>Type</u>
0037-3700 Municipal Court Technology	3015	0	Zebra Printers For Ticket Writers	\$ 22,000	\$ -	\$ -	Non-discretionary Adjustment
0037-3700 Municipal Court Technology	2949	1	Pitney Bowes Letter Folder	7,500	-	-	New Equipment
0037-3700 Municipal Court Technology	2951	2	Incode Education	2,500	-	2,500	New Travel & Training
0037-3700 Municipal Court Technology Total				\$ 32,000	\$ -	\$ 2,500	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 15-16 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. List "A" (Included) - These items are included in the Operating Budget as supplementals.

Notes:

4. If there is no funding listed in the FY15-16 Purchase or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2016-2017
0037-0000

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT TECHNOLOGY FUND

DEPARTMENT: MUNICIPAL COURT TECHNOLOGY

DIVISION: MUNICIPAL COURT REVENUES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5510 Traffic and Criminal Fines	\$0	\$0	\$0	\$40,436	\$0	\$0	\$40,436
6010 Interest on Investments	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$0	\$0	\$0	\$40,436	\$0	\$0	\$40,436
TOTAL 0037-0000	\$0	\$0	\$0	\$40,436	\$0	\$0	\$40,436

CITY OF CONROE
FY 2016-2017
0037-3700

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT TECHNOLOGY FUND

DEPARTMENT: MUNICIPAL COURT TECHNOLOGY

DIVISION: MUNICIPAL COURT EXPENDITURES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$2,500	\$2,500
8060 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$2,500	\$2,500
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$0	\$0	\$21,787	\$0	\$0	\$21,787
TRANSFERS SUBTOTAL	\$0	\$0	\$0	\$21,787	\$0	\$0	\$21,787
TOTAL 0037-3700	\$0	\$0	\$0	\$24,287	\$0	\$2,500	\$26,787

CITY OF CONROE
FY 2016-2017
0037-3700

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2951	2	Incode Education	New Travel & Training	8050 TRAVEL & TRAINING	\$2,500
Request Total					\$2,500
1 Requests			Total for 0037-3700		\$2,500

MUNICIPAL COURT BUILDING SECURITY FUND

FY 16-17 Budget Summary

Municipal Court Building Security Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Municipal Court Building Security Fund Revenues:								
Revenues	\$ -	\$ -	\$ -	\$ 30,318	\$ -	\$ 30,318	\$ 30,318	
Total Revenues	\$ -	\$ -	\$ -	\$ 30,318	\$ -	\$ 30,318	\$ 30,318	
Total Resources	\$ -	\$ -	\$ -	\$ 30,318	\$ -	\$ 30,318	\$ 30,318	
Municipal Court Building Security Fund Expenditures:								
0038-3800				\$ 30,218	\$ 100	\$ 30,318	\$ 30,318	
Total Exp	\$ -	\$ -	\$ -	\$ 30,218	\$ 100	\$ 30,318	\$ 30,318	
New Fund Balance:	\$ -	\$ -	\$ -	\$ 100		\$ -		

Breakdown of Transfer In:

General Fund	\$ -
Total	\$ -

Breakdown of Transfer Out:

General Fund - Fund Balance	\$ 463
General Fund - Personnel costs	25,605
Total	\$ 26,068

FY 16-17 Supplemental Requests Municipal Court Building Security Fund

<u>Department/Division</u>	<u>ID</u>	<u>Dept.</u> <u>Rank</u>	<u>Supplemental Request Title</u>	<u>Requested</u> <u>Amount</u> ¹	<u>FY 15-16</u> <u>Purchase</u> ²	<u>List "A"</u> <u>Included</u> ³	<u>Type</u>
0038-3800 Municipal Court Building Sec	2950	1	Marshal Association Membership	\$ 100	\$ -	\$ 100	New Travel & Training
0038-3800 Municipal Court Building Sec Total				\$ 100	\$ -	\$ 100	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 15-16 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. List "A" (Included) - These items are included in the Operating Budget as supplementals.

Notes:

4. If there is no funding listed in the FY15-16 Purchase or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2016-2017
0038-0000

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT BUILDING SECURITY FUND

DEPARTMENT: MUNICIPAL COURT BUILDING SECURITY
REVENUES

DIVISION: MUNICIPAL COURT

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5510 Traffic and Criminal Fines	\$0	\$0	\$0	\$30,318	\$0	\$0	\$30,318
6010 Interest on Investments	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$0	\$0	\$0	\$30,318	\$0	\$0	\$30,318
TOTAL 0038-0000	\$0	\$0	\$0	\$30,318	\$0	\$0	\$30,318

CITY OF CONROE
FY 2016-2017
0038-3800

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT BUILDING SECURITY FUND

**DEPARTMENT: MUNICIPAL COURT BUILDING SECURITY
EXPENDITURES**

DIVISION: MUNICIPAL COURT

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$0	\$0	\$150	\$0	\$0	\$150
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$150	\$0	\$0	\$150
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$0	\$0	\$4,000	\$0	\$100	\$4,100
8060 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$0	\$0	\$0	\$4,000	\$0	\$100	\$4,100
9030 Improvements > \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures>\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$0	\$0	\$26,068	\$0	\$0	\$26,068
TRANSFERS SUBTOTAL	\$0	\$0	\$0	\$26,068	\$0	\$0	\$26,068
TOTAL 0038-3800	\$0	\$0	\$0	\$30,218	\$0	\$100	\$30,318

CITY OF CONROE
FY 2016-2017
0038-3800

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2950	1	Marshal Association Membership	New Travel & Training	8050 TRAVEL & TRAINING	\$100
				Request Total	\$100
1 Requests			Total for 0038-3800		\$100

MUNICIPAL COURT JUVENILE CASE MANAGER FUND

FY 16-17 Budget Summary

Municipal Court Juvenile Case Manager Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Municipal Court Juvenile Case Manager Fund Revenues:								
Revenues	\$ -	\$ -	\$ -	\$ 122,269	\$ -	\$ 122,269	\$ 122,269	
Total Revenues	\$ -	\$ -	\$ -	\$ 122,269	\$ -	\$ 122,269	\$ 122,269	
Total Resources	\$ -	\$ -	\$ -	\$ 122,269	\$ -	\$ 122,269	\$ 122,269	
Municipal Court Juvenile Case Manager Fund Expenditures:								
0039-3900				\$ 75,812	\$ 1,200	\$ 77,012	\$ 77,012	
Total Exp	\$ -	\$ -	\$ -	\$ 75,812	\$ 1,200	\$ 77,012	\$ 77,012	
New Fund Balance:		\$ -	\$ -	\$ 46,457		\$ 45,257		

Breakdown of Transfer In:

General Fund - Fund Balance	\$ 82,010
Total	\$ 82,010

Breakdown of Transfer Out:

General Fund - Personnel Costs	\$ 73,062
Total	\$ 73,062

FY 16-17 Supplemental Requests Municipal Court Juvenile Case Manager Fund

<u>Department/Division</u>	<u>ID</u>	<u>Dept. Rank</u>	<u>Supplemental Request Title</u>	<u>Requested Amount¹</u>	<u>FY 15-16 Purchase²</u>	<u>List "A" Included³</u>	<u>Type</u>
0039-3900 Municipal Court Juvenile Case Mgr 2965	0		Juvenile Case Manager Training	\$ 1,200	\$ -	\$ 1,200	Non-discretionary Adjustment
0039-3900 Municipal Court Juvenile Case Mgr Total				\$ 1,200	\$ -	\$ 1,200	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 15-16 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. List "A" (Included) - These items are included in the Operating Budget as supplementals.

Notes:

4. If there is no funding listed in the FY15-16 Purchase or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2016-2017
0039-0000

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT JUVENILE CASE MANAGER FUND

DEPARTMENT: MUNICIPAL COURT JUVENILE CASE MANAGER
COURT REVENUES

DIVISION: MUNICIPAL

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5510 Traffic and Criminal Fines	\$0	\$0	\$0	\$40,259	\$0	\$0	\$40,259
6010 Interest on Investments	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$82,010	\$0	\$0	\$82,010
REVENUES SUBTOTAL	\$0	\$0	\$0	\$122,269	\$0	\$0	\$122,269
TOTAL 0039-0000	\$0	\$0	\$0	\$122,269	\$0	\$0	\$122,269

CITY OF CONROE
FY 2016-2017
0039-3900

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT JUVENILE CASE MANAGER FUND

**DEPARTMENT: MUNICIPAL COURT JUVENILE CASE MANAGER
COURT EXPENDITURES**

DIVISION: MUNICIPAL

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$0	\$0	\$2,750	\$0	\$1,200	\$3,950
8060 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$0	\$0	\$0	\$2,750	\$0	\$1,200	\$3,950
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$0	\$0	\$73,062	\$0	\$0	\$73,062
TRANSFERS SUBTOTAL	\$0	\$0	\$0	\$73,062	\$0	\$0	\$73,062
TOTAL 0039-3900	\$0	\$0	\$0	\$75,812	\$0	\$1,200	\$77,012

CITY OF CONROE
FY 2016-2017
0039-3900

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2965	0	Juvenile Case Manager Training	Non-discretionary Adjustment	8050 TRAVEL & TRAINING Request Total	\$1,200 \$1,200
1 Requests			Total for 0039-3900		\$1,200

MUNICIPAL COURT EFFICIENCY FEE FUND

FY 16-17 Budget Summary

Municipal Court Efficiency Fee Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Municipal Court Efficiency Fee Fund Revenues:								
Revenues	\$ -	\$ -	\$ -	\$ 149,880	\$ -	\$ 149,880	\$ 149,880	
Total Revenues	\$ -	\$ -	\$ -	\$ 149,880	\$ -	\$ 149,880	\$ 149,880	
Total Resources	\$ -	\$ -	\$ -	\$ 149,880	\$ -	\$ 149,880	\$ 149,880	
Municipal Court Efficiency Fee Fund Expenditures:								
0048-4800				\$ -	\$ 2,000	\$ 2,000	\$ 2,000	
Total Exp	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	
New Fund Balance:	\$ -	\$ -	\$ -	\$ 149,880		\$ 147,880		

Breakdown of Transfer In:

General Fund - Fund Balance	\$ 123,062
Total	\$ 123,062

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -

FY 16-17 Supplemental Requests Municipal Court Efficiency Fee Fund

<u>Department/Division</u>	<u>ID</u>	<u>Dept. Rank</u>	<u>Supplemental Request Title</u>	<u>Requested Amount¹</u>	<u>FY 15-16 Purchase²</u>	<u>List "A" Included³</u>	<u>Type</u>
0048-4800 Municipal Court Efficiency Fee	2975	1	Judge Training Texas Municipal Courts Association	\$ 2,000	\$ -	\$ 2,000	New Travel & Training
0048-4800 Municipal Court Efficiency Fee Total				\$ 2,000	\$ -	\$ 2,000	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 15-16 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. List "A" (Included) - These items are included in the Operating Budget as supplementals.

Notes:

4. If there is no funding listed in the FY15-16 Purchase or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2016-2017
0048-0000

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT EFFICIENCY FEE FUND

DEPARTMENT: MUNICIPAL COURT EFFICIENCY FEE

DIVISION: MUNICIPAL COURT REVENUES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5510 Traffic and Criminal Fines	\$0	\$0	\$0	\$26,818	\$0	\$0	\$26,818
6010 Interest on Investments	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$123,062	\$0	\$0	\$123,062
REVENUES SUBTOTAL	\$0	\$0	\$0	\$149,880	\$0	\$0	\$149,880
TOTAL 0048-0000	\$0	\$0	\$0	\$149,880	\$0	\$0	\$149,880

CITY OF CONROE
FY 2016-2017
0048-4800

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT EFFICIENCY FEE FUND		DEPARTMENT: MUNICIPAL COURT EFFICIENCY FEE			DIVISION: MUNICIPAL COURT EXPENDITURES		
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$2,000	\$2,000
8060 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$2,000	\$2,000
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0048-4800	\$0	\$0	\$0	\$0	\$0	\$2,000	\$2,000

CITY OF CONROE
FY 2016-2017
0048-4800

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2975	1	Judge Training Texas Municipal Courts Association	New Travel & Training	8050 TRAVEL & TRAINING Request Total	\$2,000 \$2,000
1 Requests			Total for 0048-4800		\$2,000

MUNICIPAL COURT TRUANCY PREVENTION FUND

FY 16-17 Budget Summary

Municipal Court Truancy Prevention Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Municipal Court Truancy Prevention Fund Revenues:								
Revenues	\$ -	\$ -	\$ -	\$ 18,251	\$ -	\$ 18,251	\$ 18,251	
Total Revenues	\$ -	\$ -	\$ -	\$ 18,251	\$ -	\$ 18,251	\$ 18,251	
Total Resources	\$ -	\$ -	\$ -	\$ 18,251	\$ -	\$ 18,251	\$ 18,251	
Municipal Court Truancy Prevention Fund Expenditures:								
0049-4900				\$ -	\$ 5,000	\$ 5,000	\$ 5,000	
Total Exp	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	
New Fund Balance:	\$ -	\$ -	\$ -	\$ 18,251		\$ 13,251		

Breakdown of Transfer In:

General Fund - Fund Balance	\$ 8,145
Total	\$ 8,145

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -

FY 16-17 Supplemental Requests Municipal Court Truancy Prevention Fund

<u>Department/Division</u>	<u>ID</u>	<u>Dept.</u> <u>Rank</u>	<u>Supplemental Request Title</u>	<u>Requested</u> <u>Amount</u> ¹	<u>FY 15-16</u> <u>Purchase</u> ²	<u>List "A"</u> <u>Included</u> ³	<u>Type</u>
0049-4900 Municipal Court Truancy Prevention	3102	1	KidzFest, National Night Out Kids Material	\$ 5,000	\$ -	\$ 5,000	Enhanced Program
0049-4900 Municipal Court Truancy Prevention Total				\$ 5,000	\$ -	\$ 5,000	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 15-16 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. List "A" (Included) - These items are included in the Operating Budget as supplementals.

Notes:

4. If there is no funding listed in the FY15-16 Purchase or List "A" (Included) columns, then the supplemental request was not approved for funding.

CITY OF CONROE
FY 2016-2017
0049-0000

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT TRUANCY PREVENTION FUND

DEPARTMENT: MUNICIPAL COURT TRUANCY PREVENTION

DIVISION: REVENUES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5510 Traffic & Criminal Fines	\$0	\$0	\$0	\$10,106	\$0	\$0	\$10,106
6010 Interest on Investment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$8,145	\$0	\$0	\$8,145
REVENUES SUBTOTAL	\$0	\$0	\$0	\$18,251	\$0	\$0	\$18,251
TOTAL 0049-0000	\$0	\$0	\$0	\$18,251	\$0	\$0	\$18,251

CITY OF CONROE
FY 2016-2017
0049-4900

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT TRUANCY PREVENTION FUND

DEPARTMENT: MUNICIPAL COURT TRUANCY PREVENTION

DIVISION: EXPENDITURES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$0	\$0	\$0	\$0	\$0	\$5,000	\$5,000
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$5,000	\$5,000
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0049-4900	\$0	\$0	\$0	\$0	\$0	\$5,000	\$5,000

CITY OF CONROE
FY 2016-2017
0049-4900

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
3102	1	Kidzfest, National Night Out Kids Material	Enhanced Program	7200 OPERATING SUPPLIES Request Total	\$5,000 \$5,000
1 Requests			Total for 0049-4900		\$5,000

FLEET SERVICES FUND

FY 16-17 Budget Summary

Fleet Services Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ 373,571	\$ 373,571	\$ 373,571	\$ 350,318	\$ -	\$ 350,318	\$ -	0.0%
Fleet Services Fund Revenues:								
Revenues	\$ 1,852,934	\$ 1,799,425	\$ 1,719,313	\$ 1,637,751	\$ -	\$ 1,637,751	\$ (161,674)	-9.0%
Total Revenues	\$ 1,852,934	\$ 1,799,425	\$ 1,719,313	\$ 1,637,751	\$ -	\$ 1,637,751	\$ (161,674)	-9.0%
Total Resources:	\$ 1,852,934	\$ 2,172,996	\$ 2,092,884	\$ 1,988,069	\$ -	\$ 1,988,069	\$ (161,674)	-7.4%
Fleet Services Fund Expenditures:								
Fleet Services	\$ 1,605,597	\$ 1,784,359	\$ 1,742,566	\$ 1,436,441	\$ 298,026	\$ 1,734,467	\$ (49,892)	-2.8%
Total Expenditures	\$ 1,605,597	\$ 1,784,359	\$ 1,742,566	\$ 1,436,441	\$ 298,026	\$ 1,734,467	\$ (49,892)	-2.8%
New Fund Balance:	\$ 388,637	\$ 350,318	\$ 551,628			\$ 253,602		

Breakdown of Transfer Out:

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

FY 16-17 Supplemental Requests Fleet Services Fund

<u>Department/Division</u>	<u>ID</u>	<u>Dept. Rank</u>	<u>Supplemental Request Title</u>	<u>Requested Amount¹</u>	<u>FY 15-16 Purchase²</u>	<u>List "A" Included³</u>	<u>Type</u>
0052-5200 Fleet Services	3076	0	7301 Stock Parts	\$ 67,257	\$ -	\$ 67,257	Non-discretionary Adjustment
0052-5200 Fleet Services	3077	0	7400 Fleet Non-stock Parts	87,593	-	87,593	Non-discretionary Adjustment
0052-5200 Fleet Services	3078	0	7450 Sublet Labor	83,176	-	83,176	Non-discretionary Adjustment
0052-5200 Fleet Services	2956	1	Fleet Tech 3	74,781	-	-	New Personnel
0052-5200 Fleet Services	2957	2	Part Time Data Entry Clerk	14,750	-	-	Enhanced Program
0052-5200 Fleet Services	2973	3	Automatic Carwash	60,000	-	60,000	Replacement Equipment
0052-5200 Fleet Services	3097	4	DEF Fueling Station Veeder-root Kit Installed	28,168	28,168	-	New Equipment
0052-5200 Fleet Services Total				\$ 415,725	\$ 28,168	\$ 298,026	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 15-16 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. List "A" (Included) - These items are included in the Operating Budget as supplementals.

Notes:

4. If there is no funding listed in the FY15-16 Purchase or List "A" (Included) columns, then the supplemental request was not approved for funding.

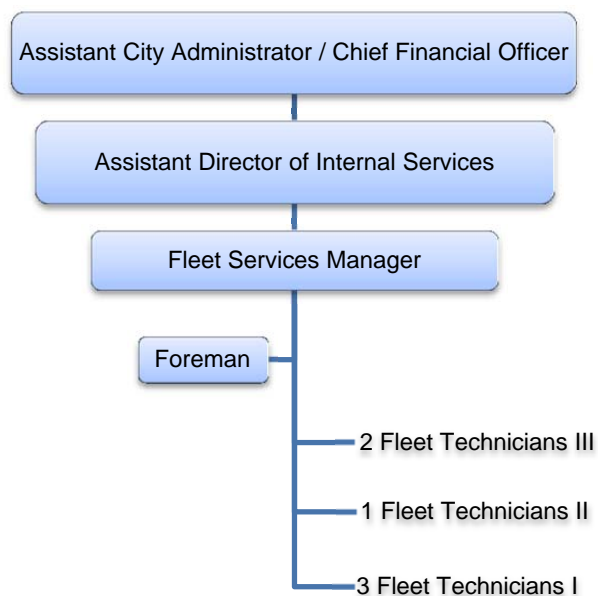
CITY OF CONROE
FY 2016-2017
0052-0000

BUDGET LINE ITEMS

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

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5150 Service Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5151 Fuel	\$92,773	\$129,030	\$77,334	\$77,334	\$0	\$0	\$77,334
5152 Parts	\$651,592	\$621,000	\$612,842	\$655,328	\$0	\$0	\$655,328
5153 Labor	\$651,336	\$540,000	\$576,000	\$576,000	\$0	\$0	\$576,000
5154 Sublets	\$407,705	\$461,600	\$407,000	\$286,835	\$0	\$0	\$286,835
5155 Carwash	\$14,630	\$17,000	\$12,000	\$12,000	\$0	\$0	\$12,000
5156 Miscellaneous	\$34,744	\$30,795	\$33,631	\$30,254	\$0	\$0	\$30,254
6010 Interest	\$154	\$0	\$506	\$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	\$1,852,934	\$1,799,425	\$1,719,313	\$1,637,751	\$0	\$0	\$1,637,751
TOTAL 0052-0000	\$1,852,934	\$1,799,425	\$1,719,313	\$1,637,751	\$0	\$0	\$1,637,751

Fleet Services



The Fleet Services Division is an internal service fund that's responsible for managing and maintaining over 605 fleet vehicles & equipment for both internal and external customers. Fleet Services currently provides their services to the Cities of Shenandoah, Willis and Montgomery; CISD and the District Attorney's office. Services include record keeping, service consultant, reporting, VERF management, monthly billing, scheduled preventive maintenance, predictive maintenance, diagnostics, repairs, safety & emission inspections, parts warehousing, title/registration and inventory functions. In addition, Fleet Services coordinates the following sublet services: paint and body repair, engine, transmission repair/rebuild, heavy duty track repair, hydraulic rebuilds and glass replacement. Fleet Services staff currently holds 107 ASE/EVT Certifications. We are also proud to be only one of a few in the state of Texas to be a Blue Seal Certified shop.

Fleet Services

Accomplishments for FY 2015-2016

- ✓ Placed among 100 Best Fleets In North America
- ✓ Received Clean Air Action award
- ✓ Received Commendation of Outstanding Services from CISD
- ✓ ASE Automotive Service Excellence Blue Seal Certified
- ✓ Continued maintaining maintenance and repairs for fire pumpers in house
- ✓ Added one more external customer (CISD)
- ✓ Sent Technicians to police equipment install and repair training
- ✓ Two or more Fleet Technicians Level I EVT Certified
- ✓ Obtained a total of 107 ASE/EVT certifications
- ✓ Implemented the remainder of Fleet Technicians with Faster License
- ✓ Implemented Phase I Fleet GPS

Goals & Objectives for FY 2016-2017

- ❑ Gain funding for new fleet facility
- ❑ Add staffing to better support our customers
- ❑ Apply for Leading Fleets Award
- ❑ Apply for 100 Best Fleets in North America
- ❑ Send Technicians to police equipment install and repair training
- ❑ Have two or more Fleet Technicians Level II EVT Certified
- ❑ Achieve more ASE/EVT certifications to exceed 115 for the staff
- ❑ Prepare for Transportation department maintenance/repair in house
- ❑ Implement Phase II Fleet GPS

City of Conroe Fleet Services Fund

Fleet Services

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERSONNEL SERVICES				
Fleet Services Manager	1	1	1	1
Foreman	1	1	1	1
Fleet Technician III	2	2	2	2
Fleet Technician II	1	4	2	2
Fleet Technician I	3	0	2	2
TOTAL FULL TIME	8	8	8	8
PT Data Entry Clerk (Hours)	0	0	460	0
TOTAL PART TIME HOURS	0	0	460	0
	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PERFORMANCE MEASURES				
Fleet Summary				
Total Fleet Availability	546	546	605	605
Total Hours Downtime	3%	3%	3%	3%
Fleet Availability	97%	97%	97%	97%
Downtime Summary				
Less Than 24 Hours	88%	91%	95%	95%
24- 48 Hours	5%	3%	3%	3%
More Than 48 Hours	7%	6%	2%	2%
Labor Hour Summary				
Total Labor Hours	7,689	9,384	9,600	9,600
Non-Scheduled Hours	8%	6%	6%	6%
Scheduled Hours	92%	94%	94%	94%
Captured Parts Warranty				
Parts	\$ 58,762	\$ 74,457	\$ 60,000	\$ 60,000
Number of Work Orders				
\Number of Work Orders	3,356	3,956	4,000	4,300

CITY OF CONROE
FY 2016-2017
0052-5200

BUDGET LINE ITEMS

FUND: FLEET SERVICES FUND DEPARTMENT: FLEET SERVICES DIVISION: EXPENDITURES							
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$415,036	\$448,406	\$427,382	\$465,316	\$0	\$0	\$465,316
7012 Salaries - Part Time	\$0	\$5,520	\$5,520	\$0	\$0	\$0	\$0
7020 Overtime	\$41,053	\$20,500	\$31,383	\$20,500	\$0	\$0	\$20,500
7025 Social Security	\$32,246	\$40,045	\$33,241	\$41,051	\$0	\$0	\$41,051
7030 Retirement & Pension	\$62,186	\$75,766	\$71,909	\$79,081	\$0	\$0	\$79,081
7035 Workers Compensation	\$7,410	\$6,312	\$6,804	\$8,004	\$0	\$0	\$8,004
7040 Employee Insurance	\$92,184	\$107,802	\$107,802	\$120,144	\$0	\$0	\$120,144
PERSONNEL SERVICES SUBTOTAL	\$650,115	\$704,351	\$684,041	\$734,096	\$0	\$0	\$734,096
7110 Office Supplies	\$692	\$1,400	\$780	\$700	\$0	\$0	\$700
7140 Wearing Apparel	\$2,756	\$3,830	\$2,085	\$3,830	\$0	\$0	\$3,830
7160 Vehicle Operations	\$3,615	\$4,430	\$2,754	\$4,000	\$0	\$0	\$4,000
7170 Vehicle Repairs	\$0	\$500	\$500	\$500	\$0	\$0	\$500
7180 Equipment Repairs	\$15,704	\$8,000	\$16,575	\$8,000	\$0	\$0	\$8,000
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$14,999	\$10,097	\$9,240	\$10,097	\$0	\$0	\$10,097
7252 Improvements<\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$5,802	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7301 Fleet Stock Parts	\$232,257	\$199,300	\$230,000	\$165,000	\$0	\$67,257	\$232,257
7400 Fleet Non-Stock Parts	\$337,593	\$327,900	\$302,906	\$250,000	\$0	\$87,593	\$337,593
7450 Sublet Labor	\$273,176	\$433,200	\$386,650	\$190,000	\$0	\$83,176	\$273,176
SUPPLIES SUBTOTAL	\$886,594	\$988,657	\$951,490	\$632,127	\$0	\$238,026	\$870,153
8010 Utilities	\$15,321	\$16,250	\$16,250	\$15,500	\$0	\$0	\$15,500
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$100	\$100	\$100	\$0	\$0	\$100
8050 Travel & Training	\$18,979	\$16,000	\$17,880	\$17,880	\$0	\$0	\$17,880
8060 Contract Services	\$25,950	\$29,376	\$36,000	\$28,100	\$0	\$0	\$28,100
CONTRACTUAL SUBTOTAL	\$60,250	\$61,726	\$70,230	\$61,580	\$0	\$0	\$61,580
9031 Improvements < \$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9041 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$20,987	\$28,168	\$0	\$0	\$60,000	\$60,000
9051 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CONROE
FY 2016-2017
0052-5200

BUDGET LINE ITEMS

FUND: FLEET SERVICES FUND		DEPARTMENT: FLEET SERVICES		DIVISION: EXPENDITURES			
	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
9061 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$20,987	\$28,168	\$0	\$0	\$60,000	\$60,000
8520 Transfer Out	\$8,638	\$8,638	\$8,637	\$8,638	\$0	\$0	\$8,638
TRANSFERS SUBTOTAL	\$8,638	\$8,638	\$8,637	\$8,638	\$0	\$0	\$8,638
TOTAL 0052-5200	\$1,605,597	\$1,784,359	\$1,742,566	\$1,436,441	\$0	\$298,026	\$1,734,467

CITY OF CONROE
FY 2016-2017
0052-5200

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
3076	0	7301 Stock Parts	Non-discretionary Adjustment	7301 FLEET STOCK PARTS Request Total	\$67,257 \$67,257
3077	0	7400 Fleet Non-stock Parts	Non-discretionary Adjustment	7400 FLEET NON-STOCK PARTS Request Total	\$87,593 \$87,593
3078	0	7450 Sublet Labor	Non-discretionary Adjustment	7450 SUBLET LABOR Request Total	\$83,176 \$83,176
2973	3	Automatic Carwash	Replacement Equipment	9050 Machinery & Equipment >\$5,000 Request Total	\$60,000 \$60,000
4 Requests			Total for 0052-5200		\$298,026

SELF-FUNDED INSURANCE FUND

FY 16-17 Budget Summary Self Funded Insurance Fund

Type	Actual FY 14-15	Amended FY 15-16	Estimate FY 15-16	Base FY 16-17	Supplemental FY 16-17	Proposed FY 16-17	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ (425,370)	\$ (425,370)	\$ (1,274,245)	\$ -	\$ (1,274,245)	\$ -	\$ -	
Self Funded Insurance Fund Revenues:								
Revenues	\$ 6,912,135	\$ 8,123,702	\$ 7,969,123	\$ 8,983,239	\$ -	\$ 8,983,239	\$ 859,537	10.6%
Total Revenues	\$ 6,912,135	\$ 8,123,702	\$ 7,969,123	\$ 8,983,239	\$ -	\$ 8,983,239	\$ 859,537	10.6%
Total Resources:	\$ 6,912,135	\$ 7,698,332	\$ 7,543,753	\$ 7,708,994	\$ -	\$ 7,708,994	\$ 859,537	11.2%
Self Funded Insurance Fund Expenditures:								
0081-8100	\$ 7,827,530	\$ 9,262,904	\$ 8,817,998	\$ 10,801,981	\$ -	\$ 10,801,981	\$ 1,539,077	16.6%
Total Exp	\$ 7,827,530	\$ 9,262,904	\$ 8,817,998	\$ 10,801,981	\$ -	\$ 10,801,981	\$ 1,539,077	16.6%
New Fund Balance:	\$ (1,564,572)	\$ (1,274,245)	\$ (3,092,987)	\$ (3,092,987)				

Note: The "Beginning Fund Balance" does not include the total Other Post Employment Benefits (OPEB) Liability in the amount of \$3,510,055. The OPEB liability represents the benefit continuation of medical, dental, and vision insurance coverage provided at City expense to eligible retirees or former elected officials. The City is contributing 100% of the OPEB Annually Required Contribution (ARC) in FY 16-17.

CITY OF CONROE
FY 2016-2017
0081-0000

BUDGET LINE ITEMS

FUND: SELF FUNDED INSURANCE FUND

DEPARTMENT: SELF FUNDED INSURANCE

DIVISION: REVENUES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
5150 Service Charges	\$6,487,523	\$8,123,702	\$7,969,123	\$8,983,239	\$0	\$0	\$8,983,239
6010 Interest	\$2,757	\$0	\$0	\$0	\$0	\$0	\$0
6015 Gains (Losses) on Investmt	\$240	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$421,615	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$6,912,135	\$8,123,702	\$7,969,123	\$8,983,239	\$0	\$0	\$8,983,239
TOTAL 0081-0000	\$6,912,135	\$8,123,702	\$7,969,123	\$8,983,239	\$0	\$0	\$8,983,239

City of Conroe
Self Funded Insurance Fund

Self Funded Insurance
0081-8100

	<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
PERSONNEL SERVICES				
Employee Specialist	0	0	0	0
TOTAL FULL TIME	0	0	0	0

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

CITY OF CONROE
FY 2016-2017
0081-8100

BUDGET LINE ITEMS

FUND: SELF FUNDED INSURANCE FUND

DEPARTMENT: SELF FUNDED INSURANCE

DIVISION: EXPENDITURES

	2015	2016		2017			
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	CAO	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7025 Social Security	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7030 Retirement & Pension	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7035 Workers Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7040 Employee Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7050 Pre-Employment Physicals	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PERSONNEL SERVICES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0
8010 Utilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$7,827,530	\$9,259,904	\$8,817,998	\$10,801,981	\$0	\$0	\$10,801,981
8090 OPEB Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$7,827,530	\$9,259,904	\$8,817,998	\$10,801,981	\$0	\$0	\$10,801,981
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	\$7,827,530	\$9,262,904	\$8,817,998	\$10,801,981	\$0	\$0	\$10,801,981



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October 1, 2016

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

Each fiscal year, a capital budget is submitted separate and apart from the operating budget. The reason for a separate capital budget is to more carefully track capital projects and to more accurately fund them from year to year. This letter outlines the key components of our program.

The multi-year Capital Improvement Program (CIP) provides a detailed plan for addressing the capital needs of the City over the next ten fiscal years. However, even though it is a multi-year plan, this budget only appropriates funding for the next fiscal year (i.e., October 1, 2016, through September 30, 2017). 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 Tax Increment Reinvestment Zone funds.

In the General Government CIP, the following funds will be budgeted for FY 16-17:

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 16-17, the Streets CIP fund includes fourteen (14) projects for a total of \$36,112,000, including those projects that will carry over from prior fiscal years because they were not completed. More detailed information regarding project descriptions and funding can be found behind the Streets Improvements tab of the CIP budget document.

Fund 041 – Signals Improvements CIP Fund

The Signals Improvements CIP fund accounts for capital projects related to design, construction, and improvement of traffic signals in the City of Conroe. For FY 16-17, the Signals CIP fund includes eight (8) projects for a total of \$3,272,000, including those projects that will carry over from prior fiscal years because they were not completed. More detailed

information regarding the project description and funding can be found behind the Signals Improvements tab of the CIP budget document.

Fund 042 – Facilities Improvements CIP Fund

The Facilities Improvements CIP fund accounts for capital projects related to design, construction, and improvement of City buildings, facilities, and related infrastructure. For FY 16-17, the Facilities Improvements CIP fund includes four (4) projects for a total of \$10,026,000, including those projects that will carry over from prior fiscal years because they were not completed. More detailed information regarding the project description and funding can be found behind the Facilities Improvements tab of the CIP budget document.

Fund 073 – Parks Improvements CIP Fund

The Parks Improvements CIP fund accounts for capital projects related to design, construction, and improvement of City parks and recreation facilities and infrastructure. For FY 16-17, the Parks Improvements CIP fund includes four (4) projects for a total of \$5,285,000. More detailed information regarding project descriptions and funding can be found behind the Parks Improvements tab of the CIP budget document.

Fund 063 – Drainage Improvements CIP Fund

The Drainage Improvements CIP fund accounts for capital projects related to design, construction, and improvement of City drainage infrastructure. For FY 16-17, the Drainage Improvements CIP fund does not include any projects. The City funded \$176,422 in the Drainage department in the General Fund to address drainage throughout the City.

Transportation Grants CIP Funds

The Transportation Grants CIP funds account for capital projects related to design, construction, and improvement of transportation infrastructure funded with grant proceeds. For FY 16-17, there is one (1) grant award anticipated for a total of \$1,136,000. More detailed information regarding project description and funding can be found behind the Transportation Grants tab of the CIP budget document.

In the Water & Sewer CIP, the following funds will be budgeted for FY 16-17:

Fund 043 – Water Improvements CIP Fund

The Water Improvements CIP fund accounts for capital projects related to design, construction, improvement, and rehabilitation of the City's water distribution system, which includes water wells, storage tanks, mains, and pipes. For FY 16-17, the Water Improvements CIP fund includes twelve (12) projects for a total of \$16,492,000, including those projects that will carry over from prior fiscal years because they were not completed. More detailed information regarding project descriptions and funding can be found behind the Water Improvements tab of the CIP budget document.

Fund 044 – Sewer Improvements CIP Fund

The Sewer Improvements CIP fund accounts for capital projects related to design, construction, improvement, and rehabilitation of the City's wastewater collection and treatment system, which includes sewer mains, pipes, liftstations, and wastewater treatment plant. For FY 16-17, the Sewer Improvements CIP fund includes ten (10) projects for a total of \$17,334,000, including those projects that will carry over from prior fiscal years because they were not completed. 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 16-17, including:

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.

Impact on the Operating Budget

Some projects included in the CIP will have operating and maintenance (O&M) costs that must be funded in the operating budget. Included in this section is a spreadsheet that shows the impact of each project on the operating budget.

General government project O&M costs will be funded in the General Fund. Over the 10-year CIP, the estimated O&M costs are \$34,364,650, which is mainly due to Fire Station #7 and Fire Station #8. These costs will have to be funded by increasing revenues or decreasing current expenses.

Water & sewer project O&M costs will be funded in the Water & Sewer Operating Fund. Over the 10-year CIP, the estimated O&M costs are \$16,872,691. These costs are due to operating the new wastewater treatment plant. These costs will have to be funded by increasing water & sewer revenue or decreasing current expenses.

Summary

Even though the CIP is a multi-year plan, only its first year is adopted as the annual capital budget. Currently, the overall list of needs identified in the 10-year CIP totals \$226,561,000, with the first year being \$89,657,000, which is largely due to streets, facilities, parks, water, and sewer-related projects. The CIP will be funded from various sources, including revenue bonds, certificates of obligation, and current funds. The funding for these projects is either already in place or has been properly planned for; therefore, I respectfully submit this capital budget for your review and approval.

Sincerely,

Toby Powell

Mayor

City of Conroe
Summary of Operating Budget Impact
FY 2016-2017 (Adopted)
General Government Capital Projects

STREETS:		PROJECTED OPERATIONS & MAINTENANCE COSTS						
PROJECT	Project Code	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST
Pedestrian Access & Transit Improvements	941	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(5,000)	(10,000)
SUBTOTAL		(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(5,000)	(10,000)

SIGNALS:		PROJECTED OPERATIONS & MAINTENANCE COSTS						
PROJECT	Project Code	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST
No Projected Operating Impact		-	-	-	-	-	-	-
SUBTOTAL		-	-	-	-	-	-	-

FACILITIES:		PROJECTED OPERATIONS & MAINTENANCE COSTS						
PROJECT	Project Code	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST
Fire Station #7	F92	(376,442)	(991,468)	(1,033,620)	(1,077,565)	(1,123,380)	(6,375,324)	(10,977,799)
Fire Department Training Facility - Phase 2	F88	-	(255,080)	(265,386)	(276,001)	(287,041)	(1,616,898)	(2,700,406)
Fire Station #8	TBD	-	-	(2,177,808)	(2,259,873)	(2,356,113)	(13,377,651)	(20,171,445)
Public Works - Sign Maintenance and Operations Building	TBD	-	(11,000)	(12,000)	(13,000)	(14,000)	(75,000)	(125,000)
SUBTOTAL		(376,442)	(1,257,548)	(3,488,814)	(3,626,439)	(3,780,534)	(21,444,873)	(33,974,650)

PARKS:		PROJECTED OPERATIONS & MAINTENANCE COSTS						
PROJECT	Project Code	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST
Dr. Martin Luther King, Jr. Park Improvements	F86	(12,500)	(12,500)	(12,500)	(12,500)	(12,500)	(62,500)	(125,000)
Carl Barton, Jr. Park Improvements	TBD	-	(15,000)	(15,000)	(15,000)	(15,000)	(75,000)	(135,000)
Lewis Park Improvements	TBD	-	-	(15,000)	(15,000)	(15,000)	(75,000)	(120,000)
SUBTOTAL		(12,500)	(27,500)	(42,500)	(42,500)	(42,500)	(212,500)	(380,000)

City of Conroe
Summary of Operating Budget Impact
FY 2016-2017 (Adopted)

General Government Capital Projects, continued

DRAINAGE:		PROJECTED OPERATIONS & MAINTENANCE COSTS						
PROJECT	Project Code	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST
No Projected Operating Impact		-	-	-	-	-	-	-
SUBTOTAL		-	-	-	-	-	-	-

TRANSPORTATION GRANTS:		PROJECTED OPERATIONS & MAINTENANCE COSTS						
PROJECT	Project Code	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST
No Projected Operating Impact		-	-	-	-	-	-	-
SUBTOTAL		-	-	-	-	-	-	-

GRAND TOTAL		(389,942)	(1,286,048)	(3,532,314)	(3,669,939)	(3,824,034)	(21,662,373)	(34,364,650)
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Water and Sewer Capital Projects

WATER:		PROJECTED OPERATIONS & MAINTENANCE COSTS						
PROJECT	Project Code	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST
No Projected Operating Impact		-	-	-	-	-	-	-
SUBTOTAL		-	-	-	-	-	-	-

SEWER:		PROJECTED OPERATIONS & MAINTENANCE COSTS						
PROJECT	Project Code	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST
Treatment Plant – Construction of New Plant (Phase IV)	975	-	-	-	-	(2,649,655)	(14,223,036)	(16,872,691)
SUBTOTAL		-	-	-	-	(2,649,655)	(14,223,036)	(16,872,691)

GRAND TOTAL		-	-	-	-	(2,649,655)	(14,223,036)	(16,872,691)
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CERTIFICATE FOR ORDINANCE

I.

On the 25th of August, 2016, the City Council of the City of Conroe, Texas consisting of the following qualified members, to-wit: **Toby Powell, Mayor; Mayor Pro Tem Duke Coon; Council Members Gil Snider, Guy Martin, Duane Ham, and Seth Gibson**, did convene in public session in the Council Chambers of the City Hall at 300 West Davis in Conroe, Texas. The roll being first called, a quorum was established, all members being present except the following, to wit: no absentees. The Meeting was open to the public and public notice of the time, place and purpose of the Meeting was given, all as required by Chapter 551, Texas Government Code.

II.

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

ORDINANCE NO. 2333-16

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, 2016, AND ENDING SEPTEMBER 30, 2017; APPROPRIATING FUNDS IN ACCORDANCE WITH THE BUDGET; PROVIDING FOR EFFECTIVE DATE AND ORDAINING OTHER RELATED MATTERS.

III.

Upon motion of Council Member Gibson, seconded by Council Member Martin, 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, 2016.


SOCO M. GORJON, City Secretary

ORDINANCE NO. 2333-16

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, 2016, AND ENDING SEPTEMBER 30, 2017; 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, 2016, and ending September 30, 2017; 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, 2016, and ending September 30, 2017.

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 16-17:

Street Improvements	\$ 36,112,000
Signals	3,272,000
Facilities	10,026,000
Parks	5,285,000
Drainage	-
Transportation Grants	1,136,000
Engineering Adjustment	-
Total	<u>\$ 55,831,000</u>

Water & Sewer Capital Budget for FY 16-17:

Water	\$ 16,492,000
Sewer	17,334,000
Engineering Adjustment	-
Total	<u>\$ 33,826,000</u>

Other Capital Funds for FY 16-17:

CIDC CIP	\$ -
TIRZ #2	341,878
TIRZ #3	2,397,563
CDBG Section 108 Loan	-
	<u>\$ 2,739,441</u>


Total FY 16-17 Appropriation	<u><u>\$ 92,396,441</u></u>
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Section 3. That the capital budget may be amended from time to time as provided by law for the purposes of authorizing emergency expenditures or for municipal purposes, provided however, no obligation shall be incurred or any expenditure made except in conformity with the capital budget.

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

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

PASSED AND APPROVED this the 25th day of August, 2016.


TOBY POWELL, Mayor

APPROVED AS TO FORM:

ATTEST:


MARCUS L. WINBERRY, City Attorney


SOCO M. GORJON, City Secretary

City of Conroe
General Government Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2016-2017 Adopted

STREETS:			CONSTRUCTION SCHEDULE								FUNDING SOURCES					DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST	OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)		NEW DEBT	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026
Roadway Trans – Wilson Road E Widening (IH 45 to Frazier)	914	C	276,000	4,240,000	-	-	-	-	-	4,516,000	-		276,000	(ah, as)	4,240,000	4,240,000	-	-	-	-	-
Roadway Trans – Grace Crossing Extension	F58	C	-	1,375,000	-	-	-	-	-	1,375,000	-		-		1,375,000	1,375,000	-	-	-	-	-
Pedestrian Access & Transit Improvements	941	C	449,000	-	-	-	-	-	-	449,000	449,000	1	-		-	-	-	-	-	-	-
Roadway Trans – TIRZ #3 – Longmire Road Phase 2B	669	C	222,000	6,000,000	-	-	-	-	-	6,222,000	-		222,000	(as)	6,000,000	6,000,000	-	-	-	-	-
Roadway Trans – TIRZ #3 – Longmire Road Phase 3	604	C	-	9,223,000	-	-	-	-	-	9,223,000	-		-		9,223,000	9,223,000	-	-	-	-	-
Street Rehab-Pinecrest/Woodcrest Subdivision/Forest Estates	F108	C	2,401,000	-	-	-	-	-	-	2,401,000	-		2,401,000	(as)	-	-	-	-	-	-	-
Safe School Access Program	F111	C	-	622,000	-	-	-	-	-	622,000	338,000	17	-		284,000	284,000	-	-	-	-	-
Street Rehab – Robinwood Subdivision	TBD	1	-	564,000	500,000	-	-	-	-	1,064,000	-		-		1,064,000	564,000	500,000	-	-	-	-
Roadway Trans – M.P. Clark Road	892	2	-	5,001,000	4,750,000	-	-	-	-	9,751,000	687,000	17	-		9,064,000	4,314,000	4,750,000	-	-	-	-
Street Rehab - Milltown Area	TBD	3	-	2,000,000	-	-	-	-	-	2,000,000	-		-		2,000,000	2,000,000	-	-	-	-	-
Street Rehab - Holly Hills Area	TBD	4	-	1,000,000	-	-	-	-	-	1,000,000	-		-		1,000,000	1,000,000	-	-	-	-	-
Underground Utilities SH 105 (IH-45 to SH 75)	TBD	5	-	1,500,000	-	-	-	-	-	1,500,000	-		-		1,500,000	1,500,000	-	-	-	-	-
Roadway - Camelot Street Extension	TBD	6	-	-	161,000	2,100,000	-	-	-	2,261,000	-		-		2,261,000	-	161,000	2,100,000	-	-	-
Sidewalk & Drainage – Flag Park/Spirit of Texas Bank	TBD	7	-	-	802,000	-	-	-	-	802,000	-		-		802,000	-	802,000	-	-	-	-
Street Rehab – Tanglewood / Briarwood	TBD	8	-	-	1,520,000	1,280,000	-	-	-	2,800,000	-		-		2,800,000	-	1,520,000	1,280,000	-	-	-
Street Rehab - Westview Boulevard	TBD	9	-	-	721,000	-	-	-	-	721,000	-		-		721,000	-	721,000	-	-	-	-
Road Widening - FM 830 (TxDOT Participation)	TBD	10	-	-	600,000	-	-	-	-	600,000	-		-		600,000	-	600,000	-	-	-	-
Spirit of Texas Bank Street	TBD	11	-	-	-	1,100,000	-	-	-	1,100,000	-		-		1,100,000	-	-	1,100,000	-	-	-
Road Extension - Old Conroe Road (TxDOT Participation)	TBD	12	-	-	-	1,100,000	-	-	-	1,100,000	-		-		1,100,000	-	-	1,100,000	-	-	-
Sidewalk - League Line Road	TBD	1	-	746,000	-	-	-	-	-	746,000	-		-		746,000	746,000	-	-	-	-	-
Sidewalk - Plantation Drive	TBD	2	-	493,000	-	-	-	-	-	493,000	-		-		493,000	493,000	-	-	-	-	-
Sidewalk - Semands	TBD	3	-	-	525,000	-	-	-	-	525,000	-		-		525,000	-	525,000	-	-	-	-
Sidewalk - Silverdale	TBD	4	-	-	-	412,000	-	-	-	412,000	-		-		412,000	-	-	412,000	-	-	-
Sidewalk - Sgt. Ed Holcomb Blvd	TBD	5	-	-	-	324,000	-	-	-	324,000	-		-		324,000	-	-	324,000	-	-	-
Sidewalk - Loop 336 North	TBD	6	-	-	-	-	177,000	-	-	177,000	-		-		177,000	-	-	-	177,000	-	-
Sidewalk - FM 2854	TBD	7	-	-	-	-	271,000	-	-	271,000	-		-		271,000	-	-	-	271,000	-	-
Sidewalk - River Pointe Drive	TBD	8	-	-	-	-	223,000	-	-	223,000	-		-		223,000	-	-	-	223,000	-	-
SUBTOTAL			3,348,000	32,764,000	9,579,000	6,316,000	671,000	-	-	52,678,000	1,474,000		2,899,000		48,305,000	31,739,000	9,579,000	6,316,000	671,000	-	-

SIGNALS:			CONSTRUCTION SCHEDULE								FUNDING SOURCES					DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST	OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)		NEW DEBT	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026
Signal - FM 1488 at Grace Crossing	F54	C	15,000	360,000	-	-	-	-	-	375,000	-		15,000	(at)	360,000	360,000	-	-	-	-	-
Signal - Frazier Street at Foster Street	F94	C	35,000	290,000	-	-	-	-	-	325,000	-		35,000	(at)	290,000	290,000	-	-	-	-	-
Signal - South Loop 336 at IH-45	F95	C	500,000	500,000	-	-	-	-	-	1,000,000	-		500,000	(at)	500,000	500,000	-	-	-	-	-
Signal - Longmire Road at League Line Road	TBD	C	-	170,000	-	-	-	-	-	170,000	-		-		170,000	170,000	-	-	-	-	-
Signal - SH 75 at Wilson Road	TBD	C	-	390,000	-	-	-	-	-	390,000	-		-		390,000	390,000	-	-	-	-	-
Signal - Highway 105 at North Thompson	TBD	1	-	562,000	-	-	-	-	-	562,000	-		-		562,000	562,000	-	-	-	-	-
Signal - FM 1314 at Crighton Road	TBD	2	-	300,000	-	-	-	-	-	300,000	-		-		300,000	300,000	-	-	-	-	-
Signal - SH 105 at Marina Drive	TBD	3	-	150,000	-	-	-	-	-	150,000	-		-		150,000	150,000	-	-	-	-	-
Signal - League Line at MP Clark	TBD	4	-	-	361,000	-	-	-	-	361,000	-		-		361,000	-	361,000	-	-	-	-
SUBTOTAL			550,000	2,722,000	361,000	-	-	-	-	3,633,000	-		550,000		3,083,000	2,722,000	361,000	-	-	-	-

<u>Other Sources Notes:</u>		<u>Issued Debt Notes:</u>							
1. Grant Funds	10. Del Lago Settlement	(a) 2001 COs -- 075-7500	(g) 2007 COs -- 063-6320	(m) 2009 COs -- 041-4110	(s) 2010 COs -- 075-7560	(y) 2011 COs -- 042-4250	(ae) 2014 COs -- 073-7390	(al) 2014 COs -- 063-6390	(ar) 2015 COs - 056-5650
2. Interest Income	11. 2006 Land Sale Proceeds	(b) 2006 COs -- 075-7520	(h) 2007 COs -- 042-4210	(n) 2009 COs -- 073-7340	(t) 2010 COs -- 042-4240	(z) 2011 COs -- 073-7360	(af) 2014 COs -- 041-4130	(am) 2015 COs -- 075-7512	(as) 2016 COs - 075-7513
3. TXDOT Reimbursement	7310-9030)	(c) 2005 COs -- 042-4200	(i) 2008 COs -- 075-7540	(o) 2009 COs -- 063-6340	(u) 2010 COs -- 073-7350	(aa) 2011 COs -- 063-6360	(ah) 2014 COs -- 075-7511	(an) 2015 CO's -- 041-4140	(at) 2016 COs - 041-4150
4. Transfer From Other Fund(s)	12. Donations	(d) 2001 COs -- 063-6310	(j) 2008 COs -- 073-7330	(p) 2009 COs -- 042-4230	(v) 2010 COs -- 063-6350	(ab) 2012 COs -- 075-7580	(ai) 2013 COs -- 063-6380	(ao) 2015 CO's -- 042-4280	(au) 2016 COs - 042-4290
5. General Fund	13. Contributions	(e) 2007 COs -- 075-7530	(k) 2008 COs -- 063-6330	(q) 2000 COs -- 073-7300	(w) 2006 COs -- 056-5610	(ac) 2012 COs -- 063-6370	(aj) 2014 COs -- 042-4270	(ap) 2015 CO's -- 073-7311	(av) 2016 COs - 073-7312
6. Water & Sewer Construction	14. Industrial/Tech Park Land Sale Proceeds	(f) 2007 COs -- 073-7320	(l) 2009 COs -- 075-7550	(r) 2005 COs -- 073-7310	(x) 2011 COs -- 075-7570	(ad) 2005 COs -- 041-4100	(ak) 2014 COs -- 046-4600	(aq) 2015 CO's -- 046-4610	
7. 4B Sales Tax	15. Sale of Land or Property								
8. Eligible for payment by 4B Sales Taxes	16. Developer Reimbursement								
9. Land Swap Proceeds	17. Intergovernmental								

City of Conroe
General Government Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2016-2017 Adopted

FACILITIES:			CONSTRUCTION SCHEDULE								FUNDING SOURCES						DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST	OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)		NEW DEBT	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	
Fire Department - Fire Station #7	F92	C	1,255,000	3,100,000	-	-	-	-	-	4,355,000	-		1,255,000	(au)	3,100,000		3,100,000	-	-	-	-	
Fire Department Training Facility	F88	C	1,726,000	2,284,000	-	-	-	-	-	4,010,000	-		1,726,000	(au)	2,284,000		2,284,000	-	-	-	-	
Fire Department - Fire Station #8	TBD	1	-	-	1,575,000	4,535,000	-	-	-	6,110,000	-		-		6,110,000		-	1,575,000	4,535,000	-	-	
Public Works - Dean Towery Service Center Upgrades	F65	1	-	861,000	-	-	-	-	-	861,000	-		-		861,000		861,000	-	-	-	-	
Public Works - Sign Maintenance and Operations Building	TBD	2	-	800,000	-	-	-	-	-	800,000	-		-		800,000		800,000	-	-	-	-	
SUBTOTAL			2,981,000	7,045,000	1,575,000	4,535,000	-	-	-	16,136,000	-		2,981,000		13,155,000		7,045,000	1,575,000	4,535,000	-	-	

PARKS:			CONSTRUCTION SCHEDULE								FUNDING SOURCES					DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST	OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)		NEW DEBT	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026
Parks - Land Acquisition	F85	C	-	1,550,000	-	-	-	-	-	1,550,000	-		-		1,550,000	1,550,000	-	-	-	-	-
Dr. Martin Luther King, Jr. Park Improvements	F86	C	-	1,000,000	-	-	-	-	-	1,000,000	-		-		1,000,000	1,000,000	-	-	-	-	-
Aquatic Center Play Unit	TBD	1	-	500,000	-	-	-	-	-	500,000	-		-		500,000	500,000	-	-	-	-	-
Carl Barton, Jr. Park Improvements	TBD	2	-	2,235,000	-	-	-	-	-	2,235,000	-		-		2,235,000	2,235,000	-	-	-	-	-
Lewis Park Improvements	TBD	3	-	-	1,960,000	-	-	-	-	1,960,000	-		-		1,960,000	-	1,960,000	-	-	-	-
SUBTOTAL			-	5,285,000	1,960,000	-	-	-	-	7,245,000	-		-		7,245,000	5,285,000	1,960,000	-	-	-	-

DRAINAGE:			CONSTRUCTION SCHEDULE								FUNDING SOURCES					DEBT ISSUANCE SCHEDULE						
PROJECT	Project Code	Rank	Prior Fiscal Years	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST	OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)		NEW DEBT		2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026
None	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

TRANSPORTATION GRANTS FUNDS:			CONSTRUCTION SCHEDULE									FUNDING SOURCES					DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST	OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)		NEW DEBT		2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026
Safe School Access Program - HGAC/TXDOT	F111	C	-	1,136,000	-	-	-	-	-	1,136,000	1,136,000	1	-	-	-	-	-	-	-	-	-	
SUBTOTAL			-	1,136,000	-	-	-	-	-	1,136,000	1,136,000		-	-	-	-	-	-	-	-	-	

GRAND TOTAL			6,879,000	48,952,000	13,475,000	10,851,000	671,000	-	-	80,828,000	2,610,000		6,430,000		71,788,000	46,791,000	13,475,000	10,851,000	671,000	-	-
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Estimated City Engineering Adjustment			-	-	-	-	-	-	-	-	-		-		-	-	-	-	-	-	-
ADJUSTED GRAND TOTAL			6,879,000	48,952,000	13,475,000	10,851,000	671,000	-	-	80,828,000	2,610,000		6,430,000		71,788,000	46,791,000	13,475,000	10,851,000	671,000	-	-

<u>Other Sources Notes:</u>			<u>Issued Debt Notes:</u>									
1. Grant Funds	10. Del Lago Settlement	(a) 2001 COs -- 075-7500	(g) 2007 COs -- 063-6320	(m) 2009 COs -- 041-4110	(s) 2010 COs -- 075-7560	(y) 2011 COs -- 042-4250	(ae) 2014 COs -- 073-7390	(al) 2014 COs -- 063-6390	(ar) 2015 COs - 056-5650			
2. Interest Income	11. 2006 Land Sale Proceeds	(b) 2006 COs -- 075-7520	(h) 2007 COs -- 042-4210	(n) 2009 COs -- 073-7340	(t) 2010 COs -- 042-4240	(z) 2011 COs -- 073-7360	(af) 2014 COs -- 041-4130	(am) 2015 COs -- 075-7512	(as) 2016 COs - 075-7513			
3. TXDOT Reimbursement	(7310-9030)	(c) 2005 COs -- 042-4200	(i) 2008 COs -- 075-7540	(o) 2009 COs -- 063-6340	(u) 2010 COs -- 073-7350	(aa) 2011 COs -- 063-6360	(ah) 2014 COs -- 075-7511	(an) 2015 CO's -- 041-4140	(at) 2016 COs - 041-4150			
4. Transfer From Other Fund(s)	12. Donations	(d) 2001 COs -- 063-6310	(j) 2008 COs -- 073-7330	(p) 2009 COs -- 042-4230	(v) 2010 COs -- 063-6350	(ab) 2012 COs -- 075-7580	(ai) 2013 COs -- 063-6380	(ao) 2015 CO's -- 042-4280	(au) 2016 COs - 042-4290			
5. General Fund	13. Contributions	(e) 2007 COs -- 075-7530	(k) 2008 COs -- 063-6330	(q) 2000 COs -- 073-7300	(w) 2006 COs -- 056-5610	(ac) 2012 COs -- 063-6370	(aj) 2014 COs -- 042-4270	(ap) 2015 CO's -- 073-7311	(av) 2016 COs - 073-7312			
6. Water & Sewer Construction	14. Industrial/Tech Park Land Sale Proceeds	(f) 2007 COs -- 073-7320	(l) 2009 COs -- 075-7550	(r) 2005 COs -- 073-7310	(x) 2011 COs -- 075-7570	(ad) 2005 COs -- 041-4100	(ak) 2014 COs -- 046-4600	(aq) 2015 CO's -- 046-4610				
7. 4B Sales Tax	15. Sale of Land or Property											
8. Eligible for payment by 4B Sales Taxes	16. Developer Reimbursement											
9. Land Swap Proceeds	17. Intergovernmental											

City of Conroe
Water and Sewer Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2016-2017 Adopted

			CONSTRUCTION SCHEDULE								FUNDING SOURCES			DEBT ISSUANCE SCHEDULE						
PROJECT	Project Code	Rank	Prior Fiscal Years	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST	OTHER SOURCES	ISSUED DEBT (REVENUE BONDS)	NEW DEBT	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	
WATER:																				
Water Line Rehab - Milltown Area and Woodway	F64	C	933,000	344,000	-	-	-	-	-	1,277,000	-	933,000	(u)	344,000	344,000	-	-	-	-	
Water Line – Thousand Trails	F101	C	579,000	146,000	-	-	-	-	-	725,000	-	579,000	(u)	146,000	146,000	-	-	-	-	
Water Well #23	825	C	758,000	350,000	-	-	-	-	-	1,108,000	-	758,000	(i,m,q,u)	350,000	350,000	-	-	-	-	
Water Line – Wilson Road East	F107	C	-	311,000	-	-	-	-	-	311,000	-	-		311,000	311,000	-	-	-	-	
Water Line Relocate – Longmire Road Phase 2B	F106	C	-	830,000	-	-	-	-	-	830,000	-	-		830,000	830,000	-	-	-	-	
Water Line Relocate – Longmire Road Phase 3	TBD	C	-	260,000	-	-	-	-	-	260,000	-	-		260,000	260,000	-	-	-	-	
Water Well #14 Ground Storage Tank Replacement	F103	C	176,000	1,550,000	-	-	-	-	-	1,726,000	-	176,000	(u)	1,550,000	1,550,000	-	-	-	-	
Water Line – Robinwood Subdivision Replacement	984	C	100,000	-	-	-	-	-	-	100,000	-	100,000	(u)	-	-	-	-	-	-	
Water Line – 1st Street Replacement	F102	C	274,000	-	-	-	-	-	-	274,000	-	274,000	(u)	-	-	-	-	-	-	
Robinwood Water Well Replacement (Catahoula)	F97	1	284,000	3,967,000	-	-	-	-	-	4,251,000	-	284,000	(u)	3,967,000	3,967,000	-	-	-	-	
Plant No. 19 1-Million Gallon Tank and Pump Station	F96	2	-	5,230,000	-	-	-	-	-	5,230,000	-	-		5,230,000	5,230,000	-	-	-	-	
Water Well - Catahoula (Little Egypt)	TBD	3	-	400,000	4,000,000	-	-	-	-	4,400,000	3,400,000	6	-	1,000,000	400,000	600,000	-	-	-	
Water Line Rehab - Conroe Hospital Area	TBD	4	-	-	-	220,000	1,061,000	1,273,000	-	2,554,000	-	-		2,554,000	-	-	220,000	1,061,000	1,273,000	
Water Line Rehab - 3rd Street	TBD	5	-	-	-	2,916,000	-	-	-	2,916,000	-	-		2,916,000	-	-	2,916,000	-	-	
Elevated Storage Tank No. 6 at Hart Road	TBD	6	-	-	-	1,260,000	-	-	-	1,260,000	-	-		1,260,000	-	-	1,260,000	-	-	
Water Line Rehab - Lewis, Roberson, Dallas, and Palestine	TBD	7	-	-	-	547,000	513,000	-	-	1,060,000	-	-		1,060,000	-	-	547,000	513,000	-	
Elevated Storage Tank No. 24 – Plantation Drive	TBD	8	-	-	-	1,245,000	-	-	-	1,245,000	-	-		1,245,000	-	-	1,245,000	-	-	
Water Line Rehab - 105 West to Lewis Street	TBD	9	-	-	-	427,000	-	-	-	427,000	-	-		427,000	-	-	427,000	-	-	
State Highway 75 Interconnect – Camp Silver Springs	TBD	10	-	-	-	1,146,000	-	-	-	1,146,000	-	-		1,146,000	-	-	1,146,000	-	-	
Water Line Rehab - South Plantation Drive and Loop 336	TBD	11	-	-	-	110,000	-	-	-	110,000	-	-		110,000	-	-	110,000	-	-	
Water Line Replacement - Sherman Street Area	TBD	12	-	-	-	-	2,000,000	-	-	2,000,000	-	-		2,000,000	-	-	-	2,000,000	-	
Water Line Extension - Ed Kharbat Drive South	TBD	13	-	-	-	-	471,000	-	-	471,000	-	-		471,000	-	-	-	471,000	-	
Water Line Rehab - Wedgewood Boulevard	TBD	14	-	-	-	-	725,000	-	-	725,000	-	-		725,000	-	-	-	725,000	-	
Water Line Rehab - North Thompson Area	TBD	15	-	-	-	-	-	1,055,000	-	1,055,000	-	-		1,055,000	-	-	-	-	1,055,000	
Water Line Extension - League Line Road to FM 1484	TBD	16	-	-	-	-	-	1,800,000	-	1,800,000	-	-		1,800,000	-	-	-	-	1,800,000	
Water Line Extension - FM 1488 Phase 3	TBD	17	-	-	-	-	-	-	1,005,000	1,005,000	-	-		1,005,000	-	-	-	-	1,005,000	
Future Catahoula Water Well	TBD	18	-	-	-	-	-	-	4,087,000	4,087,000	-	-		4,087,000	-	-	-	-	4,087,000	
Elevated Storage Tank - Hwy 105 & Carriage Trail Rd	TBD	19	-	-	-	-	-	-	1,379,000	1,379,000	-	-		1,379,000	-	-	-	-	1,379,000	
Elevated Storage Tank - Tom Stinson Dr & Technology Parkway	TBD	20	-	-	-	-	-	-	5,794,000	5,794,000	5,794,000	9	-	-	-	-	-	-	-	
Water Line Extension - FM 830	TBD	21	-	-	-	-	-	-	260,000	260,000	-	-		260,000	-	-	-	-	260,000	
Water Line Extension - FM 1488 Phase 2	TBD	22	-	-	-	-	-	-	1,726,000	1,726,000	-	-		1,726,000	-	-	-	-	1,726,000	
SUBTOTAL			3,104,000	13,388,000	4,000,000	7,871,000	4,770,000	4,128,000	14,251,000	51,512,000	9,194,000		3,104,000	39,214,000	13,388,000	600,000	7,871,000	4,770,000	4,128,000	8,457,000

Other Sources:

- 1. Grant Funds
- 2. Interest Income
- 3. TXDOT Reimbursement
- 4. Supplemental Request
- 5. Transfer From Other Fund(s)
- 6. Water & Sewer Operating Fund Capital Reserve
- 7. Contribution
- 8. Intergovernmental
- 9. 4B Sales Tax

Issued Debt Notes:

- (a) 2006 Revenue Bonds -- 043-4300
 - (b) 2006 Revenue Bonds -- 044-4400
 - (c) 2007 Revenue Bonds -- 043-4310
 - (d) 2007 Revenue Bonds -- 044-4410
 - (e) 2008 Revenue Bonds -- 043-4320
 - (f) 2008 Revenue Bonds -- 044-4420
 - (g) 2009 Revenue Bonds -- 043-4330
 - (h) 2009 Revenue Bonds -- 044-4430
- (i) 2010 Revenue Bonds -- 043-4340
 - (j) 2010 Revenue Bonds -- 044-4440
 - (k) 2011 Revenue Bonds -- 043-4350
 - (l) 2011 Revenue Bonds -- 044-4450
 - (m) 2012 Revenue Bonds -- 043-4360
 - (n) 2012 Revenue Bonds -- 044-4460
 - (o) 2013 Revenue Bonds -- 043-4370
 - (p) 2013 Revenue Bonds -- 044-4470
- (q) 2014 Revenue Bonds -- 043-4380
 - (r) 2014 Revenue Bonds -- 044-4480
 - (s) 2015 Revenue Bonds -- 043-4390
 - (t) 2015 Revenue Bonds -- 044-4490
 - (u) 2016 Revenue Bonds -- 043-4311
 - (v) 2016 Revenue Bonds -- 044-4411

City of Conroe
Water and Sewer Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2016-2017 Adopted

			CONSTRUCTION SCHEDULE								FUNDING SOURCES				DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026	TOTAL PROJECT COST	OTHER SOURCES		ISSUED DEBT (REVENUE BONDS)	NEW DEBT	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2026
SEWER:																				
SSOI Program	665	C	-	985,000	1,034,000	-	-	-	-	2,019,000	2,019,000	6	-	(v)	-	-	-	-	-	-
Sewer Line - Thousand Trails	F100	C	444,000	-	-	-	-	-	-	444,000	-		444,000	(v)	-	-	-	-	-	-
Sewer Line - White Oak Creek	760	C	-	237,000	-	-	-	-	-	237,000	-		-		237,000	237,000	-	-	-	-
Sewer Line - Plantation Drive Trunk Line	F47	C	-	338,000	-	-	-	-	-	338,000	-		-		338,000	338,000	-	-	-	-
Sewer Line Relocates – Wilson Road East	F105	C	-	322,000	-	-	-	-	-	322,000	-		-		322,000	322,000	-	-	-	-
Treatment Plant – Construction of New Plant (Phase 4)	975	1	772,000	350,000	5,483,000	21,932,000	21,932,000	5,483,000	-	55,952,000	-		772,000	(t, v)	55,180,000	350,000	5,483,000	21,932,000	21,932,000	5,483,000
Treatment Plant - Outfall Relocation	F110	2	191,000	2,500,000	-	-	-	-	-	2,691,000	-		191,000	(j)	2,500,000	2,500,000	-	-	-	-
Sewer Line – State Highway 242 and FM 1488	F27	3	-	6,900,000	2,000,000	-	-	-	-	8,900,000	-		-		8,900,000	6,900,000	2,000,000	-	-	-
Sewer Rehab – SH 105/IH-45 Sewer Rehab Phase 2	TBD	4	-	4,014,000	-	-	-	-	-	4,014,000	-		-		4,014,000	4,014,000	-	-	-	-
Sewer Line Extension - Skytop Gravity	TBD	5	-	281,000	-	-	-	-	-	281,000	281,000	6	-		-	-	-	-	-	-
Sewer Rehab - SH 105/IH-45 Phase 3	TBD	6	-	-	2,008,000	-	-	-	-	2,008,000	-		-		2,008,000	-	2,008,000	-	-	-
Sewer Rehab - River Pointe Area	TBD	7	-	-	835,000	-	-	-	-	835,000	-		-		835,000	-	835,000	-	-	-
Shadow Lakes Lift Station & Forcemain Upgrade	TBD	8	-	-	-	979,000	-	-	-	979,000	-		-		979,000	-	-	979,000	-	-
Wastewater Trunk Line / Diversion Structure	TBD	9	-	-	-	2,000,000	8,071,000	2,500,000	-	12,571,000	-		-		12,571,000	-	-	2,000,000	8,071,000	2,500,000
Sewer Rehab - San Jacinto & York Area	TBD	10	-	-	-	-	-	-	775,000	775,000	-		-		775,000	-	-	-	-	775,000
Sewer Rehab - Arnold to Frazier Street	TBD	11	-	-	-	-	-	-	874,000	874,000	-		-		874,000	-	-	-	-	874,000
Sewer Rehab - North Loop 336 Area	TBD	12	-	-	-	-	-	-	560,000	560,000	-		-		560,000	-	-	-	-	560,000
Sewer Rehab - Rigby Owen and Camelot	TBD	13	-	-	-	-	-	-	421,000	421,000	-		-		421,000	-	-	-	-	421,000
SUBTOTAL			1,407,000	15,927,000	11,360,000	24,911,000	30,003,000	7,983,000	2,630,000	94,221,000	2,300,000		1,407,000		90,514,000	14,661,000	10,326,000	24,911,000	30,003,000	7,983,000
GRAND TOTAL			4,511,000	29,315,000	15,360,000	32,782,000	34,773,000	12,111,000	16,881,000	145,733,000	11,494,000		4,511,000		129,728,000	28,049,000	10,926,000	32,782,000	34,773,000	12,111,000
Estimated City Engineering Cost			-	-	-	-	-	-	-	-					-	-	-	-	-	-
ADJUSTED GRAND TOTAL			4,511,000	29,315,000	15,360,000	32,782,000	34,773,000	12,111,000	16,881,000	145,733,000	11,494,000		4,511,000		129,728,000	28,049,000	10,926,000	32,782,000	34,773,000	12,111,000

- Other Sources:**
- Grant Funds
 - Interest Income
 - TXDOT Reimbursement
 - Supplemental Request
 - Transfer From Other Fund(s)
 - Water & Sewer Operating Fund Capital Reserve
 - Contribution
 - Intergovernmental

- Issued Debt Notes:**
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(r) 2014 Revenue Bonds -- 044-4480

(s) 2015 Revenue Bonds -- 043-4390

(t) 2015 Revenue Bonds -- 044-4490

(u) 2016 Revenue Bonds -- 043-4311

(v) 2016 Revenue Bonds -- 044-4411

City of Conroe

Financial Management Policy

January 28, 2016

I. STATEMENT OF PURPOSE

The City of Conroe (City) has an important responsibility to its citizens to carefully account for public funds, manage municipal finances wisely, manage growth, and plan the adequate funding of services desired by the public, including the provision and maintenance of public facilities. In these times of rapid growth in the Conroe area, the City needs to ensure that it is capable of adequately funding and providing those local government services needed by the community. The following Financial Management Policy is designed to establish guidelines for the fiscal stability of the City. The watchwords of the City's financial management include integrity, prudent stewardship, planning, accountability, and full disclosure.

The scope of these policies generally spans, among other issues, accounting, auditing, financial reporting, internal controls, operating and capital budgeting, revenue management, cash and investment management, expenditure control, asset management, debt management, and planning concepts, in order to:

- 1. demonstrate to the citizens of Conroe, the investment community, and the bond rating agencies that the City is committed to a strong fiscal operation;***
- 2. provide precedents for future policy-makers and financial managers on common financial goals and strategies;***
- 3. present fairly and with full disclosure the financial position and results of the financial operations of the City in conformity to Generally Accepted Accounting Principles (GAAP); and***
- 4. determine and demonstrate compliance with finance-related legal and contractual issues in accordance with provisions of the Texas Local Government Code and other pertinent legal documents and mandates.***

The City Council will annually review and approve the Financial Management Policy as part of the budget process.

II. FORM OF GOVERNMENT

The governing body of the City is a mayor-council format, which is composed of five councilmen and a mayor elected at large. The elected officials enact local legislation, adopt budgets, determine policies, and execute the laws and administer the government of the City. The City Council determines all matters of policy, including the duties listed in Article III, Section 3.07 of the City Charter, while the Mayor exercises and performs the duties in Article III, Section 3.08. These include, but are not limited to, being recognized as the head of the City government for all ceremonial purposes, by the courts for civil process, and by the government for purposes of military law. In times of public danger or emergency, the Mayor takes command of the police, maintains law and order, and enforces the law. Wherein the Charter gives the City Council the authority to appoint administrative heads, the Mayor makes these appointments subject to the approval of the Council.

In addition to the responsibilities listed in Section 4.10-12 of the Conroe City Charter, "Director of Finance Powers and Duties," the Assistant City Administrator/Chief Financial Officer is responsible for reporting deviations from this Policy to the City Administrator, Mayor, and City Council.

The City shall duly appoint a qualified Internal Auditor, who shall carry the designation of Certified Internal Auditor from the Institute of Internal Auditors. As per Ordinance No. 1771-09, the Internal Auditor is responsible for the following:

...conduct financial, operational and compliance audits in accordance with accepted professional standards to determine internal compliance with applicable laws, regulations, policies and procedures. As time permits the internal auditor may perform such additional duties as may be requested by the director of finance or are assigned by the city council. The internal auditor shall report to the mayor and city council and may not be removed or suspended except by majority vote of the city council."

III. OPERATING BUDGET POLICY STATEMENT

A. Preparation

Budgeting is an essential element of the financial planning, control, and evaluation process of municipal government. The "Operating Budget" is the City's annual financial operating plan. The budget includes all of the operating departments of the City. It also includes the debt service funds, all capital improvement program funds, all enterprise funds, and the internal service funds. The Finance Department prepares the budget, with the cooperation of all departments, under the direction of the City Administrator. The Mayor and City Administrator make any necessary

changes, and then the Mayor transmits the document to the City Council.

1. **Proposed Budget:** The Mayor shall, between sixty and ninety days prior to the beginning of each fiscal year, submit to the City Council a proposed budget. Such budget shall provide a complete financial plan for the fiscal year within the provisions of the City Charter.
 - a. A budget message, explanatory of the budget, shall contain an outline of the proposed financial policies of the City for the fiscal year, set forth the reasons for changes from the previous year in expenditure and revenue items, and explain any major changes in financial policy.
 - b. The budget shall include four basic segments for review and evaluation: (1) personnel costs, (2) base budget for operations and maintenance costs, (3) supplemental adjustments for increases or decreases to existing service levels, and (4) revenues.
 - c. The budget review process shall include City Council participation in the development of each of the four segments of the proposed budget.
2. **Adoption:** The budget and all supporting schedules shall be filed with the City Secretary, be submitted to the City Council, and shall be a public record. The City Administrator shall make a copy available to any resident of the City, upon request.

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

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

deemed adopted for the ensuing fiscal year. Additionally, the existing contract for the collection of ad valorem taxes between the City and the Montgomery County Tax Assessor/Collector stipulates that the City must adopt the budget and tax rate by September 1 of each year.

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

B. Balanced Budget

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

C. Planning

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

D. Reporting

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

E. Avoidance of Operating Deficits

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

F. Maintenance of Capital Assets

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

continue service levels.

G. Periodic Program Reviews

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

H. Purchasing

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

I. Reserves and Contingency Funds

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

IV. REVENUE MANAGEMENT

A. Optimum Characteristics

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

1. **Simplicity:** The City, where possible and without sacrificing accuracy, will strive to keep the revenue system simple in order to reduce compliance costs for the taxpayer or service recipient. The City will avoid nuisance taxes or charges as revenue sources.
2. **Certainty:** A knowledge and understanding of revenue sources increases the reliability of the revenue system. The City will understand its revenue sources and enact consistent collection policies to provide assurances that the revenue base will materialize according to budgets and plans.

3. **Equity:** The City shall make every effort to maintain equity in its revenue system structure (i.e., the City shall seek to minimize or eliminate all forms of subsidization between entities, funds, services, utilities, and customers' classes).
4. **Revenue Adequacy:** The City shall require that there be a balance in the revenue system (i.e., the revenue base will have the characteristics of fairness and neutrality as it applies to cost of service, willingness to pay, and ability to pay). All revenue forecasts shall be conservative.
5. **Administration:** The benefits of a revenue source shall exceed the cost of levying and collecting that revenue. The cost of collection will be reviewed annually for cost effectiveness.
6. **Diversification and Stability:** A diversified revenue system with a stable source of income shall be maintained. This will help avoid instabilities in revenue sources due to factors such as fluctuations in the economy and variations in the weather. A balance between elastic and inelastic revenue sources also achieves this stability.

B. Other Considerations

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

1. **Cost/Benefit of Abatement:** The City will use due caution in the analysis of any tax or fee incentives that are used to encourage development. Ideally, a cost/benefit (fiscal impact) analysis will be performed as part of such caution.
2. **Non-Recurring Revenues:** One-time or non-recurring revenues will not be used to finance current on-going operations. Non-recurring revenues should be used only for one-time expenditures such as long-lived capital needs. They will not be used for budget balancing purposes.
3. **Property Tax Revenues:** All real and business personal property located within the City shall be valued at 100 percent of its fair market value for any given year based on the current appraisal supplied to the City by the Montgomery Central Appraisal District.

A 99.5 percent collection rate shall serve each year as a goal for tax collections. All delinquent taxes shall be aggressively pursued each year by the Montgomery County Tax-Assessor/Collector as

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

4. **Interest Income:** Interest earned from investment of available monies, whether pooled or not, will be distributed to the funds in accordance with the equity balance of the fund from which monies were provided for investment.
5. **User-Based Fees and Service Charges:** For services associated with a user fee or charge, a fee will offset the direct and indirect costs of that service where possible. Fees will be reviewed at least every three years to ensure that fees provide adequate coverage of costs of services. The appropriate department will review and recommend any changes to the City Council. User charges may be classified as "Full Cost Recovery," "Partial Cost Recovery," or "Minimal Cost Recovery," based upon City Council policy.

Full fee support (80-100%) will be obtained from enterprise utilities and licenses and permits for their associated costs. Charges for miscellaneous licenses and fines and all adult sports programs will generate partial fee support (40-70%). Minimum fee support (0-30%) will be obtained from youth programs.

6. **Enterprise Fund Rates:** The City will review and adopt utility rates, as needed, which will generate revenues required to fully cover current operating and maintenance expenses, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital.

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

- a. **General and Administrative Charges:** Administrative costs will be charged to all funds for services of general overhead, such as administration, finance, personnel, engineering, legal counsel, and other costs, as appropriate. The charges will be determined through an indirect cost allocation following accepted practices and procedures.

- b. **In-Lieu-of-Franchise Fee:** In-Lieu-of-Franchise Fee

includes part of the rate computation at 4 percent of gross revenues less impact fees, consistent with the franchise rates charged to investor-owned utilities franchised to operate within the City.

7. **Intergovernmental Revenues:** Any potential grants will be examined for matching requirements. Generally, these revenue sources should be used for capital improvements that are consistent with the Capital Improvement Program whose operating and maintenance costs have been included in the Operating Budget or for special programs associated specifically with the grant.
8. **Revenue Monitoring:** Actual revenues received will be regularly compared to budgeted revenues and variances will be investigated. This process will be summarized in the appropriate periodic report.

V. EXPENDITURE CONTROL

A. Appropriations

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

B. Amendments to the Budget

The budget may be amended by using the following criteria for evaluation of requests. The following questions must be answered by the appropriate department head prior to submittal to the City Council for approval and shall be included as a part of the agenda packet:

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

In addition, the following conditions must be met:

1. The Assistant City Administrator/CFO certifies that there are available revenues in excess of those estimated in the budget or

that unreserved/unencumbered fund balance is available; and

2. The City Council approves the budget amendment.

C. Accountability

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

D. Reporting

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

VI. FISCAL MONITORING

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

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

VII. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

The City shall comply with prevailing local, state, and federal regulations. Its

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

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

VIII. RATIOS, RESERVES, AND FINANCIAL STABILITY

A. Operational Coverage (No Operating Deficits)

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

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

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

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

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

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

The unassigned fund balance will be available for the following purposes, only after a justification is provided by the appropriate department head, and its use has been approved by the Assistant City

Administrator/Chief Financial Officer, City Administrator, and City Council:

- a. Defer short-term tax increases
- b. Cover revenue shortfalls
- c. Cover unanticipated expenditures

5. **Order of Expenditure of Funds:** When multiple categories of fund balance are available for expenditure, the City will start with the most restricted category – spending those funds first – before moving down to the next category with available funds.

6. **Governmental Fund Type Definitions:**

- a. General Fund – The General Fund should be used to account for and report all financial resources not accounted for and reported in another fund.
- b. Debt Service – Debt service funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.
- c. Special Revenue – Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.
- d. Capital Projects – Capital projects funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Capital projects funds exclude those types of capital-related outflows financed by proprietary funds or assets that will be held in trust for individuals, private organizations, or other governments.

7. **Utility Working Capital and Retained Earnings of Other Operating Funds:** In operating funds other than the General Fund, the City shall strive to maintain a positive retained earnings position to provide sufficient reserves for emergencies and revenue shortfalls. In addition, the minimum reserve balance in utility operating funds will be sixty (60) days of current year budgeted operating expenses. A debt coverage ratio of 125% to 150% will also be maintained in utility operating funds.

8. **Rate Stabilization Reserve:** The City will designate an additional reserve balance in the Water and Sewer Operating Fund over and above the sixty (60) day reserve balance. The additional reserve target will be thirty (30) days of current year budgeted operating expenditures. The purpose of the Rate Stabilization Reserve is to protect the City from short-term operating deficits in the Water and Sewer Operating Fund. The funds will be available for the following purposes:
 - a. Defer short-term rate increases.
 - b. Cover revenue shortfalls.
 - c. Cover unanticipated expenditures.
 - d. Pay principle and interest on utility related debt.
9. **Use of Fund Balance/Retained Earnings:** Fund Balance/Retained Earnings shall be used only for emergencies, non-recurring expenditures, or major capital purchases that cannot be accommodated through current year savings. Except for use in an emergency, such use shall not reduce the balance below the appropriate level set as the objective for that fund.

C. Liabilities and Receivables

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

D. Capital Improvement Program and Debt Service Funds

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

3. Revenue obligations will maintain debt coverage ratios, as specified by the bond covenants.

IX. INTERNAL CONTROL POLICY STATEMENT

A. Written Procedures

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

B. Department Head Responsibilities

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

C. Revenue/Cash Handling

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

X. STAFFING AND TRAINING POLICY STATEMENT

A. Adequate Staffing

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

B. Training

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

and other related educational efforts.

XI. CAPITAL IMPROVEMENT PROGRAM POLICY

A. Statement of Purpose

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

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

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

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

1. **General Government CIP:** Includes expenditures for the replacement, expansion, acquisition, and/or construction of streets, signals, facilities, parks and recreation, transportation, and/or drainage improvements.
2. **Water & Sewer CIP:** Includes expenses for the replacement,

expansion acquisition, and/or construction of water and sewer infrastructure improvements.

3. **Conroe Industrial Development Corp. (CIDC) CIP:** Includes expenditures for capital improvements for the purposes of promoting economic development within the City of Conroe pursuant to state law regarding 4B sales tax.

The following policy statements guide the development and implementation of the City's Ten-Year Capital Improvement Program:

1. Capital expenditures will be made pursuant to the adopted Ten-Year Capital Improvement Program and the current fiscal year's Capital Budget.
2. Estimated cost and funding will be identified for each proposed capital expenditure prior to its submission to the City Council for inclusion in the Capital Improvement Program.
3. Intergovernmental assistance or grants-in-aid will be sought and used to finance only those capital expenditures and improvements, which are consistent with the adopted Capital Improvement Program.
4. At the end of each fiscal year, the Capital Improvement Program will be reviewed and an additional year will be added to replace the year just completed. During such annual review, priorities may be revised, with new capital expenditures and improvements added as justified, and other capital expenditures no longer justified being eliminated.
5. Recurrent capital expenditures for replacement, expansion and/or acquisition of plant, equipment, and/or motor vehicles will be financed from funds available and appropriated in the City's annual Operating Budget.
6. Non-recurrent capital expenditures for public improvements having a relatively larger cost and longer useful life, and which require additional funding over and beyond the City's annual Operating Budget, may be financed through the issuance or creation of appropriate long-term debt that coincides with the projected life of the improvement.
7. Any proceeds derived from the sale of the City-owned land located directly north of Conroe Park North, which was acquired through a land swap with Alton Hues for property adjacent to Carl Barton

Park, will be divided in half and deposited in accounts specifically designated for park improvements and downtown improvement CIP projects.

B. Development of Capital Improvement Program

Although simple in theory, capital expenditure and public investment decision-making is not very simple in practice. Many of the benefits of a capital project or expenditure are often of an intangible nature and are not readily quantifiable; their value is common or social, involving the whole municipality; and usually is not easily ascertainable in monetary terms. This factor of common value and the lack of quantifiable benefits are the very reasons many such projects or activities are assumed by the public sector.

The City's Ten-Year Capital Improvement Program consists of a comprehensive listing of carefully selected and coordinated capital improvements and expenditures which have been identified as necessary to accomplish the City's long-range objectives and work program and which the City can afford to implement. Development of the Capital Improvement Program is an annual process which includes identifying an inventory of needed projects, developing appropriate financing plans, and obtaining City Council and community input to establish project priorities.

Development of the Capital Improvement Program begins in March of each fiscal year when City department heads are required to submit to the City Administrator or his designee an inventory of capital improvements and expenditures contemplated for the next ten fiscal years. This inventory is generally based on the expenditure's urgency, capital and operating costs, a general assessment of projected benefits, and the expenditure's contribution to the accomplishment of the City's long-range objectives and work program. Requests for consideration of capital improvements and expenditures often originate with diverse groups, including the City's operating departments and administrative staff, citizen advisory boards, City Council, and interested citizens.

Following development of the initial inventory of contemplated capital expenditures, the Finance Department staff conducts a preliminary economic and financial evaluation of the requested improvements and expenditures. This evaluation includes an assessment of the City's fiscal capacity for the ensuing ten -year period for the purpose of establishing as accurately as possible the funds which will be available for proposed capital expenditures during each year of the Capital Improvement Program and for ensuring that additional funds for increased operating expenses will be available, if necessary.

During the City's annual budget preparation process, the initial inventory of contemplated capital expenditures is preliminarily evaluated and ranked by priority before submission to the City Council. City Budget Staff usually completes this phase of development of the Capital Improvement Program. Upon completion of this review process, a recommended Ten-Year Capital Improvement Program is submitted to the Mayor & City Council for adoption.

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

XII. RELATIONSHIP OF CAPITAL BUDGET TO ANNUAL OPERATING BUDGET

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

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

1. Due to their relatively larger cost and longer life, capital expenditures for long-range public improvements may have to be financed on a "pay-as-you-use" basis through the issuance of long-term debt that coincides with the projected life of the improvement.

2. Such capital expenditures, therefore, may require a consistent application of effort and funds over a span of years.
3. The political and economic impacts of investments in long-range capital improvements extend far into the future.
4. Decisions to invest in long-range capital improvements are often irreversible, except at considerable financial and managerial costs to the City.
5. Such capital investment decisions may significantly alter or influence the City's ability to grow and prosper.

XIII. DEBT POLICY STATEMENT

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

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

XIV. DEBT POLICIES FOR LONG-TERM CAPITAL IMPROVEMENTS

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

1. Recurrent capital expenditures for replacement, expansion and/or acquisition of plant, equipment and/or motor vehicles will be

financed on a pay-as-you-go basis from funds available and appropriated in the City's annual Operating Budget. In certain limited circumstances, short-term debt or lease-purchase options may be considered for such items.

2. Only long-term, non-recurrent capital expenditures for public improvements having a relatively larger cost and longer useful life, and which require additional funding over and beyond the fiscal capacity of the City's annual Operating Budget, will be financed through the issuance or creation of long-term debt.
3. Long-term, non-recurrent capital improvements will not be debt-financed for periods exceeding the projected useful life of the improvement.
4. Revenue sources that will be used to pay long-term debt will be conservatively projected to ensure that such debt is adequately and soundly financed.
5. Long-term debt will be used to finance non-recurrent capital expenditures or improvements only when it has been determined that the estimated flow of benefits to be derived over the useful life of the improvement exceeds the principal cost of the improvement, plus interest. Such determination will be based on the improvement's urgency, capital and operating costs, a general assessment of projected benefits, both direct and indirect, and the improvement's contribution to the accomplishment of the City's long-range objectives and work program.
6. Long-term debt will be used to finance non-recurrent capital expenditures or improvements only when it has been determined that future generations of citizens and/or taxpayers will derive benefit from the improvement.
7. The City's total general obligation debt will not exceed five percent of its assessed valuation.
8. The City will use special assessment revenue bonds or other self-supporting bonds where possible and appropriate to finance long-term, non-recurrent capital improvements, rather than use General Obligation Bonds.
9. The City will establish and maintain effective communications with bond rating agencies to keep them informed of its financial condition.

10. The City will comply with its annual continuing disclosure obligations pursuant to SEC Rule 15c2-12.

A. Types of Debt

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

1. **General Obligation Bonds (GO's):** General Obligation Bonds will be used only to fund capital assets of the general government and are not to be used to fund operating needs of the City. General Obligation Bonds are backed by the full faith and credit of the City as well as the ad valorem tax authority of the City. The term of a bond issue will not exceed the useful life of the asset(s) funded by the bond issue and will generally be limited to no more than thirty years. General Obligation Bonds must be authorized by a vote of the citizens of the City of Conroe.
2. **Revenue Bonds (RB's):** Revenue Bonds will be issued to provide for the capital needs of any activities where the capital requirements are necessary for continuation or expansion of a service which produces a revenue and for which the asset may reasonably be expected to provide for a revenue stream to fund the term of the debt service requirements. The obligation may not exceed the useful life of the asset(s) to be funded by the bond issue and will generally be limited to no more than thirty years.
3. **Certificates of Obligation, Contract Obligations:** Certificates of Obligation or Contract Obligations will be used in order to fund capital requirements, which are not otherwise covered under either Revenue Bonds or General Obligation Bonds. Debt service for Certificates of Obligation or Contract Obligations may be either from general revenues, backed by a specific revenue stream, or by a combination of both. Generally, Contract Obligations will be used to fund capital assets where full bond issues are not warranted as a result of the cost of the asset(s) to be funded through the instrument. The term of the obligation may not exceed the useful life of the asset(s) to be funded by the proceeds of the debt issue and will generally be limited to no more than twenty years.
4. **Method of Sale:** The City will use a competitive bidding process in the sale of bonds unless the nature of the issue warrants a negotiated bid. In situations where a competitive bidding process is not elected, the City will publicly present the reasons why a negotiated process is being utilized, as well as will oversee, with

the advice of the financial advisor, the selection of the underwriter or direct purchaser.

5. **Bidding Parameters:** The notice of sale will be carefully constructed so as to ensure the best possible bid for the City, in light of the existing market conditions and other prevailing factors. Parameters to be examined include:

- a. limits between lowest and highest coupons;
- b. coupon requirements relative to the yield curve;
- c. method of underwriter compensation, discount or premium coupons;
- d. use of TIC vs. NIC;
- e. use of bond insurance;
- f. deep discount bonds;
- g. variable rate bonds; and
- h. call provisions.

B. Refinancing Current Debt

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

C. Bond Ratings

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

B. Analysis of Financing Alternatives

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

1. **Disclosure:** Full disclosure of operations will be made to the bond rating agencies and other users of financial information. The City staff, with the assistance of financial advisors and bond counsel, will prepare the necessary materials for presentation to the rating agencies, aid in the production of Offering Statements, and take responsibility for the accuracy of all financial information released.
 - a. Federal Requirements – The City will maintain procedures to comply with arbitrage rebate and other Federal requirements. Procedures to comply with IRS arbitrage requirements are included with this policy as Appendix D.
 - b. Debt Structuring – The City will issue bonds with an average life of thirty years or less, not to exceed the life of the asset(s) acquired.

The structure should approximate level debt service unless operational matters dictate otherwise or, if market conditions indicate, a potential savings could result from modifying the level payment stream.

Consideration of market factors, such as the tax-exempt qualification, minimum tax alternative, and so forth, will be given during the structuring of long-term debt instruments.

XV. INVESTMENTS

The City's idle cash shall be invested in such a manner so as to ensure the absolute safety of principal and interest, to meet the liquidity needs of the City, and to achieve the highest possible yield in accordance with the City's investment policy. Interest earned from investment shall be distributed to the operating, internal service, and other City funds from which the money was provided. Cash forecasting models and procedures will be employed to maximize the amount of investment funds.

All investment activity will be in accordance with the City's investment policy, which is included with this policy as Appendix C. The investment policy will be reviewed and, if needed, updated annually by the City Council.

XVI. INTERGOVERNMENTAL RELATIONS, GRANTS, ECONOMIC DEVELOPMENT, AND RISK MANAGEMENT

A. Intergovernmental Relations

The City shall coordinate efforts with other governmental agencies to

achieve common policy objectives, share the cost of providing government services on an equitable basis, and support appropriate favorable legislation at the state and federal levels.

1. **Interlocal Cooperation in Delivery Services:** In order to promote the effective and efficient delivery of services, the City shall work with other local jurisdictions to share on an equitable basis the costs of services, to share facilities, and to develop joint programs to improve service to its citizens.
2. **Legislative Program:** The City shall cooperate with other jurisdictions to actively oppose any state or federal regulation or proposal that mandates additional City programs or services and does not provide the funding from implementation.

B. **Grants**

The City shall seek, apply for, obtain and effectively administer federal, state, and foundation grants-in-aid that address the City's current and future priorities and policy objectives.

1. **Grant Guidelines:** The City shall seek, apply for, and obtain those grants that are consistent with priority needs and objectives identified by Council.
2. **Indirect Costs:** The City shall recover indirect costs to the maximum amount allowed by the funding source. The City may waive or reduce indirect costs if doing so will significantly increase the effectiveness of the grant.
3. **Grant Review:** The City shall review all grant submittals for the following: 1) their cash or in-kind matching requirements; 2) their potential impact on the operating budget, including obligations by the City to fund programs on an ongoing basis, even after the grant funding is terminated; and 3) the extent to which they meet the City's policy objectives. If there are cash match requirements, the source of funding shall be identified and approved prior to application. A semi-annual report on the status of grant programs and their effectiveness shall also be prepared and presented to City Council by the Grant Administrator responsible for each grant.
4. **Documentation:** The city will take all steps necessary to ensure that proper supporting documentation is obtained to support the allowable activities completed under each grant program. The records will be obtained and retained according to the specific grant program.

5. **Grant Program Termination:** The City shall terminate grant-funded programs and associated positions as directed by the City Council when grant funds are no longer available unless alternate funding is identified.

C. Economic Development

The City shall initiate, encourage, and participate in economic development efforts to create job opportunities and strengthen the local economy and tax base.

1. **Commitment to Expansion and Diversification:** The City shall encourage and participate in economic development efforts to expand Conroe's economy and tax base, increase local employment, and invest when there is a defined specific long-term return. These efforts shall not only focus on new areas but on other established sections of Conroe where development or redevelopment can generate additional jobs and other economic benefits.
2. **Tax Abatements:** The City shall develop a tax abatement policy to encourage commercial and/or industrial growth and development throughout Conroe. The City shall balance the long-term benefits of tax abatements with the short-term loss of tax revenues prior to the granting of the abatement. Factors considered in evaluating proposed abatements for development include the location of the project, its size, the number of temporary and permanent jobs created, the costs and benefits for the City and its impact on Conroe's economy and other factors specified in the City's Tax Abatement Policy.
3. **Increase Non-Residential Share of Tax Base:** The City's economic development program shall seek to expand the non-residential share of the tax base to decrease the tax burden on residential homeowners.
4. **Coordinate Efforts with Other Jurisdictions:** The City's economic development program shall encourage close cooperation with other local jurisdictions to promote the economic well-being of this area.

D. Risk Management

The City will utilize a safety program, an employee health program and a risk management program to prevent and/or reduce the financial impact to

the City due to claims and losses. Transfer of liability for claims through transfer to other entities through insurance and/or by contract will be utilized where appropriate. Prevention of claims through the safety program and the employee health program will be employed. Liabilities will be self-insured where it is financially feasible.

BASIS OF BUDGETING & ACCOUNTING

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate budgetary and accounting entity. Within the budget, the City's various funds are grouped into the following categories of fund types:

Governmental Fund Types - Include the General Fund, General Obligation & CIDC Debt Service Funds, Capital Projects Funds, and Special Revenue Funds. The budget is organized and operated on a modified accrual basis. A "current financial resources" measurement focus is utilized. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual (i.e., both measurable and available). Available revenues collected within the current period or soon thereafter are used to pay liabilities of the current period. Expenditures represent a decrease in net financial resources, and other than interest on general long-term debt, are recorded when the fund liability is incurred, if measurable. Interest on general long-term debt is recorded when due. The City's Comprehensive Annual Financial Report (CAFR) reports governmental funds under the modified accrual basis of accounting.

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

All funds included in the budget are subject to appropriation.

Governmental Fund Types

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

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

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources other than expendable trusts or major capital projects. The Special Revenue Funds include, but are not limited to, the Hotel Occupancy Tax Fund,

Conroe Tower Fund, Vehicle and Equipment Fund, Conroe Industrial Development Corporation Fund, Transportation Grants, Oscar Johnson Jr. Community Center Fund, Municipal Court Funds, and Community Development Block Grant Entitlement Fund.

Debt Service Funds - The G.O. Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs secured by property taxes. The CIDC Debt Service Fund is used to account for the accumulation of resources for, and the payment of, long-term debt principal, interest and related costs secured by 4B sales tax revenue.

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

Annual budgets are adopted on a basis consistent with generally accepted accounting principles. The following governmental funds do not have an annual budget; however, they are in the audited financial statements: Public Improvement District (PID) Assessments, Owen Theatre, Firearms Training Facility, and Woodlands Township Regional Participation.

Proprietary Fund Types

Enterprise Funds are used to account for operations that are either financed or operated in a manner similar to private business enterprises, or where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management, control, accountability, or other purposes.

Water & Sewer Operating Fund - This fund accounts for water and wastewater services for the residents of the City. All activities necessary to provide such services are accounted for in the fund, including administration, operation, maintenance, financing and related debt service, and billing and collection.

Fleet Services Fund - This fund accounts for fleet services and maintenance of the City's vehicles and equipment (rolling stock). It also provides fleet maintenance services to external governmental customers.

Self-Funded Insurance Fund – This fund accounts for the health, dental, and vision insurance benefits related to the City's insurance activities. For the purposes of these benefits, the City is self-insured.

STATUTORY REQUIREMENTS

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

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

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

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

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

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

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

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

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

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

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

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

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

Calculation of Legal Debt Margin - October 1, 2016

Taxable Assessed Valuation	\$7,126,248,737
Constitutional Limit	2.50% of assessed valuation
Maximum Constitutional Revenue Available	\$178,156,218
Tax Rate to Achieve Maximum Tax Revenue	\$2.5000 per \$100 of valuation
Adopted Tax Rate for 2016-2017	\$0.4175 per \$100 of valuation
Available Unused Constitutional Max Tax Rate	\$2.0825 of assessed valuation

The State of Texas does not provide for a statutory debt limit for cities. The truth-in-taxation criteria specify that debt (interest and sinking) requirements must be met first, followed by operations. The property tax rate to meet these needs cannot exceed \$2.50 per \$100 valuation.

NOTICE OF 2016 TAX YEAR PROPOSED PROPERTY TAX RATE FOR CITY OF CONROE

A tax rate of \$0.4200 per \$100 valuation has been proposed for adoption by the governing body of City of Conroe. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate.

The governing body of City of Conroe proposes to use revenue attributable to the tax rate increase for the purpose of funding essential services, including the hiring of additional firefighters to staff new Fire Station No. 7, and all other costs listed in the City's budget that can be found at www.cityofconroe.org.

PROPOSED TAX RATE	\$0.4200 per \$100
PRECEDING YEAR'S TAX RATE	\$0.4200 per \$100
EFFECTIVE TAX RATE	\$0.4045 per \$100
ROLLBACK TAX RATE	\$0.4331 per \$100

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for City of Conroe from the same properties in both the 2015 tax year and the 2016 tax year.

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

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

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

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

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

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

First Hearing: August 10, 2016 at 2:00 PM at CITY COUNCIL CHAMBERS, CONROE CITY HALL, 300 W. DAVIS ST., CONROE, TX 77301.

Second Hearing: August 17, 2016 at 9:30 AM at CITY COUNCIL CHAMBERS, CONROE CITY HALL, 300 W. DAVIS ST., CONROE, TX 77301.

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
GENERAL FUND				
0001-1041 Administration				
City Administrator	1	1	1	1
Communications Coordinator	1	1	1	1
Executive Secretary	1	1	1	1
Subtotal	3	3	3	3
0001-1042 Mayor and City Council				
Mayor	1	1	1	1
Mayor Pro Tem	1	1	1	1
Councilmembers	4	4	4	4
Subtotal	6	6	6	6
City Secretary	1	1	1	1
Assistant City Secretary	1	1	1	1
Subtotal	2	2	2	2
PT Secretary (Hours)	0	0	160	0
Subtotal hours	0	0	160	0
0001-1044 Transportation				
Administrative Coordinator/Transportation Specialist	1	0	0	0
Transportation Manager	0	0	1	1
Subtotal	1	0	1	1
PT Transportation Aide (Hours)	0	0	1,000	1,040
Subtotal hours	0	0	1,000	1,040
0001-1060 Legal				
City Attorney	1	1	1	1
Assistant City Attorney	1	1	1	1
Executive Secretary	1	1	1	1
Subtotal	3	3	3	3
0001-1070 Municipal Court				
Judge	1	1	1	1
Subtotal	1	1	1	1
Court Administrator	1	1	1	1
Deputy Court Clerk III	1	1	1	1
Deputy Court Clerk II	2	2	2	2
Deputy Court Clerk I	4	4	4	4
Juvenile Case Coordinator	1	1	1	1
Subtotal	9	9	9	9
0001-1100 Finance				
Assistant City Administrator/CFO	1	1	1	1
Assistant Director of Internal Services	0	0	1	1
Internal Auditor	1	1	1	1

CITY OF CONROE

PERSONNEL SUMMARY

	<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
Assistant Director of Finance & Administration	1	1	1	1
Accounting Manager	1	1	1	1
Accountant	2	2	2	2
Senior Accountant	1	1	1	1
Facility Management Coordinator	1	1	1	1
Payroll Specialist	1	1	1	1
Accounts Payable Clerk	1	1	1	1
Finance Manager	0	1	1	1
Subtotal	10	11	12	12
PT Senior Accountant (Hours)	1,560	0	0	0
Subtotal hours	1,560	0	0	0
0001-1110 CDBG Administration				
Assistant Community Development Director	1	1	0	0
Assistant Coordinator	1	1	1	1
Subtotal	2	2	1	1
0001-1120 Purchasing-Warehouse				
Assistant Director of Internal Services	0	1	0	0
Purchasing Director	1	0	0	0
Buyer	1	0	0	0
Purchasing Manager	0	1	1	1
Warehouse Supervisor	1	1	1	1
Warehouse Technician	2	2	2	2
Subtotal	5	5	4	4
0001-1130 Information Technology				
Information Technology Manager	1	1	1	1
Unix System Administrator	1	1	1	1
Network System Administrator	1	1	1	1
Network Support Specialist	1	1	1	1
Applications & Business Analyst	2	2	2	2
End User Support Analyst	1	1	1	1
PC Support Specialist	1	1	1	1
GIS Coordinator	1	1	1	1
GIS Technician	2	2	2	2
Subtotal	11	11	11	11
0001-1160 Human Resources				
Civil Service Commission	3	3	3	3
Subtotal	3	3	3	3
Human Resources Director	1	1	1	1
Risk Manager	1	1	1	1
Benefits/Compensation Coordinator	1	1	1	1
Administrative Coordinator	1	1	1	1
Office Support Assistant	1	1	1	1
Employee Specialist	1	1	1	1
Subtotal	6	6	6	6

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PT Secretary (Hours)	1,500	1,500	1,500	1,500
PT Mail Clerks (Hours)	1,300	1,300	1,300	1,300
Subtotal hours	2,800	2,800	2,800	2,800

0001-1201 Police Administration

Police Chief	1	1	1	1
Deputy Chief	2	2	2	2
Inventory Tech	1	1	1	1
Lieutenant	1	1	1	1
Patrol Officer	1	1	1	1
Police Officer/Warrant Officer/Bailiff	2	2	2	2
Secretary III	1	1	1	1
Subtotal	9	9	9	9

0001-1202 Police Support Services

Lieutenant	1	1	1	1
Sergeant	1	1	1	1
Police Officer	2	2	2	2
Facilities Maintenance Coordinator	1	1	1	1
Parking Patrol/Clerk	1	1	1	1
Records Manager/Police	1	1	1	1
Records Clerk	3	3	3	3
Switchboard Operator/Receptionist	1	1	1	1
Custodian	1	2	2	3
Subtotal	12	13	13	14

PT Communications Officer (Hours)	1,800	0	0	0
PT Switchboard Operator (Hours)	400	400	400	400
PT Custodian (Hours)	1,664	0	260	0
Subtotal hours	3,864	400	660	400

0001-1203 Police Patrol

Lieutenant	3	3	3	3
Sergeant	11	10	10	10
Police Officer	63	67	67	67
Communications Supervisor	5	4	4	4
Communications Officer	16	17	17	17
Secretary I	1	1	1	1
Subtotal	99	102	102	102

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

PT Communications Officer (Hours)	0	1,800	1,800	1,800
Subtotal hours	0	1,800	1,800	1,800

0001-1204 Police Investigative Services

Lieutenant	1	1	1	1
Sergeant	3	3	4	4
Police Officer/Investigator	25	25	24	24

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
Sex Offender Registration Specialist	0	0	1	1
Secretary I	1	1	1	1
Victim Assistance Liaison	1	1	1	1
Evidence Technician	1	2	2	2
Subtotal	32	33	34	34
PT Evidence Technician (Hours)	1,040	0	0	0
Subtotal hours	1,040	0	0	0
0001-1206 Police Animal Services				
Animal/Parking Control Supervisor	1	1	1	1
Animal Control Officer	1	1	1	1
Subtotal	2	2	2	2
PT Animal Control (Hours)	850	850	850	850
Subtotal hours	850	850	850	850
0001-1208 Police Traffic Services				
Patrol Officer	2	0	0	0
Subtotal	2	0	0	0
0001-1209 Police Commercial Vehicle Enforcement Program				
Patrol Officer	1	1	1	1
Subtotal	1	1	1	1
0001-1300 Fire				
Fire Chief	1	1	1	1
Assistant Fire Chief	1	1	1	1
Deputy Chief	0	0	5	5
Battalion Chief	5	5	0	0
Lieutenant	22	28	28	31
Engine Operator	18	24	24	27
Firefighter	36	54	54	60
Administrative Coordinator	1	1	0	0
Administrative Specialist-Emergency Management	0	0	1	1
Secretary	2	2	2	2
Asset Coordinator	1	1	1	1
Subtotal	87	117	117	129
The Fire Department is authorized to hire three (3) Lieutenants, three (3) Engine Operators, and six (6) Firefighters on April 1, 2017 included in the budgeted 2016-2017 count.				
0001-1400 Parks Administration				
Parks Board	7	7	7	7
Subtotal	7	7	7	7
Parks Director	1	1	1	1
Recreation Manager	0	0	0	1
Parks Superintendent	0	0	0	1
Secretary III	1	1	1	1
Subtotal	2	2	2	4

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
PT Customer Service Rep. (Hours)	1,560	1,560	2,000	2,000
PT Interns (Hours)	0	0	1,000	1,000
Subtotal hours	1,560	1,560	3,000	3,000
0001-1410 Recreation Center				
Recreation Manager	1	1	1	0
Recreation Center Supervisor	1	1	1	1
Recreation Coordinator - Programs	1	1	1	1
Recreation Coordinator - Special Events	1	1	1	1
Recreation Coordinator - Arts & Cultural	1	1	1	1
Secretary II	1	1	1	1
Subtotal	6	6	6	5
PT Recreation Leader I (Hours)	13,615	13,615	13,615	0
PT Recreation Leader II (Hours)	6,150	6,150	6,150	0
PT Customer Service Representative III (Hours)	0	0	0	5,215
PT Customer Service Representative II (Hours)	0	0	0	14,550
PT Fitness Coordinator (Hours)	0	0	0	1,000
Subtotal hours	19,765	19,765	19,765	20,765
0001-1440 Aquatic Center				
Aquatics Superintendent	1	1	1	1
Secretary II	1	1	1	1
Aquatic Coordinator - Programs	1	1	1	1
Aquatic Coordinator - Maintenance	1	1	1	1
Aquatic Coordinator - Operations	1	1	1	1
Assistant Aquatic Coordinator	2	2	2	2
Subtotal	7	7	7	7
PT Admissions (Hours)	3,354	3,354	3,354	0
PT Cashiers (Hours)	2,000	2,000	2,000	0
PT Head Lifeguard (Hours)	2,660	2,660	2,660	2,660
PT Lifeguards (Hours)	18,138	21,804	21,804	21,804
PT Water Safety Inst. (Hours)	4,779	4,779	4,779	4,779
PT Assistant Aquatics Operations Coordinator (Hours)	1,560	1,560	1,560	1,560
PT Customer Service Representative II (Hours)	0	0	0	3,354
PT Customer Service Representative I (Hours)	0	0	0	2,000
Subtotal hours	32,491	36,157	36,157	36,157
0001-1450 Parks Operations				
Parks Superintendent	1	1	1	0
Parks Foreman	1	1	1	1
Parks Crew Leader - Facilities	1	1	1	1
Parks Crew Leader - Green Space	1	1	1	1
Parks Laborer	7	7	7	7
Subtotal	11	11	11	10
PT Parks Laborer (Hours)	1,040	1,040	1,040	1,000
PT Park Ambassador (Hours)	3,120	3,120	3,120	3,000
Subtotal hours	4,160	4,160	4,160	4,000

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
0001-1500 Community Development				
Director of Community Development	0	0	1	1
City Planner	1	1	1	1
Secretary I	1	0	0	0
Secretary II	0	1	1	1
Permit Technicians	3	3	3	3
Senior Permit Technician	1	1	1	1
Building Official	1	1	1	1
Building Inspector	6	8	8	8
Code Enforcement Officers	2	3	3	3
Subtotal	15	18	19	19
PT Building Inspector (Hours)	0	224	520	0
Subtotal hours	0	224	520	0
0001-1530 Drainage Maintenance				
Drainage Foreman	1	1	1	1
Heavy Equipment Operator	3	3	4	4
Light Equipment Operator/Driver	3	3	3	3
Subtotal	7	7	8	8
0001-1540 Streets				
Street & Drainage Superintendent	0	0	1	1
Assistant Public Works Director - Operations	1	0	0	0
Foreman	1	1	1	1
Sign Technician	1	1	1	1
Assistant Sign Technician	1	1	1	1
Heavy Equipment Operator	3	3	5	5
Light Equipment Operator/Driver	14	14	17	17
Laborer	7	7	10	10
Subtotal	28	27	36	36
0001-1550 Signal Maintenance				
Journeyman Electrician	2	3	3	3
Traffic Signal Technician	1	0	1	1
Subtotal	3	3	4	4
0001-1570 Engineering				
Planning Commission	7	7	7	7
Subtotal	7	7	7	7
Assistant City Engineer	1	0	0	0
Assistant Director of Projects/Transportation	0	1	1	1
Administrative Coordinator	0	0	1	1
Secretary II	0	1	0	0
Secretary I	2	1	1	1
Senior Project Manager	1	0	0	0
Engineer Manager	0	1	1	1
Lead Engineer	1	0	0	0
Project Engineer	1	3	2	2
Development Coordinator	1	2	2	2

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
Engineering Project Specialist	1	1	1	1
Senior Engineering Technician	2	0	0	0
Engineering Technician	0	1	1	1
Engineering Aide	5	5	5	5
Project Coordinator	1	0	0	0
Project Inspector	1	0	0	0
Senior Engineering Inspector	1	3	3	3
Engineering Inspector	1	3	3	3
Registered Surveyor	1	0	0	0
Survey Party Chief	1	0	0	0
Engineering Assistant	0	0	1	1
Subtotal	21	22	22	22
PT Intern (Hours)	0	0	300	0
Subtotal hours	0	0	300	0
TOTAL GENERAL FUND	396	432	445	458
WATER & SEWER OPERATING FUND				
0002-2800 Utility Billing				
Utility Billing Manager	1	1	1	1
Senior Meter Technician	1	1	1	1
Meter Technician	3	3	4	4
Senior Account Representative	1	1	1	1
Account Representative	3	3	3	3
Subtotal	9	9	10	10
0002-2810 Public Works				
Director of Public Works	1	1	1	1
Assistant Public Works Director - Operations	0	1	1	1
Assistant Public Works Director - Engineer	1	0	0	0
Administrative Coordinator	1	1	1	1
Secretary I	3	3	3	3
Utilities Manager	0	0	1	1
Subtotal	6	6	7	7
WATER CONSERVATION				
0002-2811 Water Conservation				
Water Conservation Manager	1	0	0	0
Subtotal	1	0	0	0
0002-2820 Water				
Water/Sewer Superintendent	1	1	1	1
Water Maintenance Foreman	1	1	1	1
Water Production Foreman	1	1	1	1
Heavy Equipment Operator	2	2	2	2
Light Equipment Operator/Driver	2	1	1	1
Laborer	5	2	2	2
Water Plant Operator	3	3	4	4
Subtotal	15	11	12	12

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
0002-2881 Waste Water Treatment Plant				
WWTP Superintendent	1	1	1	1
Pretreatment Coordinator	1	1	1	1
WWTP Foreman	1	1	1	1
WWTP Operator	5	5	5	5
Laborer	1	1	1	1
Driver/Press Operator	1	1	1	1
Maintenance Technician	0	0	1	1
Subtotal	10	10	11	11
0002-2882 Sewer				
Water/Sewer Superintendent	1	0	0	0
Water/Sewer Foreman	1	0	0	0
Heavy Equipment Operator	5	3	5	5
Laborer	11	8	12	12
Light Equipment Operator	2	1	1	1
Subtotal	20	12	18	18
0002-2883 Pump & Motor Maintenance				
Superintendent	1	1	1	1
Pump, Motor, & Signal Maintenance Foreman	1	1	1	1
Pump Mechanic	3	3	5	5
Welder	1	1	1	1
Journeyman Electrician	0	0	1	1
Subtotal	6	6	9	9
0002-2884 Project Construction				
Heavy Equipment Operator	7	5	0	0
Light Equipment Operator	2	3	0	0
Laborer	8	7	0	0
Street & Drainage Superintendent	0	1	0	0
Traffic Signal Technician	0	1	0	0
Utilities Manager	0	1	0	0
Water Plant Operator	0	1	0	0
Maintenance Technician	0	1	0	0
Pump Technician	0	1	0	0
Pump Mechanic	0	1	0	0
Journeyman Electrician	0	1	0	0
Meter Technician	0	1	0	0
Account Payable Clerk	0	1	0	0
Subtotal	17	25	0	0
TOTAL WATER & SEWER OPERATING FUND	84	79	67	67
HOTEL OCCUPANCY TAX FUND				
0004-4010 Convention & Visitors Bureau				
Convention & Visitors Bureau Manager	1	1	1	1
Tourism Coordinator	3	3	3	3
Subtotal	4	4	4	4
TOTAL HOTEL OCCUPANCY TAX FUND	4	4	4	4

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2013-2014</u>	<u>Actual 2014-2015</u>	<u>Estimated 2015-2016</u>	<u>Budgeted 2016-2017</u>
CONROE INDUSTRIAL DEVELOPMENT CORP (CIDC) FUND				
0009-9000 CIDC				
CIDC Executive Director	1	1	1	1
CIDC Deputy Director	1	1	1	1
Associate Director	1	1	1	1
Research Analyst/Retail Specialist	1	1	1	1
Subtotal	4	4	4	4
PT Marketing Intern (Hours)	0	0	440	0
PT Marketing & Communication Coordinator (Hours)	0	0	0	999
Subtotal hours	0	0	440	999
TOTAL CIDC FUND	4	4	4	4
CONROE TOWER FUND	4	4	4	4
0025-2500 Conroe Tower Fund				
Maintenance Technician	1	1	1	1
Subtotal	1	1	1	1
TOTAL CONROE TOWER FUND	1	1	1	1
FLEET SERVICES FUND				
0052-5200 Fleet Services				
Fleet Services Manager	1	1	1	1
Foreman	1	1	1	1
Fleet Technician III	2	2	2	2
Fleet Technician II	4	2	2	2
Fleet Technician I	0	2	2	2
Subtotal	8	8	8	8
PT Data Entry Clerk (Hours)	0	0	460	0
Subtotal hours	0	0	460	0
TOTAL FLEET SERVICES FUND	8	8	8	8
OSCAR JOHNSON, JR. COMMUNITY CENTER (OJJCC) FUND				
0030-3000 Oscar Johnson, Jr. Community Center				
Recreation Center Supervisor	1	1	1	1
Secretary I	1	1	1	1
Recreation Coordinator - Programs	2	2	2	2
Subtotal	4	4	4	4
PT Recreation Coordinator (Hours)	1,560	1,560	1,560	1,000
PT Asst. Recreation Coordinator (Hours)	0	0	2,000	2,000
PT Recreation Leader III (Hours)	0	0	0	12,705
PT Recreation Leader II (Hours)	14,015	16,175	16,175	32,910
PT Recreation Leader I (Hours)	36,470	37,190	33,190	4,000
PT Youth Counselor In Training (Hours)	0	0	4,000	0

CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual</u> <u>2013-2014</u>	<u>Actual</u> <u>2014-2015</u>	<u>Estimated</u> <u>2015-2016</u>	<u>Budgeted</u> <u>2016-2017</u>
PT Customer Service Representative III (Hours)	0	0	0	2,110
PT Customer Service Representative II (Hours)	0	0	0	2,200
PT Customer Service Representative I (Hours)	0	0	0	0
Subtotal hours	52,045	54,925	56,925	56,925
TOTAL OJCC FUND	4	4	4	4
TRANSPORTATION GRANTS FUND				
0036-3600				
Administrative Coordinator/Transportation Specialist	0	0	0	0
Transportation Manager	0	1	0	0
Subtotal	0	1	0	0
TRANSPORTATION GRANTS FUND	0	1	0	0
TOTAL ALL FUNDS	501	533	533	546

2016-2017 Compensation Ranges

NON-EXEMPT

Grade	<i>MINIMUM</i>			<i>MIDPOINT</i>			<i>MAXIMUM</i>		
	Annual	Monthly	Hourly	Annual	Monthly	Hourly	Annual	Monthly	Hourly
203	23,771	1,981	11.428	29,714	2,476	14.285	35,656	2,971	17.142
204	25,316	2,110	12.171	31,644	2,637	15.214	37,975	3,165	18.257
205	26,962	2,247	12.962	33,702	2,808	16.203	40,442	3,370	19.443
206	28,714	2,393	13.805	35,893	2,991	17.256	43,071	3,589	20.707
207	30,581	2,548	14.702	38,226	3,185	18.378	45,871	3,823	22.054
208	32,569	2,714	15.658	40,710	3,393	19.572	48,853	4,071	23.487
209	34,686	2,891	16.676	43,356	3,613	20.844	52,028	4,336	25.014
210	36,939	3,078	17.759	46,175	3,848	22.200	55,409	4,617	26.639
211	39,340	3,278	18.914	49,176	4,098	23.642	59,011	4,918	28.371
212	41,899	3,492	20.144	52,373	4,364	25.179	63,463	5,289	30.511
213	44,622	3,718	21.453	55,777	4,648	26.816	66,932	5,578	32.179
214	47,523	3,960	22.848	59,403	4,950	28.559	71,272	5,939	34.265
215	50,611	4,218	24.332	63,263	5,272	30.415	75,917	6,326	36.498
216	53,901	4,492	25.914	67,376	5,615	32.392	80,851	6,738	38.871

EXEMPT

Grade	<i>MINIMUM</i>			<i>MIDPOINT</i>			<i>MAXIMUM</i>		
	Annual	Monthly	Hourly	Annual	Monthly	Hourly	Annual	Monthly	Hourly
108	51,326	4,277	24.676	64,157	5,346	30.845	76,990	6,416	37.014
109	52,866	4,405	25.416	66,082	5,507	31.770	79,299	6,608	38.124
110	54,981	4,582	26.433	68,726	5,727	33.041	82,470	6,873	39.649
111	57,730	4,811	27.755	70,747	5,896	34.013	86,595	7,216	41.632
112	61,770	5,148	29.697	77,213	6,434	37.122	92,656	7,721	44.546
113	66,712	5,559	32.073	83,391	6,949	40.092	100,069	8,339	48.110
114	72,716	6,060	34.960	90,895	7,575	43.700	112,259	9,355	53.971
115	80,371	6,698	38.640	100,694	8,391	48.411	121,017	10,085	58.181
116	87,986	7,332	42.301	110,973	9,248	53.352	133,960	11,163	64.404
117	96,786	8,065	46.532	124,207	10,351	59.715	151,619	12,635	72.894
118	100,199	8,350	48.172	135,779	11,315	65.279	171,360	14,280	82.385
119	129,112	10,759	62.073	167,372	13,948	80.467	205,632	17,136	98.862

PART-TIME/SEASONAL

Grade		Minimum
27	P/T WATER CONSERVATION MANAGER-EXEMPT	24.357
28	P/T BALLET INSTRUCTOR	21.225
29	P/T ANIMAL CONTROL	13.951
30	P/T RECREATION LEADER I	8.527
31	P/T RECREATION LEADER II	10.959
32	P/T SCOREKEEPER	8.527
33	P/T DAY CAMP COORDINATOR	10.959
34	P/T PROGRAM COORDINATOR	17.769
35	P/T DAY CAMP COUNSELOR	8.527
36	P/T YOUTH COUNSELOR INTRAINING	7.694
37	P/T LIFEGUARD	8.527
38	P/T HEAD LIFEGUARD	8.527
39	P/T WATER SAFETY INSTRUCTOR -SWIM COACH	10.971
40	P/T ADMISSIONS RECEPTIONIST	8.527
41	P/T AQUATIC ADMISSIONS CONCESSIONS ATTENDANT	7.694
42	P/T SWITCHBOARD	12.187
43	P/T SECRETARY	13.028
44	P/T METER READER	11.949
45	P/T AQUATICS FACILITY MAINTENANCE TECHNICIAN	10.959
46	P/T DATA ENTRY CLERK	7.694
47	P/T CLERK	11.516
48	P/T HUMAN RESOURCES REPRESENTATIVE	17.098
49	P/T CALL TAKER	11.766
50	P/T COMMUNICATIONS OFFICER	14.916
51	P/T ENGINEERING INTERN	13.938
52	P/T MANAGEMENT INTERN	13.938
53	PT RECORDS CLERK/RECEPTIONIST	12.187
54	P/T ASSISTANT ADMISSIONS COORDINATOR	9.413
55	P/T ASSISTANT COORDINATOR	15.995
56	P/T MAIL CLERK	12.187
57	P/T PARKS AMBASSADOR	12.187
58	P/T CUSTODIAN/LABORER/KENNEL TECHNICIAN	12.187
59	P/T ACCOUNTANT III	24.845
60	P/T MARKETING & COMMUNICATION COORDINATOR	16.000
61	P/T PERMIT TECHNICIAN	14.000

Civil Service Compensation Ranges

Effective 10/1/2016

FIRE	Entry	1	2	3	4	5	6	7	8	9
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Firefighter	46,620	48,019	49,460	50,943	52,472	54,046	55,667	57,337	59,057	60,829
F1		3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
E/O		64,216	66,465	68,791						
F2			3.5%	3.5%						
Lieutenant		73,696	76,275	78,945						
F3			3.5%	3.5%						
Battalion Chief		84,725	87,267	89,884	92,581					
F4			3.0%	3.0%	3.0%					
Assistant Chief		97,266	100,184	103,189	106,285					
F5			3.0%	3.0%	3.0%					

INCENTIVE PAY

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

Civil Service Compensation Ranges

Effective 10/1/2016

POLICE **Entry** **1** **2** **3** **4** **5** **6** **7** **8**

Cadet	43,271								
Trainee*	49,172								
Officer		51,508	53,955	56,517	59,202	62,014	64,961		
P1			4.75%	4.75%	4.75%				
Sergeant	69,249	71,673	74,182	76,777	79,465				
P2		3.50%	3.50%	3.50%	3.50%				
Lieutenant	82,409	84,881	87,428	90,051					
P3		3.00%	3.00%	3.00%					
Deputy Chief	102,783	105,867	109,043						
P4		3.00%	3.00%						

INCENTIVE PAY- Police

Effective Date 10/1/2011

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

INCENTIVE PAY-Communications Officers

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

City of Conroe

Revenue and Expenditure Accounts

<u>ACCOUNT</u>	<u>DESCRIPTION</u>
Revenues:	
4010	Current Taxes
4020	Delinquent taxes
4025	Tax Refunds
4030	Gross Receipts
4040	Sales Tax
4050	Hotel Occupancy Tax
4060	Occupation Tax
4070	Mixed Beverage
4080	In Lieu of Taxes
4510	Licenses
4520	Permits
4530	Miscellaneous
4531	Commercial Hauler Permits
4532	Alarm Permits New/Renewal
4533	Excessive Alarm Fees
4535	Wrecker Permits
5010	Refuse Collection
5020	Copies
5030	Tax Certificates
5040	Planning and Zoning
5060	Dispatch Services
5100	Water Charges
5105	Ground Water Conservation Fee
5110	Sewer Charges
5115	Surface Water Fee
5120	Water Taps
5125	Development
5130	Sewer Taps
5140	Reconnects
5150	Service Charges
5151	Fuel Revenue (Fleet Services)
5152	Parts Revenue (Fleet Services)
5153	Labor Revenue (Fleet Services)
5154	Sublets Revenue (Fleet Services)
5155	Carwash Revenue (Fleet Services)
5156	Miscellaneous Revenue (Fleet Services)
5160	Bulk Water Sales
5170	Spec Rev W/S
5180	Pretreatment Fees
5190	Ticket Sales - buses
5510	Traffic and Criminal Fines
5520	Parking Fines
5530	Traffic Camera Fines

City of Conroe

Revenue and Expenditure Accounts

ACCOUNT	DESCRIPTION
5540	Commercial Vehicle Fines
6000	Investment Income
6010	Interest on Investments
6015	Unrealized Gains (Losses) on Investments
6020	Penalty and Interest
6030	Lease Income
6031	Donated Lease Income
6035	Land Sales
6036	Proceeds-Sales of Capital Assets
6037	Capital Recovery Fees
6040	Oil and Gas Royalties
6045	Swim Center Concession
6050	Recreational
6051	Parks Programs
6052	Parks Donations
6053	Animal Shelter Fees
6054	Tree Mitigation Revenue
6055	Refuse Containers
6060	Unanticipated Revenues
6065	Other Income
6070	Short and Over
6075	PID Assessment Revenue
6080	Donations
6085	Graffiti Abatement
6090	Fundraisers for Art
6100	Other Financing Sources
6101	Other Financing Sources REV Bond
6102	Proceeds of Cert 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
6111	Proceeds from Capital Lease
6112	Other Fin-Proceeds Ref Bond
6113	Other Sources-Premium Bond
6114	Developer Reimbursements
6115	Contributions-Employer
6200	Proceeds for Cap Leases
6500	Convention Center
6510	Interest- Other
6520	Recovery of Bad Debts
6530	Other Non-Operating Income
6550	Transfer In
6951	Gain on Sale of Capital Asset

City of Conroe

Revenue and Expenditure Accounts

<u>ACCOUNT</u>	<u>DESCRIPTION</u>
Expenditures:	
7010	Salaries
7012	Part Time Salaries
7014	Pension Expense
7015	Contract Labor
7020	Overtime
7025	Social Security
7030	Retirement and Pension
7035	Work Comp
7040	Employee Insurance
7050	Pre-Employment Physicals
7060	Uninsured Injuries
7070	Unemployment
7110	Office Supplies
7130	Building Supplies
7140	Wearing Apparel
7150	Allowance
7160	Vehicle Operations
7170	Vehicle Repairs
7180	Equipment Repairs
7190	Radio Repairs
7200	Other Operating Supplies
7250	Land < \$5,000
7251	Buildings < \$5,000
7252	Improvements < \$5,000
7253	Furniture and Fixtures < \$5,000
7254	Machinery and Equipment < \$5,000
7255	Vehicles < \$5,000
7300	Inventory Purchases
7301	Fleet Stock Parts
7302	EOY Inventory Adjustments
7400	Fleet Non Stock Parts
7450	Sublet Labor
7500	Fuel Consumption
8010	Utilities
8020	Insurance and Bonds
8030	Legal
8040	Leased Equipment
8050	Travel and Training
8060	Contract Services
8062	Community Services (OJJCC)
8065	Investment Expense-OPEB
8066	Benefits-OPEB
8068	Administrative Expenses-OPEB
8070	Elections
8085	Donated Rent Expense
8095	Unallocated Resources
8100	Flood Repair/Rebuilding

City of Conroe

Revenue and Expenditure Accounts

<u>ACCOUNT</u>	<u>DESCRIPTION</u>
8510	Other Financing Uses
8511	Depreciation
8520	Transfer Out
8530	Gross Receipts
8540	Beautification
9010	Land > \$5,000
9020	Buildings > \$5,000
9030	Improvements > \$5,000
9040	Furniture and Fixtures > \$5,000
9050	Machinery and Equipment > \$5,000
9060	Vehicles > \$5,000
9070	Intangible Assets - Indefinite Life > \$5,000 (aka Easements)
9100	Administrative Overhead
9101	CIP Allocation
9102	Capital Improvements
9510	Accounts Charged Off
9520	Bad Debt Finance
9600	Bond Principal
9601	Section 108 Principal
9610	Bond Interest
9611	Sec 108 Interest
9615	Handling Charges
9616	Bond Issue Expense
9620	Other Uses Retire Princ
9621	Other Fin-Pmt Ref BD Escrow
9622	Other Uses Issue Costs
9624	Discount-Bond Issue
9660	Principal Lease
9670	Interest Lease

City of Conroe

Fund and Department Accounts

FUND	DEPARTMENT	NAME
001	1020	GF Revenues
001	1041	Administration
001	1042	Mayor and Council
001	1043	Arts and Communications (INACTIVE)
001	1044	Transportation
001	1060	Legal
001	1070	Municipal Court
001	1100	Finance
001	1110	CDBG
001	1120	Purchasing
001	1130	Information Technology
001	1160	Human Resources
001	1201	Police Administration
001	1202	Police Support Services
001	1203	Police Patrol
001	1204	Police Investigations
001	1205	Police Professional Services
001	1206	Police Animal Services
001	1207	Red Light Program (INACTIVE)
001	1208	Traffic Services (INACTIVE)
001	1209	Commercial Vehicle Enforcement
001	1300	Fire
001	1400	Parks Administration
001	1410	Recreation Center
001	1440	Aquatic Center
001	1450	Parks Operations
001	1500	Community Development
001	1530	Drainage Construction
001	1540	Streets
001	1550	Signal Maintenance
001	1570	Engineering
001	1650	Building Maintenance (INACTIVE)
001	1800	General Fund Non-Departmental
002	2000	Water and Sewer Operating
002	2800	Utility Billing
002	2810	Public Works
002	2811	Water Conservation (INACTIVE)
002	2820	Water
002	2881	Wastewater Treatment Plant
002	2882	Sewer Maintenance
002	2883	Pump & Motor Maintenance
002	2884	Project Construction (INACTIVE)
002	2900	W&S Non-Departmental
003	3010	Vehicle and Equipment
004	4010	Hotel/Motel Occupancy Tax
005	5010	Teas Lake PID Assessment

City of Conroe

Fund and Department Accounts

FUND	DEPARTMENT	NAME
005	5020	Sterling PI PID Assessment
005	5030	White Oak PID Assessment
005	5040	Woodhaven PID Assessment
005	5050	Woodmark PID Assessment
006	6000	Revenue Bond Debt Service
007	7000	Water and Sewer Construction (INACTIVE)
007	7020	Project Engineering (INACTIVE)
007	7030	Project Construction (INACTIVE)
008	8000	Water and Sewer Reserve Fund
009	9000	CIDC General Fund
009	9200	CIDC Debt Service
009	9300	CIDC D.S. Reserves (INACTIVE)
009	9400	CIDC Revenue Clearing
010	1010	GO Debt Service
024	2400	CDBG Entitlement
025	2500	Conroe Tower
030	3000	OJJCC
032	3200	Owen Theater
034	3400	Woodlands Township Rgnl Prtp
035	3500	Retirement Healthcare Plan
036	3600	Transportation Grants - Operating Fund
037	3700	Municipal Court Technology
038	3800	Municipal Court Building Security
039	3900	Municipal Court Juvenile Case Mgr
041	4100	Signals CIP
042	4200	Facilities CIP
043	4300	Water Improvements CIP
044	4400	Sewer Improvements CIP
045	4500	W&S Vehicle & Equipment Replacement
046	4600	Transportation Grants - CIP
048	4800	Municipal Court Efficiency Fee
049	4900	Municipal Court Truancy Prevention
052	5200	Service Center
053	5300	CDBG Sec. 108 Façade Improvements (INACTIVE)
054	5400	Fire Arms Training
056	5600	Woodlands Annexation
063	6300	Drainage CIP
068	6800	Downtown Revitalization (INACTIVE)
073	7300	Park Improvements
075	7500	Street Improvements CIP
076	7600	Tax Increment Reinvestment Zone 2
079	7900	Tax Increment Reinvestment Zone 3
080	8010	CIDC CIP
081	8100	Self Funded Insurance
082	8210	Longmire Creed Estates PID
083	8310	Wedgewood Falls PID

City of Conroe

Fund and Department Accounts

FUND	DEPARTMENT	NAME
084	8410	Shadow Lakes PID
201	2110	FY13 Section 5307 Grant (TX-90-Y049-00)
202	2020	FY 14 Section 5307 Grant (TX-90-Y063-00)
231	2310	Section 5309 Grant (TX-04-0110-00)
241	2410	FY13-14 Section 5310 Grant (TX-16-X024-00)
251	2510	FY13-15 State Public Transportation Appropriations
252	2520	FY16 State Public Transportation Appropriations

City of Conroe

P-Code Account Keys

P-CODE	KEY	NAME
Any	1111	Land Acquisition
Any	1112	Planning Design (Outside)
Any	1113	Testing/Inspection
Any	1114	Construction (Outside)
Any	1115	Project Construction (7030) (INACTIVE)
Any	1116	Materials
Any	1117	Machinery/Equipment
Any	1118	Miscellaneous
Any	1119	Construction (City Crews)
Any	1120	Furniture & Fixtures
Any	1121	Water Revenue
Any	1122	Sewer Revenue
Any	1123	Surface Water Conversion Fee
Any	1124	Ground Water Conservation Fee
Any	1125	TBD
Any	1126	TBD
Any	1127	TBD

GLOSSARY

Account: A term used to identify an individual asset, liability, expenditure control, revenue control, encumbrance control, or fund balance.

Accounting System: The total structure of records and procedures which discover, record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, balanced account groups, and organizational components. Sometimes referred to as Chart of Accounts and/or Account Classification System.

Accounts Receivable: Amounts owing on open account from private persons, firms, or corporations for goods and services furnished by a governmental unit (but not including amounts due from other funds of the same governmental unit).

Accrual Basis: The basis of accounting under which revenues are recorded when earned and expenditures are recorded as soon as they result in liabilities for benefits received, notwithstanding that the receipt of the revenue or the payment of the expenditure may take place, in whole or in part, in another accounting period. See also **Accrue** and **Levy**.

Accrue: To record revenues when earned and to record expenditures as soon as they result in liabilities for benefits received, notwithstanding that the receipt of the revenue or payment of the expenditure may take place, in whole or in part, in another accounting period. See also **Accrual Basis**, **Accrued Expenses**, and **Accrued Revenue**.

Accrued Expenses: Expenses incurred during the current account period but which are not payable until a subsequent accounting period. See also **Accrual Basis** and **Accrue**.

Accrued Interest on Investments Purchased: Interest accrued on investments between the last interest payment date and the date of purchase. The account is carried as an asset until the first interest payment date after date of purchase. At that time an entry is made debiting cash and crediting the Accrued Interest on Investments Purchased account for the amount of interest purchased and an Interest Earnings account for the balance.

Accrued Interest Payable: A liability account which represents the amount of interest accrued at the balance sheet date but which is not due until a later date.

Accrued Revenue: Revenue earned during the current accounting period but which is not collected until a subsequent accounting period. See also **Accrual Basis** and **Accrue**.

Activity: A specific and distinguishable line of work performed by one or more organizational components of a governmental unit for the purpose of accomplishing a function for which the governmental unit is responsible. For example, "Code Enforcement" is an activity performed in the discharge of the "Public Safety" function. See also **Function**.

Ad Valorem: In proportion to value. A basis for levy of taxes upon property.

Allocate: To divide a lump-sum appropriation into parts which are designated for expenditure by specific organization units and/or for specific purposes, activities, or objects. See also **Allocation**.

Allocation: A part of a lump-sum appropriation which is designated for expenditure by specific organization units and/or for special purposes, activities, or objects. See also **Allocate**.

Appraisal: (1) The act of appraising. See **Appraise**. (2) The estimated value resulting from such action.

Appraise: To make an estimate of value, particularly of the value of property.

Note: If the property is valued for purposes of taxation, the less inclusive term "assess" is substituted for the above term.

Appropriation: An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is limited in amount to the time it may be expended.

Assess: To value property officially for the purpose of taxation.

Note: The term is also sometimes used to denote the levy of taxes, but such usage is not correct because it fails to distinguish between the valuation process and the tax levy process.

Assessed Valuation: A valuation set upon real estate or other property by a government as a basis for levying taxes.

Assessment: (1) The process of making the official valuation of property for purposes of taxation. (2) The valuation placed upon property as a result of this process.

Assessment Roll: In the case of real property, the official list containing the legal description of each parcel of property and its assessed valuation. The name and address of the last known owner are also usually shown. In the case of personal property, the assessment roll is the official list containing the name and address of the owner, a description of the personal property, and its assessed value.

Assets: Property owned by a governmental unit, which has a monetary value.

Audit: The examination of documents, records, reports, systems of internal control, accounting and financial procedures, and other evidence for one or more of the following purposes:

- (a) To ascertain whether the statements prepared from the accounts present fairly the financial position and the results of financial operations of the constituent funds and balanced account groups of the governmental unit in accordance with generally accepted accounting principles applicable to governmental units and on a basis consistent with that of the preceding year.
- (b) To determine the propriety, legality, and mathematical accuracy of a governmental unit's financial transactions.

- (c) To ascertain the stewardship of public officials who handle and are responsible for the financial resources of a governmental unit.

Audit Report: The report prepared by an auditor covering the audit or investigation made by him or her. As a rule, the report should include:

- (a) a statement of the scope of the audit;
- (b) explanatory comments (if any) concerning exceptions by the auditor as to application of generally accepted auditing standards;
- (c) opinions;
- (d) explanatory comments (if any) concerning verification procedures;
- (e) financial statements and schedules; and
- (f) sometimes statistical tables, supplementary comments, and recommendations. The auditor's signature follows item (c) or (d).

Balance Sheet: A statement which discloses the assets, liabilities, reserves, and equities of a fund or governmental unit at a specified date, properly classified to exhibit financial position of the fund or unit at that date.

Note: If a single balance sheet is prepared for several funds, it must be in columnar or sectional form so as to exhibit the accounts of each fund and balanced account group, individually.

Bond: A written promise, generally under seal, to pay a specified sum of money, called the face value or principal amount, at a fixed time in the future, called the date of maturity, and carrying interest at a fixed rate, usually payable periodically.

Note: The difference between a note and a bond is that the latter usually runs for a longer period of time and requires greater legal formality.

Bond Fund: A fund formerly used to account for the proceeds of general obligation bond issues. Such proceeds are now accounted for in a Capital Projects Fund.

Bond Ordinance or Resolution: An ordinance or resolution authorizing a bond issue.

Bonded Debt: The portion of indebtedness represented by outstanding bonds.

Bonds Authorized and Un-issued: Bonds which have been legally authorized but not issued and which can be issued and sold without further authorization.

Note: This term should not be confused with the term "margin of borrowing power" or "legal debt margin," either one of which represents the difference between the legal debt limit of a governmental unit and the debt outstanding against it.

Bonds Issued: Bonds sold.

Budget: A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

Note: The term "budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating body for adoption and sometimes the plan finally approved by that body. It is usually necessary to specify whether the budget under consideration is preliminary and tentative or whether it has been approved by the appropriating body. See also **Current Budget**, **Capital Budget**, and **Capital Program**.

Budget Document: The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body. The budget document usually consists of three parts. The first part contains a message from the budget-making authority, together with a summary of the proposed expenditures and the means of financing them. The second part consists of schedules supporting the summary. These schedules show in detail the information as to past years' actual revenues, expenditures, and other data used in making the estimates. The third part is composed of drafts of the appropriation, revenue, and borrowing measures necessary to put the budget into effect.

Budgetary Accounts: Those accounts which reflect budgetary operations and condition, such as estimated revenues, appropriations, and encumbrances, as distinguished from proprietary accounts. See also **Proprietary Accounts**.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitation of available appropriations and available revenues.

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

Capital Budget: A plan of proposed capital outlays and the means of financing them for the current fiscal period. It is usually a part of the current budget. If a Capital Program is in operation, it will be the first year thereof. A Capital Program is sometimes referred to as a Capital Budget. See also **Capital Program**.

Capital Expenditures: See **Capital Outlays**.

Capital Improvement Program (CIP): See **Capital Program**.

Capital Outlays: Expenditures, which result in the acquisition of or addition to fixed assets.

Capital Program: A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program, or otherwise. It sets forth each project or other contemplated expenditure in which the

government is to have a part and specifies the full resources estimated to be available to finance the projected expenditures.

Capital Projects Fund: A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities and/or designated fixed assets (other than those financed by special assessment, trust, special revenue, and enterprise funds). See also **Bond Fund**.

Cash: Currency, coin, checks, postal and express money orders, and bankers' drafts, on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Basis: The basis of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

CDBG: Acronym for "Community Development Block Grant."

Chart of Accounts: The classification system used to organize the accounting for various funds.

Coding: A system of numbering or otherwise designating accounts, entries, invoices, vouchers, etc., in such a manner that the symbol used quickly reveals certain required information.

Coverage: See **Net Revenue Available for Debt Service**.

Current: A term which, when applied to budgeting and accounting, designates the operations of the present fiscal period as opposed to past or future periods.

Current Budget: The annual budget prepared for and effective during the present fiscal year; or, in the case of some state governments, the budget for the present biennium.

Current Funds: Funds the resources of which are expended for operating purposes during the current fiscal period. In its usual application in plural form, it refers to General, Special Revenue, Debt Service, and Enterprise Funds of a governmental unit. In the singular form, the current fund is synonymous with the general fund. See also **General Fund**.

Current Liabilities: Liabilities which are payable within a relatively short period of time, usually no longer than a year.

Current Revenue: Revenues of a governmental unit that is available to meet expenditures of the current fiscal year. See **Revenue**.

Current Taxes: (1) Taxes levied and becoming due during the current fiscal period, from the time the amount of the tax levy is first established to the date on which a penalty for nonpayment is attached. (2) Taxes levied in the preceding fiscal period but becoming due in the current fiscal period, from the time they become due until a penalty for nonpayment is attached.

Current Year's Tax Levy: Taxes levied for the current fiscal period.

Debt: An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governmental units include bonds, time warrants, notes, and floating debt. See also **Bond, Notes Payable, Long-Term Debt,** and **General Long-Term Debt.**

Debt Limit: The maximum amount of gross or net debt that is legally permitted.

Debt Service Fund: A fund established to finance and account for the payment of interest and principal on all general obligation debt, serial and term, other than that payable exclusively from special assessments and revenue debt issued for and serviced by a governmental enterprise. Formally called a Sinking Fund.

Debt Service Fund Requirements: The amounts of revenue which must be provided for a debt service fund so that all principal and interest payments can be made in full on schedule.

Deficit: (1) The excess of the liabilities and reserves of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period; or, in the case of Enterprise and Intragovernmental Service Funds, the excess of expense over income during an accounting period.

Delinquent Taxes: Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or canceled, the unpaid balances continue to be delinquent taxes until abated, canceled, paid, or converted into tax liens.

Note: The term is sometimes limited to taxes levied for the fiscal period or periods preceding the current one, but such usage are not entirely correct. See also **Current Taxes, Current Year's Tax Levy,** and **Prior Years' Tax Levies.**

Depreciation: (1) Expiration of the service life of fixed assets, other than wasting assets, attributable to wear and tear through use and lapse of time, obsolescence, inadequacy, or other physical elements for functional causes. (2) The portion of the cost of a fixed asset charged as an expense during a particular period.

Note: The cost of a fixed asset is prorated over the estimated service life of such asset and each period is charged with part of such cost so that ultimately the entire cost of the asset is charged off as an expense. In governmental accounting, depreciation may be recorded in proprietary funds and trust funds where expenses, net income, and/or capital maintenance are measured.

Direct Debt: The debt that a governmental unit has incurred in its own name, or assumed through the annexation of territory or consolidation with another governmental unit. See also **Overlapping Debt.**

Encumbrances: Obligations in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation and for which a part of the

appropriation is reserved. They cease to be encumbrances when paid or when the actual liability is set up.

Enhancement: An increase or improvement in quality, value, or extent.

Enterprise Debt: Debt that is to be retired primarily from the earnings of publicly owned and operated enterprises. See also **Revenue Bonds**.

Enterprise Fund: A fund established to finance and account for the acquisition, operation, and maintenance of governmental facilities and services that are entirely or predominantly self-supporting by user charges. Examples of enterprise funds are those for water, gas, and electric utilities, swimming pools, airports, parking garages, and transit systems.

Equipment: Tangible property of a more or less permanent nature (other than land, buildings, or improvements other than buildings) which is useful in carrying on operations. Examples are machinery, tools, trucks, cars, furniture, and furnishings.

Estimated Revenue: For revenue accounts kept on an accrual basis, this term designates the amount of revenue estimated to accrue during a given period regardless of whether or not it is all to be collected during the period. For revenue accounts kept on a cash basis, the term designates the amount of revenue estimated to be collected during a given period. Under the modified accrual basis recommended for some funds by the Governmental Accounting Standards Board, estimated revenues include both cash and accrual basis revenues. See also **Cash Basis**, **Accrual Basis**, and **Modified Accrual Basis**.

Expenditures: Where the accounts are kept on the accrual basis or the modified accrual basis, this term designates the cost of goods delivered or services rendered, whether paid or unpaid, including expenses, provision for debt retirement not reported as a liability of the fund from which retired, and capital outlays. Where the accounts are kept on the cash basis, the term designates only actual cash disbursements for these purposes.

Note: Encumbrances are not expenditures.

Expenses: Charges incurred, whether paid or unpaid, for operation, maintenance, interest, and other charges which are presumed to benefit the current fiscal period.

Note: Legal provisions sometimes make it necessary to treat charges whose benefits extend over future periods as expenses. For example, purchase of materials and supplies which may be used over a period of more than one year and payments for insurance which is to be in force for a period longer than one year frequently must be charged in their entirety to the appropriation of the year in which they are incurred and classified as expenses of that year, even though their benefits extend also to other periods.

Fiduciary Fund Types: The trust and agency funds used to account for assets held by a government unit in a trustee capacity or as an agent for individuals, private organizations, other government units and/or other funds.

Fiscal Year: A twelve-month period of time to which the annual budget applies and at the end of which a governmental unit determines its financial position and the results of its operations.

Fixed Assets: Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

Note: The term does not indicate the immobility of an asset, which is the distinctive character of "fixture."

Fixed Charges: Expenses (the amount of which is set by agreement). Examples are interest, insurance, and contributions to pension funds.

Fixtures: Attachments to buildings that are not intended to be removed and which cannot be removed without damage to the latter.

Note: Those fixtures with a useful life presumed to be as long as that of the building itself, are considered a part of such building; all others are classified as equipment.

Force Account Method: A method employed in the construction and/or maintenance of fixed assets whereby a governmental unit's own personnel are used instead of an outside contractor.

Note: This method also calls for the purchase of materials by the governmental unit and the possible use of its own equipment, but the distinguishing characteristic of the force account method is the use of the unit's own personnel.

Franchise: A special privilege granted by a government permitting the continuing use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

Full Faith and Credit: A pledge of the general taxing power for the payment of debt obligations.

Note: Bonds carrying such pledges are usually referred to as general obligation bonds or full faith and credit bonds.

Function: A group of related activities aimed at accomplishing a major service or regulatory program for which the City is responsible. For example, public safety is a function.

Functional Classification: A grouping of expenditures on the basis of the principal purposes for which they are made. Examples are public safety, public health, public welfare, etc. See also **Activity Classification** and **Object Classification**.

Fund: An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources, together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Fund Accounts: All accounts necessary to set forth the financial operations and financial condition of a fund. **Note:** Sometimes the term is used to denote budgetary accounts as distinguished from proprietary accounts, but such usage is not recommended.

Fund Balance: The excess of the assets of a fund over its liabilities and reserves, except in the case of funds subject to budgetary accounting where, prior to the end of a fiscal period, it represents the excess of the fund's assets and estimated revenues for the period over its liabilities, reserves, and appropriations for the period.

Fund Balance Sheet: A balance sheet for a single fund. See **Fund** and **Balance Sheet**.

Fund Group: A group of funds that is similar in purpose and character. For example, several special revenue funds constitute a fund group.

General Fixed Assets: Those fixed assets of a governmental unit that are not accounted for in Enterprise, Trust, or Intragovernmental Service Funds.

General Fixed Assets Group of Accounts: A self-balancing group of accounts set up to account for the general fixed assets of a governmental unit. See **General Fixed Assets**.

General Fund: A fund used to account for all transactions of a governmental unit that are not accounted for in another fund.

Note: The General Fund is used to account for the ordinary operations of a governmental unit that are financed from taxes and other general revenues.

General Long-Term Debt: Long-term debt legally payable from general revenues and backed by the full faith and credit of a governmental unit. See **Long-Term Debt**.

General Obligation Bonds: Bonds for whose payment the full faith and credit of the issuing body are pledged. More commonly, but not necessarily, general obligation bonds are considered to be those payable from taxes and other general revenues. See also **Full Faith and Credit**.

General Revenue: The revenues of a governmental unit other than those derived from and retained in an enterprise.

Note: If a portion of the net income in an enterprise fund is contributed to another non-enterprise fund, such as the General Fund, the amounts transferred constitute general revenue of the governmental unit.

Governmental Accounting: The composite activity of analyzing, recording, summarizing, reporting, and interpreting the financial transactions of governmental units and agencies.

Governmental Fund Types: Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities - except those accounted for in proprietary funds and fiduciary funds. In essence, these funds are accounting segregations of financial resources. Expendable assets are assigned to a particular governmental fund type according to the purposes for which they may or must be used. Current liabilities are assigned to the fund type from which they are to be paid. The difference between the assets and liabilities of governmental fund types is referred to as fund balance. The measurement focus in these fund types is on the determination of

financial position and changes in financial position (sources, uses and balances of financial resources), rather than on net income determination. The statement of revenues, expenditures and changes in fund balance is the primary governmental fund type operating statement. It may be supported or supplemented by more detailed schedules of revenues, expenditures, transfers and other changes in fund balance.

Grant: A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function (for example, public safety), but it is sometimes also for general purposes.

Gross Bonded Debt: The total amount of direct debt of a governmental unit represented by outstanding bonds before deduction of any assets available and earmarked for their retirement. See also **Direct Debt**.

HOT: Acronym for "Hotel Occupancy Tax."

Improvements: Buildings, other structures, and other attachments or annexations to land which are intended to remain so attached or annexed, such as sidewalks, trees, drives, tunnels, drains, and sewers.

Note: Sidewalks, curbing, sewers, and highways are sometimes referred to as "betterments," but the term "improvements other than buildings" is preferred.

Improvements Other Than Buildings: A fixed asset account that reflects the acquisition value of permanent improvements, other than buildings, which add value to land. Examples of such improvements are fences, retaining walls, sidewalks, pavements, gutters, tunnels, and bridges. If the improvements are purchased or constructed, this account contains the purchase or contract price. If improvements are obtained by gift, it reflects the appraised value at time of acquisition.

Income: A term used in accounting for governmental enterprises to represent the excess of revenues earned over the expenses incurred in carrying on the enterprise's operations. It should not be used without an appropriate modifier, such as Operating, Non-operating, or Net.

Note: The term Income should not be used in lieu of Revenue in non-enterprise funds.

Interfund Accounts: Accounts in which transactions between funds are reflected. See **Interfund Transfers**.

Interfund Transfers: Amounts transferred from one fund to another.

Intergovernmental Revenues: Revenue received from other governments in the form of grants, shared revenues, or payments in lieu of taxes.

Internal Control: A plan of organization under which employees' duties are so arranged and records and procedures so designed as to make it possible to exercise effective accounting control over assets, liabilities, revenues, and expenditures. Under such a system, the work of employees is subdivided so that no single employee performs a complete cycle of operations. Thus, for example, an employee handling cash would not post the accounts receivable records. Moreover, under such a system, the procedures to

be followed are definitely laid down and require proper authorizations by designated officials for all actions to be taken.

Internal Service Fund: A fund established to finance and account for services and commodities furnished by a designated department or agency to other departments and agencies within a single governmental unit. Amounts expended by the fund are restored thereto either from operating earnings or by transfers from other funds, so that the original fund is kept intact.

Inventory: A detailed list showing quantities, descriptions, and values of property, and frequently also lists units of measure and unit prices.

Inventory of Supplies: The cost value of supplies on hand.

Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in Town operations.

IT: Acronym for "Information Technology."

Judgment: An amount to be paid or collected by a governmental unit as the result of a court decision, including a condemnation award in payment for private property taken for public use.

Judgments Payable: Amounts due to be paid by a governmental unit as the result of court decisions, including condemnation awards in payment for private property taken for public use.

Land: A fixed asset account that reflects the value of land owned by a governmental unit. If land is purchased, this account shows the purchase price and costs such as legal fees, filling and excavation costs, and the like, which are incurred to put the land in condition for its intended use. If land is acquired by gift, the account reflects the estimated fair value at the time of acquisition.

Levy: (Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments, or service charges imposed by a governmental unit.

Liabilities: Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

Note: The term does not include encumbrances.

Long-Term Debt: Debt with a maturity of more than one year after the date of issuance.

Machinery and Equipment: See **Equipment**.

Maintenance: The upkeep of physical properties in condition for use or occupancy. Examples are the inspection of equipment to detect defects and the making of repairs.

Modified Accrual Basis: A system under which some accruals, usually costs, are recorded but others, usually revenues, are not. The extent of modification varies in practice, depending upon the accountant's judgment.

Municipal Bond: A bond issued by a state or local government unit.

Municipal Corporation: A body politic and corporate established pursuant to state authorization for the purpose of providing governmental services and regulations for its inhabitants. A municipal corporation has defined boundaries and a population, and is usually organized with the consent of its residents. It usually has a seal and may sue and be sued.

Net Bonded Debt: Gross bonded debt less any cash or other assets available and earmarked for its retirement.

Net Income: A term used in accounting for governmental enterprises to designate the excess of total revenues over total expenses for an accounting period. See also **Income, Operating Revenues, Operating Expenses, Non-operating Income, and Non-operating Expenses.**

Net Revenue Available for Debt Service: Gross operating revenues of an enterprise, less operating and maintenance expenses, yet exclusive of depreciation and bond interest. "Net Revenue" as thus defined computes "coverage" on revenue bond issues.

Note: Under the laws of some states and the provisions of some revenue bond indentures, net revenues used for computation of coverage are required to be on a cash basis rather than an accrual basis.

Non-discretionary Adjustment: This is a mandatory requirement or compliance that does not depend upon the choice of management.

Non-operating Expenses: Expenses incurred for non-operating properties or in the performance of activities not directly related to supplying the basic services of a governmental enterprise. An example of a non-operating expense is interest paid on outstanding revenue bonds. See also **Non-operating Properties.**

Non-operating Income: Income of governmental enterprises that is not derived from the basic operations of such enterprises. An example is interest on investments or on bank time deposits.

Notes Payable: In general, an unconditional written promise signed by the maker to pay a certain sum of money on demand or at a fixed or determinable time either to the bearer or to the order of a person designated therein.

Notes Receivable: A note payable held by a governmental unit.

Object: As used in expenditure classification, this term applies to the article purchased or the service obtained (as distinguished from the results obtained from expenditures). Examples are personal services, contractual services, materials, and supplies. See also **Activity Classification, Functional Classification, and Object Classification.**

Object Classification: A grouping of expenditures on the basis of goods or services purchased; for example, personal services, materials, supplies and equipment. See also **Functional Classification** and **Activity Classification**.

Obligations: Amounts that a governmental unit may be required legally to meet out of its resources. They include not only actual liabilities, but also unliquidated encumbrances.

Obsolescence: The decrease in the value of fixed assets resulting from economic, social, technological, or legal changes.

Operating Budget: Operating budgets serve many purposes within a government entity, but they have two primary purposes: (1) to plan the services that are going to be offered during the coming year and set priorities; (2) to conform to legal requirements to ensure that expenditures do not exceed those appropriated. Operating budgets are also called Annual Budgets. See **Budget**.

Operating Expenses: (1) As used in the accounts of governmental enterprises, the term means those costs which are necessary to the maintenance of the enterprise, the rendering of services, the sale of merchandise, the production and disposition of commodities produced, and the collection of enterprise revenues, and (2) the term is also sometimes used to describe expenses for general governmental purposes.

Operating Income: Income of a governmental enterprise that is derived from the sale of its goods and/or services. For example, income from the sale of water by a municipal water utility is operating income. See also **Operating Revenues**.

Operating Revenues: Revenues derived from the operation of governmental enterprises of a business character.

Operating Statement: A statement summarizing the financial operations of a governmental unit for an accounting period as contrasted with a balance sheet which shows financial position at a given moment in time.

Ordinance: A formal legislative enactment by the council or governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Note: The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions that must be by ordinance and those which may be by resolution. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

Original Cost: The total of assets given and/or liabilities assumed to acquire an asset. In utility accounting, the original cost to the first owner who dedicated the plant to service of the public.

Overhead: Those elements of cost necessary in the production of an article or the performance of a service which are of such a nature that the amount applicable to the product or service cannot be determined accurately or readily. Usually they relate to those objects of expenditures which do not become an integral part of the finished product or service such as rent, heat, light, supplies, management, supervision, etc.

Overlapping Debt: The proportionate share of the debts of local governmental units located wholly or in part within the limits of the reporting government which must be borne by property within each governmental unit.

Note: Except for special assessment debt, the amount of debt of each unit applicable to the reporting unit is arrived at by (1) determining what percentage of the total assessed value of the overlapping jurisdiction lies within the limits of the reporting unit, and (2) applying this percentage to the total debt of the overlapping jurisdiction. Special assessment debt is allocated on the basis of the ratio of assessments receivable in each jurisdiction, which will be used wholly or in part to pay off the debt to total assessments receivable, which will be used wholly or in part for this purpose.

Pay-As-You-Go: A method of financing improvements that refers to the allocation of a significant portion of operating revenues each year to a revenue fund. The monies in this fund are to be used for annual improvements or saved until they are sufficient for large projects. A regular allocation made from the operating budget to smooth budget allocations for expenditures and eliminate the need for bond financing. Sometimes referred to as pay-as-you-acquire financing.

Pay-As-You-Use: A method of financing long-term improvements by serial debt issues with maturities arranged so that the retirement of debt coincides with the depreciation or useful life of the improvement. In theory, the interest and debt retirement charges paid by each generation of taxpayers or users coincide with their use and enjoyment of the improvement. Under pay-as-you-use, each user group pays for its own improvements. No one is forced to provide free goods or services for a future generation or to contribute toward facilities for a community in which he or she will not live, nor will new members of the community derive benefits from improvements that they have not assisted in financing.

Prior Years' Tax Levies: Taxes levied for fiscal periods preceding the current one.

Private Trust Fund: A trust fund that will ordinarily revert to private individuals or will be used for private purposes; for example, a fund that consists of guarantee deposits.

Program: A group of related activities performed by one or more organization units for the purpose of accomplishing a function for which the town is responsible.

Proprietary Accounts: Those accounts which show actual financial position and operations, such as actual assets, liabilities, reserves, fund balances, revenues, and expenditures, as distinguished from budgetary accounts.

Proprietary Fund Types: Sometimes referred to as income determination or commercial-type funds, the classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses, and transfers

relating to the government's business and quasi-business activities are accounted for through proprietary funds. The GAAP used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income, financial position and changes in financial position.

Public Trust Fund: A trust fund whose principal, earnings, or both, must be used for a public purpose; for example, a pension or retirement fund.

Purchase Order: A document that authorizes the delivery of specified merchandise or the rendering of certain services and the making of a charge for them.

Rate Base: The value of utility property used in computing an authorized rate of return as authorized by law or a regulatory commission.

Receipts: This term, unless otherwise qualified, means cash received. See also **Revenue**.

Recoverable Expenditures: An expenditure made for or on behalf of another governmental unit, fund, or department, or for a private individual, firm, or corporation, which will subsequently be recovered in cash or its equivalent.

Refunding Bonds: Bonds issued to retire bonds already outstanding. The refunding bonds may be sold for cash and outstanding bonds redeemed in cash, or the refunding bonds may be exchanged with holders of outstanding bonds.

Replacement Cost: The cost as of a certain date of a property which can render similar service (but need not be of the same structural form) as the property to be replaced. See also **Reproduction Cost**.

Reproduction Cost: The cost as of a certain date of reproducing an exact new property in the same place.

Note: Sometimes this term is designated as "reproduction cost new" to distinguish it from "depreciated reproduction cost," which is the reproduction cost of a given property less the estimated amount of accumulated depreciation applicable to it. In the absence of any modifier, however, the term "reproduction cost" is understood to be synonymous with "reproduction cost new." See also **Replacement Cost**.

Requisition: A written demand or request, usually from one department to the purchasing officer or to another department, for specified articles or services.

Reserve: An account which records a portion of the fund balance which must be segregated for some future use and which is, therefore, not available for further appropriation or expenditure. A Reserve for Inventories equal in amount to the Inventory of Supplies on the balance sheet of a General Fund is an example of such a reserve.

Reserve for Revenue Bond Debt Service: A reserve in an Enterprise Fund which represents the segregation of a portion of retained earnings equal to current assets that are restricted to current servicing of revenue bonds in accordance with the terms of a bond indenture.

Reserve for Revenue Bond Retirement: A reserve in an Enterprise Fund which represents the segregation of a portion of retained earnings equal to current assets that are restricted for future servicing of revenue bonds in accordance with the terms of a bond indenture.

Resolution: A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an order or statute. See also **Ordinance**.

Resources: The actual assets of a governmental unit, such as cash, taxes receivable, land, buildings, etc., plus contingent assets such as estimated revenues applying to the current fiscal year not accrued or collected, and bonds authorized and unissued.

Retained Earnings: The accumulated earnings of an Enterprise or Internal Service Fund which have been retained in the fund and which are not reserved for any specific purpose.

Retirement Fund: A fund out of which retirement annuities and/or other benefits are paid to authorized and designated public employees. A retirement fund is accounted for as a Trust Fund.

Revenue: For those revenues which are recorded on the accrual basis, this term designates additions to assets which: (a) do not increase any liability; (b) do not represent the recovery of an expenditure; (c) do not represent the cancellation of certain liabilities without a corresponding increase in other liabilities or a decrease in assets; and (d) do not represent contributions of fund in Enterprise and Internal Service Funds. The same definition applies to those cases where revenues are recorded on the modified accrual or cash basis, except that additions would be partially or entirely to cash. See also **Accrual Basis, Modified Accrual Basis, Cash Basis, Net Revenue Available for Debt Service, and Receipts**.

Revenue Bonds: Bonds whose principal and interest are payable exclusively from earnings of a public enterprise. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the enterprise's property and are then known as mortgage revenue bonds.

Schedules: (1) The explanatory or supplementary statements that accompany the balance sheet or other principal statements periodically prepared from the accounts. (2) The accountant's or auditor's principal work papers covering his examination of the books and accounts. (3) A written enumeration or detailed list in orderly form. See also **Statements**.

Securities: Bonds, notes, mortgages, or other forms of negotiable or non-negotiable instruments. See also **Investments**.

Short-Term Debt: Debt with a maturity of one year or less after the date of issuance. Short-term debt usually includes floating debt, bond anticipation notes, tax anticipation notes, and interim warrants.

Special Assessment: A compulsory levy made by a local government against certain properties to defray part or all of the cost of a specific improvement or service which is presumed to be of general benefit to the public and of special benefit to such properties.

Note: The term should not be used without a modifier (for example, "special assessments for street paving," or "special assessments for street sprinkling") unless the intention is to have it cover both improvements and services, or unless the particular use is apparent from the context.

Special Assessment Bonds: Bonds payable from the proceeds of special assessments. If the bonds are payable only from the collections of special assessments, they are known as "special assessment bonds." If, in addition to the assessments, the full faith and credit of the governmental unit are pledged, they are known as "general obligation special assessment bonds."

Special Assessment Fund: A fund set up to finance and account for the construction of improvements or provision of services which are to 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 Fund: Any fund that must be devoted to some special use in accordance with specific regulations and restrictions. Generally, the term applies to all funds other than the General Fund.

Special Revenue Fund: A fund used to account for revenues from specific taxes or other earmarked revenue sources which by law are designated to finance particular functions or activities of government. Includes intergovernmental revenue in the form of state and federal grant funds.

Statements: (1) Used in a general sense, statements are all of those formal written presentations that set forth financial information. (2) In technical accounting usage, statements are those presentations of financial data that show the financial position and the results of financial operations of a fund, a group of accounts, or an entire governmental unit for a particular accounting period. See also **Schedules**.

Statute: A written law enacted by a duly organized and constituted legislative body. See also **Ordinance** and **Resolution**.

Supplemental: (i.e. Supplemental Budget Request) Any budgetary request from a department that is over and above their base budget (supplies and contractual accounts). Examples of supplementals include new programs, new personnel, and new capital equipment.

Surety Bond: A written promise to pay damages or to indemnify against losses caused by the party or parties named in the document, through nonperformance or through defalcation. An example is a surety bond given by a contractor or by an official handling cash or securities.

Surplus: The excess of the assets of a fund over its liabilities, or if the fund has other resources and obligations, the excess of resources over the obligations. The term should not be used without a properly descriptive adjective unless its meaning is apparent from the context. See also **Fund Balance**, and **Retained Earnings**.

Tax Levy: The total amount to be raised by general property taxes for purposes specified in the Tax Levy Ordinance.

Tax Levy Ordinance: An ordinance by means of which taxes are levied.

Tax Liens: Claims which governmental units have upon properties until taxes levied against them have been paid.

Note: The term is sometimes limited to those delinquent taxes for the collection of which legal action has been taken through the filing of liens.

Tax Rate: The amount of tax levied for each \$100 of assessed valuation.

Tax Rate Limit: The maximum rate at which a governmental unit may levy a tax. The limit may apply to taxes raised for a particular purpose, or to taxes imposed for all purposes; and may apply to a single government, to a class of governments, or to all governmental units operating in a particular area. Overall, tax rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.

Tax Roll: The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases the two can be distinguished.

Tax Supplement: A tax levied by a local unit of government which has the same base as a similar tax levied by a higher level of government, such as a state or province. The local tax supplement is frequently administered by the higher level of government along with its own tax. A locally imposed, state-administered sales tax is an example of a tax supplement.

Taxes: Compulsory charges levied by a governmental unit for the purpose of financing services performed for the common benefit.

Note: The term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, water and sewer charges.

Taxes Receivable-Current: The uncollected portion of taxes that a governmental unit has levied, which has become due but on which no penalty for nonpayment attaches.

Taxes Receivable-Delinquent: Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or canceled, the unpaid balances continue to be delinquent taxes until paid, abated, canceled, or converted into tax liens.

Term Bonds: Bonds that the entire principal of which matures on one date. Also called sinking fund bonds.

Trust and Agency Funds: Funds used to account for assets held by a government in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds.

Trust Fund: A fund consisting of resources received and held by the governmental unit as trustee, to be expended or invested in accordance with the conditions of a trust. See also **Private Trust Fund** and **Public Trust Fund**.

Unappropriated Budget Surplus: Where the fund balance at the close of the preceding year is not included in the annual budget, this term designates that portion of the current fiscal year's estimated revenues which has not been appropriated. Where the fund balance of the preceding year is included, this term designates the estimated fund balance at the end of the current fiscal period.

User Charges: The payment of a fee for direct receipt of a public service by the party benefiting from the service.

Utility Fund: See **Enterprise Fund**.

STATISTICAL SECTION

This part of the City of Conroe, Texas comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City's overall financial health.

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

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

	Fiscal Year				
	2006	2007	2008	2009	2010
Governmental Activities:					
Net Investment in Capital Assets	\$ 6,521,797	\$ 15,076,286	\$ 30,494,416	\$ 9,491,461	\$ 45,594,829
Restricted for:					
Capital Projects	7,719,594	3,879,363	-	34,504,480	-
Debt Service	596,287	4,885,305	356,030	8,598,275	5,114,405
Federal & State Programs	90,683	226,818	101,185	74,890	-
CIDC	6,659,112	11,041,766	14,291,377	5,794,691	-
Other Purposes	979,744	837,285	590,338	711,703	-
Unrestricted	(3,347,366)	13,947,148	18,623,082	10,289,905	22,393,150
Total Governmental Activities Net Position	\$ <u>19,219,851</u>	\$ <u>49,893,971</u>	\$ <u>64,456,428</u>	\$ <u>69,465,405</u>	\$ <u>73,102,384</u>
Business-type Activities:					
Net Investment in Capital Assets	\$ 36,583,725	\$ 40,138,677	\$ 34,302,455	\$ 30,550,082	\$ 42,313,096
Restricted for:					
Debt Service	-	-	-	-	768,607
Unrestricted	13,315,205	9,005,666	12,443,817	16,429,178	3,482,423
Total Business-type Activities Net Position	\$ <u>49,898,930</u>	\$ <u>49,144,343</u>	\$ <u>46,746,272</u>	\$ <u>46,979,260</u>	\$ <u>46,564,126</u>
Primary Government:					
Net Investment in Capital Assets	\$ 37,786,573	\$ 55,214,963	\$ 64,796,871	\$ 40,041,543	\$ 87,907,925
Restricted for:					
Capital Projects	7,719,594	3,879,363	-	34,504,480	-
Debt Service	596,287	4,885,305	356,030	8,598,275	5,883,012
Federal & State Programs	90,683	226,818	101,185	74,890	-
CIDC	6,659,112	11,041,766	14,291,377	5,794,691	-
Other Purposes	979,744	837,285	590,338	711,703	-
Unrestricted	15,286,788	22,952,814	31,066,899	26,719,083	25,875,573
Total Primary Government Net Position	\$ <u>69,118,781</u>	\$ <u>99,038,314</u>	\$ <u>111,202,700</u>	\$ <u>116,444,665</u>	\$ <u>119,666,510</u>

Effective 2015, GASB 68 was implemented and CIDC is a discrete component unit and is not included.

TABLE C-1

Fiscal Year					
2011	2012	2013	2014	2015	
\$ 44,291,192	\$ 46,590,472	\$ 49,087,033	\$ 54,366,984	\$ 53,413,374	
-	-	-	-	-	
6,293,542	7,028,107	8,342,744	10,623,507	12,178,899	
-	-	-	-	-	
-	-	-	-	-	
-	-	-	-	3,290,940	
<u>30,316,480</u>	<u>33,221,815</u>	<u>42,229,165</u>	<u>46,836,093</u>	<u>(11,517,169)</u>	
<u>\$ 80,901,214</u>	<u>\$ 86,840,394</u>	<u>\$ 99,658,942</u>	<u>\$ 111,826,584</u>	<u>\$ 57,366,044</u>	
\$ 41,092,795	\$ 38,394,869	\$ 38,080,390	\$ 38,527,503	\$ 43,883,640	
2,011,388	3,469,710	2,883,757	4,169,587	5,455,067	
<u>6,574,281</u>	<u>10,849,396</u>	<u>14,536,011</u>	<u>15,274,317</u>	<u>12,468,751</u>	
<u>\$ 49,678,464</u>	<u>\$ 52,713,975</u>	<u>\$ 55,500,158</u>	<u>\$ 57,971,407</u>	<u>\$ 61,807,458</u>	
\$ 85,383,987	\$ 84,985,341	\$ 87,167,423	\$ 92,894,487	\$ 97,297,014	
-	-	-	-	-	
8,304,930	10,497,817	11,226,501	14,793,094	17,633,966	
-	-	-	-	-	
-	-	-	-	-	
-	-	-	-	3,290,940	
<u>36,890,761</u>	<u>44,071,211</u>	<u>56,765,176</u>	<u>62,110,410</u>	<u>951,582</u>	
<u>\$ 130,579,678</u>	<u>\$ 139,554,369</u>	<u>\$ 155,159,100</u>	<u>\$ 169,797,991</u>	<u>\$ 119,173,502</u>	

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

TABLE C-2
1 of 2

	Fiscal Year									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Expenses										
Governmental Activities:										
General Government	\$ 13,354,977	\$ 10,673,508	\$ 15,745,057	\$ 15,339,833	\$ 15,821,856	\$ 16,197,260	\$ 20,069,578	\$ 10,710,512	\$ 11,396,885	\$ 15,956,134
Finance	953,556	1,005,747	1,322,176	1,356,686	1,829,867	1,366,931	2,025,523	1,384,161	1,555,692	1,654,077
Public Safety	17,482,857	18,776,769	20,566,227	23,126,347	24,091,284	24,932,831	25,729,415	26,579,331	31,524,935	36,628,246
Parks	4,619,033	4,099,203	4,199,935	5,606,763	5,712,279	6,309,608	5,531,230	5,872,870	6,989,269	7,227,345
Public Works	5,565,872	6,004,553	8,479,694	6,892,655	6,858,838	7,462,982	7,202,936	8,408,438	9,658,450	10,252,452
Debt Service:										
Interest and Fiscal Charges	3,631,719	3,317,992	3,773,890	4,710,814	4,935,903	4,908,920	5,649,013	5,928,039	5,749,864	5,079,185
Other	183,126	-	-	-	-	-	-	-	-	-
Total Governmental Activities Expenses	\$ 45,791,140	\$ 43,877,772	\$ 54,086,979	\$ 57,033,098	\$ 59,250,027	\$ 61,178,532	\$ 66,207,695	\$ 58,883,351	\$ 66,875,095	\$ 76,797,439
Business-Type Activities:										
Water and Sewer	13,484,224	13,582,979	13,494,738	14,256,678	15,432,772	17,552,228	18,470,310	21,378,030	25,440,644	29,304,349
Fleet Services	690,502	550,206	797,463	1,008,177	1,029,431	1,108,717	1,252,899	1,301,942	1,237,286	1,596,959
Total Business-type Activities Expenses	14,174,726	14,133,185	14,292,201	15,264,855	16,462,203	18,660,945	19,723,209	22,679,972	26,677,930	30,901,308
Total Primary Government Expenses	\$ 59,965,866	\$ 58,010,957	\$ 68,379,180	\$ 72,297,953	\$ 75,712,230	\$ 79,839,477	\$ 85,930,904	\$ 81,563,323	\$ 93,553,025	\$ 107,698,747
Program Revenues										
Governmental Activities:										
Charges for Services:										
General Government	\$ 6,688,317	\$ 6,774,117	\$ 6,760,940	\$ 7,059,292	\$ 6,725,603	\$ 7,577,554	\$ 8,199,459	\$ 1,982,113	\$ 2,500,520	\$ 3,588,771
Public Safety	2,601,118	1,430,892	1,178,518	1,375,485	2,430,917	4,350,954	3,725,515	3,489,063	3,835,258	2,746,233
Parks	594,503	723,509	732,336	828,233	877,457	1,084,825	1,157,025	1,194,628	1,246,186	1,279,923
Public Works	287,265	579,590	705,732	573,402	618,137	722,668	718,931	742,027	696,136	1,256,432
Operating Grants & Contributions:										
General Government	655,598	768,143	215,183	584,351	649,953	1,247,405	1,698,203	1,758,848	2,240,844	1,860,483
Finance	-	-	-	57,995	-	-	-	-	-	-
Public Safety	-	-	-	925,361	87,564	62,070	353,102	494,595	594,235	595,556
Parks	-	-	-	191,572	-	-	-	-	-	-
Public Works	-	-	-	246,467	896,259	-	-	104,520	426,960	2,601,443
Total Governmental Activities Program Revenues	\$ 10,826,801	\$ 10,276,251	\$ 9,592,709	\$ 11,842,158	\$ 12,285,890	\$ 15,045,476	\$ 15,852,235	\$ 9,765,794	\$ 11,540,139	\$ 13,928,841
Business-type Activities:										
Charges for Services:										
Water and Sewer	11,043,310	11,298,324	13,767,268	14,200,624	15,451,810	21,660,846	20,963,406	24,239,291	26,350,214	30,034,855
Service Center	543,743	803,220	745,546	951,870	1,088,578	1,156,833	1,211,046	1,297,701	1,359,544	1,852,780
Operating Grants & Contributions:										
Water and Sewer	-	-	-	685,721	-	-	-	-	-	-
Total Business-type Activities Program Revenues	11,587,053	12,101,544	14,512,814	15,838,215	16,540,388	22,817,679	22,174,452	25,536,992	27,709,758	31,887,635
Total Primary Government Program Revenues	\$ 22,413,854	\$ 22,377,795	\$ 24,105,523	\$ 27,680,373	\$ 28,826,278	\$ 37,863,155	\$ 38,026,687	\$ 35,302,786	\$ 39,249,897	\$ 45,816,476
Net (Expense) Revenues										
Governmental Activities	\$ (34,964,339)	\$ (33,601,521)	\$ (44,494,270)	\$ (45,190,940)	\$ (46,964,137)	\$ (46,133,056)	\$ (50,355,460)	\$ (49,117,557)	\$ (55,334,956)	\$ (62,868,598)
Business-type Activities	(2,587,673)	(2,031,641)	220,613	573,360	78,185	4,156,734	2,451,243	2,857,020	1,031,828	986,327
Total Net Expense	\$ (37,552,012)	\$ (35,633,162)	\$ (44,273,657)	\$ (44,617,580)	\$ (46,885,952)	\$ (41,976,322)	\$ (47,904,217)	\$ (46,260,537)	\$ (54,303,128)	\$ (61,882,271)

TABLE C-2
2 of 2

	Fiscal Year									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
General Revenues and Other Changes in Net Position										
Governmental Activities:										
Property Taxes	\$ 9,670,927	\$ 10,542,923	\$ 12,086,406	\$ 13,766,694	\$ 14,490,433	\$ 14,512,982	\$ 15,551,084	\$ 16,887,252	\$ 18,258,675	\$ 20,045,759
In Lieu of Taxes	379,862	378,998	435,170	457,851	480,206	489,904	570,277	587,634	682,113	592,302
Gross Receipts Tax	3,031,455	3,160,436	3,747,522	3,940,939	4,189,983	4,715,542	4,837,834	5,275,521	5,498,112	5,794,059
Sales and Other Taxes	27,297,564	28,266,100	29,786,065	28,863,680	27,168,790	30,033,856	31,967,819	36,640,659	40,261,541	32,013,059
Hotel Occupancy Taxes	175,416	279,111	228,666	406,603	690,112	591,940	801,963	926,572	1,103,093	1,237,267
Mixed Beverage Taxes	119,216	134,088	140,886	147,909	173,790	168,103	141,111	149,146	219,547	272,002
Miscellaneous	1,676,290	2,544,540	2,094,181	2,852,751	811,074	839,882	1,044,394	305,564	413,617	1,807,243
Donations	-	-	-	76,412	161,124	193,335	173,978	397,521	110,556	167,455
Grants and Contributions Not Restricted to Specific Programs	-	-	-	-	1,636,394	872,055	870,190	984,394	1,050,519	1,145,225
Unrestricted Investment Earnings	989,750	1,948,043	1,211,705	718,596	240,119	176,010	160,852	122,179	135,095	132,911
Gain (Loss) on Investments	(733,375)	285,948	467,934	(240,904)	(83,186)	38,218	14,930	(221,800)	(126,115)	18,778
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	1,300,059	160,208	1,108,072	(104,155)	(1,002,698)
Total Governmental Activities	\$ 43,997,043	\$ 47,176,947	\$ 58,419,928	\$ 51,444,490	\$ 50,601,116	\$ 53,931,886	\$ 56,294,640	\$ 63,162,714	\$ 67,502,598	\$ 62,223,362
Business-type Activities:										
Miscellaneous	-	2,898	-	-	31,492	120,155	126,429	356,157	305,613	563,412
Donations	-	-	-	-	880	105	1,000	500	-	-
Grants and Contributions Not Restricted to Specific Programs	-	-	-	-	119,062	48,160	576,728	1,500,000	1,030,521	6,612,682
Unrestricted Investment Earnings	303,334	389,611	873,629	216,786	24,326	36,412	41,335	32,490	36,200	28,576
Gain (Loss) on Investments	(187,907)	125,198	(26,230)	(103,199)	(26,802)	52,831	(1,016)	(36,457)	(37,068)	(695)
Gain (Loss) on Capital Assets	161,592	52,528	-	-	-	-	-	-	-	-
Transfers	(1,156,645)	(141,445)	(3,441,351)	(453,959)	(642,277)	(1,300,059)	(160,208)	(1,108,072)	104,155	1,002,698
Total Business-type Activities	(879,626)	428,790	(2,593,952)	(340,372)	(493,319)	(1,042,396)	584,268	744,618	1,439,421	8,206,673
Total Primary Government	\$ 43,117,417	\$ 47,605,737	\$ 55,825,976	\$ 51,104,118	\$ 50,107,797	\$ 52,889,490	\$ 56,878,908	\$ 63,907,332	\$ 68,942,019	\$ 70,430,035
Change in Net Position										
Governmental Activities	\$ 9,032,704	\$ 13,575,426	\$ 13,925,658	\$ 6,253,550	\$ 3,636,979	\$ 7,798,830	\$ 5,939,180	\$ 14,045,157	\$ 12,167,642	\$ (645,236)
Business-type Activities	(3,467,299)	(1,602,851)	(2,373,339)	232,988	(415,134)	3,114,338	3,035,511	3,601,638	2,471,249	9,193,000
Total Primary Government	\$ 5,565,405	\$ 11,972,575	\$ 11,552,319	\$ 6,486,538	\$ 3,221,845	\$ 10,913,168	\$ 8,974,691	\$ 17,646,795	\$ 14,638,891	\$ 8,547,764

Effective 2015, CIDC is a discrete component unit and is not included.

CITY OF CONROE, TEXAS

PROGRAM REVENUE BY FUNCTION/PROGRAMS

LAST TEN FISCAL YEARS

	Fiscal Year				
	2006	2007	2008	2009	2010
Functions/Programs					
Governmental Activities:					
Charges for Services					
General Government	\$ 6,688,317	\$ 6,774,117	\$ 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
Operating Grants & Contributions					
General Government	655,598	768,143	215,183	584,351	649,953
Finance	-	-	-	57,995	-
Public Safety	-	-	-	925,361	87,564
Parks	-	-	-	191,572	-
Public Works	-	-	-	246,467	896,259
Total Governmental Activities	<u>\$ 10,826,801</u>	<u>\$ 10,276,251</u>	<u>\$ 9,592,709</u>	<u>\$ 11,842,158</u>	<u>\$ 12,285,890</u>
Business-type Activities:					
Charges for Services					
Water and Sewer	11,043,310	11,298,324	13,767,268	14,200,624	15,451,810
Fleet Services	543,743	803,220	745,546	951,870	1,088,578
Operating Grants & Contributions					
Enterprise	-	-	-	685,721	-
Total Business-type Activities	<u>11,587,053</u>	<u>12,101,544</u>	<u>14,512,814</u>	<u>15,838,215</u>	<u>16,540,388</u>
Total Primary Government	<u>\$ 22,413,854</u>	<u>\$ 22,377,795</u>	<u>\$ 24,105,523</u>	<u>\$ 27,680,373</u>	<u>\$ 28,826,278</u>

Effective 2015, CIDC is a discrete component unit and is not included.

TABLE C-3

Fiscal Year				
2011	2012	2013	2014	2015
\$ 7,577,554	\$ 8,199,459	\$ 1,982,113	\$ 2,500,520	\$ 3,588,771
4,350,954	3,725,515	3,489,063	3,835,258	2,746,233
1,084,825	1,157,025	1,194,628	1,246,186	1,279,923
722,668	718,931	742,027	696,136	1,256,432
1,247,405	1,698,203	1,758,848	2,240,844	1,860,483
-	-	-	-	-
62,070	353,102	494,595	594,235	595,556
-	-	-	-	-
-	-	104,520	426,960	2,601,443
<u>\$ 15,045,476</u>	<u>\$ 15,852,235</u>	<u>\$ 9,765,794</u>	<u>\$ 11,540,139</u>	<u>\$ 13,928,841</u>
21,660,846	20,963,406	24,239,291	26,350,214	30,034,855
1,156,833	1,211,046	1,297,701	1,359,544	1,852,780
-	-	-	-	-
<u>22,817,679</u>	<u>22,174,452</u>	<u>25,536,992</u>	<u>27,709,758</u>	<u>31,887,635</u>
<u>\$ 37,863,155</u>	<u>\$ 38,026,687</u>	<u>\$ 35,302,786</u>	<u>\$ 39,249,897</u>	<u>\$ 45,816,476</u>

CITY OF CONROE, TEXAS
FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

	Fiscal Year			
	2006	2007	2008	2009
General Fund				
Reserved	\$ 58,395	\$ 4,443,217	\$ 67,477	\$ 36,942
Unreserved	14,404,541	12,946,865	18,246,066	19,864,037
Nonspendable:				
Prepaid Items	-	-	-	-
Inventories	-	-	-	-
Restricted for:				
Court Efficiency Fund	-	-	-	-
Court Security Fund	-	-	-	-
Court Technology Fund	-	-	-	-
Juvenile Case Manager	-	-	-	-
Truancy Prevention Fund	-	-	-	-
Severance Pay 2% Sinking Fund	-	-	-	-
Seized Assets	-	-	-	-
Red Light Cameras	-	-	-	-
State Franchise 1% PEG Fee	-	-	-	-
Commercial Vehicle Enforcement Program	-	-	-	-
Assigned to:				
Tree Mitigation Revenue	-	-	-	-
Equipment Replacement	-	4,375,889	5,204,390	2,460,433
General Fund-Balance Appropriations	-	-	-	-
Self-Funded Insurance	-	-	-	-
Unassigned	-	-	-	-
Total General Fund	\$ 14,462,936	\$ 21,765,971	\$ 23,517,933	\$ 22,361,412
All Other Governmental Funds				
Reserved for:				
Debt Service	\$ 870,322	\$ 1,201,318	\$ 952,326	\$ 4,304,747
Unreserved, designated for, reported in:				
Special Revenue Funds:				
CIDC Fund	6,765,338	11,010,511	14,921,377	5,075,144
Retained Risk	3,193	-	-	-
Unreserved, Undesignated for, reported in:				
Capital Project Funds	2,825,996	11,448,676	21,910,731	29,377,504
Special Projects	1,307,837	1,256,628	765,092	865,526
Restricted for:				
4B Sales Tax	-	-	-	-
Debt Service	-	-	-	-
Capital Project Funds	-	-	-	-
Special Revenue Funds	-	-	-	-
Committed for:				
CIDC-Land Sales	-	-	-	-
Police Projects-Settlement Proceeds	-	-	-	-
TIRZ #2-Property Tax Receipts	-	-	-	-
TIRZ #3-Property Tax Receipts	-	-	-	-
Conroe Park N. Ind. Park-Infrastructure	-	-	-	-
Conroe Tower-Lease Income	-	-	-	-
Owen Theater-Ticket Sales	-	-	-	-
Woodlands Township Reg. Participation	-	-	-	-
Assigned to:				
Parks Foundation-Donations	-	-	-	-
CIDC-Balance FY2014 Appropriations	-	-	-	-
Unassigned	-	-	-	-
Total All Other Governmental Funds	\$ 11,772,686	\$ 24,917,133	\$ 38,549,526	\$ 39,622,921

Effective 2015, CIDC is a discrete component unit and is not included.

TABLE C-4

Fiscal Year					
2010	2011	2012	2013	2014	2015
\$ 165,106	\$ -	\$ -	\$ -	\$ -	\$ -
17,838,511	-	-	-	-	-
-	120,070	116,910	113,750	110,590	107,430
-	25,373	42,871	43,791	42,208	19,681
-	-	204,460	151,170	152,115	161,308
-	-	188,541	105,605	30,333	-
-	100,395	-	31,497	-	-
-	-	-	-	72,160	57,906
-	-	-	-	2,433	3,392
-	-	-	15,829	20,266	19,927
-	236,503	394,828	184,389	311,048	413,679
-	312,564	405,739	416,273	519,200	526,237
-	11,905	54,311	93,998	79,778	142,926
-	-	-	-	16,032	-
-	-	-	15,353	31,353	45,838
2,686,253	2,659,177	3,082,043	3,906,728	4,977,087	4,418,234
-	-	-	1,751,375	4,352,573	575,163
-	-	-	-	1,600,000	1,600,000
-	19,911,074	23,483,574	24,887,074	20,500,016	20,477,898
<u>\$ 20,689,870</u>	<u>\$ 23,377,061</u>	<u>\$ 27,973,277</u>	<u>\$ 31,716,832</u>	<u>\$ 32,817,192</u>	<u>\$ 28,569,619</u>
\$ 5,028,864	\$ -	\$ -	\$ -	\$ -	\$ -
4,910,240	-	-	-	-	-
-	-	-	-	-	-
29,668,367	-	-	-	-	-
740,551	-	-	-	-	-
-	5,718,604	6,444,898	8,591,820	4,471,517	-
-	6,441,765	10,451,194	12,260,043	14,537,182	12,084,748
-	28,774,112	23,677,654	12,796,545	40,358,188	29,207,699
-	822,755	1,146,480	1,446,517	2,313,400	1,965,565
-	3,439,652	1,621,505	2,461,268	12,300,254	-
-	362,504	362,451	340,554	-	-
-	3	5	8	10	11
-	2,922,942	3,023,439	3,463,184	3,867,574	878,632
-	2,516,382	-	-	-	-
-	385,084	466,711	385,950	344,253	350,164
-	97,514	100,739	98,386	30,121	43,738
-	35,360	44,042	54,123	63,510	98,322
-	4,604	4,604	-	-	-
-	-	-	421,649	-	-
-	-	(4,872,753)	-	-	-
<u>\$ 40,348,022</u>	<u>\$ 51,521,281</u>	<u>\$ 42,470,969</u>	<u>\$ 42,320,047</u>	<u>\$ 78,286,009</u>	<u>\$ 44,628,879</u>

CITY OF CONROE, TEXAS

CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS

LAST TEN FISCAL YEARS

(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

	2006	2007	2008	2009	2010
Revenues					
Taxes	\$ 40,498,583	\$ 42,780,198	\$ 46,107,838	\$ 47,521,728	\$ 46,779,434
Licenses and Permits	2,394,336	2,055,529	1,628,111	1,174,481	1,293,727
Charges for Sales and Services	916,490	1,376,537	1,484,854	1,518,562	1,545,589
Lease Income	309,551	295,408	281,458	301,447	312,867
Fines and Forfeitures	1,315,769	1,317,815	1,029,715	3,820,757	2,247,748
Intergovernmental	3,003,857	2,542,020	2,217,918	718,692	3,789,076
Investment Income	1,000,074	1,915,809	1,138,113	(247,791)	290,805
Gain (Loss) on Investments	(733,375)	275,649	471,925	124,740	(78,519)
Penalties and Interest	141,259	132,178	121,257	830,453	150,095
Sale of Assets	-	1,299,847	-	-	-
Land Sales	1,093,043	953,745	5,142,836	1,192,527	751,187
Other	694,174	991,527	217,811	1,325,953	614,992
Total Revenues	50,633,761	55,936,262	59,841,836	58,281,549	57,697,001
Expenditures					
General Government	9,671,105	7,061,998	10,535,145	8,043,022	10,469,930
Finance	961,631	967,077	1,269,490	1,277,562	1,259,066
Public Safety	15,964,914	16,987,159	19,506,439	20,322,601	21,289,975
Parks	3,877,382	3,033,828	3,678,713	4,294,923	4,403,634
Public Works	4,692,501	4,960,344	5,397,344	5,433,457	5,269,914
Debt Service:					
Principal Retirement	5,029,157	5,351,293	5,812,976	6,496,604	6,687,970
Interest and Fiscal Charges	3,100,448	3,286,714	3,810,590	4,730,550	4,859,814
Bond Issuance Costs	-	-	-	-	-
Capital Outlay	7,754,555	14,329,659	28,827,746	21,013,380	13,646,743
Other	-	-	-	-	-
Total Expenditures	51,051,693	55,978,072	78,838,443	71,612,099	67,887,046
Excess (Deficiency) of Revenues Over (Under) Expenditures	(417,932)	(41,810)	(18,996,607)	(13,330,550)	(10,190,045)
Other Financing Sources (Uses)					
Issuance of Bonds and COs	4,155,666	33,701,208	32,100,000	12,750,000	9,270,000
Refunding Bonds Issued	-	-	-	-	4,035,000
Issuance of Capital Lease	2,452,456	-	-	-	-
Premiums and Discounts	-	(152,284)	122,115	43,466	425,757
Payment to Refunded Bond Escrow Agent	-	(13,086,693)	(1,282,504)	-	(4,064,917)
Transfers In	4,181,543	4,072,130	18,298,629	19,193,905	9,374,078
Transfers Out	(3,024,898)	(3,930,685)	(14,857,278)	(18,739,946)	(9,796,314)
Total Other Financing Sources (Uses)	7,764,767	20,603,676	34,380,962	13,247,425	9,243,604
Net Change in Fund Balances	\$ 7,346,835	\$ 20,561,866	\$ 15,384,355	\$ (83,125)	\$ (946,441)
Debt Service as a Percentage of Noncapital Expenditures	18.8%	20.7%	19.2%	22.2%	21.3%

Effective 2015, CIDC is a discrete component unit and is not included.

TABLE C-5

2011	2012	2013	2014	2015
\$ 50,327,235	\$ 53,584,786	\$ 60,358,883	\$ 65,879,766	\$ 59,891,274
1,240,026	1,414,723	1,752,598	2,260,525	3,336,634
1,833,902	1,909,626	1,979,380	1,966,939	2,573,767
332,526	339,640	331,029	357,568	365,578
4,204,363	3,480,694	3,344,824	3,693,068	2,595,380
2,705,939	3,610,177	3,342,357	4,312,558	6,202,707
183,455	277,440	116,658	130,335	130,154
33,809	(9,121)	(191,185)	(121,797)	18,538
107,349	140,798	112,655	106,932	129,761
3,439,652	1,621,505	2,645,283	4,777,829	-
-	-	-	-	-
677,273	830,787	852,106	627,045	2,116,637
65,085,529	67,201,055	74,644,588	83,990,768	77,360,430
9,858,475	12,912,210	11,444,046	13,396,364	14,835,320
1,302,032	1,354,043	1,333,034	1,421,763	1,540,445
22,150,568	22,534,671	24,048,252	26,836,475	31,447,082
4,724,826	4,124,585	4,238,271	4,905,220	5,039,267
5,772,043	5,519,381	6,703,354	7,369,859	8,032,281
6,916,093	7,437,033	13,183,048	7,194,144	5,300,320
4,889,929	5,751,981	5,887,124	5,530,863	4,662,641
453,738	239,023	433,014	345,651	520,406
29,127,940	21,033,141	18,897,565	14,557,532	27,735,071
-	-	-	-	-
85,195,644	80,906,068	86,167,708	81,557,871	99,112,833
(20,110,115)	(13,705,013)	(11,523,120)	2,432,897	(21,752,403)
32,080,000	8,970,000	13,080,000	31,100,000	8,795,000
-	7,560,000	12,305,000	-	33,370,000
-	-	-	-	-
590,506	258,044	(11,377,320)	3,637,580	2,843,082
-	(7,697,335)	13,761,078	-	(36,111,136)
7,848,088	7,289,803	(12,653,006)	8,258,452	17,073,716
(6,548,029)	(7,129,595)	-	(8,362,607)	(18,498,029)
33,970,565	9,250,917	15,115,752	34,633,425	7,472,633
\$ 13,860,450	\$ (4,454,096)	\$ 3,592,632	\$ 37,066,322	\$ (14,279,770)
21.1%	22.0%	28.3%	19.5%	14.7%

CITY OF CONROE, TEXAS
SPENDING AND GROWTH ANALYSIS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

	2006	2007	2008	2009	2010
Expenditures					
General Government	\$ 9,671,105	\$ 7,061,998	\$ 10,535,145	\$ 8,043,022	\$ 10,469,930
Finance	961,631	967,077	1,269,490	1,277,562	1,259,066
Public Safety	15,964,914	16,987,159	19,506,439	20,322,601	21,289,975
Parks	3,877,382	3,033,828	3,678,713	4,294,923	4,403,634
Public Works	4,692,501	4,960,344	5,397,344	5,433,457	5,269,914
Debt Service - principal	5,029,157	5,351,293	5,812,976	6,496,604	6,687,970
Debt Service - interest	3,100,448	3,286,714	3,810,590	4,730,550	4,859,814
Debt Service - bond issuance costs	-	-	-	-	-
Capital Outlay	7,754,555	14,329,659	28,827,746	21,013,380	13,646,743
Total	\$ 51,051,693	\$ 55,978,072	\$ 78,838,443	\$ 71,612,099	\$ 67,887,046

Distribution of Spending					
General Government	18.9%	12.6%	13.4%	11.2%	15.4%
Finance	1.9%	1.7%	1.6%	1.8%	1.9%
Public Safety	31.3%	30.3%	24.7%	28.4%	31.4%
Parks	7.6%	5.4%	4.7%	6.0%	6.5%
Public Works	9.2%	8.9%	6.8%	7.6%	7.8%
Debt Service - principal	9.9%	9.6%	7.4%	9.1%	9.9%
Debt Service - interest	6.1%	5.9%	4.8%	6.6%	7.2%
Debt Service - bond issuance costs	0.0%	0.0%	0.0%	0.0%	0.0%
Capital Outlay	15.2%	25.6%	36.6%	29.3%	20.1%
Total	100.0%	100.0%	100.0%	100.0%	100.0%

Per Capita Expenditures Adjusted for CPI

Population	49,456	51,538	53,472	55,195	56,207
Per Capita	\$ 1,032	\$ 1,086	\$ 1,474	\$ 1,297	\$ 1,208
CPI Index (National)	203	208	219	216	218
Per Capita Spending Adjusted to 2006 Dollars	\$ 1,032	\$ 1,057	\$ 1,367	\$ 1,219	\$ 1,122

The Compounded Average Growth Rate is a useful measure of growth that takes compounding into account over the time period.
Per Capita Spending Adjusted to 2006 Dollars is a measure of spending that is adjusted for purchasing power taking inflation into account.

TABLE C-6

2011	2012	2013	2014	2015	% CHG	Compounded Average Growth Rate
\$ 9,858,475	\$ 12,912,210	\$ 11,444,046	\$ 13,396,364	\$ 14,835,320	53.4%	4.87%
1,302,032	1,354,043	1,333,034	1,421,763	1,540,445	60.2%	5.37%
22,150,568	22,534,671	24,048,252	26,836,475	31,447,082	97.0%	7.82%
4,724,826	4,124,585	4,238,271	4,905,220	5,039,267	30.0%	2.96%
5,772,043	5,519,381	6,703,354	7,369,859	8,032,281	71.2%	6.15%
6,916,093	7,437,033	13,183,048	7,194,144	5,300,320	5.4%	0.59%
4,889,929	5,751,981	5,887,124	5,530,863	4,662,641	50.4%	4.64%
453,738	239,023	433,014	345,651	520,406	117.7%	9.03%
29,127,940	21,033,141	18,897,565	14,557,532	27,735,071	257.7%	15.21%
\$ 85,195,644	\$ 80,906,068	\$ 86,167,708	\$ 81,557,871	\$ 99,112,833	94.1%	7.65%
11.6%	16.0%	13.3%	16.4%	15.0%		
1.5%	1.7%	1.5%	1.7%	1.6%		
26.0%	27.9%	27.9%	32.9%	31.7%		
5.5%	5.1%	4.9%	6.0%	5.1%		
6.8%	6.8%	7.8%	9.0%	8.1%		
8.1%	9.2%	15.3%	8.8%	5.3%		
5.7%	7.1%	6.8%	6.8%	4.7%		
0.5%	0.3%	0.5%	0.4%	0.5%		
34.2%	26.0%	21.9%	17.8%	28.0%		
100.0%	100.0%	100.0%	100.0%	100.0%		
56,257	56,530	61,564	71,592	71,879		Compounded Average Growth Rate
						4.24%
\$ 1,514	\$ 1,431	\$ 1,400	\$ 1,139	\$ 1,379		3.27%
227	231	234	238	238		1.79%
\$ 1,354	\$ 1,255	\$ 1,213	\$ 971	\$ 1,176		1.46%

CITY OF CONROE, TEXAS
TABLE C-7
**TAX REVENUES BY SOURCE-GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)**

Fiscal Year	Property	Sales & Use ⁽¹⁾	Hotel/Motel Occupancy	Franchise	Other	Total
2006	\$ 9,274,223	\$ 27,297,564	\$ 175,416	\$ 3,031,455	\$ 719,925	\$ 40,498,583
2007	10,376,943	28,266,100	279,111	3,160,436	697,608	42,780,198
2008	11,716,511	29,786,065	228,666	3,747,522	629,074	46,107,838
2009	13,171,609	28,863,680	406,603	3,940,939	1,138,897	47,521,728
2010	14,164,088	27,168,790	690,112	4,189,983	566,461	46,779,434
2011	14,222,611	30,033,856	591,940	4,715,542	763,286	50,327,235
2012	14,951,252	31,967,819	801,963	4,837,834	1,025,918	53,584,786
2013	16,610,584	36,640,659	926,572	5,275,521	905,547	60,358,883
2014	17,950,171	40,261,541	1,103,093	5,498,112	1,066,849	65,879,766
2015	19,787,780	32,013,059	1,237,267	5,794,059	1,059,109	59,891,274
Change 2006-2015	113%	17%	605%	91%	47%	48%

(1) Effective 2015, CIDC is a discrete component unit and is not included.

CITY OF CONROE, TEXAS
TABLE C-8
**TAXABLE ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS**

Fiscal Year	Residential Property	Commercial Property	Personal Property	Less: Tax Exempt Property	Total Taxable Assessed Value	Total Direct Tax Rate
2006	\$ 1,365,324,116	\$ 694,723,935	\$ 588,997,649	\$ 483,915,135	\$ 2,165,130,565	\$ 0.4335
2007	1,412,912,626	767,896,649	835,045,102	554,553,365	2,461,301,012	0.4300
2008	1,661,807,741	851,895,855	886,627,778	617,560,392	2,782,770,982	0.4250
2009	1,948,093,457	1,001,283,950	977,551,693	743,239,121	3,183,689,979	0.4200
2010	2,030,626,191	1,124,367,371	1,101,005,332	828,644,880	3,427,354,014	0.4200
2011	2,167,059,632	1,136,236,430	985,264,053	838,389,460	3,450,170,655	0.4200
2012	2,313,008,691	1,155,513,957	1,076,071,214	913,635,952	3,630,957,910	0.4200
2013	2,433,878,457	1,361,859,836	1,224,422,172	1,017,472,186	4,002,688,279	0.4200
2014	2,554,166,206	1,554,076,046	1,444,595,982	1,230,012,103	4,322,826,131	0.4200
2015	2,461,152,288	2,051,929,566	1,577,299,368	1,260,587,672	4,829,793,550	0.4200

Source: Montgomery Central Appraisal District

Note: Taxable property in the City is appraised at its market value each year by the Montgomery Central Appraisal District (MCAD). Tax rates are per \$100 of assessed value.

CITY OF CONROE, TEXAS

PROPERTY TAX RATES-DIRECT AND OVERLAPPING LAST TEN FISCAL YEARS

TABLE C-9

Fiscal Year	City Direct Rates			Overlapping Rates								
	Operations & Maintenance	General Obligation Debt Service	Total Direct Rate	Montgomery County	Mont. Co. Hospital District	Lone Star College	Conroe ISD	Willis ISD	Mont. Co. MUD #90	Mont. Co. MUD #92	Mont. Co. MUD #107	
2006	\$ 0.2435	\$ 0.1900	\$ 0.4335	\$ 0.4963	\$ 0.0850	\$ 0.1207	\$ 1.7600	\$ 1.6020	\$ 0.6000	\$ 0.6000	N/A	
2007	0.2400	0.1900	0.4300	0.4913	0.0781	0.1167	1.5900	1.3060	0.6000	0.6000	0.6000	
2008	0.2350	0.1900	0.4250	0.4888	0.0777	0.1144	1.2400	1.3700	0.6000	0.6000	0.6000	
2009	0.2300	0.1900	0.4200	0.4838	0.0760	0.1101	1.2700	1.3700	0.6000	0.6000	0.6000	
2010	0.2450	0.1750	0.4200	0.4838	0.0755	0.1101	1.2850	1.3700	0.6000	0.6000	0.7000	
2011	0.2500	0.1700	0.4200	0.4838	0.0754	0.1176	1.2950	1.3700	0.6000	0.6000	0.7000	
2012	0.2500	0.1700	0.4200	0.4838	0.0729	0.1198	1.2900	1.3900	0.6000	0.6000	0.7000	
2013	0.2500	0.1700	0.4200	0.4838	0.0727	0.1160	1.2850	1.3900	0.6000	0.6000	0.7000	
2014	0.2500	0.1700	0.4200	0.4767	0.0725	0.1081	1.2800	1.3900	0.6000	0.6000	0.7000	
2015	0.2500	0.1700	0.4200	0.4767	0.0710	0.1079	1.2800	1.3900	0.6000	0.6000	0.7000	

Source: Montgomery Central Appraisal District.

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

TABLE C-10

Taxpayer	2015			2006		
	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value
Conroe Hospital Corporation	\$ 73,829,980	1	1.53%	\$ 44,966,600	2	1.50%
McKesson Corporation	55,028,560	2	1.14	135,057,213	1	4.57
The GEO Group	54,811,260	3	1.13			
Professional Directional LTD	52,888,740	4	1.10			
Wal-Mart Real Estate Bus. Trust	47,643,264	5	0.99			
Maverick Tube Texas Works	43,419,448	6	0.90	39,939,170	3	1.35
Reme Inc	39,029,910	7	0.81			
Entergy Texas Inc.	37,451,620	8	0.78			
Western Rim Investors 2010-1 LP	37,063,310	9	0.77			
JYOTI Amerias LLC	37,056,410	10	0.77			
Consolidated Communications of Tx Co.				32,872,340	4	1.11
Crown Cork & Seal Co				29,873,400	5	1.01
Conroe Regional Medical Center				23,143,556	6	0.78
Gulf States Utilities Co				19,018,100	7	0.64
Conroe Hospital Corporation				17,840,280	8	0.60
Ball Metal Container Group				17,058,320	9	0.57
Siemens Water Technologies				15,575,260	10	0.52
	<u>\$478,222,502</u>		<u>9.67%</u>	<u>\$375,344,239</u>		<u>12.65%</u>

CITY OF CONROE, TEXAS

PROPERTY TAX LEVIES AND COLLECTIONS LAST TEN CALENDAR YEARS

TABLE C-11

Fiscal Year Ended Sept 30	Total Tax Levy for Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2006	\$ 9,381,199	\$ 9,274,223	98.28%	\$ 81,541	\$ 9,355,764	99.73%
2007	10,549,673	10,376,943	98.38%	144,243	10,521,186	99.73%
2008	11,813,302	11,716,511	99.18%	75,133	11,791,644	99.82%
2009	13,395,885	13,171,609	98.33%	190,663	13,362,272	99.75%
2010	14,378,880	14,164,088	98.51%	85,150	14,249,238	99.10%
2011	14,452,462	14,222,611	98.41%	132,639	14,355,250	99.33%
2012	15,205,842	14,951,252	98.33%	146,561	15,097,813	99.29%
2013	16,858,196	16,610,584	98.53%	162,789	16,773,373	99.50%
2014	18,076,015	17,950,171	99.30%	39,893	17,990,064	99.52%
2015	20,245,827	19,787,780	97.74%	-	19,787,780	97.74%

Source: Montgomery County Tax Assessor-Collector

Note: Total Tax Collections to date does not include penalty charges and interest.

CITY OF CONROE, TEXAS
TAXABLE SALES BY CATEGORY
LAST TEN CALENDAR YEARS
(IN THOUSANDS OF DOLLARS)

TABLE C-12

	Calendar Year									
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014 ⁽¹⁾
Agriculture										
Forestry & Fishing	\$ 124	\$ 218	\$ 287	\$ 2	\$ -	\$ 4	\$ 6	\$ 54	\$ 55	\$ 39
Mining	2,763	3,928	8,895	11,527	11,892	11,915	6,053	25,385	32,553	53,172
Construction	23,581	36,790	40,017	45,295	28,214	27,992	23,958	33,488	31,336	38,737
Manufacturing	59,229	58,104	70,697	80,117	57,968	55,559	75,498	115,291	141,766	144,822
Transportation,										
Communication & Utilities	1,748	1,750	3,819	5,877	3,813	4,117	1,524	843	562	1,227
Wholesale Trade	92,273	99,775	110,891	88,029	58,721	56,385	72,428	93,319	113,592	139,891
Retail Trade	558,577	627,361	760,016	798,061	745,719	775,226	786,202	850,416	952,609	1,033,821
Information	15,260	19,228	39,333	53,842	23,303	23,282	29,425	31,573	35,432	42,848
Finance,										
Insurance & Real Estate	25,599	27,275	36,160	39,862	22,009	20,163	28,683	28,226	37,252	42,252
Services	170,183	179,955	187,367	193,176	198,447	193,343	201,872	218,972	237,869	307,646
Other	540	5	-	11	-	-	-	-	-	1
Total	<u>\$ 949,877</u>	<u>\$ 1,054,390</u>	<u>\$ 1,257,482</u>	<u>\$ 1,315,799</u>	<u>\$ 1,150,086</u>	<u>\$ 1,167,986</u>	<u>\$ 1,225,649</u>	<u>\$ 1,397,567</u>	<u>\$ 1,583,026</u>	<u>\$ 1,804,455</u>
City Direct Sales Tax Rate	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	1.50%

(1) As of October 1, 2014 (FY2015) CIDC is recorded as a discrete component unit and is not included.

Source: Texas Comptroller of Public Accounts

Notes: Calendar years 2005-2006 reflect the State Comptroller's change of industry codes. Original submission of data based on NAICS codes. Data shown based on SIC codes.

CITY OF CONROE, TEXAS**DIRECT AND OVERLAPPING SALES TAX RATES
LAST TEN FISCAL YEARS****TABLE C-13**

<u>Fiscal Year</u>	<u>City Direct Rate</u>
2006	2.00%
2007	2.00%
2008	2.00%
2009	2.00%
2010	2.00%
2011	2.00%
2012	2.00%
2013	2.00%
2014	2.00%
2015	1.50%

Effective 2015, CIDC is a discrete component unit and is not included.

Source: City Finance and Administration Department

CITY OF CONROE, TEXAS

SALES TAX REVENUE PAYERS BY INDUSTRY
FISCAL YEARS 2004 AND 2014
(DOLLARS ARE IN MILLIONS)

TABLE C-14

Tax Remitter	Fiscal Year 2004				Fiscal Year 2014			
	Number of Filers	% of Total	Tax Liability	% of Total	Number of Filers	% of Total	Tax Liability	% of Total
Agriculture, Forestry & Fishing	297	4.15%	\$ 0.08	0.41%	44	0.38%	\$ -	0.00%
Mining	32	0.45%	0.05	0.28%	142	1.23%	0.94	1.90%
Construction	521	7.27%	0.24	1.28%	961	8.30%	0.76	2.04%
Manufacturing	356	4.97%	0.79	4.26%	988	8.53%	2.83	9.03%
Transportation, Communication & Utilities	103	1.44%	0.54	2.94%	113	0.98%	0.02	0.04%
Wholesale Trade	419	5.85%	1.76	9.52%	708	6.11%	2.75	6.83%
Retail Trade	3,580	49.99%	13.79	74.68%	3,961	34.20%	20.32	60.54%
Information	-	0.00%	-	0.00%	160	1.38%	0.85	2.21%
Finance, Insurance & Real Estate	24	0.34%	0.01	0.03%	443	3.83%	0.85	2.27%
Services	1,716	23.96%	1.21	6.58%	4,033	34.82%	5.95	15.14%
Other	114.00	1.59%	-	0.01%	28	0.24%	-	0.00%
Total	7,162	100.00%	\$ 18.47	100.00%	11,581	100.00%	\$ 35.27	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 City's revenue.

CITY OF CONROE, TEXAS

RATIOS OF OUTSTANDING DEBT BY TYPE

LAST TEN FISCAL YEARS

Fiscal Year	Governmental Activities				Total Long-Term Debt
	Refunding Bonds, CO Bonds & Sales Tax Revenue Bonds ⁽¹⁾	Capital Leases Obligation	Notes		
2006	\$ 62,977,842	\$ 3,788,485	\$ 1,658,666	\$	68,424,993
2007	78,918,355	2,518,351	1,788,890		83,225,596
2008	105,567,233	1,698,375	1,505,666		108,771,274
2009	112,679,681	1,018,771	1,423,666		115,122,118
2010	116,322,401	666,467	1,343,000		118,331,868
2011	142,211,540	617,374	1,256,000		144,084,914
2012	143,868,156	566,341	1,165,000		145,599,497
2013	145,034,959	513,293	1,070,000		146,618,252
2014	172,569,882	458,149	971,000		173,999,031
2015	135,705,804	400,827	868,002		136,974,633

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

(2) See Table C-20 for personal income and population data.

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

Effective 2015, CIDC is a discrete component unit and is not included.

TABLE C-15

Business-type Activities					
Revenue Bonds	Capital Leases Obligation	Total Long-Term Debt	Total Primary Government	Percentage of Personal Income ⁽²⁾	Per Capita
\$ 11,828,536	\$ 6,387,667	\$ 18,216,203	\$ 86,641,196	9.97%	\$ 1,752
16,865,000	6,634,623	23,499,623	106,725,219	11.16%	2,071
27,479,444	6,082,839	33,562,283	142,333,557	15.09%	2,662
34,434,295	5,517,554	39,951,849	155,073,967	12.83%	2,810
49,811,369	4,980,983	54,792,352	173,124,220	14.51%	3,080
53,963,439	4,610,237	58,573,676	202,658,590	15.39%	3,602
71,718,321	4,224,846	75,943,167	221,542,664	16.86%	3,919
76,694,943	3,824,233	80,519,176	227,137,428	17.14%	3,689
92,995,074	3,407,795	96,402,869	270,401,900	20.40%	3,777
105,404,059	2,974,908	108,378,967	245,353,600	15.20%	3,413

CITY OF CONROE, TEXAS

RATIOS OF NET GENERAL BONDED DEBT OUTSTANDING LAST TEN FISCAL YEARS

TABLE C-16

Fiscal Year	General Bonded Debt Outstanding			Less: Amounts Available in Debt Service Fund ⁽¹⁾	Total	Percentage of Actual Taxable Value of Property	Per Capita
	Refunding Bonds	Certificates of Obligation	Total				
2006	\$ 10,650,000	\$ 38,805,000	\$ 49,455,000	\$ 596,287	\$ 48,858,713	2.26%	\$ 988
2007	22,420,000	44,220,000	66,640,000	4,885,305	61,754,695	2.51%	1,198
2008	20,820,000	58,470,000	79,290,000	356,030	78,933,970	2.84%	1,476
2009	18,490,000	69,365,000	87,855,000	8,598,275	79,256,725	2.49%	1,436
2010	19,040,000	73,480,000	92,520,000	5,114,405	87,405,595	2.55%	1,555
2011	15,950,000	89,410,000	105,360,000	6,293,542	99,066,458	2.87%	1,761
2012	19,570,000	89,775,000	109,345,000	7,028,107	102,316,893	2.82%	1,810
2013	15,475,000	83,000,000	98,475,000	8,342,744	90,132,256	2.25%	1,464
2014	12,440,000	112,490,000	124,930,000	10,632,394	114,297,606	2.64%	1,597
2015	42,665,000	85,640,000	128,305,000	12,084,748	116,220,252	2.41%	1,617

Note: (1) This is the amount restricted for debt service payments on general obligation and certificate of obligation bonds.

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

See Table C-7 for property value data.

Population data can be found on Table C-20.

CITY OF CONROE, TEXAS
DIRECT AND OVERLAPPING
GOVERNMENTAL ACTIVITIES DEBT
AS OF SEPTEMBER 30, 2015
(DOLLARS IN THOUSANDS)

TABLE C-17

<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	\$ 401,000	11.06%	\$ 44,351
Conroe Independent School District	970,260	17.18%	166,691
Willis Independent School District	59,512	18.45%	10,980
Lone Star College	569,325	3.24%	18,446
MUD #90	6,845	100.00%	6,845
MUD #92	3,440	100.00%	3,440
MUD #107	11,715	100.00%	11,715
Conroe MUD #1	3,750	100.00%	3,750
Subtotal, Overlapping Debt			\$266,218
City Direct Debt (Net of original issuance discounts and premiums)	167,729		<u>167,729</u>
Total Direct and Overlapping Debt			<u>\$ 433,947</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

	2006	2007	2008	2009
Assessed Value	\$ 2,165,130,565	\$ 2,461,301,012	\$ 2,782,770,982	\$ 3,183,689,979
Debt Limit <5% of assessed value>	108,256,528	123,065,051	139,138,549	159,184,499
Debt Applicable to Limit:				
Total Bonded Debt	49,455,000	66,640,000	79,290,000	87,855,000
Less: Assets in Debt				
Service Funds available				
for payment of principal	(596,287)	(4,885,305)	(356,030)	(8,598,275)
Total Net Debt Applicable to Limit	48,858,713	61,754,695	78,933,970	79,256,725
Net Legal Debt Margin	59,397,815	61,310,356	60,204,579	79,927,774
Total Net Debt Applicable to the Debt Limit				
As a Percentage of Debt Limit	45.13%	50.18%	56.73%	49.79%
Total Net Debt Margin as a Percentage				
of Debt Limit	54.87%	49.82%	43.27%	50.21%
Total Bonded Debt as a Percentage				
of Assessed Value	2.28%	2.71%	2.85%	2.76%

Computation of Legal Debt Margin:

As a home rule city, the City of Conroe is not limited by the law in the amount of debt it may issue. The City's Charter (Section 9.18) states:
The City Council shall have the power under the provisions of the state law to levy, assess and collect an annual tax upon real and personal property within the City to the maximum provided by the Constitution and the general laws of the State of Texas. The City Council shall also have the power to levy occupation taxes on such occupations as consistent with the general laws of the State of Texas.

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

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

The tax rate at October 1, 2014 is \$0.4200 per \$100.00 with assessed valuation at 100% of market value.

TABLE C-18

2010	2011	2012	2013	2014	2015
\$ 3,427,354,014	\$ 3,450,170,655	\$ 3,630,957,910	\$ 4,002,688,279	\$ 4,322,826,131	\$ 4,829,793,550
171,367,701	172,508,533	181,547,896	200,134,414	216,141,307	241,489,678
92,520,000	105,360,000	109,345,000	98,475,000	124,930,000	128,305,000
(5,114,405)	(6,293,542)	(7,028,107)	(8,342,744)	(10,632,394)	(12,084,748)
87,405,595	99,066,458	102,316,893	90,132,256	114,297,606	116,220,252
83,962,106	73,442,075	79,231,003	110,002,158	101,843,701	125,269,426
51.00%	57.43%	56.36%	45.04%	52.88%	48.13%
49.00%	42.57%	43.64%	54.96%	47.12%	51.87%
2.70%	3.05%	3.01%	2.46%	2.89%	2.66%

CITY OF CONROE, TEXAS
PLEDGED REVENUE COVERAGE
LAST TEN FISCAL YEARS

TABLE C-19

Fiscal Year	Water and Sewer Revenue Bonds					Coverage
	Utility Service Charge	Less: Adjusted Operating Expenses ⁽¹⁾	Net Available Revenue	Debt Service		
				Principal	Interest	
2006	11,043,310	10,626,384	416,926	685,000	64,651	0.56
2007	11,298,324	8,354,613	2,943,711	715,000	525,885	2.37
2008	13,767,268	7,139,031	6,628,237	415,000	721,633	5.83
2009	14,200,623	7,598,300	6,602,323	390,000	1,124,066	4.36
2010	15,476,990	7,753,255	7,723,735	745,000	1,431,911	3.55
2011	21,775,264	8,900,768	12,874,496	1,025,000	1,839,729	4.49
2012	20,982,974	8,941,053	12,041,921	1,660,000	2,062,585	3.23
2013	24,277,240	10,516,921	13,760,319	1,910,000	2,676,544	3.00
2014	26,395,316	14,947,138	11,448,178	2,595,000	2,839,499	2.11
2015	30,034,855	18,108,103	11,926,752	2,945,000	3,463,381	1.86

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

(1) Operating Expenses for Water and Sewer Revenue Bonds are adjusted and shown net of Payment-in-lieu-of-taxes (PILOT), debt service payments, and the following interfund activity: transfers to the General Fund & Conroe Tower Fund for administrative overhead and transfers to the Revenue Debt Service Reserve Fund. Lease principal and lease interest payments for the Siemens Energy Efficiency upgrade project as well as amounts for Accounts Charged Off are also excluded.

CITY OF CONROE, TEXAS*DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN CALENDAR YEARS***TABLE C-20**

<u>Year</u>	<u>Population</u>	<u>Personal Income (thousands of dollars)</u>	<u>Per Capita Personal Income</u>	<u>Median Age</u>	<u>School Enrollment</u>	<u>Unemployment Rate</u>
2006	49,456	\$ 869,140	\$ 17,574	28.9	10,215	3.9%
2007	51,538	956,700	18,563	29.1	10,594	3.5%
2008	53,472	943,193	17,639	29.8	10,806	3.8%
2009	55,195	1,208,439	21,894	33.0	11,495	7.4%
2010	56,207	1,192,937	21,224	28.8	12,229	7.6%
2011	56,257	1,317,033	23,411	33.0	11,091	7.8%
2012	56,530	1,313,870	23,242	33.0	11,861	6.5%
2013	61,564	1,325,350	21,528	33.0	12,518	5.1%
2014	71,592	1,607,670	22,456	33.0	13,345	3.9%
2015	71,879	1,614,115	22,456	31.5	12,447	3.8%

Sources: Varous school websites, the Conroe Greater Economic Development Council, the Texas State Population Center, and Texas Workforce Commission (TWC).

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

CITY OF CONROE, TEXAS
PRINCIPAL EMPLOYERS
CURRENT YEAR AND NINE YEARS AGO
TABLE C-21

<u>Employer</u>	<u>2015</u>			<u>2006</u>		
	<u>Employees</u>	<u>Rank</u>	<u>Percentage of Total City Employment</u>	<u>Employees</u>	<u>Rank</u>	<u>Percentage of Total City Employment</u>
Conroe Independent School District	6,403	1	21.24%	5,130	1	23.70%
Montgomery County	1,998	2	6.63%	1,959	2	9.05%
Conroe Regional Medical Center	1,300	3	4.31%	1,200	3	5.54%
National Oilwell Varco - Reed Hycalog	647	4	2.15%	250	6	1.15%
City of Conroe	538	5	1.78%	350	4	1.62%
Consolidated Communications of Texas	433	6	1.44%	220	7	1.02%
Wal-Mart	408	7	1.35%			
National Oilwell Varco - Fluid Control	375	8	1.24%			
Professional Directional	266	9	0.88%			
Tri-County Services Inc.	255	10	0.85%			
Maverick Tube				289	5	1.34%
Bordon Milk Products				190	8	0.88%
R&M Energy				175	9	0.81%
Crown Beverage Packaging				150	10	0.69%
	<u>12,623</u>		<u>41.87%</u>	<u>9,913</u>		<u>45.80%</u>



CITY OF CONROE, TEXAS

FULL – TIME EQUIVALENT EMPLOYEES BY FUNCTIONS/PROGRAMS LAST TEN FISCAL YEARS

	2006 ⁽¹⁾	2007 ⁽²⁾	2008 ⁽³⁾	2009 ⁽⁴⁾	2010 ⁽⁵⁾	2011 ⁽⁶⁾	2012	2013 ⁽⁷⁾	2014 ⁽⁸⁾	2015 ⁽⁹⁾
<u>Functions/Programs</u>										
General Government										
Administration	3	3	3	3	3	3	2	3	3	3
Mayor & Council	2	2	2	2	2	2	2	2	2	2
Arts & Communications	1	1	1	1	1	1	1	1	-	-
Downtown Development	1	1	1	1	1	1	1	-	-	-
Legal	3	3	3	3	3	3	3	3	3	3
Municipal Court	8	9	9	9	10	10	10	10	10	10
CDBG Administration	2	2	2	2	2	2	2	2	2	2
Human Resources	8	5	5	5	5	5	5	5	6	6
Finance	8	9	10	10	10	10	10	10	10	10
Transit	-	-	-	-	-	-	-	-	1	1
Information Technology	4	5	5	7	7	7	11	11	11	11
Public Safety										
Police Administration	7	5	4	5	5	6	5	7	9	9
Police Support	28	28	30	30	29	28	28	28	12	12
Police Patrol	56	60	65	66	64	63	63	63	99	100
Police Investigative Services	26	26	29	28	28	28	29	29	32	33
Police Professional Services	12	12	11	11	14	14	14	15	-	-
Police Animal Services	-	-	-	-	5	5	5	5	5	2
Red Light Program	-	-	-	-	-	1	1	1	1	-
Traffic Services	-	-	-	-	-	2	2	2	2	2
Commercial Vehicle Enforcement	-	-	-	-	-	-	-	-	-	1
Fire	86	86	87	87	88	88	88	86	87	117
Parks										
Parks & Rec Admin	11	11	11	13	13	13	2	2	2	2
Recreation Center	5	5	5	5	5	5	5	5	6	6
Oscar Johnson, Jr. CC	4	4	4	-	-	-	-	-	-	-
Swim Center	7	7	7	-	-	-	-	-	-	-
Aquatic Center	-	-	-	7	7	7	7	7	7	7
Parks Operations	-	-	-	-	-	-	11	11	11	11
Public Works										
Community Development	21	23	27	27	26	25	13	15	15	19
Drainage Construction	7	7	7	7	7	7	7	7	7	7
Streets	28	28	28	28	28	28	28	28	28	27
Signal Maintenance	-	-	-	-	-	2	2	3	3	3
Engineering	-	-	-	-	-	-	8	21	21	22
Building Maintenance	6	-	-	-	-	-	-	-	-	-
Warehouse Purchasing	4	5	5	5	5	5	5	5	5	5
Conroe Industrial Development	-	-	-	-	-	-	-	5	4	4
Conroe Tower	1	1	1	1	1	1	1	1	1	1
Hotel/Motel Occupancy Tax	-	-	-	-	2	2	3	3	4	4
Component Unit										
Oscar Johnson, Jr. CC	-	-	-	4	4	4	4	4	4	4

TABLE C-22

	2006 ⁽¹⁾	2007 ⁽²⁾	2008 ⁽³⁾	2009 ⁽⁴⁾	2010 ⁽⁵⁾	2011 ⁽⁶⁾	2012 ⁽⁷⁾	2013 ⁽⁸⁾	2014 ⁽⁹⁾	2015
Water & Sewer										
Utilities/Meter Readers	12	9	9	9	9	9	9	9	9	9
Public Works	5	3	3	5	6	6	5	5	6	6
Water Conservation	-	-	-	-	-	-	-	1	1	1
Water	15	15	15	15	15	15	15	15	15	11
Wastewater Treatment	15	14	11	11	11	11	11	11	10	10
Sewer	18	18	18	20	20	20	20	20	20	12
Pump & Motor Maint.	6	6	7	7	7	7	7	7	6	6
Project Engineering	12	12	12	12	12	13	13	-	-	-
Project Construction	17	17	17	17	17	17	17	17	17	29
Fleet Services	7	7	7	7	7	6	6	7	8	8
Self Funded Insurance	1	1	1	1	1	1	1	1	-	-
Total	<u>457</u>	<u>450</u>	<u>462</u>	<u>471</u>	<u>480</u>	<u>483</u>	<u>482</u>	<u>493</u>	<u>505</u>	<u>538</u>

Source: City Finance Office.

Notes:

- (1) In FY 2006, the Mayor & Council Dept. was added to the General Government function.
Self Funded Insurance was added.
- (2) In FY 2007, the Building Maintenance Dept. was renamed Pump & Motor Maintenance and moved from the Public Works function and added to the Water & Sewer function.
- (3) In FY 2008, Oscar Johnson, Jr. Community Center (OJJCC) was reported as a discretely presented component unit in the CAFR.
- (4) In FY 2009, Oscar Johnson, Jr. Community Center (OJJCC) was removed from the Parks function.
Swim Center was renamed to Aquatic Center.
- (5) In FY 2010, Police Animal Services was added to the Public Safety function.
Hotel/Motel Occupancy Tax was added.
- (6) In FY 2011, Red Light Cameras and Traffic Services were added to the Public Safety function.
Signal Maintenance was added to the Public Works function.
- (7) In FY 2013, the following changes were made:
Downtown Development was moved to the Conroe Industrial Development Corporation (CIDC) Fund.
Engineering and Project Engineering were combined.
Water Conservation was added.
- (8) In FY 2014, the following changes were made:
The Arts & Communications position was moved to the Recreation Center.
The Self Funded Insurance position was moved to Human Resources.
One position previously in CIDC was moved to the newly created Transit fund.
The Communications Officers in Police Support were moved to Police Patrol.
The positions in Professional Services were moved to Police Administration, Police Patrol, and Criminal Investigations.
The secretary position previously in Waste Water Treatment Plant was moved to Public Works.
- (9) In FY 2015, the following changes were made:
The Citizens voted to eliminate Red Light Cameras thereby moving the position to Police Patrol Department.
The Animal Shelter was out-sourced to a private company reducing the number of positions needed
The Commercial Vehicle Enforcement division was added.
The annexation of April Sound included the need for another Fire Station which increased the number of Fire personnel by 30.
Four positions from Water and eight positions from Sewer were moved to Project Construction.

CITY OF CONROE, TEXAS

OPERATING INDICATORS BY FUNCTIONS/PROGRAMS

LAST TEN FISCAL YEARS

	2006	2007	2008	2009
<u>Functions/Programs</u>				
General Government				
Building Permits Issued	1,027	850	682	546
Building Inspections Conducted	24,934	24,537	19,362	18,377
Police				
Physical Arrests	3,561	4,178	4,146	4,049
Parking Violations	4,988	5,425	1,473	1,922
Traffic Violations	10,791	17,079	15,429	15,671
Fire				
Emergency Responses	4,069	3,644	5,383	5,063
Fires Extinguished	378	172	257	244
Inspections	674	1,236	1,143	2,655
Refuse Collection				
Refuse Collected (tons per day) (a)	67.40	65.00	50.44	55.04
Recyclables Collected (tons per day) (a)	0.24	0.35	0.58	1.73
Other Public Works				
Street Resurfacing (miles)	-	11.00	5.83	2.50
Potholes Repaired (b)	N/A	N/A	N/A	N/A
Parks and Recreation				
Athletic Field Permits Issued	316	460	402	285
Community Center Admissions	476,122	384,340	390,000	339,000
Water				
New Connections (c)	4,139	768	441	557
Water Main Breaks	800	735	861	726
Average Daily Consumption (thousands of gallons)	8,306	7,389	8,730	9,182
Peak Monthly Consumption (thousands of gallons)	305,349	286,000	374,576	399,575
Wastewater				
Average Daily Sewage Treatment (thousands of gallons)	5,500	6,792	6,609	6,800
Transit				
Total Route Miles - OJJCC	8,670	6,948	8,874	7,440
Total Route Miles - Conroe Connection (d)	-	-	-	-
Passenger - OJJCC	16,740	13,680	12,617	12,240
Passenger - Conroe Connection (d)	-	-	-	-

Source: Various City Departments

Notes:

(a) Refuse Collection information is provided by a private waste company.

(b) No operating indicators are available for Potholes Repaired for the Other Public Works function prior to 2012.

(c) Estimate was utilized for FY2012.

(d) Conroe Connection began service in FY2015

TABLE C-23

2010	2011	2012	2013	2014	2015
645	489	520	789	1,443	1,486
16,950	15,317	14,957	16,995	17,871	20,924
4,163	3,915	4,313	4,758	4,502	4,289
2,485	3,113	4,554	2,972	3,724	2,560
13,865	26,673	27,181	15,482	16,142	14,449
5,425	6,111	6,417	7,124	7,083	8,427
180	320	133	129	222	204
2,863	2,724	1,675	1,017	1,778	1,333
58.07	38.00	37.50	58.00	41.00	73.20
0.61	9.48	12.10	16.00	10.00	17.20
1.50	5.63	2.20	5.10	9.00	11.00
N/A	N/A	550	582	415	2,193
288	326	297	304	290	292
298,261	307,662	366,045	424,640	353,024	422,884
387	787	400	736	923	613
770	888	800	775	692	1,072
8,554	11,291	9,893	9,652	9,189	9,249
384,058	500,038	395,510	393,936	377,559	281,344
7,000	7,000	7,000	7,000	7,200	7,800
8,100	7,140	8,330	11,219	12,240	9,912
-	-	-	-	-	54,108
13,140	12,175	12,222	14,020	14,232	18,420
-	-	-	-	-	22,811

CITY OF CONROE, TEXAS

CAPITAL ASSET STATISTICS BY FUNCTIONS/PROGRAMS

LAST TEN FISCAL YEARS

Functions/Programs	Fiscal Year			
	2006	2007	2008	2009
Police				
Stations	1	1	1	1
Zone Offices	-	-	1	1
Patrol Units	51	49	45	46
Fire Stations	4	4	5	5
Refuse Collection				
Collection trucks	4	5	6	8
Other Public Works				
Streets (miles)	218.60	220.00	225.00	240.00
Highways (miles) (a)	N/A	N/A	N/A	N/A
Streetlights (b)	N/A	N/A	N/A	N/A
Traffic Signals	4	5	5	5
Parks and Recreation				
Acreage	345.70	347.50	350.00	350.00
Playgrounds	32	32	34	34
Baseball/Softball Diamonds	31	31	31	35
Soccer/Football Fields	10	10	10	13
Community Centers	3	3	3	3
Water (d)				
Water Mains (miles)	309.53	314.01	318.09	334.72
Fire Hydrants	2,300	2,700	2,800	2,955
Storage Capacity (thousands of gallons)	7,490	7,490	8,490	9,490
Wastewater (d)				
Sanitary Sewers (miles)	333.67	337.59	340.61	355.92
Storm Sewers (miles) (c)	23.691	26.340	26.340	36.564
Treatment capacity (thousands of gallons)	10,000	10,000	10,000	10,000
Transit				
Vans	4	4	4	4

Source: Various City Departments

Notes:

- (a) No capital asset indicators are available for Highways for the Other Public Works function. All highways are owned and maintained by TxDOT.
- (b) No capital asset indicators are available for Streetlights for the Other Public Works function prior to 2010.
- (c) Data shown as miles of storm sewers are estimates only. Data is currently being compiled for retroactive infrastructure reporting.
- (d) Estimates were utilized for FY2010.

TABLE C-24

Fiscal Year					
2010	2011	2012	2013	2014	2015
1	1	1	1	1	1
1	1	1	1	1	1
46	48	46	55	56	56
5	5	5	5	5	6
8	8	8	8	9	10
248.00	268.00	276.00	270.00	270.00	315.00
N/A	N/A	N/A	N/A	N/A	N/A
3,200	3,200	3,518	3,530	3,550	3,550
6	6	80	82	102	110
354.00	354.00	407.00	407.00	407.00	407.00
17	18	19	19	19	19
28	25	27	27	27	27
18	21	18	18	18	18
4	4	4	4	4	4
340.61	342.44	367.00	403.00	403.00	409.50
2,996	3,009	3,009	3,009	3,335	3,410
9,490	11,490	11,490	11,490	11,490	11,490
357.65	360.21	389.00	391.00	398.00	404.00
40.162	40.280	41.720	42.000	42.953	49.000
10,000	10,000	10,000	10,000	10,000	10,000
4	4	4	4	4	8

CITY OF CONROE, TEXAS

WATER WORKS SYSTEM – TOP TEN WATER AND SEWER USERS (IN GALLONS) AS OF SEPTEMBER 30, 2015

TABLE C-25

Customer	Fiscal Year 2015 Water Consumption	Fiscal Year 2015 Water Revenues	Percent of Total 2015 Water Revenues
EvoQua Water Technologies LLC	108,789,000	\$273,888	2.5%
Borden Inc.	94,598,000	238,700	2.1
Ball Metal Container Group	50,945,000	136,989	1.2
Medical Center Hospital	38,727,000	138,485	1.2
The Geo Group - Joe Corley	33,328,000	90,598	0.8
Reedhycalog L.P.	29,921,000	82,205	0.7
Crown Cork & Seal	27,808,000	79,835	0.7
R & M Energy Systems	26,895,000	74,331	0.7
Montgomery County MUD #126	26,401,000	71,597	0.6
Montgomery County Jail	21,108,000	61,012	0.5

Customer	Fiscal Year 2015 Sewer Consumption	Fiscal Year 2015 Sewer Revenues	Percent of Total 2015 Sewer Revenues
EvoQua Water Technologies LLC	108,789,000	\$297,164	3.3
Borden Inc.	94,598,000	258,423	2.9
Ball Metal Container Group	50,237,000	137,317	1.5
City of Willis	41,049,000	51,311	0.6
The Geo Group - Joe Corley	33,169,000	90,721	1.0
Medical Center Hospital	31,600,000	87,540	1.0
Reedhycalog L.P.	29,671,000	81,172	0.9
Crown Cork & Seal	27,808,000	76,086	0.1
Montgomery County Jail	21,108,000	57,795	0.6
KC RiverPoint LP	15,877,000	43,514	0.5

CITY OF CONROE, TEXAS

WATER AND SEWER RATES

AS OF SEPTEMBER 30, 2015

TABLE C-26

Minimum Monthly Base Charge By Meter Size

Meter Size	Minimum Base Charge
5/8 Inch*	\$ 12.00
1 Inch	18.00
1.5 Inch	25.00
2 Inch	35.00
3 Inch	46.00
4 Inch	65.00
6 Inch	90.00
8 Inch	145.00
10 Inch	250.00

* Typical residential meter size.

A Surface Water Fee was implemented to recover expenses the City incurred participating in the Groundwater Reduction Plan with the San Jacinto River Authority. This charge is assessed at \$2.70 per 1,000 gallons of water consumed for residential, sprinkler and commercial customers. The Lone Star Groundwater Conservation District fee is a pass through fee to regulate ground water consumption. This charge is assessed at \$.06 per 1,000 gallons consumed for residential, sprinkler and non-residential customers.

Water and Sewer Service Charges

There is charged and collected each month by the City from the consumers of water, water service and sewer service residing within the limits of the City, the amounts of money hereinafter set out upon the following rates:

Residential and Sprinkler Rates Inside City Limits

Usage	Water Rate	Sanitary Sewer Rate
Minimum 0 - 3,999 gallons	Base Charge	\$ 22.36
Per thousand gallons		
4,000 - 10,999 gallons, per thousand	\$ 2.56	2.73
11,000 - 15,999 gallons, per thousand	3.15	
16,000 - 25,999 gallons, per thousand	3.74	
26,000 - 35,999 gallons, per thousand	4.27	
36,000 gallons and over	7.47	
Total Charge at 10,000 gallons		41.47

Non-Residential Rates Inside City Limits

Usage	Water Rate	Sanitary Sewer Rate
Minimum 0 - 3,999 gallons	Base Charge	\$ 22.36
Per thousand gallons		
4,000 - 10,999 gallons, per thousand	\$ 2.67	2.73
11,000 - 15,999 gallons, per thousand	3.15	
16,000 - 25,999 gallons, per thousand	3.74	
26,000 - 35,999 gallons, per thousand	4.27	
36,000 - 100,999 gallons, per thousand	7.47	
101,000 gallons and over	2.46	

Residential and Sprinkler/Non-Residential Water & Sanitary Sewer Rates Outside City Limits

The amount to be charged and collected for water service outside the corporate limits of the City is computed and charged as double the amount established for service inside the City.

How Does the City of Conroe Compare?

City	Population	2016 Ad Valorem Tax Base	Tax Base Per Capita	FY 16-17 Tax Rate/ \$100 AV	Average Home Value	Tax Levy	CY 2015 All Sales Tax Collections	Sales Tax Per Capita	FY 16-17 General Fund Revenues	FY 16-17 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	76,127	\$ 3,100,569,796	\$ 40,729	\$ 0.8220	\$ 97,000	\$ 797.37	\$ 17,609,326	\$ 231	\$ 82,672,534	\$ 14,726,820	17.81%	\$ 201,720,000	\$ 13,025,000	\$ 2,821
Bryan	82,013	4,331,130,314	52,810	0.6300	175,765	1,107.30	17,469,122	213	66,056,015	19,522,800	29.55%	145,530,022	218,485,001	4,439
Conroe	71,879	7,126,248,737	99,142	0.4175	210,382	878.34	42,424,544	590	68,448,847	31,515,185	46.04%	149,560,000	115,830,000	3,692
DeSoto	52,486	3,200,000,000	60,969	0.7499	158,590	1,189.27	11,835,541	225	35,917,893	7,085,000	19.73%	80,743,225	17,596,157	1,874
Galveston	48,733	5,467,000,000	112,183	0.5260	140,814	740.68	19,580,044	402	52,097,000	15,450,000	29.66%	37,788,672	47,905,000	1,758
League City	100,053	7,300,000,000	72,961	0.5700	245,000	1,396.50	17,378,536	174	70,247,223	20,038,254	28.53%	104,673,032	140,059,851	2,446
Missouri City	73,626	5,822,011,558	79,075	0.5146	269,900	1,389.01	8,562,247	116	43,766,630	8,226,000	18.80%	70,271,183	73,663,919	1,955
Pearland	117,100	9,812,534,917	83,796	0.6612	279,898	1,850.69	28,401,553	243	72,220,820	20,526,818	28.42%	322,710,000	173,570,000	4,238
San Marcos	54,076	4,107,442,275	75,957	0.5302	264,995	1,405.00	25,996,406	481	63,130,114	28,850,186	45.70%	75,000,000	147,250,000	4,110
Temple	72,277	3,985,432,114	55,141	0.6648	112,100	745.24	19,637,505	272	67,726,478	20,830,000	30.76%	153,955,000	102,730,000	3,551
Victoria	67,574	4,277,668,620	63,303	0.5892	174,300	1,026.98	26,516,235	392	47,277,155	16,200,000	34.27%	105,718,493	91,527,969	2,919



CITY OF CONROE

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