

City of Conroe, Texas Annual Operating Budget Fiscal Year 2019-2020



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



MISSION STATEMENT



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

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





(This page intentionally left blank.)



S.B. 656 Notice

“This budget will raise more revenue from property taxes than last year’s budget by an amount of \$4,334,989 which is a 12.4% 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 \$1,533,827.”

On August 28, 2019, the members of the governing body voted on the Fiscal Year 2019-20 Budget as follows:

FOR:	Seth M. Gibson Raymond McDonald Jody Czajkoski	Councilman Councilman Councilman
AGAINST:	Duke W. Coon Duane M. Ham	Mayor Pro Tem Councilman
PRESENT and not voting:	Toby Powell	Mayor
ABSENT:	None	

Tax Rate Comparison

	<u>FY 18-19</u>	<u>FY 19-20</u>
Total Property Tax Rate:	\$0.4175	\$0.4375
Effective Tax Rate:	\$0.3965	\$0.3960
Effective M&O Tax Rate:	\$0.2853	\$0.2851
Rollback Tax Rate:	\$0.4469	\$0.4455
Debt Tax Rate:	\$0.1250	\$0.1250

Total Municipal Debt Obligations (secured by property taxes):

\$326,115,000

\$369,825,000

*Local Government Code 102.007



Government Finance Officers Association of the United States and Canada



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Conroe
Texas**

For the Fiscal Year Beginning

October 1, 2018

Christopher P. Morrell

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Presentation to the City of Conroe for its annual budget for the fiscal year beginning October 1, 2018.

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

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





(This page intentionally left blank.)



**City of Conroe
2019-2020**

Listing of City Officials

Elected Officials

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

Appointed Officials

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





(This page intentionally left blank.)



City of Conroe

2019-2020 Annual Operating Budget

Table of Contents

Page Number(s)

Introduction

Mayor's Message	1
Conroe Strategic Plan 2019	15
City of Conroe Organization Chart	19
Reader's Guide	20
City Limits Map	23
Guide to Using the Annual Budget	24
Overview of the Budget Process	26
Budget Preparation Calendar	30
Tax Rate and Budget Ordinances	34
Budget Summary Tables	41
Statistical Analysis of Budget	55
Tax Collection History	68
Proposed Ad Valorem Tax Structure	69

OPERATING BUDGET

GENERAL FUND

Budget Summary	72
Budget Summary by Category	73
Supplemental Requests	74
Revenues – 1020	78
Administration	
Administration – 1041	80
Mayor and City Council – 1042	85
Transportation – 1044	90
Legal – 1060	95
Municipal Court – 1070	98
Finance – 1100	103
CDBG Administration – 1110	108
Purchasing-Warehouse – 1120	112
Information Technology – 1130	117
Human Resources – 1160	122
Police	
Police Administration – 1201	127
Police Support Services – 1202	132
Police Patrol – 1203	137
Police Investigative Services – 1204	142
Police Animal Services – 1206	147
Commercial Vehicle Enforcement Program – 1209	152
Fire – 1300	157
Parks & Recreation Administration – 1400	162
C. K. Ray Recreation Center – 1410	167
Aquatic Center – 1440	172
Park Operations – 1450	177
Community Development – 1500	182
Drainage Maintenance – 1530	187
Street Maintenance – 1540	192
Signal Maintenance – 1550	197
Sign Maintenance – 1560	202
Engineering – 1570	207
Building Inspections and Permits – 1580	212



City of Conroe
2019-2020 Annual Operating Budget
Table of Contents

General Fund Non-Departmental – 1800	217
WATER AND SEWER OPERATING FUND	
Budget Summary	222
Budget Summary by Category	223
Supplemental Requests	224
Revenues – 2000	225
Utility Billing – 2800	226
Public Works – 2810	231
Water – 2820	236
Surface Water – 2821	241
Wastewater Treatment Plant – 2881	243
Sewer – 2882	248
Pump and Motor Maintenance – 2883	253
Water and Sewer Fund Non-Departmental – 2900	258
GENERAL OBLIGATION DEBT SERVICE FUND	
Budget Summary	262
Revenues – 0000	263
Expenditures – 1010	264
Schedule of Requirements - All Tax Bonds	265
WATER AND SEWER DEBT SERVICE FUND	
Budget Summary	298
Revenues – 0000	299
Expenditures – 6000	300
Schedule of Requirements – All Water & Sewer Revenue Bonds	301
CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) DEBT SERVICE FUND	
Budget Summary	316
Revenues – 0001	317
Expenditures – 9200	318
Schedule of Requirements – All CIDC Bonds	319
CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) REVENUE CLEARING FUND	
Budget Summary	326
Revenues – 0002	327
Expenditures – 9400	328
CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) GENERAL FUND	
Budget Summary	330
Supplemental Requests	331
Revenues – 0000	332
Expenditures – 9000	336
CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) INDUSTRIAL PARK LAND SALES FUND	
Budget Summary	340
Revenues – 0000	341
Expenditures – 9000	342



City of Conroe
2019-2020 Annual Operating Budget
Table of Contents

VEHICLE AND EQUIPMENT REPLACEMENT FUND

Budget Summary	344
Supplemental Requests.....	345
Revenues – 0000.....	346
Expenditures – 3010.....	347

WATER & SEWER VEHICLE AND EQUIPMENT REPLACEMENT FUND

Budget Summary	350
Supplemental Requests.....	351
Revenues – 0000.....	352
Expenditures – 4500.....	353

HOTEL OCCUPANCY TAX FUND

Budget Summary	356
Supplemental Requests.....	357
Revenues – 0000.....	358
Expenditures – 4010.....	362

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT FUND

Budget Summary	366
Revenues – 0000.....	367
Expenditures – 2400.....	368

FACILITIES MANAGEMENT FUND

Budget Summary	370
Supplemental Requests.....	371
Revenues – 0000.....	372
Expenditures – 2500.....	376

TRANSPORTATION GRANTS FUNDS

FY13 Section 5307 Grant Fund	382
FY14 Section 5307 Grant Fund	385
FY15 Section 5307 Grant Fund	388
FY17 Section 5307 Grant Fund	391
Houston Galveston Area Council Federal Transit Administration Grant Fund	394
FY15-16 Section 5339 Grant Fund.....	397
FY13-14 Section 5310 Grant Fund.....	400
FY15-16 Section 5310 Grant Fund.....	403
FY16 Section 5307 Grant Fund	406
State Public Transportation Appropriations	409

OSCAR JOHNSON, JR. COMMUNITY CENTER FUND

Budget Summary	414
Supplemental Requests.....	415
Revenues – 0000.....	416
Expenditures – 3000.....	420

MUNICIPAL COURT SPECIAL REVENUE FUNDS

Municipal Court Technology Fund	425
Municipal Court Building Security Fund.....	430
Municipal Court Juvenile Case Manager Fund.....	433
Municipal Court Efficiency Fee Fund	436



City of Conroe
2019-2020 Annual Operating Budget
Table of Contents

Municipal Court Truancy Prevention Fund	439
FLEET SERVICES FUND	
Budget Summary	444
Supplemental Requests	445
Revenues – 0000	446
Expenditures – 5200	450
SELF-FUNDED INSURANCE FUND	
Budget Summary	454
Revenues – 0000	455
Expenditures – 8100	457
LONGMIRE CREEK ESTATES PID FUND	
Budget Summary	460
Revenues – 0000	461
Expenditures – 8210	463
WEDGEWOOD FALLS PID FUND	
Budget Summary	466
Revenues – 0000	467
Expenditures – 8310	469
ANIMAL SHELTER RESERVE FUND	
Budget Summary	472
Supplemental Requests	473
Revenues – 0000	474
Expenditures – 1206	476
CAPITAL IMPROVEMENT PROGRAM	
Mayor’s Message	479
Summary of Operating Budget Impact	484
Ordinance for Adopted CIP Budget	485
Summary of Multi-Year Plan for Funding	489
APPENDIX	
Financial Management Policy	495
Basis of Budgeting & Accounting	519
Statutory Requirements	521
Property Tax Rates	523
Personnel Summary	524
Compensation Ranges	533
Chart of Accounts	537
Glossary	545
Statistical Section	565
How Does the City of Conroe Compare?	606





(This page intentionally left blank.)





CITY OF CONROE

Est. 1904

October 1, 2019

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, 2019, and ending September 30, 2020, 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 19-20 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 19-20 is \$219,154,104; however, exclusive of interfund transfers that are effectively counted twice, the actual budget is \$172,328,355. 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
- **Strategic Issue 9:** (Public Safety) Establish a stand-alone City of Conroe Emergency Operations Center



The 2019 updated Strategic Plan, including specific goals and strategies, can be seen immediately following this cover letter.

POPULATION GROWTH & NEW DEVELOPMENT

The City of Conroe was named the fastest growing large city (population of 50,000 or more) in the nation, by the U.S. Census Bureau, based on 7.8% population growth from 2015 to 2016. According to most recent census estimate, our population is 82,922, representing an additional 3.9% in growth.

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



ECONOMIC CLIMATE

The following economic commentary covers the situation and circumstances within the state of Texas; however, it provides some basis for the assumptions that were used for the creation of the FY 19-20 budget.

Showing positive growth across most regions and industries, the Texas economy has seen expansion in 2018 and 2019. Major leading indicators, such as job growth and sales tax continue to trend higher. Texas unemployment rates are at historical lows, and are slightly lower than the national rate. The outlook is positive, yet cautious, as the impact of a tight labor market, rising home prices, and national policies may slow down the pace of economic growth.

According to the Federal Reserve Bank of Dallas's May 20, 2019 Economic Indicators report through the end of April 2019, Texas jobs are expected to increase at a rate of approximately 2.3 percent in 2019, in comparison to 3.0 percent in 2018. Employment has grown at an annualized rate of 2.6 percent through April 2019. Job growth is led by the construction, Leisure & Hospitality, and Financial sectors. In Texas, manufacturing and mining sectors will likely slow from very strong growth in 2018. The strongest positive signals came from declines in new claims for unemployment insurance, gains in the stock prices of Texas companies, and in oil prices. In April 2019, the Texas unemployment rate was 3.0% compared to the national rate of 3.3%.

Local sales tax for June 2019 totaled \$782.1 million in the State of Texas, an increase of 10.1% compared to June 2018. Increases in business and consumer spending are partially attributed to the Tax Cuts and Jobs Act of 2017 which provided a modest reduction in the individual income tax rate schedule, established a lower corporate tax rate, and allows business investments to be deducted sooner. Other changes in national policies, such as the renegotiation of the North American Free Trade Agreement, may adversely affect the Texas economy considering half of the state's exports go to Mexico and Canada. The Texas economy, which has benefitted from the migration of companies and people to the state, has a steady demand for housing and house prices continue to appreciate.

In the City of Conroe, our taxable assessed value has increased through appraisals as well as new construction. New construction has increased with the number of building permits issued in Conroe up by 47.0% and single family housing starts up 23.0% through May 2019. The value of construction has increased by 10.7% over this same time period. Our unemployment rate was at 2.9% in April 2019, and has been comparable to regional levels and slightly lower than national levels over the past year. The overall



decrease in unemployment in Conroe is 0.7% as of April 2019 compared to April 2018. The labor market is anticipated to continue to grow in and around our community.

Sales Tax

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

Sales tax is a highly volatile revenue source that will rise and fall unpredictably. To offset its volatility, we try to forecast its growth conservatively and maintain a higher than normal General Fund reserve. This budget conservatively assumes that there will be a 3.2% decrease (excluding significant one-time audit collections) over the previous year's estimate in sales tax revenue for the upcoming year. As compared to the previous year's adopted budget, sales tax revenue is anticipated to decrease by 1.0%.

Property Tax

This budget increases the tax rate by 2.00¢ to 43.75¢ per hundred dollars of value, which addresses Strategic Issue 3. The 43.75¢ tax rate translates into a \$43.75 tax levy for each \$10,000 worth of property value. For example, the average home value in the City of Conroe this year is \$230,529. The City tax levy on that amount will be \$1,009. This is a monthly cost of \$84.05; 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 2019 is 19%. Below is a breakdown of the 2019 property tax rates for most areas within the City limits. (Some areas of the city are in other Independent School Districts and some areas are also in the boundaries of municipal utility districts.) The table also shows how much each levy would be at the 2019 tax rates; however, it does not reflect the various exemptions that are available for residential property.

Entity	2019 Tax Rate	Levy on Avg. Home
Conroe Independent School District	\$1.2300	\$2,835.51
Montgomery County	0.4475	1,031.62
City of Conroe	0.4375	1,008.56
Lone Star College	0.1078	248.51
Montgomery County Hospital District	0.0589	135.78
Total	\$2.2817	\$5,259.98

Each year, the City actually sets two tax rates. The Debt Service rate is calculated to raise enough revenue to make the payments on bonded debt for the upcoming twelve months. The Maintenance and Operation (M&O) rate is used to fund general government functions. The rate structure for the upcoming year is 12.5¢ for the Debt Service rate and 31.25¢ 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 43.75¢ rate compares favorably to other communities in our area. The following is a list of cities in Montgomery County and Texas with their 2019 tax rates.

Montgomery County Property Tax Rates			
Panorama Village	\$ 0.6852	Conroe	\$0.4375
Willis	0.5869	Montgomery	0.4000
Magnolia	0.4645	Shenandoah	0.1799
Oak Ridge North	0.4900		

Other Texas Cities Property Tax Rates			
Baytown	\$ 0.8020	Missouri City	\$ 0.6300
Desoto	0.7016	Victoria	0.6115
Pearland	0.7412	Galveston	0.5799
Temple	0.6727	League City	0.5485
Bryan	0.6300	Conroe	0.4375
San Marcos	0.6139		

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

According to the Montgomery Central Appraisal District, our tax roll will increase this year by \$791,918,668 or 9.5%. New improvements and new personal property added over \$306,668,703 to the roll. Newly annexed property added approximately \$43,920,329 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 maintains current water rates and includes a 20% increase in sewer rates over the previous fiscal year. The Lifeline water and sewer rate discounts for customers over age 65 and/or disabled will not change. The City worked with NewGen Strategies in



performing a water and sewer rate study to determine if our rates are set at the appropriate level to fund our ongoing operations and proposed Capital Improvement Program.

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

Minimum Monthly Base Charge by Meter Size

	FY	%	FY	%	FY	%	FY	%
	<u>16-17</u>	<u>Incr.</u>	<u>17-18</u>	<u>Incr.</u>	<u>18-19</u>	<u>Incr.</u>	<u>19-20</u>	<u>Incr.</u>
5/8 inches	\$12.00	0.0%	\$12.00	0.0%	\$12.48	4.0%	\$12.48	0.0%
1 inch	18.00	0.0%	18.00	0.0%	18.72	4.0%	18.72	0.0%
1.5 inches	25.00	0.0%	25.00	0.0%	26.00	4.0%	26.00	0.0%
2 inches	35.00	0.0%	35.00	0.0%	36.40	4.0%	36.40	0.0%
3 inches	46.00	0.0%	46.00	0.0%	47.84	4.0%	47.84	0.0%
4 inches	65.00	0.0%	65.00	0.0%	67.60	4.0%	67.60	0.0%
6 inches	90.00	0.0%	90.00	0.0%	93.60	4.0%	93.60	0.0%
8 inches	145.00	0.0%	145.00	0.0%	150.80	4.0%	150.80	0.0%
10 inches	250.00	0.0%	250.00	0.0%	260.00	4.0%	260.00	0.0%

Residential & Sprinkler Rates Inside City Limits

	FY	%	FY	%	FY	%	FY	%
	<u>16-17</u>	<u>Incr.</u>	<u>17-18</u>	<u>Incr.</u>	<u>18-19</u>	<u>Incr.</u>	<u>19-20</u>	<u>Incr.</u>
Water Rates (1,000 gallon units)								
0 - 3 (minimum charge)	\$0.00	n/a	\$0.00	n/a	\$0.00	n/a	\$0.00	n/a
4 - 10	2.56	0.0%	2.56	0.0%	2.66	4.0%	2.66	0.0%
11 - 15	3.15	0.0%	3.15	0.0%	3.28	4.0%	3.28	0.0%
16 - 25	3.74	0.0%	3.74	0.0%	3.89	4.0%	3.89	0.0%
26 - 35	4.27	0.0%	4.27	0.0%	4.44	4.0%	4.44	0.0%
36 and up	7.47	0.0%	7.47	0.0%	7.77	4.0%	7.77	0.0%
Sewer Rates								
0 - 3 (minimum charge)	\$25.58	10.0%	\$28.14	10.0%	\$32.36	15.0%	\$38.83	20.0%
4 and up	3.12	10.0%	3.43	10.0%	3.94	15.0%	4.73	20.0%
Maximum Charge at 10,000 gallons	47.42	10.0%	52.15	10.0%	59.94	15.0%	71.94	20.0%

Lifeline Rates - Over 65 and/or disabled customers

	Lifeline	%
	<u>19-20</u>	<u>Discount</u>
Minimum Monthly Base, meter - 5/8 inches	\$9.36	25%
Water Rates (1,000 gallon units)		
0 - 3 (minimum charge)	\$0.00	
4 - 10	\$2.13	20%
11 - 15	\$2.79	15%
16 - 25	\$3.89	0%
26 - 35	\$4.44	0%
36 and up	\$7.77	0%
Sewer Rates		
0 - 3 (minimum charge)	\$29.14	25%
4 and up	\$3.79	20%
Maximum Charge at 10,000 gallons	\$55.67	23%



Commercial Rates Inside City Limits	FY	%	FY	%	FY	%	FY	%
	<u>16-17</u>	<u>Incr.</u>	<u>17-18</u>	<u>Incr.</u>	<u>18-19</u>	<u>Incr.</u>	<u>19-20</u>	<u>Incr.</u>
Water Rates (1,000 gallon units)								
0 - 3 (minimum charge)	\$0.00	n/a	\$0.00	n/a	\$0.00	n/a	\$0.00	n/a
4 - 10	2.79	0.0%	2.79	0.0%	2.90	4.0%	2.90	0.0%
11 - 15	3.29	0.0%	3.29	0.0%	3.42	4.0%	3.42	0.0%
16 - 25	3.91	0.0%	3.91	0.0%	4.07	4.0%	4.07	0.0%
26 - 35	4.46	0.0%	4.46	0.0%	4.64	4.0%	4.64	0.0%
36 - 100	7.81	0.0%	7.81	0.0%	8.12	4.0%	8.12	0.0%
101 - 150	7.81	0.0%	7.81	0.0%	8.12	4.0%	8.12	0.0%
151 and up	2.57	0.0%	2.57	0.0%	2.67	4.0%	2.67	0.0%
Sewer Rates								
0 - 3 (minimum charge)	\$25.58	10.0%	\$28.14	10.0%	\$32.36	15.0%	\$38.83	20.0%
4 and up	3.12	10.0%	3.43	10.0%	3.94	15.0%	4.73	20.0%
Surface Water Conversion Fee	FY	%	FY	%	FY	%	FY	%
	<u>16-17</u>	<u>Incr.</u>	<u>17-18</u>	<u>Incr.</u>	<u>18-19</u>	<u>Incr.</u>	<u>19-20</u>	<u>Incr.</u>
Rate per 1,000 gallons	\$2.85	-3.4%	\$3.15	10.5%	\$3.15	0.0%	\$3.40	7.9%

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 19-20, the fee will increase to \$3.40 per \$1,000 gallons consumed. The fee is set to cover SJRA fees and is based on historical water consumption. Additionally, the City passes on to customers the Lone Star Groundwater Conservation District's fee of \$0.06 per \$1,000 gallons consumed. The fee funds the Lone Star Groundwater Conservation District. The District's mission is to conserve, protect, and enhance the groundwater in Montgomery County.

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

Monthly Average Residential Bill - 10,000 gallons						
City	Water Rate	SWC Fee	LSG Fee	Sewer Rate	Total	Proposed
Deer Park	\$ 63.48	\$ -	\$ -	\$ 66.44	\$ 129.92	\$ -
Average of cities 50,000 – 75,000 population	73.22	-	-	55.70	128.92	-
Baytown	65.53	-	-	61.39	126.92	-
Oak Ridge North	53.89	30.30	1.15	39.85	125.19	-
Conroe	31.10	31.50	0.60	59.94	123.14	137.64
Willis	59.40	-	1.10	59.40	119.90	-
Pearland	50.78	-	-	62.74	113.52	-
Tomball	39.40	29.00	-	35.33	103.73	-
Huntsville	48.18	-	-	51.96	100.14	-
Panorama Village	38.80	-	-	48.68	87.48	-
Average of cities 75,000 – 100,000 population	39.85	-	-	42.59	82.44	-
Sugar Land	18.03	18.80	-	41.40	78.23	-
Pasadena	37.30	-	-	38.34	75.64	-
Friendswood	35.80	-	-	36.30	72.10	-
La Porte	32.39	-	-	33.75	66.14	-
Humble	28.54	-	-	36.31	64.85	-
Shenandoah	24.25	5.50	1.05	23.00	53.80	-



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 0.7% increase in electricity gross receipts for FY 19-20 based on historical collections.

In the 2019 Texas Legislative Session, Senate Bill 1152 eliminated one of the two municipal fees an entity is required to pay related to equipment in the City's right-of-way for telecommunication and cable or video services. The impact to the FY19-20 Gross Receipts revenue for this one fee is estimated to be a reduction of 56.2%. Overall, the City is anticipating no change in revenues for this program in FY19-20.

Other Revenues

Revenues from residential and commercial building permits are anticipated to increase in FY 19-20 compared to prior year's budget by 12.0%. This is a conservative estimate which plans for both ongoing building activity and fluctuations in total construction values. Through May 2019, building permit values have decreased 1.4% as compared to last year.

Revenues from traffic and criminal fines are expected to increase in FY 19-20 compared to the prior year's budget, based on historical trends. Traffic and criminal fines include fees which are restricted for specific types of expenditures such as salaries, equipment, and training. These restricted revenues are also anticipated to increase and are reported separately in the Municipal Court Special Revenue Funds.

Parks and recreation fees are anticipated to increase in FY 19-20 compared to last year's budget. The City has a number of parks facilities such as the C.K. Ray Recreation Center, Kasmiersky Park, Martin Luther King, Jr. Park, and Candy Cane Park. The Aquatic Center will continue improvements during FY 19-20 which may temporarily impact these user fees.

The City receives 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 \$1,875,158 in FY 19-20, which is an increase of \$36,768 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 19-20.

FUND SUMMARIES

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



General Fund

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

In FY 19-20, the significant increase in Personnel Services costs is primarily accounting for the Compensation Study conducted during FY 18-19. There are thirteen (13) new full-time positions. The total increase in salaries and fringe benefits is \$4,023,912 compared to FY 18-19 budget. Positions authorized for hire effective on October 1, 2019, are six (6) Police Officers, one (1) Transit Coordinator – Financial Analyst, one (1) Capital Asset and Compliance Accountant and one (1) Engineering Aide. Three (3) Battalion Chiefs were authorized for hire effective February 1, 2020, and one (1) Downtown Manager was authorized to hire effective April 1, 2020. Included in the base budget for each department is a 22.5% decrease for Health Insurance (contribution rate of \$13,113 per full-time employee) and funding for step/merit increases to be based on performance.

In all, \$23,004,958 of additional items were requested for FY 19-20, and only \$9,538,206 were funded. VERN funding was approved in 18-19 for \$2,710,650. Below is a listing of the major new initiatives in the General Fund (\$50,000 or more):

In the area of Public Safety, the Police department budget includes increased funding for upgrading twelve (12) vehicle replacements to Tahoe Patrol vehicles, one (1) unmarked vehicle and one (1) commercial enforcement vehicle. The Animal Shelter's contract services has been increased based on an agreement with the City of Huntsville and the City of Willis to service their area. The Fire Department received an increase to support their Cancer Prevention Program.

The Parks and Recreation department received funding for the Senior Citizen program, additional mowing services and a new vehicle upgrade. The remaining funds for the vehicle will come from the VERN fund. Information Technology funding is provided for software maintenance contract increases.

Transportation services expanded transit services during FY 18-19, to include a new Park and Ride commuter bus service to Houston. This service began on April 1, 2019, and will provide additional revenue in ticket sales. Transportation services funded by the City are also eligible for a portion of costs to be reimbursed by federal and state grants. The Transportation Department in the General Fund includes the City's local match portion and grants are reported in separate funds.

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

The approval of these funding requests addresses immediate needs to provide City services as well as implement the 2019 Strategic Plan.

Water and Sewer Operating Fund

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

In FY 19-20, the increase in Personnel Services costs is primarily accounting for the Compensation Study conducted during FY18-19. Also, there are four (4) new full-time positions. The total increase in salaries



and fringe benefits is \$415,071 compared to FY 18-19 budget. One (1) Utility Locator position is authorized for hire effective on October 1, 2019, and three (3) Wastewater Operators for the new sewer treatment plant are authorized to hire on March 1, 2020. Included in the base budget for each department is a 22.5% decrease for Health Insurance (contribution rate of \$13,113 per full-time employee) and funding for merit increases to be based on performance.

Supplemental budget requests were approved in the Water and Sewer Operating Fund to support the service delivery of the system. The Utility Billing Department received funding for an upgraded vehicle. Public Works Administration received funding for legal services in anticipation of ongoing litigation with the San Jacinto River Authority. They also received funding for the Risk & Resiliency Assessment & Emergency Response program, and increases to contracts.

The Sewer Department received funding for repair and rehabilitation of the sewer infrastructure. The Waste Water Treatment Plant Department received funding for the chloride study. Pump and Motor Maintenance funding includes increases to the mowing services contract.

In all, \$4,718,266 of supplemental items were requested for Water and Sewer operations, and \$2,224,907 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.

Additionally transfers in from the Wedgewood Falls PID Fund, Longmire Creek Estates PID Fund, and Conroe MMD #1 covers the principal and interest cost for bonds issued for infrastructure in these developments. A transfer is also made from the Conroe Industrial Development Corporation (CIDC) Fund. This transfer will cover the principal and interest costs for bonds (years 2008 & prior) that were issued to make improvements in the park system. The CIDC Fund is made up of revenues from a ½ cent sales tax for economic development. These capital items qualify as permissible projects for this particular sales tax.

Major General Government CIP projects slated for construction in FY 19-20 include: Streets Projects – Street Rehab – Westview Boulevard and Montgomery Park Boulevard; Street Rehab – Tanglewood/Briarwood Phase 1A; Street Rehab – Sherman Area; Street Rehab – Wiggings Village; Street Rehab – Sunset Ridge; Railroad Crossing Quiet Zone Upgrades – Downtown; Sidewalk – Metcalf; Sidewalk – River Pointe Drive; Hike & Bike Trail – Alligator Creek – Option 1; Conroe Municipal Management District #1; Signals Projects – Signal Upgrades – City Wide Flashing Yellow Arrows (5-year Plan); Signal System Upgrades – City Wide Radars (5-year Plan); Signal – North Loop 336 at Montgomery Park Blvd; Facilities Projects – Conroe Police Department Training and Classroom Building; Flood Protection – Police Training Facility/Gun Range; Parks Projects – Oscar Johnson, Jr Community Center; Drainage Projects – Rehab – West Grand Lake.



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

Water and Sewer Debt Service Fund

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

Major Water & Sewer CIP projects slated for construction in FY 19-20 include: Water Projects – Jasper Water Well – SH 105 West; Water Line Rehab – Lewis, Roberson, Dallas, and Palestine; Water Line Rehab – Hwy 105 West to Lester; Water Line Replacement – Sherman Street Area; Water line Rehab – North Thompson Area; Elevated Storage Tank – McCaleb/Tejas; Chapel Run – MUD #149; Sewer Projects – Flood Protection – Southwest Wastewater Treatment Plant; SSOI program; Treatment Plant - Construction of New Plant (Phase IV); Sewer System Improvements – Carl Barton; Gravity Main Replacement – Upper Stewart Creek Phase 1; Trunk Line Replacement – Stewarts Creek (Avenue M to Ed Kharbat); Trunk Line Replacement – Stewarts Creek (Avenue M to Hwy 105); Lift Station Consolidation – Area No. 01; Lift Station Rehabilitation – West Summerlin and Gun Range; Sewer Rehab and Expansion of Lift Station – Camp Silver Springs Option 1; Lift Station Consolidation – Area No. 03 and various water and sewer line improvements throughout the city.

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

Conroe Industrial Development Corporation Fund

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

The CIDC's budget consists of four funds: Clearing Fund, Debt Service Fund, Industrial Park Land Sales Fund, and the CIDC General Fund. This complex system was established as a pledge to creditors who purchased the bonds issued by the CIDC. It assures them that the appropriate amount is withdrawn from the clearing fund each month and deposited to the debt service fund. Then, and only then, can any excess amount be transferred to the CIDC General Fund to be used for any lawful purpose. The Industrial Park Land Sales Fund includes proceeds from taxable land sales which must be used within two (2) years of receipt. These proceeds can only be used to pay principal and interest of 2012 Sales Tax Revenue Bonds or for capital projects which benefit the CIDC or the City of Conroe.

The CIDC manages and sells property in the Conroe Park North Industrial Park and Deison Technology Park. The CIDC issued debt to design and construct both parks, which are designed to attract businesses to Conroe. Each park is important to the economic growth and development of the city and its residents. In 2018, the industrial park was expanded with the purchase of 610 acres of adjacent land. The Capital Improvement Program (CIP) included major capital projects that were planned by the CIDC for construction in FY 18-19 and carry over to FY 19-20 to provide infrastructure for this land.



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

In FY 18-19, the CIDC funded Streets CIP projects including rehabilitation of Conroe Park Drive, Pollock Drive, underground utilities on SH 105 from IH45 to SH75, as well as a road extension for Freedom Boulevard. Aquatic Center improvements at the C.K. Ray Recreation Center and the improvements to the Carl Barton, Jr. Park were also funded by the CIDC. These projects will be completed in FY 19-20. The CIDC pays principal and interest costs for debt that was issued prior to 2009 to benefit the park system, as well as water well debt.

Vehicle and Equipment Replacement Funds

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, Facilities Management, and Fleet Services Funds to pay for the FY 19-20 replacements, as well as for those to occur in the future. The City will transfer excess fund balance from the General Fund in FY 18-19 to cover the majority of the transfer that would occur in FY 19-20.

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 19-20 replacements, as well as for those that will occur in the future.

Hotel Occupancy Tax (HOT) Fund

The City of Conroe levies a 7% hotel occupancy tax, which by law must be used to promote the tourism and convention industry. The City has an agreement with Montgomery County in which it remits 2/7 of the tax to the County to help fund the Lone Star Convention Center. The City retains the remaining proceeds in the HOT Fund. The HOT Fund expenses include the Convention and Visitors Bureau (CVB). Additional funding for FY 19-20 is provided for marketing and an increase to the hotel grant.

Community Development Block Grant Entitlement Fund

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

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



Transportation Grants Funds

Transportation Grants Funds account for federal and state grant awards for Conroe's public transit program. Individual special revenue funds are established for each grant award. The City's local match is accounted for in the Transportation Department within the General Fund. In FY 19-20, the budget includes funding from the Federal Transit Administration's Urbanized Area Formula Funding program (Section 5307), Enhanced Mobility of Seniors & Individuals with Disabilities (Section 5310), and Bus and Bus Facilities Infrastructure Investment program (5339). A State Public Transportation Appropriations grant, through the Brazos Transit District, is also included in the budget. Pending federal grant awards, including funding from the Congestion Mitigation and Air Quality Improvement Program (CMAQ) which is administered by the Federal Highway Administration, are noted within the Transportation Grants budget. The fixed route and ADA bus service, the new commuter bus service at the Park and Ride, and a portion of administrative costs are partially paid for by these grant funds.

Facilities Management Fund

The Facilities Management Fund primarily accounts for the rental income and expenses of operating the Conroe Tower. Approximately 15,000 square feet of excess space in the Tower is leased to private businesses. In addition to the Conroe Tower, this fund includes revenue and expenses for the Owen Theatre and maintenance for the Madeley Building and the old Police Department building. This Department received additional funding for improvements to the old Police Department building, utilities and contracts, as well as maintenance and security costs.

Fleet Services Fund

The Fleet Services Fund provides for an internal "garage" to service the City's fleet. Fleet Services manages the service and maintenance of the City's fleet, as well as implements interlocal agreements with other governmental entities to service their vehicles. Fleet Services staff, all of whom are ASE and EVT 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.

Self-Funded Insurance Fund

The City's Self-Funded Insurance Fund (SFIF) is anticipated to end FY 18-19 with premium and re-insurance income that exceeds claims and administrative costs. The City increased the contribution rate for the employer from \$16,450 to \$16,929 per full-time employee in FY 18-19 to meet the rising costs of health care. For FY 19-20, the contribution will decrease by 22.5% to \$13,113 due to lower than anticipated claim costs. The accumulated fund balance is intended to cover excess claims.

Municipal Court Special Revenue Funds

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



PERSONNEL ISSUES

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

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

A major component of this budget is the implementation of the 2019 Compensation Study. The purpose of the study was to analyze its classification and compensation (pay) system and make recommendations to improve the City's competitive position in the market. The total cost of the study across all funds is \$4,361,891.

LONG-RANGE FINANCIAL PLAN

The City's Financial Management Policy requires an annual long-range plan of operating revenues and expenditures during budget preparation. The Multi-Year Financial Projection Summary included in this budget document includes all funds and is a conservative estimate based on an analysis of trends and the continuation of current programs and services. Projections vary by fund type, and the analysis of major funds is supported by additional review of consultants and advisors. Major assumptions for the General Fund include a 5% annual increase in the tax roll, 3% annual growth in sales taxes, personnel costs rising by 2.5% per year, and ongoing costs for maintenance of streets and drainage. The Water and Sewer Operating Fund forecast includes future rate increases that will be sufficient to provide dependable, long-range water supply, expand wastewater capacity, and maintain a debt coverage ratio of 140%. The financial impact of the proposed Capital Improvement Program is factored in for all affected funds.

RESERVES

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

This budget projects that the General Fund will have a year-end surplus on September 30, 2020, of \$26,007,577, which is equivalent to 113.7 days of operating expenditures (also stated as a 31.1% 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 \$13,103,387, which is 100.9 days of operating expenditures, or 27.6%. 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 19-20 Projected Fund Balances."



SUMMARY

The budget is a conservative plan to improve our community and our workplace. 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 - 2019

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

Mission

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

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

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

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

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

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

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

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

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

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

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

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

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

Strategy 1.7 - Support visitor attractions events and festivals.

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

Strategic Issue 7: (Governance/financial) Information Technology

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

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

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

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

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

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

Strategy 8.2 - Develop a strategy to reduce homeless population.

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

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

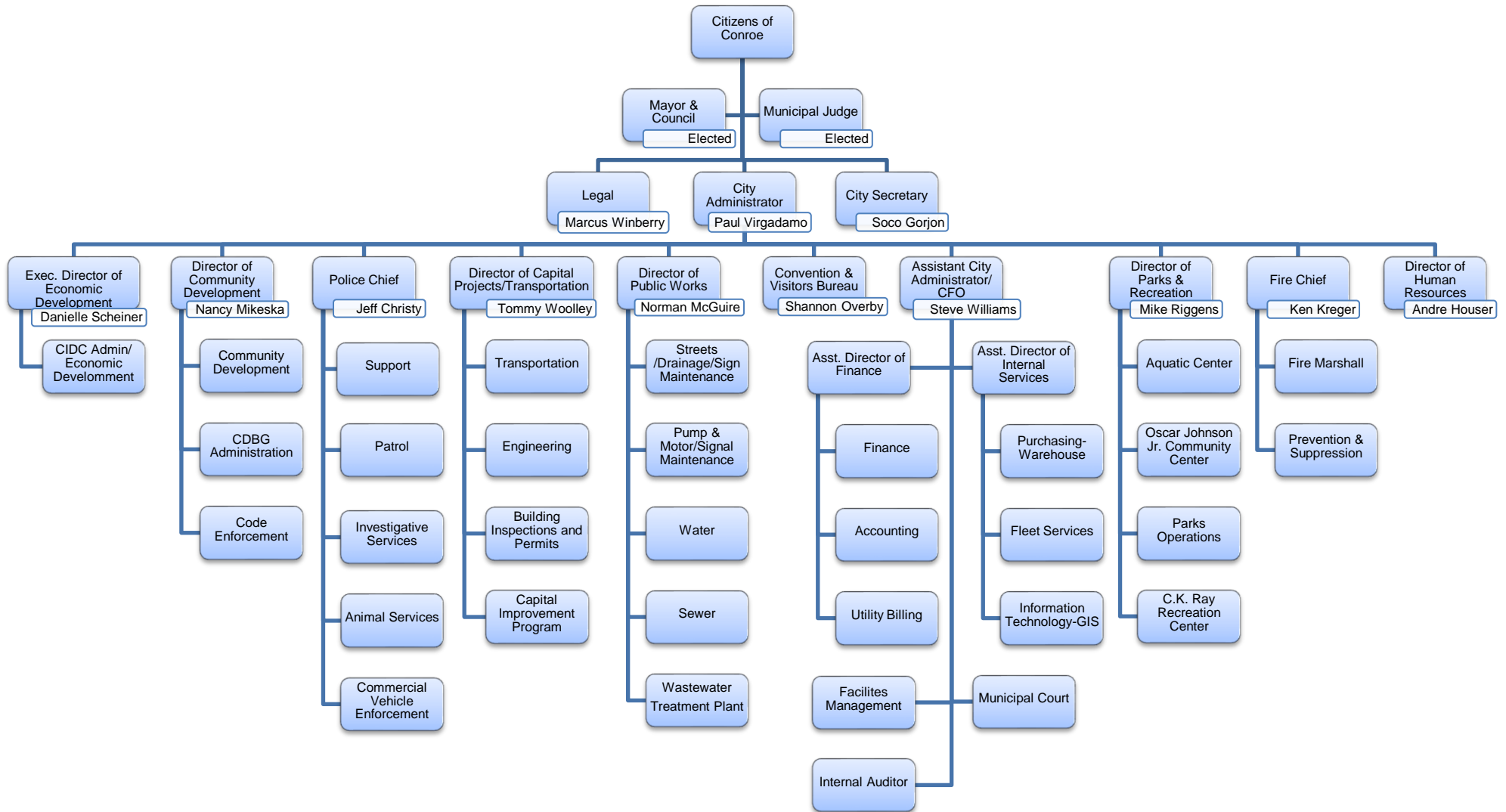


Secondary Strategic Issues

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



City of Conroe, Texas Organization Chart



READER'S GUIDE

History of the City of Conroe

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

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

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

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

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

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



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

Location

The City of Conroe is located in Montgomery County, one of the fastest growing counties in Texas. Conroe, population 82,922, 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 73.9 square miles. Conroe takes pride in being a leader in managed growth, quality of life, and environmental awareness. Conroe offers a tremendous diversity of lifestyles in which to live, work, and play.

Climate

The Conroe area has an average annual temperature of 67 degrees. Yearly highs average 78 degrees and lows average 56 degrees. Conroe has an abundance of sunshine, with more than 205 sunny days, annually. The City receives annual rainfall of slightly more than 47.6 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 HCA Houston Healthcare Conroe, 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 numerous retail outlets with many hotels and restaurants conveniently located in the city. Several world-class golf courses are within the area.

Education

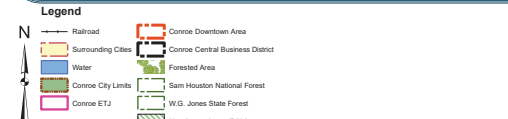
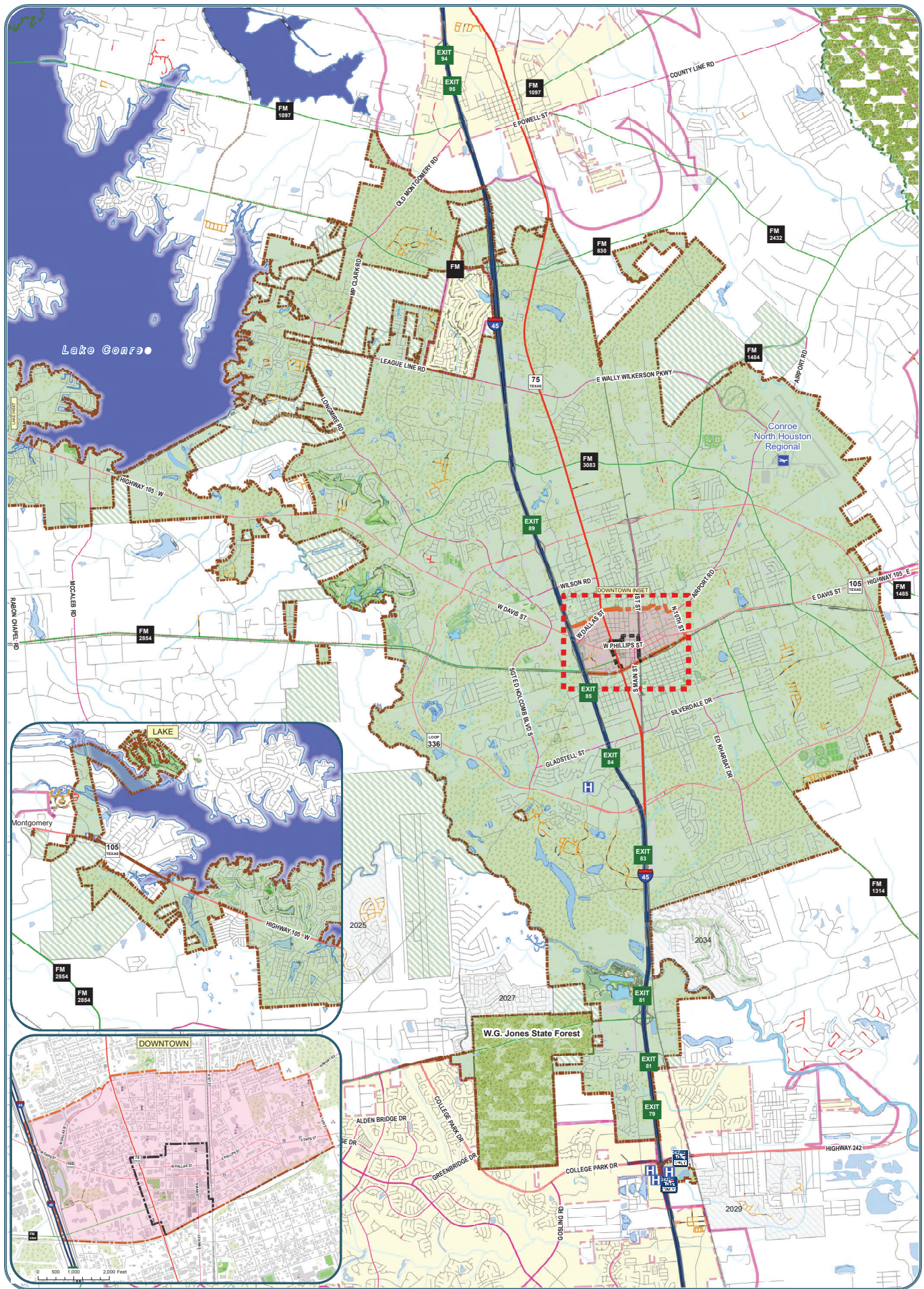
Education is an important factor for Conroe businesses and residents. The City's highly rated school system provides top-quality instruction for the younger generation. Many schools in Conroe are rated "Recognized" or above by the Texas Education Agency.

Conroe is served by the Conroe Independent School District (CISD). CISD encompasses 64 schools, more than 3,648 teachers with a growing number of students expected to pass 64,000 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 JUNE 2019
CITY OF CONROE, TEXAS
 LAND AREA: 73.9 sq. mi. CITY 2018 POPULATION ESTIMATE: 82,922

GUIDE TO USING THE FY 2019-2020 ANNUAL BUDGET

The City of Conroe's FY 2019-2020 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 2019-2020 Annual Budget" section has been added to assist readers with using this document. The FY 2019-2020 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 2019-2020. 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 52 departments. There are 29 departments that fall within the General Fund, 8 departments in the Water & Sewer Operating Fund, 3 distinct funds in the Debt Service Funds, 11 Transportation Grants, and 12 departments and 14 funds 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 contains information on special funds and departments. The special funds are the Vehicle and Equipment Replacement, Water and Sewer Vehicle and Equipment Replacement, CIDC Revenue Clearing Fund, CIDC General Fund, CIDC Industrial Park Land Sales Fund, CDBG Entitlement Fund, Transportation Grants, Municipal Court Special Revenue Funds, Self-Funded Insurance Fund, Longmire Creek Estates PID Fund, Wedgewood Falls PID Fund, and Animal Shelter Reserve Fund, with departments consisting of HOT Fund, Facilities Management, Oscar Johnson, Jr. Community Center (OJJCC) Fund, and Fleet Services 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 2019-2020 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, and line items. These monthly statements are distributed to the Mayor, City Council and all department heads. The City Administrator is authorized to transfer budgeted amounts within a department to any line item within the same department; however, any amendments or revisions to the Adopted Budget that alter the total expenditures for any department must be approved by the City Council.



City of Conroe
FY 2019-2020
Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
January 24, 2019	Finalize the Budget Preparation Manual	A.D. of Finance, Finance Manager, Accountant
February 5, 2019	Operating & Capital Budget Kickoff Orientation & Overview: - Provide explanations and instructions for preparing the budget submissions - Distribute and discuss Budget Preparation Manual - Location: City Council Chambers - Time: 9:00 - 10:30 a.m. Budget Training - McLainDSS Location: EOC Time: 2:00 - 3:30 p.m.	City Administrator, ACA/CFO A.D. of Finance, Management Team, all other personnel involved in budget preparation ACA/CFO, A.D. of Finance all personnel involved in budget preparation (if necessary)
February 11 - March 8, 2019	Meet individually with all departments and provide assistance in preparing their budget(s), if needed	ACA/CFO, Finance Department staff, department personnel
February 20, 2019	Vehicle & Equipment Replacement Fund (VERF) Committee meeting	VERF Committee, Finance Manager
March 8, 2019	Operating Budget submissions due to Finance	Department Directors, designated staff
March 18, 2019	Departmental supplemental list to Department Directors	Finance Manager, Accountant
March 18 - 28, 2019	Technical Reviews of Operating Budget submissions	Budget Team Leaders
March 22, 2019	Departmental supplemental rankings due to Finance	Department Directors
March 22, 2019	CIP Budget submission due to Finance	Department Directors, designated staff
April 2, 2019	Send City Council the Budget Preparation Calendar	Finance Manager
April 4, 2019	Overall supplemental list to Department Directors	Finance Manager, Accountant
April 2 - April 12, 2019	Technical Reviews of CIP Budget submissions	CIP Project Managers
April 11, 2019	Supplemental rankings due to Finance	Department Directors
April 23-24, 2019	Operating Budget Submittal Meetings with the City Administrator and Department Directors General Fund + Water & Sewer Fund	City Administrator, ACA/CFO, A.D. of Finance, Finance Manager, Department Directors - GF, W&S
April 25, 2019	CIDC Review of proposed CIP projects	CIDC Executive Director, Finance Manager
April 30, 2019	Operating Budget Submittal Meetings with the City Administrator, Department Directors of Other Funds	City Administrator, ACA/CFO, A.D. of Finance, Finance Manager, Department Directors - Other Funds
May 14-15, 2019	Operating Budget Meeting with City Administrator	City Administrator, ACA/CFO A.D. of Finance, Finance Manager
May 15, 2019	CIP Budget Meetings with City Administrator Location: EOC	City Administrator, ACA/CFO, A.D. of Finance, Finance Manager,
May 15, 2019	Preliminary Appraisal Roll due from Montgomery Central Appraisal District (MCAD)	Chief Appraiser
June 3, 2019	Submit Preliminary 2018 Tax Rate Calculation Data to Montgomery County Tax Office	Finance Manager
June 3, 2019	Begin process for Budget Book Cover - Complete by June 21	Accountant



**City of Conroe
FY 2019-2020
Budget Preparation Calendar**

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
June 6, 2019	Budget Meeting with City Administrator	City Administrator, ACA/CFO, A.D. of Finance, Finance Manager
June 12, 2019	Distribute CIDC Proposed Budget to the CIDC Board	Finance Manager
June 20, 2019	CIDC Board Review of CIDC Proposed Budget Location: City Council Chambers Time: 4:00 p.m.	CIDC Board, City Administrator, CIDC ED, ACA/CFO, A.D. of Finance
July 1, 2019	Meet to Discuss Proposed Budget with Mayor Location: 3rd Floor Conference Room Time: 9:00 a.m. - 12:00 p.m.	Mayor, City Administrator, ACA/CFO, A.D. of Finance, Finance Manager
July 8, 2019	Submit Final 2019 Tax Rate Calculation Data to Montgomery County Tax Office	Finance Manager
July 8-10, 2019	Meetings to Discuss Proposed Budget with Council Members	Council Member, City Administrator, ACA/CFO, A.D. of Finance, Finance Manager
July 11, 2019	Vote to schedule a Public Hearing on the Budget on August 8, 2019 (Charter Requirement, 9.06; L.G.C. 102.006(c)) Location: Council Chambers Time: 6:00 p.m.	City Council
July 18, 2019	Proposed Budget submitted to the City Council and placed on file with the City Secretary (Charter Requirement, 9.02; L.G.C. 102.005(a)) Proposed Budget posted on the City website (L.G.C. 102.005(c))	Mayor, City Administrator, ACA/CFO Finance Manager, Accountant
July 18-19, 2019	Council Retreat Location: City EOC Time: 8:00 a.m. - 3:30 p.m.	City Council, City Administrator Management Team, A.D. of Finance, Finance Manager
July 24, 2019	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 24, 2019	Publish "Notice of Public Hearing" on Budget in newspaper. May not be published earlier than 30 days or later than 10 days before the date of the hearing. (Charter Requirement, 9.06; L.G.C. 102.0065(b)) Post "Notice of Public Hearing on Budget" on the City website and the City t.v. channel	Finance Manager Finance Manager
July 25, 2019	Council CIP Workshop (if needed) Location: Council Chambers Time: 1:00 p.m. - 5:00 p.m.	City Council, City Administrator Management Team, A.D. of Finance, Finance Manager
July 25, 2019	Chief Appraiser certifies the appraisal roll	Chief Appraiser
July 25, 2019	Calculate the Effective & Roll Back tax rates	Montgomery County Tax Assessor/Collector, Finance Manager
July 30, 2019	Submission of the Effective and Rollback Tax Rates to the City Council (T.C. 26.04(e)) Special City Council Meeting Location: Council Chambers Time: 9:30 a.m.	City Council, Tax Assessor/Collector, ACA/CFO



City of Conroe
FY 2019-2020
Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
August 1, 2019	Vote to consider a tax increase (if needed) and to schedule two Public Hearings on Proposed Tax Rate on August 8, 2019, and August 19, 2019 Location: Council Chambers Time: 9:30 a.m.	City Council, ACA/CFO
	Submission of the Certified Collection Rate (T.C. 26.04(b)) Location: Council Chambers Time: 9:30 a.m.	City Council, ACA/CFO
	Provide Tax Assessor/Collector with the City Council vote on the proposed tax rate and public hearings, along with purpose of any tax increase, for their office to prepare and publish the simplified notice of proposed tax rate	Finance Manager
	Publish "Notice of 2019 Tax Year Proposed Property Tax Rate for City of Conroe" in newspaper at least seven days in advance of the 1st Public Hearing (L.G.C. 140.010(b))	Tax Assessor/Collector
August 8, 2019	Post "Notice of 2019 Tax Year Proposed Property Tax Rate of City of Conroe" on the City website and the City t.v. channel	Finance Manager
	1st Public Hearing on Proposed Tax Rate (if needed) Location: Council Chambers Time: 6:00 p.m.	City Council
	Public Hearing on the Budget. Hearing must be held at least 15 days after the budget is filed with the City Secretary, but before the City makes its Tax Levy. (L.G.C. 102.006(b)) Location: Council Chambers Time: 6:00 p.m.	City Council
August 19, 2019	Following the Public Hearing, take action to delay the adoption of the budget until August 22, 2019 (L.G.C. 102.007(a)) Location: Council Chambers Time: 6:00 p.m.	City Council
	2nd Public Hearing on Proposed Tax Rate (if needed) Hearing must be held between 7 and 14 days from the 1st Public Hearing on Proposed Tax Rate. Adoption must be set between 3 to 14 days from this date. (T.C. 26.06(e)) Special City Council Meeting Location: Council Chambers Time: 9:30 a.m.	City Council
August 28, 2019	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 19-20 Annual Budget Location: Council Chambers Time: 9:30 a.m.	City Council
	Council adopts the FY 19-20 Annual Tax Rate Location: Council Chambers Time: 9:30 a.m.	City Council
	Council adopts the Capital Improvement Program Location: Council Chambers	City Council



City of Conroe
FY 2019-2020
Budget Preparation Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
	Time: 9:30 a.m.	
August 28, 2019	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
August 31, 2019	Budget and Tax Rate must be adopted by this date per contract with the Montgomery County Tax Assessor/Collector	City Council
September 6, 2019	Initialize Adopted Budget into Incode (the City's financial system)	Accounting Manager
October 1, 2019	Fiscal Year begins	
October 18, 2019	Distribute the "Budget-In-Brief" document	A.D. of Finance, Finance Manager, Accountant
October 30, 2019	Print Adopted Budget	Finance Manager, Accountant
	Adopted Budget posted on City Website (L.G.C. 102.008)	Finance Manager, Accountant
November 26, 2019	Adopted Budget to GFOA by this date; 90 days after adoption	A.D. of Finance, Finance Manager, Accountant



CERTIFICATE FOR ORDINANCE

I.

On the 28th of August, 2019, the City Council of the City of Conroe, Texas consisting of the following qualified members, to-wit: **Toby Powell, Mayor; Duke W. Coon, Mayor Pro Tem, Council Members Jody Czajkoski, Seth Gibson, Duane Ham and Raymond McDonald**, did convene in public session in the Council Chambers of the City Hall at 300 West Davis in Conroe, Texas. The roll being first called, a quorum was established, all members being present. The Meeting was open to the public and public notice of the time, place and purpose of the Meeting was given, all as required by Chapter 551, Texas Government Code.

II.

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

ORDINANCE NO. 2477A-19

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 2019 AT A RATE OF \$0.4375 PER ONE HUNDRED DOLLARS (\$100.00) VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF CONROE AS OF JANUARY 1, 2019, SPECIFYING SEPARATE COMPONENTS OF SUCH RATE FOR OPERATIONS AND MAINTENANCE AND FOR DEBT SERVICE; LEVYING AN AD VALOREM TAX FOR THE YEAR 2019; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; PROVIDING FOR COLLECTION AND ORDAINING OTHER RELATED MATTERS.

III.

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

IV.

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

SIGNED AND SEALED this 28th day of August, 2019.


SOCO M. GORJON, City Secretary



ORDINANCE NO. 2477A-19

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 2019 AT A RATE OF \$0.4375 PER ONE HUNDRED DOLLARS (\$100.00) VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF CONROE AS OF JANUARY 1, 2019, SPECIFYING SEPARATE COMPONENTS OF SUCH RATE FOR OPERATIONS AND MAINTENANCE AND FOR DEBT SERVICE; LEVYING AN AD VALOREM TAX FOR THE YEAR 2019; 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 \$0.4375 per one hundred dollars (\$100.00) assessed valuation is hereby adopted for the 2019 calendar year, such rate consisting of the following specified components:

- (a) For operations and maintenance, \$0.3125 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 2019 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, 2020, 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 9.61 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$20.00.

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

PASSED AND APPROVED this 28th day of August, 2019.


TOBY POWELL, Mayor

APPROVED AS TO FORM:


MARCUS L. WINBERRY, City Attorney

ATTEST:


SOCO M. GORJON, City Secretary



CERTIFICATE FOR ORDINANCE

I.

On the 28th of August, 2019, 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 Raymond McDonald, Jody Czajkoski, 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. 2475-19

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, ADOPTING A MUNICIPAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; APPROPRIATING FUNDS IN ACCORDANCE WITH THE BUDGET; PROVIDING FOR EFFECTIVE DATE AND ORDAINING OTHER RELATED MATTERS.

III.

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

IV.

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

SIGNED AND SEALED this 28th day of August, 2019.


SOCO M. GORTON, City Secretary



ORDINANCE NO. 2475-19

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, ADOPTING A MUNICIPAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; 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, 2019, and ending September 30, 2020; 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, 2019 and ending September 30, 2020.

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	\$83,496,260
Water/Sewer Operating Fund	47,393,622
General Obligation Debt Service Fund	16,924,176
Water/Sewer Debt Service	15,423,508
CIDC Debt Service Fund	6,689,564
CIDC Revenue Clearing Fund	11,681,425
CIDC General Fund	14,286,846
CIDC Industrial Park Land Sales	1,125,000
Vehicle & Equipment Replacement	3,468,625
Water & Sewer Vehicle & Equipment Replacement	476,607
Hotel Occupancy Tax	1,168,935
Community Development Block Grant Entitlement	614,264
Facilities Management	1,168,812
Transportation Grants	213,887
Oscar Johnson Jr Community Center	1,289,834
Municipal Court Special Revenue Funds	103,237
Fleet Services Fund	1,974,061
Self Funded Insurance Fund	11,460,902
Longmire Creek Estates PID	61,709
Wedgewood Falls PID	119,580
Animal Shelter Reserve	13,250
Total Expenditures	\$219,154,104
Contingent Appropriation (3%)	6,574,623
TOTAL APPROPRIATION	\$225,728,727

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



tax shall be levied against all taxable property within the City for each year while any liability exists by reason of such contracts of employment, and said ad valorem tax shall be assessed and collected in each such year until all of the obligations therein incurred have been discharged and no liability remains.

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

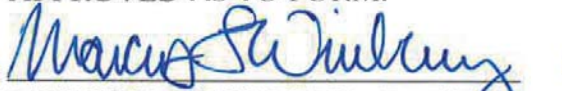
Section 5. That the Assistant City Administrator/Chief Financial Officer may, at any time with the consent of the City Administrator, transfer any unencumbered appropriation from one line item to another line item within the same Department, provided however, that no unencumbered appropriation may be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

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

PASSED AND APPROVED this the 28th day of August, 2019.


TOBY POWELL, Mayor

APPROVED AS TO FORM:


MARCUS L. WINBERRY, City Attorney

ATTEST:


SOCO M. GORJON, City Secretary



FY 19-20 Projected Budget Summary

Revenues	FY 17-18 Actual	FY 18-19 Budget	FY 18-19 Estimated	FY 19-20 Proposed
General Fund	\$ 79,449,949	\$ 77,531,691	\$ 80,401,697	\$ 82,474,339
Water & Sewer Operating	47,206,361	41,100,390	42,785,772	46,619,691
General Obligation Debt Service	20,585,702	15,250,669	15,257,069	16,190,467
Water & Sewer Debt Service	8,589,395	12,817,299	12,391,347	15,423,508
CIDC Debt Service	3,475,011	5,247,941	5,247,941	6,689,564
CIDC Revenue Clearing	12,240,160	11,752,066	11,978,400	11,681,425
Conroe Industrial Development Corporation (CIDC)	13,772,429	6,815,146	7,310,209	5,577,408
CIDC Industrial Park Land Sales	4,588,731	-	2,935,507	-
Vehicle & Equipment Replacement	3,142,078	242,980	3,075,320	298,041
Water & Sewer Vehicle & Equipment Replacement	366,792	304,579	334,618	25,440
Hotel Occupancy Tax	1,404,396	1,487,603	1,354,042	1,237,981
Community Development Block Grant Entitlement	487,902	632,204	632,204	614,280
Facilities Management	521,208	1,164,422	1,707,054	1,170,522
Transportation Grants	611,400	1,694,351	1,108,888	213,887
Oscar Johnson Jr Community Center	1,528,220	1,276,986	1,362,488	1,376,447
Municipal Court Technology	35,815	33,852	33,500	33,500
Municipal Court Building Security	26,869	25,372	25,387	25,381
Municipal Court Juvenile Case Manager	35,698	33,800	34,952	34,952
Municipal Court Efficiency Fee	10,526	9,728	11,016	11,016
Municipal Court Truancy Prevention	17,198	16,432	16,686	16,686
Fleet Services	1,932,658	1,861,574	1,943,537	2,060,769
Self Funded Insurance	12,109,999	12,000,576	12,523,072	10,458,293
Longmire Creek Estates PID	60,486	64,000	64,000	64,000
Wedgewood Falls PID	162,435	163,000	163,000	163,000
Animal Shelter Reserve	89,714	179,400	179,400	179,400
Total Revenues	\$ 212,451,132	\$ 191,706,061	\$ 202,877,106	\$ 202,639,997

Expenditures	FY 17-18 Actual	FY 18-19 Budget	FY 18-19 Estimated	FY 19-20 Proposed
General Fund	\$ 74,167,958	\$ 82,133,196	\$ 84,109,355	\$ 83,496,260
Water & Sewer Operating	41,961,520	50,640,661	49,296,881	47,393,622
General Obligation Debt Service	21,352,190	14,963,735	14,839,372	16,924,176
Water & Sewer Debt Service	8,353,094	12,810,883	12,391,347	15,423,508
CIDC Debt Service	3,642,071	5,247,941	5,247,941	6,689,564
CIDC Revenue Clearing	12,322,084	11,752,066	11,978,400	11,681,425
Conroe Industrial Development Corporation (CIDC)	10,535,643	15,386,933	4,403,515	14,286,846
CIDC Industrial Park Land Sales	88,252	7,858,506	6,733,506	1,125,000
Vehicle & Equipment Replacement	851,810	1,371,178	1,404,925	3,468,625
Water & Sewer Vehicle & Equipment Replacement	288,130	23,948	25,495	476,607
Hotel Occupancy Tax	1,072,124	1,160,121	1,134,536	1,168,935
Community Development Block Grant Entitlement	490,716	632,204	632,155	614,264
Facilities Management	707,755	1,170,459	1,572,462	1,168,812
Transportation Grants	611,398	1,858,017	1,858,017	213,887
Oscar Johnson Jr Community Center	1,336,975	1,276,433	1,291,109	1,289,834
Municipal Court Technology	-	5,000	5,000	25,000
Municipal Court Building Security	20,000	26,250	26,250	26,250
Municipal Court Juvenile Case Manager	41,502	42,987	41,400	42,987
Municipal Court Efficiency Fee	750	4,000	4,000	4,000
Municipal Court Truancy Prevention	5,200	5,000	5,500	5,000
Fleet Services	2,544,791	1,862,686	1,958,643	1,974,061
Self Funded Insurance	8,991,129	11,727,228	10,685,975	11,460,902
Longmire Creek Estates PID	105,317	55,283	52,754	61,709
Wedgewood Falls PID	268,916	106,597	101,488	119,580
Animal Shelter Reserve	9,980	13,000	38,600	13,250
Total Expenditures	\$ 189,769,305	\$ 222,134,312	\$ 209,838,626	\$ 219,154,104



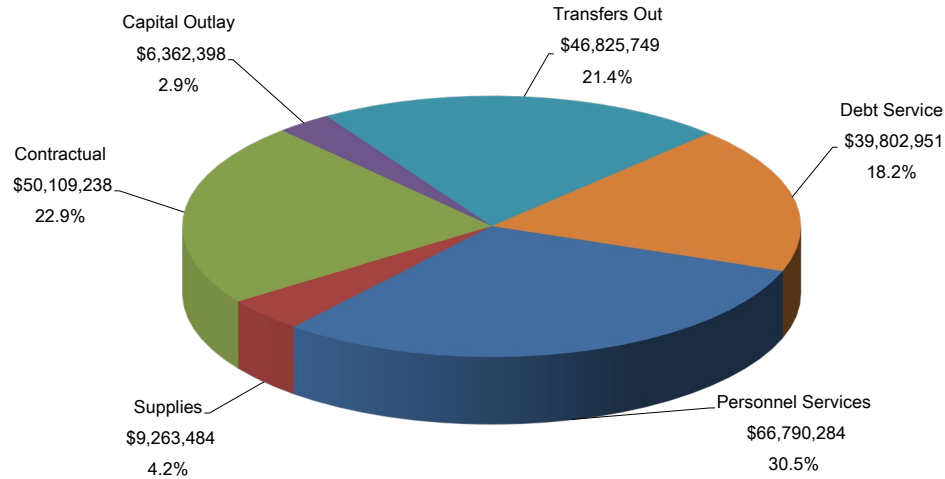
FY19-20 Projected Fund Balances

	Fund Balance/ Working Capital 10/1/2018	Estimated Revenues 2018-2019	Estimated Expenditures 2018-2019	New Fund Balance 9/30/2019	Proposed Revenues 2019-2020	Proposed Expenditures 2019-2020	Projected Fund Balance 9/30/2020	% Decr From 10/1/18 to 9/30/20
General Fund	\$ 30,737,156	\$ 80,401,697	\$ 84,109,355	\$ 27,029,498	\$ 82,474,339	\$ 83,496,260	\$ 26,007,577	-15.4%
Water & Sewer Operating	20,388,427	42,785,772	49,296,881	13,877,318	46,619,691	47,393,622	13,103,387	-35.7%
General Obligation Debt Service	10,802,885	15,257,069	14,839,372	11,220,582	16,190,467	16,924,176	10,486,873	-2.9%
Water & Sewer Debt Service	-	12,391,347	12,391,347	-	15,423,508	15,423,508	-	N/A
CIDC Debt Service	-	5,247,941	5,247,941	-	6,689,564	6,689,564	-	N/A
CIDC Revenue Clearing	-	11,978,400	11,978,400	-	11,681,425	11,681,425	-	N/A
Conroe Industrial Development Corporation (CIDC)	30,629,925	7,310,209	4,403,515	26,965,444	5,577,408	14,286,846	18,256,006	-40.4%
CIDC Industrial Park Land Sales	5,107,426	2,935,507	6,733,506	1,309,427	-	1,125,000	184,427	-96.4%
Vehicle & Equipment Replacement	6,347,680	3,075,320	1,404,925	8,018,075	298,041	3,468,625	4,847,491	-23.6%
Water & Sewer Vehicle & Equipment Replacement	1,633,862	334,618	25,495	1,942,985	25,440	476,607	1,491,818	-8.7%
Hotel Occupancy Tax	2,920,696	1,354,042	1,134,536	3,140,202	1,237,981	1,168,935	3,209,248	9.9%
Community Development Block Grant Entitlement	-	632,204	632,155	49	614,280	614,264	65	N/A
Facilities Mgmt	26,460	1,707,054	1,572,462	161,052	1,170,522	1,168,812	162,762	515.1%
Transportation Grants	-	1,108,888	1,858,017	(749,129)	213,887	213,887	(749,129)	N/A
Oscar Johnson Jr Community Center	(35,629)	1,362,488	1,291,109	35,750	1,376,447	1,289,834	122,363	-443.4%
Municipal Court Technology	51,473	33,500	5,000	79,973	33,500	25,000	88,473	71.9%
Municipal Court Building Security	11,712	25,387	26,250	10,849	25,381	26,250	9,980	-14.8%
Municipal Court Juvenile Case Manager	14,520	34,952	41,400	8,072	34,952	42,987	37	-99.7%
Municipal Court Efficiency Fee	186,819	11,016	4,000	193,835	11,016	4,000	200,851	7.5%
Municipal Court Truancy Prevention	21,451	16,686	5,500	32,637	16,686	5,000	44,323	106.6%
Fleet Services	164,867	1,943,537	1,958,643	149,761	2,060,769	1,974,061	236,469	43.4%
Self Funded Insurance	2,106,318	12,523,072	10,685,975	3,943,415	10,458,293	11,460,902	2,940,806	39.6%
Longmire Creek Estates PID	(190)	64,000	52,754	11,056	64,000	61,709	13,347	-7124.7%
Wedgewood Falls PID	(3,949)	163,000	101,488	57,563	163,000	119,580	100,983	-2657.2%
Animal Shelter Reserve	79,734	179,400	38,600	220,534	179,400	13,250	386,684	385.0%
TOTAL	\$ 111,191,643	\$ 202,877,106	\$ 209,838,626	\$ 97,658,948	\$ 202,639,997	\$ 219,154,104	\$ 81,144,841	-27.0%

Note:

The Projected Fund Balance in the CIDC General Fund as of September 30, 2019, is reduced by \$6,571,175 for Debt Service Reserve.

Consolidated Budget Summary Expenditures by Category and Department



	Personnel Services	Supplies	Contractual	Capital Outlay	Transfers Out	Debt Service	Totals
Administration	\$ 538,500	\$ 8,409	\$ 119,934	\$ -	\$ -	\$ -	666,843
Mayor and Council	616,505	18,168	121,838	-	-	-	756,511
Transportation	303,300	30,900	1,837,780	-	-	-	2,171,980
Legal	542,501	4,000	124,934	-	-	-	671,435
Municipal Court	741,633	52,012	519,754	-	-	-	1,313,399
Finance	1,691,411	34,885	622,806	-	-	-	2,349,102
CDBG Administration	87,817	11,100	52,902	-	-	-	151,819
Purchasing-Warehouse	373,785	22,483	24,286	-	-	-	420,554
Information Technology	1,291,334	132,800	1,364,618	-	-	-	2,788,752
Human Resources	864,032	23,005	92,909	-	-	-	979,946
Police Administration	1,242,645	68,767	236,410	-	-	-	1,547,822
Police Support	1,282,352	113,031	176,384	5,000	-	-	1,576,767
Police Patrol	11,591,385	1,116,197	44,444	90,000	-	-	12,842,026
Police Investigative Services	3,990,585	207,626	48,181	-	-	-	4,246,392
Police Animal Services	161,902	18,800	599,633	-	-	-	780,335
Commercial Vehicle Enforcement	120,645	27,427	2,350	-	-	-	150,422
Fire	16,191,469	1,130,310	965,011	80,000	-	-	18,366,790
Parks & Rec Administration	657,948	12,500	300,483	-	-	-	970,931
Recreation Center	742,937	97,163	487,460	-	-	-	1,327,560
Aquatic Center	1,167,639	171,935	300,318	-	-	-	1,639,892
Parks Operations	877,791	230,995	1,378,721	10,000	-	-	2,497,507
Community Development	937,604	51,172	55,124	-	-	-	1,043,900
Drainage Maintenance	683,290	214,118	76,301	500,000	-	-	1,473,709
Street Maintenance	2,187,517	602,075	1,249,844	1,001,009	-	-	5,040,445
Signal Maintenance	361,296	359,350	448,474	-	-	-	1,169,120
Sign Maintenance	601,744	115,250	3,900	-	-	-	720,894
Engineering	2,562,270	89,112	458,919	-	-	-	3,110,301
Building Inspections and Permits	1,288,454	95,033	102,375	10,255	-	-	1,496,117
GF Non-Departmental	2,962,531	40,000	3,272,445	-	4,874,834	75,179	11,224,989
Utility Billing	785,932	78,498	276,660	21,602	-	-	1,162,692
Public Works	800,474	75,115	1,436,682	-	-	-	2,312,271
Water	1,457,140	1,438,500	2,032,674	-	-	-	4,928,314
Surface Water	-	-	11,338,213	-	-	-	11,338,213
Wastewater Treatment Plant	1,349,736	700,261	1,040,358	-	-	-	3,090,355
Sewer	1,298,466	429,683	629,761	875,000	-	-	3,232,910
Pump & Motor Maintenance	904,429	179,619	360,278	-	-	-	1,444,326
W/S Non-Departmental	522,773	22,000	1,363,554	-	17,408,479	567,735	19,884,541
Debt Service	-	-	30,500	-	-	39,006,748	39,037,248
CIDC	595,931	11,400	2,294,085	-	24,191,855	-	27,093,271
Vehicle & Equipment Replacement	-	-	185,700	3,282,925	-	-	3,468,625
Water & Sewer Vehicle & Equipment Replacement	-	-	-	476,607	-	-	476,607
Convention & Visitors Bureau	353,790	20,350	794,795	-	-	-	1,168,935
CDBG Operations	-	-	352,475	-	108,500	153,289	614,264
Facilities Management	150,931	76,745	928,517	10,000	2,619	-	1,168,812
Transportation Grants	-	-	213,887	-	-	-	213,887
Oscar Johnson Jr Community Center	1,014,112	80,081	195,641	-	-	-	1,289,834
Municipal Court Fees	-	27,650	15,350	-	60,237	-	103,237
Fleet Services	893,748	1,011,709	60,668	-	7,936	-	1,974,061
Self Funded Insurance	-	-	11,460,902	-	-	-	11,460,902
Longmire Creek Estates PID	-	-	5,000	-	56,709	-	61,709
Wedgewood Falls PID	-	-	5,000	-	114,580	-	119,580
Animal Shelter	-	13,250	-	-	-	-	13,250
TOTALS	\$ 66,790,284	\$ 9,263,484	\$ 50,109,238	\$ 6,362,398	\$ 46,825,749	\$ 39,802,951	\$ 219,154,104

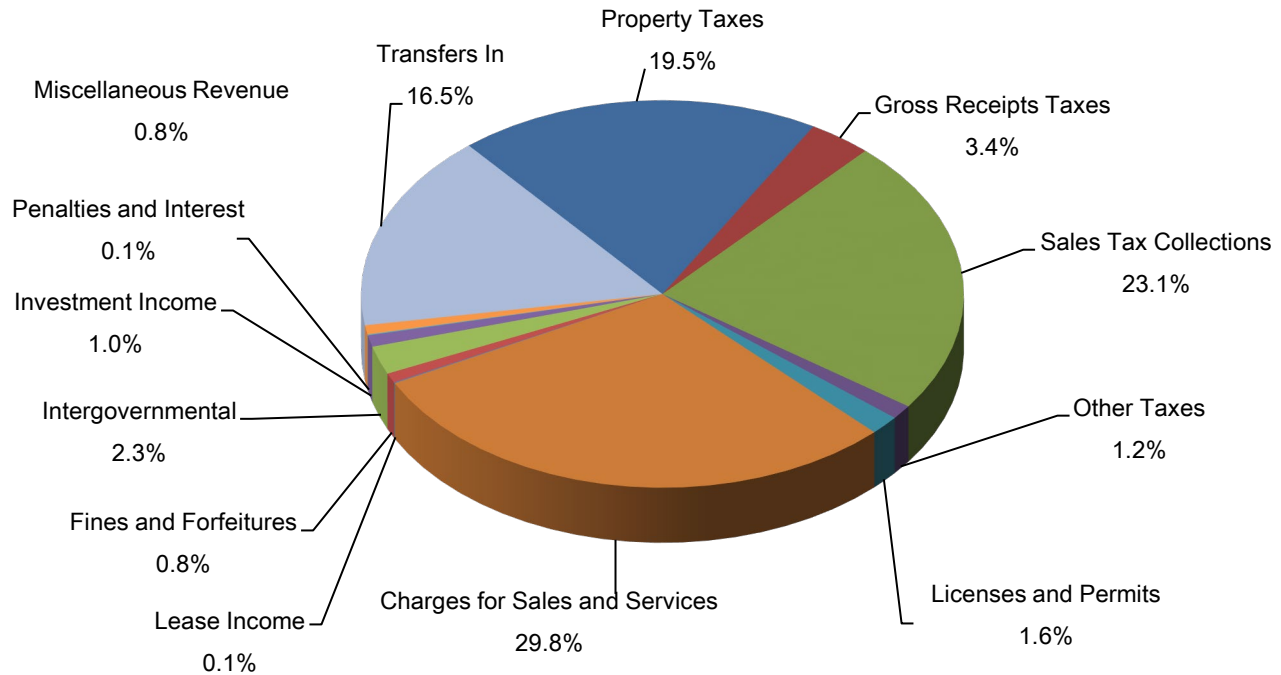


Consolidated Budget Summary by Fund Group

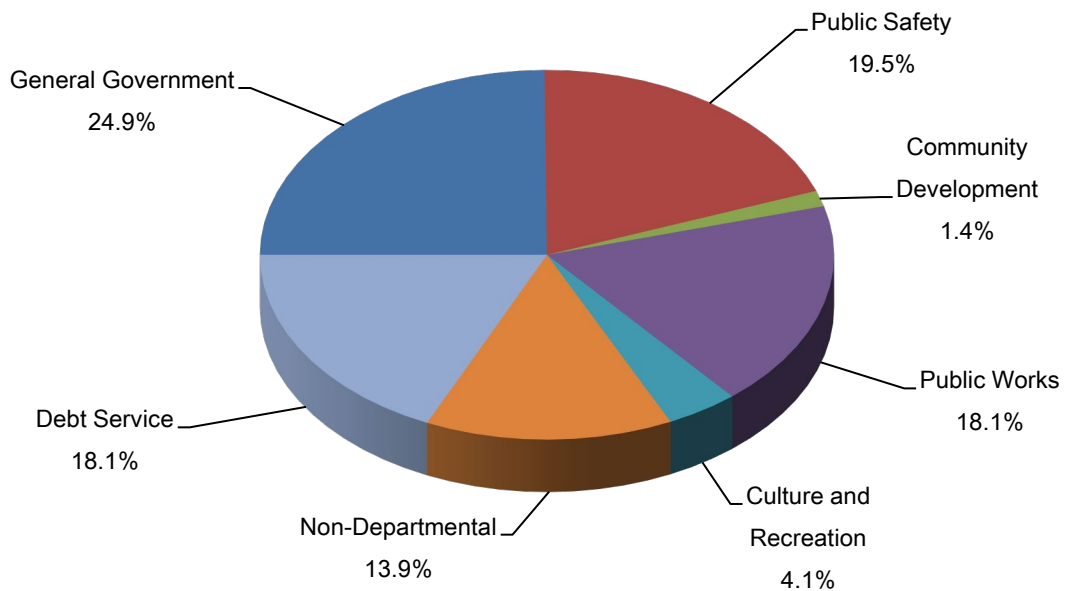
	General Fund	Water & Sewer Operating	Debt Service	Other Funds	Grand Total
Revenues:					
Property Taxes	\$ 28,199,290	\$ -	\$ 11,256,951	\$ -	\$ 39,456,241
Gross Receipts Taxes	6,900,292	-	-	-	6,900,292
Sales Tax Collections	35,044,590	-	-	11,681,425	46,726,015
Other Taxes	1,217,454	-	-	1,179,287	2,396,741
Licenses and Permits	3,241,397	-	-	-	3,241,397
Charges for Sales and Services	2,794,371	45,056,916	-	12,519,062	60,370,349
Lease Income	145,926	-	-	-	145,926
Fines and Forfeitures	1,505,981	-	-	121,535	1,627,516
Intergovernmental	2,447,613	712,000	-	1,597,567	4,757,180
Investment Income	549,639	421,849	224,505	741,899	1,937,892
Penalties and Interest	147,857	-	-	-	147,857
Miscellaneous Revenue	111,192	36,808	90,689	1,326,969	1,565,658
Transfers In	168,737	392,118	26,731,394	6,074,684	33,366,933
Total Revenues	\$ 82,474,339	\$ 46,619,691	\$ 38,303,539	\$ 35,242,428	\$ 202,639,997
Beginning Fund Balances	\$ 27,029,498	\$ 13,877,318	\$ 11,220,582	\$ 45,531,550	\$ 97,658,948
Total Available Resources	<u>\$ 109,503,837</u>	<u>\$ 60,497,009</u>	<u>\$ 49,524,121</u>	<u>\$ 80,773,978</u>	<u>\$ 300,298,945</u>
Expenditures:					
General Government	\$ 12,270,341	\$ -	\$ -	\$ 42,195,459	\$ 54,465,800
Public Safety	39,510,554	-	-	3,276,866	42,787,420
Community Development	2,540,017	-	-	480,720	3,020,737
Public Works	11,514,469	27,509,081	-	637,021	39,660,571
Culture and Recreation	6,435,890	-	-	2,483,619	8,919,509
Non-Departmental	11,149,810	19,359,133	30,500	-	30,539,443
Debt Service:					
Principal	69,574	525,408	18,955,000	123,000	19,672,982
Interest	5,605	0	19,832,357	30,289	19,868,251
Administrative Fees	-	-	219,391	-	219,391
Total Expenditures	\$ 83,496,260	\$ 47,393,622	\$ 39,037,248	\$ 49,226,974	\$ 219,154,104
Ending Fund Balances	\$ 26,007,577	\$ 13,103,387	\$ 10,486,873	\$ 31,547,004	\$ 81,144,841
Total Fund Commitments/ Fund Balance	<u>\$ 109,503,837</u>	<u>\$ 60,497,009</u>	<u>\$ 49,524,121</u>	<u>\$ 80,773,978</u>	<u>\$ 300,298,945</u>



Consolidated Summary of Revenues by Source



Consolidated Summary of Expenditures by Function



FY 19-20 Projected Budget Summary By Category

Major Funds

	General Fund				Water & Sewer Operating			
	FY 17-18 Actual	FY 18-19 Budget	FY 18-19 Estimated	FY 19-20 Proposed	FY 17-18 Actual	FY 18-19 Budget	FY 18-19 Estimated	FY 19-20 Proposed
Revenues								
Property Taxes	\$ 21,933,112	\$ 24,034,099	\$ 24,141,968	\$ 28,199,290	\$ -	\$ -	\$ -	\$ -
Gross Receipts Taxes	6,786,463	6,649,955	6,901,231	6,900,292	-	-	-	-
Sales Tax Collections	36,720,481	35,256,197	35,908,930	35,044,590	-	-	-	-
Other Taxes	1,135,455	1,196,814	1,197,042	1,217,454	-	-	-	-
Licenses and Permits	3,194,611	2,978,117	3,569,024	3,241,397	-	-	-	-
Charges for Sales and Services	2,537,383	2,632,066	2,479,922	2,794,371	39,098,029	39,867,543	40,369,077	45,056,916
Lease Income	380,415	191,224	273,620	145,926	-	-	-	-
Fines and Forfeitures	1,457,965	1,298,793	1,486,505	1,505,981	-	-	-	-
Intergovernmental	2,746,960	2,364,086	2,562,576	2,447,613	700,568	604,782	763,125	712,000
Investment Income	429,453	287,801	601,202	549,639	282,340	181,925	421,849	421,849
Net Change in Fair Value of Investments	(88,159)	-	-	-	(30,651)	-	-	-
Penalties and Interest	135,872	135,656	144,515	147,857	-	-	-	-
Miscellaneous Revenue	961,457	154,846	784,721	111,192	6,524,635	38,750	824,331	36,808
Transfers In	1,118,480	352,037	350,441	168,737	631,440	407,390	407,390	392,118
Total Revenues	\$ 79,449,949	\$ 77,531,691	\$ 80,401,697	\$ 82,474,339	\$ 47,206,361	\$ 41,100,390	\$ 42,785,772	\$ 46,619,691
Expenditures								
Personnel Services	\$ 49,391,405	\$ 52,638,910	\$ 50,971,742	\$ 56,662,822	\$ 5,885,655	\$ 6,703,879	\$ 6,213,856	\$ 7,118,950
Supplies	5,258,819	5,441,055	5,807,607	5,098,623	2,698,411	3,054,541	3,270,823	2,923,676
Contractual	12,422,547	16,596,567	16,532,599	15,088,538	22,546,244	19,822,969	20,581,961	18,478,180
Capital Outlay	736,475	2,398,010	2,457,040	1,696,264	1,076,280	1,280,952	1,740,873	896,602
Transfers Out	6,283,534	4,983,475	8,265,188	4,874,834	9,673,433	19,210,585	16,921,633	17,408,479
Debt Service	75,179	75,179	75,179	75,179	81,497	567,735	567,735	567,735
Total Expenditures	\$74,167,958	\$ 82,133,196	\$ 84,109,355	\$83,496,260	\$ 41,961,520	\$ 50,640,661	\$ 49,296,881	\$ 47,393,622

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

FY 19-20 Projected Budget Summary By Category

	Non-Major Funds				Total All Funds			
	Other Funds							
	FY 17-18 Actual	FY 18-19 Budget	FY 18-19 Estimated	FY 19-20 Proposed	FY 17-18 Actual	FY 18-19 Budget	FY 18-19 Estimated	FY 19-20 Proposed
Revenues								
Property Taxes	\$ 9,375,527	\$ 10,289,990	\$ 10,288,972	\$ 11,256,951	\$ 31,308,639	\$ 34,324,089	\$ 34,430,940	\$ 39,456,241
Gross Receipts Taxes	-	-	-	-	6,786,463	6,649,955	6,901,231	6,900,292
Sales Tax Collections	12,240,160	11,752,066	11,978,400	11,681,425	48,960,641	47,008,263	47,887,330	46,726,015
Other Taxes	1,365,057	1,487,603	1,295,348	1,179,287	2,500,512	2,684,417	2,492,390	2,396,741
Licenses and Permits	-	-	-	-	3,194,611	2,978,117	3,569,024	3,241,397
Charges for Sales and Services	14,031,442	13,862,150	14,465,679	12,519,062	55,666,854	56,361,759	57,314,678	60,370,349
Lease Income	-	-	-	-	380,415	191,224	273,620	145,926
Fines and Forfeitures	125,475	119,184	121,535	121,535	1,583,440	1,417,977	1,608,040	1,627,516
Intergovernmental	1,946,045	3,007,955	2,515,492	1,597,567	5,393,574	5,976,823	5,841,193	4,757,180
Investment Income	759,568	505,679	1,002,390	966,404	1,471,360	975,405	2,025,441	1,937,892
Net Change in Fair Value of Investments	(69,167)	-	-	-	(187,977)	-	-	-
Penalties and Interest	-	-	-	-	135,872	135,656	144,515	147,857
Miscellaneous Revenue	14,208,357	2,711,903	5,682,326	1,417,658	21,694,450	2,905,499	7,291,378	1,565,658
Transfers In	31,812,358	29,337,450	32,339,495	32,806,078	33,562,278	30,096,877	33,097,326	33,366,933
Total Revenues	\$ 85,794,822	\$ 73,073,980	\$ 79,689,637	\$ 73,545,967	\$ 212,451,132	\$ 191,706,061	\$ 202,877,106	\$ 202,639,997
Expenditures								
Personnel Services	\$ 2,709,201	\$ 2,948,434	\$ 2,713,698	\$ 3,008,512	\$ 57,986,261	\$ 62,291,223	\$ 59,899,296	\$ 66,790,284
Supplies	1,265,170	1,071,714	1,266,672	1,241,185	9,222,399	9,567,310	10,345,102	9,263,484
Contractual	14,956,355	17,848,866	17,449,959	16,542,520	49,925,146	54,268,402	54,564,519	50,109,238
Capital Outlay	1,354,718	1,694,599	1,758,807	3,769,532	3,167,473	5,373,561	5,956,720	6,362,398
Transfers Out	19,872,396	32,651,494	20,642,312	24,542,436	35,829,363	56,845,554	45,829,133	46,825,749
Debt Service	33,481,987	33,145,348	32,600,942	39,160,037	33,638,663	33,788,262	33,243,856	39,802,951
Total Expenditures	\$ 73,639,827	\$ 89,360,455	\$ 76,432,390	\$ 88,264,222	\$ 189,769,305	\$ 222,134,312	\$ 209,838,626	\$ 219,154,104

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

Consolidated Budget Summary

by Fund Group

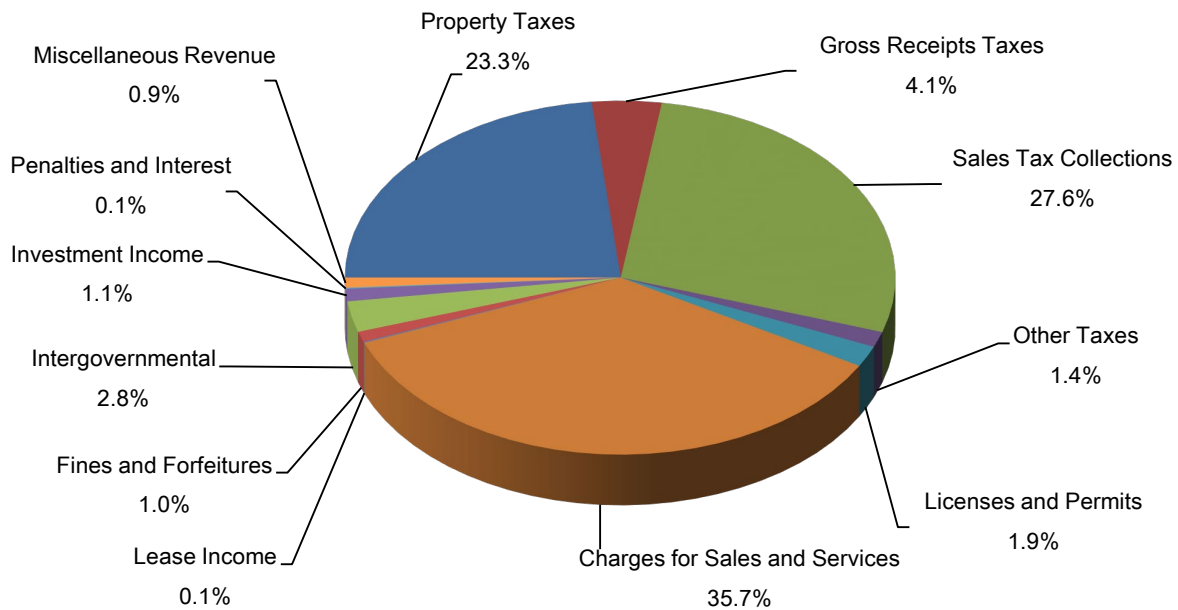
(Net of Interfund Transfers)

	General Fund	Water & Sewer Operating	Debt Service	Other Funds	Grand Total
Revenues:					
Property Taxes	\$ 28,199,290	\$ -	\$ 11,256,951	\$ -	\$ 39,456,241
Gross Receipts Taxes	6,900,292	-	-	-	6,900,292
Sales Tax Collections	35,044,590	-	-	11,681,425	46,726,015
Other Taxes	1,217,454	-	-	1,179,287	2,396,741
Licenses and Permits	3,241,397	-	-	-	3,241,397
Charges for Sales and Services	2,794,371	45,056,916	-	12,519,062	60,370,349
Lease Income	145,926	-	-	-	145,926
Fines and Forfeitures	1,505,981	-	-	121,535	1,627,516
Intergovernmental	2,447,613	712,000	-	1,597,567	4,757,180
Investment Income	549,639	421,849	224,505	741,899	1,937,892
Penalties and Interest	147,857	-	-	-	147,857
Miscellaneous Revenue	111,192	36,808	90,689	1,326,969	1,565,658
Total Revenues	\$ 82,305,602	\$ 46,227,573	\$ 11,572,145	\$ 29,167,744	\$ 169,273,064
Transfers In	\$ 168,737	\$ 392,118	\$ 26,731,394	\$ 6,074,684	\$ 33,366,933
Total Revenues After Transfers In	\$ 82,474,339	\$ 46,619,691	\$ 38,303,539	\$ 35,242,428	\$ 202,639,997
Expenditures:					
General Government	\$ 12,270,341	\$ -	\$ -	\$ 17,761,523	\$ 30,031,864
Public Safety	39,510,554	-	-	3,276,866	42,787,420
Community Development	2,540,017	-	-	372,220	2,912,237
Public Works	11,514,469	27,509,081	-	637,021	39,660,571
Culture and Recreation	6,435,890	-	-	2,483,619	8,919,509
Non-Departmental	6,274,976	1,950,654	30,500	-	8,256,130
Debt Service:					
Principal	69,574	525,408	18,955,000	123,000	19,672,982
Interest	5,605	-	19,832,357	30,289	19,868,251
Administrative Fees	-	-	219,391	-	219,391
Total Expenditures	\$ 78,621,426	\$ 29,985,143	\$ 39,037,248	\$ 24,684,538	\$ 172,328,355
Transfers Out	\$ 4,874,834	\$ 17,408,479	\$ -	\$ 24,542,436	\$ 46,825,749
Total Expenditures After Transfers Out	\$ 83,496,260	\$ 47,393,622	\$ 39,037,248	\$ 49,226,974	\$ 219,154,104



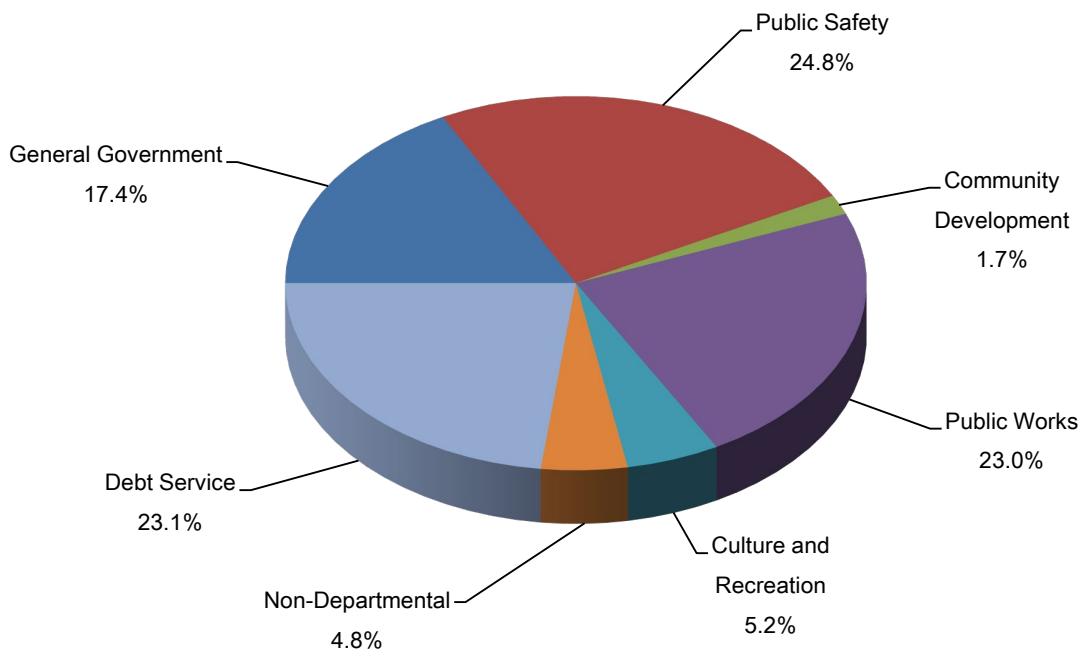
Consolidated Summary of Revenues by Source

(Net of Interfund Transfers)



Consolidated Summary of Expenditures by Function

(Net of Interfund Transfers)



FY 19-20 Projected Budget Summary (Net of Interfund Transfers)

Revenues	FY 17-18 Actual	FY 18-19 Budget	FY 18-19 Estimated	FY 19-20 Proposed
General Fund	\$ 78,331,469	\$ 77,179,654	\$ 80,051,256	\$ 82,305,602
Water & Sewer Operating	46,574,921	40,693,000	42,378,382	46,227,573
General Obligation Debt Service	17,383,328	10,992,305	11,048,402	11,572,145
Water & Sewer Debt Service	408	855,006	855,006	-
CIDC Debt Service	85,107	-	-	-
CIDC Revenue Clearing	12,240,160	11,752,066	11,978,400	11,681,425
Conroe Industrial Development Corporation (CIDC)	5,116,646	311,021	579,750	585,547
CIDC Industrial Park Land Sales	-	-	2,935,507	-
Vehicle & Equipment Replacement	356,295	26,303	147,993	72,218
Water & Sewer Vehicle & Equipment Replacement	25,236	13,101	43,140	25,440
Hotel Occupancy Tax	1,404,252	1,487,603	1,354,042	1,237,981
Community Development Block Grant Entitlement	487,902	632,204	632,204	614,280
Facilities Management	265,468	307,850	309,772	313,522
Transportation Grants	611,400	1,694,351	1,108,888	213,887
Oscar Johnson Jr Community Center	1,524,864	1,276,986	1,362,488	1,376,447
Municipal Court Technology	35,815	33,852	33,500	33,500
Municipal Court Building Security	26,869	25,372	25,387	25,381
Municipal Court Juvenile Case Manager	35,698	33,800	34,952	34,952
Municipal Court Efficiency Fee	10,526	9,728	11,016	11,016
Municipal Court Truancy Prevention	17,198	16,432	16,686	16,686
Fleet Services	1,932,658	1,861,574	1,943,537	2,060,769
Self Funded Insurance	12,109,999	12,000,576	12,523,072	10,458,293
Longmire Creek Estates PID	60,486	64,000	64,000	64,000
Wedgewood Falls PID	162,435	163,000	163,000	163,000
Animal Shelter Reserve	89,714	179,400	179,400	179,400
Total Revenues	\$ 178,888,854	\$ 161,609,184	\$ 169,779,780	\$ 169,273,064
Transfers In	\$ 33,562,278	\$ 30,096,877	\$ 33,097,326	\$ 33,366,933
Total Revenues after Transfers In	\$ 212,451,132	\$ 191,706,061	\$ 202,877,106	\$ 202,639,997

Expenditures	FY 17-18 Actual	FY 18-19 Budget	FY 18-19 Estimated	FY 19-20 Proposed
General Fund	\$ 67,884,424	\$ 77,149,721	\$ 75,844,167	\$ 78,621,426
Water & Sewer Operating	32,288,087	31,430,076	32,375,248	29,985,143
General Obligation Debt Service	21,352,190	14,963,735	14,839,372	16,924,176
Water & Sewer Debt Service	8,353,094	12,810,883	12,391,347	15,423,508
CIDC Debt Service	3,642,071	5,247,941	5,247,941	6,689,564
CIDC Revenue Clearing	-	-	-	-
Conroe Industrial Development Corporation (CIDC)	4,102,951	2,694,621	2,812,485	2,901,416
CIDC Industrial Park Land Sales	-	-	-	-
Vehicle & Equipment Replacement	851,810	1,371,178	1,404,925	3,468,625
Water & Sewer Vehicle & Equipment Replacement	288,130	23,948	25,495	476,607
Hotel Occupancy Tax	1,072,124	1,160,121	1,134,536	1,168,935
Community Development Block Grant Entitlement	207,480	505,764	505,724	505,764
Facilities Management	705,499	1,167,964	1,569,967	1,166,193
Transportation Grants	611,398	1,858,017	1,858,017	213,887
Oscar Johnson Jr Community Center	1,336,975	1,276,433	1,291,109	1,289,834
Municipal Court Technology	-	5,000	5,000	25,000
Municipal Court Building Security	-	6,250	6,250	6,250
Municipal Court Juvenile Case Manager	1,265	2,750	2,750	2,750
Municipal Court Efficiency Fee	750	4,000	4,000	4,000
Municipal Court Truancy Prevention	5,200	5,000	5,500	5,000
Fleet Services	1,861,151	1,855,128	1,951,085	1,966,125
Self Funded Insurance	8,991,129	11,727,228	10,685,975	11,460,902
Longmire Creek Estates PID	105,317	5,000	5,000	5,000
Wedgewood Falls PID	268,916	5,000	5,000	5,000
Animal Shelter Reserve	9,980	13,000	38,600	13,250
Total Expenditures	\$ 153,939,941	\$ 165,288,758	\$ 164,009,493	\$ 172,328,355
Transfers Out	\$ 35,829,364	\$ 56,845,554	\$ 45,829,133	\$ 46,825,749
Total Expenditures After Transfers Out	\$ 189,769,305	\$ 222,134,312	\$ 209,838,626	\$ 219,154,104

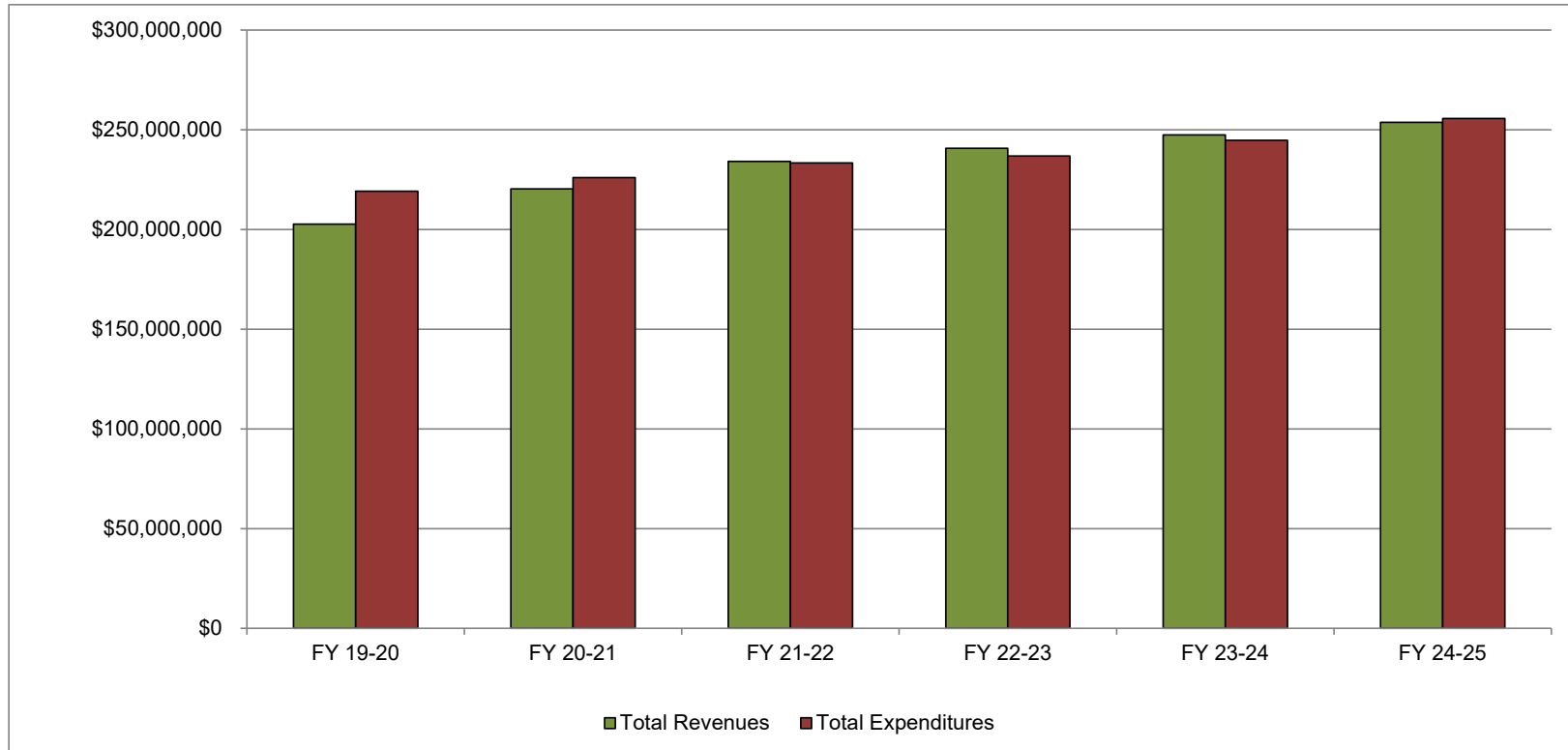


FY 19-20 Multi-Year Financial Projection Summary

Revenues	FY 19-20 Adopted	FY 20-21 Projected	FY 21-22 Projected	FY 22-23 Projected	FY 23-24 Projected	FY 24-25 Projected
General Fund	\$ 82,474,339	\$ 85,645,059	\$ 88,805,228	\$ 91,314,296	\$ 93,735,791	\$ 95,899,280
Water/Sewer Operating Fund	46,619,691	51,124,525	57,111,307	58,504,837	59,857,666	61,169,816
General Obligation Debt Serv Fund	16,190,467	16,794,847	18,006,434	18,686,464	18,976,391	19,642,313
Water/Sewer Debt Service	15,423,508	17,591,729	19,657,346	20,637,595	21,709,912	21,935,130
CIDC Debt Service Fund	6,390,811	6,617,747	6,616,861	6,616,771	6,615,873	6,617,585
CIDC Revenue Clearing Fund	11,681,425	11,798,239	11,916,222	12,035,384	12,155,738	12,277,295
CIDC General Fund	5,876,161	5,771,895	5,896,677	6,021,902	6,149,187	6,275,126
CIDC Industrial Park Land Sales	-	-	-	-	-	-
Hotel Occupancy Tax Fund	1,237,981	1,275,120	1,313,374	1,352,775	1,393,359	1,435,159
CDBG Entitlement Fund	614,280	614,280	614,280	614,280	614,280	614,280
Facilities Management	1,170,522	1,205,638	1,241,807	1,279,061	1,317,433	1,356,956
Vehicle & Equipment Fund	298,041	2,963,946	2,963,946	2,963,946	2,963,946	2,963,946
Water/Sewer Vehicle & Equipment	25,440	298,455	277,929	277,929	277,929	277,929
OJJCC Fund	1,376,447	1,417,740	1,460,273	1,504,081	1,549,203	1,595,679
Transportation Grants Funds	213,887	1,412,483	1,374,165	884,427	887,272	913,890
Fleet Services Fund	2,060,769	2,122,592	2,186,270	2,251,858	2,319,414	2,388,996
Self Funded Insurance Fund	10,458,293	13,198,537	14,196,861	15,283,327	16,466,922	17,948,945
Longmire Creek Estates PID	64,000	64,000	64,000	64,000	64,000	64,000
Wedgewood Falls PID	163,000	163,000	163,000	163,000	163,000	163,000
Animal Shelter Reserve	179,400	119,600	119,600	119,600	119,600	119,600
Municipal Court Funds	121,535	121,535	121,535	121,535	121,535	121,535
Total Revenues	\$ 202,639,997	\$ 220,320,968	\$ 234,107,115	\$ 240,697,069	\$ 247,458,450	\$ 253,780,462

Expenditures	FY 19-20 Adopted	FY 20-21 Projected	FY 21-22 Projected	FY 22-23 Projected	FY 23-24 Projected	FY 24-25 Projected
General Fund	\$ 83,496,260	\$ 89,349,661	\$ 91,031,256	\$ 92,973,932	\$ 94,966,691	\$ 97,055,796
Water/Sewer Operating Fund	47,393,622	50,920,383	55,912,352	57,258,066	59,631,756	61,173,191
General Obligation Debt Serv Fund	16,924,176	17,358,930	18,575,180	18,756,086	18,760,194	18,753,800
Water/Sewer Debt Service	15,423,508	17,591,729	19,657,346	20,637,595	21,709,912	21,935,130
CIDC Debt Service Fund	6,689,564	6,617,747	6,616,861	6,616,771	6,615,873	6,617,585
CIDC Revenue Clearing Fund	11,681,425	11,798,239	11,916,222	12,035,384	12,155,738	12,277,295
CIDC General Fund	14,286,846	6,444,150	3,551,733	3,231,942	4,262,481	8,464,112
CIDC Industrial Park Land Sales	1,125,000	-	-	-	-	-
Hotel Occupancy Tax Fund	1,168,935	1,204,003	1,240,123	1,277,327	1,315,647	1,355,116
CDBG Entitlement Fund	614,264	614,280	614,280	614,280	614,280	614,280
Facilities Management	1,168,812	1,205,638	1,241,807	1,279,061	1,317,433	1,356,956
Vehicle & Equipment Fund	3,468,625	4,064,625	3,136,765	1,869,487	1,317,194	2,094,047
Water/Sewer Vehicle & Equipment	476,607	313,419	351,142	6,849	505,948	744,311
OJJCC Fund	1,289,834	1,328,529	1,368,385	1,409,436	1,451,720	1,495,271
Transportation Grants Funds	213,887	1,412,483	1,374,165	884,427	887,272	913,890
Fleet Services Fund	1,974,061	2,122,592	2,186,270	2,251,858	2,319,414	2,388,996
Self Funded Insurance Fund	11,460,902	13,198,537	14,196,861	15,283,327	16,466,922	17,948,945
Longmire Creek Estates PID	61,709	63,895	64,191	64,244	64,359	64,533
Wedgewood Falls PID	119,580	123,844	124,286	124,229	124,296	124,475
Animal Shelter Reserve	13,250	119,600	119,600	119,600	119,600	119,600
Municipal Court Funds	103,237	121,535	121,535	121,535	121,535	121,535
Total Expenditures	\$ 219,154,104	\$ 225,973,819	\$ 233,400,359	\$ 236,815,437	\$ 244,728,263	\$ 255,618,864

FY 19-20 Multi-Year Financial Projection Summary

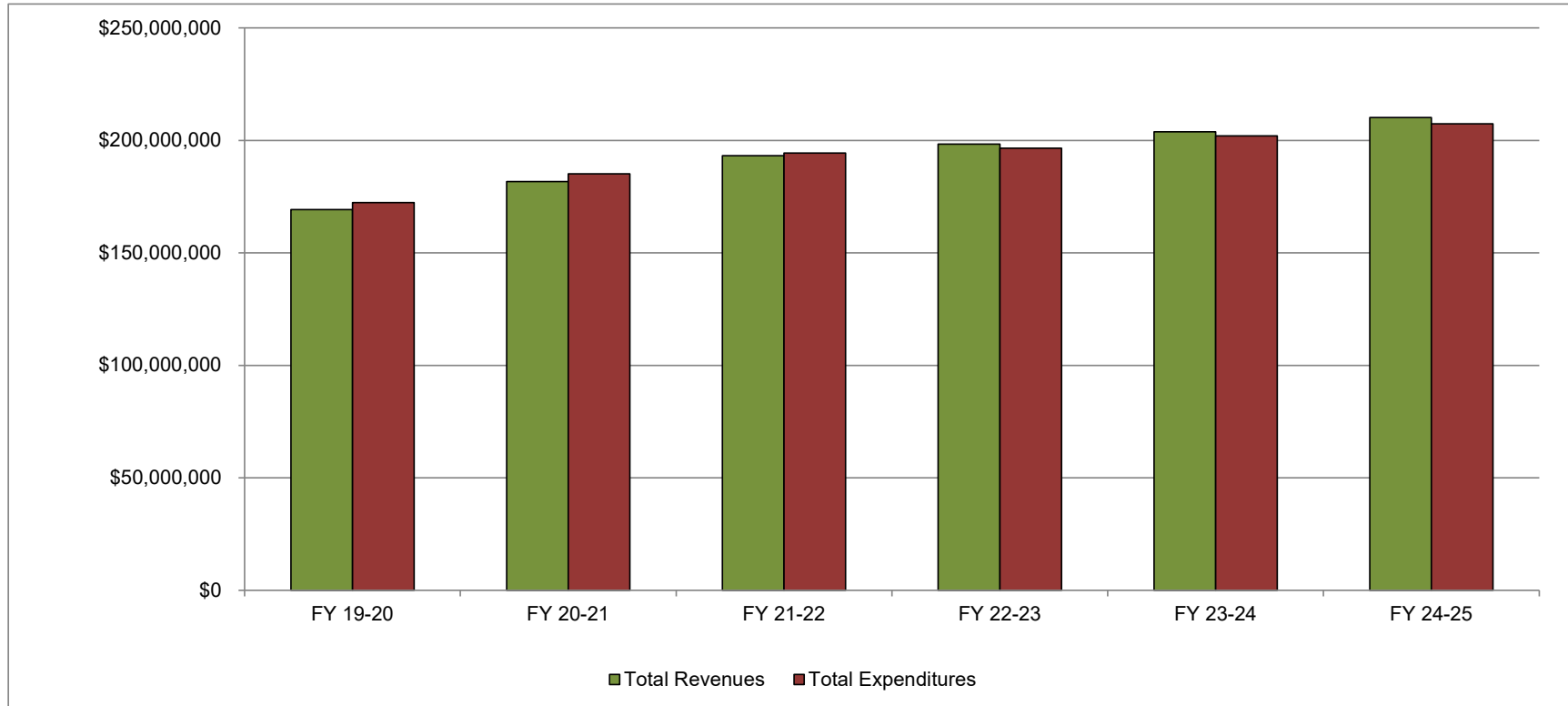


	FY 19-20 Adopted	FY 20-21 Projected	FY 21-22 Projected	FY 22-23 Projected	FY 23-24 Projected	FY 24-25 Projected
Total Revenues	\$ 202,639,997	\$ 220,320,968	\$ 234,107,115	\$ 240,697,069	\$ 247,458,450	\$ 253,780,462
Total Expenditures	\$ 219,154,104	\$ 225,973,819	\$ 233,400,359	\$ 236,815,437	\$ 244,728,263	\$ 255,618,864

FY 19-20 Multi-Year Financial Projection Summary
(Net of Interfund Transfers)

Revenues	FY 19-20 Adopted	FY 20-21 Projected	FY 21-22 Projected	FY 22-23 Projected	FY 23-24 Projected	FY 24-25 Projected
General Fund	\$ 82,305,602	\$ 85,452,782	\$ 88,607,183	\$ 91,110,309	\$ 93,525,684	\$ 95,682,871
Water/Sewer Operating Fund	46,227,573	50,708,743	56,686,960	58,071,748	59,415,655	60,718,700
General Obligation Debt Serv Fund	11,572,145	12,268,664	13,423,019	13,775,190	14,023,672	15,036,694
Water/Sewer Debt Service	-	-	-	-	-	-
CIDC Debt Service Fund	(298,753)	-	-	-	-	-
CIDC Revenue Clearing Fund	11,681,425	11,798,239	11,916,222	12,035,384	12,155,738	12,277,295
CIDC General Fund	884,300	591,402	597,316	603,290	609,323	615,416
CIDC Industrial Park Land Sales	-	-	-	-	-	-
HOT Fund	1,237,981	1,275,120	1,313,374	1,352,775	1,393,359	1,435,159
CDBG Entitlement Fund	614,280	614,280	614,280	614,280	614,280	614,280
Conroe Tower Fund	313,522	322,928	332,615	342,594	352,872	363,458
Vehicle & Equipment Fund	72,218	67,596	67,596	67,596	67,596	67,596
Water/Sewer Vehicle & Equipment	25,440	6,977	(13,549)	(13,549)	(13,549)	(13,549)
OJJCC Fund	1,376,447	1,417,740	1,460,273	1,504,081	1,549,203	1,595,679
Transportation Grants Funds	213,887	1,412,483	1,374,165	884,427	887,272	913,890
Fleet Services Fund	2,060,769	2,122,592	2,186,270	2,251,858	2,319,414	2,388,996
Self Funded Insurance Fund	10,458,293	13,198,537	14,196,861	15,283,327	16,466,922	17,948,945
Longmire Creek Estates PID	64,000	64,000	64,000	64,000	64,000	64,000
Wedgewood Falls PID	163,000	163,000	163,000	163,000	163,000	163,000
Animal Shelter Reserve	179,400	119,600	119,600	119,600	119,600	119,600
Municipal Court Funds	121,535	121,535	121,535	121,535	121,535	121,535
Total Revenues	\$ 169,273,064	\$ 181,726,219	\$ 193,230,720	\$ 198,351,445	\$ 203,835,575	\$ 210,113,566
Transfers In	\$ 33,366,933	\$ 38,594,749	\$ 40,876,395	\$ 42,345,624	\$ 43,622,875	\$ 43,666,896
Total Revenues After Transfers In	\$ 202,639,997	\$ 220,320,968	\$ 234,107,115	\$ 240,697,069	\$ 247,458,450	\$ 253,780,462
Expenditures	FY 19-20 Adopted	FY 20-21 Projected	FY 21-22 Projected	FY 22-23 Projected	FY 23-24 Projected	FY 24-25 Projected
General Fund	\$ 78,621,426	\$ 82,566,730	\$ 84,062,683	\$ 85,810,663	\$ 87,599,228	\$ 89,474,169
Water/Sewer Operating Fund	29,985,143	32,641,480	36,719,504	37,105,575	38,471,641	38,955,070
General Obligation Debt Serv Fund	16,924,176	17,358,930	18,575,180	18,756,086	18,760,194	18,753,800
Water/Sewer Debt Service	15,423,508	17,591,729	19,657,346	20,637,595	21,709,912	21,935,130
CIDC Debt Service Fund	6,689,564	6,617,747	6,616,861	6,616,771	6,615,873	6,617,585
CIDC Revenue Clearing Fund	-	-	-	-	-	-
CIDC General Fund	2,901,416	2,829,773	3,005,255	2,684,384	2,625,062	2,679,503
CIDC Industrial Park Land Sales	-	-	-	-	-	-
HOT Fund	1,168,935	1,204,003	1,240,123	1,277,327	1,315,647	1,355,116
CDBG Entitlement Fund	505,764	487,840	487,840	487,840	487,840	487,840
Conroe Tower Fund	1,166,193	1,203,019	1,239,188	1,276,442	1,314,814	1,354,337
Vehicle & Equipment Fund	3,468,625	4,064,625	3,136,765	1,869,487	1,317,194	2,094,047
Water/Sewer Vehicle & Equipment	476,607	313,419	351,142	6,849	505,948	744,311
OJJCC Fund	1,289,834	1,328,529	1,368,385	1,409,436	1,451,720	1,495,271
Transportation Grants Funds	213,887	1,412,483	1,374,165	884,427	887,272	913,890
Fleet Services Fund	1,966,125	2,114,656	2,178,334	2,243,922	2,311,478	2,381,060
Self Funded Insurance Fund	11,460,902	13,198,537	14,196,861	15,283,327	16,466,922	17,948,945
Longmire Creek Estates PID	5,000	5,150	5,305	5,464	5,628	5,796
Wedgewood Falls PID	5,000	5,150	5,305	5,464	5,628	5,796
Animal Shelter Reserve	13,250	119,600	119,600	119,600	119,600	119,600
Municipal Court Funds	43,000	61,298	61,298	61,298	61,298	61,298
Total Expenditures	\$ 172,328,355	\$ 185,124,699	\$ 194,401,138	\$ 196,541,958	\$ 202,032,896	\$ 207,382,565
Transfers Out	\$ 46,825,749	\$ 40,849,120	\$ 38,999,221	\$ 40,273,479	\$ 42,695,367	\$ 48,236,299
Total Expenditures After Transfers Out	\$ 219,154,104	\$ 225,973,819	\$ 233,400,359	\$ 236,815,437	\$ 244,728,263	\$ 255,618,864

FY 19-20 Multi-Year Financial Projection Summary (Net of Interfund Transfers)



	FY 19-20 Adopted	FY 20-21 Projected	FY 21-22 Projected	FY 22-23 Projected	FY 23-24 Projected	FY 24-25 Projected
Total Revenues	\$ 169,273,064	\$ 181,726,219	\$ 193,230,720	\$ 198,351,445	\$ 203,835,575	\$ 210,113,566
Total Expenditures	\$ 172,328,355	\$ 185,124,699	\$ 194,401,138	\$ 196,541,958	\$ 202,032,896	\$ 207,382,565

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 2019-2020 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 2019-2020.

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:

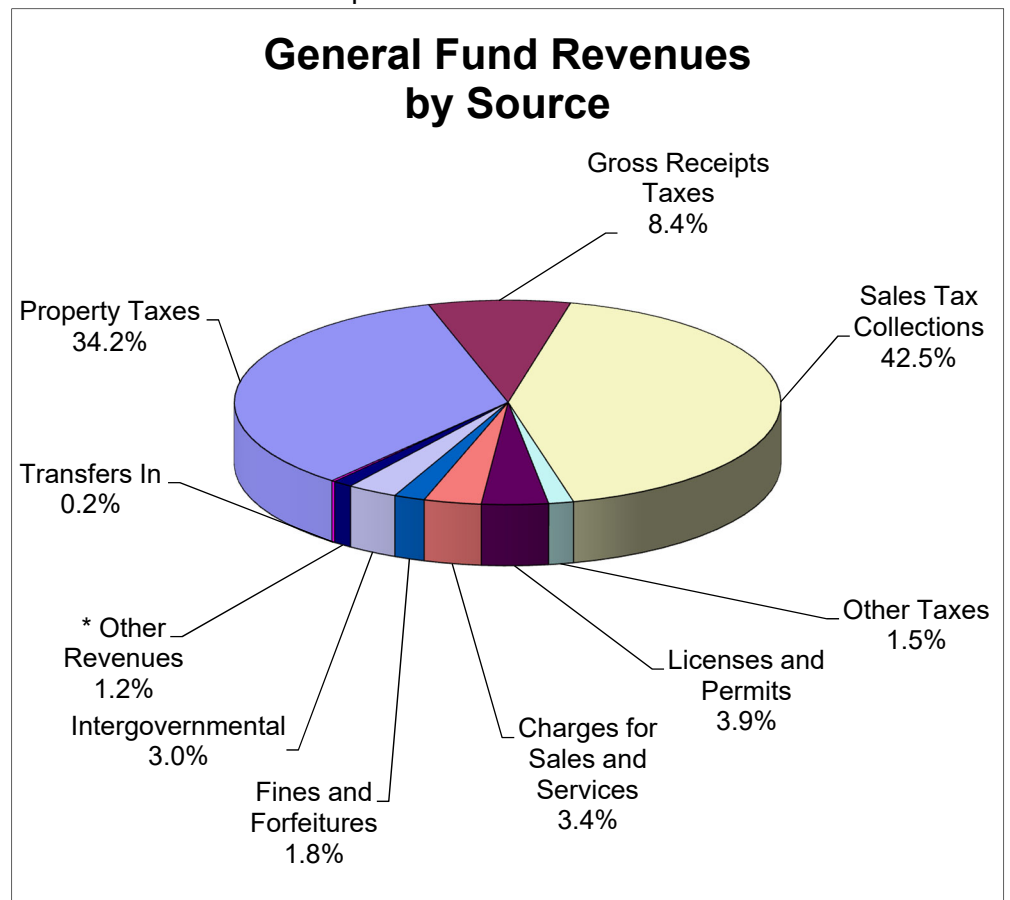
The budget document assumes a cautious approach in dealing with revenues, especially growth-oriented revenues. Proposed revenues for FY 2019-2020 assume an overall increase of 2.58 percent from FY 2018-2019 estimates. The revenue projections are net of changes in certain revenue categories, and the primary reasons for the increase are due to growth in property taxes, gross receipts, other taxes, and charges for services, which are offset by decreases in sales tax, intergovernmental revenues, other revenues, and transfers in.

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

Property Taxes:

\$28,199,290 (up
\$4,057,322 or **16.81**
percent)

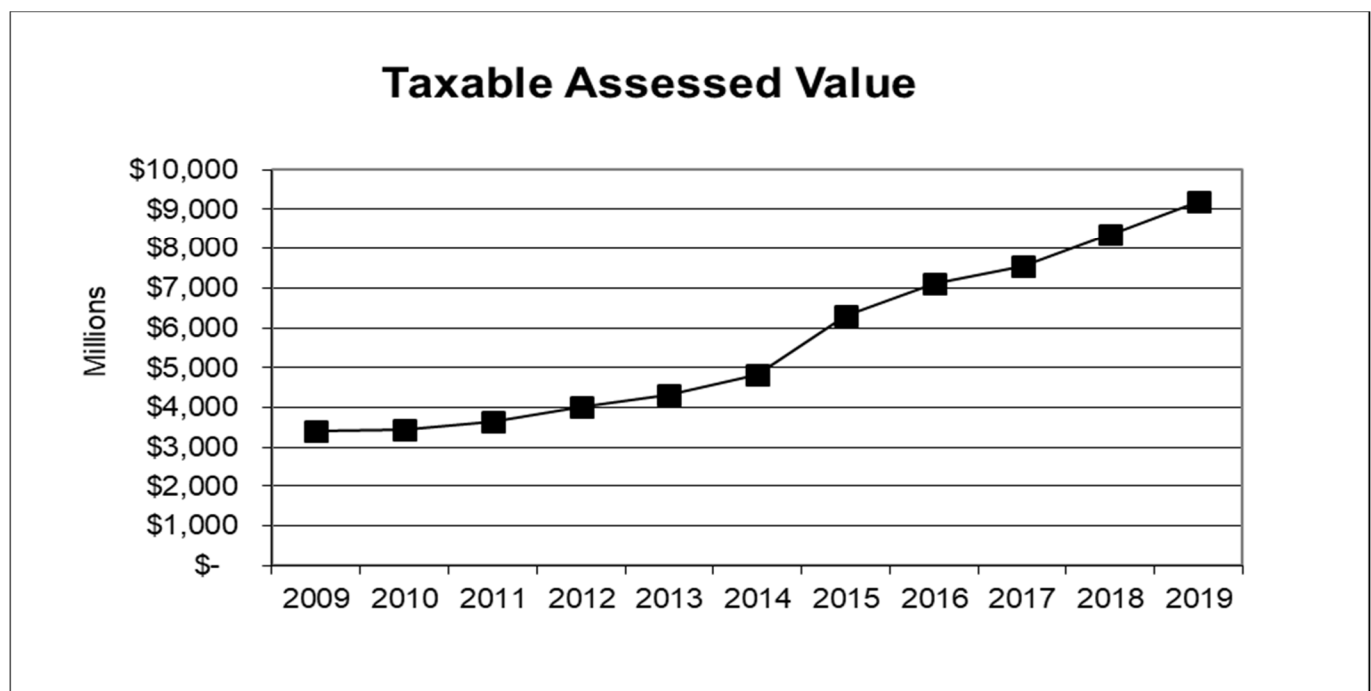
The second largest revenue source of the General Fund is the ad valorem tax (property tax). Property Taxes, including current and delinquent collections, account for 34.2 percent of all General Fund revenues. Property taxes are levied each October 1 on the assessed value listed as of the prior



January 1, for all real and business personal property located within the City. Assessed values represent the appraised value less applicable exemptions authorized by the City Council. Appraised values are established by the Montgomery Central Appraisal District at 100 percent of estimated market values.

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

The property valuations, which are provided by the Montgomery Central Appraisal District (MCAD), totaled \$9,144,248,346 for 2019 (inclusive of over 65/Disabled Freeze amounts). This is an increase of \$791,918,668, or 9.5 percent, over the 2018 certified tax roll. The tax roll is reflective of all taxable property in the City as of January 1, 2019. Increases in taxable assessed value are due to property assessments rising and new construction.



Gross Receipts Taxes: \$6,900,292 (down \$939 or -.01 percent)

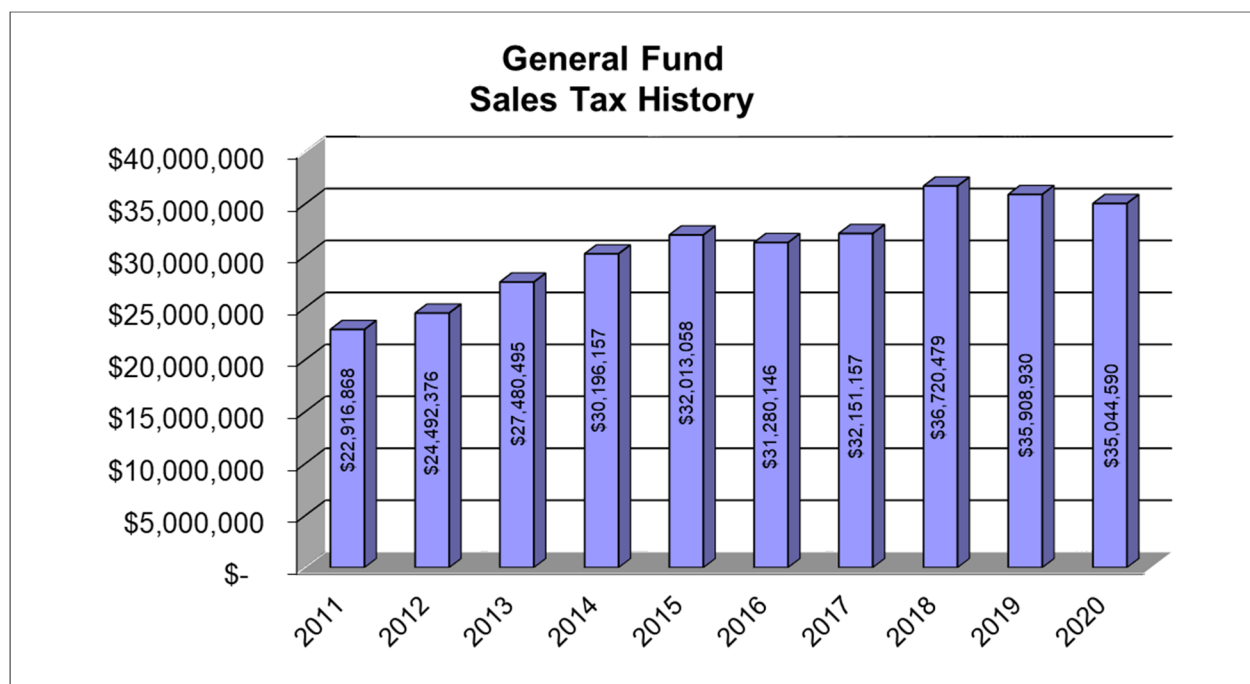
Gross Receipts taxes (also called franchise fees) represent those revenues collected from utilities operating within the City's right-of-way to conduct their business (i.e., commercial solid waste services, CenterPoint Gas, Entergy Electric, and Consolidated Communications). Over the past several years, franchise fees have experienced steady growth in some areas. Gross Receipts taxes include an "In Lieu of Franchise Fee" levied against the City's water and sewer utility. The City's Financial Management Policy provides that the Water and Sewer Operating Fund be charged 4 percent of gross revenues, consistent with franchise rates charged to investor-owned utilities franchised to operate within the City. Increased water and sewer revenues resulted in an 11.6 percent increase in this revenue. However, S.B 1152 passed this year authorizes the cable or phone company to stop paying the lesser of its states cable franchise or



telephone access line fees, whichever are less for the company statewide. The adjustment reduced the overall revenue by 11.3 percent. All other gross receipts taxes are projected to slightly increase or remain flat in this fiscal year. The FY 2019-2020 projections for each franchise fee are based on varying methodologies, according to the type of utility, and are affected by weather conditions and natural gas prices. Gross Receipts Taxes account for 8.4 percent of all General Fund revenues.

Sales Tax Collections: \$35,044,590 (down \$864,340 or -2.41 percent)

The City has experienced a decrease in sales tax revenues during FY 2018-2019 compared to the prior year. The FY 2018-2019 sales tax revenue estimate is supported by a downward trend in overall collections. All business segments have either remained stable or increased since 2014. For FY 2019-2020, we conservatively estimate a 1.0 percent decrease in sales tax revenues excluding one-time audit collections which results in a 0.32 percent decrease. Economic development initiatives have produced a greater diversification in the City's tax base (new commercial retail sales) which will support sales and use taxes increasing in the future.



Sales tax receipts are the result of a tax levy on the sale of goods and services within the City as authorized by the State of Texas. The maximum sales tax allowed in the City of Conroe is 8¼¢ per dollar on all goods and services deemed taxable, 1½¢ of which is deposited into the General Fund. Sales and use taxes constitute the largest revenue source for the General Fund. This revenue source is conservatively budgeted for the coming fiscal year, as it accounts for 42.5 percent of all General Fund revenues.

Other Taxes: \$1,217,454 (up \$20,412 or 1.71 percent)

Two different revenue sources make up the Other Taxes category: Payment-in-Lieu of Taxes (P.I.L.O.T.) and Mixed Beverage Taxes. For the coming fiscal year, these revenues are anticipated to increase by 1.71 percent. The PILOT includes a payment made by the City's Water and Sewer Operating Fund. The payment is based on applying the City's total property tax rate to the total assets of the Water and Sewer Operating Fund. Total assets increased from \$211,535,838 in 2017 to \$216,424,832 in 2018, which



accounts for the increase in this account. Mixed Beverage Taxes are the result of a 6.7 percent tax being applied to all mixed beverage sales within the City. The State Comptroller then remits 10.7143 percent of those tax remittances to the City (approximately 0.072 percent of the total price). An additional 8.25 percent tax is imposed by the State on each mixed beverage sold, prepared, or served, of which the City receives a 10.7143 percent share (or roughly 0.088 percent of the total price). Mixed Beverage Taxes are anticipated to remain flat based on recent trends. Other Taxes account for 1.5 percent of all General Fund revenues.

Licenses and Permits: \$3,241,397 (down \$327,627 or -9.18 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 decline slightly throughout FY 2019-2020 with commercial and residential construction. Total revenues are projected to be slightly down next year despite an overall increase in the number and value of permits in FY 2018-2019. Alarm Fee and Excessive Alarm revenues are anticipated to stay flat for next fiscal year. Licenses and Permits account for 3.9 percent of all General Fund revenues.

Charges for Sales and Services: \$2,794,371 (up \$314,449 or 12.68 percent)

This revenue category accounts for funds earned by the City in exchange for specific types of services provided. These include Refuse Collection Fees, Copy Charges, Planning and Zoning Fees, Code Enforcement Fees, Service Charges, Ticket Sales for bus services, Recreational Programs, Parks Programs, and Animal Shelter Fees. Ticket Sales are anticipated to increase due to new and expanded transportation programs. Planning and Zoning Fees are anticipated to decrease slightly based on known trends from Planning staff. Animal Shelter Fees are based on an agreement with the City of Huntsville and the City of Willis, and the increase in FY 2019-2020 is due to the addition of the City of Willis to the service. All other charges are anticipated to remain flat based on historical trends. Charges for Sales and Services account for 3.4 percent of General Fund revenues.

Fines and Forfeitures: \$1,505,901 (up \$19,476 or 1.31 percent)

Fines and Forfeitures includes revenue generated through the Municipal Court from traffic fines, criminal fines, and commercial vehicle fines. The court is responsible for accepting charges filed on defendants that are observed violating city, county, and state laws within the city limits of Conroe. Overall, these revenues are anticipated to increase slightly in FY 2019-2020. Traffic and criminal fines that are for restricted purposes are accounted for in separate funds as follows: Municipal Court Technology Fund, Municipal Court Building Security Fund, Municipal Court Juvenile Case Manager Fund, Municipal Court Efficiency Fee Fund, and Municipal Court Truancy Prevention Fund. Fines and Forfeitures account for 1.8 percent of all General Fund revenues.

Intergovernmental Revenue: \$2,447,613 (down -\$114,963 or -4.49 percent)

Intergovernmental Revenues include funds derived from interlocal agreements, grants, and seized assets distributed by other governments. In FY 2011-2012, the City began receiving sales tax payments from the Westwood Magnolia Special Improvement District. The agreement states that, in exchange for not annexing the area, the City is to receive 50 percent of sales and use tax revenues from the district. The City anticipates this revenue source to increase by 2.0 percent based on historical trends of taxable sales. Other anticipated revenues include an agreement with the County for 9-1-1 services, an Emergency Management Performance Grant, and various other grants. Overall, the decrease in revenue compared



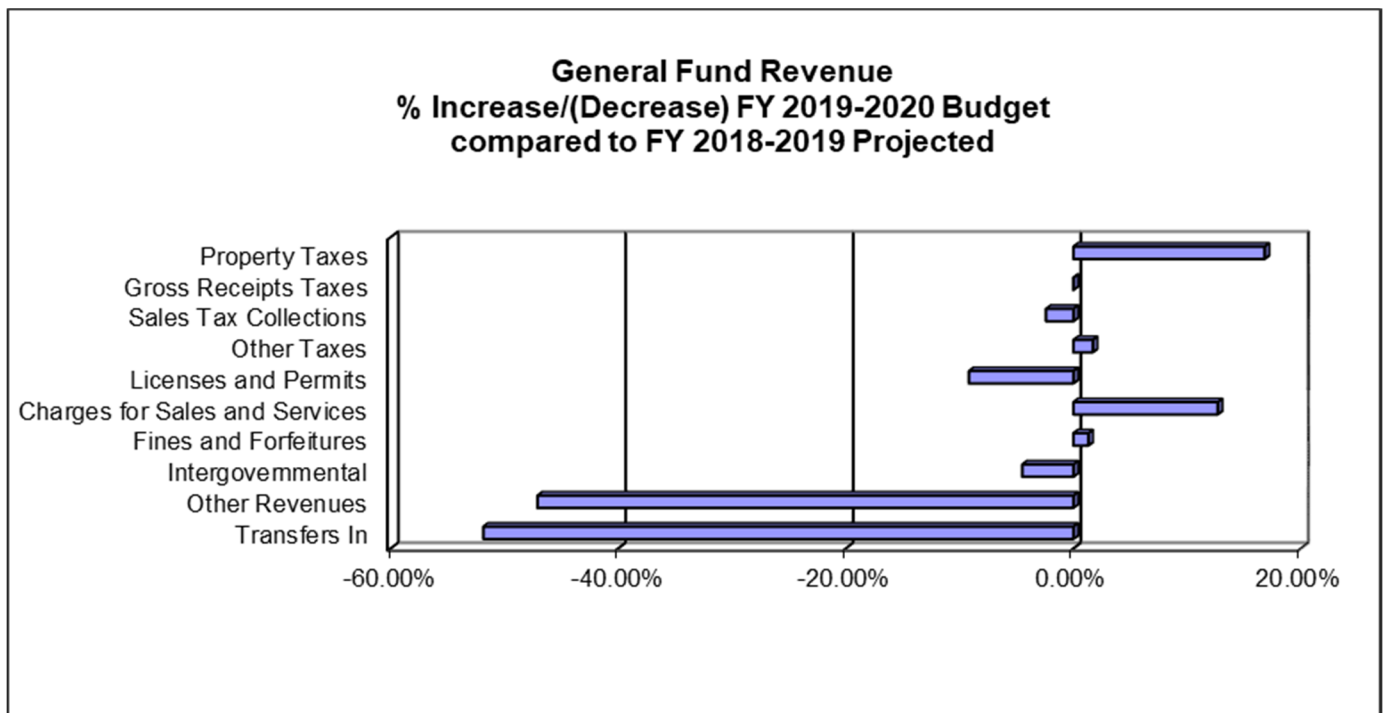
to FY 2018-2019 is a result of agreements and grants that are not ongoing, such as FEMA reimbursements and the Internet Crimes Against Children (ICAC) Grant, which are not anticipated to be received again in FY 2019-2020. The City does not budget for Seized Assets due to the nature of this revenue source; therefore, resulting in a decrease next fiscal year. Intergovernmental revenues account for 3.0 percent of all General Fund revenues.

Other Revenues: \$954,614 (down -\$849,444 or -47.09 percent)

Other Revenues are made up of various sources, including Lease Income, Interest on Investments, Penalty and Interest (from property taxes), Donations, Tree Mitigation fees, Unanticipated Revenues, Insurance Proceeds, and Other Non-Operating Income. This category will decrease overall in FY 2019-2020 as many of these revenues are non-recurring such as Insurance Proceeds, Donations, and Tree Mitigation. Insurance Proceeds in FY 2018-2019 include reimbursements for repair and replacement costs due to flood damages from Hurricane Harvey in August 2017. Lease Income is primarily from radio tower antenna agreements and is decreasing due to one-time payments. Recurring revenues in this category are conservatively expected to remain flat. Other Revenues account for 1.2 percent of all General Fund revenues.

Transfers In: \$168,737 (down -\$181,704 or -51.85 percent)

Transfers In includes scheduled transfers from Other Funds to the General Fund. Transfers In in FY 2018-2019 included funding received from the Community Development Block Grant (CDBG) Entitlement Fund, Municipal Court Special Revenue Funds, Conroe Industrial Development Corporation (CIDC) Fund, and the Fleet Services Fund. Transfers from the CDBG Entitlement Fund and the Municipal Court Special Revenue Funds are reimbursements for salaries and benefits that are anticipated again in the FY 2019-2020 budget. The decrease in Transfers In is a result of a reduction in the CDBG Entitlement Fund transfer. Transfers In revenues account for 0.2 percent of all General Fund revenues.



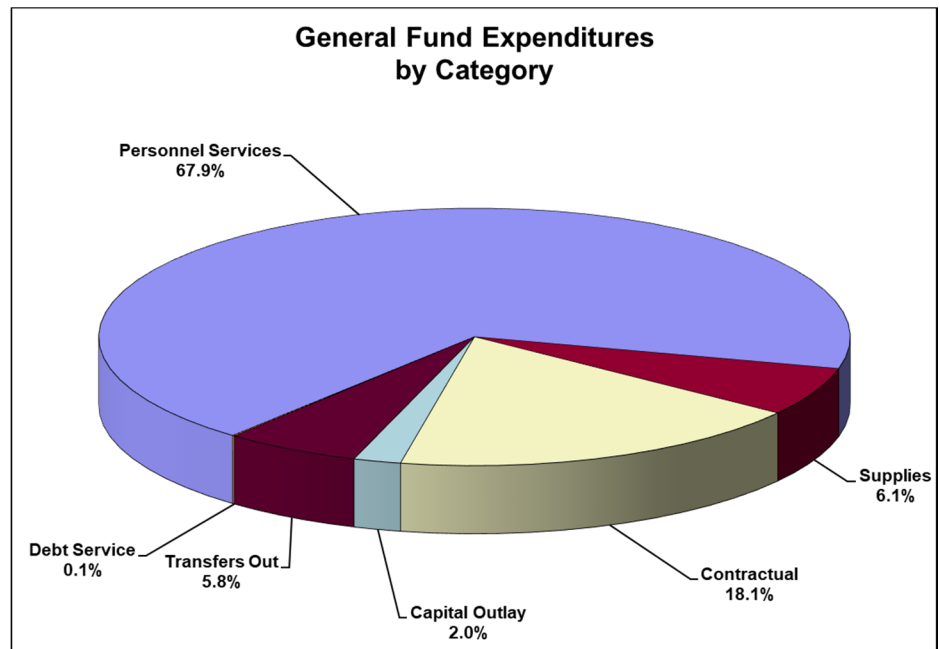
Expenditure Synopsis:

Personnel: \$56,662,822 (up \$5,691,080 or 11.17 percent)

As the single largest expenditure category, personnel expenses account for 67.9 percent of General Fund expenditures. Increases in FY 2019-2020 personnel include thirteen (13) new full-time positions, and the 2019 Compensation Study. The FY 2019-2020 budget includes increases for the Civil Service Step program. For non-Civil Service staff, the budget includes merit raises. The budget does not include a cost of living adjustment (COLA) increase. In addition to salaries, Personnel expenditures include overtime, social security, retirement contributions, worker's compensation, employee insurance, and physicals. In FY 2019-2020, the City will decrease its insurance contribution per full-time employee from \$16,929 to \$13,113, a decrease of 22.5 percent. More information on Personnel increases can be found in the Mayor's Message at the front of this budget document.

**Supplies: \$5,098,623
(down -\$708,984 or -12.21 percent)**

This object classification is for expendable materials and operating supplies necessary to conduct departmental activities. The anticipated decrease for FY 2019-2020 is primarily related to maintaining base budget levels as several departments are projected to exceed their supplies budgets in FY 2018-2019. Expenditures within this classification account for 6.1 percent of all General Fund expenditures.



Contractual: \$15,088,538 (down - \$1,444,061 or - 8.73 percent)

These expenditures are for obligations for services rendered by private firms for such things as legal services, travel and training, and other contractual services. The reduction in these costs are for the one-time Design Study fees for Alligator Creek Riverwalk and one-time IT software expenses that should not reoccur. The proposed budget includes the City's local share of a new Park and Ride commuter bus service that started April 1, 2019, which is partially funded by a grant from H-GAC Congestion Mitigation Air Quality (CMAQ) program. For FY 2019-2020, expenditures within this classification account for 18.1 percent of all General Fund expenditures.



Capital Outlay: \$1,696,264 (down -\$760,776 or -30.96 percent)

This object classification includes large expenditures for capital items such as vehicles, machinery, equipment, and improvements to infrastructure. In FY 2018-2019, the funding included \$500,000 for drainage infrastructure and \$1,240,000 for street maintenance and downtown lighting. The Police Patrol Department received seven (7) upgraded patrol vehicle replacements that were properly equipped. Other capital items included cardio machines and a gymnasium wood floor for the Recreation Center, Information Technology replacement programs, a vehicle for Park Operations, and two (2) vehicles for Community Development. In FY 2019-2020, the funding for drainage infrastructure is \$500,000 and street maintenance is \$1,000,000. The Police Patrol Department will receive funding for twelve (12) patrol vehicle replacements to be upgraded and equipped, the Police Support Department will receive funding for one (1) unmarked vehicle, and the Commercial Vehicle Enforcement Department will receive funding for one (1) enforcement vehicle with the remainder of the funding from the VERF. Expenditures within this classification account for 2.0 percent of all General Fund expenditures.

Transfers Out: \$4,874,834 (down -\$3,390,354 or -41.02 percent)

This object classification includes scheduled transfers from the General Fund to other funds within the City, such as to the Vehicle and Equipment Replacement Fund, Tax Increment Reinvestment Zone (TIRZ) #3 Fund, Conroe Municipal Management District #1 (CMMD #1) Funds, Water and Sewer Operating Fund, and other Funds. A significant portion of the decrease in Transfers Out is to the Vehicle and Equipment Replacement Fund (VERF), which is on a discretionary basis, and decreased from the prior year. The full amount required to fund the VERF in FY 2019-2020 is \$2,710,650 which will be pre-funded in FY2018-2019. The VERF allows the City to replace vehicles and equipment with cash, and save interest costs associated with purchasing these items with debt.

Beginning in FY 2018-2019, transfers include payments to the CMMD #1 Funds per a Reimbursement Agreement and an Economic Development Agreement. Other transfers include funding provided to the Facilities Management Fund and an administrative transfer to the Water and Sewer Operating Fund for water usage, net of administrative overhead provided by General Fund Departments. The FY 2018-2019 budget included a one-time transfer to the General Government CIP Fund for the 3rd Bus Route Improvements project and the use of Tree Mitigation reserves for the drainage mitigation at Stewart Creek project. These were completed in FY2018-2019. Expenditures within this classification account for 5.8 percent of all General Fund expenditures.

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

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



WATER AND SEWER OPERATING FUND

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

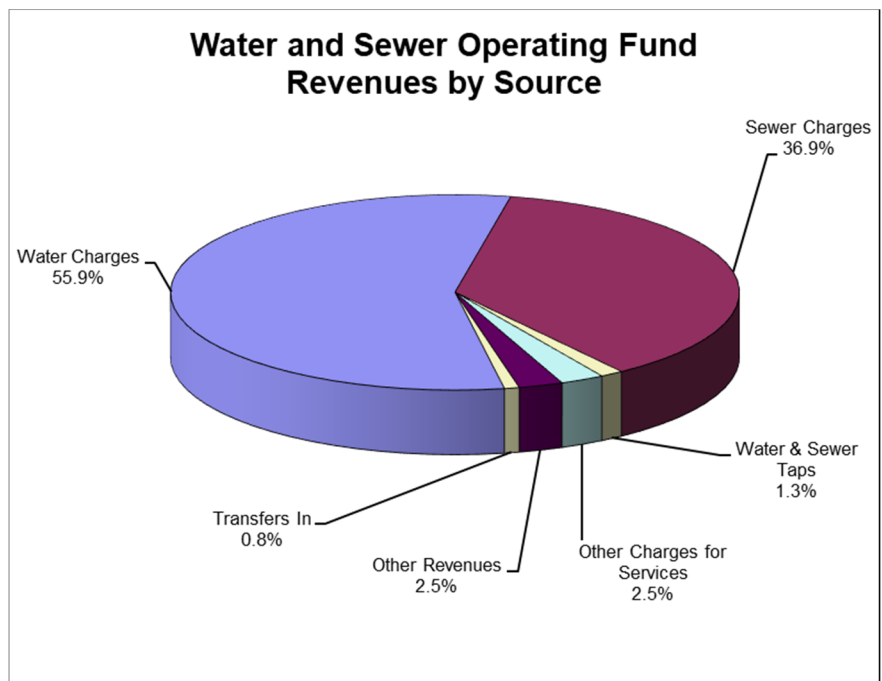
Revenue Assumptions:

Proposed revenues for FY 2019-2020 assumes an overall increase of 8.96 percent compared to FY 2018-2019 projections. The Water and Sewer Operating Fund revenues are anticipated to increase as a result of the continuing growth of the City and rate increases. This fund derives its revenue from: Water Sales; Sewer Charges; Water & Sewer Taps; Surface Water Conversion (SJRA Pass-through) Fee; Groundwater Conservation Fee; Penalties-Utility Billing; and Pretreatment Fees. The following is a brief description of how internal and external factors affect these revenue sources and how the estimated amounts differ from the previous year.

Water Sales: \$26,071,067 (up \$1,808,741 or 7.45 percent)

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

In FY 2019-2020, water rates will remain the same as FY 2018-2019 in residential / sprinkler and commercial rate categories. The water Lifeline Rate discount, for age 65 and older and/or disabled customers, will continue to be offered. Detailed information about the water and sewer rates can be found in the Mayor's Message at the beginning of this budget.



Residential and commercial customer growth is expected to continue to increase in FY 2019-2020; however, actual revenues can vary based on weather conditions. This revenue source has expanded over the past few years due to new development, as well as rate increases in previous fiscal years. The City implemented water conservation rates in April 2010 to encourage customers to conserve water. A long-term water and sewer rate study was performed by NewGen Strategies & Solutions, which looks at the projected costs of operating the water and sewer system and includes the City's 10-year Capital Improvement Program (CIP).



The Groundwater Conservation Fee charge is a pass-through charge of the fee that the City pays to the Lone Star Groundwater Conservation District. The Surface Water Conversion Fee is a fee that was enacted in FY 2009-2010 to recover costs associated with converting the City from ground water to surface water from Lake Conroe. This fee began in May 2010. Customers were billed \$3.15 per 1,000 gallons consumed in FY2018-2019 and the fee is increasing to \$.3.40 per 1,000 gallons consumed in FY2019-2020. The increase to the rate is based on fees charged to the City for surface water treatment and pumpage fees assessed by the San Jacinto River Authority.

Water Sales account for 55.9 percent of all Water and Sewer Operating Fund revenues.

Sewer Charges: \$17,215,254 (up \$2,879,098 or 20.8 percent)

Revenues in this category are expected to increase by 20.8 percent in FY 2019-2020. Actual revenue can vary depending on weather conditions. These revenues include a proposed 20% sewer rate increase for all customers. The sewer Lifeline Rate discount, for age 65 and older and/or disabled customers, will remain the same. Sewer Charges account for 36.9 percent of all Water and Sewer Operating Fund revenues.

Water and Sewer Taps: \$609,088 (up \$0 or 0.00 percent)

Revenues in this category are projected to remain flat in FY 2019-2020. 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 1.3 percent of all Water and Sewer Operating Fund revenues.

Other Charges for Service: \$1,161,507 (up \$0 or 0.00 percent)

This revenue category consists of various sources, including the following: Reconnect Fees, Service Charges, Pretreatment Fees, and Penalty & Interest. These revenue sources will remain flat, and they are conservatively budgeted for FY 2019-2020 based on historical averages. Other Charges for Service revenues account for 2.5 percent of all Water and Sewer Operating Fund revenues.

Other Revenues: \$1,170,657 (down -\$838,648 or -41.74 percent)

This revenue category includes Intergovernmental Revenue, Interest on Investments, Unanticipated Revenues, Insurance Proceeds, Recovery of Bad Debts, and Other Non-Operating Income. This revenue source is expected to decrease because of one-time reimbursements in FY 2018-2019 from insurance proceeds for repairs related to the damages sustained during Hurricane Harvey. Intergovernmental Revenues include collections from an agreement with MUD #95 for water and sewer fees at 1.25 times the current water and sewer rates. Other Revenues account for 2.5 percent of all Water and Sewer Operating Fund revenues.

Transfers In: \$392,118 (down -\$15,272 or -3.75 percent)

The remaining revenue source in the Water and Sewer Operating Fund comes from Transfers In, which includes any transfers made from other funds within the City's budget. Each year, the City calculates an



administrative transfer between the Water and Sewer Operating Fund and General Fund, to cover any administrative overhead provided by departments 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 0.8 percent of all Water and Sewer Operating Fund revenues.

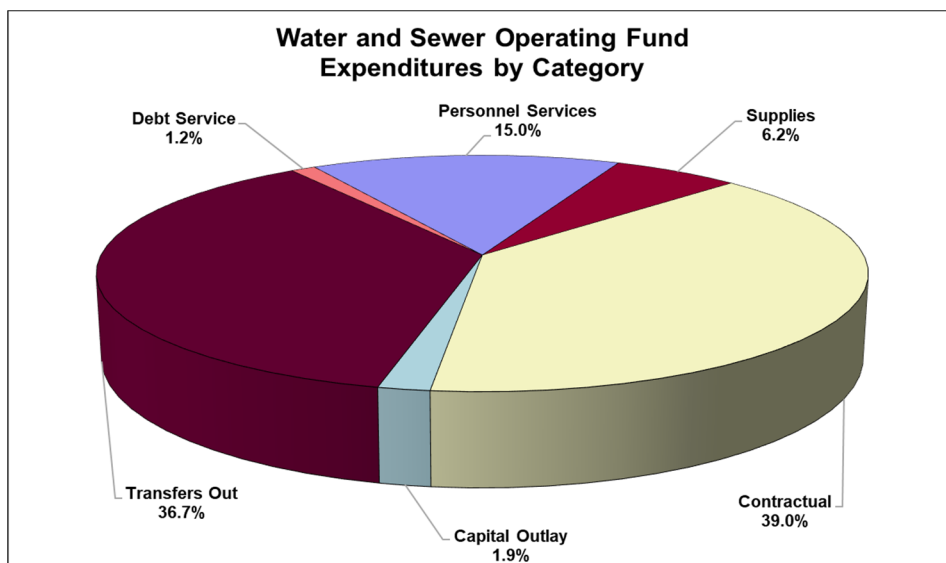
Expenditure Synopsis:

Personnel Services: \$7,118,950 (up \$905,094 or 14.57 percent)

Personnel Services accounts for 15.0 percent of the total Water and Sewer Operating Fund budget. The FY 2019-2020 budget includes four (4) new full-time positions, one (1) reclassified position, merit raises, the 2019 Compensation Study, a decrease in health insurance, and no funding for a COLA. In addition to salaries and insurance, Personnel expenditures include social security, retirement contributions, worker’s compensation, and employee insurance. In FY 2019-2020, the City will decrease its insurance contribution per full-time employee from \$16,929 to \$13,113, a decrease of 22.5 percent. More information on this topic can be seen in the Mayor’s Message at the front of this budget.

Supplies: \$2,923,676 (down -\$347,147 or -10.61 percent)

This object classification is for expendable materials and operating supplies necessary to conduct departmental activities. The anticipated decrease for FY 2019-2020 is primarily related to one-time expenditures in FY 2018-2019 for water meter replacements and increases in other supplies. The purchase of supplies and materials constitutes 6.2 percent of all Water and Sewer Operating Fund expenses.



Contractual: \$18,478,180 (down -\$2,103,781 or -10.22 percent)

Contractual Services accounts for 39.0 percent of the Water and Sewer Operating Fund budget. These expenses are for obligations resulting in services rendered to City activities by private firms for such things as treated water, legal services, travel and training, and other contractual services. The purchase of treated water from the SJRA is included in contractual services. It also includes a Gross Receipts payment “In Lieu of Franchise Fee” levied against the City’s water and sewer utility that is paid to the General Fund. For FY 2019-2020, the overall decrease is attributed to one-time contractual services approved in FY 2018-2019 related to damages sustained during Hurricane Harvey flooding. Additional contract services approved for FY 2019-2020 include increases for legal services, utility easement and right of way maintenance, unregulated contaminant monitoring, water wells security annual maintenance, TCEQ water system annual fee, and travel & training increases.



Capital Outlay: \$896,602 (down -\$844,271 or -48.50 percent)

This object classification includes large expenditures for capital items such as vehicles, machinery, equipment, and improvements to buildings. The increase in comparison to FY 2018-2019 is due to changes in planned, one-time purchases of capital items. In FY 2019-2020, funding is included Sewer Infrastructure repairs and rehabilitation. Expenditures within this classification account for 1.9 percent of all Water and Sewer Operating Fund expenses.

Transfers: \$17,408,479 (up \$486,846 or 2.88 percent)

This object classification includes scheduled transfers from the Water and Sewer Operating Fund to other funds within the City, such as the Water CIP Fund, Sewer CIP Fund, Debt Service Funds, Water and Sewer Vehicle and Equipment Replacement Fund (VERF), and the Facilities Management Fund. Transfers to cash fund water & sewer CIP projects were \$3,798,000 in FY 2018-2019 and \$396,000 in FY 2019-2020. In FY 2019-2020, transfers to Debt Service Funds to cover principal and interest payments increased by \$3,461,486. The increase is the result of new debt requirements in FY 2019-2020. There will be no transfer from the Water and Sewer Operating Fund to the Water and Sewer VERF fund. Expenditures within this classification account for 36.7 percent of all Water and Sewer Operating Fund expenses.

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

These expenditures are to pay debt service on the Seimens energy conservation project which will mature in 2021. This category is remaining flat for this fiscal year. Expenditures within this classification account for 1.2 percent of all Water and Sewer Operating Fund expenses.

GENERAL OBLIGATION DEBT SERVICE FUND

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

The City anticipates issuing bonds in FY 2019-2020 for General Government capital projects which will increase the debt service payment in FY 2019-2020. The bonds will be used to fund construction of: Streets Projects – Street Rehab – Westview Boulevard and Montgomery Park Boulevard; Street Rehab – Tanglewood/Briarwood Phase 1A; Street Rehab – Sherman Area; Street Rehab – Wiggings Village; Street Rehab – Sunset Ridge; Railroad Crossing Quiet Zone Upgrades – Downtown; Sidewalk – Metcalf; Sidewalk – River Pointe Drive; Hike & Bike Trail – Alligator Creek – Option 1; Conroe Municipal Management District #1; Signals Projects – Signal Upgrades – City Wide Flashing Yellow Arrows (5-year Plan); Signal System Upgrades – City Wide Radars (5-year Plan); Signal – North Loop 336 at Montgomery Park Blvd; Facilities Projects – Conroe Police Department Training and Classroom Building; Flood Protection – Police Training Facility/Gun Range; Parks Projects – Oscar Johnson, Jr Community Center; Drainage Projects – Rehab – West Grand Lake.



G.O Debt Service Expenditures	\$ 16,924,176
Property Taxes	\$ 11,256,951
Interest	224,505
Penalties and Interest	90,689
Transfer In	<u>4,618,322</u>
G.O. Debt Service Revenues Total	\$ 16,190,467

WATER AND SEWER DEBT SERVICE FUND

The Water and Sewer Debt Service Fund provides the funds necessary to retire the outstanding utility revenue-supported debt of the City. Debt in this category consists of revenue-supported bonds that are used to pay the cost of improvements to the City's water and wastewater system, and is repaid with revenues collected from utility customers.

The City anticipates issuing bonds in FY 2019-2020 for Water and Sewer capital projects, which will increase the debt service payment in FY 2019-2020. The bonds will be used to fund construction of: Water Projects – Jasper Water Well – SH 105 West; Water Line Rehab – Lewis, Roberson, Dallas, and Palestine; Water Line Rehab – Hwy 105 West to Lester; Water Line Replacement – Sherman Street Area; Water line Rehab – North Thompson Area; Elevated Storage Tank – McCaleb/Tejas; Chapel Run – MUD #149; Sewer Projects – Flood Protection – Southwest Wastewater Treatment Plant; SSOI program; Treatment Plant - Construction of New Plant (PhaseIV); Sewer System Improvements – Carl Barton; Gravity Main Replacement – Upper Stewart Creek Phase 1; Trunk Line Replacement – Stewarts Creek (Avenue M to Ed Kharbat); Trunk Line Replacement – Stewarts Creek (Avenue M to Hwy 105); Lift Station Consolidation – Area No. 01; Lift Station Rehabilitation – West Summerlin and Gun Range; Sewer Rehab and Expansion of Lift Station – Camp Silver Springs Option 1; Lift Station Consolidation – Area No. 03.

W&S Debt Service Expenditures	\$ 15,423,508
Transfer In	<u>\$ 15,423,508</u>
W&S Debt Service Revenues Total	\$ 15,423,508



CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) DEBT SERVICE FUND

The CIDC Debt Service Fund provides the funds necessary to retire the outstanding sales tax revenue- supported debt of the City. Debt in this category consists of revenue-supported bonds that are used to pay the cost of improvements to the Conroe Park North Industrial Park and Deison Technology Park, and is repaid with a portion of the ½ ¢ sales tax charged within the City.

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

In 2018, the City issued sales tax revenue-supported debt to purchase 610 acres adjacent to the existing Conroe Park North Industrial Park for expansion. In 2019, the City issued sales tax revenue-supported debt for the construction and acquisition of roads, streets and bridges and water, sewer and drainage improvements to serve the Conroe Park North Industrial Park.

CIDC Debt Service Expenditures	\$ 6,689,564
Transfer In	<u>\$ 6,689,564</u>
CIDC Debt Service Revenues Total	\$ 6,689,564

OTHER FUNDS

The Other Funds category of the budget includes funds used to account for the proceeds of special revenues other than expendable trusts or major capital projects. These funds include the following: Vehicle and Equipment Replacement Fund; Water and Sewer Vehicle and Equipment Replacement Fund; CIDC Revenue Clearing Fund; CIDC General Fund; Hotel Occupancy Tax (HOT) Fund; Community Development Block Grant (CDBG) Entitlement Fund; Facilities Management Fund; Oscar Johnson, Jr. Community Center Fund; Fleet Services Fund; Transportation Grants Funds; Self-Funded Insurance Fund; Municipal Court Technology Fund; Municipal Court Building Security Fund; Municipal Court Juvenile Case Manager Fund; Municipal Court Efficiency Fee Fund; Municipal Court Truancy Prevention Fund; Longmire Creek Public Improvement District (PID) Fund; Wedgewood Falls PID Fund; and the Animal Shelter Reserve Fund.



City of Conroe Tax Collection History

Analysis of Property Valuations

<u>Roll</u>	<u>Real Property</u>	<u>Personal Property</u>	<u>Exemptions, Over 65/Dis. Freeze & Productivity Loss</u>	<u>Taxable Value</u>
2010	\$3,303,296,062	\$985,264,053	\$838,389,460	\$3,450,170,655
2011	3,468,522,648	1,076,071,214	913,635,952	3,630,957,910
2012	3,795,738,293	1,224,422,172	1,017,472,186	4,002,688,279
2013	4,108,242,252	1,444,595,982	1,230,012,103	4,322,826,131
2014	4,513,081,854	1,577,299,368	1,260,587,672	4,829,793,550
2015	6,140,549,278	1,762,388,483	1,593,198,016	6,309,739,745
2016	6,873,325,110	1,765,772,245	1,512,848,618	7,126,248,737
2017	7,435,324,200	1,785,773,366	1,664,971,163	7,556,126,403
2018	8,259,188,392	1,889,881,854	1,796,740,568	8,352,329,678
2019	8,893,288,701	2,228,042,199	1,977,082,554	9,144,248,346

Analysis of Ad Valorem Tax Rate

<u>Fiscal Year</u>	<u>General Fund</u>	<u>Debt Service</u>	<u>Total per \$100</u>
2010-11	\$0.2500	\$0.1700	\$ 0.4200
2011-12	0.2500	0.1700	0.4200
2012-13	0.2500	0.1700	0.4200
2013-14	0.2500	0.1700	0.4200
2014-15	0.2500	0.1700	0.4200
2015-16	0.2750	0.1450	0.4200
2016-17	0.2925	0.1250	0.4175
2017-18	0.2925	0.1250	0.4175
2018-19	0.2925	0.1250	0.4175
2019-20	0.3125	0.1250	0.4375

Current Tax Levy and Collections

<u>Fiscal Year</u>	<u>Levied</u>	<u>Collected</u>	<u>Percent of Collections</u>
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	26,500,907	26,080,220	98%
2016-17	29,752,088	29,693,214	98%
2017-18	31,546,828	31,308,638	98%
2018-19	34,870,976	34,284,651	98%
2019-20 est.	40,006,087	39,205,965	98%



City of Conroe
Proposed Ad Valorem Tax Structure

2019 Tax Year (Certified)

Taxable Assessed Valuation	\$9,144,248,346
Proposed Rate	\$0.4375
Estimated Levy	\$40,006,087
Estimated Collection Percentage	98%
Estimated Net Ad Valorem Taxes	\$39,205,965

Distribution (Current)

	<u>Rate</u>	<u>Percent</u>	
General Fund	\$0.3125	70.10%	\$28,004,261
G.O. Debt Service Fund	\$0.1250	29.90%	\$11,201,704

Distribution (Delinquent)

General Fund	\$195,029
G.O. Debt Service Fund	\$55,247

Distribution (Penalties & Interest)

General Fund	\$147,857
G.O. Debt Service Fund	\$90,689





(This page intentionally left blank.)



GENERAL FUND



FY 19-20 Budget Summary General Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Dollar FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 30,737,156	\$ 30,737,156	\$ -	\$ 27,029,498	\$ -	\$ 27,029,498	\$ (3,707,658)	-12.1%
General Fund Revenues:									
Revenues	\$ 79,449,949	\$ 77,531,691	\$ 80,401,697	\$ 2,870,006	\$ 82,474,339	\$ -	\$ 82,474,339	\$ 4,942,648	6.4%
Total Revenues	\$ 79,449,949	\$ 77,531,691	\$ 80,401,697	\$ 2,870,006	\$ 82,474,339	\$ -	\$ 82,474,339	\$ 4,942,648	6.4%
Total Resources	\$ 79,449,949	\$ 108,268,847	\$ 111,138,853	\$ 2,870,006	\$ 109,503,837	\$ -	\$ 109,503,837	\$ 1,234,990	1.1%
General Fund Expenditures:									
Administration	\$ 800,034	\$ 665,415	\$ 711,740	\$ (46,325)	\$ 642,876	\$ 23,967	\$ 666,843	\$ 1,428	0.2%
Mayor and Council	634,689	686,960	643,998	42,962	701,011	55,500	756,511	69,551	10.1%
Transportation	846,767	2,183,248	1,589,709	593,539	1,419,562	752,418	2,171,980	(11,268)	-0.5%
Legal	537,683	795,593	678,614	116,979	671,435	-	671,435	(124,158)	-15.6%
Municipal Court	1,058,577	1,309,875	1,245,973	63,902	1,282,294	31,105	1,313,399	3,524	0.3%
Finance	2,045,037	2,376,538	2,347,932	28,606	2,200,128	148,974	2,349,102	(27,436)	-1.2%
CDBG Administration	140,730	154,533	166,536	(12,003)	151,819	-	151,819	(2,714)	-1.8%
Purchasing-Warehouse	388,435	413,539	412,345	1,194	411,741	8,813	420,554	7,015	1.7%
Information Technology	2,585,363	2,946,463	2,853,790	92,673	2,597,515	191,237	2,788,752	(157,711)	-5.4%
Human Resources	910,670	963,230	925,667	37,563	949,057	30,889	979,946	16,716	1.7%
Police Administration	1,574,685	1,511,063	1,337,935	173,128	1,425,977	121,845	1,547,822	36,759	2.4%
Police Support	1,613,505	1,541,646	1,599,231	(57,585)	1,498,765	78,002	1,576,767	35,121	2.3%
Police Patrol	12,069,111	11,874,621	12,090,796	(216,175)	11,108,350	1,733,676	12,842,026	967,405	8.1%
Police Investigative Services	4,098,610	4,074,444	4,332,011	(257,567)	4,029,734	216,658	4,246,392	171,948	4.2%
Police Animal Services	749,561	779,260	749,151	30,109	735,674	44,661	780,335	1,075	0.1%
Police CVEP	122,658	134,238	134,096	142	132,256	18,166	150,422	16,184	12.1%
Fire	15,867,987	17,244,517	16,835,373	409,144	16,017,737	2,349,053	18,366,790	1,122,273	6.5%
Parks & Rec Administration	858,927	926,731	924,181	2,550	867,918	103,013	970,931	44,200	4.8%
Recreation Center	1,423,334	1,356,561	1,577,119	(220,558)	1,251,200	76,360	1,327,560	(29,001)	-2.1%
Aquatic Center	1,494,800	1,490,129	1,464,398	25,731	1,446,997	192,895	1,639,892	149,763	10.1%
Park Operations	2,085,543	2,642,300	2,572,907	69,393	2,120,255	377,252	2,497,507	(144,793)	-5.5%
Community Development	2,051,321	2,999,165	2,850,309	148,856	978,234	65,666	1,043,900	(1,955,265)	-65.2%
Drainage Maintenance	893,822	1,498,232	1,471,844	26,388	973,709	500,000	1,473,709	(24,523)	-1.6%
Street Maintenance	4,553,545	5,186,903	5,249,327	(62,424)	3,837,436	1,203,009	5,040,445	(146,458)	-2.8%
Signal Maintenance	1,003,667	1,216,132	1,215,856	276	1,165,120	4,000	1,169,120	(47,012)	-3.9%
Sign Maintenance	8,594	743,473	693,660	49,813	699,394	21,500	720,894	(22,579)	-3.0%
Engineering	2,574,194	3,452,407	3,346,771	105,636	2,935,264	175,037	3,110,301	(342,106)	-9.9%
Building Inspections and Permits	-	-	-	-	1,471,802	24,315	1,496,117	1,496,117	N/A
GF Non-Departmental	11,176,109	10,965,980	14,088,086	(3,122,106)	10,234,794	990,195	11,224,989	259,009	2.4%
Total Expenditures	\$ 74,167,958	\$ 82,133,196	\$ 84,109,355	\$ (1,976,159)	\$ 73,958,054	\$ 9,538,206	\$ 83,496,260	\$ 1,363,064	1.7%
New Fund Balance:		\$ 26,135,651	\$ 27,029,498	\$ 893,847	\$ 35,545,783		\$ 26,007,577	\$ (128,074)	
90-Day Reserve:		\$ 20,533,299	\$ 21,027,339		\$ 18,489,514		\$ 20,874,065		
Over/(Under):		5,602,352	6,002,159		17,056,270		5,133,512		
Breakdown of Transfer In:									
CDBG Entitlement Fund					\$ 108,500				
Municipal Court Building Security Fund					20,000				
Municipal Court Juvenile Case Manager Fund					40,237				
Municipal Court Technology Fund					-				
Transportation Grants					-				
Administrative Transfer (W/S)					-				
HOT Fund					-				
Total					\$ 168,737				
Breakdown of Transfer Out:									
TIRZ #2 Fund					\$ -				
TIRZ #3 Fund					2,749,567				
CMMD#1 Reimbursement Agreement					179,042				
CMMD#1 Economic Development					273,589				
CMMD#1 Economic Development - Sales Tax					150,000				
Vehicle & Equipment Fund - Police Leases					185,700				
Vehicle & Equipment Fund - General and Police					-				
Vehicle & Equipment Fund - Fire					-				
Vehicle & Equipment Fund - Transportation					29,568				
Net Administrative Transfer					392,118				
Facilities Management Fund					765,250				
Streets CIP - 3rd Bus Route Improvements					-				
Drainage CIP - Mitigation - Stewart Creek (Tree Mitigation)					150,000				
W&S Oper - Rate Stabilization					-				
Total					\$ 4,874,834				



FY 19-20 Budget Summary by Category General Fund

	<u>FY 18-19 Budget</u>	<u>FY 18-19 Estimate</u>	<u>Under/ (Over)</u>	<u>FY 19-20 Base</u>	<u>FY 19-20 Supplemental</u>	<u>FY 19-20 Proposed</u>
Personnel	\$ 52,638,910	\$ 50,971,742	\$ 1,667,168	\$ 50,712,383	\$ 5,950,439	\$ 56,662,822
Supplies	5,441,055	\$ 5,807,607	(366,552)	\$ 4,812,267	\$ 286,356	5,098,623
Contractual	16,596,567	\$ 16,532,599	63,968	\$ 13,483,391	\$ 1,605,147	15,088,538
Capital Outlay	2,398,010	\$ 2,457,040	(59,030)	\$ -	\$ 1,696,264	1,696,264
Transfers	4,983,475	\$ 8,265,188	(3,281,713)	\$ 4,874,834	\$ -	4,874,834
Debt Service	75,179	\$ 75,179	-	\$ 75,179	\$ -	75,179
Total	<u>\$ 82,133,196</u>	<u>\$ 84,109,355</u>	<u>\$ (1,976,159)</u>	<u>\$ 73,958,054</u>	<u>\$ 9,538,206</u>	<u>\$ 83,496,260</u>



**FY19-20 Supplemental Requests
General Fund**

Department/Division	ID	Dept. Rank	Supplemental Request Title	Requested Amount ¹	FY 18-19 Purchase ²	FY 19-20 Approved ³	Type
0001-1041 Administration	5524	1	2019 Compensation Study Effective Oct 1, 2019	\$ 23,967	\$ -	\$ 23,967	Enhanced Program
Administration Total				\$ 23,967	\$ -	\$ 23,967	
0001-1042 Mayor and Council	947	1	2020 Elections	55,500	-	55,500	Non-discretionary Adjustment
Mayor and Council Total				\$ 55,500	\$ -	\$ 55,500	
0001-1044 Transportation	4496	1	Transportation Grant Funds	651,153	-	651,153	Non-discretionary Adjustment
0001-1044 Transportation	5517	2	Transit Coordinator - Financial Analyst Oct 1, 2019	93,916	-	88,195	New Personnel
0001-1044 Transportation	4471	3	Rental Expenses	9,000	-	9,000	Non-discretionary Adjustment
0001-1044 Transportation	5525	4	2019 Compensation Study Effective Oct 1, 2019	4,070	-	4,070	Enhanced Program
Transportation Total				\$ 758,139	\$ -	\$ 752,418	
0001-1060 Legal	4449	1	Municipal Court Prosecutor Memberships	335	-	-	Non-discretionary Adjustment
0001-1060 Legal	3215	2	Legal Library	21,561	-	-	Non-discretionary Adjustment
0001-1060 Legal	4448	3	Municipal Court Prosecutor Travel & Training	2,000	-	-	Non-discretionary Adjustment
Legal Total				\$ 23,896	\$ -	\$ -	
0001-1070 Municipal Court	4387	1	Dep Court Clerk I Reclass to Dep Court Clerk I I	5,214	-	-	Enhanced Program
0001-1070 Municipal Court	5526	2	2019 Compensation Study Effective Oct 1, 2019	31,105	-	31,105	Enhanced Program
Municipal Court Total				\$ 36,319	\$ -	\$ 31,105	
0001-1100 Finance	1049	1	Capital Asset And Compliance Accountant Oct 1, 2019	82,394	-	82,394	New Personnel
0001-1100 Finance	4490	2	Maintenance Support Budget Software	14,980	-	-	Non-discretionary Adjustment
0001-1100 Finance	5527	5	2019 Compensation Study Effective Oct 1, 2019	34,039	-	34,039	Enhanced Program
0001-1100 Finance	5528	6	2019 Compensation Study Effective Oct 1, 2019	22,073	-	22,073	Enhanced Program
0001-1100 Finance	5529	7	2019 Compensation Study Effective Oct 1, 2019	10,468	-	10,468	Enhanced Program
0001-1100 Finance	4494	3	Financial/Investment Analyst	78,641	-	-	New Personnel
0001-1100 Finance	2887	4	Additional Training For Personnel	6,000	-	-	Enhanced Program
Finance Total				\$ 248,595	\$ -	\$ 148,974	
0001-1110 CDBG Administration	4434	1	PT CDBG Assistant	22,584	-	-	New Personnel
0001-1110 CDBG Administration	4432	2	Five Year Plan CDBG Consultant	20,000	-	-	Non-discretionary Adjustment
0001-1110 CDBG Administration	1414	3	CDBG Advisory Board Materials And Refreshments	1,500	-	-	Enhanced Program
0001-1110 CDBG Administration	4433	4	CDBG Furniture Replacement	1,000	-	-	Replacement Equipment
0001-1110 CDBG Administration	4350	5	CDBG Leased Equipment	5,100	-	-	New Equipment
CDBG Administration Total				\$ 50,184	\$ -	\$ -	
0001-1120 Purchasing-Warehouse	5530	1	2019 Compensation Study Effective Oct 1, 2019	8,813	-	8,813	Enhanced Program
Purchasing-Warehouse Total				\$ 8,813	\$ -	\$ 8,813	
0001-1130 Information Technology	4445	1	I. T. S. P. - Information Security Analyst	113,244	-	-	New Personnel
0001-1130 Information Technology	5522	1	Contract - I. T. S. P. - Information Security Analyst	100,000	-	-	Non-discretionary Adjustment
0001-1130 Information Technology	5531	1	2019 Compensation Study Effective Oct 1, 2019	5,307	-	5,307	Enhanced Program
0001-1130 Information Technology	3149	2	Reclass G I S Coordinator To G I S Supervisor	11,716	-	-	Enhanced Program
0001-1130 Information Technology	4495	2	Reclass Network Systems Supervisor	7,810	-	-	Enhanced Program
0001-1130 Information Technology	3150	3	Certification Incentive Pay	11,891	-	-	New Program
0001-1130 Information Technology	2300	4	U P S Battery Replacement - City Hall Backup Power	26,500	-	-	Replacement Equipment
0001-1130 Information Technology	1370	5	I. T. S. P. - Disaster Recovery Contingency Plan	60,000	-	-	New Program
0001-1130 Information Technology	3071	6	Storage Replacement Program	60,000	-	-	Replacement Equipment
0001-1130 Information Technology	1704	7	Server Replacement Program	30,000	-	-	Replacement Equipment
0001-1130 Information Technology	2510	8	Switch Replacement Program	45,000	-	-	Replacement Equipment
0001-1130 Information Technology	2511	9	P C Replacement Program	30,000	-	-	Replacement Equipment
0001-1130 Information Technology	2709	10	Firewall For P W And Management Software	34,170	-	-	New Equipment
0001-1130 Information Technology	4446	11	Fortinac Network Access Control Device	17,100	-	-	New Equipment
0001-1130 Information Technology	2085	12	G I S Architecture Enhancement Services	15,000	-	-	Enhanced Program
0001-1130 Information Technology	2367	13	Software Maintenance Increases For I T	81,700	-	81,700	Non-discretionary Adjustment
0001-1130 Information Technology	3293	14	Software Maintenance Increase For P D - Spillman, Etc.	57,600	-	57,600	Non-discretionary Adjustment
0001-1130 Information Technology	3291	15	Software Maintenance Increase For Other - Kronos, Incode	46,630	-	46,630	Non-discretionary Adjustment
Information Technology Total				\$ 753,668	\$ -	\$ 191,237	
0001-1160 Human Resources	5532	1	2019 Compensation Study Effective Oct 1, 2019	30,889	-	30,889	Enhanced Program
Human Resources Total				\$ 30,889	\$ -	\$ 30,889	
0001-1201 Police Administration	5533	1	2019 Compensation Study Effective Oct 1, 2019	121,845	-	121,845	Enhanced Program
Human Resources Total				\$ 121,845	\$ -	\$ 121,845	
0001-1202 Police Support	4454	1	Cost Increases For Proper Building Upkeep	57,300	-	-	Non-discretionary Adjustment
0001-1202 Police Support	5534	3	2019 Compensation Study Effective Oct 1, 2019	70,888	-	70,888	
0001-1202 Police Support	4453	2	Unmarked Vehicle Police Lieutenant (replaces 0946)	7,114	-	7,114	V E R F (upgrade Only)
Police Support Total				\$ 135,302	\$ -	\$ 78,002	

**FY19-20 Supplemental Requests
General Fund**

Department/Division	ID	Dept. Rank	Supplemental Request Title	Requested Amount ¹	FY 18-19 Purchase ²	FY 19-20 Approved ³	Type
0001-1203 Police Patrol	3157	1	Twelve (12) Police Patrol Vehicles	90,000	-	90,000	V E R F (upgrade Only)
0001-1203 Police Patrol	3271	2	Equipment Package For Canine Tahoe	4,800	-	4,800	New Equipment
0001-1203 Police Patrol	4443	3	Body Worn Cameras	6,810	-	-	Replacement Equipment
0001-1203 Police Patrol	4427	4	Communication Manager	90,565	-	-	New Personnel
0001-1203 Police Patrol	4437	5	Police Officer (19 originally requested - 6 revised as phase I)	1,997,874	-	596,582	New Personnel
0001-1203 Police Patrol	4470	6	Police Sergeant (1)	105,041	-	-	New Personnel
0001-1203 Police Patrol	5535	7	2019 Compensation Study Effective Oct 1, 2019	1,042,294	-	1,042,294	Enhanced Program
Police Patrol Total				\$ 3,337,384	\$ -	\$ 1,733,676	
0001-1204 Police Investigative Services	3177	4	Covert Tracking Pole Camera	14,600	-	-	New Equipment
0001-1204 Police Investigative Services	3180	2	Additional Copy Machine	5,331	-	-	Non-discretionary Adjustment
0001-1204 Police Investigative Services	3281	1	Vigilant Plate Reader Software	18,500	-	-	Non-discretionary Adjustment
0001-1204 Police Investigative Services	4441	5	Video Enhancement Software	4,500	-	-	New Equipment
0001-1204 Police Investigative Services	4444	3	Bullet Trap	4,000	-	-	New Equipment
0001-1204 Police Investigative Services	5536	6	2019 Compensation Study Effective Oct 1, 2019	216,658	-	216,658	Enhanced Program
Police Investigative Services Total				\$ 263,589	\$ -	\$ 216,658	
0001-1206 Police Animal Services	4466	1	Care Corp Contract Increase, Willis Agreement	40,200	-	40,200	Non-discretionary Adjustment
0001-1206 Police Animal Services	5537	2	2019 Compensation Study Effective Oct 1, 2019	4,461	-	4,461	Enhanced Program
Police Animal Services Total				\$ 44,661	\$ -	\$ 44,661	
0001-1209 Commercial Vehicle Enforcement	4423	0	CMV Enforcement Vehicle	12,627	-	12,627	V E R F (upgrade Only)
0001-1209 Commercial Vehicle Enforcement	5538	1	2019 Compensation Study Effective Oct 1, 2019	5,539	-	5,539	Enhanced Program
Commercial Vehicle Enforcement Total				\$ 18,166	\$ -	\$ 18,166	
0001-1300 Fire	4355	1	Battalion Chiefs Three (3) Effective Feb 1, 2020	552,150	-	413,549	New Personnel
0001-1300 Fire	3101	2	Six (6) Firefighters To Maintain Minimum Staffing	482,913	-	-	New Personnel
0001-1300 Fire	4481	3	Preemption Vehicle Kits	125,000	125,000	-	New Program
0001-1300 Fire	4488	4	Specialized Training Program	25,000	-	-	Enhanced Program
0001-1300 Fire	4480	5	Security Access Control Upgrade	100,000	-	-	Non-discretionary Adjustment
0001-1300 Fire	4487	6	Flood Response Program	92,000	-	-	Enhanced Program
0001-1300 Fire	3022	7	Fire Station Alerting System, 2 Per Year	90,000	-	-	Replacement Equipment
0001-1300 Fire	4479	8	One Engine Operator (1) Deputy Fire Marshal	137,542	-	-	New Personnel
0001-1300 Fire	4502	9	Firefighter Cancer Prevention Program	95,000	-	95,000	New Program
0001-1300 Fire	5539	10	2019 Compensation Study Effective Oct 1, 2019	1,840,504	-	1,840,504	Enhanced Program
Fire Total				\$ 3,540,109	\$ 125,000	\$ 2,349,053	
0001-1400 Parks & Rec Administration	4478	1	Programming For Senior Citizens	192,615	-	90,000	New Program
0001-1400 Parks & Rec Administration	4402	2	Master Plan Update	50,000	-	-	New Program
0001-1400 Parks & Rec Administration	4403	3	Dallas Street Landscaping Enhancements - Design	45,000	-	-	New Program
0001-1400 Parks & Rec Administration	4399	4	Police Officer	175,850	-	-	New Personnel
0001-1400 Parks & Rec Administration	5540	5	2019 Compensation Study Effective Oct 1, 2019	13,013	-	13,013	Enhanced Program
Parks & Rec Administration Total				\$ 476,478	\$ -	\$ 103,013	
0001-1410 Recreation Center	278	3	Gym Curtain	15,000	-	-	Replacement Equipment
0001-1410 Recreation Center	555	5	Cardio Machines	15,000	-	-	Replacement Equipment
0001-1410 Recreation Center	4458	4	Contract Softball Umpires Rate Increase	5,376	-	-	Enhanced Program
0001-1410 Recreation Center	4459	2	Rec Leader - New Youth Flag Football League	15,418	-	-	New Personnel
0001-1410 Recreation Center	4485	1	Recreation Coordinator - Athletics	22,449	-	-	New Personnel
0001-1410 Recreation Center	5541	6	2019 Compensation Study Effective Oct 1, 2019	76,360	-	76,360	Enhanced Program
Recreation Center Total				\$ 149,603	\$ -	\$ 76,360	
0001-1440 Aquatic Center	971	2	Pool Furniture	41,560	-	-	Replacement Equipment
0001-1440 Aquatic Center	2422	4	Replaster Oscar Johnson, Jr Community Center Pool	25,300	-	-	New Equipment
0001-1440 Aquatic Center	2633	1	Part-time Salaries	84,960	-	-	Non-discretionary Adjustment
0001-1440 Aquatic Center	4298	3	Contract Maintenance	19,500	-	-	Enhanced Program
0001-1440 Aquatic Center	5542	5	2019 Compensation Study Effective Oct 1, 2019	192,895	-	192,895	Enhanced Program
Aquatic Center Total				\$ 364,215	\$ -	\$ 192,895	
0001-1450 Park Operations	4450	1	Additional Mowing Services - Carl Barton, Jr. Park	127,000	-	127,000	Non-discretionary Adjustment
0001-1450 Park Operations	4391	2	Additional Mowing Services - Parks & Facilities	130,000	-	130,000	Non-discretionary Adjustment
0001-1450 Park Operations	4451	3	Additional Mowing Services - Wedgewood Property	83,000	-	83,000	New Program
0001-1450 Park Operations	2847	4	Additional Utilities Funding	25,000	-	25,000	Non-discretionary Adjustment
0001-1450 Park Operations	4392	5	Vehicle Upgrade (1029)	10,000	-	10,000	V E R F (upgrade Only)
0001-1450 Park Operations	4401	6	Court Lighting	61,000	-	-	Enhanced Program
0001-1450 Park Operations	5543	7	2019 Compensation Study Effective Oct 1, 2019	2,252	-	2,252	Enhanced Program
Park Operations Total				\$ 438,252	\$ -	\$ 377,252	

FY19-20 Supplemental Requests General Fund

Department/Division	ID	Dept. Rank	Supplemental Request Title	Requested Amount ¹	FY 18-19 Purchase ²	FY 19-20 Approved ³	Type
0001-1500 Community Development	1281	1	Urban Forester	156,471	-	-	New Personnel
0001-1500 Community Development	2859	11	Overtime	43,808	-	-	Non-discretionary Adjustment
0001-1500 Community Development	2860	2	Community Development Aide	69,647	-	-	New Personnel
0001-1500 Community Development	3073	10	Code Enforcement Uniforms	4,000	-	-	Enhanced Program
0001-1500 Community Development	3079	8	Certification Incentive Pay For Inspectors	30,197	-	-	Enhanced Program
0001-1500 Community Development	4389	3	Comm. Dev. Coordinator - Reclass From Sect. II	11,166	-	-	New Personnel
0001-1500 Community Development	4442	4	Open Records Request Coordinator	71,387	-	-	New Personnel
0001-1500 Community Development	4461	5	Sr. Bldg. Insp. - Reclass from Bldg. Insp (1 Of 3)	7,874	-	-	New Personnel
0001-1500 Community Development	4473	9	Code Enforcement Officer	109,334	-	-	New Personnel
0001-1500 Community Development	4482	6	Sr. Bldg. Insp. - Reclass From Bldg. Insp (2 Of 3)	7,874	-	-	New Personnel
0001-1500 Community Development	4483	7	Sr. Bldg. Insp. - Reclass From Bldg. Insp (3 Of 3)	7,874	-	-	New Personnel
0001-1500 Community Development	5544	13	2019 Compensation Study Effective Oct 1, 2019	18,890	-	18,890	Enhanced Program
0001-1500 Community Development	5523	12	Downtown Manager Apr 1, 2020	46,776	-	46,776	New Personnel
Community Development Total				\$ 585,298	\$ -	\$ 65,666	
0001-1530 Drainage Maintenance	4382	1	New 30 Yard Refuse Truck	197,500	-	-	New Equipment
0001-1530 Drainage Maintenance	4430	2	Increase Funds In Account 1530-7200	25,000	-	-	Enhanced Program
0001-1530 Drainage Maintenance	2397	3	Materials For Drainage Projects	500,000	-	500,000	Enhanced Program
Drainage Maintenance Total				\$ 722,500	\$ -	\$ 500,000	
0001-1540 Street Maintenance	4376	1	30 Yard Refuse Truck	200,500	-	-	New Equipment
0001-1540 Street Maintenance	4409	2	Upgraded 2-way Radios And Lightbar	7,908	-	-	Replacement Equipment
0001-1540 Street Maintenance	4428	3	Upgrade Existing Equipment For E 9805 Replacement	5,000	-	-	V E R F (upgrade Only)
0001-1540 Street Maintenance	4475	4	Additional Funding Needed For VERF Replacement	1,009	-	1,009	V E R F (upgrade Only)
0001-1540 Street Maintenance	1938	5	Increase Funds In Account 1540-8060	150,000	-	150,000	Non-discretionary Adjustment
0001-1540 Street Maintenance	738	6	2 - Sand Spreaders	43,265	-	-	New Equipment
0001-1540 Street Maintenance	3287	7	Increase Funds In Account 1540-7200	52,000	-	52,000	Non-discretionary Adjustment
0001-1540 Street Maintenance	1173	8	Asphalt Overlay Program Funds	1,000,000	-	1,000,000	Enhanced Program
Street Maintenance Total				\$ 1,459,682	\$ -	\$ 1,203,009	
0001-1550 Signal Maintenance	2559	1	2 Journeymen & 2 Apprentice Electricians (2 Crews)	719,572	-	-	New Personnel
0001-1550 Signal Maintenance	2732	2	Traffic Signal Battery Backups	210,000	-	-	New Equipment
0001-1550 Signal Maintenance	4397	3	Traffic Signal Replacement Bulbs	385,000	-	-	Replacement Equipment
0001-1550 Signal Maintenance	2806	4	Replace Signal Loops With Radar Detection	121,550	-	-	New Equipment
0001-1550 Signal Maintenance	2752	6	Bobcat Compact Excavator	42,500	-	-	New Equipment
0001-1550 Signal Maintenance	1511	7	Traffic Signal Replacement Parts	80,000	-	-	Replacement Equipment
0001-1550 Signal Maintenance	3122	8	Scissor Lift	32,575	-	-	New Equipment
0001-1550 Signal Maintenance	3135	9	Increase Funds In 1550-7200 School Zone Parts	75,000	-	-	Non-discretionary Adjustment
0001-1550 Signal Maintenance	2907	10	Increase Funds In 1550-7140	4,000	-	4,000	Non-discretionary Adjustment
Signal Maintenance Total				\$ 1,670,197	\$ -	\$ 4,000	
0001-1560 Sign Maintenance	3253	1	Trailer Mounted Thermoplastic Premelter	52,395	-	-	New Equipment
0001-1560 Sign Maintenance	4417	2	Upgrade 2 Way Radio And Light Bar	5,204	-	-	Replacement Equipment
0001-1560 Sign Maintenance	4474	3	Increase Funds In 1560-7110	21,500	-	21,500	Non-discretionary Adjustment
0001-1560 Sign Maintenance	3250	4	Large Scale Pavement Marking Projects	70,000	-	-	Enhanced Program
0001-1560 Sign Maintenance	3249	5	Increase Funds In 1560-7200	42,000	-	-	Non-discretionary Adjustment
Sign Maintenance Total				\$ 191,099	\$ -	\$ 21,500	
0001-1570 Engineering	3148	1	Engineering Aide Effective Oct 1, 2019	78,377	-	78,377	New Personnel
0001-1570 Engineering	4457	2	Reclassify Eng. Project Spec. To C I P Coordinator	8,068	-	-	Enhanced Program
0001-1570 Engineering	4440	3	Reclassify Eng. Technician To Eng. Specialist	9,156	-	-	Enhanced Program
0001-1570 Engineering	4438	4	Reclassify Project Engineer To Sr. Project Eng.	9,770	-	-	Enhanced Program
0001-1570 Engineering	3018	5	PT Engineering Aide	21,741	-	-	New Personnel
0001-1570 Engineering	2994	6	PT Secretary I	14,447	-	-	New Personnel
0001-1570 Engineering	3010	7	Engineering Inspector	114,812	-	-	New Personnel
0001-1570 Engineering	2996	8	Senior Engineering Inspector	128,671	-	-	New Personnel
0001-1570 Engineering	2831	9	Summer Engineering Interns	32,145	-	-	Enhanced Program
0001-1570 Engineering	3136	10	Drainage Master Plan & Update Detention Ordinance	250,000	-	-	New Program
0001-1570 Engineering	3184	11	Intelligent Transportation System Plan	100,000	-	-	Non-discretionary Adjustment
0001-1570 Engineering	5545	12	2019 Compensation Study Effective Oct 1, 2019	96,660	-	96,660	Enhanced Program
Engineering Total				\$ 863,847	\$ -	\$ 175,037	

FY19-20 Supplemental Requests General Fund

Department/Division	ID	Dept. Rank	Supplemental Request Title	Requested Amount ¹	FY 18-19 Purchase ²	FY 19-20 Approved ³	Type
0001-1580 Building Inspections and Permits	5519	1	1/2 Ton Extended Cab Truck (1023)	10,255	-	10,255	V E R F (upgrade Only)
0001-1580 Building Inspections and Permits	5546	2	2019 Compensation Study Effective Oct 1, 2019	14,060	-	14,060	Enhanced Program
Building Inspections and Permits Total				\$ 24,315	\$ -	\$ 24,315	
0001-1800 GF Non-Departmental	4313	5	V E R F Contribution - General	1,692,150	1,692,150	-	Replacement Equipment
0001-1800 GF Non-Departmental	4314	4	V E R F Contribution - Fire	1,018,500	1,018,500	-	Replacement Equipment
0001-1800 GF Non-Departmental	4332	1	Health Dental Vision Insurance Increase	-	-	-	Non-discretionary Adjustment
0001-1800 GF Non-Departmental	4357	3	2019 Compensation Study Effective Oct 1, 2019	3,093,115	-	-	Enhanced Program
0001-1800 GF Non-Departmental	4359	2	Step / Merit Increases	990,195	-	990,195	Enhanced Program
GF Non-Departmental Total				\$ 6,793,960	\$ 2,710,650	\$ 990,195	
Grand Total				\$ 23,004,958	\$ 2,835,650	\$ 9,538,206	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 18-19 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. FY 19-20 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY18-19 Purchase or FY 19-20 Approved columns, then the supplemental request was not approved.

CITY OF CONROE
FY 2019-2020
0001-1020

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: GENERAL FUND		DIVISION: REVENUES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
4010 Current Taxes	\$21,818,892	\$23,941,953	\$23,941,953	\$28,004,261	\$0	\$28,004,261
4020 Delinquent Taxes	\$114,220	\$92,146	\$200,015	\$195,029	\$0	\$195,029
PROPERTY TAXES SUBTOTAL	\$21,933,112	\$24,034,099	\$24,141,968	\$28,199,290	\$0	\$28,199,290
4030 Gross Receipts	\$6,786,463	\$6,649,955	\$6,901,231	\$6,900,292	\$0	\$6,900,292
GROSS RECEIPTS TAXES SUBTOTAL	\$6,786,463	\$6,649,955	\$6,901,231	\$6,900,292	\$0	\$6,900,292
4040 Sales Tax	\$36,720,481	\$35,256,197	\$35,908,930	\$35,044,590	\$0	\$35,044,590
SALES TAX COLLECTIONS SUBTOTAL	\$36,720,481	\$35,256,197	\$35,908,930	\$35,044,590	\$0	\$35,044,590
4050 Hotel Occupancy Tax	\$0	\$0	\$0	\$0	\$0	\$0
4070 Mixed Beverage Tax	\$331,830	\$313,652	\$313,880	\$313,880	\$0	\$313,880
4080 P.I.L.O.T.	\$803,625	\$883,162	\$883,162	\$903,574	\$0	\$903,574
OTHER TAXES SUBTOTAL	\$1,135,455	\$1,196,814	\$1,197,042	\$1,217,454	\$0	\$1,217,454
4510 Licenses	\$67,810	\$67,709	\$17,075	\$15,492	\$0	\$15,492
4520 Permits	\$2,968,842	\$2,746,232	\$3,313,077	\$3,074,869	\$0	\$3,074,869
4521 Storm Water Permits	\$0	\$0	\$63,787	\$0	\$0	\$0
4530 Miscellaneous	\$1,280	\$1,670	\$7,636	\$1,353	\$0	\$1,353
4532 Alarm Fees	\$113,429	\$115,556	\$106,016	\$94,083	\$0	\$94,083
4533 Excessive Alarms	\$43,250	\$46,950	\$61,433	\$55,600	\$0	\$55,600
LICENSES AND PERMITS SUBTOTAL	\$3,194,611	\$2,978,117	\$3,569,024	\$3,241,397	\$0	\$3,241,397
4535 Wrecker Permits	\$0	\$0	\$0	\$0	\$0	\$0
5010 Refuse Collection	\$346,594	\$364,216	\$360,627	\$351,986	\$0	\$351,986
5020 Copies	\$13,071	\$12,931	\$13,474	\$13,177	\$0	\$13,177
5040 Planning and Zoning Fees	\$884,678	\$575,000	\$738,877	\$700,000	\$0	\$700,000
5117 Code Enforcement Fee	\$240	\$412	\$158	\$0	\$0	\$0
5150 Service Charges	\$1,816	\$2,216	\$976	\$1,815	\$0	\$1,815
5190 Ticket Sales	\$27,772	\$391,920	\$59,388	\$394,671	\$0	\$394,671
6050 Recreational	\$733,536	\$722,246	\$693,673	\$715,931	\$0	\$715,931
6051 Parks Programs	\$469,326	\$442,525	\$492,149	\$496,191	\$0	\$496,191
6053 Animal Shelter Fees	\$60,350	\$120,600	\$120,600	\$120,600	\$0	\$120,600
CHARGES FOR SALES AND SERVICES SUBTOTAL	\$2,537,383	\$2,632,066	\$2,479,922	\$2,794,371	\$0	\$2,794,371
6030 Lease Income	\$354,903	\$191,224	\$273,620	\$145,926	\$0	\$145,926
6031 Donated Lease Income	\$25,512	\$0	\$0	\$0	\$0	\$0
LEASE INCOME SUBTOTAL	\$380,415	\$191,224	\$273,620	\$145,926	\$0	\$145,926
5510 Traffic and Criminal Fines	\$1,433,425	\$1,282,559	\$1,460,750	\$1,480,836	\$0	\$1,480,836
5530 Traffic Camera Fines	(\$0)	\$0	\$0	\$0	\$0	\$0
5540 Commercial Vehicle Fines	\$24,541	\$16,234	\$25,755	\$25,145	\$0	\$25,145
FINES AND FORFEITURES SUBTOTAL	\$1,457,965	\$1,298,793	\$1,486,505	\$1,505,981	\$0	\$1,505,981



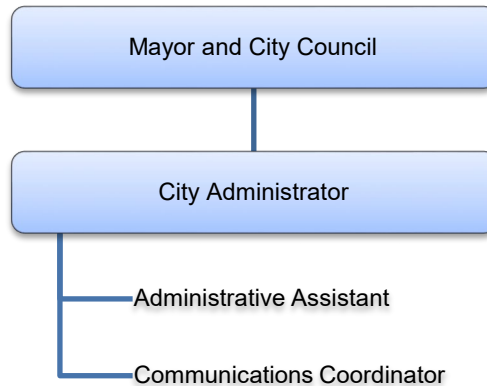
CITY OF CONROE
FY 2019-2020
0001-1020

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: GENERAL FUND		DIVISION: REVENUES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6105 Seized Assets	\$108,427	\$0	\$78,184	\$0	\$0	\$0
6106 Intergovernmental - Local	\$2,638,533	\$2,364,086	\$2,484,392	\$2,267,158	\$0	\$2,267,158
6107 Intergovernmental - State	\$0	\$0	\$0	\$39,570	\$0	\$39,570
6108 Intergovernmental - Federal	\$0	\$0	\$0	\$140,885	\$0	\$140,885
INTERGOVERNMENTAL SUBTOTAL	\$2,746,960	\$2,364,086	\$2,562,576	\$2,447,613	\$0	\$2,447,613
6010 Interest on Investments	\$429,453	\$287,801	\$601,202	\$549,639	\$0	\$549,639
INVESTMENT INCOME SUBTOTAL	\$429,453	\$287,801	\$601,202	\$549,639	\$0	\$549,639
6015 FMV Adjustment - Investments	(\$88,159)	\$0	\$0	\$0	\$0	\$0
NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL	(\$88,159)	\$0	\$0	\$0	\$0	\$0
6020 Penalty & Interest	\$135,872	\$135,656	\$144,515	\$147,857	\$0	\$147,857
PENALTIES AND INTEREST SUBTOTAL	\$135,872	\$135,656	\$144,515	\$147,857	\$0	\$147,857
6036 Sales of Cap. Assets	\$0	\$0	\$0	\$0	\$0	\$0
6052 Parks Donations	\$32,128	\$0	\$27,850	\$0	\$0	\$0
6054 Tree Mitigation	\$149,045	\$0	\$44,196	\$0	\$0	\$0
6060 Unanticipated Revenues	\$296,996	\$94,846	\$98,067	\$61,192	\$0	\$61,192
6070 Short & Over	\$44,992	\$0	\$0	\$0	\$0	\$0
6080 Donations	\$57,374	\$50,000	\$55,000	\$50,000	\$0	\$50,000
6100 Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0
6104 CDBG-OJCC	\$0	\$0	\$0	\$0	\$0	\$0
6110 Insurance Proceeds	\$362,312	\$0	\$549,103	\$0	\$0	\$0
6111 Proceeds for Capital Leases	\$0	\$0	\$0	\$0	\$0	\$0
6114 Developer Reimbursements	\$0	\$10,000	\$10,000	\$0	\$0	\$0
6530 Other Non-Operating Income	\$18,610	\$0	\$505	\$0	\$0	\$0
MISCELLANEOUS REVENUE SUBTOTAL	\$961,457	\$154,846	\$784,721	\$111,192	\$0	\$111,192
6550 Transfer In	\$1,118,480	\$352,037	\$350,441	\$168,737	\$0	\$168,737
TRANSFERS IN SUBTOTAL	\$1,118,480	\$352,037	\$350,441	\$168,737	\$0	\$168,737
TOTAL 0001-1020	\$79,449,949	\$77,531,691	\$80,401,697	\$82,474,339	\$0	\$82,474,339



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 2018-2019

- ✓ Provided a Project Status Update to Mayor and Council on weekly basis
- ✓ Attended City Council Workshops and Meetings, Conroe Industrial Development Corporation, Greater Conroe Economic Development Council and Chamber of Commerce meetings
- ✓ Completed FY 18-19 Capital Improvement Plan (CIP)
- ✓ Oversaw preparation of FY 18-19 Annual Budget
- ✓ Continued improvement of City's reserve funds

Goals & Objectives for FY 2019-2020

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



City of Conroe General Fund

Administration 0001-1041

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
City Administrator	1	1	1	1
Communications Coordinator	1	1	1	1
Administrative Assistant	1	1	1	1
TOTAL FULL TIME	3	3	3	3
PT Downtown Liaison (Hours)	1,000	1,000	1,000	1,000
PT Administration Intern (Hours)	0	354	520	520
Subtotal hours	1,000	1,354	1,520	1,520

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Conduct Bi-Monthly Management Team Meetings	20	20	20	20
Conduct bi-weekly one-on-one Meeting with Directors	115	180	200	200
Respond to all citizen inquiries/ complaints in a timely	Yes	Yes	Yes	Yes
Maintain sound fiscal health of City of Conroe	Yes	Yes	Yes	Yes
Maintain "quality" communications with employees	Yes	Yes	Yes	Yes



CITY OF CONROE
FY 2019-2020
0001-1041

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: ADMINISTRATION		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$362,141	\$373,091	\$385,206	\$378,628	\$19,219	\$397,847
7012 Salaries - Part Time	\$23,575	\$5,553	\$13,553	\$4,955	\$0	\$4,955
7020 Overtime	\$849	\$0	\$200	\$0	\$0	\$0
7025 Social Security	\$22,528	\$28,966	\$24,790	\$29,390	\$1,470	\$30,860
7030 Retirement & Pension	\$59,762	\$60,601	\$59,612	\$61,425	\$3,075	\$64,500
7035 Workers Compensation	\$947	\$828	\$600	\$795	\$203	\$998
7040 Employee Insurance	\$50,706	\$50,787	\$51,000	\$39,340	\$0	\$39,340
PERSONNEL SERVICES SUBTOTAL	\$520,508	\$519,826	\$534,961	\$514,533	\$23,967	\$538,500
7110 Office Supplies	\$2,430	\$3,209	\$3,209	\$3,209	\$0	\$3,209
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$7,912	\$5,200	\$10,000	\$5,200	\$0	\$5,200
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$3,515	\$0	\$1,390	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$13,857	\$8,409	\$14,599	\$8,409	\$0	\$8,409
8010 Utilities	\$957	\$1,500	\$1,500	\$1,500	\$0	\$1,500
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$8,211	\$11,500	\$11,500	\$11,500	\$0	\$11,500
8050 Travel & Training	\$10,596	\$22,462	\$22,462	\$20,216	\$0	\$20,216
8060 Contract Services	\$245,905	\$101,718	\$126,718	\$86,718	\$0	\$86,718
8070 Elections	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$265,669	\$137,180	\$162,180	\$119,934	\$0	\$119,934
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1041	\$800,034	\$665,415	\$711,740	\$642,876	\$23,967	\$666,843



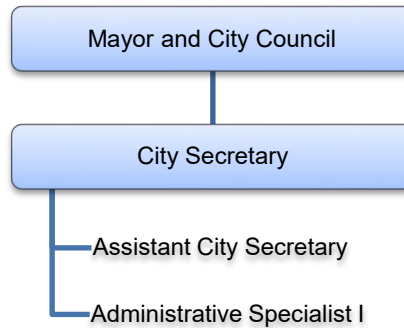
CITY OF CONROE
FY 2019-2020
0001-1041

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5524	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$19,219
				7025 SOCIAL SECURITY	\$1,470
				7030 RETIREMENT & PENSION	\$3,075
				7035 WORKERS COMPENSATION	\$203
				Request Total	\$23,967
1 Requests			Total for 0001-1041		\$23,967



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 2018-2019

- ✓ 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, Deeds and Council Minutes 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 two additional books restored

Goals & Objectives for FY 2019-2020

- ❑ Continue on-going preservation project for early Minute Books
- ❑ Continue process of implementation, project kick off, training and live date for user-friendly Paperless Agenda Software program
- ❑ Work with Council Members to assist in:
 - Individual department functions
 - Open Meetings Act / Public Information Act
 - Scheduling and preparing travel voucher forms for meetings and trips
 - Tracking Continuing Education Units
- ❑ Continue to prepare agenda packets and minutes for all Council Meetings
- ❑ Continue preparation for upcoming 2020 Council/Mayor Election



City of Conroe General Fund

Mayor and City Council 0001-1042

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
SPECIAL SERVICES				
Mayor	1	1	1	1
Mayor Pro Tem	1	1	1	1
Councilmember	4	4	4	4
TOTAL SPECIAL SERVICES	6	6	6	6
PERSONNEL SERVICES				
City Secretary	1	1	1	1
Assistant City Secretary	1	1	1	1
Administrative Specialist I	0	0	1	1
TOTAL FULL TIME	2	2	3	3
PT Administrative Specialist I (Hours)	0	1,000	1,000	1,000
TOTAL PART TIME HOURS	0	1,000	1,000	1,000
	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Minutes / Agendas / Packets	105	105	105	105
Open Records Requests	562	618	730	800
Document Recording	35	38	17	17
Publications	125	137	112	112



CITY OF CONROE
FY 2019-2020
0001-1042

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: MAYOR AND COUNCIL

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$380,861	\$419,936	\$363,242	\$433,122	\$0	\$433,122
7012 Salaries - Part Time	\$2,891	\$15,193	\$1,203	\$13,557	\$0	\$13,557
7020 Overtime	\$2,418	\$1,751	\$137	\$1,563	\$0	\$1,563
7025 Social Security	\$27,132	\$33,421	\$28,130	\$34,430	\$0	\$34,430
7030 Retirement & Pension	\$31,766	\$36,471	\$46,816	\$38,501	\$0	\$38,501
7035 Workers Compensation	\$1,024	\$1,099	\$771	\$3,539	\$0	\$3,539
7040 Employee Insurance	\$33,798	\$90,288	\$90,288	\$91,793	\$0	\$91,793
PERSONNEL SERVICES SUBTOTAL	\$479,890	\$598,159	\$530,587	\$616,505	\$0	\$616,505
7110 Office Supplies	\$6,547	\$3,400	\$3,400	\$3,400	\$0	\$3,400
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$120	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$16,677	\$14,768	\$14,768	\$14,768	\$0	\$14,768
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$1,048	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$24,392	\$18,168	\$18,168	\$18,168	\$0	\$18,168
8010 Utilities	\$948	\$800	\$800	\$800	\$0	\$800
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$500	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$55,443	\$42,949	\$57,949	\$38,654	\$0	\$38,654
8060 Contract Services	\$9,824	\$10,544	\$21,994	\$10,544	\$0	\$10,544
8070 Elections	\$64,191	\$16,340	\$14,000	\$16,340	\$55,500	\$71,840
CONTRACTUAL SUBTOTAL	\$130,407	\$70,633	\$95,243	\$66,338	\$55,500	\$121,838
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1042	\$634,689	\$686,960	\$643,998	\$701,011	\$55,500	\$756,511



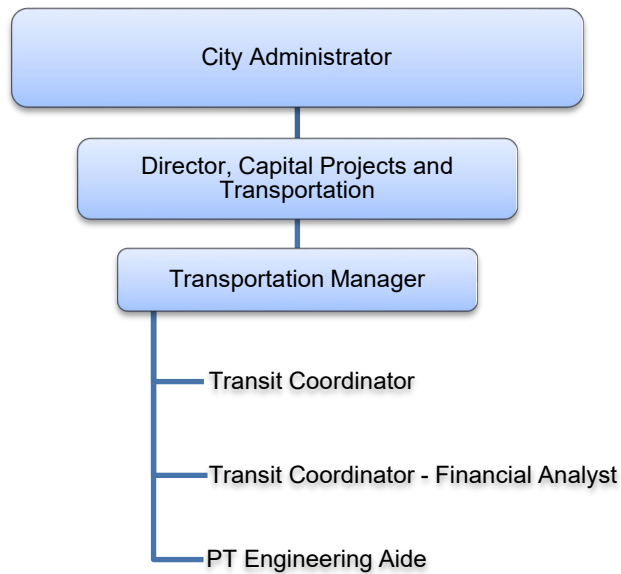
CITY OF CONROE
FY 2019-2020
0001-1042

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
947	1	2020 Elections	Non-discretionary Adjustment	8070 Elections Request Total	\$55,500 \$55,500
1 Requests			Total for 0001-1042		\$55,500



Transportation



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



Transportation

Accomplishments for FY 2018-2019

- ✓ Successfully completed year four of public transportation services by providing 33,633 trips; compared to the third full year at 31,483 trips.
- ✓ Conducted our third annual Public Transportation System Evaluation Report/Expansion Service Demographics and conducted research for expanded service
- ✓ Recruited and hired a fulltime Operations Coordinator. Responsible for maintaining the highest level of safety and service through meticulous oversight of the transit system's daily operations, vehicles and service contractors.
- ✓ Recovered \$503,648 in grant reimbursement for operating expenses and over \$644,554 in capital reimbursements.
- ✓ Staff began the three year process of transitioning reoccurring activities performed by planning consultants under the scopes of grant management, 5310 administration, financial planning, program development, procurement and implementation oversight to existing, newly hired and future staff.
- ✓ Renewed the option year two (2) contract extension for Ride Right, LLC operations and maintenance for the Fixed Route with ADA Complementary Paratransit Service. Successes from year 4 included the successful roll out of new routes, the responsiveness of the General Manager, the customer service skills of the drivers, positive responses from the public about the Service, and the support of the Mayor and City Council.
- ✓ Submitted documentation to the Federal Transit Administration to satisfy the corrective actions required as a result of our 2018 FTA Triennial Review. Corrective actions related to POP Status Reports, Contractor Compliance Oversight Procedures, Updated Facility-Equipment Maintenance Plan, Analysis of DBE Good Faith Efforts and Vehicle Maintenance Plan to satisfy the corrective actions required as a result of our FTA Triennial Review.
- ✓ Initiate Park and Ride commuter service through a local partnership with METRO and develop a sustainable marketing strategy

Goals & Objectives for FY 2019-2020

- ❑ Decrease 2 hour headways on the fixed route for the new East/West routes
- ❑ Prepare internal staff for year 2 of 3 to transition workload from planning consultants
- ❑ Promote enhanced marketing and educational campaigns about using the expanded fixed route and the new commuter service
- ❑ Procure a qualified Contractor to provide transit service operations and maintenance for Fixed Route Bus Service with Complementary Americans with Disabilities Act (ADA) Paratransit Service



City of Conroe Transportation Grants Fund

Transportation 0001-1044

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Transportation Manager	1	1	1	1
Transit Coordinator	0	0	1	1
Transit Coordinator - Financial Analyst	0	0	0	1
TOTAL FULL TIME	1	1	2	3
PT Engineering Aide (Hours)	1,040	1,040	1,040	1,040
TOTAL PART TIME HOURS	1,040	1,040	1,040	1,040

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Ridership				
Fixed Route	26,483	29,531	33,443	33,443
ADA	3,518	4,006	3,830	3,830
Service Effectiveness - Unlinked Passenger Trips per Vehicle Revenue				
Fixed Route	4.33	4.62	3.51	3.51
ADA	1.41	1.58	1.33	2.33
Cost Effectiveness - Farebox Recovery Ratio (fares collected/total cost of service)				
Fixed Route	0.07	0.05	0.04	0.04
ADA	0.05	0.03	0.02	0.02



CITY OF CONROE
FY 2019-2020
0001-1044

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: TRANSPORTATION DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$71,925	\$104,742	\$145,213	\$137,811	\$63,251	\$201,062
7012 Salaries - Part Time	\$14,801	\$14,219	\$9,172	\$12,688	\$0	\$12,688
7020 Overtime	\$0	\$0	\$0	\$0	\$0	\$0
7025 Social Security	\$6,315	\$9,101	\$10,143	\$11,630	\$4,839	\$16,469
7030 Retirement & Pension	\$11,827	\$17,086	\$11,463	\$22,365	\$10,396	\$32,761
7035 Workers Compensation	\$206	\$499	\$499	\$315	\$666	\$981
7040 Employee Insurance	\$16,898	\$33,858	\$33,858	\$26,226	\$13,113	\$39,339
PERSONNEL SERVICES SUBTOTAL	\$121,972	\$179,505	\$210,348	\$211,035	\$92,265	\$303,300
7110 Office Supplies	\$1,463	\$6,500	\$8,300	\$8,300	\$0	\$8,300
7160 Vehicle Operations	\$3,292	\$5,400	\$3,600	\$3,600	\$0	\$3,600
7170 Vehicle Repairs	\$13,206	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$9,224	\$10,000	\$10,000	\$10,000	\$9,000	\$19,000
7251 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$2,453	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$29,638	\$21,900	\$21,900	\$21,900	\$9,000	\$30,900
8010 Utilities	\$0	\$0	\$0	\$0	\$0	\$0
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$9,279	\$16,500	\$16,500	\$14,850	\$0	\$14,850
8055 Transit Capital Cost of Contracting	\$0	\$0	\$35,000	\$35,000	\$65,397	\$100,397
8056 Transit Planning	\$0	\$344,167	\$140,000	\$140,000	\$220,000	\$360,000
8057 Transit Operating Assistance	\$0	\$44,602	\$130,000	\$130,000	\$128,863	\$258,863
8058 Transit ADA	\$0	\$66,009	\$66,009	\$165,000	\$236,893	\$401,893
8059 Transit Commuter Bus Service	\$0	\$65,095	\$65,095	\$0	\$0	\$0
8060 Contract Services	\$430,548	\$1,445,470	\$904,857	\$701,777	\$0	\$701,777
8350 Legal Newspaper Notices	\$242	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$440,069	\$1,981,843	\$1,357,461	\$1,186,627	\$651,153	\$1,837,780
9020 Buildings >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$234,160	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$234,160	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$20,928	\$0	\$0	\$0	\$0	\$0
TRANSFERS OUT SUBTOTAL	\$20,928	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1044	\$846,767	\$2,183,248	\$1,589,709	\$1,419,562	\$752,418	\$2,171,980



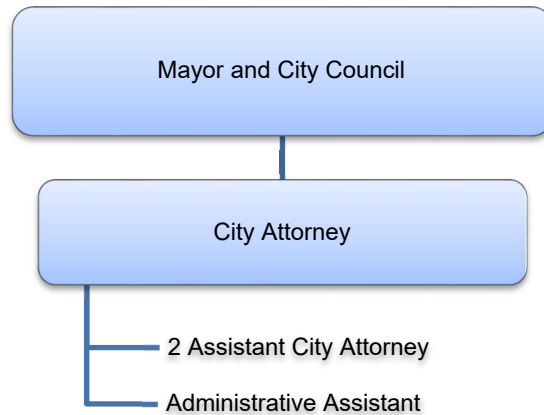
CITY OF CONROE
FY 2019-2020
0001-1044

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5517	0	Transit Coordinator - Financial Analyst 10/1/2019	New Personnel	7010 SALARIES	\$59,987
				7025 SOCIAL SECURITY	\$4,589
				7030 RETIREMENT & PENSION	\$9,874
				7035 WORKERS COMPENSATION	\$632
				7040 EMPLOYEE INSURANCE	\$13,113
				Request Total	\$88,195
5525	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$3,264
				7025 SOCIAL SECURITY	\$250
				7030 RETIREMENT & PENSION	\$522
				7035 WORKERS COMPENSATION	\$34
				Request Total	\$4,070
4496	1	Transportation Grant Funds	Non-discretionary Adjustment	8055 TRANSIT CAPITAL COST OF CONTRACTING	\$65,397
				8056 Transit Planning	\$220,000
				8057 Transit Operating Assistance	\$128,863
				8058 Transit ADA	\$236,893
				Request Total	\$651,153
4471	3	Rental Expenses	Non-discretionary Adjustment	7200 OPERATING SUPPLIES	\$9,000
				Request Total	\$9,000
4 Requests			Total for 0001-1044		\$752,418



Legal



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



City of Conroe General Fund

Legal 0001-1060

	<u>Actual</u> <u>2016-2017</u>	<u>Actual</u> <u>2017-2018</u>	<u>Estimated</u> <u>2018-2019</u>	<u>Budgeted</u> <u>2019-2020</u>
PERSONNEL SERVICES				
City Attorney	1	1	1	1
Assistant City Attorney	1	1	1	2
Municipal Court Prosecutor	0	0	1	0
Administrative Assistant	1	1	1	1
TOTAL FULL TIME	3	3	4	4



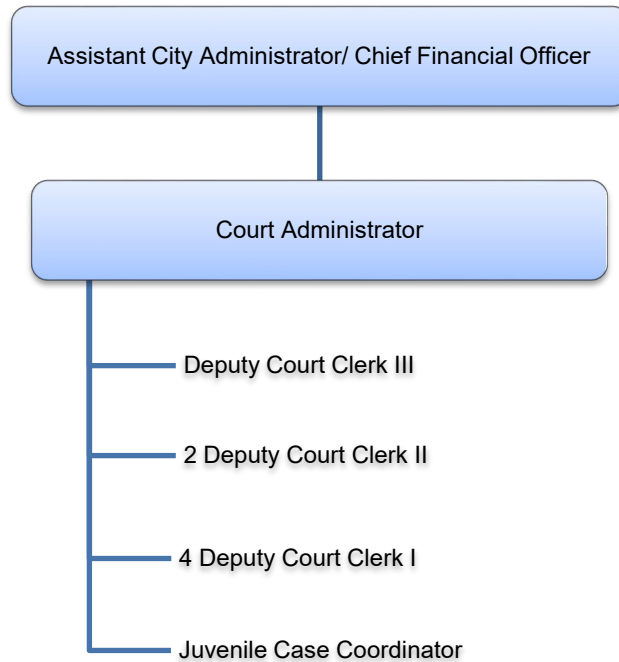
CITY OF CONROE
FY 2019-2020
0001-1060

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: LEGAL DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$359,618	\$481,074	\$370,545	\$405,492	\$0	\$405,492
7012 Salaries - Part Time	\$0	\$200	\$200	\$178	\$0	\$178
7020 Overtime	\$162	\$0	\$200	\$0	\$0	\$0
7025 Social Security	\$22,957	\$36,818	\$24,534	\$31,035	\$0	\$31,035
7030 Retirement & Pension	\$59,270	\$78,368	\$59,839	\$65,783	\$0	\$65,783
7035 Workers Compensation	\$952	\$1,883	\$985	\$673	\$0	\$673
7040 Employee Insurance	\$50,298	\$67,716	\$67,716	\$39,340	\$0	\$39,340
PERSONNEL SERVICES SUBTOTAL	\$493,257	\$666,059	\$524,019	\$542,501	\$0	\$542,501
7110 Office Supplies	\$3,173	\$3,200	\$3,200	\$3,200	\$0	\$3,200
7140 Wearing Apparel	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$300	\$300	\$300	\$0	\$300
7200 Operating Supplies	\$198	\$500	\$500	\$500	\$0	\$500
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$219	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$3,590	\$4,000	\$4,000	\$4,000	\$0	\$4,000
8010 Utilities	\$350	\$1,100	\$1,100	\$1,100	\$0	\$1,100
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$6,346	\$95,000	\$95,000	\$95,000	\$0	\$95,000
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$5,284	\$5,995	\$5,995	\$5,395	\$0	\$5,395
8060 Contract Services	\$28,555	\$23,439	\$45,000	\$23,439	\$0	\$23,439
8350 Legal Newspaper Notices	\$301	\$0	\$3,500	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$40,836	\$125,534	\$150,595	\$124,934	\$0	\$124,934
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1060	\$537,683	\$795,593	\$678,614	\$671,435	\$0	\$671,435



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 2018-2019

- ✓ Awarded the Traffic Safety Initiative Award for Medium Court for the State of Texas
- ✓ Distributed traffic safety brochures and associated traffic material at KidzFest and National Night Out
- ✓ Hosted Municipal Courts Week
- ✓ Partnered with the Police Department to promote traffic safety at various school functions
- ✓ Coordinated the Conroe Municipal Court Warrant Round-Up, along with a very successful small scale warrant roundup
- ✓ Obtained contract from MVBA for collections of delinquent court fines and fees
- ✓ Processed all necessary day to day operations of the Municipal Court office

Goals & Objectives for FY 2019-2020

- ❑ Earn the 2020 Traffic Safety Initiative Award for the State of Texas for medium size courts
- ❑ Coordinate and participate in the Great Texas State Wide Warrant Round-Up, along with two small scale warrant roundups
- ❑ Participate in the Texas Municipal Court Education Center for the Deputy Clerks to obtain their certification
- ❑ Review and make the appropriate actions for new laws brought forth by the 2019 Legislative session
- ❑ Perform annual Warrant audit of hard copy warrants in dispatch
- ❑ Update the Municipal Court's Standard Operating Procedure manual for Clerks and Warrant officers
- ❑ Continually educate the public on traffic safety with various public outreach events



City of Conroe General Fund

Municipal Court 0001-1070

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</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	3
Deputy Court Clerk I	4	4	4	3
Juvenile Case Coordinator	1	1	1	1
TOTAL FULL TIME	9	9	9	9
	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Number of Citations Issued	13,620	14,641	16,785	16,800
Number of Citations Processed	17,848	17,078	18,050	18,100
Number of Warrants Issued	10,192	7,842	11,073	11,110
Amount of Fines Collected	2,214,465	2,196,955	2,245,532	2,345,500
Amount of State Fees	621,190	635,137	660,984	670,000
Amount Retained by City	1,593,274	1,561,818	1,480,836	1,500,800



CITY OF CONROE
FY 2019-2020
0001-1070

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: MUNICIPAL COURT DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$427,832	\$442,801	\$436,219	\$453,289	\$24,943	\$478,232
7020 Overtime	\$8,630	\$33,755	\$7,786	\$30,121	\$0	\$30,121
7025 Social Security	\$32,243	\$36,457	\$32,857	\$37,259	\$1,908	\$39,167
7030 Retirement & Pension	\$63,486	\$69,242	\$67,246	\$70,915	\$3,991	\$74,906
7035 Workers Compensation	\$1,372	\$903	\$903	\$925	\$263	\$1,188
7040 Employee Insurance	\$152,024	\$152,362	\$152,362	\$118,019	\$0	\$118,019
PERSONNEL SERVICES SUBTOTAL	\$685,587	\$735,520	\$697,373	\$710,528	\$31,105	\$741,633
7110 Office Supplies	\$32,638	\$23,812	\$33,000	\$30,812	\$0	\$30,812
7130 Building Supplies	\$178	\$500	\$500	\$500	\$0	\$500
7140 Wearing Apparel	\$1,134	\$1,400	\$1,400	\$1,400	\$0	\$1,400
7160 Vehicle Operations	\$4,015	\$5,800	\$4,500	\$5,800	\$0	\$5,800
7180 Equipment Repairs	\$0	\$1,000	\$1,000	\$1,000	\$0	\$1,000
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$8,789	\$6,087	\$9,000	\$8,000	\$0	\$8,000
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$1,194	\$0	\$4,200	\$4,500	\$0	\$4,500
SUPPLIES SUBTOTAL	\$47,948	\$38,599	\$53,600	\$52,012	\$0	\$52,012
8010 Utilities	\$77	\$4,263	\$500	\$4,263	\$0	\$4,263
8020 Insurance and Bonds	\$1,840	\$2,000	\$2,000	\$2,000	\$0	\$2,000
8030 Legal Services	\$1,889	\$5,000	\$2,500	\$5,000	\$0	\$5,000
8040 Leased Equipment	\$8,188	\$19,444	\$10,000	\$11,372	\$0	\$11,372
8050 Travel & Training	\$24,077	\$20,126	\$25,000	\$23,296	\$0	\$23,296
8060 Contract Services	\$288,647	\$484,923	\$455,000	\$473,823	\$0	\$473,823
8350 Legal Newspaper Notices	\$324	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$325,042	\$535,756	\$495,000	\$519,754	\$0	\$519,754
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1070	\$1,058,577	\$1,309,875	\$1,245,973	\$1,282,294	\$31,105	\$1,313,399



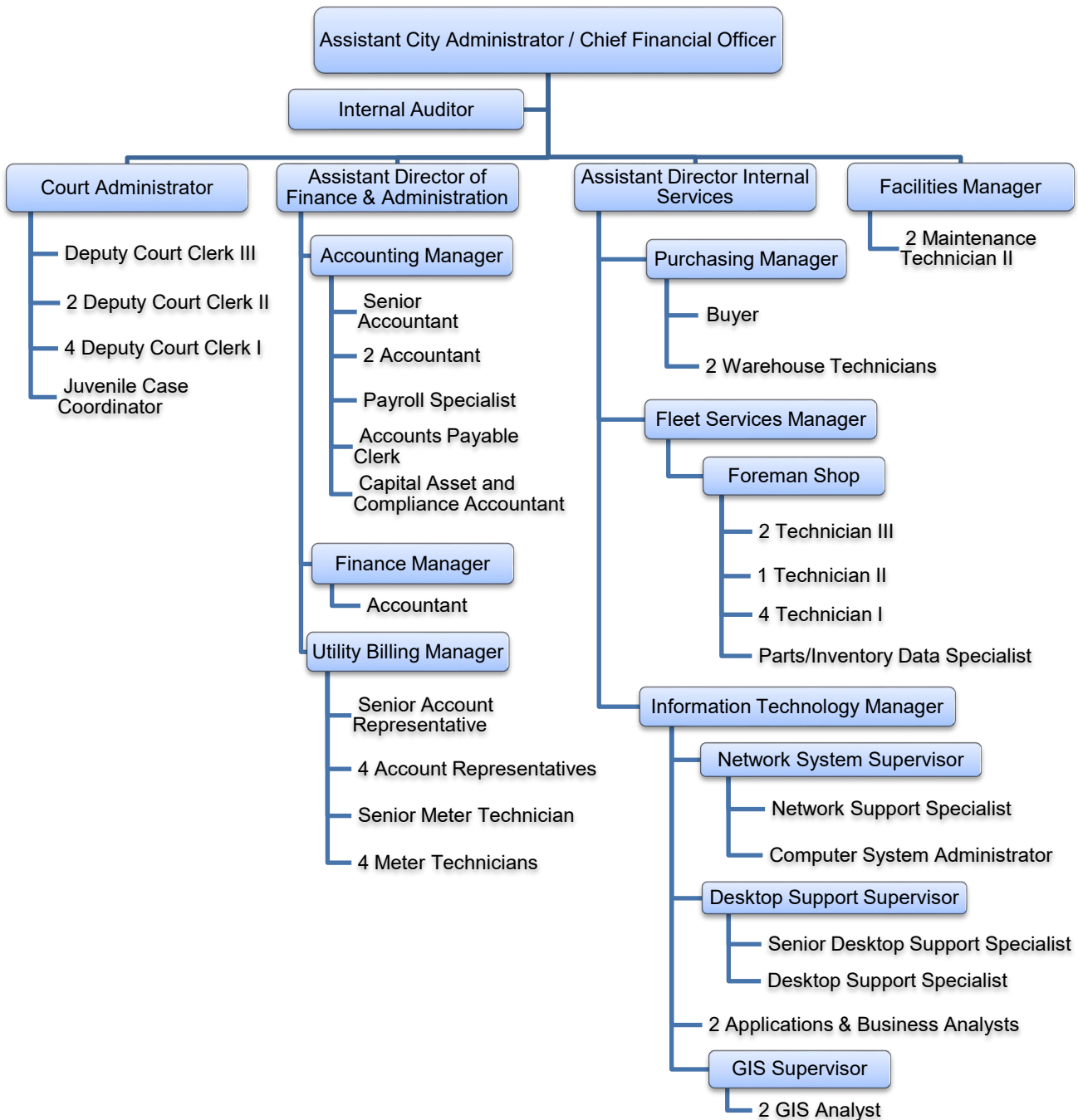
CITY OF CONROE
FY 2019-2020
0001-1070

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5526	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$24,943
				7025 SOCIAL SECURITY	\$1,908
				7030 RETIREMENT & PENSION	\$3,991
				7035 WORKERS COMPENSATION	\$263
				Request Total	\$31,105
1 Requests			Total for 0001-1070		\$31,105



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 2018-2019

- ✓ Earned the Distinguished Budget Presentation Award for the 2017-2018 fiscal year
- ✓ Earned the Certificate of Achievement for Excellence in Financial Reporting for the fiscal year 2017-2018 Comprehensive Annual Financial Report (CAFR)
- ✓ Earned the Investment Policy Certificate of Distinction from the Government Treasurers' Organization of Texas (GTOT) for the City's Investment Policy
- ✓ Completed various audits of processes and procedures for improving internal control
- ✓ Compiled and printed the 2018-2019 fiscal year Operating Budget, Capital Improvement Program Budget, Budget-in-Brief document, and the Comprehensive Annual Financial Report (CAFR)
- ✓ Earned the Popular Annual Financial Report Award for the fiscal year 2017-2018
- ✓ Updated the City's Investment Policy
- ✓ Earned the Transparency Stars Award for 2018

Goals & Objectives for FY 2019-2020

- ❑ Earn the Certificate of Achievement for Excellence in Financial Reporting for the 2018-2019 fiscal year Comprehensive Annual Financial Report (CAFR)
- ❑ Earn the Distinguished Budget Presentation Award for the 2019-2020 fiscal year
- ❑ Audit various systems and processes for internal control procedures for improving internal control
- ❑ Earn the Investment Policy Certificate of Distinction from the Government Treasurers' Organization of Texas (GTOT) for the City's Investment Policy
- ❑ Earn the Transparency Stars Award for 2019
- ❑ Earn the Popular Annual Financial Report Award for the fiscal year 2018-2019



City of Conroe General Fund

Finance & Administration 0001-1100

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Assistant City Administrator/CFO	1	1	1	1
Assistant Director Internal Services	1	1	1	1
Internal Auditor	1	1	1	1
Assistant Director of Finance & Administration	1	1	1	1
Accounting Manager	1	1	1	1
Senior Accountant	1	1	1	1
Accountant	2	2	2	2
Facilities Manager	1	1	1	1
Payroll Specialist	1	1	1	1
Accounts Payable Clerk	1	1	1	1
Finance Manager	1	1	1	1
Capital Asset and Compliance Accountant	0	0	0	1
TOTAL FULL TIME	12	12	12	13
PT Accounting Intern (Hours)	480	0	0	0
PT Financial Analyst (Hours)	0	0	999	999
TOTAL PART TIME HOURS	480	0	999	999

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
General Obligation Bond Rating	AA/Aa2	AA/Aa2	AA+/Aa1	AA+/Aa1
Water & Sewer System Bond Rating	AA/Aa3	AA/Aa3	AA/Aa3	AA/Aa3
Conroe IDC Bond Rating	A+/Aa3	A+/Aa3	A+/Aa3	A+/Aa3
% of Quarterly Investment Reports completed and filed	100%	100%	100%	100%
% of Monthly Financial Reports completed and filed	100%	100%	100%	100%
Receive GFOA Distinguished Budget Presentation Award	Yes	Yes	Yes	Yes
Receive GFOA Certificate of Excellence in Financial Reporting	Yes	Yes	Yes	Yes
Receive GFOA Popular Annual Fin Reporting	Yes	Yes	Yes	Yes
Average number of working days to close prior accounting period	10	10	10	10
Number of internal audit projects	11	10	10	10

The Finance Department is authorized to hire a Capital Asset and Compliance Accountant effective March 1, 2020.



CITY OF CONROE
FY 2019-2020
0001-1100

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: FINANCE DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$1,053,814	\$1,082,808	\$1,058,349	\$1,100,078	\$106,743	\$1,206,821
7012 Salaries - Part Time	\$0	\$19,740	\$19,740	\$17,615	\$0	\$17,615
7020 Overtime	\$1,688	\$3,200	\$1,755	\$2,856	\$0	\$2,856
7025 Social Security	\$75,624	\$84,590	\$76,687	\$85,911	\$8,165	\$94,076
7030 Retirement & Pension	\$173,182	\$176,400	\$171,686	\$178,985	\$17,324	\$196,309
7035 Workers Compensation	\$2,779	\$2,282	\$2,282	\$2,137	\$1,125	\$3,262
7040 Employee Insurance	\$202,329	\$203,149	\$203,149	\$157,359	\$13,113	\$170,472
PERSONNEL SERVICES SUBTOTAL	\$1,509,416	\$1,572,169	\$1,533,648	\$1,544,941	\$146,470	\$1,691,411
7110 Office Supplies	\$23,350	\$22,035	\$22,035	\$25,435	\$0	\$25,435
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$0	\$0	\$0	\$900	\$0	\$900
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$493	\$0	\$0	\$500	\$0	\$500
7200 Operating Supplies	\$2,918	\$2,060	\$2,060	\$2,060	\$0	\$2,060
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$1,000	\$1,000
7254 Machinery & Equipment <\$5,000	\$1,006	\$0	\$5,070	\$4,000	\$990	\$4,990
SUPPLIES SUBTOTAL	\$27,767	\$24,095	\$29,165	\$32,895	\$1,990	\$34,885
8010 Utilities	\$2,216	\$3,262	\$3,077	\$3,262	\$0	\$3,262
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$1,087	\$2,350	\$2,350	\$2,350	\$0	\$2,350
8040 Leased Equipment	\$11,333	\$11,466	\$11,466	\$11,466	\$0	\$11,466
8050 Travel & Training	\$46,042	\$39,613	\$39,613	\$37,389	\$514	\$37,903
8060 Contract Services	\$446,647	\$722,933	\$727,963	\$567,175	\$0	\$567,175
8350 Legal Newspaper Notices	\$529	\$650	\$650	\$650	\$0	\$650
CONTRACTUAL SUBTOTAL	\$507,854	\$780,274	\$785,119	\$622,292	\$514	\$622,806
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1100	\$2,045,037	\$2,376,538	\$2,347,932	\$2,200,128	\$148,974	\$2,349,102



CITY OF CONROE
FY 2019-2020
0001-1100

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5527	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$27,296
				7025 SOCIAL SECURITY	\$2,088
				7030 RETIREMENT & PENSION	\$4,367
				7035 WORKERS COMPENSATION	\$288
				Request Total	\$34,039
5528	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$17,700
				7025 SOCIAL SECURITY	\$1,354
				7030 RETIREMENT & PENSION	\$2,832
				7035 WORKERS COMPENSATION	\$187
				Request Total	\$22,073
5529	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$8,395
				7025 SOCIAL SECURITY	\$642
				7030 RETIREMENT & PENSION	\$1,343
				7035 WORKERS COMPENSATION	\$88
				Request Total	\$10,468
1049	1	Capital Asset And Compliance Accountant 10/1/2019	New Personnel	7010 Salaries	\$53,352
				7025 Social Security	\$4,081
				7030 Retirement & Pension	\$8,782
				7035 Workers Compensation	\$562
				7040 Employee Insurance	\$13,113
				7253 Furniture & Fixtures <\$5,000	\$1,000
				7254 Machinery & Equipment <\$5,000	\$990
				8050 Travel & Training	\$514
				Request Total	\$82,394
4 Requests			Total for 0001-1100		\$148,974



CDBG Administration

Director of Community Development

Assistant Coordinator

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



CDBG Administration

Accomplishments for FY 2018-2019

- ✓ Completed the FY18-19 Clean-Up
- ✓ Held two Community Pride Events
- ✓ Continued to monitor compliance and repayment of the 108 Funding per loan repayment schedule
- ✓ Completed the Consolidated Annual Performance and Evaluation Report and submitted it timely to the U.S. Department of Housing and Urban Development
- ✓ Cleared all CDBG sites for environmental compliance
- ✓ Completed bid process for the CDBG Houses
- ✓ Completed external audit review
- ✓ Held Fair Housing Activity
- ✓ Completed the CDBG Poster Contest
- ✓ Completed the CDBG Annual Grant
- ✓ Completed construction documents for CDBG Houses
- ✓ Held Before Demo Housing Tour with Mayor, Council and HUD
- ✓ Completed 5 CDBG Houses

Goals & Objectives for FY 2019-2020

- ❑ Monitor compliance and repayment of the 108 Funding per loan repayment schedule
- ❑ Hold tall grant related Public Hearings
- ❑ Submit 2019 Annual Action Plan (Grant) timely
- ❑ Submit Consolidated Annual Performance and Evaluation Report timely to HUD
- ❑ Approve next round of housing clients
- ❑ Complete 5 CDBG Houses
- ❑ Complete Clean-Up Project Event
- ❑ Complete Fair Housing Activity
- ❑ Begin the Five Year Consolidated Plan Process and Analysis of Impediments for Fair Housing Choices (AI)
- ❑ Hold Completed CDBG House Tour
- ❑ Complete successful HUD Monitoring
- ❑ Communicate effectively with Housing Target Area and CDBG Board



City of Conroe General Fund

CDBG Administration 0001-1110

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Assistant Coordinator	1	1	1	1
TOTAL FULL TIME	1	1	1	1

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Number of Houses Reconstructed	7	2	2	2
Number of Youth and Adults Served	10	2	2	2
Number of Lots Cleaned	5	2	2	2



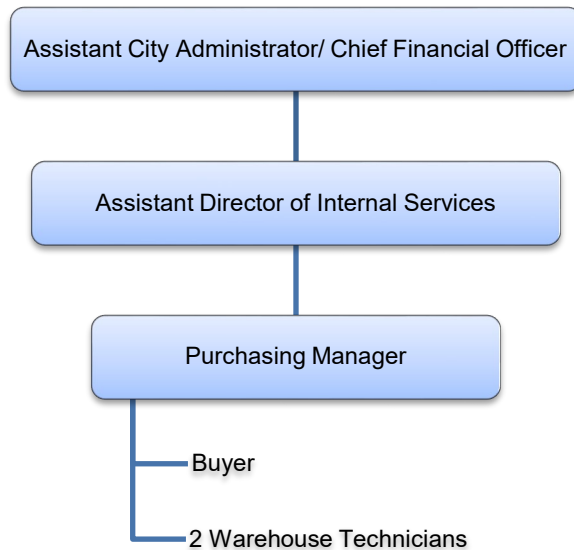
CITY OF CONROE
FY 2019-2020
0001-1110

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: CDBG ADMINISTRATION DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$55,280	\$57,785	\$55,078	\$59,258	\$0	\$59,258
7012 Salaries - Part Time	\$0	\$1,212	\$0	\$1,082	\$0	\$1,082
7020 Overtime	\$4,257	\$0	\$4,300	\$0	\$0	\$0
7025 Social Security	\$4,254	\$4,513	\$4,513	\$4,626	\$0	\$4,626
7030 Retirement & Pension	\$9,838	\$9,386	\$9,900	\$9,613	\$0	\$9,613
7035 Workers Compensation	\$263	\$122	\$270	\$125	\$0	\$125
7040 Employee Insurance	\$16,895	\$16,929	\$16,929	\$13,113	\$0	\$13,113
PERSONNEL SERVICES SUBTOTAL	\$90,787	\$89,947	\$90,990	\$87,817	\$0	\$87,817
7110 Office Supplies	\$6,194	\$8,600	\$8,600	\$8,600	\$0	\$8,600
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$2,042	\$1,700	\$4,000	\$2,500	\$0	\$2,500
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$1,000	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$8,236	\$10,300	\$13,600	\$11,100	\$0	\$11,100
8010 Utilities	\$413	\$1,274	\$474	\$474	\$0	\$474
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$4,190	\$0	\$5,100	\$0	\$0	\$0
8050 Travel & Training	\$9,095	\$5,840	\$9,100	\$5,256	\$0	\$5,256
8060 Contract Services	\$12,948	\$42,172	\$32,172	\$32,172	\$0	\$32,172
8350 Legal Newspaper Notices	\$15,061	\$5,000	\$15,100	\$15,000	\$0	\$15,000
CONTRACTUAL SUBTOTAL	\$41,707	\$54,286	\$61,946	\$52,902	\$0	\$52,902
9010 Land >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1110	\$140,730	\$154,533	\$166,536	\$151,819	\$0	\$151,819



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 2018-2019

- ✓ Implemented a complete E-Procurement process for Civil Projects Utilizing CIVCAST
- ✓ Streamlined a paperless change order process utilizing Incode Software
- ✓ Increased the use of blanket purchase orders minimizing sequential purchases
- ✓ Updated the City's purchasing operating procedures and policy to reflect current legislation
- ✓ Maintained year-end inventory adjustments to less than 1% of total inventory
- ✓ Continued cross training program for all Purchasing Department personnel
- ✓ Implemented annual purchasing policy video training for all departments
- ✓ Updated Desk Reference Manuals for Purchasing and Warehouse Staff
- ✓ Updated the Purchasing Policy
- ✓ Implemented web-based Vendor Registration

Goals & Objectives for FY 2019-2020

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



City of Conroe General Fund

Purchasing - Warehouse 0001-1120

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Purchasing Manager	1	1	1	1
Warehouse Supervisor	1	0	0	0
Buyer	0	1	1	1
Warehouse Technician	2	2	2	2
TOTAL FULL TIME	4	4	4	4

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Number of purchase orders issued	1,292	1,117	1,134	1,200
Value of purchase orders issued	\$ 127,191,999	\$ 133,798,138	\$ 135,000,000	\$ 135,000,000
Number of bids solicited	74	52	56	56
Inventory value	\$ 626,000	\$ 626,000	\$ 626,000	\$ 626,000
Auction Revenues	\$ 400,000	\$ 185,000	\$ 185,000	\$ 185,000



CITY OF CONROE
FY 2019-2020
0001-1120

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: PURCHASING-WAREHOUSE		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$226,482	\$232,837	\$233,350	\$244,641	\$7,067	\$251,708
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$805	\$3,200	\$239	\$2,856	\$0	\$2,856
7025 Social Security	\$16,875	\$18,057	\$18,057	\$18,960	\$541	\$19,501
7030 Retirement & Pension	\$37,328	\$38,339	\$39,593	\$40,207	\$1,131	\$41,338
7035 Workers Compensation	\$4,454	\$5,517	\$5,517	\$5,855	\$74	\$5,929
7040 Employee Insurance	\$67,575	\$67,716	\$67,716	\$52,453	\$0	\$52,453
PERSONNEL SERVICES SUBTOTAL	\$353,519	\$365,666	\$364,472	\$364,972	\$8,813	\$373,785
7110 Office Supplies	\$1,051	\$1,800	\$1,800	\$1,800	\$0	\$1,800
7140 Wearing Apparel	\$1,111	\$1,000	\$1,100	\$1,100	\$0	\$1,100
7160 Vehicle Operations	\$8,467	\$5,000	\$7,000	\$7,000	\$0	\$7,000
7170 Vehicle Repairs	\$709	\$3,000	\$2,000	\$2,000	\$0	\$2,000
7180 Equipment Repairs	\$508	\$750	\$750	\$750	\$0	\$750
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$4,034	\$11,555	\$9,833	\$9,833	\$0	\$9,833
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$260	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$16,140	\$23,105	\$22,483	\$22,483	\$0	\$22,483
8010 Utilities	\$766	\$2,400	\$2,400	\$2,400	\$0	\$2,400
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$3,132	\$2,000	\$2,000	\$2,000	\$0	\$2,000
8050 Travel & Training	\$9,312	\$10,422	\$11,044	\$9,940	\$0	\$9,940
8060 Contract Services	\$5,566	\$9,946	\$9,946	\$9,946	\$0	\$9,946
CONTRACTUAL SUBTOTAL	\$18,776	\$24,768	\$25,390	\$24,286	\$0	\$24,286
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1120	\$388,435	\$413,539	\$412,345	\$411,741	\$8,813	\$420,554



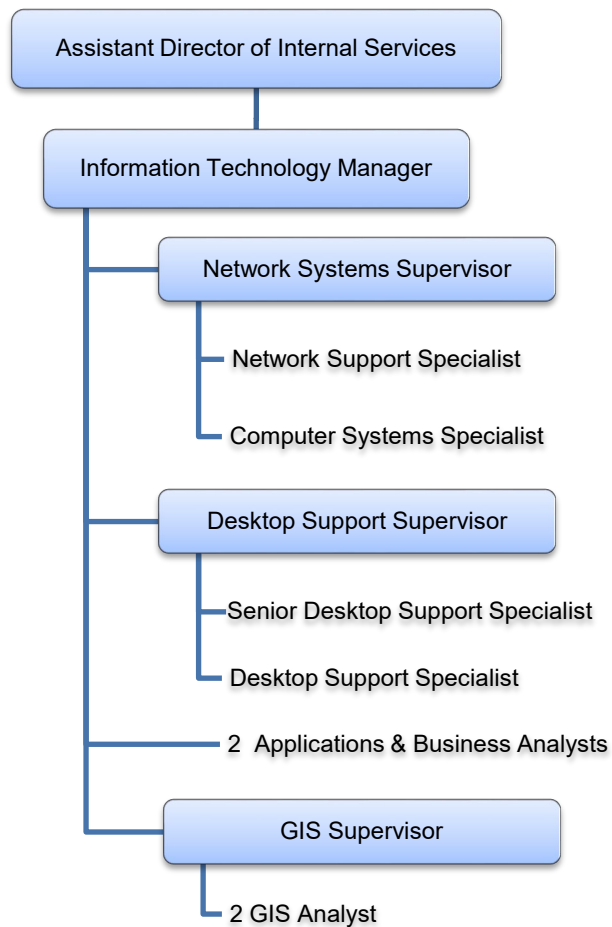
CITY OF CONROE
FY 2019-2020
0001-1120

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5530	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$7,067
				7025 SOCIAL SECURITY	\$541
				7030 RETIREMENT & PENSION	\$1,131
				7035 WORKERS COMPENSATION	\$74
				Request Total	\$8,813
1 Requests			Total for 0001-1120		\$8,813



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 2018-2019

- ✓ Completed several new IT policies
- ✓ Completed installation Tenable Vulnerability Management Software
- ✓ Completed installation of CrowdStrike antivirus total solution software
- ✓ Assisted with Kronos timekeeping project
- ✓ Completed Waste Water and Sign facility VOIP phone installations
- ✓ Assisted with installation of new Telvue broadcast equipment
- ✓ Completed EOC Audio Visual upgrade
- ✓ Completed Incode TCM Change Order project
- ✓ Assisted with post Hurricane Harvey reconstruction for the Gun Range and the Waste Water Treatment facilities
- ✓ Completed Body Camera installation for Permits and Code Enforcement
- ✓ Completed fiber connectivity to Gun Range and Water facilities
- ✓ Completed Council Chambers AV upgrade for staff laptop connectivity
- ✓ Completed technology assessment for Old Police building
- ✓ Completed PC refresh for multiple departments
- ✓ Completed storage and server refresh for Public Works
- ✓ Completed upgrade of UPS for disaster recovery site
- ✓ Completed upgrade to of ArcGIS, ArcGISPortal, ArcGIC 10.5.
- ✓ Completed phase I of GIS architectural recommendations
- ✓ Completed annexation data for management
- ✓ Completed department certifications:
 - CompTIA A+ Certification
 - VMWare training

Goals & Objectives for FY 2019-2020

- ❑ Continue staff training for additional certifications
- ❑ Review and implement phase 2 of GIS architectural recommendations
- ❑ Move GIS primary access to ArcGIS Portal
- ❑ Complete technology installation and upgrades for multiple city facilities
- ❑ Continue with training and phishing campaigns to increase security awareness



**City of Conroe
General Fund**

**Information Technology
0001-1130**

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Information Technology Manager	1	1	1	1
Computer Systems Specialist	1	1	1	1
Network System Supervisor	1	1	1	1
Network Support Specialist	1	1	1	1
Applications & Business Analyst	2	2	2	2
Desktop Support Supervisor	1	1	1	1
Senior Desktop Support Specialist	0	0	0	1
Desktop Support Specialist	1	1	2	1
GIS Supervisor	1	1	1	1
GIS Analyst	2	2	2	2
TOTAL FULL TIME	11	11	12	12

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Number of IT service calls	5,361	6,100	7,309	7,500
Number of GIS service calls	839	840	851	860
Number of PC's	610	640	650	660



CITY OF CONROE
FY 2019-2020
0001-1130

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: INFORMATION TECHNOLOGY		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$807,808	\$901,573	\$839,629	\$902,754	\$4,255	\$907,009
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$10,245	\$5,938	\$8,278	\$5,299	\$0	\$5,299
7025 Social Security	\$59,562	\$69,424	\$61,262	\$69,515	\$326	\$69,841
7030 Retirement & Pension	\$134,645	\$147,521	\$134,921	\$146,963	\$681	\$147,644
7035 Workers Compensation	\$2,502	\$2,570	\$2,000	\$4,137	\$45	\$4,182
7040 Employee Insurance	\$185,418	\$203,149	\$203,000	\$157,359	\$0	\$157,359
PERSONNEL SERVICES SUBTOTAL	\$1,200,180	\$1,330,175	\$1,249,090	\$1,286,027	\$5,307	\$1,291,334
7110 Office Supplies	\$1,885	\$3,000	\$3,000	\$3,000	\$0	\$3,000
7140 Wearing Apparel	\$0	\$0	\$0	\$0	\$0	\$0
7160 Vehicle Operations	\$1,149	\$3,000	\$2,500	\$3,000	\$0	\$3,000
7170 Vehicle Repairs	\$528	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$4,147	\$1,500	\$1,500	\$1,500	\$0	\$1,500
7200 Operating Supplies	\$4,577	\$5,300	\$5,200	\$5,300	\$0	\$5,300
7253 Furniture & Fixtures <\$5,000	\$50,405	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$113,231	\$120,000	\$118,000	\$120,000	\$0	\$120,000
SUPPLIES SUBTOTAL	\$175,922	\$132,800	\$130,200	\$132,800	\$0	\$132,800
8010 Utilities	\$11,453	\$2,500	\$2,500	\$2,500	\$0	\$2,500
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$18,380	\$22,000	\$22,000	\$19,800	\$0	\$19,800
8060 Contract Services	\$1,107,725	\$1,383,988	\$1,375,000	\$1,156,388	\$185,930	\$1,342,318
CONTRACTUAL SUBTOTAL	\$1,137,558	\$1,408,488	\$1,399,500	\$1,178,688	\$185,930	\$1,364,618
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$71,704	\$75,000	\$75,000	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$71,704	\$75,000	\$75,000	\$0	\$0	\$0
TOTAL 0001-1130	\$2,585,363	\$2,946,463	\$2,853,790	\$2,597,515	\$191,237	\$2,788,752



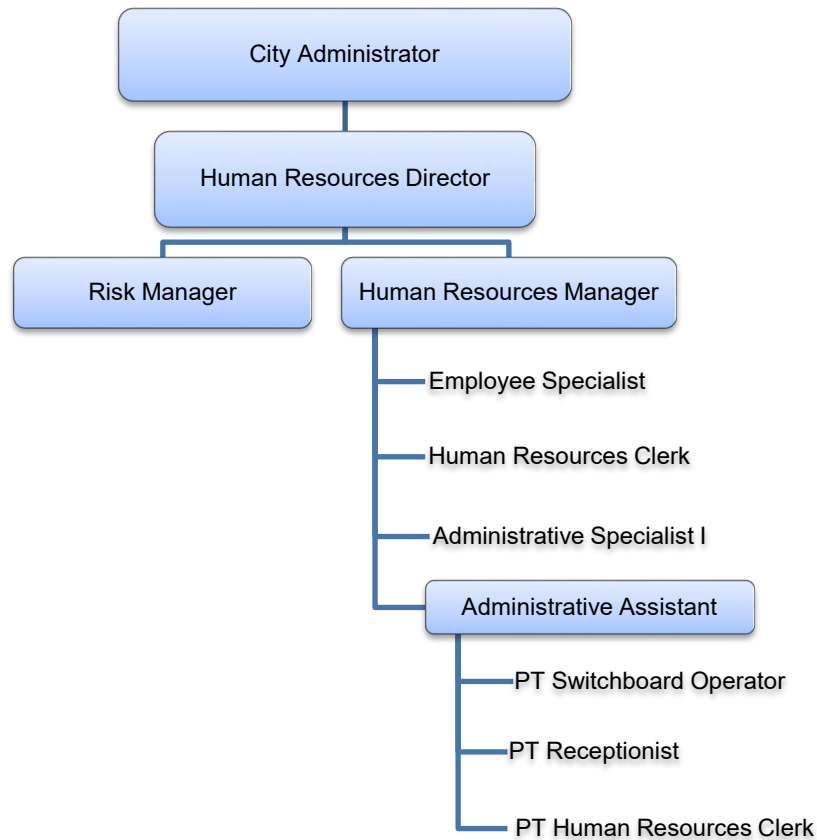
CITY OF CONROE
FY 2019-2020
0001-1130

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5531	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION 7035 WORKERS COMPENSATION Request Total	\$4,255 \$326 \$681 \$45 \$5,307
2367	13	Software Maintenance Increases For I T	Non-discretionary Adjustment	8060 Contract Services Request Total	\$81,700 \$81,700
3293	14	Software Maint Increase For P D - Spillman, Etc.	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$57,600 \$57,600
3291	15	Software Maint Increase For Other - Kronos, Incode	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$46,630 \$46,630
4 Requests			Total for 0001-1130		\$191,237



Human Resources



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



Human Resources

Accomplishments for FY 2018-2019

- ✓ Supervised 10 exams and assessment centers for Police and Fire Departments
- ✓ Continued online employee training program in cooperation with Texas Municipal League
- ✓ Continued Cross Training Program for all Human Resources Department employees
- ✓ Served as committee member of the Employee of the Year Program
- ✓ Coordinated two Employee Breakfast events
- ✓ Continued new and revamped Employee of the Year program
- ✓ Continued participation in Fit For Life Program with approximately \$20,000 in awards
- ✓ Completed successful year for self-funded health plan
- ✓ Implemented new Kronos timekeeping system
- ✓ Initiated comprehensive pay study for all employees

Goals & Objectives for FY 2019-2020

- ❑ Continue expansion of Texas Municipal League's online training program for employees who do not have consistent computer access
- ❑ Finalize implementation of a revised and updated Employee Handbook
- ❑ Finalize implementation of comprehensive pay study
- ❑ Evaluate an improved performance appraisal system
- ❑ Increase training for employees, particularly supervisors
- ❑ Continue audit process on job descriptions
- ❑ Continue with cross training of HR Department employees
- ❑ Conduct Civil Service testing as needed



City of Conroe
General Fund
Human Resources
0001-1160

	<u>Actual</u> <u>2016-2017</u>	<u>Actual</u> <u>2017-2018</u>	<u>Estimated</u> <u>2018-2019</u>	<u>Budgeted</u> <u>2019-2020</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
Human Resources Manager	1	1	1	1
Administrative Assistant	1	1	1	1
Administrative Specialist I	1	1	1	1
Employee Specialist	1	1	1	1
Human Resources Clerk	0	0	1	1
TOTAL FULL TIME	6	6	7	7
PT Switchboard Operator (Hours)	1,500	1,500	1,500	1,000
PT Receptionist (Hours)	1,300	1,300	1,300	800
PT Human Resources Clerk (Hours)	0	0	0	1,000
TOTAL PART TIME HOURS	2,800	2,800	2,800	2,800

	<u>Actual</u> <u>2016-2017</u>	<u>Actual</u> <u>2017-2018</u>	<u>Estimated</u> <u>2018-2019</u>	<u>Budgeted</u> <u>2019-2020</u>
PERFORMANCE MEASURES				
Applications Tracked & Received	2,000	2,250	10,900	10,000
Civil Service Exams	10	10	10	10
Civil Service Testing Candidates	1,000	1,000	1,200	1,200
Employees Hired & Processed	100	120	128	125
Retired Employees	5	5	12	10
Employees Terminated	100	100	65	100
Trainings Provided	12	12	12	12
Employees Trained	750	800	900	900



CITY OF CONROE
FY 2019-2020
0001-1160

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: HUMAN RESOURCES		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$424,464	\$469,281	\$393,687	\$479,318	\$24,770	\$504,088
7012 Salaries - Part Time	\$64,363	\$71,672	\$60,000	\$71,479	\$0	\$71,479
7020 Overtime	\$2,945	\$1,789	\$4,500	(\$5,926)	\$0	(\$5,926)
7025 Social Security	\$36,257	\$41,519	\$36,598	\$42,288	\$1,895	\$44,183
7030 Retirement & Pension	\$69,836	\$76,392	\$75,745	\$78,050	\$3,963	\$82,013
7035 Workers Compensation	\$1,288	\$1,389	\$991	\$1,141	\$261	\$1,402
7040 Employee Insurance	\$100,963	\$118,504	\$118,504	\$91,793	\$0	\$91,793
7050 Physicals	\$63,022	\$65,370	\$74,977	\$75,000	\$0	\$75,000
PERSONNEL SERVICES SUBTOTAL	\$763,138	\$845,916	\$765,002	\$833,143	\$30,889	\$864,032
7110 Office Supplies	\$6,838	\$7,400	\$7,200	\$7,200	\$0	\$7,200
7140 Wearing Apparel	\$263	\$600	\$550	\$500	\$0	\$500
7160 Vehicle Operations	\$4,753	\$0	\$1,000	\$750	\$0	\$750
7170 Vehicle Repairs	\$539	\$0	\$350	\$500	\$0	\$500
7180 Equipment Repairs	\$46	\$500	\$0	\$500	\$0	\$500
7200 Operating Supplies	\$17,169	\$14,505	\$14,500	\$13,555	\$0	\$13,555
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$1,769	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$31,377	\$23,005	\$23,600	\$23,005	\$0	\$23,005
8010 Utilities	\$1,249	\$1,400	\$1,200	\$1,400	\$0	\$1,400
8020 Insurance and Bonds	\$124	\$136	\$115	\$136	\$0	\$136
8030 Legal Services	\$9,033	\$6,000	\$3,500	\$6,000	\$0	\$6,000
8040 Leased Equipment	\$8,518	\$10,900	\$10,750	\$10,900	\$0	\$10,900
8050 Travel & Training	\$12,381	\$13,995	\$12,500	\$12,595	\$0	\$12,595
8060 Contract Services	\$24,744	\$61,878	\$60,000	\$61,878	\$0	\$61,878
8350 Legal Newspaper Notices	\$682	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$56,731	\$94,309	\$88,065	\$92,909	\$0	\$92,909
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$59,424	\$0	\$49,000	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$59,424	\$0	\$49,000	\$0	\$0	\$0
TOTAL 0001-1160	\$910,670	\$963,230	\$925,667	\$949,057	\$30,889	\$979,946



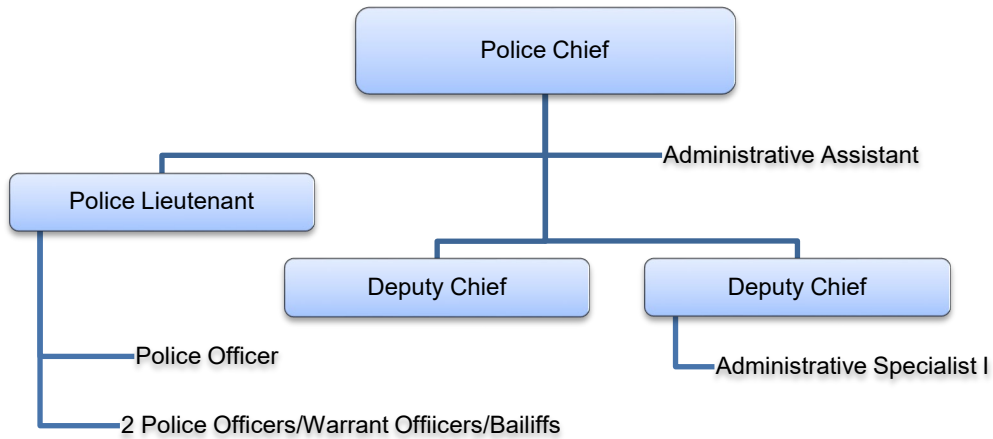
CITY OF CONROE
FY 2019-2020
0001-1160

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5532	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$24,770
				7025 SOCIAL SECURITY	\$1,895
				7030 RETIREMENT & PENSION	\$3,963
				7035 WORKERS COMPENSATION	\$261
				Request Total	\$30,889
1 Requests			Total for 0001-1160		\$30,889



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 2018-2019

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

Goals & Objectives for FY 2019-2020

- ❑ Continue to pursue full staffing department-wide while keeping pace with annexation expansion and population increases
- ❑ Increase Command Staff's public interactions through forums, service organizations, speaking engagements, and other opportunities to meet with the public
- ❑ Continue to seek grant funding for various projects within the department



City of Conroe General Fund

Police Administration 0001-1201

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Police Chief	1	1	1	1
Deputy Chief	2	2	2	2
Lieutenant	1	1	1	1
Police Officer	1	1	1	1
Police Officer/Warrant Officer/Bailiff	2	2	2	2
Administrative Assistant	1	1	1	1
Administrative Specialist I	1	1	1	1
TOTAL FULL TIME	9	9	9	9

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Citizen Police Academy classes	3	1	2	3
Discipline Boards convened	2	0	0	0
Grants obtained	2	4	4	4



CITY OF CONROE
FY 2019-2020
0001-1201

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: POLICE ADMINISTRATION DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$890,360	\$791,784	\$695,656	\$768,576	\$97,707	\$866,283
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$26,260	\$32,240	\$15,000	\$28,769	\$0	\$28,769
7025 Social Security	\$66,167	\$63,038	\$47,331	\$61,262	\$7,475	\$68,737
7030 Retirement & Pension	\$151,486	\$133,846	\$108,540	\$129,324	\$15,633	\$144,957
7035 Workers Compensation	\$12,263	\$13,785	\$10,129	\$14,850	\$1,030	\$15,880
7040 Employee Insurance	\$151,630	\$152,362	\$152,362	\$118,019	\$0	\$118,019
PERSONNEL SERVICES SUBTOTAL	\$1,298,166	\$1,187,055	\$1,029,018	\$1,120,800	\$121,845	\$1,242,645
7110 Office Supplies	\$3,472	\$5,775	\$5,775	\$5,775	\$0	\$5,775
7130 Building Supplies	\$0	\$1,500	\$1,500	\$1,500	\$0	\$1,500
7140 Wearing Apparel	\$1,629	\$5,150	\$5,150	\$5,150	\$0	\$5,150
7160 Vehicle Operations	\$6,698	\$13,203	\$13,203	\$13,203	\$0	\$13,203
7170 Vehicle Repairs	\$0	\$2,000	\$2,000	\$2,000	\$0	\$2,000
7180 Equipment Repairs	\$70	\$1,000	\$1,000	\$1,000	\$0	\$1,000
7190 Radio Repairs	\$0	\$665	\$665	\$665	\$0	\$665
7200 Operating Supplies	\$59,901	\$33,474	\$35,000	\$33,474	\$0	\$33,474
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$6,000	\$6,000	\$6,000	\$0	\$6,000
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$71,770	\$68,767	\$70,293	\$68,767	\$0	\$68,767
8010 Utilities	\$154,051	\$186,036	\$186,036	\$186,036	\$0	\$186,036
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$13,943	\$665	\$665	\$665	\$0	\$665
8040 Leased Equipment	\$2,722	\$3,500	\$3,500	\$3,500	\$0	\$3,500
8050 Travel & Training	\$19,064	\$15,135	\$15,135	\$13,621	\$0	\$13,621
8060 Contract Services	\$14,217	\$48,405	\$31,088	\$31,088	\$0	\$31,088
8350 Legal Newspaper Notices	\$752	\$1,500	\$2,200	\$1,500	\$0	\$1,500
CONTRACTUAL SUBTOTAL	\$204,749	\$255,241	\$238,624	\$236,410	\$0	\$236,410
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1201	\$1,574,685	\$1,511,063	\$1,337,935	\$1,425,977	\$121,845	\$1,547,822



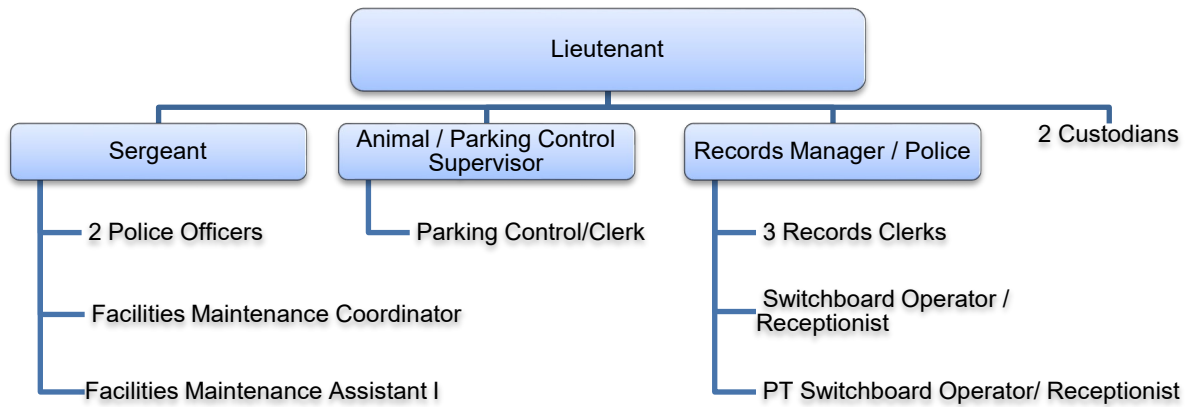
CITY OF CONROE
FY 2019-2020
0001-1201

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5533	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$97,707
				7025 SOCIAL SECURITY	\$7,475
				7030 RETIREMENT & PENSION	\$15,633
				7035 WORKERS COMPENSATION	\$1,030
				Request Total	\$121,845
1 Requests			Total for 0001-1201		\$121,845



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 2018-2019

- ✓ Conducted one full Basic Peace Officer Course (BPOC Class 17-10) and continued the trend of 100% pass rate on the Texas Commission On Law Enforcement licensing exam
- ✓ Successfully completed another Academy class despite the devastation of our Firearms Training Facility due to Hurricane Harvey and the subsequent Academy classes having to be housed at the Police Department
- ✓ Continued to move towards a paperless unit by scanning data into computer system
- ✓ Increased Records Section services to the public to meet increased demands

Goals & Objectives for FY 2019-2020

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



City of Conroe General Fund

Police Support Services 0001-1202

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Lieutenant	1	1	1	1
Sergeant	1	1	1	1
Police/Patrol Officer	2	2	2	2
Facilities Maintenance Coordinator	1	1	1	1
Parking Control/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	3	3	3	2
Facilities Maintenance Assistant I	0	0	0	1
TOTAL FULL TIME	14	14	14	14
PT Switchboard Operator (Hours)	400	400	400	400
TOTAL PART TIME HOURS	400	400	400	400

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Parking Citations Issued	255	683	1,974	1,980
Vehicles Booted	0	8	0	0
Open Records Requests	505	575	480	480
Accident Reports	2,803	2,893	2,949	2,950
Offense Reports	12,551	13,004	13,050	13,100
Arrest Reports	4,803	4,815	4,659	4,700
Receptionist Walk-ins	15,500	8,835	9,800	9,800
Receptionist Phone Calls	35,000	33,751	36,234	37,000
Basic Peace Officer Academy	1	1	1	2



CITY OF CONROE
FY 2019-2020
0001-1202

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: POLICE SUPPORT		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$638,175	\$700,528	\$784,109	\$723,967	\$56,845	\$780,812
7012 Salaries - Part Time	\$4,555	\$64,319	\$2,098	\$58,955	\$0	\$58,955
7020 Overtime	\$20,732	\$49,824	\$25,000	\$42,900	\$0	\$42,900
7025 Social Security	\$48,303	\$62,322	\$58,798	\$64,115	\$4,349	\$68,464
7030 Retirement & Pension	\$107,954	\$121,880	\$129,153	\$125,532	\$9,095	\$134,627
7035 Workers Compensation	\$9,243	\$10,644	\$10,644	\$12,410	\$599	\$13,009
7040 Employee Insurance	\$236,055	\$237,008	\$237,008	\$183,585	\$0	\$183,585
PERSONNEL SERVICES SUBTOTAL	\$1,065,017	\$1,246,525	\$1,246,810	\$1,211,464	\$70,888	\$1,282,352
7110 Office Supplies	\$3,743	\$6,000	\$6,000	\$6,000	\$0	\$6,000
7130 Building Supplies	\$28,269	\$8,500	\$8,500	\$8,500	\$0	\$8,500
7140 Wearing Apparel	\$738	\$14,300	\$14,300	\$14,300	\$0	\$14,300
7160 Vehicle Operations	\$15,215	\$6,000	\$6,000	\$6,000	\$0	\$6,000
7170 Vehicle Repairs	\$4,184	\$1,000	\$1,000	\$1,000	\$0	\$1,000
7180 Equipment Repairs	\$4,466	\$3,282	\$3,282	\$3,282	\$0	\$3,282
7190 Radio Repairs	\$0	\$197	\$197	\$197	\$0	\$197
7200 Operating Supplies	\$33,451	\$28,084	\$28,084	\$28,084	\$0	\$28,084
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$50,331	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$84,264	\$43,554	\$43,554	\$43,554	\$2,114	\$45,668
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$224,661	\$110,917	\$110,917	\$110,917	\$2,114	\$113,031
8010 Utilities	\$19,417	\$20,000	\$20,000	\$20,000	\$0	\$20,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$42,354	\$36,000	\$36,000	\$36,000	\$0	\$36,000
8050 Travel & Training	\$101,992	\$78,204	\$78,204	\$70,384	\$0	\$70,384
8060 Contract Services	\$126,090	\$50,000	\$107,300	\$50,000	\$0	\$50,000
CONTRACTUAL SUBTOTAL	\$289,853	\$184,204	\$241,504	\$176,384	\$0	\$176,384
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$33,975	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$5,000	\$5,000
CAPITAL OUTLAY SUBTOTAL	\$33,975	\$0	\$0	\$0	\$5,000	\$5,000
TOTAL 0001-1202	\$1,613,505	\$1,541,646	\$1,599,231	\$1,498,765	\$78,002	\$1,576,767



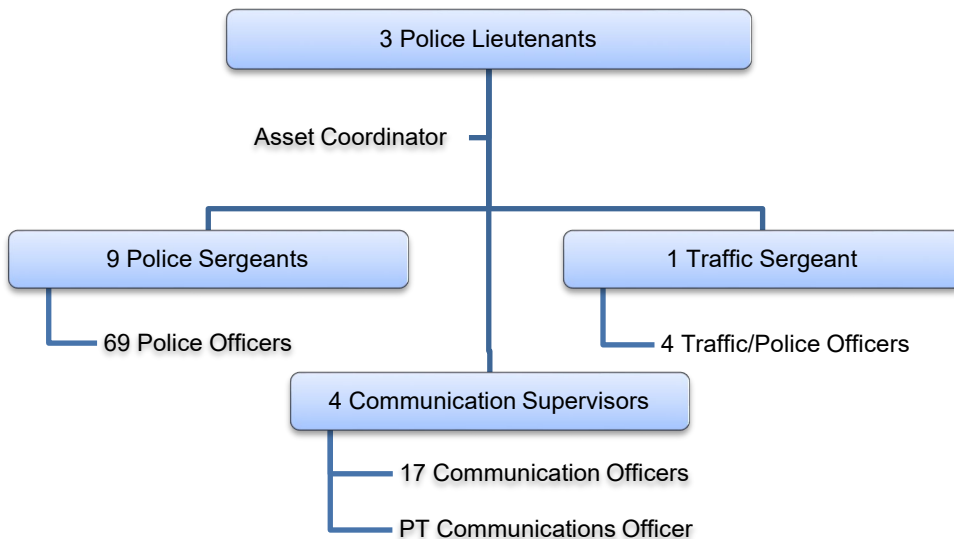
CITY OF CONROE
FY 2019-2020
0001-1202

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5534	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$56,845
				7025 SOCIAL SECURITY	\$4,349
				7030 RETIREMENT & PENSION	\$9,095
				7035 WORKERS COMPENSATION	\$599
				Request Total	\$70,888
4453	2	Unmarked Vehicle Police Lieutenant (replaces 0946)	V E R F (upgrade Only)	7254 MACHINERY & EQUIPMENT <\$5,000	\$2,114
				9060 VEHICLES >\$5,000	\$5,000
				Request Total	\$7,114
2 Requests			Total for 0001-1202		\$78,002



Police Patrol



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



Police Patrol

Accomplishments for FY 2018-2019

- ✓ Implemented a system to capture and track data as required by the enacted SB 1849 (Sandra Bland Act)
- ✓ Successfully increased patrol and dispatch staffing levels to full authorization strength through training and retention
- ✓ Successfully reviewed and updated the field training process for communication officers.
- ✓ Expanded the newly formed Special Response Group (SRG) through training with regional agencies

Goals & Objectives for FY 2019-2020

- ❑ Refine and improve implemented system to capture and track data as required by the Sandra Bland Act
- ❑ Maintain full authorization staffing levels in patrol and dispatch
- ❑ Evaluate and update the communications division policies and procedures.
- ❑ Expand the Police K9 program through grants and training



City of Conroe General Fund

Police Patrol 0001-1203

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Lieutenant	3	3	3	3
Sergeant	10	10	10	10
Police Officer	67	67	67	73
Communications Supervisor	4	4	4	4
Communications Officer	17	17	17	17
Administrative Specialist I	1	1	0	0
Asset Coordinator	0	0	1	1
TOTAL FULL TIME	102	102	102	108
PT Communications Officer (Hours)	1,800	1,800	1,800	1,800
TOTAL PART TIME HOURS	1,800	1,800	1,800	1,800

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Calls for Service	87,414	90,036	93,326	96,125
Average Response Time	4:08	4:08	5:12	5:12
Traffic Enforcement	11,127	11,460	16,968	17,477
Arrests	4,545	4,681	4,730	4,871

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



CITY OF CONROE
FY 2019-2020
0001-1203

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: POLICE PATROL DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$6,625,439	\$6,839,794	\$6,864,324	\$6,682,628	\$1,151,060	\$7,833,688
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$632,725	\$246,749	\$507,283	\$224,619	\$45,468	\$270,087
7025 Social Security	\$536,869	\$542,121	\$526,774	\$530,097	\$91,535	\$621,632
7030 Retirement & Pension	\$1,196,426	\$1,151,303	\$1,150,940	\$1,124,153	\$193,103	\$1,317,256
7035 Workers Compensation	\$96,027	\$114,904	\$84,009	\$120,362	\$12,132	\$132,494
7040 Employee Insurance	\$1,721,469	\$1,726,770	\$1,726,770	\$1,337,550	\$78,678	\$1,416,228
PERSONNEL SERVICES SUBTOTAL	\$10,808,955	\$10,621,641	\$10,860,100	\$10,019,409	\$1,571,976	\$11,591,385
7110 Office Supplies	\$19,301	\$12,030	\$12,030	\$12,030	\$0	\$12,030
7130 Building Supplies	\$66	\$285	\$285	\$285	\$0	\$285
7140 Wearing Apparel	\$91,875	\$112,774	\$78,344	\$78,344	\$65,100	\$143,444
7160 Vehicle Operations	\$539,682	\$447,919	\$447,919	\$447,919	\$0	\$447,919
7170 Vehicle Repairs	\$79,367	\$40,310	\$46,095	\$40,310	\$0	\$40,310
7180 Equipment Repairs	\$839	\$3,125	\$3,125	\$3,125	\$0	\$3,125
7190 Radio Repairs	\$0	\$6,670	\$6,670	\$6,670	\$0	\$6,670
7200 Operating Supplies	\$40,577	\$77,850	\$77,850	\$77,850	\$1,200	\$79,050
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$367,397	\$384,733	\$378,564	\$378,564	\$4,800	\$383,364
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$1,139,104	\$1,085,696	\$1,050,882	\$1,045,097	\$71,100	\$1,116,197
8010 Utilities	\$1,066	\$2,456	\$2,456	\$2,456	\$0	\$2,456
8020 Insurance and Bonds	\$16,926	\$18,500	\$18,500	\$18,500	\$0	\$18,500
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$5,671	\$8,095	\$4,095	\$4,095	\$0	\$4,095
8050 Travel & Training	\$11,337	\$13,700	\$13,700	\$12,270	\$600	\$12,870
8060 Contract Services	\$16,160	\$23,523	\$23,523	\$6,523	\$0	\$6,523
CONTRACTUAL SUBTOTAL	\$51,160	\$66,274	\$62,274	\$43,844	\$600	\$44,444
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$11,500	\$49,980	\$66,510	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$58,392	\$51,030	\$51,030	\$0	\$90,000	\$90,000
CAPITAL OUTLAY SUBTOTAL	\$69,892	\$101,010	\$117,540	\$0	\$90,000	\$90,000
TOTAL 0001-1203	\$12,069,111	\$11,874,621	\$12,090,796	\$11,108,350	\$1,733,676	\$12,842,026



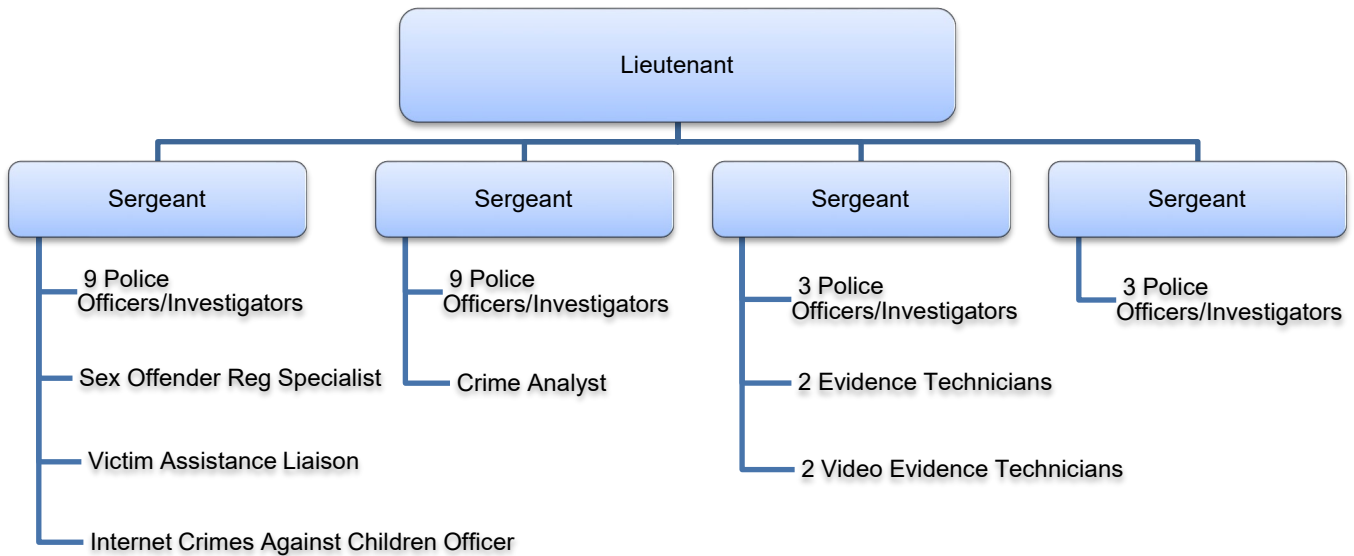
CITY OF CONROE
FY 2019-2020
0001-1203

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5518	0	Police Officers (6)	New Personnel	7010 SALARIES	\$315,245
				7020 OVERTIME	\$45,468
				7025 SOCIAL SECURITY	\$27,595
				7030 RETIREMENT & PENSION	\$59,373
				7035 WORKERS COMPENSATION	\$3,323
				7040 EMPLOYEE INSURANCE	\$78,678
				7140 WEARING APPAREL	\$65,100
				7200 OPERATING SUPPLIES	\$1,200
				8050 TRAVEL & TRAINING	\$600
				Request Total	\$596,582
5535	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$835,815
				7025 SOCIAL SECURITY	\$63,940
				7030 RETIREMENT & PENSION	\$133,730
				7035 WORKERS COMPENSATION	\$8,809
				Request Total	\$1,042,294
3157	1	Twelve (12) Police Patrol Vehicles	Vehicle Equipment Replacement Fund - V E R F (upgrade Only)	9060 Vehicles >\$5,000	\$90,000
				Request Total	\$90,000
3271	2	Equipment Package For Canine Tahoe	New Equipment	7254 MACHINERY & EQUIPMENT <\$5,000	\$4,800
				Request Total	\$4,800
4 Requests			Total for 0001-1203		\$1,733,676



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 2018-2019

- ✓ Increased the number of items being disposed of via court order in the evidence room due to the additional Evidence Technician
- ✓ Streamlined the video evidence transmission for a more timely manner of transferring prosecution evidence to the District Attorney's (DA) Office due to the additional Video Evidence Technician
- ✓ Successfully added another Detective to the Internet Crimes Against Children Task Force with grant funds, due to the spike in arrests and prosecution of Child Sex Offenders
- ✓ Successfully lowered detective caseloads through aggressive workflow management and prioritizing cases according to true investigative leads

Goals & Objectives for FY 2019-2020

- ❑ Deploy new written directive on evidence submission and the handling of drug paraphernalia to limit these items in evidence storage
- ❑ Outfit all detectives with new, working body cameras
- ❑ Cross train crime scene units and traffic fatality investigators with the use of the FARO scanner for scene diagraming



City of Conroe General Fund

Police Investigative Services 0001-1204

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Lieutenant	1	1	1	1
Sergeant	4	4	4	4
Police Officer/Investigator	24	24	24	24
Internet Crimes Against Children Officer	0	0	0	1
Sex Offender Registration Specialist	1	1	1	1
Crime Analyst	1	1	1	1
Victim Assistance Liaison	1	1	1	1
Evidence Technician	2	2	3	2
Video Evidence Technician	0	0	1	2
TOTAL FULL TIME	34	34	36	37

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Total number of cases assigned	3,875	2,517	2,100	2,600
Total number of cases closed	1,611	2,205	2,300	2,400
Homicide cases assigned	5	2	1	2
Homicide cases closed	1	0	1	2
Assault cases assigned	413	255	300	300
Assault cases closed	204	68	120	120
Crime scenes processed	582	465	520	520



CITY OF CONROE
FY 2019-2020
0001-1204

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: POLICE INVESTIGATIVE SERVICES		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$2,428,593	\$2,459,046	\$2,595,413	\$2,546,432	\$173,738	\$2,720,170
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$209,320	\$89,456	\$185,000	\$79,826	\$0	\$79,826
7025 Social Security	\$193,007	\$194,960	\$198,473	\$201,645	\$13,291	\$214,936
7030 Retirement & Pension	\$434,113	\$414,098	\$436,688	\$427,620	\$27,798	\$455,418
7035 Workers Compensation	\$36,514	\$43,098	\$31,489	\$46,327	\$1,831	\$48,158
7040 Employee Insurance	\$575,322	\$609,448	\$609,448	\$472,077	\$0	\$472,077
PERSONNEL SERVICES SUBTOTAL	\$3,876,869	\$3,810,106	\$4,056,511	\$3,773,927	\$216,658	\$3,990,585
7110 Office Supplies	\$6,660	\$9,700	\$9,700	\$9,700	\$0	\$9,700
7130 Building Supplies	\$0	\$500	\$500	\$500	\$0	\$500
7140 Wearing Apparel	\$4,425	\$11,502	\$11,002	\$11,502	\$0	\$11,502
7160 Vehicle Operations	\$58,107	\$88,853	\$80,003	\$83,003	\$0	\$83,003
7170 Vehicle Repairs	\$1,950	\$2,000	\$2,000	\$2,000	\$0	\$2,000
7180 Equipment Repairs	\$0	\$1,000	\$1,000	\$1,000	\$0	\$1,000
7190 Radio Repairs	\$0	\$500	\$500	\$500	\$0	\$500
7200 Operating Supplies	\$87,786	\$99,421	\$99,421	\$99,421	\$0	\$99,421
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$7,232	\$5,800	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$166,160	\$219,276	\$204,126	\$207,626	\$0	\$207,626
8010 Utilities	\$0	\$0	\$0	\$0	\$0	\$0
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$6,467	\$3,925	\$6,914	\$3,925	\$0	\$3,925
8050 Travel & Training	\$6,060	\$21,460	\$21,460	\$24,579	\$0	\$24,579
8060 Contract Services	\$43,054	\$19,677	\$43,000	\$19,677	\$0	\$19,677
CONTRACTUAL SUBTOTAL	\$55,581	\$45,062	\$71,374	\$48,181	\$0	\$48,181
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1204	\$4,098,610	\$4,074,444	\$4,332,011	\$4,029,734	\$216,658	\$4,246,392



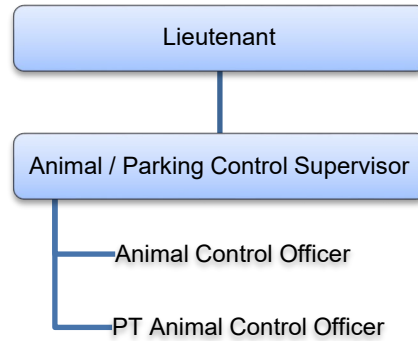
CITY OF CONROE
FY 2019-2020
0001-1204

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5536	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$173,738
				7025 SOCIAL SECURITY	\$13,291
				7030 RETIREMENT & PENSION	\$27,798
				7035 WORKERS COMPENSATION	\$1,831
				Request Total	\$216,658
1 Requests			Total for 0001-1204		\$216,658



Police Animal Services



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



Police Animal Services

Accomplishments for FY 2018-2019

- ✓ Successful offsite events for low cost spay/neuter of animals
- ✓ Successful adoption events, such as at National Night Out
- ✓ Increased community safety through enforcement of nuisance ordinance and decreased neighbor animal problems

Goals & Objectives for FY 2019-2020

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



City of Conroe General Fund

Police Animal Services 0001-1206

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</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 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Cats from Public Surrender	920	742	740	745
Dogs from Public Surrender	1,536	939	952	975
Cats from Animal Control	519	448	448	450
Dogs from Animal Control	820	811	800	820
Total Animals Handled	3,795	2,940	2,940	2,990
Animal Control Citations Issued	11	25	25	25



CITY OF CONROE
FY 2019-2020
0001-1206

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: POLICE ANIMAL SERVICES		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$81,927	\$85,500	\$67,279	\$91,625	\$3,577	\$95,202
7012 Salaries - Part Time	\$10,715	\$12,433	\$8,808	\$11,095	\$0	\$11,095
7020 Overtime	\$2,361	\$4,001	\$1,128	\$3,570	\$0	\$3,570
7025 Social Security	\$7,096	\$7,798	\$5,681	\$8,266	\$274	\$8,540
7030 Retirement & Pension	\$13,864	\$14,538	\$11,952	\$15,513	\$572	\$16,085
7035 Workers Compensation	\$2,055	\$2,559	\$1,872	\$1,146	\$38	\$1,184
7040 Employee Insurance	\$33,783	\$33,858	\$33,858	\$26,226	\$0	\$26,226
PERSONNEL SERVICES SUBTOTAL	\$151,801	\$160,687	\$130,578	\$157,441	\$4,461	\$161,902
7110 Office Supplies	\$272	\$250	\$250	\$250	\$0	\$250
7130 Building Supplies	\$5,106	\$2,000	\$2,000	\$2,000	\$0	\$2,000
7140 Wearing Apparel	\$664	\$750	\$750	\$750	\$0	\$750
7160 Vehicle Operations	\$8,466	\$8,600	\$8,600	\$8,600	\$0	\$8,600
7170 Vehicle Repairs	\$0	\$1,000	\$1,000	\$1,000	\$0	\$1,000
7180 Equipment Repairs	\$7,331	\$2,500	\$2,500	\$2,500	\$0	\$2,500
7190 Radio Repairs	\$0	\$200	\$200	\$200	\$0	\$200
7200 Operating Supplies	\$1,217	\$3,500	\$3,500	\$3,500	\$0	\$3,500
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$3,273	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$26,329	\$18,800	\$18,800	\$18,800	\$0	\$18,800
8010 Utilities	\$21,196	\$21,000	\$21,000	\$21,000	\$0	\$21,000
8040 Leased Equipment	\$1,703	\$2,900	\$2,900	\$2,900	\$0	\$2,900
8050 Travel & Training	\$0	\$1,400	\$1,400	\$1,260	\$0	\$1,260
8060 Contract Services	\$548,532	\$574,473	\$574,473	\$534,273	\$40,200	\$574,473
CONTRACTUAL SUBTOTAL	\$571,431	\$599,773	\$599,773	\$559,433	\$40,200	\$599,633
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1206	\$749,561	\$779,260	\$749,151	\$735,674	\$44,661	\$780,335



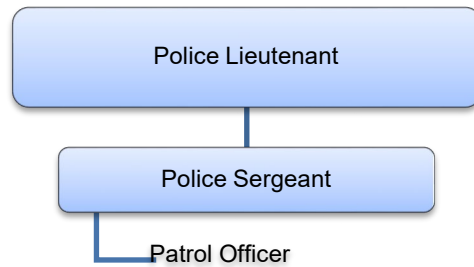
CITY OF CONROE
FY 2019-2020
0001-1206

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5537	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$3,577
				7025 SOCIAL SECURITY	\$274
				7030 RETIREMENT & PENSION	\$572
				7035 WORKERS COMPENSATION	\$38
				Request Total	\$4,461
4466	1	Care Corp Contract Increase, Willis Agreement	Non-discretionary Adjustment	8060 CONTRACT SERVICES	\$40,200
				Request Total	\$40,200
2 Requests			Total for 0001-1206		\$44,661



Commercial Vehicle Enforcement Program



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



Commercial Vehicle Enforcement Program

Accomplishments for FY 2018-2019

- ✓ Updated and maintained guidelines and safety inspections for tow trucks operating within the City of Conroe, thereby ensuring that permitted wreckers met City standards
- ✓ Trained patrol officers by assisting them with Commercial Motor Vehicle (CMV) issues encountered during calls for service
- ✓ Reduced commercial vehicle involved crashes in the city by conducting roadside inspections and traffic enforcement on large commercial vehicles. CMV crashes are down 19.24% from this same time period last year.

Goals & Objectives for FY 2019-2020

- ❑ Attain state hazardous materials inspection certification in order to promote safe transport of HazMat through the City.
- ❑ Increase the number of roadside inspections with the goal being fewer unsafe commercial vehicles on city roadways.
- ❑ Expand working knowledge of the CMV enforcement officer by conducting training with state police CMV officers.



City of Conroe General Fund

Commercial Vehicle Enforcement Program 0001-1209

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Patrol Officer	1	1	1	1
TOTAL FULL TIME	1	1	1	1

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Number of citations issued	240	186	174	174
Number of violations charged	388	246	273	273



CITY OF CONROE
FY 2019-2020
0001-1209

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: COMMERCIAL VEHICLE ENFORCEMENT DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$77,341	\$75,991	\$77,642	\$77,791	\$4,441	\$82,232
7020 Overtime	\$1,168	\$3,600	\$1,566	\$3,212	\$0	\$3,212
7025 Social Security	\$5,819	\$6,089	\$5,846	\$6,226	\$340	\$6,566
7030 Retirement & Pension	\$12,924	\$12,928	\$12,574	\$13,204	\$711	\$13,915
7035 Workers Compensation	\$1,252	\$1,451	\$1,101	\$1,560	\$47	\$1,607
7040 Employee Insurance	\$16,897	\$16,929	\$16,929	\$13,113	\$0	\$13,113
PERSONNEL SERVICES SUBTOTAL	\$115,401	\$116,988	\$115,658	\$115,106	\$5,539	\$120,645
7110 Office Supplies	\$0	\$200	\$200	\$200	\$0	\$200
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$40	\$1,000	\$1,000	\$1,000	\$0	\$1,000
7160 Vehicle Operations	\$6,051	\$7,000	\$7,188	\$7,000	\$0	\$7,000
7170 Vehicle Repairs	\$1,167	\$2,000	\$2,000	\$2,000	\$0	\$2,000
7180 Equipment Repairs	\$0	\$1,000	\$1,000	\$1,000	\$0	\$1,000
7190 Radio Repairs	\$0	\$750	\$750	\$750	\$0	\$750
7200 Operating Supplies	\$0	\$2,850	\$2,850	\$2,850	\$0	\$2,850
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$4,000	\$4,000
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$8,627	\$8,627
SUPPLIES SUBTOTAL	\$7,258	\$14,800	\$14,988	\$14,800	\$12,627	\$27,427
8010 Utilities	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$1,000	\$1,000	\$900	\$0	\$900
8060 Contract Services	\$0	\$1,450	\$2,450	\$1,450	\$0	\$1,450
CONTRACTUAL SUBTOTAL	\$0	\$2,450	\$3,450	\$2,350	\$0	\$2,350
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1209	\$122,658	\$134,238	\$134,096	\$132,256	\$18,166	\$150,422



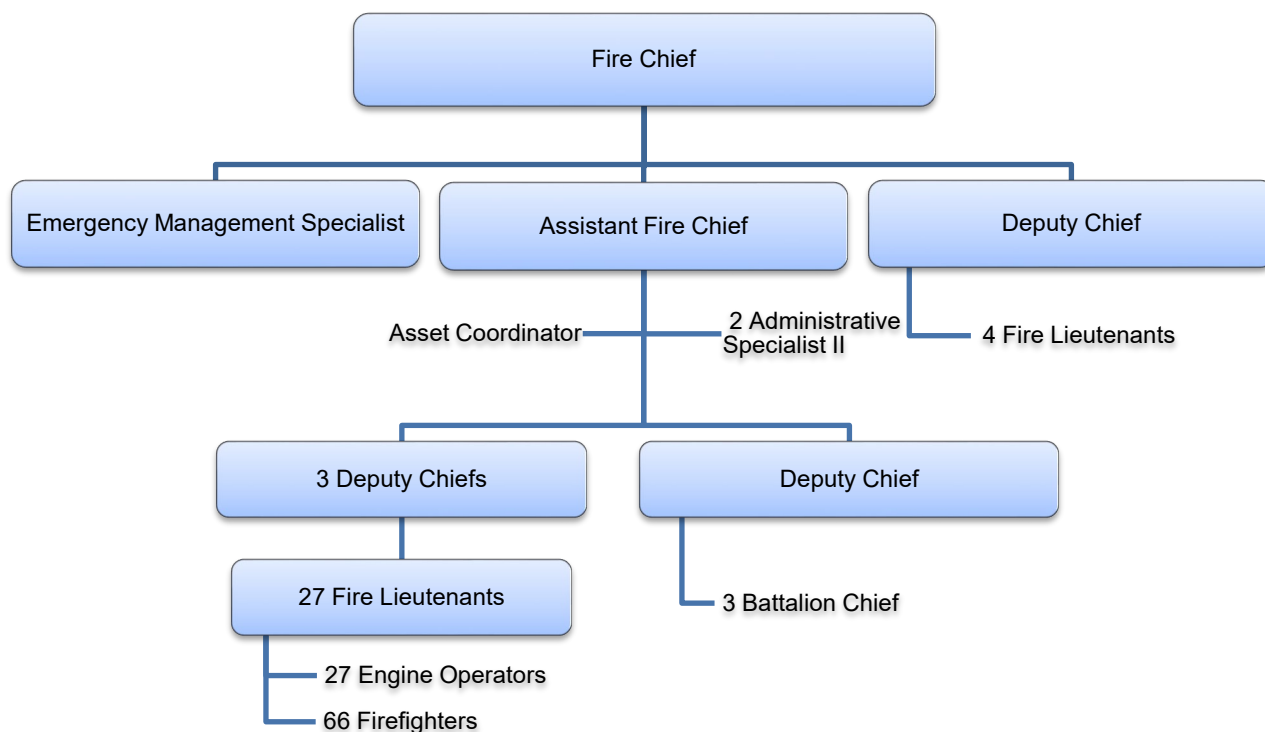
CITY OF CONROE
FY 2019-2020
0001-1209

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
4423	0	C M V Enforcement Vehicle	V E R F (upgrade Only)	7254 MACHINERY & EQUIPMENT <\$5,000	\$4,000
				7255 VEHICLES <\$5,000	\$8,627
				Request Total	\$12,627
5538	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$4,441
				7025 SOCIAL SECURITY	\$340
				7030 RETIREMENT & PENSION	\$711
				7035 WORKERS COMPENSATION	\$47
				Request Total	\$5,539
2 Requests			Total for 0001-1209		\$18,166



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 2018-2019

- ✓ Updated a number of high-utilization forms with a total paperless system to increase efficiency, accountability, transparency, and feedback, with trackable destination in a timely manner
- ✓ Completed filing all FEMA documentation to seek reimbursement for response, damage, and repairs caused by Hurricane Harvey
- ✓ The Fire Marshal Division completed a study that reduced the number of false alarm calls by 46% and identified the occupancies causing these alarms and the largest abuser. The sites were visited and issues were resolved
- ✓ The Training Division completed the specialized training for Confined Space, Montgomery County Extrication, and others training classes utilizing the new Fire Training Facility
- ✓ The Fire Department and the City's IT Department worked together and completed an update to the A/V equipment capabilities within the Emergency Operations Center at City Hall

Goals & Objectives for FY 2019-2020

- ❑ Continue working on the fire pre-plan program for high risk commercial businesses, while keeping them updated and available to emergency responders
- ❑ Continue working on specialized training in the realms of flood response, wildfire response, hazardous materials, and specialize rescues
- ❑ The Fire Marshal's Division will continue to identify and work with commercial businesses are abusers of false alarm calls. This should significantly reduce false alarm responses
- ❑ Continue working towards a totally paperless system within the Fire Department better organization and faster, reliable tracking efficiencies to assist in meeting the needs of the citizens and visitors of our city
- ❑ Continue working to identify areas within the City Limits that do not have adequate water supply for firefighting. Also, work with the City's Engineering Office and Public Works to identify possible short and long term solutions, to prevent these areas from incurring a higher insurance rate



City of Conroe General Fund

Fire Department 0001-1300

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Fire Chief	1	1	1	1
Assistant Fire Chief	1	1	1	1
Deputy Chief	5	5	5	5
Battalion Chief	0	0	0	3
Fire Lieutenant	31	31	31	31
Engine Operator	27	27	27	27
Firefighter	60	60	66	66
Emergency Management Specialist	1	1	1	1
Administrative Specialist II	2	2	2	2
Asset Coordinator	1	1	1	1
TOTAL FULL TIME	129	129	135	138

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Total Calls for Fire Service	9,400	9,600	9,800	11,000
Number of Fires	275	290	300	300
Fires Investigated	30	35	38	40
Arson Cases	10	12	14	14
Commercial Plans Reviewed	640	650	660	660
Businesses Inspected	2,400	2,500	2,500	3,100
Fire Code Violations	3,150	3,250	3,250	4,400
Fire Safety Programs	65	70	75	95
Attendees for Fire Safety Programs	9,000	9,300	9,500	15,000

The Fire Department is authorized to over hire six (6) additional Firefighters.



CITY OF CONROE
FY 2019-2020
0001-1300

BUDGET LINE ITEMS

	FUND: GENERAL FUND	DEPARTMENT: FIRE	DIVISION: EXPENDITURES			
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$8,797,949	\$9,561,400	\$8,988,520	\$9,583,036	\$1,639,317	\$11,222,353
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$295,992	\$220,581	\$500,000	\$196,835	\$10,101	\$206,936
7025 Social Security	\$670,251	\$748,322	\$672,734	\$749,977	\$126,180	\$876,157
7030 Retirement & Pension	\$1,374,468	\$1,471,570	\$1,413,220	\$1,483,814	\$264,705	\$1,748,519
7035 Workers Compensation	\$118,134	\$138,733	\$138,733	\$153,617	\$17,993	\$171,610
7040 Employee Insurance	\$2,174,621	\$2,285,430	\$2,285,430	\$1,770,287	\$26,357	\$1,796,644
7050 Physicals	\$118,940	\$158,000	\$150,000	\$158,000	\$11,250	\$169,250
PERSONNEL SERVICES SUBTOTAL	\$13,550,355	\$14,584,036	\$14,148,637	\$14,095,566	\$2,095,903	\$16,191,469
7110 Office Supplies	\$19,669	\$33,000	\$33,000	\$33,000	\$0	\$33,000
7130 Building Supplies	\$52,280	\$47,000	\$50,000	\$47,000	\$0	\$47,000
7140 Wearing Apparel	\$154,366	\$714,435	\$718,000	\$164,435	\$14,400	\$178,835
7160 Vehicle Operations	\$397,720	\$297,000	\$297,000	\$297,000	\$18,000	\$315,000
7170 Vehicle Repairs	\$191,526	\$213,500	\$213,500	\$213,500	\$7,500	\$221,000
7180 Equipment Repairs	\$85,586	\$82,000	\$100,000	\$82,000	\$0	\$82,000
7190 Radio Repairs	\$11,235	\$13,000	\$13,000	\$13,000	\$0	\$13,000
7200 Operating Supplies	\$145,465	\$222,475	\$222,475	\$172,475	\$68,000	\$240,475
7251 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$59,336	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$119	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$1,117,302	\$1,622,410	\$1,646,975	\$1,022,410	\$107,900	\$1,130,310
8010 Utilities	\$142,357	\$181,000	\$181,000	\$181,000	\$0	\$181,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$1,000	\$1,000	\$1,000	\$0	\$1,000
8040 Leased Equipment	\$7,751	\$15,000	\$15,000	\$15,000	\$0	\$15,000
8050 Travel & Training	\$149,087	\$149,995	\$149,995	\$134,995	\$20,250	\$155,245
8060 Contract Services	\$726,415	\$691,076	\$692,766	\$567,766	\$45,000	\$612,766
CONTRACTUAL SUBTOTAL	\$1,025,610	\$1,038,071	\$1,039,761	\$899,761	\$65,250	\$965,011
9020 Buildings >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$174,720	\$0	\$0	\$0	\$5,000	\$5,000
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$75,000	\$75,000
CAPITAL OUTLAY SUBTOTAL	\$174,720	\$0	\$0	\$0	\$80,000	\$80,000
TOTAL 0001-1300	\$15,867,987	\$17,244,517	\$16,835,373	\$16,017,737	\$2,349,053	\$18,366,790



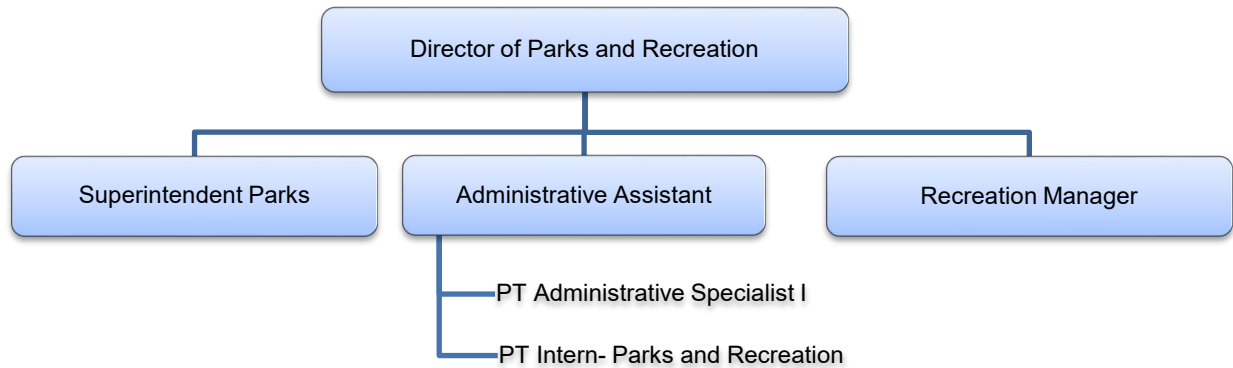
CITY OF CONROE
FY 2019-2020
0001-1300

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5539	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$1,475,898
				7025 SOCIAL SECURITY	\$112,906
				7030 RETIREMENT & PENSION	\$236,144
				7035 WORKERS COMPENSATION	\$15,556
				Request Total	\$1,840,504
4355	1	Battalion Chiefs Three (3) Effective Feb 1, 2020	New Personnel	7010 SALARIES	\$163,419
				7020 OVERTIME	\$10,101
				7025 SOCIAL SECURITY	\$13,274
				7030 RETIREMENT & PENSION	\$28,561
				7035 WORKERS COMPENSATION	\$2,437
				7040 EMPLOYEE INSURANCE	\$26,357
				7050 PHYSICALS	\$11,250
				7140 WEARING APPAREL	\$14,400
				7160 VEHICLE OPERATIONS	\$18,000
				7170 VEHICLE REPAIRS	\$7,500
				7200 OPERATING SUPPLIES	\$18,000
				8050 TRAVEL & TRAINING	\$20,250
				9050 MACHINERY & EQUIPMENT >\$5,000	\$5,000
				9060 VEHICLES >\$5,000	\$75,000
				Request Total	\$413,549
4502	9	Firefighter Cancer Prevention Program	New Program	7200 OPERATING SUPPLIES	\$50,000
				8060 CONTRACT SERVICES	\$45,000
				Request Total	\$95,000
3 Requests			Total for 0001-1300		\$2,349,053



Parks & Recreation Administration



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



Parks & Recreation Administration

Accomplishments for FY 2018-2019

- ✓ Increased pavilion usage 13%
- ✓ Increased athletic field usage 32%
- ✓ Facilitated over 45 special events
- ✓ Coordinated internship program
- ✓ Initiated electronic filing system

Goals & Objectives for FY 2019-2020

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



City of Conroe General Fund

Parks & Recreation Administration 0001-1400

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
SPECIAL SERVICES				
Parks Board	7	7	7	7
TOTAL SPECIAL SERVICES	7	7	7	7
PERSONNEL SERVICES				
Director of Parks and Recreation	1	1	1	1
Administrative Assistant	1	1	1	1
Superintendent Parks	1	1	1	1
Recreation Manager	1	1	1	1
TOTAL FULL TIME	4	4	4	4
PT Administrative Specialist I (Hours)	0	0	2,000	2,000
PT Customer Service Representative (Hours)	2,000	2,000	0	0
PT Intern - Parks and Recreation (Hours)	1,000	1,000	1,000	1,000
PT Recreation Specialist (Hours)	0	0	1,000	0
TOTAL PART TIME HOURS	3,000	3,000	4,000	3,000
	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Pavilions (Hourly Usage)	5,000	5,200	5,700	6,200
Athletic Fields (Hourly Usage)	28,000	28,500	37,000	40,000
Special Event Facilitation	35	38	45	50
Total	33,035	33,738	42,745	46,250

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



CITY OF CONROE
FY 2019-2020
0001-1400

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: PARKS & REC ADMINISTRATION DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$415,000	\$432,309	\$433,335	\$442,940	\$10,435	\$453,375
7012 Salaries - Part Time	\$38,622	\$36,230	\$36,230	\$36,230	\$0	\$36,230
7020 Overtime	\$865	\$300	\$800	\$268	\$0	\$268
7025 Social Security	\$32,332	\$35,866	\$31,790	\$36,679	\$798	\$37,477
7030 Retirement & Pension	\$67,381	\$68,904	\$68,904	\$70,544	\$1,670	\$72,214
7035 Workers Compensation	\$4,690	\$5,675	\$5,675	\$5,821	\$110	\$5,931
7040 Employee Insurance	\$67,601	\$67,716	\$67,716	\$52,453	\$0	\$52,453
PERSONNEL SERVICES SUBTOTAL	\$626,491	\$647,000	\$644,450	\$644,935	\$13,013	\$657,948
7110 Office Supplies	\$2,510	\$3,100	\$3,100	\$3,100	\$0	\$3,100
7130 Building Supplies	\$1,507	\$2,000	\$2,000	\$2,000	\$0	\$2,000
7140 Wearing Apparel	\$140	\$700	\$700	\$700	\$0	\$700
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$644	\$1,000	\$1,000	\$1,000	\$0	\$1,000
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$6,011	\$5,700	\$5,700	\$5,700	\$0	\$5,700
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$381	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$301	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$11,494	\$12,500	\$12,500	\$12,500	\$0	\$12,500
8010 Utilities	\$9,246	\$6,700	\$6,700	\$6,700	\$0	\$6,700
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$4,290	\$4,290	\$4,290	\$0	\$4,290
8050 Travel & Training	\$15,174	\$17,476	\$17,476	\$15,728	\$0	\$15,728
8060 Contract Services	\$194,254	\$237,265	\$237,265	\$182,265	\$90,000	\$272,265
8350 Legal Newspaper Notices	\$2,268	\$1,500	\$1,500	\$1,500	\$0	\$1,500
CONTRACTUAL SUBTOTAL	\$220,942	\$267,231	\$267,231	\$210,483	\$90,000	\$300,483
9010 Land >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1400	\$858,927	\$926,731	\$924,181	\$867,918	\$103,013	\$970,931



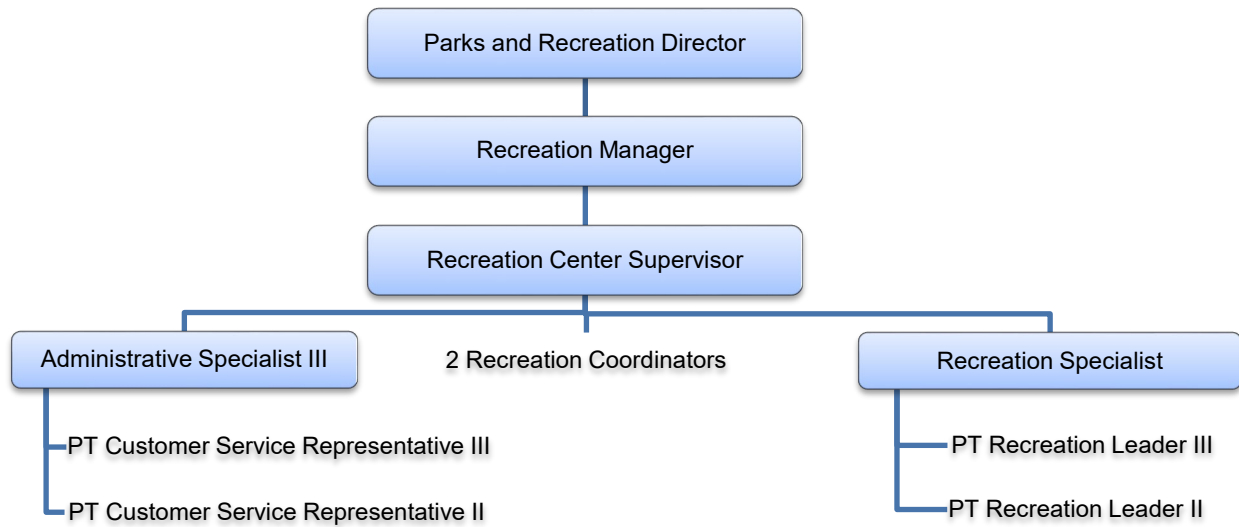
CITY OF CONROE
FY 2019-2020
0001-1400

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5540	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$10,435
				7025 SOCIAL SECURITY	\$798
				7030 RETIREMENT & PENSION	\$1,670
				7035 WORKERS COMPENSATION	\$110
				Request Total	\$13,013
4478	1	Programming For Senior Citizens	New Program	8060 CONTRACT SERVICES	\$90,000
				Request Total	\$90,000
2 Requests			Total for 0001-1400		\$103,013



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 2018-2019

- ✓ Installed spray foam insulation in the gym
- ✓ Completed first year of Conroe United youth soccer program with 32 teams and 352 participants in the fall and 38 teams and 386 participants in the spring
- ✓ Turkey Trot had a record 222 participants
- ✓ Tree Lighting Ceremony had an estimated record crowd of 3,000
- ✓ Sold 338 memberships during December promotion
- ✓ Installed new wood floor in gym
- ✓ Increased youth dance participation by 16%

Goals & Objectives for FY 2019-2020

- ❑ Increase stronger awareness for recreation center, programs, and events through various social media(s)
- ❑ Increase First Thursday Free Concert Series attendance by 5%
- ❑ Increase Turkey Trot participation by 10%
- ❑ Offer one new sports program and two new classes
- ❑ Increase gym rentals by 5%



City of Conroe General Fund

C.K. Ray Recreation Center 0001-1410

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Recreation Center Supervisor	1	1	1	1
Recreation Coordinator	3	2	2	2
Recreation Specialist	0	1	1	1
Administrative Specialist III	1	1	1	1
TOTAL FULL TIME	5	5	5	5
PT Recreation Leader III (Hours)	0	0	400	400
PT Recreation Leader II (Hours)	0	750	750	750
PT Customer Service Representative III (Hours)	5,215	6,215	6,215	6,215
PT Customer Service Representative II (Hours)	14,550	14,425	14,425	14,425
TOTAL PART TIME HOURS	19,765	21,390	21,790	21,790
	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Participants				
Rentals	46,620	40,861	42,087	43,350
Memberships	75,870	75,616	77,128	79,442
Programs	60,906	63,413	66,583	68,581
Special Events	33,576	36,940	37,679	38,809
Visitors	1,847	2,269	2,337	2,407
Total	218,819	219,099	225,814	232,589
Revenue				
6050 Rentals	\$ 93,443	\$87,583	\$91,962	\$94,721
6050 Memberships	267,551	267,907	275,944	284,222
6050 Sales	4,419	2,517	2,567	2,644
6051 Programs	165,606	178,942	187,889	193,525
6051 Special Events	41,341	61,935	63,793	65,707
Total	\$ 572,360	\$598,884	\$622,155	\$640,819



CITY OF CONROE
FY 2019-2020
0001-1410

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: RECREATION CENTER		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$271,500	\$296,117	\$330,998	\$300,546	\$61,234	\$361,780
7012 Salaries - Part Time	\$226,611	\$202,881	\$203,863	\$202,881	\$0	\$202,881
7020 Overtime	\$87	\$500	\$500	\$446	\$0	\$446
7025 Social Security	\$37,528	\$38,212	\$31,239	\$38,550	\$4,684	\$43,234
7030 Retirement & Pension	\$44,645	\$48,179	\$46,767	\$48,839	\$9,797	\$58,636
7035 Workers Compensation	\$8,306	\$9,610	\$7,047	\$9,749	\$645	\$10,394
7040 Employee Insurance	\$84,470	\$84,646	\$84,646	\$65,566	\$0	\$65,566
PERSONNEL SERVICES SUBTOTAL	\$673,147	\$680,145	\$705,060	\$666,577	\$76,360	\$742,937
7110 Office Supplies	\$6,018	\$6,017	\$6,000	\$6,017	\$0	\$6,017
7130 Building Supplies	\$10,733	\$12,000	\$12,000	\$12,000	\$0	\$12,000
7140 Wearing Apparel	\$366	\$1,500	\$1,500	\$1,500	\$0	\$1,500
7160 Vehicle Operations	\$2,146	\$500	\$1,500	\$500	\$0	\$500
7170 Vehicle Repairs	\$362	\$500	\$250	\$250	\$0	\$250
7180 Equipment Repairs	\$48,978	\$22,000	\$55,000	\$22,000	\$0	\$22,000
7200 Operating Supplies	\$59,625	\$53,906	\$58,000	\$54,156	\$0	\$54,156
7252 Improvements <\$5,000	\$0	\$0	\$26,725	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$739	\$740	\$740	\$740	\$0	\$740
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$128,967	\$97,163	\$161,715	\$97,163	\$0	\$97,163
8010 Utilities	\$61,726	\$56,344	\$56,344	\$56,344	\$0	\$56,344
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$4,171	\$6,500	\$4,500	\$5,000	\$0	\$5,000
8050 Travel & Training	\$10,427	\$17,925	\$12,500	\$16,132	\$0	\$16,132
8060 Contract Services	\$544,895	\$486,484	\$625,000	\$409,984	\$0	\$409,984
CONTRACTUAL SUBTOTAL	\$621,219	\$567,253	\$698,344	\$487,460	\$0	\$487,460
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$12,000	\$12,000	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$12,000	\$12,000	\$0	\$0	\$0
TOTAL 0001-1410	\$1,423,334	\$1,356,561	\$1,577,119	\$1,251,200	\$76,360	\$1,327,560



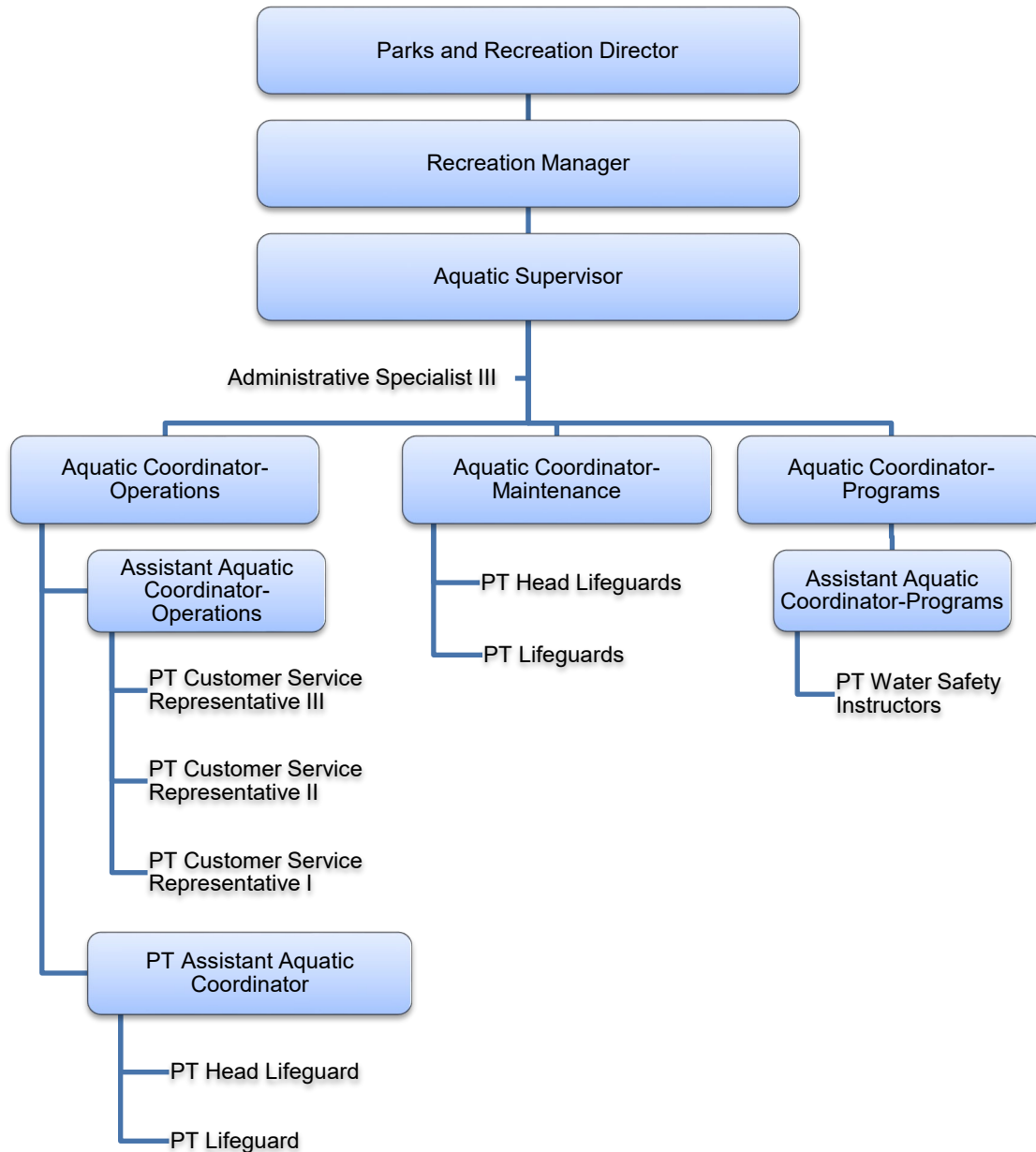
CITY OF CONROE
FY 2019-2020
0001-1410

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5541	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$61,234
				7025 SOCIAL SECURITY	\$4,684
				7030 RETIREMENT & PENSION	\$9,797
				7035 WORKERS COMPENSATION	\$645
				Request Total	\$76,360
1 Requests			Total for 0001-1410		\$76,360



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 2018-2019

- ✓ Completed design plans and started construction on new waterpark
- ✓ Resurfaced slides and replaced hardware and metal parts on existing play structure in current water park
- ✓ Investigated covering pumps, chemical feeders and supplies at Oscar Johnson, Jr. Community Center pool
- ✓ Researched plastering Oscar Johnson, Jr. Community Center pool
- ✓ Started new Learn to Swim program- Home School Swimming
- ✓ Conducted a new water aerobics class at the Oscar Johnson, Jr. Community Center
- ✓ Won the Gulf Coast Aquatic Association regional lifeguard competition

Goals & Objectives for FY 2019-2020

- ❑ Complete construction of new waterpark
- ❑ Implement new operation plan for new waterpark and complete post season evaluation
- ❑ Investigate possibility of online facility rentals
- ❑ Begin offering lifeguard classes online with continuation of in-water practice and testing
- ❑ Seek out community sponsors to fund programs and special events
- ❑ Explore offering kayak/paddleboard classes



City of Conroe
General Fund
Aquatic Center
0001-1440

	<u>Actual</u> <u>2016-2017</u>	<u>Actual</u> <u>2017-2018</u>	<u>Estimated</u> <u>2018-2019</u>	<u>Budgeted</u> <u>2019-2020</u>
PERSONNEL SERVICES				
Aquatic Supervisor	0	1	1	1
Superintendent Aquatic	1	0	0	0
Administrative Specialist III	1	1	1	1
Aquatic Coordinator - Maintenance	1	1	1	1
Aquatic Coordinator - Operations	1	1	1	1
Aquatic Coordinator - Programs	1	1	1	1
Assistant Aquatic Coordinator	1	1	1	1
Assistant Aquatic Coordinator	1	1	1	1
TOTAL FULL TIME	7	7	7	7
PT Head Lifeguard (Hours)	2,660	2,800	2,800	2,800
PT Lifeguard (Hours)	21,804	10,997	10,997	10,997
PT Water Safety Instructor (Hours)	4,779	11,000	11,000	11,000
PT Assistant Aquatic Coordinator (Hours)	1,560	1,560	1,560	1,560
PT Customer Service Representative III (Hours)	0	1,000	1,000	1,000
PT Customer Service Representative II (Hours)	3,354	5,200	5,200	5,200
PT Customer Service Representative I (Hours)	2,000	3,600	3,600	3,600
TOTAL PART TIME HOURS	36,157	36,157	36,157	36,157
	<u>Actual</u> <u>2016-2017</u>	<u>Actual</u> <u>2017-2018</u>	<u>Estimated</u> <u>2018-2019</u>	<u>Budgeted</u> <u>2019-2020</u>
PERFORMANCE MEASURES				
Participants				
Rentals	14,112	14,535	15,270	16,797
Memberships	71,884	69,421	72,933	80,226
Programs	47,604	43,257	45,446	45,446
Special Events	1,243	1,279	1,344	1,344
Total	134,843	128,492	134,993	143,813
Revenue				
6050 Rentals	\$ 35,696	\$ 35,696	\$ 38,231	\$ 42,153
6050 Memberships	245,188	245,188	262,597	288,856
6050 Sales	8,400	8,400	8,996	8,996
6051 Programs	185,518	185,518	198,689	198,689
Total	\$ 474,802	\$ 474,802	\$ 508,513	\$ 538,694



CITY OF CONROE
FY 2019-2020
0001-1440

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: AQUATIC CENTER		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$412,641	\$394,994	\$351,117	\$399,513	\$154,683	\$554,196
7012 Salaries - Part Time	\$377,897	\$335,338	\$375,834	\$335,338	\$0	\$335,338
7020 Overtime	\$12,393	\$12,962	\$12,962	\$11,567	\$0	\$11,567
7025 Social Security	\$60,425	\$56,862	\$38,309	\$57,208	\$11,833	\$69,041
7030 Retirement & Pension	\$69,163	\$66,264	\$62,467	\$66,916	\$24,749	\$91,665
7035 Workers Compensation	\$11,569	\$13,309	\$13,309	\$12,409	\$1,630	\$14,039
7040 Employee Insurance	\$117,814	\$118,504	\$118,504	\$91,793	\$0	\$91,793
PERSONNEL SERVICES SUBTOTAL	\$1,061,902	\$998,233	\$972,502	\$974,744	\$192,895	\$1,167,639
7110 Office Supplies	\$4,135	\$4,350	\$4,350	\$4,350	\$0	\$4,350
7130 Building Supplies	\$60,366	\$65,000	\$65,000	\$66,000	\$0	\$66,000
7140 Wearing Apparel	\$6,550	\$8,200	\$8,200	\$10,200	\$0	\$10,200
7160 Vehicle Operations	\$1,441	\$1,000	\$1,000	\$1,000	\$0	\$1,000
7170 Vehicle Repairs	\$289	\$500	\$500	\$500	\$0	\$500
7180 Equipment Repairs	\$60,258	\$67,424	\$67,424	\$67,424	\$0	\$67,424
7200 Operating Supplies	\$23,318	\$19,371	\$19,371	\$22,461	\$0	\$22,461
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$156,357	\$165,845	\$165,845	\$171,935	\$0	\$171,935
8010 Utilities	\$69,497	\$77,340	\$77,340	\$70,340	\$0	\$70,340
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$3,259	\$3,600	\$3,600	\$3,600	\$0	\$3,600
8050 Travel & Training	\$7,944	\$15,515	\$15,515	\$14,782	\$0	\$14,782
8060 Contract Services	\$195,841	\$229,596	\$229,596	\$211,596	\$0	\$211,596
CONTRACTUAL SUBTOTAL	\$276,541	\$326,051	\$326,051	\$300,318	\$0	\$300,318
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1440	\$1,494,800	\$1,490,129	\$1,464,398	\$1,446,997	\$192,895	\$1,639,892



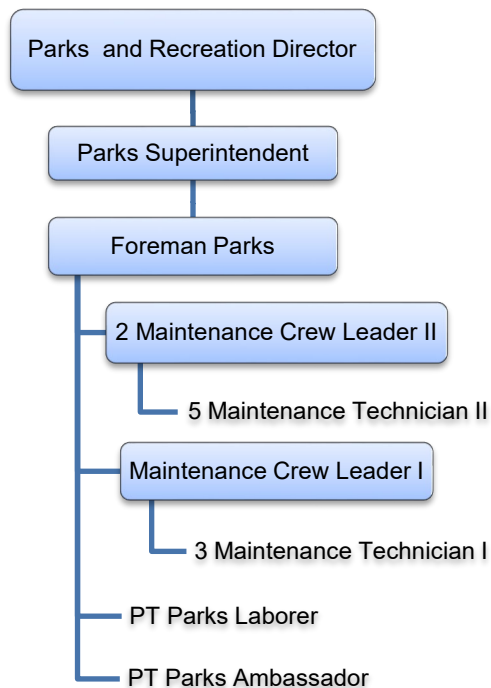
CITY OF CONROE
FY 2019-2020
0001-1440

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5542	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$154,683
				7025 SOCIAL SECURITY	\$11,833
				7030 RETIREMENT & PENSION	\$24,749
				7035 WORKERS COMPENSATION	\$1,630
				Request Total	\$192,895
1 Requests			Total for 0001-1440		\$192,895



Parks 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.



Parks Operations

Accomplishments for FY 2018-2019

- ✓ Upgraded court lighting at Lewis Park to LED
- ✓ Stocked over 2,000 rainbow trout in Carl Barton, Jr. Park pond
- ✓ Partnered with Conroe Live, Inc. to promote Arbor Day in the City by distributing over 200 trees
- ✓ Four staff qualified and competed at the Texas Recreation and Parks Society state maintenance rodeo
- ✓ Renovated disc golf course at McDade Park
- ✓ Installed sand volleyball court and fitness equipment at Candy Cane Park
- ✓ Awarded new mowing services contracts for parks and city facilities
- ✓ Completed reforestation of Candy Cane Park
- ✓ Assumed landscape maintenance on the West Davis enhancements
- ✓ Assumed maintenance of greenspace in the former Wedgewood golf course

Goals & Objectives for FY 2019-2020

- ❑ Replace playscape equipment at Stewarts Creek Park
- ❑ Update park signage/wayfinding
- ❑ Upgrade court lighting at Candy Cane Park to LED
- ❑ Submit application for Tree City USA designation



City of Conroe General Fund

Parks Operations 0001-1450

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Foreman Parks	1	1	1	1
Maintenance Crew Leader I	2	2	3	1
Maintenance Crew Leader II	0	0	0	2
Maintenance Technician II	0	0	0	5
Maintenance Technician I	7	7	8	3
TOTAL FULL TIME	10	10	12	12
PT Parks Laborer (Hours)	1,000	1,000	1,000	1,000
PT Parks Ambassador (Hours)	3,000	3,000	3,000	3,000
TOTAL PART TIME HOURS	4,000	4,000	4,000	4,000
	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Acres maintained	434	433	474	474
Ball field prep man-hours	3,953	4,160	4,100	4,100
Playground Inspections	240	230	230	230
Trout Stocking	2,600	2,750	2,400	2,850
Work Orders Processed	1,747	1,750	1,775	1,790



CITY OF CONROE
FY 2019-2020
0001-1450

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: PARKS OPERATIONS		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$412,396	\$496,276	\$460,533	\$508,961	\$1,806	\$510,767
7012 Salaries - Part Time	\$34,746	\$47,513	\$47,513	\$47,513	\$0	\$47,513
7020 Overtime	\$23,787	\$23,266	\$13,000	\$20,761	\$0	\$20,761
7025 Social Security	\$34,214	\$43,380	\$35,845	\$44,350	\$138	\$44,488
7030 Retirement & Pension	\$72,504	\$84,554	\$75,785	\$86,343	\$289	\$86,632
7035 Workers Compensation	\$7,813	\$9,976	\$9,976	\$10,252	\$19	\$10,271
7040 Employee Insurance	\$168,915	\$203,149	\$203,149	\$157,359	\$0	\$157,359
PERSONNEL SERVICES SUBTOTAL	\$754,375	\$908,114	\$845,801	\$875,539	\$2,252	\$877,791
7110 Office Supplies	\$563	\$1,000	\$1,000	\$1,000	\$0	\$1,000
7130 Building Supplies	\$0	\$600	\$600	\$600	\$0	\$600
7140 Wearing Apparel	\$6,451	\$6,228	\$6,415	\$6,228	\$0	\$6,228
7160 Vehicle Operations	\$53,340	\$43,000	\$53,000	\$53,000	\$0	\$53,000
7170 Vehicle Repairs	\$3,553	\$5,000	\$5,000	\$5,000	\$0	\$5,000
7180 Equipment Repairs	\$29,885	\$25,000	\$29,000	\$29,000	\$0	\$29,000
7190 Radio Repairs	\$0	\$400	\$400	\$400	\$0	\$400
7200 Operating Supplies	\$125,368	\$149,767	\$135,000	\$135,767	\$0	\$135,767
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$100	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$219,260	\$230,995	\$230,415	\$230,995	\$0	\$230,995
8010 Utilities	\$189,404	\$185,559	\$185,559	\$185,559	\$25,000	\$210,559
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$7,150	\$5,755	\$5,755	\$5,179	\$0	\$5,179
8060 Contract Services	\$883,913	\$1,251,877	\$1,251,877	\$822,983	\$340,000	\$1,162,983
CONTRACTUAL SUBTOTAL	\$1,080,467	\$1,443,191	\$1,443,191	\$1,013,721	\$365,000	\$1,378,721
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$31,441	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$60,000	\$53,500	\$0	\$10,000	\$10,000
CAPITAL OUTLAY SUBTOTAL	\$31,441	\$60,000	\$53,500	\$0	\$10,000	\$10,000
TOTAL 0001-1450	\$2,085,543	\$2,642,300	\$2,572,907	\$2,120,255	\$377,252	\$2,497,507



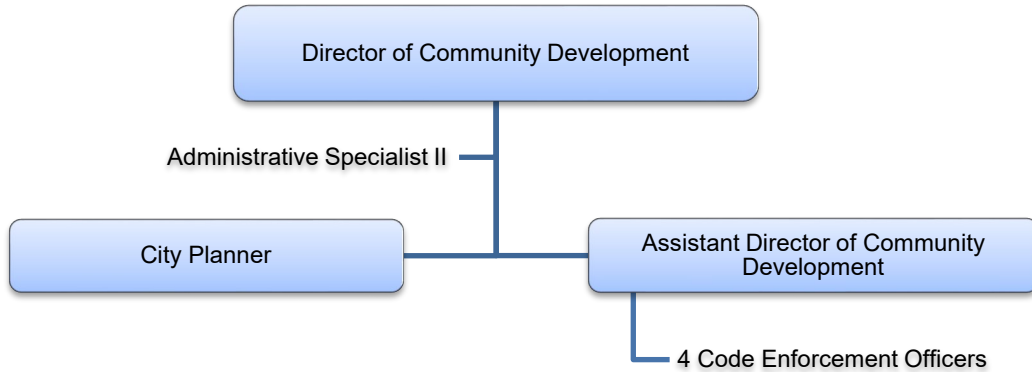
CITY OF CONROE
FY 2019-2020
0001-1450

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5543	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION 7035 WORKERS COMPENSATION Request Total	\$1,806 \$138 \$289 \$19 \$2,252
4450	1	Additional Mowing Services - Carl Barton, Jr. Park	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$127,000 \$127,000
4391	2	Additional Mowing Services - Parks & Facilities	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$130,000 \$130,000
4451	3	Additional Mowing Services - Wedgewood Property	New Program	8060 CONTRACT SERVICES Request Total	\$83,000 \$83,000
2847	4	Additional Utilities Funding	Non-discretionary Adjustment	8010 Utilities Request Total	\$25,000 \$25,000
4392	5	Vehicle Upgrade (1029)	V E R F (upgrade Only)	9060 VEHICLES >\$5,000 Request Total	\$10,000 \$10,000
6 Requests			Total for 0001-1450		\$377,252



Community Development



The Community Development Department recognizes the connection between the community's constructed environment and the community's natural environment. The Division provides efficient, professional assistance to ensure responsible development practices that shall respect the natural landscape, cross-timbers, bottomland, floodplains, and all it supports. The City Planner documents the City's vision through long range strategic planning. The Code Enforcement Officers work diligently to address City Code violations, with regard to 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 2018-2019

- ✓ Hired and trained new staff positions
- ✓ Continued training and yearly certifications for staff
- ✓ Improved the Community Development webpage with updates and design
- ✓ Provided yearly updated and accurate reports to various departments and agencies
- ✓ Updated forms and applications
- ✓ Completed recommend ordinance changes on multiple topics
- ✓ Effectively responded to customer's issues and questions
- ✓ Processed more than 12,000 permits in a timely and effective manner
- ✓ Completed more than 27,000 building inspections
- ✓ Completed the 2018 annexation process
- ✓ Completed the Emergency Management Manual, Annex J
- ✓ Met with Trade Board members on the Electrical, Mechanical, and Plumbing Boards
- ✓ Compiled multiple monthly reports for the U.S. Census Bureau
- ✓ Completed 2018-2019 fiscal year budget for Community Development
- ✓ Documented 8,490 code violations
- ✓ Wrote 229 code citations
- ✓ Exceeded citizen's expectations & provided outstanding customer service

Goals & Objectives for FY 2019-2020

- ❑ Director and staff continued training to obtain certifications
- ❑ Continue improving cross-training for staff
- ❑ Exceed citizens expectations & give outstanding customer service
- ❑ Continue improving and updating the Community Development webpage
- ❑ Provide updated and accurate reports for Community Development
- ❑ Update forms and applications relating to ordinance changes, building codes, and other such documents
- ❑ Effectively respond to customer's issues and questions
- ❑ Process permits timely and effectively
- ❑ Ensure quality service within permits & codes
- ❑ Hold a 2019 Trade Board Meetings to discuss upgrading the City's codes
- ❑ Upgrade the City's building codes from the 2009 to the 2015 International Codes for Residential, Commercial, and Existing Buildings
- ❑ Upgrade the City's trade codes – plumbing, mechanical, electrical, and fuel/gas
- ❑ Secure development agreements with Strategic Properties and initiate 2019 annexations
- ❑ Continue compiling monthly and yearly reports for auditors and the U.S. Census Bureau
- ❑ Compile 2019-2020 fiscal year budget for Community Development
- ❑ Complete all necessary building inspections
- ❑ Investigate and address code violations



City of Conroe General Fund

Community Development 0001-1500

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Director of Community Development	1	1	1	1
Assistant Director of Community Development	0	0	1	1
City Planner	1	1	1	1
Administrative Specialist II	1	1	1	1
Permits Supervisor	1	1	1	0
Permit Technician	3	3	3	0
Building Official	1	1	1	0
Building Inspector	8	8	8	0
Building Inspector/Plan Reviewer	0	0	1	0
Code Enforcement Officer	3	3	4	4
Permits and Plan Intake Coordinator	0	0	1	0
TOTAL FULL TIME	19	19	23	8
PT Building Inspector (Hours)	520	520	520	0
PT Permit Technician (Hours)	1,040	1,040	1,040	0
TOTAL PART TIME HOURS	1,560	1,560	1,560	0

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Number of Permits Issued	10,000	12,000	13,000	0
Revenue	\$ 1,302,406	\$ 1,481,158	\$ 1,291,672	0
Revenue - Permits	\$ 2,997,594	\$ 2,968,842	\$ 3,208,328	0
Number of Inspections	24,000	27,000	27,000	0

The Building Official, eight (8) Building Inspectors, Building Inspector/Plan Reviewer, Permit Supervisor, three (3) Permit Technicians and a Permits and Plan Intake Coordinator were transferred to the Building Inspections and Permits Department in FY 2018-2019.



CITY OF CONROE
FY 2019-2020
0001-1500

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: COMMUNITY DEVELOPMENT		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$1,101,057	\$1,297,928	\$1,117,076	\$602,563	\$47,281	\$649,844
7012 Salaries - Part Time	\$30,355	\$27,997	\$35,000	\$0	\$0	\$0
7020 Overtime	\$87,057	\$4,957	\$70,000	\$4,423	\$0	\$4,423
7025 Social Security	\$88,727	\$101,812	\$86,836	\$46,475	\$3,617	\$50,092
7030 Retirement & Pension	\$195,237	\$211,981	\$190,027	\$98,558	\$7,713	\$106,271
7035 Workers Compensation	\$4,266	\$5,753	\$5,753	\$1,900	\$498	\$2,398
7040 Employee Insurance	\$319,663	\$376,840	\$376,840	\$118,019	\$6,557	\$124,576
PERSONNEL SERVICES SUBTOTAL	\$1,826,362	\$2,027,268	\$1,881,532	\$871,938	\$65,666	\$937,604
7110 Office Supplies	\$49,026	\$45,809	\$51,809	\$18,133	\$0	\$18,133
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$1,333	\$4,200	\$2,200	\$770	\$0	\$770
7160 Vehicle Operations	\$34,683	\$44,800	\$42,680	\$14,938	\$0	\$14,938
7170 Vehicle Repairs	\$6,579	\$5,000	\$5,000	\$1,750	\$0	\$1,750
7180 Equipment Repairs	\$22	\$0	\$100	\$35	\$0	\$35
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$22,102	\$35,900	\$35,900	\$12,565	\$0	\$12,565
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$294	\$3,120	\$3,120	\$1,092	\$0	\$1,092
7254 Machinery & Equipment <\$5,000	\$2,384	\$13,496	\$5,396	\$1,889	\$0	\$1,889
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$116,423	\$152,325	\$146,205	\$51,172	\$0	\$51,172
8010 Utilities	\$2,525	\$5,011	\$4,011	\$1,404	\$0	\$1,404
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$3,011	\$6,241	\$6,241	\$2,184	\$0	\$2,184
8050 Travel & Training	\$26,463	\$50,730	\$50,730	\$15,979	\$0	\$15,979
8060 Contract Services	\$69,989	\$694,390	\$694,390	\$33,037	\$0	\$33,037
8350 Legal Newspaper Notices	\$6,549	\$3,200	\$7,200	\$2,520	\$0	\$2,520
CONTRACTUAL SUBTOTAL	\$108,537	\$759,572	\$762,572	\$55,124	\$0	\$55,124
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$60,000	\$60,000	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$60,000	\$60,000	\$0	\$0	\$0
TOTAL 0001-1500	\$2,051,321	\$2,999,165	\$2,850,309	\$978,234	\$65,666	\$1,043,900



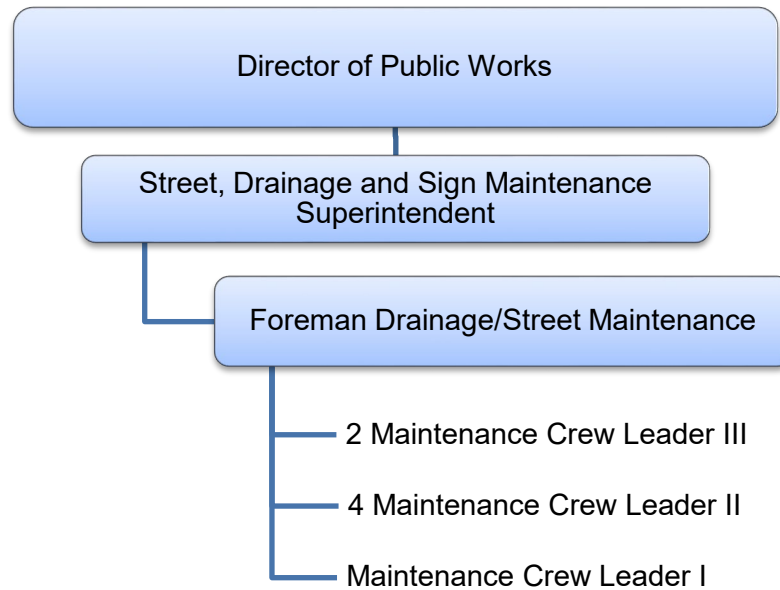
CITY OF CONROE
FY 2019-2020
0001-1500

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5523	0	Downtown Manager Effective 4/1/2020	New Personnel	7010 SALARIES	\$32,133
				7025 SOCIAL SECURITY	\$2,458
				7030 RETIREMENT & PENSION	\$5,289
				7035 WORKERS COMPENSATION	\$339
				7040 EMPLOYEE INSURANCE	\$6,557
				Request Total	\$46,776
5544	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$15,148
				7025 SOCIAL SECURITY	\$1,159
				7030 RETIREMENT & PENSION	\$2,424
				7035 WORKERS COMPENSATION	\$159
				Request Total	\$18,890
2 Requests			Total for 0001-1500		\$65,666



Drainage Maintenance



Drainage Maintenance provides storm water control to the City of Conroe by utilizing the resources dedicated to the maintenance of drainage ways and also assists Street Maintenance on various projects when needed.



Drainage Maintenance

Accomplishments for FY 2018-2019

- ✓ Cleaned Possum Haw Branch from Turner to Phillips (annual)
- ✓ Cleaned and reshaped Spillway at Country Club
- ✓ Repaired washouts and installed matting and rip rap on Valwood Branch, and Stewarts Creek for Engineering Mitigation Project
- ✓ Participated in the installation and removal of the Downtown Christmas lights and banners (annual)
- ✓ Repaired and installed 300' 36" storm drain 1000 block Shady Oaks
- ✓ Repaired slope paving and drainage on Live Oak Creek (Estates Drive)
- ✓ Completed Wilson Road drainage improvements during road widening project
- ✓ Cleaned creek crossings along Stewarts Creek on Silverdale, West Semands, and behind Tractor Supply (annual)
- ✓ Cleaned 18 miles of ditches
- ✓ Assisted Street Maintenance in all street overlays and rehabs

Goals & Objectives for FY 2019-2020

- ❑ Begin the following Capital Improvement Program Projects:
 - a. Owen Road @ Loop 336 (awaiting engineering design)
 - b. Alligator Creek drainage/ Roberson to Dallas (awaiting funding)
 - c. Replace all crossovers - Lake Conroe Forest area
 - d. Assist with overlay on Post Oak, Bowman, and Austin Road area
 - e. Milltown area drainage project (awaiting funding)
 - f. Crighton Road @ Little Caney Creek drainage project (awaiting engineering design)
 - g. Clean 18 miles of ditches within City Limits
 - h. Realign undeveloped section of creek in Robinwood



City of Conroe General Fund

Drainage Maintenance 0001-1530

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Foreman Drainage/Street Maintenance	1	1	1	1
Maintenance Crew Leader III	4	4	4	2
Maintenance Crew Leader II	0	0	0	4
Maintenance Crew Leader I	3	3	3	1
TOTAL FULL TIME	8	8	8	8

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Number of drainage projects completed	5	4	5	5
Number miles of ditches cleaned	15	18	18	18
Number of trees recycled (in yards)	25,000	12,000	12,000	8,500
Number of work orders completed	650	700	850	700



CITY OF CONROE
FY 2019-2020
0001-1530

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: DRAINAGE MAINTENANCE		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$385,638	\$398,833	\$397,357	\$409,269	\$0	\$409,269
7020 Overtime	\$8,363	\$52,500	\$7,300	\$46,848	\$0	\$46,848
7025 Social Security	\$28,149	\$34,527	\$29,024	\$35,325	\$0	\$35,325
7030 Retirement & Pension	\$64,625	\$73,310	\$64,559	\$74,913	\$0	\$74,913
7035 Workers Compensation	\$10,283	\$12,985	\$9,469	\$12,029	\$0	\$12,029
7040 Employee Insurance	\$135,141	\$135,433	\$135,433	\$104,906	\$0	\$104,906
PERSONNEL SERVICES SUBTOTAL	\$632,199	\$707,588	\$643,142	\$683,290	\$0	\$683,290
7110 Office Supplies	\$542	\$500	\$500	\$500	\$0	\$500
7140 Wearing Apparel	\$4,062	\$4,000	\$4,800	\$4,000	\$0	\$4,000
7160 Vehicle Operations	\$142,657	\$120,000	\$138,500	\$120,000	\$0	\$120,000
7170 Vehicle Repairs	\$13,518	\$20,000	\$34,000	\$20,000	\$0	\$20,000
7180 Equipment Repairs	\$2,969	\$5,000	\$3,300	\$5,000	\$0	\$5,000
7190 Radio Repairs	\$0	\$500	\$500	\$500	\$0	\$500
7200 Operating Supplies	\$71,778	\$64,118	\$71,000	\$64,118	\$0	\$64,118
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$220	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$235,747	\$214,118	\$252,600	\$214,118	\$0	\$214,118
8010 Utilities	\$159	\$3,024	\$2,600	\$3,024	\$0	\$3,024
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$10,000	\$10,000	\$10,000	\$0	\$10,000
8050 Travel & Training	\$2,403	\$2,250	\$2,250	\$2,025	\$0	\$2,025
8060 Contract Services	\$0	\$61,252	\$61,252	\$61,252	\$0	\$61,252
CONTRACTUAL SUBTOTAL	\$2,562	\$76,526	\$76,102	\$76,301	\$0	\$76,301
9010 Land >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$23,314	\$500,000	\$500,000	\$0	\$500,000	\$500,000
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	\$0	\$0	\$0	\$0	\$0	\$0
9102 Capital Improvements	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$23,314	\$500,000	\$500,000	\$0	\$500,000	\$500,000
TOTAL 0001-1530	\$893,822	\$1,498,232	\$1,471,844	\$973,709	\$500,000	\$1,473,709



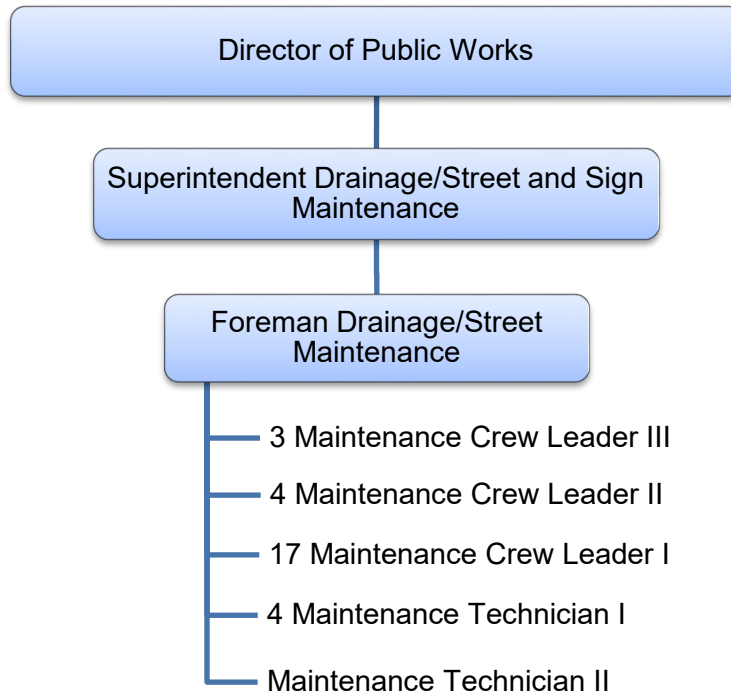
CITY OF CONROE
FY 2019-2020
0001-1530

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2397	3	Materials For Drainage Projects	Enhanced Program	9030 Improvements >\$5,000	\$500,000
				Request Total	\$500,000
1 Requests			Total for 0001-1530		\$500,000



Street Maintenance



Street Maintenance provide 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: assisting various departments, trimming tree growth, mowing in the right-of-way, and repairing and maintaining curbs, gutters, streets, and sidewalks in a 73.8 square mile area. As well as, responding to emergencies and working all disasters.



Street Maintenance

Accomplishments for FY 2018-2019

- ✓ Assisted with all parades and street closures
- ✓ Installed new LED Light System Downtown
- ✓ Overlaid Park Place from Ave E to Ave H
- ✓ Overlaid College, Webb, and Phillips Street area
- ✓ Slurry Seal and Restriped Sgt. Ed Holcomb Blvd
- ✓ Mowed all non-contracted drainage easements and right of ways 4 times annually
- ✓ Participated in the installation of the Downtown Christmas lighting and banners
- ✓ Mowed City right-of-way six times (451.97 acres contracted)
- ✓ Overlaid Cartwright Rd, Hilbig Rd, and Hollowman St.
- ✓ Overlaid Milltown Section II, North 1st , and Adkins to Hilbig
- ✓ Swept 16,608 lane miles of city streets

Goals & Objectives for FY 2019-2020

- ❑ Continue with our crack seal program for City streets
- ❑ Mow city limits right-of-way six times a year
- ❑ Rehab Tanglewood Section 2
- ❑ Overlay two miles of asphalt streets in Lake Conroe Forest area
- ❑ Complete street improvements on Montgomery Park Blvd, and Westview Blvd.(awaiting design by engineering)
- ❑ Overlay Kirk and Humble Tank Road (awaiting design by engineering)



City of Conroe General Fund

Street Maintenance 0001-1540

	<u>Actual</u> <u>2016-2017</u>	<u>Estimated</u> <u>2017-2018</u>	<u>Budgeted</u> <u>2018-2019</u>	<u>Budgeted</u> <u>2019-2020</u>
PERSONNEL SERVICES				
Superintendent Drainage/Street and Sign Maintenance	1	1	1	1
Foreman Drainage/Street Maintenance	1	1	1	1
Sign Technician	1	1	0	0
Assistant Sign Technician	1	1	0	0
Maintenance Crew Leader III	5	5	5	3
Maintenance Crew Leader II	0	0	0	4
Maintenance Crew Leader I	17	17	16	17
Maintenance Technician I	10	10	8	4
Maintenance Technician II	0	0	0	1
TOTAL FULL TIME	36	36	31	31

	<u>Actual</u> <u>2016-2017</u>	<u>Estimated</u> <u>2017-2018</u>	<u>Budgeted</u> <u>2018-2019</u>	<u>Budgeted</u> <u>2019-2020</u>
PERFORMANCE MEASURES				
Number of miles streets swept	15,120	16,608	16,608	16,608
Number of work orders completed	6,500	7,200	3,200	3,400
Number of potholes repaired	2,011	2,100	1,850	1,850
Number of street signs repaired/manufactured	4,500	5,000	0	0
Tons of asphalt, utility cuts repaired	800	900	1,200	1,000
Number of acres of right-of-ways mowed	2,514	2,711	2,711	2,711
Miles of streets overlaid	7	6	5	7

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



CITY OF CONROE
FY 2019-2020
0001-1540

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: STREET MAINTENANCE DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$1,411,331	\$1,285,155	\$1,192,518	\$1,321,569	\$0	\$1,321,569
7020 Overtime	\$58,104	\$90,900	\$30,000	\$81,115	\$0	\$81,115
7025 Social Security	\$108,189	\$105,268	\$83,981	\$108,054	\$0	\$108,054
7030 Retirement & Pension	\$245,934	\$223,513	\$187,955	\$228,341	\$0	\$228,341
7035 Workers Compensation	\$52,811	\$56,116	\$41,068	\$41,928	\$0	\$41,928
7040 Employee Insurance	\$605,134	\$524,803	\$524,803	\$406,510	\$0	\$406,510
7050 Physicals	\$0	\$0	\$0	\$0	\$0	\$0
PERSONNEL SERVICES SUBTOTAL	\$2,481,503	\$2,285,755	\$2,060,325	\$2,187,517	\$0	\$2,187,517
7110 Office Supplies	\$1,075	\$2,200	\$2,000	\$2,200	\$0	\$2,200
7140 Wearing Apparel	\$18,570	\$17,500	\$19,500	\$17,500	\$0	\$17,500
7160 Vehicle Operations	\$375,719	\$314,750	\$340,752	\$314,750	\$0	\$314,750
7170 Vehicle Repairs	\$75,482	\$19,410	\$51,250	\$19,410	\$0	\$19,410
7180 Equipment Repairs	\$2,620	\$7,500	\$3,200	\$7,500	\$0	\$7,500
7190 Radio Repairs	\$0	\$500	\$500	\$500	\$0	\$500
7200 Operating Supplies	\$373,837	\$188,215	\$280,100	\$188,215	\$52,000	\$240,215
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$6,203	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$853,506	\$550,075	\$697,302	\$550,075	\$52,000	\$602,075
8010 Utilities	\$521,141	\$487,786	\$542,250	\$487,786	\$0	\$487,786
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$250	\$10,000	\$6,500	\$10,000	\$0	\$10,000
8050 Travel & Training	\$4,929	\$12,290	\$10,500	\$11,061	\$0	\$11,061
8060 Contract Services	\$654,371	\$590,997	\$692,450	\$590,997	\$150,000	\$740,997
CONTRACTUAL SUBTOTAL	\$1,180,691	\$1,101,073	\$1,251,700	\$1,099,844	\$150,000	\$1,249,844
9020 Buildings >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$37,845	\$1,250,000	\$1,240,000	\$0	\$1,000,000	\$1,000,000
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$1,009	\$1,009
9070 Intang. Assets-Indef. Life	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	\$0	\$0	\$0	\$0	\$0	\$0
9102 Capital Improvements	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$37,845	\$1,250,000	\$1,240,000	\$0	\$1,001,009	\$1,001,009
TOTAL 0001-1540	\$4,553,545	\$5,186,903	\$5,249,327	\$3,837,436	\$1,203,009	\$5,040,445



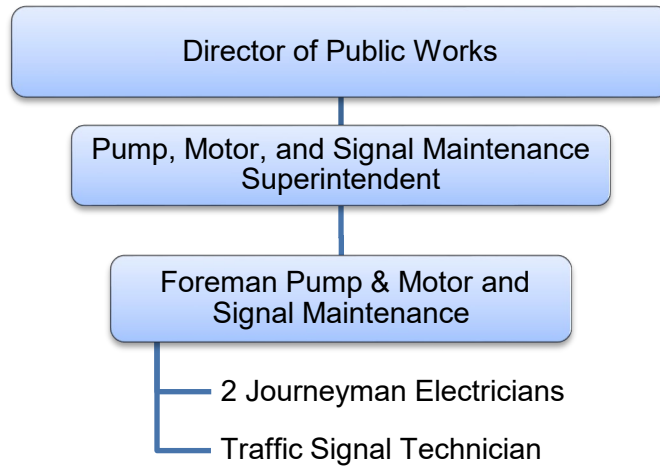
CITY OF CONROE
FY 2019-2020
0001-1540

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
4475	4	Additional Funding Needed For Verf Replacement	V E R F (upgrade Only)	9060 Vehicles >\$5,000 Request Total	\$1,009 \$1,009
1938	5	Increase Funds In Account 1540-8060	Non-discretionary Adjustment	8060 Contract Services Request Total	\$150,000 \$150,000
3287	7	Increase Funds In Account 1540-7200	Non-discretionary Adjustment	7200 OPERATING SUPPLIES Request Total	\$52,000 \$52,000
1173	8	Asphalt Overlay Program Funds	Enhanced Program	9030 Improvements >\$5,000 Request Total	\$1,000,000 \$1,000,000
4 Requests			Total for 0001-1540		\$1,203,009



Signal Maintenance



The goal of the Signal Maintenance Department shall be to operate a comprehensive and versatile time phased program that will maintain or improve the operation of the traffic signals and illumination lighting in a safe, efficient manner. The department also compiles and maintains a list of intersections, maintenance, and operation records. Enabling the department to keep up with Texas Department of Transportation specifications, quality, performance, and all critical aspects to meet or exceed the City's expectations. The department is responsible for 115 traffic signal intersections, 69 high mast lights on I-45, and all bridge lights on I-45 and Loop 336. The department also maintains the care of 54 school zone flashers and 35 warning flashers.



Signal Maintenance

Accomplishments for FY 2018-2019

- ✓ Conducted annual Bucket Truck Safety training for all bucket truck operators
- ✓ Attended annual traffic signal, radar, and camera training classes
- ✓ Installed new school zone at Sacred Heart School and two (2) for Conroe ISD
- ✓ Installed fiber in downtown
- ✓ Completed yearly maintenance on all traffic signals
- ✓ Completed yearly maintenance on 69 high mast illumination poles and all bridge and over/underpass illumination on I45 from FM 830 to FM 242
- ✓ Installed 20 battery backups on traffic signals
- ✓ Assisted Montgomery County Hospital District with install of emergency vehicle preemption system on 38 traffic signals
- ✓ Assisted Pump and Motor Maintenance on all electrical installs, maintenance, and new construction
- ✓ Replaced all bulb outages on all high mast lighting
- ✓ Installed new radar on multiple traffic signal locations

Goals & Objectives for FY 2019-2020

- ❑ Upgrade six current traffic signal intersections
- ❑ Conduct annual Bucket Truck Safety training for all employees bucket truck operators
- ❑ Add seven new traffic signal intersections
- ❑ Inspect all traffic signal intersections and illumination for annual inspection reports
- ❑ Continue yearly maintenance on all traffic signals
- ❑ Continue to install radar and camera controls on all traffic signals
- ❑ Continue to install battery backups on traffic signals
- ❑ Update all school zone timing for new school year and maintain all school zones year round
- ❑ Continue to assist Pump and Motor Maintenance with all electrical work
- ❑ Loop half of the traffic signals to fiber for better traffic management



City of Conroe
General Fund
Signal Maintenance
0001-1550

	<u>Actual</u> <u>2016-2017</u>	<u>Actual</u> <u>2017-2018</u>	<u>Estimated</u> <u>2018-2019</u>	<u>Budgeted</u> <u>2019-2020</u>
PERSONNEL SERVICES				
Foreman Pump & Motor and Signal Maintenance	1	1	1	1
Journeyman Electrician	3	2	2	2
Traffic Signal Technician	0	1	1	1
TOTAL FULL TIME	4	4	4	4

	<u>Actual</u> <u>2016-2017</u>	<u>Actual</u> <u>2017-2018</u>	<u>Estimated</u> <u>2018-2019</u>	<u>Budgeted</u> <u>2019-2020</u>
PERFORMANCE MEASURES				
Signal Repair Work Orders	650	775	900	900
New Signal Install Work Orders	5	5	5	5
Timing Change Work Orders	50	50	50	50
Number of Power Outages	25	25	40	40
Signal Rebuild	3	3	4	7
Oversized Load Permits/Inspections	700	700	700	700
Freeway Lighting	125	125	125	125



CITY OF CONROE
FY 2019-2020
0001-1550

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: SIGNAL MAINTENANCE DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$206,304	\$229,621	\$183,314	\$213,880	\$0	\$213,880
7020 Overtime	\$32,301	\$34,923	\$21,000	\$31,164	\$0	\$31,164
7025 Social Security	\$17,485	\$20,238	\$13,923	\$19,033	\$0	\$19,033
7030 Retirement & Pension	\$39,074	\$42,970	\$30,714	\$39,910	\$0	\$39,910
7035 Workers Compensation	\$4,398	\$5,535	\$5,535	\$4,856	\$0	\$4,856
7040 Employee Insurance	\$67,567	\$67,716	\$67,716	\$52,453	\$0	\$52,453
PERSONNEL SERVICES SUBTOTAL	\$367,129	\$401,003	\$322,202	\$361,296	\$0	\$361,296
7110 Office Supplies	\$355	\$2,273	\$2,273	\$2,273	\$0	\$2,273
7140 Wearing Apparel	\$1,878	\$2,669	\$2,669	\$2,669	\$4,000	\$6,669
7160 Vehicle Operations	\$18,664	\$11,750	\$18,800	\$11,750	\$0	\$11,750
7170 Vehicle Repairs	\$7,771	\$6,500	\$6,500	\$6,500	\$0	\$6,500
7180 Equipment Repairs	\$20,792	\$50,733	\$50,733	\$50,733	\$0	\$50,733
7190 Radio Repairs	\$233	\$1,200	\$1,200	\$1,200	\$0	\$1,200
7200 Operating Supplies	\$45,974	\$80,375	\$90,800	\$80,375	\$0	\$80,375
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$187,842	\$199,850	\$250,900	\$199,850	\$0	\$199,850
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$283,509	\$355,350	\$423,875	\$355,350	\$4,000	\$359,350
8010 Utilities	\$199,129	\$274,227	\$274,227	\$274,227	\$0	\$274,227
8040 Leased Equipment	\$1,007	\$5,000	\$5,000	\$5,000	\$0	\$5,000
8050 Travel & Training	\$5,104	\$13,052	\$13,052	\$11,747	\$0	\$11,747
8060 Contract Services	\$147,789	\$157,500	\$157,500	\$157,500	\$0	\$157,500
CONTRACTUAL SUBTOTAL	\$353,029	\$449,779	\$449,779	\$448,474	\$0	\$448,474
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$10,000	\$20,000	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$10,000	\$20,000	\$0	\$0	\$0
TOTAL 0001-1550	\$1,003,667	\$1,216,132	\$1,215,856	\$1,165,120	\$4,000	\$1,169,120



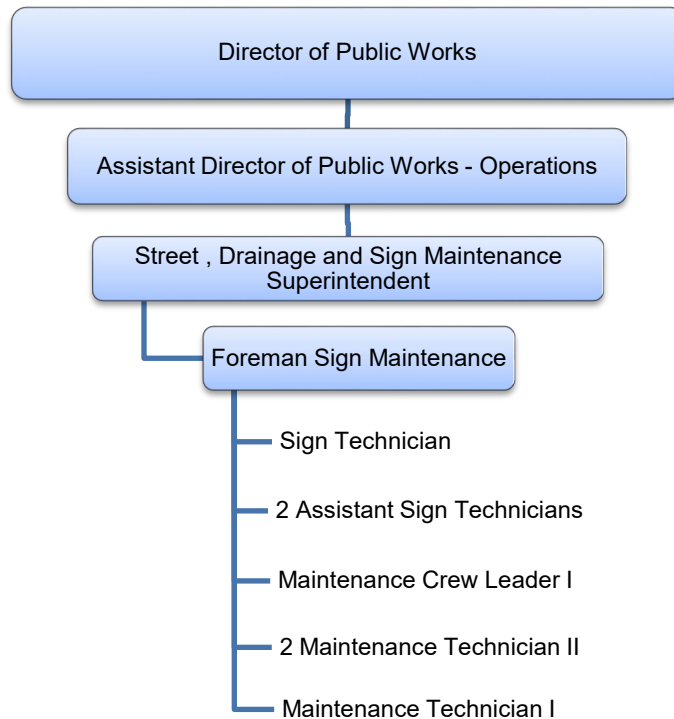
CITY OF CONROE
FY 2019-2020
0001-1550

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
2907	10	Increase Funds In 1550-7140	Non-discretionary Adjustment	7140 Wearing Apparel	\$4,000
				Request Total	\$4,000
1 Requests			Total for 0001-1550		\$4,000



Sign Maintenance



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



Sign Maintenance

Accomplishments for FY 2018-2019

- ✓ Completed new Sign Shop Building
- ✓ Re-striped Silverdale and Gladstell from Frazier to FM 1314
- ✓ Re-striped Riverpoint from IH 45 to South Loop 336 and installed new signage
- ✓ Re-painted no parking, and fire zones in Downtown area
- ✓ Re- striped Jury Duty Parking area
- ✓ Re-striped and installed delineators in turn lanes on Crighton Rd at entrances to subdivision per Traffic Committee request
- ✓ Re-painted all Crosswalks in Downtown area
- ✓ Replaced all street name signs in Downtown area
- ✓ Installed stop bars in Wedgewood and Highland Hollow area
- ✓ Implemented Reflectivity Measures Program for all signage
- ✓ Installed proper signage in annexed areas
- ✓ Performed Street Light Survey once every quarter

Goals & Objectives for FY 2019-2020

- ❑ Re-stripe League Line Rd from Frazier to Bella Vita
- ❑ Install required pavement markings in Milltown area
- ❑ Install required pavement markings in Dugan area
- ❑ Replace all signage and pavement markings in the Dugan area
- ❑ Replace all signage and pavement markings in Robinwood
- ❑ Install all non-existing signage in newly annexed areas (ongoing)
- ❑ Continue Street Light Survey (ongoing)
- ❑ Collect remaining 20% of sign data and enter into CarteGraph



City of Conroe General Fund

Sign Maintenance 0001-1560

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Foreman Sign Maintenance	0	0	1	1
Sign Technician	0	0	1	1
Assistant Sign Technician	0	0	3	2
Maintenance Crew Leader I	0	0	1	1
Maintenance Technician II	0	0	0	2
Maintenance Technician I	0	0	2	1
TOTAL FULL TIME	0	0	8	8

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Number of work orders completed	0	0	5,000	5,000
Number of vehicles stickered	0	0	150	150
Number of Signs Repaired / Replaced	0	0	2,500	2,500
Length of Streets Restriped	0	0	5,000	5,000

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



CITY OF CONROE
FY 2019-2020
0001-1560

BUDGET LINE ITEMS

FUND: GENERAL FUND		DEPARTMENT: SIGN MAINTENANCE		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$6,435	\$356,230	\$290,614	\$337,150	\$0	\$337,150
7020 Overtime	\$225	\$47,265	\$37,000	\$42,177	\$0	\$42,177
7025 Social Security	\$227	\$30,867	\$22,706	\$29,408	\$0	\$29,408
7030 Retirement & Pension	\$508	\$65,927	\$49,640	\$62,364	\$0	\$62,364
7035 Workers Compensation	\$0	\$10,001	\$7,267	\$12,626	\$0	\$12,626
7040 Employee Insurance	\$1,199	\$135,433	\$135,433	\$118,019	\$0	\$118,019
PERSONNEL SERVICES SUBTOTAL	\$8,594	\$645,723	\$542,660	\$601,744	\$0	\$601,744
7110 Office Supplies	\$0	\$500	\$21,500	\$500	\$21,500	\$22,000
7140 Wearing Apparel	\$0	\$3,500	\$3,500	\$3,500	\$0	\$3,500
7160 Vehicle Operations	\$0	\$10,000	\$10,000	\$10,000	\$0	\$10,000
7170 Vehicle Repairs	\$0	\$6,000	\$6,000	\$6,000	\$0	\$6,000
7180 Equipment Repairs	\$0	\$2,500	\$2,500	\$2,500	\$0	\$2,500
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$0	\$69,750	\$102,000	\$69,750	\$0	\$69,750
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$1,500	\$1,500	\$1,500	\$0	\$1,500
SUPPLIES SUBTOTAL	\$0	\$93,750	\$147,000	\$93,750	\$21,500	\$115,250
8010 Utilities	\$0	\$3,000	\$3,000	\$3,000	\$0	\$3,000
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$1,000	\$1,000	\$900	\$0	\$900
8060 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$0	\$4,000	\$4,000	\$3,900	\$0	\$3,900
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1560	\$8,594	\$743,473	\$693,660	\$699,394	\$21,500	\$720,894



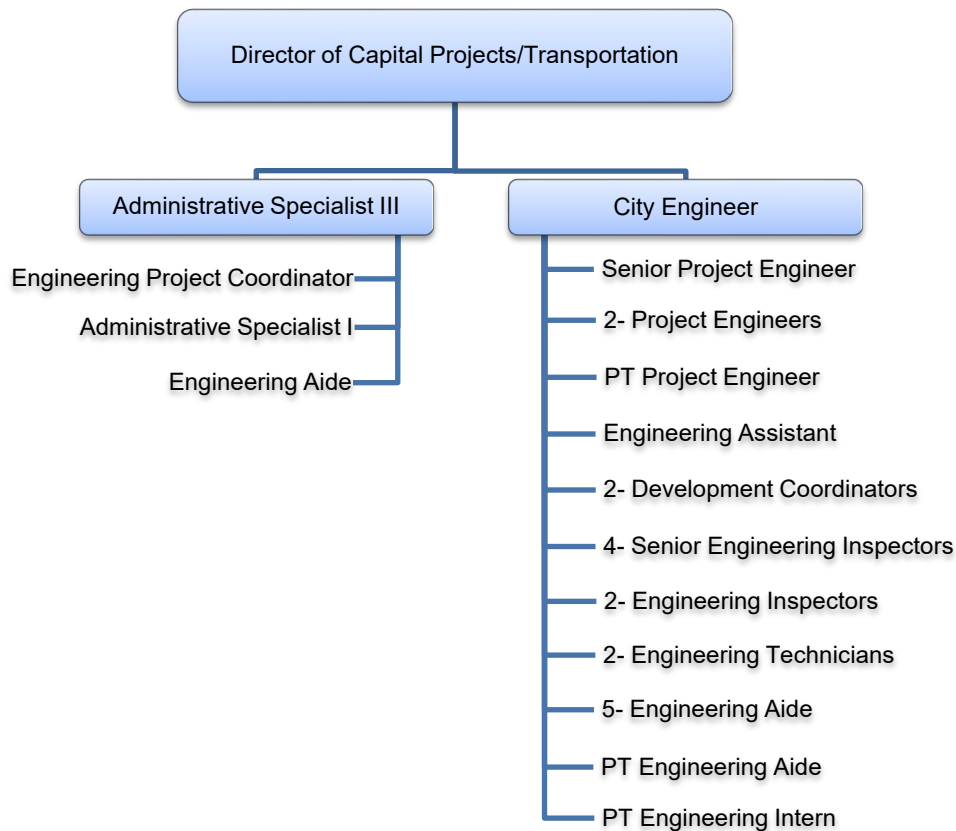
CITY OF CONROE
FY 2019-2020
0001-1560

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
4474	3	Increase Funds In 1560-7110	Non-discretionary Adjustment	7110 OFFICE SUPPLIES	\$21,500
				Request Total	\$21,500
1 Requests			Total for 0001-1560		\$21,500



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 2018-2019

- ✓ Started preliminary engineering for Old Conroe Rd.
- ✓ Designed street projects and started construction - Street rehab - Tanglewood/Briarwood Phase IA, Milltown Area Phase II, Westview Blvd. and Montgomery Park Blvd.; and Underground utilities along SH 105 from IH-45 to SH 75
- ✓ Designed drainage rehab projects - Bois D'Arc, Live Oak Creek, and Crighton Ridge
- ✓ Designed and started construction on water line rehab projects - Lewis, Roberson, Dallas, Palestine, S. 3rd Street, Academy Dr., and Pozos and Adkins Area
- ✓ Water line extension - Water Well No. 24 Blending, Seven Coves, SH 75 to Farrell Rd. through the Industrial Park (with utilities and traffic signals)
- ✓ Designed and started construction on water system improvements - FM 1488, Water Well No. 25 and McCaleb/SH 105/Water Well No. 26
- ✓ Finalized design for sewer projects - lift station replacement – Pebble Glen #2 and #3 and Carl Barton sewer system upgrade
- ✓ Designed water projects cooling towers - Panorama (with site & agreement)
- ✓ Finalized design for the new South Conroe WWTP and bid for construction
- ✓ Completed Alligator Creek Riverwalk Study and Sanitary Sewer Evaluation Study (SSES)
- ✓ Continue to upgrade radars & flashing yellow arrows - traffic signals (SH 75 & SH 105)
- ✓ Constructed road projects - Wilson Rd., Camelot Dr. extension, Longmire Rd., Freedom Blvd., Conroe Industrial Park Rehab, Brass Nail Rd., and Grace Crossing Lp.
- ✓ Designed and constructed sidewalk projects - Silverdale Dr., Sgt. Ed Holcomb Blvd., Semands St., and Westview Blvd.
- ✓ Constructed water line extensions for Sgt. Ed Holcomb Blvd. and SH 105 West
- ✓ Continued design and construction on designated SSOI areas
- ✓ Constructed sewer rehab - SH 105/IH-45 Phase III
- ✓ Facilitated an ever-increasing number of development meetings resulting in an escalating volume of engineering plans and subdivision plats related to private development

Goals & Objectives for FY 2019-2020

- Design and begin construction on various necessary asphalt overlay projects
- Finalize preliminary engineering and start PS&E design for Old Conroe Rd. Project
- Construct the street rehab on Westview Blvd. and Montgomery Park Blvd.
- Finish construction on the Tanglewood/Briarwood Phase IA Street Rehab
- Design & construct the water well and elevated storage tank on McCaleb Rd.
- Design and construct water and sewer extension on SH 105 West to McCaleb Rd.
- Design lift station rehab – West Summerlin and Gun Range
- Design trunk line replacement – Stewarts Creek/Ed Kharbat South, Stewarts Creek (Avenue M to SH 105), and Stewarts Creek (Upper)
- Design water line rehab – SH 105 West to Lester, Wedgewood Blvd., and N. Thompson
- Design water line replacement – Sherman St. Area
- Design the Lift Station Consolidation Area 1 (McDade Estates)
- Continue to upgrade radars & flashing yellow Arrows - traffic signals (SH 105 & LP 336)
- Construct the Carl Barton sewer system upgrade
- Design the remodel for the 1st Floor at City Hall and begin construction
- Create a drainage CIP to facilitate the city's drainage issues
- Finish construction on the SH 105 underground utilities (IH-45 to SH 75)
- Quality plat/plan review and inspection of proposed development projects



General Fund

Engineering 0001-1570

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
SPECIAL SERVICES				
Planning Commission	7	7	7	7
TOTAL SPECIAL SERVICES	7	7	7	7
PERSONNEL SERVICES				
Director of Capital Projects/Transportation	0	1	1	1
Director of Engineering	1	0	0	0
Assistant Director of Projects/Transportation	1	0	0	0
City Engineer	0	1	1	1
Administrative Specialist III	1	1	1	1
Administrative Specialist I	1	1	1	1
Engineering Manager	1	0	0	0
Senior Project Engineer	0	0	0	1
Project Engineer	2	3	3	2
Development Coordinator	2	2	2	2
Engineering Project Coordinator	1	1	1	1
Engineering Technician	2	2	2	2
Engineering Aide	4	4	5	6
Senior Engineering Inspector	3	3	3	4
Engineering Inspector	3	3	3	2
Engineering Assistant	1	1	1	1
TOTAL FULL TIME	23	23	24	25
PT Engineering Intern (Hours)	0	0	2,000	1,000
PT Project Engineer (Hours)	0	1,000	1,000	1,000
PT Engineering Aide (Hours)	0	0	1,000	1,000
TOTAL PART TIME HOURS	0	1,000	4,000	3,000
	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Number of Development Plans Reviewed	333	347	330	325
Number of Plats Reviewed	160	199	126	125
Number of Inspections Performed	12,900	15,351	14,200	14,000
Number of Design Projects	24	28	24	24
Number of Construction Projects	35	22	38	38
Review Revenue	\$ 462,000	\$ 884,679	\$ 720,000	\$ 700,000



CITY OF CONROE
FY 2019-2020
0001-1570

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: ENGINEERING DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$1,446,929	\$1,577,299	\$1,495,095	\$1,601,068	\$125,559	\$1,726,627
7012 Salaries - Part Time	\$11,231	\$104,704	\$104,704	\$68,060	\$0	\$68,060
7020 Overtime	\$24,895	\$27,401	\$23,000	\$24,451	\$0	\$24,451
7025 Social Security	\$106,245	\$130,769	\$114,874	\$130,412	\$9,606	\$140,018
7030 Retirement & Pension	\$241,020	\$256,558	\$247,288	\$260,098	\$20,311	\$280,409
7035 Workers Compensation	\$6,217	\$5,636	\$10,900	\$6,664	\$1,323	\$7,987
7040 Employee Insurance	\$391,958	\$389,370	\$389,370	\$301,605	\$13,113	\$314,718
PERSONNEL SERVICES SUBTOTAL	\$2,228,495	\$2,491,737	\$2,385,231	\$2,392,358	\$169,912	\$2,562,270
7110 Office Supplies	\$11,136	\$15,208	\$16,000	\$15,208	\$0	\$15,208
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$2,797	\$2,700	\$3,000	\$2,700	\$0	\$2,700
7160 Vehicle Operations	\$29,620	\$27,000	\$20,000	\$27,000	\$0	\$27,000
7170 Vehicle Repairs	\$6,026	\$8,350	\$20,000	\$8,350	\$0	\$8,350
7180 Equipment Repairs	\$1,295	\$5,000	\$3,500	\$5,000	\$0	\$5,000
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$17,031	\$26,729	\$20,000	\$26,729	\$625	\$27,354
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$3,500	\$3,500
7254 Machinery & Equipment <\$5,000	\$17,084	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$84,989	\$84,987	\$82,500	\$84,987	\$4,125	\$89,112
8010 Utilities	\$3,026	\$9,457	\$5,000	\$9,457	\$0	\$9,457
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$150	\$5,000	\$2,500	\$5,000	\$0	\$5,000
8040 Leased Equipment	\$8,302	\$19,548	\$17,000	\$19,548	\$0	\$19,548
8050 Travel & Training	\$10,281	\$32,138	\$32,000	\$28,874	\$1,000	\$29,874
8060 Contract Services	\$219,469	\$800,540	\$800,540	\$386,040	\$0	\$386,040
8350 Legal Newspaper Notices	\$19,483	\$9,000	\$22,000	\$9,000	\$0	\$9,000
CONTRACTUAL SUBTOTAL	\$260,711	\$875,683	\$879,040	\$457,919	\$1,000	\$458,919
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0001-1570	\$2,574,194	\$3,452,407	\$3,346,771	\$2,935,264	\$175,037	\$3,110,301



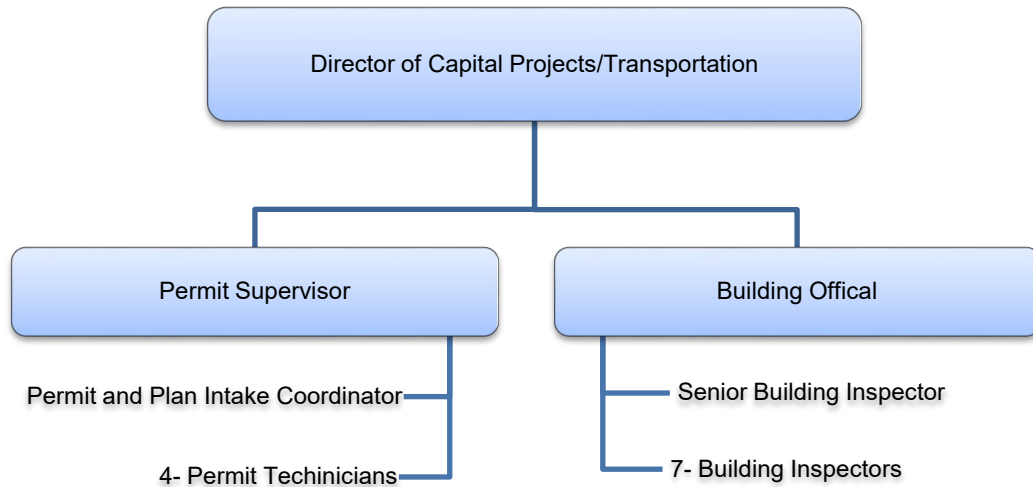
CITY OF CONROE
FY 2019-2020
0001-1570

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5545	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$77,511
				7025 SOCIAL SECURITY	\$5,930
				7030 RETIREMENT & PENSION	\$12,402
				7035 WORKERS COMPENSATION	\$817
				Request Total	\$96,660
3148	1	Engineering Aide (starts 10/1/2019)	New Personnel	7010 Salaries	\$48,048
				7025 Social Security	\$3,676
				7030 Retirement & Pension	\$7,909
				7035 Workers Compensation	\$506
				7040 Employee Insurance	\$13,113
				7200 Operating Supplies	\$625
				7253 Furniture & Fixtures <\$5,000	\$3,500
				8050 Travel & Training	\$1,000
				Request Total	\$78,377
2 Requests			Total for 0001-1570		\$175,037



Building Inspections and Permits



The Building Inspections Division assists in completion of many ongoing projects and development relative to the City's Building and Permitting processes. The Building Inspection Team provides a review and inspections of construction and other development to ensure quality of life, health, safety, and the welfare of citizens, by verifying the compliance of Building Codes and City Ordinances. The structural safety and quality of buildings provide safety, longevity, and value.



Building Inspections and Permits

Accomplishments for FY 2018-2019

- ✓ Continued training and yearly certifications for staff
- ✓ Provided yearly updated and accurate reports to various departments and agencies
- ✓ Updated forms and applications
- ✓ Effectively responded to customer's issues and questions
- ✓ Processed more than 12,000 permits in a timely and effective manner
- ✓ Completed more than 27,000 building inspections
- ✓ Met with Trade Board members on the Electrical, Mechanical, and Plumbing Boards
- ✓ Compiled multiple monthly reports for the U.S. Census Bureau
- ✓ Exceeded citizen's expectations & provided outstanding customer service

Goals & Objectives for FY 2019-2020

- ❑ Continue improving cross-training for staff
- ❑ Exceed citizens expectations & give outstanding customer service
- ❑ Update forms and applications relating to ordinance changes, building codes, and other such documents
- ❑ Effectively respond to customer's issues and questions
- ❑ Process permits timely and effectively
- ❑ Ensure quality service within permits
- ❑ Complete all necessary building inspections



City of Conroe General Fund

Building Inspections and Permits 0001-1580

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Building Official	0	0	0	1
Senior Building Inspector	0	0	0	1
Building Inspector	0	0	0	7
Permit Supervisor	0	0	0	1
Permit Technician	0	0	0	4
Permits and Plan Intake Coordinator	0	0	0	1
TOTAL FULL TIME	0	0	0	15
PT Permit Technician (Hours)	0	0	0	1,040
TOTAL PART TIME HOURS	0	0	0	1,040

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Number of Permits Issued	0	0	0	14,000
Number of Inspections	0	0	0	30,000
Revenue - Permits	0	0	0	\$ 3,074,869

The Building Official, eight (8) Building Inspectors, Building Inspector/Plan Reviewer, Permit Supervisor, three (3) Permit Technicians and a Permits and Plan Intake Coordinator were transferred from the Community Development Department in FY 2018-2019.



CITY OF CONROE
FY 2019-2020
0001-1580

BUDGET LINE ITEMS

FUND: GENERAL FUND

DEPARTMENT: BUILDING INSPECTIONS AND PERMITS

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$0	\$0	\$845,282	\$11,275	\$856,557
7012 Salaries - Part Time	\$0	\$0	\$0	\$24,983	\$0	\$24,983
7020 Overtime	\$0	\$0	\$0	\$0	\$0	\$0
7025 Social Security	\$0	\$0	\$0	\$66,806	\$863	\$67,669
7030 Retirement & Pension	\$0	\$0	\$0	\$135,618	\$1,804	\$137,422
7035 Workers Compensation	\$0	\$0	\$0	\$5,006	\$118	\$5,124
7040 Employee Insurance	\$0	\$0	\$0	\$196,699	\$0	\$196,699
PERSONNEL SERVICES SUBTOTAL	\$0	\$0	\$0	\$1,274,394	\$14,060	\$1,288,454
7110 Office Supplies	\$0	\$0	\$0	\$33,676	\$0	\$33,676
7140 Wearing Apparel	\$0	\$0	\$0	\$1,430	\$0	\$1,430
7160 Vehicle Operations	\$0	\$0	\$0	\$27,742	\$0	\$27,742
7170 Vehicle Repairs	\$0	\$0	\$0	\$3,250	\$0	\$3,250
7180 Equipment Repairs	\$0	\$0	\$0	\$65	\$0	\$65
7200 Operating Supplies	\$0	\$0	\$0	\$23,335	\$0	\$23,335
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$2,028	\$0	\$2,028
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$3,507	\$0	\$3,507
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$95,033	\$0	\$95,033
8010 Utilities	\$0	\$0	\$0	\$2,607	\$0	\$2,607
8040 Leased Equipment	\$0	\$0	\$0	\$4,057	\$0	\$4,057
8050 Travel & Training	\$0	\$0	\$0	\$29,677	\$0	\$29,677
8060 Contract Services	\$0	\$0	\$0	\$61,354	\$0	\$61,354
8350 Legal Newspaper Notices	\$0	\$0	\$0	\$4,680	\$0	\$4,680
CONTRACTUAL SUBTOTAL	\$0	\$0	\$0	\$102,375	\$0	\$102,375
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$10,255	\$10,255
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$10,255	\$10,255
TOTAL 0001-1580	\$0	\$0	\$0	\$1,471,802	\$24,315	\$1,496,117



CITY OF CONROE
FY 2019-2020
0001-1580

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5519	0	1/2 Ton Extended Cab Truck (1023)	V E R F (upgrade Only)	9060 VEHICLES >\$5,000	\$10,255
				Request Total	\$10,255
5546	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$11,275
				7025 SOCIAL SECURITY	\$863
				7030 RETIREMENT & PENSION	\$1,804
				7035 WORKERS COMPENSATION	\$118
				Request Total	\$14,060
2 Requests			Total for 0001-1580		\$24,315



City of Conroe General Fund

General Fund Non-Departmental 0001-1800

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



CITY OF CONROE
FY 2019-2020
0001-1800

BUDGET LINE ITEMS

FUND: GENERAL FUND DEPARTMENT: GF NON-DEPARTMENTAL DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$279,416	\$0	\$36,000	\$788,365	\$824,365
7025 Social Security	\$0	\$21,375	\$0	\$2,754	\$60,310	\$63,064
7030 Retirement & Pension	\$0	\$39,538	\$0	\$5,840	\$129,765	\$135,605
7035 Workers Compensation	\$3,227	\$3,691	\$3,691	\$0	\$11,755	\$11,755
7040 Employee Insurance	\$1,632,096	\$1,852,344	\$1,852,344	\$1,902,742	\$0	\$1,902,742
7070 Unemployment	\$11,069	\$20,000	\$25,000	\$25,000	\$0	\$25,000
PERSONNEL SERVICES SUBTOTAL	\$1,646,392	\$2,216,364	\$1,881,035	\$1,972,336	\$990,195	\$2,962,531
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$37,117	\$38,900	\$39,354	\$40,000	\$0	\$40,000
7251 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$37,117	\$38,900	\$39,354	\$40,000	\$0	\$40,000
8010 Utilities	\$0	\$0	\$0	\$0	\$0	\$0
8020 Insurance and Bonds	\$498,537	\$577,500	\$564,255	\$609,395	\$0	\$609,395
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$1,945,730	\$2,242,562	\$2,242,562	\$1,977,050	\$0	\$1,977,050
8062 Community Services	\$685,037	\$502,000	\$595,000	\$590,000	\$0	\$590,000
8080 Garbage & Recycling Fees	\$0	\$0	\$0	\$0	\$0	\$0
8085 Donated Rent Expense	\$25,512	\$0	\$0	\$0	\$0	\$0
8095 Unallocated Resources	\$0	\$0	\$0	\$0	\$0	\$0
8360 Legislative Services	\$0	\$0	\$95,513	\$96,000	\$0	\$96,000
9520 Bad Debt Finance	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$3,154,816	\$3,322,062	\$3,497,330	\$3,272,445	\$0	\$3,272,445
9010 Land >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9020 Buildings >\$5,000	\$0	\$330,000	\$330,000	\$0	\$0	\$0
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$330,000	\$330,000	\$0	\$0	\$0
8520 Transfer Out	\$6,262,606	\$4,983,475	\$8,265,188	\$4,874,834	\$0	\$4,874,834
8540 Beautification	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS OUT SUBTOTAL	\$6,262,606	\$4,983,475	\$8,265,188	\$4,874,834	\$0	\$4,874,834
9660 Principal-Lease	\$64,387	\$66,930	\$66,930	\$69,574	\$0	\$69,574
9670 Interest-Lease	\$10,792	\$8,249	\$8,249	\$5,605	\$0	\$5,605
DEBT SERVICE SUBTOTAL	\$75,179	\$75,179	\$75,179	\$75,179	\$0	\$75,179
TOTAL 0001-1800	\$11,176,109	\$10,965,980	\$14,088,086	\$10,234,794	\$990,195	\$11,224,989



CITY OF CONROE
FY 2019-2020
0001-1800

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
4359	2	Step / Merit Increases	Enhanced Program	7010 SALARIES	\$788,365
				7025 SOCIAL SECURITY	\$60,310
				7030 RETIREMENT & PENSION	\$129,765
				7035 WORKERS COMPENSATION	\$11,755
				Request Total	\$990,195
1 Requests			Total for 0001-1800		\$990,195





(This page intentionally left blank.)



WATER AND SEWER OPERATING FUND



FY 19-20 Budget Summary

Water and Sewer Operating Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Dollar FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Working Capital:		\$ 20,388,427	\$ 20,388,427	\$ -	\$ 13,877,318	\$ -	\$ 13,877,318	\$ -	0.0%
W/S Fund Revenues:									
Revenues	\$ 47,206,361	\$ 41,100,390	\$ 42,785,772	\$ 1,685,382	\$ 46,619,691	\$ -	\$ 46,619,691	\$ 5,519,301	13.4%
Total Revenues	\$ 47,206,361	\$ 41,100,390	\$ 42,785,772	\$ 1,685,382	\$ 46,619,691	\$ -	\$ 46,619,691	\$ 5,519,301	13.4%
Total Resources:	\$ 47,206,361	\$ 61,488,817	\$ 63,174,199	\$ 1,685,382	\$ 60,497,009	\$ -	\$ 60,497,009	\$ 5,519,301	9.0%
W/S Fund Expenditures:									
Utility Billing	\$ 1,107,259	\$ 1,155,852	\$ 1,181,736	\$ (25,884)	\$ 1,123,790	\$ 38,902	\$ 1,162,692	\$ 6,840	0.6%
Public Works	1,728,040	2,160,515	2,716,032	(555,517)	2,102,861	209,410	2,312,271	151,756	7.0%
Water	3,822,628	4,808,573	5,389,676	(581,103)	4,663,719	264,595	4,928,314	119,741	2.5%
Surface Water	10,621,247	10,495,494	10,282,403	213,091	11,338,213	-	11,338,213	842,719	8.0%
Wastewater Treatment	10,450,389	6,242,161	6,453,598	(211,437)	2,726,368	363,987	3,090,355	(3,151,806)	-50.5%
Sewer	1,775,247	2,652,964	2,607,758	45,206	2,189,969	1,042,941	3,232,910	579,946	21.9%
Pump & Motor Maint	1,473,973	1,471,442	1,535,791	(64,349)	1,354,442	89,884	1,444,326	(27,116)	-1.8%
W/S Non-Departmental	10,982,737	21,653,660	19,129,887	2,523,773	19,669,353	215,188	19,884,541	(1,769,119)	-8.2%
Total Expenditures	\$ 41,961,520	\$ 50,640,661	\$ 49,296,881	\$ 1,343,780	\$ 45,168,715	\$ 2,224,907	\$ 47,393,622	\$ (3,247,039)	-6.4%
New Working Capital:		\$ 10,848,156	\$ 13,877,318	\$ 3,029,162	\$ 15,328,294		\$ 13,103,387	\$ 2,255,231	
60-Day Reserve:		\$ 8,325,325	\$ 8,104,407		\$ 7,425,737		\$ 7,791,511		
Over/(Under):		2,522,831	5,772,911		7,902,557		5,311,876		
Budget Contingency:		\$ 4,162,662	\$ 4,052,204		\$ 3,712,868		\$ 3,895,756		
Over/(Under) 30-Days:		(1,639,831)	1,720,707		4,189,689		1,416,120		
Breakdown of Transfer In:									
General Fund - Rate Stabilization					\$ -				
Administrative Transfer (W/S)					392,118				
Total					\$ 392,118				
Breakdown of Transfer Out:									
Administrative Transfer (GF)					\$ -				
Revenue Debt Service Fund					15,226,808				
Sewer CIP Fund - Sanitary Sewer Evaluation Survey					2,000				
Sewer CIP Fund - SW Wastewater Treatment Plant BERM					394,000				
Water CIP Fund - Water Line - Wilson Road East					130,000				
Facilities Management					91,750				
Total					\$ 15,844,558				



FY 19-20 Budget Summary by Category Water and Sewer Operating Fund

	<u>FY 18-19 Budget</u>	<u>FY 18-19 Estimate</u>	<u>Under/ (Over)</u>	<u>FY 19-20 Base</u>	<u>FY 19-20 Supplemental</u>	<u>FY 19-20 Proposed</u>
Personnel	\$ 6,703,879	\$ 6,213,856	\$ 490,023	\$ 6,396,795	\$ 722,155	\$ 7,118,950
Supplies	3,054,541	3,270,823	(216,282)	2,893,676	30,000	2,923,676
Contractual	19,822,969	20,581,961	(758,992)	17,902,030	576,150	18,478,180
Capital Outlay	1,280,952	1,740,873	(459,921)	-	896,602	896,602
Transfers	19,210,585	16,921,633	2,288,952	17,408,479	-	17,408,479
Debt Service	567,735	567,735	-	567,735	-	567,735
Total	\$ 50,640,661	\$ 49,296,881	\$ 1,343,780	\$ 45,168,715	\$ 2,224,907	\$ 47,393,622



**FY19-20 Supplemental Requests
Water Sewer Operating Fund**

Department/Division		Dept. ID	Rank	Supplemental Request Title	Requested Amount ¹	FY 18-19 Purchase ²	FY 19-20 Approved ³	Type
0002-2800	Utility Billing	1555	1	V. E. R. F. Upgrade For Vehicle 1218	\$ 21,602	\$ -	\$ 21,602	V E R F (upgrade Only)
0002-2800	Utility Billing	2403	2	V. E. R. F. Truck Replacement Items (0923)	2,800	-	2,800	V E R F (upgrade Only)
0002-2800	Utility Billing	2939	3	Hand Held Radios For Meter Techs	8,500	-	8,500	Replacement Equipment
0002-2800	Utility Billing	1415	4	Annual Recycle Event	10,700	-	-	Enhanced Program
0002-2800	Utility Billing	1499	5	Increase For Supplies And Printing	6,000	-	6,000	Non-discretionary Adjustment
0002-2800	Utility Billing	4407	6	Hats For Meter Technicians	1,200	-	-	Enhanced Program
Utility Billing Total					\$ 50,802	\$ -	\$ 38,902	
0002-2810	Public Works	4404	1	Accounting Clerk	71,290	-	-	New Personnel
0002-2810	Public Works	4408	2	Risk & Resiliency Assessment & Emergency Response	60,000	-	60,000	Non-discretionary Adjustment
0002-2810	Public Works	878	3	Cartegraph Module Addition	10,000	-	10,000	Enhanced Program
0002-2810	Public Works	4405	4	Replace Damaged Items At Svc Ctr Complex	45,000	-	-	Replacement Equipment
0002-2810	Public Works	689	5	Increase In Acct 2810-8060 For Contract Funding	80,000	-	80,000	Non-discretionary Adjustment
0002-2810	Public Works	1167	6	Increase Funding in 2810-8010 for Utility Costs	45,000	-	45,000	Non-discretionary Adjustment
0002-2810	Public Works	5547	7	2019 Compensation Study Effective Oct 1, 2019	14,410	-	14,410	Enhanced Program
Public Works Total					\$ 325,700	\$ -	\$ 209,410	
0002-2820	Water	4379	1	Water Plants 4 & 5 G S T Rehabilitation	500,000	-	-	Enhanced Program
0002-2820	Water	4375	2	Utility Locator Oct 1, 2019	62,058	-	62,058	New Personnel
0002-2820	Water	4380	3	Fire Hydrant Preventative Maintenance Program	100,000	-	-	New Program
0002-2820	Water	2826	4	Water Plant Operator	80,890	-	-	New Personnel
0002-2820	Water	4439	5	V. F. D. For Booster Pump Motors	280,000	-	-	New Equipment
0002-2820	Water	5520	7	T C E Q Water System Mandated Increase	125,000	-	125,000	Non-discretionary Adjustment
0002-2820	Water	3013	6	T C E Q Water System Annual Fee Increase	7,500	-	7,500	Non-discretionary Adjustment
0002-2820	Water	5548	8	2019 Compensation Study Effective Oct 1, 2019	70,037	-	70,037	Enhanced Program
Water Total					\$ 1,225,485	\$ -	\$ 264,595	
0002-2881	Wastewater Treatment Plant	1790	1	Chloride Study	50,000	-	50,000	Non-discretionary Adjustment
0002-2881	Wastewater Treatment Plant	1975	2	Increase Funds In Acct 2881-8060 - Lab Testing	50,000	-	50,000	Non-discretionary Adjustment
0002-2881	Wastewater Treatment Plant	1990	3	Increase Funds In Acct 2881-8060 - Sludge Disposal	75,000	-	75,000	Non-discretionary Adjustment
0002-2881	Wastewater Treatment Plant	2923	4	Wastewater Operators (3) For New Plant Mar 1, 2020	108,854	-	108,854	New Personnel
0002-2881	Wastewater Treatment Plant	2762	5	V F D and Scada Controls For Digester Blowers	250,000	-	-	New Equipment
0002-2881	Wastewater Treatment Plant	5549	6	2019 Compensation Study Effective Oct 1, 2019	80,133	-	80,133	Enhanced Program
Wastewater Treatment Plant Total					\$ 613,987	\$ -	\$ 363,987	
0002-2882	Sewer	4400	1	Reclass Heavy Equipment Operator from 2820 To Sewer Maintenance Foreman	8,648	-	8,648	New Personnel
0002-2882	Sewer	4398	2	Bobcat Excavator	75,000	-	-	New Equipment
0002-2882	Sewer	2985	3	Sewer Infrastructure Repair and Rehab	1,000,000	-	875,000	New Program
0002-2882	Sewer	4460	4	Additional Funds In 2882-7020	48,000	-	59,573	Non-discretionary Adjustment
0002-2882	Sewer	5550	5	2019 Compensation Study Effective Oct 1, 2019	99,720	-	99,720	Enhanced Program
Sewer Total					\$ 1,231,368	\$ -	\$ 1,042,941	
0002-2883	Pump & Motor Maintenance	4394	1	Journeyman Electrician And Pump Mechanic (1 Crew)	332,314	-	-	New Personnel
0002-2883	Pump & Motor Maintenance	1159	2	Gas Detectors	8,500	-	8,500	New Equipment
0002-2883	Pump & Motor Maintenance	2144	3	Replace Generator Unit # E0101	49,500	-	-	Replacement Equipment
0002-2883	Pump & Motor Maintenance	2143	4	Scissor Lift	32,575	-	-	New Equipment
0002-2883	Pump & Motor Maintenance	712	5	Mowing Contract - Approved by Council Jan 24, 2019	69,150	-	69,150	Non-discretionary Adjustment
0002-2883	Pump & Motor Maintenance	5551	6	2019 Compensation Study Effective Oct 1, 2019	12,234	-	12,234	Enhanced Program
Pump & Motor Maintenance Total					\$ 504,273	\$ -	\$ 89,884	
0002-2900	W/S Non-Departmental	4334	1	Health Dental Vision Insurance Increase	-	-	-	Non-discretionary Adjustment
0002-2900	W/S Non-Departmental	4335	9	V E R F Contribution	274,929	-	-	
0002-2900	W/S Non-Departmental	4360	3	Step / Merit Increases	97,629	-	97,629	Enhanced Program
0002-2900	W/S Non-Departmental	5505	4	2019 Compensation Study Effective Oct 1, 2019	394,093	-	117,559	Enhanced Program
W/S Non-Departmental Total					\$ 766,651	\$ -	\$ 215,188	
Grand Total					\$ 4,718,266	\$ -	\$ 2,224,907	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 18-19 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. FY 19-20 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY18-19 Purchase or FY 19-20 Approved columns, then the supplemental request was not approved.

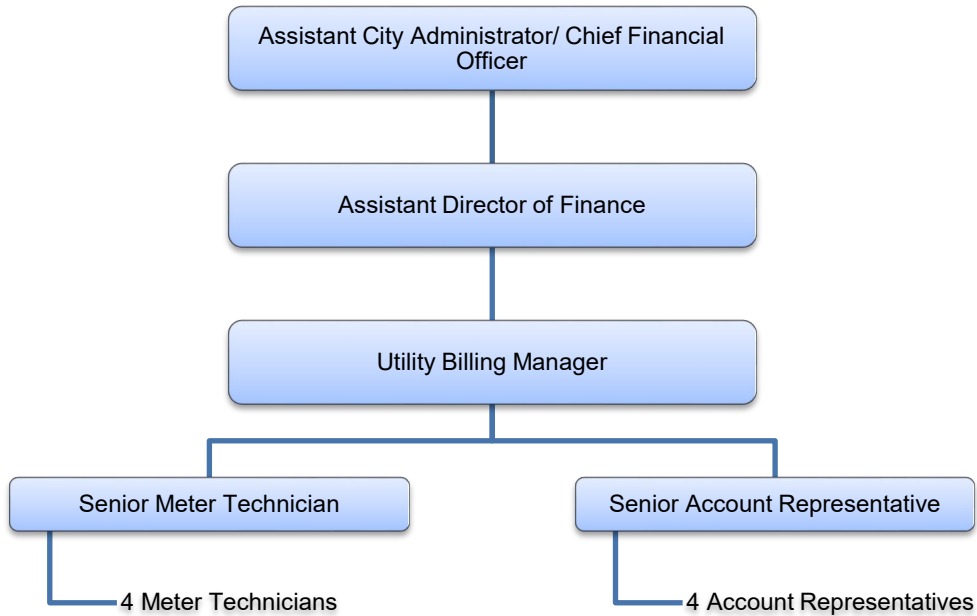
CITY OF CONROE
FY 2019-2020
0002-2000

BUDGET LINE ITEMS

FUND: WATER & SEWER OPERATING		DEPARTMENT: WATER & SEWER OPERATING		DIVISION: REVENUES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
5100 Water Charges	\$13,991,091	\$14,318,253	\$13,914,709	\$14,947,753	\$0	\$14,947,753
5105 Groundwater Conservation Fee	\$200,712	\$193,312	\$186,013	\$186,013	\$0	\$186,013
5110 Sewer Charges	\$12,751,715	\$13,760,724	\$14,336,156	\$17,215,254	\$0	\$17,215,254
5115 Surface Water Conversion Fee	\$10,457,488	\$10,068,437	\$10,068,437	\$10,786,185	\$0	\$10,786,185
5116 Discharged Water Sales	\$0	\$0	\$93,167	\$151,116	\$0	\$151,116
5120 Water Taps	\$508,212	\$501,650	\$503,697	\$503,697	\$0	\$503,697
5130 Sewer Taps	\$55,740	\$57,790	\$105,391	\$105,391	\$0	\$105,391
5140 Reconnects	\$5,405	\$5,270	\$3,525	\$3,525	\$0	\$3,525
5150 Service Charges	\$338,864	\$307,074	\$350,744	\$350,744	\$0	\$350,744
5160 Bulk Water Sales	\$0	\$0	\$0	\$0	\$0	\$0
5170 Special Revenue/Water & Sewer	\$0	\$0	\$0	\$0	\$0	\$0
5180 Pretreatment Fees	\$327,244	\$263,032	\$325,491	\$325,491	\$0	\$325,491
6020 Penalty & Interest	\$461,558	\$392,001	\$481,747	\$481,747	\$0	\$481,747
CHARGES FOR SALES AND SERVICES SUBTOTAL	\$39,098,029	\$39,867,543	\$40,369,077	\$45,056,916	\$0	\$45,056,916
6106 Intergovernmental - Local	\$700,568	\$604,782	\$763,125	\$712,000	\$0	\$712,000
INTERGOVERNMENTAL SUBTOTAL	\$700,568	\$604,782	\$763,125	\$712,000	\$0	\$712,000
6010 Interest on Investments	\$282,340	\$181,925	\$421,849	\$421,849	\$0	\$421,849
INVESTMENT INCOME SUBTOTAL	\$282,340	\$181,925	\$421,849	\$421,849	\$0	\$421,849
6015 FMV Adjustment - Investments	(\$30,651)	\$0	\$0	\$0	\$0	\$0
NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL	(\$30,651)	\$0	\$0	\$0	\$0	\$0
6030 Lease Income	\$0	\$0	\$0	\$0	\$0	\$0
6036 Sales of Cap. Assets	\$0	\$0	\$0	\$0	\$0	\$0
6037 Capital Recovery Fee	\$0	\$0	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$104,910	\$36,250	\$41,237	\$36,808	\$0	\$36,808
6070 Short & Over	(\$262)	\$0	\$74	\$0	\$0	\$0
6080 Donations	\$0	\$0	\$0	\$0	\$0	\$0
6110 Insurance Proceeds	\$6,419,487	\$0	\$783,020	\$0	\$0	\$0
6510 Interest - Other	\$0	\$0	\$0	\$0	\$0	\$0
6520 Recovery of Bad Debts	\$0	\$2,500	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$500	\$0	\$0	\$0	\$0	\$0
6951 Gain on Sale of Cap Asset	\$0	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS REVENUE SUBTOTAL	\$6,524,635	\$38,750	\$824,331	\$36,808	\$0	\$36,808
6550 Transfer In	\$631,440	\$407,390	\$407,390	\$392,118	\$0	\$392,118
TRANSFERS IN SUBTOTAL	\$631,440	\$407,390	\$407,390	\$392,118	\$0	\$392,118
TOTAL 0002-2000	\$47,206,361	\$41,100,390	\$42,785,772	\$46,619,691	\$0	\$46,619,691



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. Quick installation of new service remain high on the list of departmental priorities. The services provided are all completed with a positive attitude to all.



Utility Billing

Accomplishments for FY 2018-2019

- ✓ Researched Advanced Metering Infrastructure (AMI) metering system
- ✓ Completed the migration of garbage/recycling customer accounts in the newly annexed areas
- ✓ Continued to reduce meter re-reads, replacing antennas and updating handheld devices
- ✓ Collaborated with Montgomery County and PMAM Alarm Company to coordinate new city address files, keeping the City of Conroe billing data base files current
- ✓ Continued other pay options for customers Interactive Voice Recognition (IVR) system for phone payments
- ✓ Completed all monthly bills on schedule
- ✓ Awarded the Houston-Galveston Area Council (H-GAC) Recycle Grant for educational training
- ✓ Implemented and completed weekly audits for the H-GAC Recycle Grant
- ✓ Developed and implemented new Fire Hydrant Application and Deposit adjustment
- ✓ Coordinated the annual Document Shredding and Electronics Recycling Event
- ✓ Completed quarterly business reviews with the solid waste provider for the City of Conroe
- ✓ Assisted in planning for the Interstate Batteries Recycle Event in November 2018
- ✓ Assisted in coordinating recycle events with Montgomery County Precinct 1 Recycle Facility

Goals & Objectives for FY 2019-2020

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



City of Conroe Water and Sewer Operating Fund

Utility Billing 0002-2800

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Utility Billing Manager	1	1	1	1
Senior Meter Technician	1	1	1	1
Meter Technician	4	4	4	4
Senior Account Representative	1	1	1	1
Account Representative	3	3	4	4
TOTAL FULL TIME	10	10	11	11

	<u>Actual 2016-2017</u>	<u>Estimated 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Number of connect service orders	2,835	3,141	3,455	3,801
Number of occupant change service orders	1,729	1,819	2,001	2,201
Number of disconnect service orders	1,944	2,105	2,315	2,546
Number of reinstate service orders	5,024	4,030	4,433	4,876
Total number of transactions completed	15,896	19,895	21,884	23,873
Total number of utility billings	224,406	236,600	248,430	260,851



CITY OF CONROE
FY 2019-2020
0002-2800

BUDGET LINE ITEMS

FUND: WATER & SEWER OPERATING		DEPARTMENT: UTILITY BILLING		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$456,228	\$480,477	\$474,573	\$500,996	\$0	\$500,996
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$13,313	\$11,724	\$9,400	\$10,462	\$0	\$10,462
7025 Social Security	\$31,700	\$37,654	\$35,593	\$39,223	\$0	\$39,223
7030 Retirement & Pension	\$73,409	\$80,017	\$78,883	\$83,179	\$0	\$83,179
7035 Workers Compensation	\$5,090	\$6,298	\$7,518	\$7,826	\$0	\$7,826
7040 Employee Insurance	\$168,918	\$186,220	\$186,220	\$144,246	\$0	\$144,246
PERSONNEL SERVICES SUBTOTAL	\$748,658	\$802,390	\$792,187	\$785,932	\$0	\$785,932
7110 Office Supplies	\$13,366	\$119,972	\$13,366	\$9,545	\$6,000	\$15,545
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$3,459	\$3,850	\$3,850	\$3,850	\$0	\$3,850
7160 Vehicle Operations	\$23,701	\$21,584	\$20,799	\$21,584	\$0	\$21,584
7170 Vehicle Repairs	\$3,751	\$4,100	\$4,100	\$4,100	\$0	\$4,100
7180 Equipment Repairs	\$0	\$800	\$800	\$800	\$0	\$800
7190 Radio Repairs	\$0	\$350	\$350	\$350	\$0	\$350
7200 Operating Supplies	\$9,307	\$20,969	\$20,969	\$20,969	\$0	\$20,969
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$6,288	\$15,069	\$12,800	\$0	\$11,300	\$11,300
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$59,872	\$186,694	\$77,034	\$61,198	\$17,300	\$78,498
8010 Utilities	\$4,808	\$4,228	\$5,900	\$4,228	\$0	\$4,228
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$430	\$3,420	\$3,400	\$3,420	\$0	\$3,420
8050 Travel & Training	\$975	\$5,350	\$5,100	\$4,815	\$0	\$4,815
8060 Contract Services	\$278,616	\$153,770	\$298,115	\$264,197	\$0	\$264,197
CONTRACTUAL SUBTOTAL	\$284,829	\$166,768	\$312,515	\$276,660	\$0	\$276,660
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$13,900	\$0	\$0	\$0	\$8,500	\$8,500
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$13,102	\$13,102
CAPITAL OUTLAY SUBTOTAL	\$13,900	\$0	\$0	\$0	\$21,602	\$21,602
TOTAL 0002-2800	\$1,107,259	\$1,155,852	\$1,181,736	\$1,123,790	\$38,902	\$1,162,692



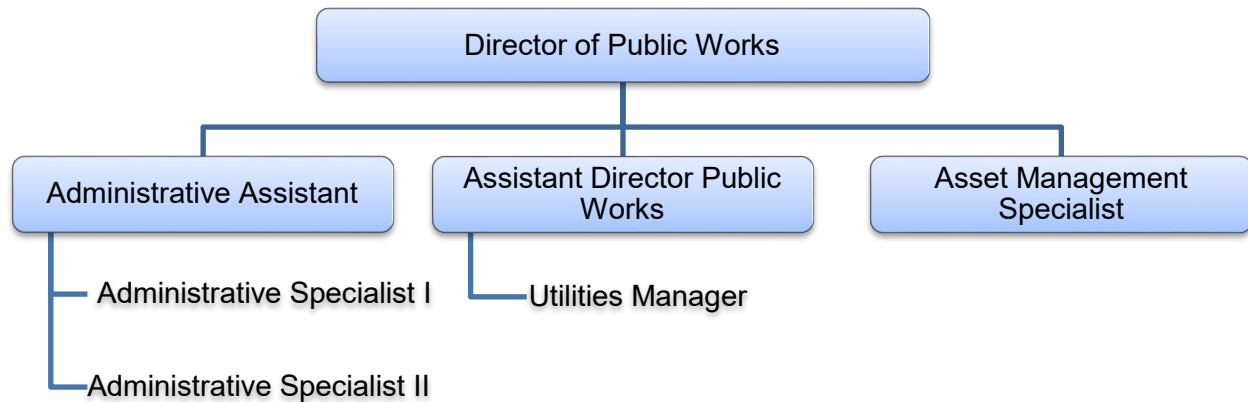
CITY OF CONROE
FY 2019-2020
0002-2800

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
1555	1	V. E. R. F. Upgrade For Vehicle 1218	V E R F (upgrade Only)	9050 MACHINERY & EQUIPMENT >\$5,000 9060 VEHICLES >\$5,000 Request Total	\$8,500 \$13,102 \$21,602
2403	2	V. E. R. F. Truck Replacement Items (0923)	V E R F (upgrade Only)	7254 MACHINERY & EQUIPMENT <\$5,000 Request Total	\$2,800 \$2,800
2939	3	Hand Held Radios For Meter Techs	Replacement Equipment	7180 Equipment Repairs 7254 Machinery & Equipment <\$5,000 Request Total	\$0 \$8,500 \$8,500
1499	5	Increase For Supplies And Printing	Non-discretionary Adjustment	7110 Office Supplies Request Total	\$6,000 \$6,000
4 Requests			Total for 0002-2800		\$38,902



Public Works



The Public Works Department includes the management and supervision of the Street, Drainage Maintenance, Pump and Motor Maintenance, Signal Maintenance, Sign Maintenance, Water Production, Water Maintenance, Sewer Maintenance, and Wastewater Treatment Plant divisions. The Public Works Administration Department strives to provide a quality of life to the citizens of the City of Conroe by managing current resources dedicated to the provision of water and sewer utilities, maintenance of streets and drainage, and maintenance of traffic signals while always planning for the future. The 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 2018-2019

- ✓ Continued Sanitary Sewer Overflow Initiative Program tracking and reporting
- ✓ Renewed Sanitary Sewer Overflow Initiative Program with Texas Commission on Environmental Quality
- ✓ Continued enhanced training of staff on the use of CarteGraph OMS software
- ✓ Completed FEMA reimbursement paperwork for Hurricane Harvey
- ✓ Completed annual upgrades to CarteGraph software
- ✓ Installed storm water shelters at Service Center
- ✓ Built new Sign Maintenance Building at Service Center
- ✓ Hired an Asset Management Specialist
- ✓ Updated and adopted Water Conservation/Drought Contingency Plan
- ✓ Developed a Texas Commission on Environmental Quality new source corrosion control strategy
- ✓ Managed project for Robinwood Water Elevated Storage Tank Rehabilitation

Goals & Objectives for FY 2019-2020

- ❑ Continue to train staff and collect asset data for CarteGraph OMS software
- ❑ Continue Sanitary Sewer Overflow Initiative Program tracking and reporting
- ❑ Repair and replace all damaged fixtures, door hardware, locks, cabinets and countertops at Service Center complex
- ❑ Implement Texas Commission on Environmental Quality approved Customer Service Inspection archive
- ❑ Develop and certify Risk and Resiliency Plan for Environmental Protection Agency compliance
- ❑ Complete ordinance revisions for Pretreatment Major Modification and Cross Connection Control
- ❑ Manage project for First Street Water Elevated Storage Tank demolition



City of Conroe

Water and Sewer Operating Fund

Public Works 0002-2810

	<u>Actual 2016-2017</u>	<u>Estimated 2017-2018</u>	<u>Budgeted 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Director of Public Works	1	1	1	1
Assistant Director Public Works	1	1	1	1
Administrative Assistant	1	1	1	1
Administrative Specialist I	3	2	2	1
Administrative Specialist II	0	0	0	1
Utilities Manager	1	1	1	1
Asset Management Specialist	0	0	1	1
TOTAL FULL TIME	7	6	7	7

	<u>Actual 2016-2017</u>	<u>Estimated 2017-2018</u>	<u>Budgeted 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Work Orders / Tasks Issued	17,000	14,300	11,800	13,000
Requests for Tasks / Work Orders	5,500	4,850	4,500	5,500
Call Center Calls Taken	13,000	19,200	17,500	19,000

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



CITY OF CONROE
FY 2019-2020
0002-2810

BUDGET LINE ITEMS

FUND: WATER & SEWER OPERATING DEPARTMENT: PUBLIC WORKS DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$504,595	\$577,205	\$487,780	\$557,134	\$11,555	\$568,689
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$3,175	\$1,100	\$6,000	\$982	\$0	\$982
7025 Social Security	\$37,295	\$44,241	\$36,972	\$42,705	\$884	\$43,589
7030 Retirement & Pension	\$82,204	\$94,074	\$81,276	\$90,562	\$1,849	\$92,411
7035 Workers Compensation	\$1,178	\$1,741	\$2,500	\$2,888	\$122	\$3,010
7040 Employee Insurance	\$116,980	\$118,504	\$118,504	\$91,793	\$0	\$91,793
PERSONNEL SERVICES SUBTOTAL	\$745,427	\$836,865	\$733,032	\$786,064	\$14,410	\$800,474
7110 Office Supplies	\$5,050	\$5,000	\$5,000	\$5,000	\$0	\$5,000
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$10,996	\$10,000	\$10,000	\$10,000	\$0	\$10,000
7160 Vehicle Operations	\$3,139	\$1,500	\$1,500	\$1,500	\$0	\$1,500
7170 Vehicle Repairs	\$674	\$1,000	\$1,000	\$1,000	\$0	\$1,000
7180 Equipment Repairs	\$23,761	\$20,550	\$25,000	\$10,000	\$0	\$10,000
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$26,605	\$47,790	\$45,000	\$43,615	\$0	\$43,615
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$4,360	\$0	\$0	\$2,500	\$0	\$2,500
7254 Machinery & Equipment <\$5,000	\$3,151	\$7,000	\$7,000	\$1,500	\$0	\$1,500
SUPPLIES SUBTOTAL	\$77,736	\$92,840	\$94,500	\$75,115	\$0	\$75,115
8010 Utilities	\$75,679	\$49,500	\$80,000	\$35,500	\$45,000	\$80,500
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$524,908	\$1,000,000	\$1,500,000	\$1,000,000	\$0	\$1,000,000
8040 Leased Equipment	\$3,021	\$3,540	\$7,500	\$7,160	\$0	\$7,160
8050 Travel & Training	\$21,537	\$39,000	\$39,000	\$34,672	\$0	\$34,672
8060 Contract Services	\$278,625	\$138,770	\$260,000	\$164,000	\$150,000	\$314,000
8350 Legal Newspaper Notices	\$1,107	\$0	\$2,000	\$350	\$0	\$350
CONTRACTUAL SUBTOTAL	\$904,877	\$1,230,810	\$1,888,500	\$1,241,682	\$195,000	\$1,436,682
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0002-2810	\$1,728,040	\$2,160,515	\$2,716,032	\$2,102,861	\$209,410	\$2,312,271



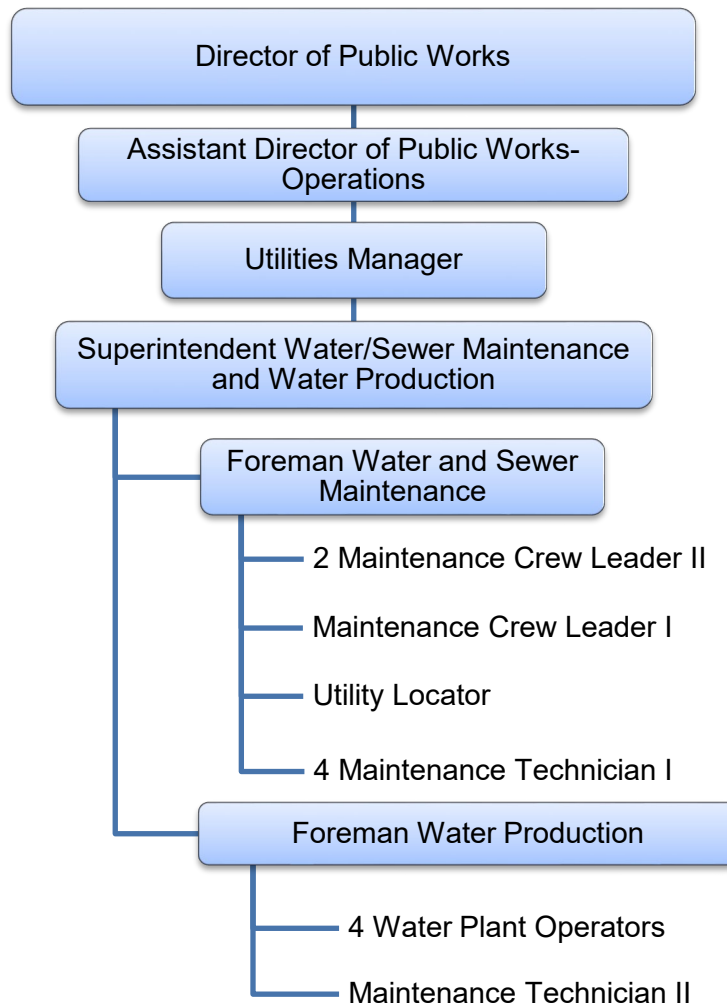
CITY OF CONROE
FY 2019-2020
0002-2810

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5547	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$11,555
				7025 SOCIAL SECURITY	\$884
				7030 RETIREMENT & PENSION	\$1,849
				7035 WORKERS COMPENSATION	\$122
				Request Total	\$14,410
4408	2	Risk & Resiliency Assessment & Emergency Response	Non-discretionary Adjustment	8060 CONTRACT SERVICES	\$60,000
				Request Total	\$60,000
878	3	Cartegraph Module Addition	Enhanced Program	8060 Contract Services	\$10,000
				Request Total	\$10,000
689	5	Increase In Acct 2810-8060 For Contract Funding	Non-discretionary Adjustment	8060 Contract Services	\$80,000
				Request Total	\$80,000
1167	6	Increase Funding in 2810- 8010 for Utility Costs	Non-discretionary Adjustment	8010 Utilities	\$45,000
				Request Total	\$45,000
5 Requests			Total for 0002-2810		\$209,410



Water



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



Water

Accomplishments for FY 2018-2019

- ✓ Kept water tap and waterline work order completion time to a minimum
- ✓ Maintained Superior Water rating through Texas Commission on Environmental Quality (TCEQ)
- ✓ Completed 1,500+ maintenance issues
- ✓ Completed over 11,000 utility locates
- ✓ Maintained the Safety Program for the Public Works Department
- ✓ Completed upgrade of SCADA/Security system software at all water plants
- ✓ Completed Tall Pines 1700' 12" water line extension
- ✓ Completed Chase Run 6500' 12" water line extension
- ✓ Completed Wilson Rd 400' 2" water line extension
- ✓ Completed Gentry Rd 600' 6" water line rehabilitation
- ✓ Rehabbed Robinwood Water Plant Elevated Storage Tank

Goals & Objectives for FY 2019-2020

- ❑ Complete all water taps within 10 days of approval
- ❑ Update water distribution maps
- ❑ Implement fire hydrant preventative maintenance program
- ❑ Keep water wells up to TCEQ compliance code
- ❑ Continue valve identification program
- ❑ Replace current Bacteriological (BACT) sample sites with sample stations



City of Conroe
Water and Sewer Operating Fund

Water
0002-2820

	<u>Actual</u> <u>2016-2017</u>	<u>Actual</u> <u>2017-2018</u>	<u>Estimated</u> <u>2018-2019</u>	<u>Budgeted</u> <u>2019-2020</u>
PERSONNEL SERVICES				
Superintendent Water/Sewer Maintenance and Water Production	1	1	1	1
Foreman Water and Sewer Maintenance	1	1	1	1
Foreman Water Production	1	1	1	1
Maintenance Crew Leader II	2	2	3	2
Maintenance Crew Leader I	1	1	1	1
Utility Locator	0	0	0	1
Maintenance Technician I	2	2	4	4
Water Plant Operator	4	4	4	4
Maintenance Technician II	0	0	1	1
TOTAL FULL TIME	12	12	16	16

	<u>Actual</u> <u>2016-2017</u>	<u>Actual</u> <u>2017-2018</u>	<u>Estimated</u> <u>2018-2019</u>	<u>Budgeted</u> <u>2019-2020</u>
PERFORMANCE MEASURES				
Water locates	9,500	9,100	11,000	12,000
Water taps	161	124	191	220
Water main extensions (linear feet)	1,450	1,500	7,500	1,000
Water leak repairs	826	721	805	850
Gallons water produced (in billions)	3.7	3.8	3.8	3.9

Reclassification of one (1) Heavy Equipment Operator to Sewer Maintenance Forman in 2882.



CITY OF CONROE
FY 2019-2020
0002-2820

BUDGET LINE ITEMS

FUND: WATER & SEWER OPERATING DEPARTMENT: WATER DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$629,431	\$774,156	\$712,481	\$793,159	\$90,047	\$883,206
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$74,698	\$105,313	\$84,000	\$93,713	\$2,444	\$96,157
7025 Social Security	\$48,017	\$67,279	\$56,842	\$68,733	\$7,075	\$75,808
7030 Retirement & Pension	\$111,975	\$143,214	\$126,490	\$145,759	\$14,966	\$160,725
7035 Workers Compensation	\$12,571	\$17,162	\$12,552	\$17,369	\$950	\$18,319
7040 Employee Insurance	\$202,711	\$270,865	\$270,865	\$209,812	\$13,113	\$222,925
PERSONNEL SERVICES SUBTOTAL	\$1,079,403	\$1,377,989	\$1,263,230	\$1,328,545	\$128,595	\$1,457,140
7110 Office Supplies	\$2,148	\$3,000	\$3,000	\$3,000	\$0	\$3,000
7130 Building Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$11,037	\$19,000	\$15,000	\$19,000	\$1,500	\$20,500
7160 Vehicle Operations	\$69,657	\$143,000	\$71,000	\$142,557	\$0	\$142,557
7170 Vehicle Repairs	\$21,486	\$8,000	\$13,000	\$20,000	\$0	\$20,000
7180 Equipment Repairs	\$52,323	\$58,127	\$48,200	\$58,000	\$0	\$58,000
7190 Radio Repairs	\$0	\$288	\$1,000	\$1,000	\$0	\$1,000
7200 Operating Supplies	\$894,775	\$733,367	\$892,151	\$742,943	\$500	\$743,443
7252 Improvements <\$5,000	\$90,107	\$440,000	\$691,720	\$440,000	\$0	\$440,000
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$3,660	\$10,000	\$10,000	\$10,000	\$0	\$10,000
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$1,145,193	\$1,414,782	\$1,745,071	\$1,436,500	\$2,000	\$1,438,500
8010 Utilities	\$816,270	\$1,025,000	\$1,025,000	\$1,025,000	\$0	\$1,025,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$1,860	\$8,000	\$2,000	\$8,000	\$0	\$8,000
8050 Travel & Training	\$15,535	\$18,250	\$15,000	\$18,474	\$1,500	\$19,974
8060 Contract Services	\$663,701	\$909,552	\$900,000	\$847,200	\$132,500	\$979,700
CONTRACTUAL SUBTOTAL	\$1,497,366	\$1,960,802	\$1,942,000	\$1,898,674	\$134,000	\$2,032,674
9010 Land >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$93,166	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$7,500	\$0	\$383,169	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$55,000	\$56,206	\$0	\$0	\$0
9101 CIP Allocation	\$0	\$0	\$0	\$0	\$0	\$0
9102 Capital Improvements	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$100,666	\$55,000	\$439,375	\$0	\$0	\$0
TOTAL 0002-2820	\$3,822,628	\$4,808,573	\$5,389,676	\$4,663,719	\$264,595	\$4,928,314



CITY OF CONROE
FY 2019-2020
0002-2820

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5548	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$56,162
				7025 SOCIAL SECURITY	\$4,296
				7030 RETIREMENT & PENSION	\$8,986
				7035 WORKERS COMPENSATION	\$593
				Request Total	\$70,037
4375	2	Utility Locator	New Personnel	7010 SALARIES	\$33,885
				7020 OVERTIME	\$2,444
				7025 SOCIAL SECURITY	\$2,779
				7030 RETIREMENT & PENSION	\$5,980
				7035 WORKERS COMPENSATION	\$357
				7040 EMPLOYEE INSURANCE	\$13,113
				7140 WEARING APPAREL	\$1,500
				7200 OPERATING SUPPLIES	\$500
				8050 TRAVEL & TRAINING	\$1,500
				Request Total	\$62,058
3013	7	T C E Q Water System Annual Fee Increase	Non-discretionary Adjustment	8060 Contract Services	\$7,500
				Request Total	\$7,500
5520	7	T C E Q Water System Mandated Increase	Non-discretionary Adjustment	8060 CONTRACT SERVICES	\$125,000
				Request Total	\$125,000
4 Requests			Total for 0002-2820		\$264,595



Surface Water

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

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

Rate History

per 1,000 gallons

Fiscal Year	SJRA				City	
	Pumpage Fee	% Increase	Surface Water	% Increase	SWC Fee	% Increase
09-10	\$0.50				\$0.50	
10-11	\$0.50	0.0%			\$0.75	0.0%
11-12	\$0.75	50.0%			\$1.05	40.0%
12-13	\$1.25	66.7%			\$1.50	42.9%
13-14	\$1.75	40.0%			\$2.10	40.0%
14-15	\$2.25	28.6%			\$2.70	28.6%
15-16	\$2.32	3.1%	2.51		\$2.95	9.3%
16-17	\$2.50	7.8%	2.69	7.2%	\$2.85	-3.4%
17-18	\$2.64	5.6%	2.83	5.2%	\$3.15	10.5%
18-19	\$2.64	0.0%	2.83	0.0%	\$3.15	0.0%
19-20	\$2.73	3.4%	3.15	11.3%	\$3.40	7.9%



CITY OF CONROE
FY 2019-2020
0002-2821

BUDGET LINE ITEMS

FUND: WATER & SEWER OPERATING

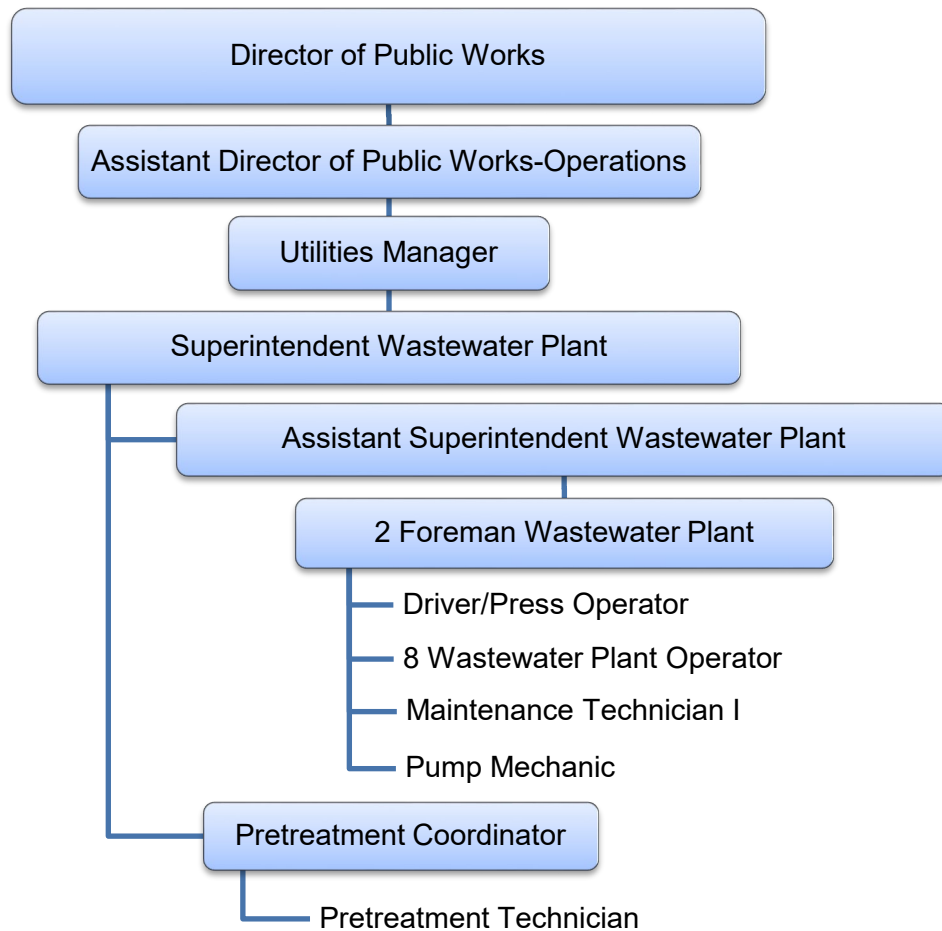
DEPARTMENT: SURFACE WATER

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$10,621,247	\$10,495,494	\$10,282,403	\$11,338,213	\$0	\$11,338,213
CONTRACTUAL SUBTOTAL	\$10,621,247	\$10,495,494	\$10,282,403	\$11,338,213	\$0	\$11,338,213
TOTAL 0002-2821	\$10,621,247	\$10,495,494	\$10,282,403	\$11,338,213	\$0	\$11,338,213



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 2018-2019

- ✓ The Wastewater Treatment Plant (WWTP) discharged approximately 2.99 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 18,000 cubic yards of municipal bio-solids for beneficial reuse
- ✓ Completed repairs to the WWTP due to Hurricane Harvey
- ✓ Completed the rebuild of Clarifier #4
- ✓ Constructed new effluent outfall line located at the Southwest Wastewater Treatment Plant
- ✓ Pretreatment Technician began inspections of Grease Traps to reduce Sanitary Sewer Overflows

Goals & Objectives for FY 2019-2020

- ❑ WWTP to discharge approximately 3.2 billion gallons of wastewater effluent into the San Jacinto River within the limits established by the TCEQ discharge permit
- ❑ Upgrades to produce a better quality biosolids with the possibility of energy savings at the Wastewater Plant
- ❑ Continue to improve grease trap program through community outreach and education for the prevention of Sanitary Sewer Overflows
- ❑ Continue to look for new innovative less costly ways to meet discharge permit and save on energy costs
- ❑ Implement mobile computerized operational software to have real time data for treatment plant staff and further reduce paper usage
- ❑ Begin construction of the new Conroe Central Wastewater Treatment Plant



City of Conroe Water and Sewer Operating Fund

Wastewater Treatment Plant 0002-2881

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Superintendent Wastewater Plant	1	1	1	1
Assistant Superintendent Wastewater Plant	0	0	1	1
Pretreatment Coordinator	1	1	1	1
Pretreatment Technician	0	1	1	1
Foreman Wastewater Plant	1	1	0	2
Wastewater Plant Operator	5	5	5	8
Maintenance Technician I	1	1	1	1
Driver/Press Operator	1	1	1	1
Foreman Wastewater Plant Operations	0	0	2	0
Pump Mechanic	1	1	1	1
TOTAL FULL TIME	11	12	14	17

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Treated wastewater discharged (in billion gallons)	2.835	2.990	3.000	3.200
Sludge hauled (cubic yards)	17,359	17,431	18,000	18,000
Grit hauled (cubic yards)	500	753	800	800



CITY OF CONROE
FY 2019-2020
0002-2881

BUDGET LINE ITEMS

FUND: WATER & SEWER OPERATING		DEPARTMENT: WASTEWATER TREATMENT PLANT		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$531,579	\$707,867	\$620,924	\$730,957	\$127,626	\$858,583
7020 Overtime	\$101,631	\$58,109	\$52,667	\$51,362	\$4,570	\$55,932
7025 Social Security	\$46,794	\$58,596	\$49,017	\$60,364	\$10,113	\$70,477
7030 Retirement & Pension	\$104,847	\$124,716	\$107,192	\$128,010	\$21,463	\$149,473
7035 Workers Compensation	\$7,453	\$11,581	\$8,478	\$10,671	\$1,345	\$12,016
7040 Employee Insurance	\$185,374	\$237,007	\$237,007	\$183,585	\$19,670	\$203,255
PERSONNEL SERVICES SUBTOTAL	\$977,678	\$1,197,876	\$1,075,285	\$1,164,949	\$184,787	\$1,349,736
7110 Office Supplies	\$2,827	\$3,200	\$3,200	\$3,786	\$0	\$3,786
7140 Wearing Apparel	\$4,592	\$6,200	\$6,200	\$6,200	\$1,200	\$7,400
7160 Vehicle Operations	\$371,369	\$56,500	\$56,500	\$32,500	\$0	\$32,500
7170 Vehicle Repairs	\$3,066	\$2,000	\$3,500	\$2,000	\$0	\$2,000
7180 Equipment Repairs	\$234,873	\$360,000	\$360,000	\$360,000	\$0	\$360,000
7190 Radio Repairs	\$0	\$500	\$250	\$250	\$0	\$250
7200 Operating Supplies	\$249,096	\$287,647	\$275,000	\$293,825	\$500	\$294,325
7251 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$22,726	\$0	\$2,753	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$888,549	\$716,047	\$707,403	\$698,561	\$1,700	\$700,261
8010 Utilities	\$212,462	\$396,991	\$400,000	\$390,500	\$0	\$390,500
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$589,976	\$4,000	\$6,000	\$5,600	\$0	\$5,600
8050 Travel & Training	\$18,813	\$15,785	\$18,000	\$17,426	\$2,500	\$19,926
8060 Contract Services	\$6,969,167	\$3,127,498	\$3,406,000	\$447,832	\$175,000	\$622,832
8350 Legal Newspaper Notices	\$1,855	\$1,500	\$2,500	\$1,500	\$0	\$1,500
CONTRACTUAL SUBTOTAL	\$7,792,273	\$3,545,774	\$3,832,500	\$862,858	\$177,500	\$1,040,358
9010 Land >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9020 Buildings >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$0	\$586,054	\$650,000	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$778,304	\$144,000	\$144,000	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$13,586	\$52,410	\$44,410	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$791,890	\$782,464	\$838,410	\$0	\$0	\$0
TOTAL 0002-2881	\$10,450,389	\$6,242,161	\$6,453,598	\$2,726,368	\$363,987	\$3,090,355



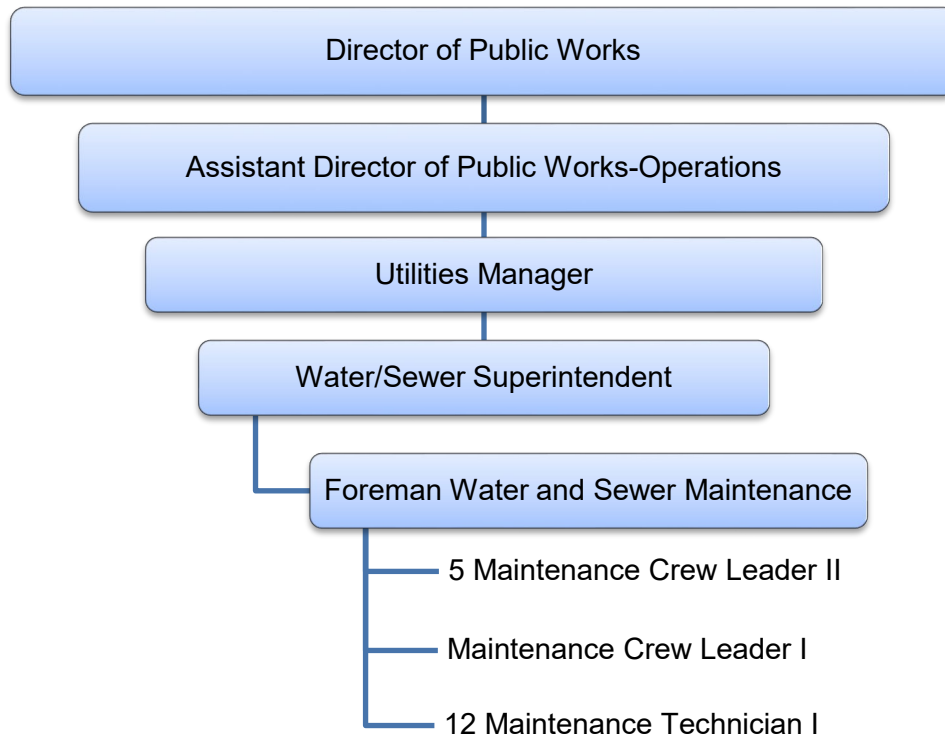
CITY OF CONROE
FY 2019-2020
0002-2881

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5549	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES 7025 SOCIAL SECURITY 7030 RETIREMENT & PENSION 7035 WORKERS COMPENSATION Request Total	\$64,259 \$4,916 \$10,281 \$677 \$80,133
1790	1	Chloride Study	Non-discretionary Adjustment	8060 CONTRACT SERVICES Request Total	\$50,000 \$50,000
1975	2	Increase Funds In Acct 2881- 8060 - Lab Testing	Non-discretionary Adjustment	8060 Contract Services Request Total	\$50,000 \$50,000
1990	3	Increase Funds In Acct 2881- 8060 - Sludge Disposal	Non-discretionary Adjustment	8060 Contract Services Request Total	\$75,000 \$75,000
2923	4	Wwtp Operators (3) New Plant (Start 3/1/2020)	New Personnel	7010 Salaries 7020 Overtime 7025 Social Security 7030 Retirement & Pension 7035 Workers Compensation 7040 Employee Insurance 7140 Wearing Apparel 7200 Operating Supplies 8050 Travel & Training Request Total	\$63,367 \$4,570 \$5,197 \$11,182 \$668 \$19,670 \$1,200 \$500 \$2,500 \$108,854
5 Requests			Total for 0002-2881		\$363,987



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 2018-2019

- ✓ Maintained sewer tap and sewer line work order completion time to a minimum
- ✓ Continued on-going inspection of easements for inflow and infiltration issues
- ✓ Maintained the Safety Program for the Public Works Department
- ✓ Implement new SSOI agreement
- ✓ Continued data collection on manholes for GIS and Work Order system
- ✓ Completed 46 sewer taps
- ✓ Repaired four major sewer infrastructure failures
- ✓ Completed rehabilitation to 13 manholes along Alligator Creek close to library
- ✓ Completed 1500' of gravity sewer along Southmore
- ✓ Completed 400' gravity sewer along Wally Wilkerson
- ✓ Completed 200' gravity sewer along Hamilton Circle

Goals & Objectives for FY 2019-2020

- ❑ Keep sewer collection maps updated
- ❑ Continue to keep sewer maintenance work order completion time to a minimum
- ❑ Complete all sewer taps within 10 days of approval
- ❑ Continue monthly preventative maintenance program
- ❑ Reduce stop ups and overflows by continuing to identify problem areas
- ❑ Implement easement clearing program



City of Conroe

Water and Sewer Operating Fund

Sewer 0002-2882

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Foreman Water and Sewer Maintenance	0	0	0	1
Maintenance Crew Leader II	5	5	5	5
Maintenance Technician I	12	12	12	12
Maintenance Crew Leader I	1	1	1	1
TOTAL FULL TIME	18	18	18	19
	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Sewer locates	9,500	9,100	11,000	12,000
Sewer taps	70	34	46	60
Sewer main extensions linear feet	3,000	1,500	1,000	1,000
Sewer main repairs	35	72	85	100
Sewer stop ups	350	404	342	400
Sewer mains cleaned (linear feet)	400,000	305,000	260,048	375,000

Reclassification of one (1) Heavy Equipment Operator moved from the Water Division (2820) to the Sewer Division (2882) as a Sewer Maintenance Foreman.



CITY OF CONROE
FY 2019-2020
0002-2882

BUDGET LINE ITEMS

FUND: WATER & SEWER OPERATING DEPARTMENT: SEWER DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$604,493	\$630,806	\$567,883	\$658,405	\$85,312	\$743,717
7020 Overtime	\$104,587	\$67,016	\$112,000	\$54,552	\$48,771	\$103,323
7025 Social Security	\$51,042	\$53,383	\$47,359	\$55,495	\$10,257	\$65,752
7030 Retirement & Pension	\$114,742	\$113,347	\$103,744	\$117,685	\$21,703	\$139,388
7035 Workers Compensation	\$12,072	\$15,060	\$11,010	\$9,350	\$898	\$10,248
7040 Employee Insurance	\$303,584	\$304,724	\$304,724	\$236,038	\$0	\$236,038
PERSONNEL SERVICES SUBTOTAL	\$1,190,520	\$1,184,336	\$1,146,720	\$1,131,525	\$166,941	\$1,298,466
7110 Office Supplies	\$1,149	\$2,000	\$2,000	\$2,000	\$0	\$2,000
7140 Wearing Apparel	\$9,903	\$10,300	\$10,300	\$10,300	\$0	\$10,300
7160 Vehicle Operations	\$144,883	\$210,034	\$150,000	\$150,000	\$0	\$150,000
7170 Vehicle Repairs	\$11,066	\$48,669	\$52,800	\$50,000	\$0	\$50,000
7180 Equipment Repairs	\$3,327	\$16,000	\$5,400	\$16,000	\$0	\$16,000
7190 Radio Repairs	\$0	\$500	\$500	\$500	\$0	\$500
7200 Operating Supplies	\$106,461	\$149,556	\$150,000	\$184,383	\$500	\$184,883
7252 Improvements <\$5,000	\$225	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$15,589	\$0	\$9,450	\$16,000	\$0	\$16,000
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$292,602	\$437,059	\$380,450	\$429,183	\$500	\$429,683
8010 Utilities	\$4,877	\$4,600	\$5,000	\$5,000	\$0	\$5,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$1,040	\$5,000	\$5,000	\$5,000	\$0	\$5,000
8050 Travel & Training	\$6,946	\$10,457	\$11,000	\$19,261	\$500	\$19,761
8060 Contract Services	\$175,212	\$603,524	\$640,000	\$600,000	\$0	\$600,000
CONTRACTUAL SUBTOTAL	\$188,075	\$623,581	\$661,000	\$629,261	\$500	\$629,761
9030 Improvements >\$5,000	\$0	\$407,988	\$419,588	\$0	\$875,000	\$875,000
9050 Machinery & Equipment >\$5,000	\$104,049	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9101 CIP Allocation	\$0	\$0	\$0	\$0	\$0	\$0
9102 Capital Improvements	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$104,049	\$407,988	\$419,588	\$0	\$875,000	\$875,000
TOTAL 0002-2882	\$1,775,247	\$2,652,964	\$2,607,758	\$2,189,969	\$1,042,941	\$3,232,910



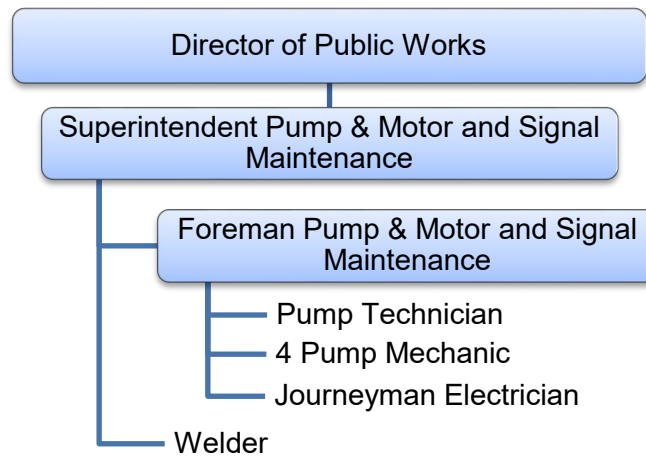
CITY OF CONROE
FY 2019-2020
0002-2882

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5550	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$79,966
				7025 SOCIAL SECURITY	\$6,117
				7030 RETIREMENT & PENSION	\$12,795
				7035 WORKERS COMPENSATION	\$842
				Request Total	\$99,720
4400	1	Reclass Hvy Equip Op From 2820 To Sw Maint Foreman	New Personnel	7010 SALARIES	\$5,346
				7020 OVERTIME	\$771
				7025 SOCIAL SECURITY	\$468
				7030 RETIREMENT & PENSION	\$1,007
				7035 WORKERS COMPENSATION	\$56
				7200 OPERATING SUPPLIES	\$500
				8050 TRAVEL & TRAINING	\$500
				Request Total	\$8,648
2985	3	Sewer Infrastructure Repairs & Rehabs	New Program	9030 Improvements >\$5,000	\$875,000
				Request Total	\$875,000
4460	4	Additional Funds In 2882- 7020	Non-discretionary Adjustment	7020 OVERTIME	\$48,000
				7025 SOCIAL SECURITY	\$3,672
				7030 RETIREMENT & PENSION	\$7,901
				Request Total	\$59,573
4 Requests			Total for 0002-2882		\$1,042,941



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 2018-2019

- ✓ Installed new transformer for park lighting at Carl Barton Park and 4 light poles at Deison Technology Park
- ✓ Completed Water Well 4 emergency rebuild
- ✓ Assisted with install of 20 battery backups on traffic signals and fiber install downtown
- ✓ Upgraded outside lighting at Dean Towery Service Center to LED lights
- ✓ Assisted in school zone install and maintenance and high mast lighting repairs
- ✓ Completed multiple electrical repairs at City Hall, Parks Facilities, Fire Stations, and Police Department
- ✓ Reinstalled and/or repaired green light poles downtown
- ✓ Designed and fabricated 80 fire hydrant meter and backflow locks
- ✓ Fabricated 10 flood gates
- ✓ Designed, fabricated, and installed new generator platform with stairs at O'Grady 2 lift station
- ✓ Designed, fabricated, and installed platform, handrails and stairs at Wastewater Treatment Plant for electrical control boxes, and electrical transformer
- ✓ Fabricated and installed multiple gate control posts for security readers and installed multiple truck racks, bumper and trailer hitches
- ✓ Fabricated and installed bike racks for Police Department
- ✓ Completed multiple welding repairs for Fleet Services

Goals & Objectives for FY 2019-2020

- ❑ Complete annual lift station and generator maintenance
- ❑ Continue with the Sanitary Sewer Overflow Initiative Program
- ❑ Maintain 54 lift stations, 18 water wells, wastewater treatment plant, all parks and recreation buildings, fire stations, police department and city buildings
- ❑ Complete electrical repairs at City Hall, Parks Facilities, Fire Stations, and Police Department
- ❑ Maintain and/or repair green light poles downtown



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

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Superintendent Pump & Motor and Signal Maintenance	1	1	1	1
Foreman Pump & Motor and Signal Maintenance	1	1	1	1
Pump Technician	1	1	1	1
Pump Mechanic	4	4	4	4
Welder	1	1	1	1
Journeyman Electrician	1	1	1	1
TOTAL FULL TIME	9	9	9	9

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Maintenance work orders	1,000	1,000	1,000	1,000
Daily maintenance of Lift stations	53	56	54	59
New Construction	2	2	2	2
Welding/Fabrication	245	250	260	260
Water well rehab	2	2	2	2
Lift station rehab	6	2	4	6



CITY OF CONROE
FY 2019-2020
0002-2883

BUDGET LINE ITEMS

FUND: WATER & SEWER OPERATING		DEPARTMENT: PUMP & MOTOR MAINTENANCE		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$546,051	\$573,491	\$553,417	\$591,518	\$9,810	\$601,328
7020 Overtime	\$45,298	\$27,200	\$27,000	\$24,272	\$0	\$24,272
7025 Social Security	\$43,024	\$45,953	\$42,757	\$47,332	\$750	\$48,082
7030 Retirement & Pension	\$97,136	\$97,570	\$94,143	\$99,860	\$1,570	\$101,430
7035 Workers Compensation	\$9,287	\$11,169	\$11,169	\$11,194	\$104	\$11,298
7040 Employee Insurance	\$152,050	\$152,362	\$152,362	\$118,019	\$0	\$118,019
PERSONNEL SERVICES SUBTOTAL	\$892,846	\$907,745	\$880,848	\$892,195	\$12,234	\$904,429
7110 Office Supplies	\$850	\$4,045	\$4,045	\$4,045	\$0	\$4,045
7140 Wearing Apparel	\$6,253	\$5,000	\$7,200	\$5,000	\$0	\$5,000
7160 Vehicle Operations	\$37,183	\$28,000	\$38,000	\$28,000	\$0	\$28,000
7170 Vehicle Repairs	\$7,900	\$10,520	\$10,520	\$10,520	\$0	\$10,520
7180 Equipment Repairs	\$28,663	\$32,934	\$65,500	\$32,934	\$0	\$32,934
7190 Radio Repairs	\$219	\$600	\$600	\$600	\$0	\$600
7200 Operating Supplies	\$106,166	\$70,020	\$90,500	\$70,020	\$0	\$70,020
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$8,500	\$8,500
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$22,876	\$20,000	\$28,000	\$20,000	\$0	\$20,000
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$210,110	\$171,119	\$244,365	\$171,119	\$8,500	\$179,619
8010 Utilities	\$124,844	\$147,874	\$147,874	\$147,874	\$0	\$147,874
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$3,585	\$500	\$10,500	\$500	\$0	\$500
8050 Travel & Training	\$9,877	\$18,500	\$18,500	\$16,650	\$0	\$16,650
8060 Contract Services	\$166,937	\$190,204	\$190,204	\$126,104	\$69,150	\$195,254
CONTRACTUAL SUBTOTAL	\$305,243	\$357,078	\$367,078	\$291,128	\$69,150	\$360,278
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$65,775	\$29,500	\$37,500	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$6,000	\$6,000	\$0	\$0	\$0
9101 CIP Allocation	\$0	\$0	\$0	\$0	\$0	\$0
9102 Capital Improvements	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$65,775	\$35,500	\$43,500	\$0	\$0	\$0
TOTAL 0002-2883	\$1,473,973	\$1,471,442	\$1,535,791	\$1,354,442	\$89,884	\$1,444,326



CITY OF CONROE
FY 2019-2020
0002-2883

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5551	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$9,810
				7025 SOCIAL SECURITY	\$750
				7030 RETIREMENT & PENSION	\$1,570
				7035 WORKERS COMPENSATION	\$104
				Request Total	\$12,234
1159	2	Gas Detectors	New Equipment	7252 Improvements <\$5,000	\$8,500
				Request Total	\$8,500
712	6	Mowing Contract - Approved by Council 1-24-19	Non-discretionary Adjustment	8060 CONTRACT SERVICES	\$69,150
				Request Total	\$69,150
3 Requests			Total for 0002-2883		\$89,884



City of Conroe
Water and Sewer Operating Fund

Water and Sewer Fund Non-Departmental
0002-2900

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



CITY OF CONROE
FY 2019-2020
0002-2900

BUDGET LINE ITEMS

FUND: WATER & SEWER OPERATING		DEPARTMENT: W/S NON-DEPARTMENTAL		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$63,591	\$0	\$0	\$172,000	\$172,000
7025 Social Security	\$0	\$4,865	\$0	\$0	\$13,158	\$13,158
7030 Retirement & Pension	\$0	\$10,329	\$0	\$0	\$27,877	\$27,877
7035 Workers Compensation	\$1,302	\$1,518	\$1,179	\$0	\$2,153	\$2,153
7040 Employee Insurance	\$238,752	\$296,375	\$296,375	\$282,585	\$0	\$282,585
7070 Unemployment	\$11,069	\$20,000	\$25,000	\$25,000	\$0	\$25,000
PERSONNEL SERVICES SUBTOTAL	\$251,123	\$396,678	\$322,554	\$307,585	\$215,188	\$522,773
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$24,349	\$36,000	\$22,000	\$22,000	\$0	\$22,000
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$24,349	\$36,000	\$22,000	\$22,000	\$0	\$22,000
8020 Insurance and Bonds	\$109,790	\$132,000	\$123,866	\$132,000	\$0	\$132,000
8030 Legal Services	\$32,117	\$200,000	\$200,000	\$200,000	\$0	\$200,000
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$814,491	\$1,030,662	\$932,099	\$991,554	\$0	\$991,554
8095 Unallocated Resources	\$0	\$0	\$0	\$0	\$0	\$0
8100 Flood-Repair/Rebuild	\$0	\$0	\$0	\$0	\$0	\$0
8511 Depreciation	\$0	\$0	\$0	\$0	\$0	\$0
8951 Loss-Sale of Cap Assets	(\$49,865)	\$0	\$0	\$0	\$0	\$0
9510 Accounts Charged Off	\$45,802	\$80,000	\$40,000	\$40,000	\$0	\$40,000
CONTRACTUAL SUBTOTAL	\$952,335	\$1,442,662	\$1,295,965	\$1,363,554	\$0	\$1,363,554
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$8,338,241	\$17,809,550	\$15,520,598	\$15,844,558	\$0	\$15,844,558
8530 Gross Receipts	\$1,335,192	\$1,401,035	\$1,401,035	\$1,563,921	\$0	\$1,563,921
TRANSFERS OUT SUBTOTAL	\$9,673,433	\$19,210,585	\$16,921,633	\$17,408,479	\$0	\$17,408,479
9660 Principal-Lease	(\$0)	\$505,443	\$505,443	\$525,408	\$0	\$525,408
9670 Interest-Lease	\$81,498	\$62,292	\$62,292	\$42,327	\$0	\$42,327
DEBT SERVICE SUBTOTAL	\$81,498	\$567,735	\$567,735	\$567,735	\$0	\$567,735
TOTAL 0002-2900	\$10,982,737	\$21,653,660	\$19,129,887	\$19,669,353	\$215,188	\$19,884,541



CITY OF CONROE
FY 2019-2020
0002-2900

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
4360	2	Step / Merit Increases	Enhanced Program	7010 SALARIES	\$77,730
				7025 SOCIAL SECURITY	\$5,946
				7030 RETIREMENT & PENSION	\$12,794
				7035 WORKERS COMPENSATION	\$1,159
				Request Total	\$97,629
5505	3	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$94,270
				7025 SOCIAL SECURITY	\$7,212
				7030 RETIREMENT & PENSION	\$15,083
				7035 WORKERS COMPENSATION	\$994
				Request Total	\$117,559
2 Requests			Total for 0002-2900		\$215,188



GENERAL OBLIGATION DEBT SERVICE FUND



FY 19-20 Budget Summary

General Obligation Debt Service Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 10,802,885	\$ 10,802,885	\$ 11,220,582	\$ -	\$ 11,220,582	\$ -	0.0%
General Obligation Debt Service Revenues:								
Revenues	\$ 20,585,702	\$ 15,250,669	\$ 15,257,069	\$ 16,190,467	\$ -	\$ 16,190,467	\$ 939,798	6.2%
Total								
Revenues	\$ 20,585,702	\$ 15,250,669	\$ 15,257,069	\$ 16,190,467	\$ -	\$ 16,190,467	\$ 939,798	6.2%
Total Resource	\$ 20,585,702	\$ 26,053,554	\$ 26,059,954	\$ 27,411,049	\$ -	\$ 27,411,049	\$ 939,798	3.6%
General Obligation Debt Service Fund Expenditures:								
GO Debt	\$ 21,352,190	\$ 14,963,735	\$ 14,839,372	\$ 16,924,176	\$ -	\$ 16,924,176	\$ 1,960,441	13.1%
Total								
Expenditures	\$ 21,352,190	\$ 14,963,735	\$ 14,839,372	\$ 16,924,176	\$ -	\$ 16,924,176	\$ 1,960,441	13.1%
New Fund Balance:		\$ 11,089,819	\$ 11,220,582	\$ 10,486,873		\$ 10,486,873		

Breakdown of Transfer In:

CIDC (Park Debt)	\$ 351,730
TIRZ #3	3,860,108
Conroe MMD#1	235,195
Longmire Creek Estates PID Fund	56,709
Wedgewood Falls PID Fund	114,580
Total	\$ 4,618,322



CITY OF CONROE
FY 2019-2020
0010-0000

BUDGET LINE ITEMS

FUND: GENERAL OBLIGATION DEBT SERVICE

DEPARTMENT: DEBT SERVICE

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
4010 Current Taxes	\$9,318,623	\$10,231,604	\$10,231,604	\$11,201,704	\$0	\$11,201,704
4020 Delinquent Taxes	\$56,904	\$58,386	\$57,368	\$55,247	\$0	\$55,247
PROPERTY TAXES SUBTOTAL	\$9,375,527	\$10,289,990	\$10,288,972	\$11,256,951	\$0	\$11,256,951
6010 Interest on Investments	\$188,909	\$155,254	\$224,505	\$224,505	\$0	\$224,505
INVESTMENT INCOME SUBTOTAL	\$188,909	\$155,254	\$224,505	\$224,505	\$0	\$224,505
6015 FMV Adjustment - Investments	(\$33,626)	\$0	\$0	\$0	\$0	\$0
NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL	(\$33,626)	\$0	\$0	\$0	\$0	\$0
6020 Penalty & Interest	\$62,542	\$102,825	\$90,689	\$90,689	\$0	\$90,689
6035 Land Sales	\$0	\$0	\$0	\$0	\$0	\$0
6065 Other Income	\$0	\$0	\$0	\$0	\$0	\$0
6100 Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0
6103 Bond Proceeds	\$0	\$444,236	\$444,236	\$0	\$0	\$0
6112 Other Fin - Proceeds of Ref Bond	\$6,845,000	\$0	\$0	\$0	\$0	\$0
6113 Other Sources - Bond Premium	\$944,976	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS REVENUE SUBTOTAL	\$7,852,518	\$547,061	\$534,925	\$90,689	\$0	\$90,689
6550 Transfer In	\$3,202,374	\$4,258,364	\$4,208,667	\$4,618,322	\$0	\$4,618,322
TRANSFERS IN SUBTOTAL	\$3,202,374	\$4,258,364	\$4,208,667	\$4,618,322	\$0	\$4,618,322
TOTAL 0010-0000	\$20,585,702	\$15,250,669	\$15,257,069	\$16,190,467	\$0	\$16,190,467



CITY OF CONROE
FY 2019-2020
0010-1010

BUDGET LINE ITEMS

FUND: GENERAL OBLIGATION DEBT SERVICE

DEPARTMENT: DEBT SERVICE

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$12,400	\$15,000	\$15,000	\$15,000	\$0	\$15,000
CONTRACTUAL SUBTOTAL	\$12,400	\$15,000	\$15,000	\$15,000	\$0	\$15,000
9600 Principal	\$8,325,000	\$7,785,000	\$7,660,000	\$8,720,000	\$0	\$8,720,000
9610 Interest	\$5,054,372	\$6,716,398	\$6,717,035	\$7,979,176	\$0	\$7,979,176
9615 Handling Charges	\$7,400	\$10,000	\$10,000	\$10,000	\$0	\$10,000
9616 Bond Issue Expense	\$77,950	\$437,337	\$437,337	\$200,000	\$0	\$200,000
9621 Other Fin - Pmt Ref Bd Escrow	\$7,875,068	\$0	\$0	\$0	\$0	\$0
9624 Refund Bond Prem/Discount	\$0	\$0	\$0	\$0	\$0	\$0
DEBT SERVICE SUBTOTAL	\$21,339,790	\$14,948,735	\$14,824,372	\$16,909,176	\$0	\$16,909,176
TOTAL 0010-1010	\$21,352,190	\$14,963,735	\$14,839,372	\$16,924,176	\$0	\$16,924,176



City of Conroe

Schedule of Requirements

All General Obligation Bonds

Fiscal Year	Bonds Outstanding	Principal Requirements	Interest Requirements	Total Requirements
2019-20	\$ 199,960,000	\$ 8,720,000	\$ 7,979,176	\$ 16,699,176
2020-21	191,240,000	9,020,000	7,904,543	16,924,543
2021-22	182,220,000	9,340,000	7,582,167	16,922,167
2022-23	172,880,000	9,710,000	7,214,130	16,924,130
2023-24	163,170,000	10,130,000	6,794,350	16,924,350
2024-25	153,040,000	10,585,000	6,335,369	16,920,369
2025-26	142,455,000	11,050,000	5,873,634	16,923,634
2026-27	131,405,000	11,485,000	5,439,167	16,924,167
2027-28	119,920,000	11,945,000	4,979,201	16,924,201
2028-29	107,975,000	12,425,000	4,495,454	16,920,454
2029-30	95,550,000	12,930,000	3,991,073	16,921,073
2030-31	82,620,000	10,915,000	3,479,122	14,394,122
2031-32	71,705,000	10,400,000	2,995,319	13,395,319
2032-33	61,305,000	10,890,000	2,506,775	13,396,775
2033-34	50,415,000	11,405,000	1,992,525	13,397,525
2034-35	39,010,000	9,680,000	1,515,725	11,195,725
2035-36	29,330,000	9,645,000	1,088,025	10,733,025
2036-37	19,685,000	9,265,000	667,375	9,932,375
2037-38	10,420,000	7,345,000	291,875	7,636,875
2038-39	3,075,000	3,075,000	61,500	3,136,500
TOTAL		\$ 199,960,000	\$ 83,186,503	\$ 283,146,503



City of Conroe General Obligations Debt Requirements

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

Amount Issued: \$ 3,865,000
Amount Outstanding: \$ 3,240,000
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
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		\$ 3,240,000	\$ 976,801	\$ 4,216,801



City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 12,228,015
Amount Outstanding: \$ 597,500
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
2019-20	3.500	\$ 597,500	\$ 10,456	\$ 607,956
	Total	\$ 597,500	\$ 10,456	\$ 607,956



City of Conroe **General Obligations** **Debt Requirements**

Description: Certificates of Obligation, Series 2009A
Date of Issue: September 1, 2009
Purpose: Construction of the following TIRZ #3 Construction Projects: Crighton Road & Longmire Road Phase 3.
Amount Issued: \$ 521,985
Amount Outstanding: \$ 27,500
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
2019-20	3.500	\$ 27,500	\$ 481	\$ 27,981
	Total	\$ 27,500	\$ 481	\$ 27,981



City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 7,749,720
Amount Outstanding: \$ 5,446,540
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2019-20	3.000	\$ 405,460	\$ 207,725	\$ 613,185
2020-21	4.000	418,000	193,283	611,283
2021-22	4.000	434,720	176,229	610,949
2022-23	4.000	451,440	158,506	609,946
2023-24	4.000	472,340	140,030	612,370
2024-25	4.000	493,240	120,718	613,958
2025-26	4.000	509,960	100,654	610,614
2026-27	4.000	535,040	79,754	614,794
2027-28	4.000	551,760	58,018	609,778
2028-29	4.000	576,840	35,446	612,286
2029-30	4.000	597,740	11,955	609,695
Total		\$ 5,446,540	\$ 1,282,320	\$ 6,728,860



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2010A
Date of Issue: September 1, 2010
Purpose: Construction of the following TIRZ #3 Construction Project: League Line Road, Phase 2.
Amount Issued: \$ 1,512,420
Amount Outstanding: \$ 1,068,460
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
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		\$ 1,068,460	\$ 251,556	\$ 1,320,016



City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 9,212,322
Amount Outstanding: \$ 7,012,176
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
2019-20	3.000	\$ 469,836	\$ 283,360	\$ 753,196
2020-21	3.000	487,518	269,000	756,518
2021-22	3.000	500,148	254,185	754,333
2022-23	4.000	517,830	236,326	754,156
2023-24	3.500	538,038	216,554	754,592
2024-25	4.000	558,246	195,973	754,219
2025-26	4.000	580,980	173,189	754,169
2026-27	5.000	606,240	146,413	752,653
2027-28	5.000	641,604	115,217	756,821
2028-29	5.000	671,916	82,379	754,295
2029-30	5.000	707,280	47,899	755,179
2030-31	4.125	732,540	15,109	747,649
	Total	\$ 7,012,176	\$ 2,035,606	\$ 9,047,782



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 2.
Amount Issued: \$ 7,230,178
Amount Outstanding: \$ 5,503,420
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
2019-20	3.000	\$ 368,745	\$ 222,392	\$ 591,137
2020-21	3.000	382,623	211,121	593,744
2021-22	3.000	392,535	199,494	592,029
2022-23	4.000	406,413	185,478	591,890
2023-24	3.500	422,273	169,960	592,232
2024-25	4.000	438,133	153,807	591,940
2025-26	4.000	455,975	135,925	591,900
2026-27	5.000	475,800	114,911	590,711
2027-28	5.000	503,555	90,427	593,982
2028-29	5.000	527,345	64,654	591,999
2029-30	5.000	555,100	37,593	592,693
2030-31	4.125	574,925	11,858	586,783
	Total	\$ 5,503,420	\$ 1,597,620	\$ 7,101,040



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: \$ 1,364,404
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
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		\$ 1,364,404	\$ 396,081	\$ 1,760,485



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: \$ 2,697,800
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
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	\$ 2,697,800	\$ 162,504	\$ 2,860,304



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: \$ 592,200
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
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	\$ 592,200	\$ 35,672	\$ 627,872



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: \$ 2,005,500
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
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	\$ 2,005,500	\$ 398,815	\$ 2,404,315



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: \$ 619,500
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
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		\$ 619,500	\$ 123,194	\$ 742,694



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 North Loop 336, Anderson Crossing Road - Phase 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: \$ 27,540,000
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
2019-20	4.000	\$ 1,155,000	\$ 1,209,781	\$ 2,364,781
2020-21	4.000	1,210,000	1,162,481	2,372,481
2021-22	4.000	1,255,000	1,113,181	2,368,181
2022-23	4.000	1,300,000	1,062,081	2,362,081
2023-24	5.000	1,360,000	1,002,081	2,362,081
2024-25	5.000	1,435,000	932,206	2,367,206
2025-26	5.000	1,510,000	858,581	2,368,581
2026-27	3.000	1,570,000	797,281	2,367,281
2027-28	3.000	1,615,000	749,506	2,364,506
2028-29	3.125	1,665,000	699,266	2,364,266
2029-30	5.000	1,740,000	629,750	2,369,750
2030-31	5.000	2,570,000	522,000	3,092,000
2031-32	5.000	2,880,000	385,750	3,265,750
2032-33	5.000	3,060,000	237,250	3,297,250
2033-34	5.000	3,215,000	80,375	3,295,375
Total		\$ 27,540,000	\$ 11,441,572	\$ 38,981,572



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: \$ 14,250,000
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
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		\$ 14,250,000	\$ 3,123,175	\$ 17,373,175



City of Conroe

General Obligations

Debt Requirements

Description: Refunding Bonds, Series 2015A
Date of Issue: April 1, 2015
Purpose: Refund of 2006A, 2007A, and 2008A Street improvements as funded by City of Conroe/Montgomery County Tax Increment Reinvestment Zone (TIRZ) #3.

Amount Issued: \$ 14,365,000
Amount Outstanding: \$ 13,340,000
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
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	\$ 13,340,000	\$ 2,924,250	\$ 16,264,250



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: \$ 3,405,000
Paying Agent: Bank of New York
Payments: March 1st (P) & September 1st

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
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	\$ 3,405,000	\$ 746,813	\$ 4,151,813



City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 6,192,851
Amount Outstanding: \$ 4,576,500
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
2019-20	2.000	\$ 193,500	\$ 145,513	\$ 339,013
2020-21	2.000	198,000	141,598	339,598
2021-22	2.000	198,000	137,638	335,638
2022-23	2.250	207,000	133,329	340,329
2023-24	2.375	211,500	128,489	339,989
2024-25	3.000	216,000	122,738	338,738
2025-26	3.000	220,500	116,190	336,690
2026-27	3.000	229,500	109,440	338,940
2027-28	3.000	238,500	102,420	340,920
2028-29	3.000	243,000	95,198	338,198
2029-30	3.250	247,500	87,531	335,031
2030-31	3.375	225,000	79,712	304,712
2031-32	3.375	324,000	70,448	394,448
2032-33	4.000	517,500	54,630	572,130
2033-34	4.000	544,500	33,390	577,890
2034-35	4.000	562,500	11,250	573,750
Total		\$ 4,576,500	\$ 1,569,513	\$ 6,146,013



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 Road Phase 2 and Longmire Road Phase 3.

Amount Issued: \$ 588,095
Amount Outstanding: \$ 508,500
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
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		\$ 508,500	\$ 174,390	\$ 682,890



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2016
Date of Issue: August 25, 2016
Purpose: Roadway Trans - Wilson Road E. Widening (I-45 to Frazier); Roadway Trans - Drennan Road East Phase 2; Pedestrian Access & Transit Improvements; Pinecrest/Woodcrest Subdivision & Forest Estates/Hunter Trail Area Overlay; Signals - Loop 336 at Riverpoint; Signals - FM 1488 at Grace Crossing; Signals - FM 1488 at Peoples Road; Signals - Loop 336 at Owens Drive; Signals - Frazier Street at Foster Street; Signals - South Loop 336 at IH-45; Fire Station #7; Fire Department Training Facility - Phase 1; Dean Towery Service Center Upgrades/Repairs; Drive Martin Luther King, Jr. Park Improvements; SH 105 Access Management & Safety; and Park and Ride at FM 2854.
Amount Issued: \$ 10,137,188
Amount Outstanding: \$ 6,632,625
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
2019-20	2.000	\$ 258,750	\$ 215,943	\$ 474,693
2020-21	2.000	267,375	210,682	478,057
2021-22	3.000	271,688	203,933	475,620
2022-23	3.000	280,313	195,653	475,965
2023-24	3.000	288,938	187,114	476,051
2024-25	3.000	297,563	178,316	475,879
2025-26	2.000	306,188	170,791	476,979
2026-27	2.000	314,813	164,581	479,394
2027-28	2.000	319,125	158,242	477,367
2028-29	2.125	323,438	151,614	475,052
2029-30	4.000	336,375	141,450	477,825
2030-31	4.000	444,188	125,839	570,026
2031-32	4.000	547,688	106,001	653,689
2032-33	4.000	577,875	83,490	661,365
2033-34	4.000	595,125	60,030	655,155
2034-35	4.000	595,125	36,225	631,350
2035-36	4.000	608,063	12,161	620,224
Total		\$ 6,632,625	\$ 2,402,065	\$ 9,034,690



City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 435,265
Amount Outstanding: \$ 404,494
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
2019-20	2.000	\$ 15,780	\$ 13,169	\$ 28,949
2020-21	2.000	16,306	12,849	29,155
2021-22	3.000	16,569	12,437	29,006
2022-23	3.000	17,095	11,932	29,027
2023-24	3.000	17,621	11,411	29,032
2024-25	3.000	18,147	10,875	29,022
2025-26	2.000	18,673	10,416	29,089
2026-27	2.000	19,199	10,037	29,236
2027-28	2.000	19,462	9,650	29,112
2028-29	2.125	19,725	9,246	28,971
2029-30	4.000	20,514	8,626	29,140
2030-31	4.000	27,089	7,674	34,763
2031-32	4.000	33,401	6,465	39,866
2032-33	4.000	35,242	5,092	40,334
2033-34	4.000	36,294	3,661	39,955
2034-35	4.000	36,294	2,209	38,503
2035-36	4.000	37,083	742	37,825
Total		\$ 404,494	\$ 146,491	\$ 550,985



City of Conroe

General Obligations

Debt Requirements

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

Amount Issued: \$ 702,548
Amount Outstanding: \$ 652,881
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
2019-20	2.000	\$ 25,470	\$ 21,256	\$ 46,726
2020-21	2.000	26,319	20,738	47,057
2021-22	3.000	26,744	20,074	46,818
2022-23	3.000	27,593	19,259	46,852
2023-24	3.000	28,442	18,419	46,860
2024-25	3.000	29,291	17,553	46,843
2025-26	2.000	30,140	16,812	46,951
2026-27	2.000	30,989	16,201	47,189
2027-28	2.000	31,413	15,576	46,989
2028-29	2.125	31,838	14,924	46,762
2029-30	4.000	33,111	13,924	47,035
2030-31	4.000	43,724	12,387	56,110
2031-32	4.000	53,912	10,434	64,346
2032-33	4.000	56,883	8,218	65,101
2033-34	4.000	58,581	5,909	64,490
2034-35	4.000	58,581	3,566	62,147
2035-36	4.000	59,855	1,197	61,052
Total		\$ 652,881	\$ 236,447	\$ 889,328



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2017A-1
Date of Issue: August 24 2017
Purpose: Roadway Trans – Wilson Road E Widening (IH 45 to Frazier); Roadway Trans – Grace Crossing Extension; Safe School Access Program; Roadway Trans – M.P. Clark Road; Street Rehab - Milltown Area; Street Rehab - Holly Hills Area; Spirit of Texas Bank Street; Sidewalk - League Line Road; Sidewalk - Plantation Drive; Signals - FM 1488 at Grace Crossing; Signals - South Loop 336 at IH-45; Signals - Highway 105 at North Thompson; Signal - FM 1314 at Crighton Road; Signal - SH 105 at Marina Drive; Dean Towery Service Center Upgrades/Repairs; Fire Department Training Facility - Phase 1; Fire Station No. 7 - Building/Equipment; Public Works - Sign Maintenance and Operations Building; Parks - Land Acquisition; Dr. Martin Luther King, Jr. Park Improvements; and Carl Barton, Jr. Park Improvements.

Amount Issued: \$ 19,558,369
Amount Outstanding: \$ 17,097,838
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
2019-20	2.000	\$ 489,618	\$ 674,654	\$ 1,164,272
2020-21	2.000	494,465	664,814	1,159,279
2021-22	2.000	509,009	654,779	1,163,787
2022-23	5.000	523,552	636,600	1,160,152
2023-24	2.000	542,942	618,082	1,161,024
2024-25	5.000	562,333	598,594	1,160,927
2025-26	5.000	591,419	569,750	1,161,170
2026-27	5.000	620,506	539,452	1,159,958
2027-28	5.000	649,592	507,700	1,157,291
2028-29	5.000	688,373	474,250	1,162,624
2029-30	4.000	717,460	442,692	1,160,152
2030-31	4.000	1,095,580	406,431	1,502,011
2031-32	4.000	1,236,164	359,796	1,595,960
2032-33	4.000	1,284,641	309,380	1,594,021
2033-34	4.000	1,337,965	256,928	1,594,893
2034-35	4.000	1,716,086	195,847	1,911,933
2035-36	4.000	1,934,232	122,841	2,057,073
2036-37	4.000	2,103,902	42,078	2,145,980
Total		\$ 17,097,838	\$ 8,074,668	\$ 25,172,506



City of Conroe General Obligations Debt Requirements

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

Amount Issued: \$ 537,162
Amount Outstanding: \$ 537,162
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
2019-20	2.000	\$ 15,382	\$ 21,196	\$ 36,578
2020-21	2.000	15,535	20,886	36,421
2021-22	2.000	15,992	20,571	36,563
2022-23	5.000	16,448	20,000	36,448
2023-24	2.000	17,058	19,418	36,476
2024-25	5.000	17,667	18,806	36,473
2025-26	5.000	18,581	17,900	36,480
2026-27	5.000	19,494	16,948	36,442
2027-28	5.000	20,408	15,950	36,359
2028-29	5.000	21,627	14,900	36,526
2029-30	4.000	22,540	13,908	36,448
2030-31	4.000	34,420	12,769	47,189
2031-32	4.000	38,837	11,304	50,140
2032-33	4.000	40,360	9,720	50,079
2033-34	4.000	42,035	8,072	50,107
2034-35	4.000	53,914	6,153	60,067
2035-36	4.000	60,768	3,859	64,627
2036-37	4.000	66,098	1,322	67,420
Total		\$ 537,162	\$ 253,682	\$ 790,844



City of Conroe

General Obligations

Debt Requirements

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

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

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2019-20	4.000	\$ -	\$ 308,406	\$ 308,406
2020-21	5.000	525,800	295,261	821,061
2021-22	5.000	549,700	268,373	818,073
2022-23	4.000	583,160	242,967	826,127
2023-24	4.000	602,280	219,259	821,539
2024-25	5.000	630,960	191,439	822,399
2025-26	5.000	664,420	159,055	823,475
2026-27	4.000	693,100	128,582	821,682
2027-28	5.000	726,560	96,556	823,116
2028-29	5.000	760,020	59,392	819,412
2029-30	5.000	807,820	20,196	828,016
Total		\$ 6,543,820	\$ 1,989,484	\$ 8,533,304



City of Conroe

General Obligations

Debt Requirements

Description: Refunding Bonds, Series 2018B
Date of Issue: May 24, 2018
Purpose: Refund of 2009 bonds for TIRZ #3 construction projects: Crighton Road and Longmire Road Phase 2.

Amount Issued: \$ 301,180
Amount Outstanding: \$ 301,180
Paying Agent: Bank of New York
Payments: November 15th (P) & May 15th

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2019-20	4.000	\$ -	\$ 14,194	\$ 14,194
2020-21	5.000	24,200	13,589	37,789
2021-22	5.000	25,300	12,352	37,652
2022-23	4.000	26,840	11,183	38,023
2023-24	4.000	27,720	10,091	37,811
2024-25	5.000	29,040	8,811	37,851
2025-26	5.000	30,580	7,321	37,901
2026-27	4.000	31,900	5,918	37,818
2027-28	5.000	33,440	4,444	37,884
2028-29	5.000	34,980	2,734	37,714
2029-30	5.000	37,180	930	38,110
Total		\$ 301,180	\$ 91,566	\$ 392,746



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2018A-1
Date of Issue: November 15, 2018
Purpose: Construction of: Railroad Crossing Upgrade - Crighton Road at IH-45; Street Repair - North Thompson - Street Pavers; Roadway Trans - Wilson Road East Widening (IH-45 to Frazier); Roadway Trans - Grace Crossing Extension; Road Widening & Improvements - Old Conroe Road South Section; Sidewalk & Pedestrian Bridges - Freedom Boulevard; Roadway Extension - Camelot Street; Street Rehab - Westview Boulevard and Montgomery Park Boulevard; Street Rehab - Tanglewood/Briarwood Phase 1A; Street Rehab - Brass Nail Road; Street Rehab - Milltown Area Phase 2; Roadway Extension - Grace Crossing Loop; Sidewalk - League Line Road; Sidewalk - Silverdale Drive; Sidewalk - Sgt. Ed Holcomb Boulevard; Sidewalk - Semands Street; Sidewalk - Westview Boulevard; Signal - FM 1488 at Grace Crossing; Signal - SH 75 at Wilson Road; Signal - League Line at MP Clark; Signal - Loop 336 at South Conroe Medical Drive; Signal Upgrades - City Wide Flashing Yellow Arrows; Signal System Upgrades - City Wide Radars; Signal - Bois D'Arc Bend at Walden Road; Signal - Sgt. Ed Holcomb at Camelot; Sign Maintenance and Operations Building; Fleet Services Facilities; Carl Barton, Jr. Park Improvements; Flood Protection - Police Training Facility/Gun Range; Flood Protection - Southwest Wastewater Treatment Plant; Mitigation - Stewart Creek; Drainage System - Bois D'Arc Bend at Walden Road; Rehab - Live Oak Creek; Rehab - Crighton Ridge.

Amount Issued: \$ 28,731,616
Amount Outstanding: \$ 25,336,416
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
2019-20	4.000	\$ 420,272	\$ 1,254,213	\$ 1,674,485
2020-21	5.000	501,325	1,233,274	1,734,599
2021-22	5.000	531,344	1,207,457	1,738,802
2022-23	5.000	555,360	1,180,290	1,735,650
2023-24	5.000	582,377	1,151,846	1,734,224
2024-25	5.000	612,397	1,121,977	1,734,374
2025-26	5.000	642,416	1,090,607	1,733,023
2026-27	5.000	675,438	1,057,660	1,733,098
2027-28	5.000	711,461	1,022,988	1,734,449
2028-29	5.000	747,484	986,514	1,733,998
2029-30	5.000	783,508	948,239	1,731,747
2030-31	5.000	1,927,249	880,470	2,807,719
2031-32	5.000	2,059,334	780,806	2,840,140
2032-33	5.000	2,164,402	675,212	2,839,615
2033-34	5.000	2,275,474	564,216	2,839,690
2034-35	5.000	2,410,562	447,065	2,857,626
2035-36	5.000	2,536,644	323,385	2,860,028
2036-37	5.000	2,560,659	195,952	2,756,611
2037-38	5.000	2,638,710	65,968	2,704,677
Total		\$ 25,336,416	\$ 16,188,139	\$ 41,524,554



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2018A-2
Date of Issue: November 15, 2018
Purpose: Construction of the following TIRZ #3 projects: Longmire Road Phase 2B, Longmire Road Phase 3, and road widening with Improvements - Old Conroe Road North Section.

Amount Issued: \$ 16,184,322
Amount Outstanding: \$ 14,271,829
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
2019-20	4.000	\$ 236,737	\$ 706,489	\$ 943,226
2020-21	5.000	282,393	694,695	977,088
2021-22	5.000	299,303	680,152	979,455
2022-23	5.000	312,830	664,849	977,679
2023-24	5.000	328,049	648,827	976,876
2024-25	5.000	344,959	632,002	976,961
2025-26	5.000	361,869	614,331	976,200
2026-27	5.000	380,469	595,773	976,242
2027-28	5.000	400,761	576,242	977,003
2028-29	5.000	421,053	555,697	976,749
2029-30	5.000	441,344	534,137	975,481
2030-31	5.000	1,085,606	495,963	1,581,569
2031-32	5.000	1,160,009	439,823	1,599,831
2032-33	5.000	1,219,193	380,343	1,599,536
2033-34	5.000	1,281,759	317,819	1,599,578
2034-35	5.000	1,357,853	251,828	1,609,681
2035-36	5.000	1,428,874	182,160	1,611,034
2036-37	5.000	1,442,402	110,378	1,552,780
2037-38	5.000	1,486,367	37,159	1,523,526
Total		\$ 14,271,829	\$ 9,118,667	\$ 23,390,496



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2018A-3
Date of Issue: November 15, 2018
Purpose: Streets, drainage, water, wastewater, and parks: Infrastructure in the Estates of Wedgewood Falls subdivison.

Amount Issued: \$ 1,966,027
Amount Outstanding: \$ 1,733,703
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
2019-20	4.000	\$ 28,758	\$ 85,822	\$ 114,580
2020-21	5.000	34,304	84,390	118,694
2021-22	5.000	36,358	82,623	118,982
2022-23	5.000	38,002	80,764	118,766
2023-24	5.000	39,851	78,818	118,668
2024-25	5.000	41,905	76,774	118,679
2025-26	5.000	43,959	74,627	118,586
2026-27	5.000	46,218	72,373	118,591
2027-28	5.000	48,683	70,000	118,684
2028-29	5.000	51,148	67,505	118,653
2029-30	5.000	53,613	64,885	118,499
2030-31	5.000	131,876	60,248	192,125
2031-32	5.000	140,915	53,428	194,343
2032-33	5.000	148,104	46,203	194,307
2033-34	5.000	155,705	38,608	194,312
2034-35	5.000	164,948	30,591	195,540
2035-36	5.000	173,576	22,128	195,704
2036-37	5.000	175,219	13,408	188,627
2037-38	5.000	180,560	4,514	185,074
Total		\$ 1,733,703	\$ 1,107,711	\$ 2,841,413



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2018A-4
Date of Issue: November 15, 2018
Purpose: Streets, drainage, detention and water infrastructure in the Longmire Creek Estates subdivision.

Amount Issued: \$ 973,036
Amount Outstanding: \$ 858,053
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
2019-20	4.000	\$ 14,233	\$ 42,476	\$ 56,709
2020-21	5.000	16,978	41,767	58,745
2021-22	5.000	17,995	40,892	58,887
2022-23	5.000	18,808	39,972	58,780
2023-24	5.000	19,723	39,009	58,732
2024-25	5.000	20,740	37,997	58,737
2025-26	5.000	21,756	36,935	58,691
2026-27	5.000	22,875	35,819	58,694
2027-28	5.000	24,095	34,645	58,739
2028-29	5.000	25,315	33,410	58,724
2029-30	5.000	26,535	32,113	58,648
2030-31	5.000	65,269	29,818	95,087
2031-32	5.000	69,742	26,443	96,185
2032-33	5.000	73,300	22,867	96,167
2033-34	5.000	77,062	19,108	96,170
2034-35	5.000	81,637	15,140	96,777
2035-36	5.000	85,907	10,952	96,859
2036-37	5.000	86,720	6,636	93,356
2037-38	5.000	89,364	2,234	91,598
Total		\$ 858,053	\$ 548,234	\$ 1,406,286



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2019A-1 (Proposed)
Date of Issue: November 15, 2019
Purpose: Construction of: Street Rehab - Westview Boulevard and Montgomery Park Boulevard, Street Rehab - Tanglewood/Briarwood Phase IA, Sidewalk & Pedestrian Bridges - Freedom Boulevard, Street Rehab - Wiggings Village, Street Rehab - Sunset Ridge, Railroad Crossing Quiet Zone Upgrades - Downtown, Sidewalk - Metcalf, Sidewalk - River Pointe Drive, Conroe Municipal Management District #1, Signal Upgrades - City Wide Flashing Yellow Arrows (5-year Plan), Signal System Upgrades - City Wide Radars (5-year Plan), Signal - North Loop 336 at Montgomery Park Boulevard, Sign Maintenance and Operations Building, Conroe Police Department Training and Classroom Building, Fire Training Classrooms / Office Facilities, Oscar Johnson Jr Community Center, Lewis Park Improvements, and Rehab - West Grand Lake.

Amount Issued: \$ 27,894,755
Amount Outstanding: \$ 27,894,755
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
2019-20	4.000	\$ 710,639	\$ 915,612	\$ 1,626,251
2020-21	4.000	750,118	1,072,362	1,822,481
2021-22	4.000	776,438	1,041,831	1,818,270
2022-23	4.000	811,532	1,010,072	1,821,603
2023-24	4.000	846,625	976,909	1,823,534
2024-25	4.000	877,331	942,429	1,819,761
2025-26	4.000	916,811	906,547	1,823,358
2026-27	4.000	951,905	869,172	1,821,077
2027-28	4.000	991,385	830,307	1,821,691
2028-29	4.000	1,030,865	789,862	1,820,726
2029-30	4.000	1,070,344	747,837	1,818,182
2030-31	4.000	1,381,797	698,795	2,080,592
2031-32	4.000	1,394,957	643,259	2,038,217
2032-33	4.000	1,451,984	586,321	2,038,304
2033-34	4.000	1,513,397	527,013	2,040,410
2034-35	4.000	2,263,515	451,475	2,714,990
2035-36	4.000	2,386,342	358,478	2,744,819
2036-37	4.000	2,482,848	261,094	2,743,942
2037-38	4.000	2,588,128	159,674	2,747,802
2038-39	4.000	2,697,794	53,956	2,751,750
Total		\$ 27,894,755	\$ 13,843,004	\$ 41,737,759



City of Conroe

General Obligations

Debt Requirements

Description: Certificates of Obligation, Series 2019A-2 (Proposed)
Date of Issue: November 15, 2019
Purpose: Revenue Reimbursement to Conroe Municipal Management District #1 (Grand Central Park) per development agreement.

Amount Issued: \$ 3,900,245
Amount Outstanding: \$ 3,900,245
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
2019-20	4.000	\$ 99,361	\$ 128,021	\$ 227,382
2020-21	4.000	104,882	149,938	254,819
2021-22	4.000	108,562	145,669	254,230
2022-23	4.000	113,468	141,228	254,697
2023-24	4.000	118,375	136,591	254,966
2024-25	4.000	122,669	131,771	254,439
2025-26	4.000	128,189	126,753	254,942
2026-27	4.000	133,095	121,528	254,623
2027-28	4.000	138,615	116,093	254,709
2028-29	4.000	144,135	110,438	254,574
2029-30	4.000	149,656	104,563	254,218
2030-31	4.000	193,203	97,705	290,908
2031-32	4.000	195,043	89,941	284,983
2032-33	4.000	203,016	81,979	284,996
2033-34	4.000	211,603	73,687	285,290
2034-35	4.000	316,485	63,125	379,610
2035-36	4.000	333,658	50,122	383,781
2036-37	4.000	347,152	36,506	383,658
2037-38	4.000	361,872	22,326	384,198
2038-39	4.000	377,206	7,544	384,750
Total		\$ 3,900,245	\$ 1,935,529	\$ 5,835,774



WATER AND SEWER DEBT SERVICE FUND



FY 19-20 Budget Summary

Water and Sewer Debt Service Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Working Capital:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Water & Sewer Debt Service Revenues:								
Revenues	\$ 8,589,395	\$ 12,817,299	\$ 12,391,347	\$ 15,423,508	\$ -	\$ 15,423,508	\$ 2,606,209	20.3%
Total Revenues	\$ 8,589,395	\$ 12,817,299	\$ 12,391,347	\$ 15,423,508	\$ -	\$ 15,423,508	\$ 2,606,209	20.3%
Total Resources:	\$ 8,589,395	\$ 12,817,299	\$ 12,391,347	\$ 15,423,508	\$ -	\$ 15,423,508	\$ 2,606,209	20.3%
Water & Sewer Debt Service Expenditures:								
W & S Debt	\$ 8,353,094	\$ 12,810,883	\$ 12,391,347	\$ 15,423,508	\$ -	\$ 15,423,508	\$ 2,612,625	20.4%
Total Expenditures	\$ 8,353,094	\$ 12,810,883	\$ 12,391,347	\$ 15,423,508	\$ -	\$ 15,423,508	\$ 2,612,625	20.4%
New Fund Balance:	\$ 6,416	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Breakdown of Transfer In:

Water and Sewer Operating Fund	\$15,226,808
CIDC General Fund	196,700
Total	\$15,423,508



CITY OF CONROE
FY 2019-2020
0006-0000

BUDGET LINE ITEMS

FUND: WATER & SEWER DEBT SERVICE

DEPARTMENT: DEBT SERVICE

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$408	\$0	\$0	\$0	\$0	\$0
INVESTMENT INCOME SUBTOTAL	\$408	\$0	\$0	\$0	\$0	\$0
6015 FMV Adjustment - Investments	\$0	\$0	\$0	\$0	\$0	\$0
NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
6103 Bond Proceeds	\$0	\$855,006	\$855,006	\$0	\$0	\$0
MISCELLANEOUS REVENUE SUBTOTAL	\$0	\$855,006	\$855,006	\$0	\$0	\$0
6550 Transfer In	\$8,588,987	\$11,962,293	\$11,536,341	\$15,423,508	\$0	\$15,423,508
TRANSFERS IN SUBTOTAL	\$8,588,987	\$11,962,293	\$11,536,341	\$15,423,508	\$0	\$15,423,508
TOTAL 0006-0000	\$8,589,395	\$12,817,299	\$12,391,347	\$15,423,508	\$0	\$15,423,508



CITY OF CONROE
FY 2019-2020
0006-6000

BUDGET LINE ITEMS

FUND: WATER & SEWER DEBT SERVICE

DEPARTMENT: DEBT SERVICE

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$2,550	\$10,000	\$12,218	\$10,000	\$0	\$10,000
CONTRACTUAL SUBTOTAL	\$2,550	\$10,000	\$12,218	\$10,000	\$0	\$10,000
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS OUT SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
9600 Principal	\$4,375,000	\$5,150,000	\$5,150,000	\$6,545,000	\$0	\$6,545,000
9610 Interest	\$3,781,944	\$6,794,293	\$6,372,540	\$8,860,508	\$0	\$8,860,508
9615 Fees	\$2,250	\$8,000	\$8,000	\$8,000	\$0	\$8,000
9616 Bond Issue Expense	\$191,350	\$848,590	\$848,589	\$0	\$0	\$0
9660 Principal-Lease	\$0	\$0	\$0	\$0	\$0	\$0
DEBT SERVICE SUBTOTAL	\$8,350,544	\$12,800,883	\$12,379,129	\$15,413,508	\$0	\$15,413,508
TOTAL 0006-6000	\$8,353,094	\$12,810,883	\$12,391,347	\$15,423,508	\$0	\$15,423,508



City of Conroe

Schedule of Requirements

All Water and Sewer Debt

Fiscal Year	Bonds Outstanding	Principal Requirements	Interest Requirements	Total Requirements
2019-20	\$ 211,930,000	\$ 6,545,000	\$ 8,860,508	\$ 15,405,508
2020-21	205,385,000	7,760,000	9,011,204	16,771,204
2021-22	197,625,000	8,340,000	8,701,166	17,041,166
2022-23	189,285,000	9,200,000	8,345,893	17,545,893
2023-24	180,085,000	10,325,000	7,908,933	18,233,933
2024-25	169,760,000	10,795,000	7,440,324	18,235,324
2025-26	158,965,000	11,270,000	6,963,388	18,233,388
2026-27	147,695,000	11,775,000	6,459,483	18,234,483
2027-28	135,920,000	12,300,000	5,935,116	18,235,116
2028-29	123,620,000	12,845,000	5,386,178	18,231,178
2029-30	110,775,000	13,425,000	4,811,906	18,236,906
2030-31	97,350,000	14,025,000	4,205,189	18,230,189
2031-32	83,325,000	11,460,000	3,634,611	15,094,611
2032-33	71,865,000	11,475,000	3,119,931	14,594,931
2033-34	60,390,000	10,740,000	2,607,129	13,347,129
2034-35	49,650,000	10,755,000	2,095,543	12,850,543
2035-36	38,895,000	9,965,000	1,602,546	11,567,546
2036-37	28,930,000	9,345,000	1,145,843	10,490,843
2037-38	19,585,000	9,695,000	696,978	10,391,978
2038-39	9,890,000	8,325,000	266,698	8,591,698
2039-40	1,565,000	1,565,000	32,474	1,597,474
TOTAL		\$ 211,930,000	\$ 99,231,037	\$ 311,161,037



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2009 Water and Sewer System Revenue Bonds

Date of Issue: September 1, 2009

Purpose: Construction of Water Wells No. 19, No. 20, No. 21, & No. 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: \$ 4,855,000

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
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		\$ 4,855,000	\$ 1,323,294	\$ 6,178,294



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2010 Water and Sewer System Revenue Bonds

Date of Issue: September 1, 2010

Purpose: Construction of Water Wells No. 21, No. 22, & No. 23; Water Well No. 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 Phase 4 sewer lines; the Sanitary Sewer Overflow Initiative (SSOI); and liftstation removal.

Amount Issued: \$ 15,715,000

Amount Outstanding: \$ 10,595,000

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
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		\$ 10,595,000	\$ 2,704,225	\$ 13,299,225



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2011 Water and Sewer System Revenue Bonds

Date of Issue: September 1, 2011

Purpose: Acquisition of Crighton Ridge Water & Sewer System; construction of Pine Springs subdivision sewer line; the Sanitary Sewer Overflow Initiative (SSOI).

Amount Issued: \$ 5,160,000

Amount Outstanding: \$ 3,705,000

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
2019-20	3.000	\$ 230,000	\$ 136,025	\$ 366,025
2020-21	3.000	235,000	129,050	364,050
2021-22	3.000	245,000	121,850	366,850
2022-23	4.000	250,000	113,175	363,175
2023-24	3.500	260,000	103,625	363,625
2024-25	3.500	270,000	94,350	364,350
2025-26	3.750	280,000	84,375	364,375
2026-27	4.000	290,000	73,325	363,325
2027-28	4.000	305,000	61,425	366,425
2028-29	4.000	315,000	49,025	364,025
2029-30	4.125	330,000	35,919	365,919
2030-31	4.125	340,000	22,100	362,100
2031-32	4.250	355,000	7,544	362,544
Total		\$ 3,705,000	\$ 1,031,788	\$ 4,736,788



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2012 Water and Sewer System Revenue Bonds

Date of Issue: September 13, 2012

Purpose: Upgrade of Crighton Ridge fireline hydrant; construction of various water and sewer lines; FM 3083 water line upgrade; Water Well No. 23 & Storage Tank; Water Well No. 24; Sanitary Sewer Overflow Initiative (SSOI); Teaswood lift station renewal; SCADA for lift stations; and existing sewer plant rehab (Phase 2); Panorama/Shenandoah Catahoula water well.

Amount Issued: \$ 18,130,000

Amount Outstanding: \$ 14,085,000

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
2019-20	4.000	\$ 765,000	\$ 504,988	\$ 1,269,988
2020-21	4.000	800,000	473,688	1,273,688
2021-22	4.500	830,000	439,013	1,269,013
2022-23	5.000	870,000	398,588	1,268,588
2023-24	5.000	915,000	353,963	1,268,963
2024-25	3.000	955,000	315,513	1,270,513
2025-26	4.000	990,000	280,138	1,270,138
2026-27	4.000	1,030,000	239,738	1,269,738
2027-28	3.250	1,065,000	201,831	1,266,831
2028-29	3.500	1,105,000	165,188	1,270,188
2029-30	3.000	1,140,000	128,750	1,268,750
2030-31	3.000	1,180,000	93,950	1,273,950
2031-32	3.125	1,205,000	57,422	1,262,422
2032-33	3.125	1,235,000	19,297	1,254,297
Total		\$ 14,085,000	\$ 3,672,063	\$ 17,757,063



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2013 Water and Sewer System Revenue Bonds

Date of Issue: September 26, 2013

Purpose: Construction of waterlines at White Oak Manor and B52 Brewery; SCADA for lift stations; construction of sewer lines at LaSalle to League Line, MUD No. 95 Sanitary Sewer, FM 1314 Developer Agreement and B52 Brewery; WWTP-Existing Plant Rehab Phase 2.

Amount Issued: \$ 6,790,000

Amount Outstanding: \$ 5,465,000

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
2019-20	2.500	\$ 285,000	\$ 202,569	\$ 487,569
2020-21	3.000	290,000	196,094	486,094
2021-22	3.000	295,000	188,044	483,044
2022-23	4.000	305,000	179,044	484,044
2023-24	4.000	315,000	168,169	483,169
2024-25	4.000	330,000	155,269	485,269
2025-26	4.000	345,000	141,769	486,769
2026-27	4.000	355,000	127,769	482,769
2027-28	4.000	370,000	113,269	483,269
2028-29	4.000	385,000	98,169	483,169
2029-30	4.000	405,000	82,369	487,369
2030-31	4.000	420,000	65,869	485,869
2031-32	4.125	435,000	48,497	483,497
2032-33	4.250	455,000	29,856	484,856
2033-34	4.250	475,000	10,094	485,094
Total		\$ 5,465,000	\$ 1,806,847	\$ 7,271,847



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2014 Water and Sewer System Revenue Bonds

Date of Issue: August 28, 2014

Purpose: Construction of: Water Plant - Panorama/Shenandoah Catahoula Well & Water Well No. 23 & Storage Tank; Water & Sewer Line - Anderson Crossing Road - Phase 1; Water & Sewer Line - MUD No. 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 2) & Construction of New Plant (Phase 4); 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: \$ 14,620,000

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
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		\$ 14,620,000	\$ 5,801,863	\$ 20,421,863



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2015 Water and Sewer System Revenue Bonds

Date of Issue: August 27, 2015

Purpose: Construction of: Water Line MUD No. 95 Water Extension; Water Plant Water Well No. 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 2; SSOI Program; Sewer Line MUD No. 95 Sanitary Sewer; Treatment Plant Construction of New Plant Phase 4; Sewer Line SH 242 and FM 1488; Sewer Line Plantation Drive Trunk Line; and Sewer Rehab SH 105/IH-45 Phase 2.

Amount Issued: \$ 14,400,000

Amount Outstanding: \$ 12,870,000

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
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		\$ 12,870,000	\$ 5,070,447	\$ 17,940,447



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2017B-1 Water and Sewer System Certificates of Obligation

Date of Issue: August 24, 2017

Purpose: Construction of: Water Line Rehab - Milltown Area & Woodway; Waterline - Thousand Trails; Water Well No. 23 and Storage Tank; Water Line - Robinwood Subdivision Replacement; Robinwood Water Well Replacement; Plant No. 19 1-Million Gallon Storage Tank and Pump Station; Water Line - 1st Street Replacement; Water Well No. 14 Ground Storage Tank Replacement; Water Extension MUD #95; Treatment Plant - Construction of New Plant (Phase 4); Treatment Plant - Design & Construction of Existing Plant (Rehab) Phase 2; Sewer Line - Thousand Trails; Sewer Line - State Highway 242 and FM 1488; Sewer Line - Plantation Drive Trunk Line; Sewer Line - Live Oak Creek; Sewer Line - White Oak Creek; Sewer Rehab - Grand Central Park; Sewer Extension MUD No. 95.

Amount Issued: \$ 8,385,000

Amount Outstanding: \$ 6,930,000

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
2019-20	2.000	\$ 260,000	\$ 263,950	\$ 523,950
2020-21	2.000	265,000	258,700	523,700
2021-22	2.000	270,000	253,350	523,350
2022-23	2.000	275,000	247,900	522,900
2023-24	5.000	285,000	238,025	523,025
2024-25	2.000	295,000	227,950	522,950
2025-26	4.000	305,000	218,900	523,900
2026-27	5.000	320,000	204,800	524,800
2027-28	5.000	335,000	188,425	523,425
2028-29	5.000	355,000	171,175	526,175
2029-30	5.000	370,000	153,050	523,050
2030-31	4.000	390,000	136,000	526,000
2031-32	4.000	405,000	120,100	525,100
2032-33	4.000	420,000	103,600	523,600
2033-34	4.000	440,000	86,400	526,400
2034-35	4.000	455,000	68,500	523,500
2035-36	4.000	475,000	49,900	524,900
2036-37	4.000	495,000	30,500	525,500
2037-38	4.000	515,000	10,300	525,300
Total		\$ 6,930,000	\$ 3,031,525	\$ 9,961,525



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2017B-2 Water and Sewer System Certificates of Obligation

Date of Issue: August 24, 2017

Purpose: Construction of: Water Line Rehab - Milltown Area & Woodway; Water Well No. 23 and Storage Tank; Robinwood Water Well Replacement; Water Well No. 14 Ground Storage Tank Replacement; Water-well - Little Egypt; Treatment Plant - Construction of New Plant (Phase 4); Sewer Line - State Highway 242 and FM 1488; Treatment Plant - Outfall Relocation; Sewer Rehab - SH 105/IH-45 Phase 2.

Amount Issued: \$ 16,805,000

Amount Outstanding: \$ 13,895,000

Paying Agent: Bank of New York

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

Principal and Interest Requirements

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2019-20	2.000	\$ 520,000	\$ 529,000	\$ 1,049,000
2020-21	2.000	535,000	518,450	1,053,450
2021-22	2.000	545,000	507,650	1,052,650
2022-23	2.000	555,000	496,650	1,051,650
2023-24	5.000	575,000	476,725	1,051,725
2024-25	2.000	595,000	456,400	1,051,400
2025-26	4.000	615,000	438,150	1,053,150
2026-27	5.000	640,000	409,850	1,049,850
2027-28	5.000	675,000	376,975	1,051,975
2028-29	5.000	705,000	342,475	1,047,475
2029-30	5.000	745,000	306,225	1,051,225
2030-31	4.000	775,000	272,100	1,047,100
2031-32	4.000	810,000	240,400	1,050,400
2032-33	4.000	845,000	207,300	1,052,300
2033-34	4.000	875,000	172,900	1,047,900
2034-35	4.000	915,000	137,100	1,052,100
2035-36	4.000	950,000	99,800	1,049,800
2036-37	4.000	990,000	61,000	1,051,000
2037-38	4.000	1,030,000	20,600	1,050,600
Total		\$ 13,895,000	\$ 6,069,750	\$ 19,964,750



City of Conroe

Water and Sewer

Debt Requirements

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

Amount Issued: \$ 17,340,000
Amount Outstanding: \$ 16,365,000
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
2019-20	4.000	\$ 980,000	\$ 717,000	\$ 1,697,000
2020-21	5.000	1,125,000	669,275	1,794,275
2021-22	5.000	1,185,000	622,775	1,807,775
2022-23	4.000	1,220,000	580,000	1,800,000
2023-24	4.000	1,270,000	530,200	1,800,200
2024-25	5.000	1,325,000	476,675	1,801,675
2025-26	5.000	1,380,000	414,050	1,794,050
2026-27	4.000	1,445,000	350,650	1,795,650
2027-28	5.000	1,515,000	283,875	1,798,875
2028-29	5.000	1,590,000	206,250	1,796,250
2029-30	5.000	1,665,000	124,875	1,789,875
2030-31	5.000	1,665,000	41,625	1,706,625
Total		\$ 16,365,000	\$ 5,017,250	\$ 21,382,250



City of Conroe

Water and Sewer

Debt Requirements

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

Date of Issue: November 15, 2018

Purpose: Construction of: Water Line Relocate - Longmire Road Phase 2B; Jasper Water Well & Tank Rehab – Robinwood; Water Line Extension - SH 105 West; Jasper Water Well & Ground Storage Tank - FM 1488; Water Line Extension - Sgt Ed Holcomb; Water Line Extension – Camelot; Jasper Water Well - SH 105 West; Water Line Rehab - Lewis, Roberson, Dallas, and Palestine; Water Line Extension - Water Well No. 24 Blending; Water Line Rehab - West View and Montgomery Park Boulevard; Water Line Rehab - Academy Drive and Pozos Area; Water Line Extension - Seven Coves SH 75 to Farrel; Cooling Towers – Panorama; Decommission Elevated Storage Tank No. 5; Water Line Rehab - 3rd Street; Water Line Rehab - Adkins Area; Water Line Extension - FM 830 to Chase Run; Sewer Rehab - SH 105/IH-45 Phase II; Sewer Line - Lift Station Exp & Gravity Sewer Main-State Hwy 242 & FM 1488; SSOI Program; Treatment Plant - Construction of New Plant (Phase 4); Sewer Rehab - SH 105/IH-45 Phase III; Sewer Rehab - River Pointe Area; Lift Station Replacement - Pebble Glen No. 3; Lift Station Replacement - Pebble Glen No. 2; Lift Station & Force Main - Muse Tract to Beech Road; Lift Station & Force Main - Chapel Hill to April Sound; Sewer Rehab - Forest Estates and Wroxton; Force Main - Carl Barton; Lift Station Replacement - Longmire Point.

Amount Issued: \$ 86,845,000

Amount Outstanding: \$ 86,845,000

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
2019-20	4.000	\$ 1,260,000	\$ 4,310,750	\$ 5,570,750
2020-21	5.000	1,480,000	4,242,250	5,722,250
2021-22	5.000	1,835,000	4,159,375	5,994,375
2022-23	5.000	2,450,000	4,052,250	6,502,250
2023-24	5.000	3,280,000	3,909,000	7,189,000
2024-25	5.000	3,450,000	3,740,750	7,190,750
2025-26	5.000	3,620,000	3,564,000	7,184,000
2026-27	5.000	3,820,000	3,378,000	7,198,000
2027-28	5.000	4,015,000	3,182,125	7,197,125
2028-29	5.000	4,215,000	2,976,375	7,191,375
2029-30	5.000	4,430,000	2,760,250	7,190,250
2030-31	5.000	4,750,000	2,530,750	7,280,750
2031-32	5.000	5,200,000	2,282,000	7,482,000
2032-33	5.000	5,335,000	2,018,625	7,353,625
2033-34	5.000	5,615,000	1,744,875	7,359,875
2034-35	5.000	5,890,000	1,457,250	7,347,250
2035-36	5.000	6,185,000	1,155,375	7,340,375
2036-37	5.000	6,480,000	838,750	7,318,750
2037-38	5.000	6,710,000	509,000	7,219,000
2038-39	5.000	6,825,000	170,625	6,995,625
Total		\$ 86,845,000	\$ 52,982,375	\$ 139,827,375



City of Conroe

Water and Sewer

Debt Requirements

Description: Series 2019B Water and Sewer System Certificates of Obligation (Proposed)

Date of Issue: November 15, 2019

Purpose: Construction of: Water Line Rehab-Hwy 105 West to Lester, Water Line Replacement - Sherman Street Area, Water Line Rehab - North Thompson, Elevated Storage Tank - McCaleb/Tejas, Flood Protection - Southwest Wastewater Treatment Plant, SSOI Program, Sewer System Improvements - Carl Barton, Gravity Main Replacement - Upper Stewart Creek Phase 1, Trunk Line Replacement - Stewarts Creek (Avenue M to Ed Kharbat), Trunk Line Replacement - Stewarts Creek (Avenue M to Hwy 105), Lift Station Consolidation - Area No. 01, Lift Station Rehabilitation - West Summerlin and Gun Range, Sewer Rehab and Expansion of Lift Station - Camp Silver Springs Option 1, Lift Station Consolidation - Area No. 1.

Amount Issued: \$ 21,700,000

Amount Outstanding: \$ 21,700,000

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
2019-20	4.150		\$ 485,296	\$ 485,296
2020-21	4.150	710,000	885,818	1,595,818
2021-22	4.150	740,000	855,730	1,595,730
2022-23	4.150	775,000	824,294	1,599,294
2023-24	4.150	805,000	791,509	1,596,509
2024-25	4.150	840,000	757,375	1,597,375
2025-26	4.150	875,000	721,789	1,596,789
2026-27	4.150	910,000	684,750	1,594,750
2027-28	4.150	950,000	646,155	1,596,155
2028-29	4.150	990,000	605,900	1,595,900
2029-30	4.150	1,035,000	563,881	1,598,881
2030-31	4.150	1,075,000	520,099	1,595,099
2031-32	4.150	1,125,000	474,449	1,599,449
2032-33	4.150	1,170,000	426,828	1,596,828
2033-34	4.150	1,220,000	377,235	1,597,235
2034-35	4.150	1,270,000	325,568	1,595,568
2035-36	4.150	1,325,000	271,721	1,596,721
2036-37	4.150	1,380,000	215,593	1,595,593
2037-38	4.150	1,440,000	157,078	1,597,078
2038-39	4.150	1,500,000	96,073	1,596,073
2039-40	4.150	1,565,000	32,474	1,597,474
Total		\$ 21,700,000	\$ 10,719,611	\$ 32,419,611





(This page intentionally left blank.)



CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) DEBT SERVICE FUND



FY 19-20 Budget Summary

Conroe Industrial Development Corporation

Debt Service Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -							
Beginning Fund Balance:	\$	-	\$	-	\$	-	\$	-	N/A						
CIDC Debt Service Revenues:															
Revenues	\$	3,475,011	\$	5,247,941	\$	5,247,941	\$	6,689,564	\$	-	\$	6,689,564	\$	1,441,623	27.5%
Total Revenues	\$	3,475,011	\$	5,247,941	\$	5,247,941	\$	6,689,564	\$	-	\$	6,689,564	\$	1,441,623	27.5%
Total Resources:	\$	-	\$	5,247,941	\$	5,247,941	\$	6,689,564	\$	-	\$	6,689,564	\$	1,441,623	27.5%
CIDC Debt Service Expenditures:															
CIDC Debt	\$	3,642,071	\$	5,247,941	\$	5,247,941	\$	6,689,564	\$	-	\$	6,689,564	\$	1,441,623	27.5%
Total Expenditures	\$	3,642,071	\$	5,247,941	\$	5,247,941	\$	6,689,564	\$	-	\$	6,689,564	\$	1,441,623	27.5%
New Fund Balance:	\$	-	\$	-	\$	-	\$	-							

Breakdown of Transfer In:

CIDC Rev. Clearing Fund	\$ 6,689,564
Total	\$ 6,689,564



CITY OF CONROE
FY 2019-2020
0009-0001

BUDGET LINE ITEMS

FUND: CIDC DEBT SERVICE

DEPARTMENT: DEBT SERVICE

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$0	\$0	\$0	\$0	\$0	\$0
INVESTMENT INCOME SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
6103 Bond Proceeds	\$85,107	\$0	\$0	\$0	\$0	\$0
6112 Other Fin - Proceeds of Ref Bond	\$0	\$0	\$0	\$0	\$0	\$0
6113 Other Sources - Bond Premium	\$0	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS REVENUE SUBTOTAL	\$85,107	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$3,389,904	\$5,247,941	\$5,247,941	\$6,689,564	\$0	\$6,689,564
TRANSFERS IN SUBTOTAL	\$3,389,904	\$5,247,941	\$5,247,941	\$6,689,564	\$0	\$6,689,564
TOTAL 0009-0001	\$3,475,011	\$5,247,941	\$5,247,941	\$6,689,564	\$0	\$6,689,564



CITY OF CONROE
FY 2019-2020
0009-9200

BUDGET LINE ITEMS

FUND: CIDC DEBT SERVICE		DEPARTMENT: DEBT SERVICE		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$5,250	\$5,500	\$5,500	\$5,500	\$0	\$5,500
CONTRACTUAL SUBTOTAL	\$5,250	\$5,500	\$5,500	\$5,500	\$0	\$5,500
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS OUT SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
9600 Principal	\$2,145,000	\$3,010,000	\$3,010,000	\$3,690,000	\$0	\$3,690,000
9610 Interest	\$1,409,092	\$2,141,091	\$2,141,091	\$2,992,673	\$0	\$2,992,673
9615 Fees	\$1,250	\$1,350	\$1,350	\$1,391	\$0	\$1,391
9616 Bond Issue Expense	\$81,479	\$90,000	\$90,000	\$0	\$0	\$0
9621 Other Fin - Pmt Ref Bd Escrow	\$0	\$0	\$0	\$0	\$0	\$0
DEBT SERVICE SUBTOTAL	\$3,636,821	\$5,242,441	\$5,242,441	\$6,684,064	\$0	\$6,684,064
TOTAL 0009-9200	\$3,642,071	\$5,247,941	\$5,247,941	\$6,689,564	\$0	\$6,689,564



City of Conroe

Schedule of Requirements

All Conroe Industrial Development Corporation

Sales Tax Bonds

Fiscal Year	Bonds Outstanding		Principal		Interest		Total
2019-20	\$ 76,695,000	\$	3,690,000	\$	2,992,673	\$	6,682,673
2020-21	73,005,000		3,880,000		2,868,085		6,748,085
2021-22	69,125,000		4,045,000		2,704,458		6,749,458
2022-23	65,080,000		4,210,000		2,537,199		6,747,199
2023-24	60,870,000		4,370,000		2,375,141		6,745,141
2024-25	56,500,000		4,540,000		2,206,807		6,746,807
2025-26	51,960,000		4,715,000		2,031,858		6,746,858
2026-27	47,245,000		4,880,000		1,867,999		6,747,999
2027-28	42,365,000		5,050,000		1,698,256		6,748,256
2028-29	37,315,000		5,225,000		1,522,416		6,747,416
2029-30	32,090,000		5,420,000		1,324,937		6,744,937
2030-31	26,670,000		5,280,000		1,119,902		6,399,902
2031-32	21,390,000		5,490,000		903,274		6,393,274
2032-33	15,900,000		4,730,000		677,938		5,407,938
2033-34	11,170,000		1,675,000		474,725		2,149,725
2034-35	9,495,000		1,745,000		403,538		2,148,538
2035-36	7,750,000		1,820,000		329,375		2,149,375
2036-37	5,930,000		1,895,000		252,025		2,147,025
2037-38	4,035,000		1,975,000		171,488		2,146,488
2038-39	2,060,000		2,060,000		87,550		2,147,550
TOTAL		\$	76,695,000	\$	28,549,641	\$	105,244,641



City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

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

Date of Issue: October 18, 2012

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

Amount Issued: \$ 13,080,000

Amount Outstanding: \$ 11,030,000

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
2019-20	5.000	\$ 665,000	\$ 403,881	\$ 1,068,881
2020-21	5.000	700,000	370,631	1,070,631
2021-22	5.000	720,000	335,631	1,055,631
2022-23	4.000	770,000	299,631	1,069,631
2023-24	4.000	795,000	268,831	1,063,831
2024-25	4.000	830,000	237,031	1,067,031
2025-26	3.000	865,000	203,831	1,068,831
2026-27	3.000	885,000	177,881	1,062,881
2027-28	3.000	915,000	151,331	1,066,331
2028-29	3.125	935,000	123,881	1,058,881
2029-30	3.125	970,000	94,663	1,064,663
2030-31	3.250	975,000	64,350	1,039,350
2031-32	3.250	1,005,000	32,663	1,037,663
Total		\$ 11,030,000	\$ 2,764,238	\$ 13,794,238



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: \$ 7,830,000

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
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	\$ 7,830,000	\$ 1,450,950	\$ 9,280,950



City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Refunding Bonds, Series 2016
(Taxable)

Date of Issue: June 14, 2016

Purpose: Refund the 2011 Sales Tax Revenue Bonds, which were used for development of an industrial park & technology park important to the economic growth and development of the City and its residents.

Amount Issued: \$ 13,815,000

Amount Outstanding: \$ 11,665,000

Paying Agent: Bank of Texas

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

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
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		\$ 11,665,000	\$ 2,118,305	\$ 13,783,305



City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Revenue Bonds, Series 2018 (Taxable)
Date of Issue: May 24, 2018
Purpose: To purchase approximately 610 acres out of the William Starrock Survey, Abstract 486, Montgomery County, Texas, of land adjacent to the existing Conroe Park North Industrial Park for the expansion of the industrial park.

Amount Issued: \$ 23,160,000
Amount Outstanding: \$ 22,435,000
Paying Agent: Bank of New York
Payments: March 1st & September 1st (P)

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2019-20	4.320	\$ 830,000	\$ 969,192	\$ 1,799,192
2020-21	4.320	860,000	933,336	1,793,336
2021-22	4.320	905,000	896,184	1,801,184
2022-23	4.320	940,000	857,088	1,797,088
2023-24	4.320	985,000	816,480	1,801,480
2024-25	4.320	1,020,000	773,928	1,793,928
2025-26	4.320	1,070,000	729,864	1,799,864
2026-27	4.320	1,115,000	683,640	1,798,640
2027-28	4.320	1,160,000	635,472	1,795,472
2028-29	4.320	2,280,000	585,360	2,865,360
2029-30	4.320	2,375,000	486,864	2,861,864
2030-31	4.320	2,825,000	384,264	3,209,264
2031-32	4.320	2,945,000	262,224	3,207,224
2032-33	4.320	3,125,000	135,000	3,260,000
Total		\$ 22,435,000	\$ 9,148,896	\$ 31,583,896



City of Conroe

Conroe Industrial Development Corporation

Sales Tax Bonds Debt Requirements

Description: Sales Tax Revenue Bonds, Series 2019 (Proposed)

Date of Issue: September 12, 2019

Purpose: To install roadway, signals, water and sewer infrastructure in the 610 acres of land adjacent to the existing Conroe Park North Industrial Park for the expansion of the industrial park.

Amount Issued: \$ 23,735,000

Amount Outstanding: \$ 23,735,000

Paying Agent: Bank of New York

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

Fiscal Year	Interest Rate	Principal Requirements	Interest Requirements	Total Requirements
2019-20	4.250	\$ 550,000	\$ 977,915	\$ 1,527,915
2020-21	4.250	610,000	985,363	1,595,363
2021-22	4.250	635,000	959,438	1,594,438
2022-23	4.250	660,000	932,450	1,592,450
2023-24	4.250	685,000	904,400	1,589,400
2024-25	4.250	720,000	875,288	1,595,288
2025-26	4.250	750,000	844,688	1,594,688
2026-27	4.250	780,000	812,813	1,592,813
2027-28	4.250	815,000	779,663	1,594,663
2028-29	4.250	850,000	745,025	1,595,025
2029-30	4.250	885,000	708,900	1,593,900
2030-31	4.250	1,480,000	671,288	2,151,288
2031-32	4.250	1,540,000	608,388	2,148,388
2032-33	4.250	1,605,000	542,938	2,147,938
2033-34	4.250	1,675,000	474,725	2,149,725
2034-35	4.250	1,745,000	403,538	2,148,538
2035-36	4.250	1,820,000	329,375	2,149,375
2036-37	4.250	1,895,000	252,025	2,147,025
2037-38	4.250	1,975,000	171,488	2,146,488
2038-39	4.250	2,060,000	87,550	2,147,550
Total		\$ 23,735,000	\$ 13,067,252	\$ 36,802,252



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



FY 19-20 Budget Summary

Conroe Industrial Development Corporation

Revenue Clearing Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
CIDC Revenue Clearing Revenues:								
Revenues	\$ 12,240,160	\$ 11,752,066	\$ 11,978,400	\$ 11,681,425	\$ -	\$ 11,681,425	\$ (70,641)	-0.6%
Total Revenues	\$ 12,240,160	\$ 11,752,066	\$ 11,978,400	\$ 11,681,425	\$ -	\$ 11,681,425	\$ (70,641)	-0.6%
Total Resources:	\$ 11,752,066	\$ 11,978,400	\$ 11,681,425	\$ -	\$ 11,681,425	\$ (70,641)	-0.6%	
CIDC Revenue Clearing Expenditures:								
Revenue Clearing	\$ 12,322,084	\$ 11,752,066	\$ 11,978,400	\$ 11,681,425	\$ -	\$ 11,681,425	\$ (70,641)	-0.6%
Total Expenditures	\$ 12,322,084	\$ 11,752,066	\$ 11,978,400	\$ 11,681,425	\$ -	\$ 11,681,425	\$ (70,641)	-0.6%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Breakdown of Transfer Out:

CIDC Debt Service Fund	\$ 6,689,564
CIDC General Fund	4,991,861
Total	\$ 11,681,425



CITY OF CONROE
FY 2019-2020
0009-0002

BUDGET LINE ITEMS

FUND: CIDC REVENUE CLEARING

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
4040 Sales Tax	\$12,240,160	\$11,752,066	\$11,978,400	\$11,681,425	\$0	\$11,681,425
SALES TAX COLLECTIONS SUBTOTAL	\$12,240,160	\$11,752,066	\$11,978,400	\$11,681,425	\$0	\$11,681,425
TOTAL 0009-0002	\$12,240,160	\$11,752,066	\$11,978,400	\$11,681,425	\$0	\$11,681,425



CITY OF CONROE
FY 2019-2020
0009-9400

BUDGET LINE ITEMS

FUND: CIDC REVENUE CLEARING DEPARTMENT: CIDC DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
8520 Transfer Out	\$12,322,084	\$11,752,066	\$11,978,400	\$11,681,425	\$0	\$11,681,425
TRANSFERS OUT SUBTOTAL	\$12,322,084	\$11,752,066	\$11,978,400	\$11,681,425	\$0	\$11,681,425
TOTAL 0009-9400	\$12,322,084	\$11,752,066	\$11,978,400	\$11,681,425	\$0	\$11,681,425



CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) GENERAL FUND



FY 19-20 Budget Summary

Conroe Industrial Development Corporation

General Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 30,629,925	\$ 30,629,925	\$ 26,965,444	\$ -	\$ 26,965,444	\$ -	0.0%
CIDC General Fund Revenues:								
Revenues	\$ 13,772,429	\$ 6,815,146	\$ 7,310,209	\$ 5,577,408	\$ -	\$ 5,577,408	\$ (1,237,738)	-18.2%
Total Revenues	\$ 13,772,429	\$ 6,815,146	\$ 7,310,209	\$ 5,577,408	\$ -	\$ 5,577,408	\$ (1,237,738)	-18.2%
Total Resources:	\$ -	\$ 37,445,071	\$ 37,940,134	\$ 32,542,852	\$ -	\$ 32,542,852	\$ (1,237,738)	-3.3%
CIDC General Fund Expenditures:								
CIDC General Fund	\$ 10,535,643	\$ 15,386,933	\$ 4,403,515	\$ 12,585,766	\$ 1,701,080	\$ 14,286,846	\$ (1,100,087)	-7.1%
Total Expenditures	\$ 10,535,643	\$ 15,386,933	\$ 4,403,515	\$ 12,585,766	\$ 1,701,080	\$ 14,286,846	\$ (1,100,087)	-7.1%
Debt Service Reserve:		\$ 6,571,175	\$ 6,571,175					
New Fund Balance:		\$ 15,486,963	\$ 26,965,444	\$ 19,957,086		\$ 18,256,006		
Breakdown of Transfer In:								
CIDC Rev. Clearing Fund						\$ 4,991,861		
Total						\$ 4,991,861		
Breakdown of Transfer Out:								
W&S Debt Service Fund - Water Well debt						\$ 196,700		
GO Debt Service Fund - Park debt						351,730		
Streets CIP Fund - Street Rehab - Conroe Park Dr and Pollok Dr (G59)						337,500		
Streets CIP Fund - Street Rehab - Pollok Drive (G60)						361,500		
Streets CIP Fund - Street Rehab - Conroe Park Drive (G61)						426,000		
Streets CIP Fund - Underground Utilities SH 105, IH45 to SH75 (G88)						1,591,000		
Parks CIP Fund - Carl Barton, Jr. Park Improvements (G25)						3,035,000		
Parks CIP Fund - Aquatic Center Improvements						5,086,000		
Total						\$ 11,385,430		
Breakdown of Economic Development Contracts:								
Incentive Agreements (10%)	Actual	Estimated	Budget					
	FY 17-18	FY 18-19	FY 19-20					
Ball Corporation	\$ 3,197	\$ 49,467	\$ 140,970					
Bauer	191,673	-	-					
Bauer Pileco	-	52,667	52,683					
Borden Milk #2	7,289	-	-					
Borden Milk 2013	20,053	15,867	13,777					
C&C Metals	12,625	13,996	-					
Energy Alloys, LLC	83,177	107,413	105,672					
Galdisa USA, Inc 2016	-	16,990	16,990					
General Packaging 2015	-	18,737	19,135					
Hempel USA	9,853	45,491	45,728					
HTTP	17,531	18,067	-					
Hunting Energy Services	73,647	-	-					
Industrial Components of Texas	-	7,197	14,721					
LUC Urethanes, Inc	19,470	29,394	28,263					
McKesson	264,435	264,435	264,435					
Medivators (Byrne Medical #2)	6,108	-	-					
Medivators (Byrne Medical #3)	3,498	3,707	-					
NOV Texas Oil Tools	103,897	105,843	106,959					
Neorig	-	-	86,989					
Newpark Drilling Fluids, LLC	20,280	43,126	44,671					
Professional Directional	181,393	297,268	348,600					
Protect Controls	36,967	80,891	104,378					
Sooner Container	39,316	51,106	58,512					
Stainless Structural	71,346	73,799	75,071					
Supra America, Inc - 2016	-	79,576	88,193					
Telegistics - 2016	-	38,857	38,857					
Turbo Drill	-	41,327	-					
Available for Additional Incentives	-	-	-					
TOTAL ALL AGREEMENTS	\$ 1,165,755	\$ 1,455,221	\$ 1,654,604					



**FY19-20 Supplemental Requests
Conroe Industrial Development Corporation (CIDC) Fund**

Department/Division	ID	Dept. Rank	Supplemental Request Title	Requested Amount ¹	FY 18-19 Purchase ²	FY 19-20 Approved ³	Type
0009-9000	CIDC	4492 4	CIDC Performance-based Cash Incentives	\$ 1,654,604	\$ -	\$ 1,654,604	Non-discretionary Adjustment
0009-9000	CIDC	4493 3	PT Marketing & Communications Coordinator To FT Marketing Manager	37,455	-	37,455	New Personnel
0009-9000	CIDC	4498 0	Health Dental Vision Insurance Increase	-	-	-	Non-discretionary Adjustment
0009-9000	CIDC	5513 1	2019 Compensation Study Effective Oct 1, 2019	444	-	444	Enhanced Program
0009-9000	CIDC	5514 2	Step / Merit Increases	8,577	-	8,577	Enhanced Program
CIDC Total				\$ 1,701,080	\$ -	\$ 1,701,080	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 18-19 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. FY 19-20 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY18-19 Purchase or FY 19-20 Approved columns, then the supplemental request was not approved.

CITY OF CONROE
FY 2019-2020
0009-0000

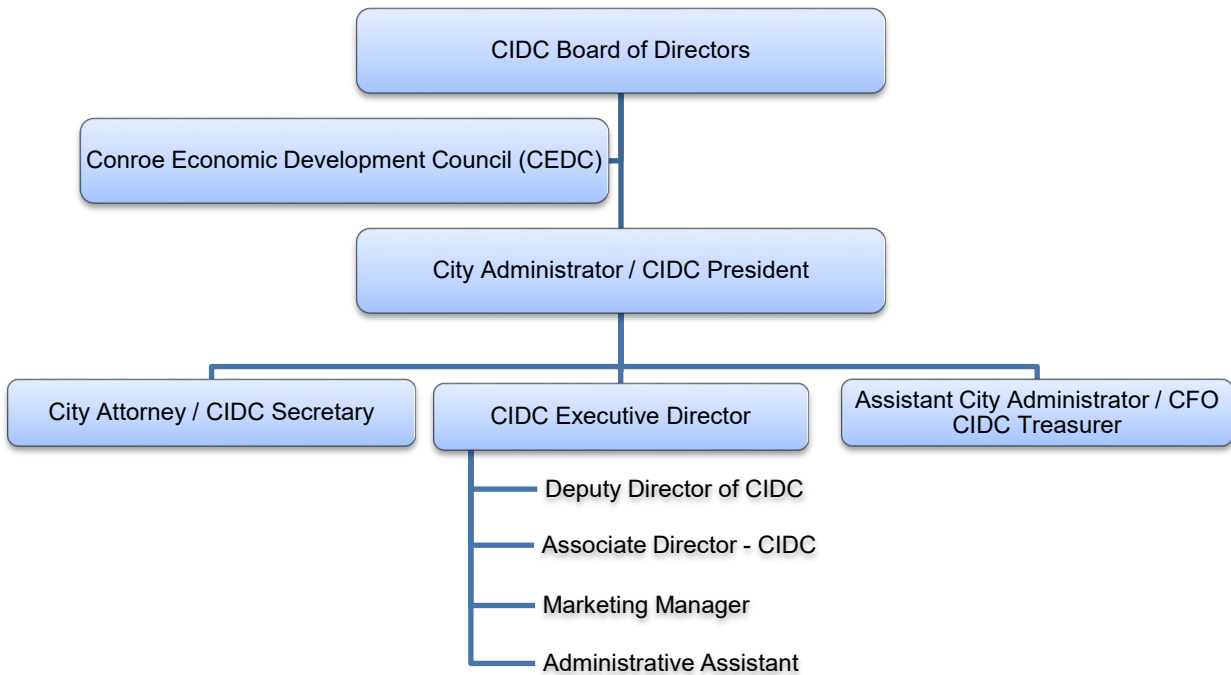
BUDGET LINE ITEMS

FUND: CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) DEPARTMENT: OTHER FUNDS DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$441,499	\$311,021	\$579,750	\$585,547	\$0	\$585,547
INVESTMENT INCOME SUBTOTAL	\$441,499	\$311,021	\$579,750	\$585,547	\$0	\$585,547
6015 FMV Adjustment - Investments	(\$35,741)	\$0	\$0	\$0	\$0	\$0
NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL	(\$35,741)	\$0	\$0	\$0	\$0	\$0
6030 Lease Income	\$0	\$0	\$0	\$0	\$0	\$0
6035 Land Sales	\$4,710,888	\$0	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$0	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS REVENUE SUBTOTAL	\$4,710,888	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$8,655,783	\$6,504,125	\$6,730,459	\$4,991,861	\$0	\$4,991,861
TRANSFERS IN SUBTOTAL	\$8,655,783	\$6,504,125	\$6,730,459	\$4,991,861	\$0	\$4,991,861
TOTAL 0009-0000	\$13,772,429	\$6,815,146	\$7,310,209	\$5,577,408	\$0	\$5,577,408



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 2018-2019

- ✓ Department won the Economic Excellence Award from TEDC
- ✓ Executive Director was named a Top 50 Economic Developer in North America by Consultant Connect
- ✓ Sold property in Conroe Park North
- ✓ Recruited businesses and facilitated expansions for Conroe Park North and elsewhere in the City of Conroe; continued marketing of Deison Technology Park
- ✓ Continued management of the economic development activity for the City of Conroe
- ✓ Distributed incentives for existing businesses for retention and expansion
- ✓ Represented City of Conroe at key marketing events
- ✓ Represented City of Conroe with key economic development organizations – Executive Director Danielle Scheiner named to board of directors for the Texas Economic Development Council (TEDC) and serves on the advisory board of Team Texas, the marketing arm of TEDC.
- ✓ Promoted economic development for the City of Conroe through multiple public speaking events, including the Urban Land Institute (ULI) and BisNow
- ✓ Continued participation in recruitment trips and events with TxEDC (formerly TexasOne), Team Texas, the Greater Houston Partnership and other economic development allies

Goals & Objectives for FY 2019-2020

- ❑ 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 2020
- ❑ Represent City of Conroe at key marketing events throughout the year
- ❑ Represent City of Conroe with key economic development organizations throughout the year
- ❑ Promote economic development for the City of Conroe through public speaking events throughout the year
- ❑ Continue participation in recruitment trips and events with TxEDC (formerly TexasOne), Team Texas and the Greater Houston Partnership and further develop our marketing efforts per our marketing plan
- ❑ Continue implementation of Strategic Plan according to implementation matrix



City of Conroe General Fund

Conroe Industrial Development Corporation 0009-9000

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Executive Director of CIDC	1	1	1	1
Deputy Director of CIDC	1	1	1	1
Associate Director - CIDC	1	1	1	1
Marketing Manager	0	0	0	1
Administrative Assistant	0	0	1	1
Research Analyst/Retail Specialist	1	1	0	0
TOTAL FULL TIME	4	4	4	5
PT Marketing & Communication Coordinator (Hours)	999	999	999	0
TOTAL PART TIME HOURS	999	999	999	0

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Business Attraction				
Number of businesses expanded or attracted	6	1	3	3
Number of jobs created by the projects	318	93	22	140
Investment attracted/facilitated	\$72.59M	\$12.0M	\$17.8M	\$46.0M
Average wages/salaries of jobs created	\$70,696	\$60,313	\$69,094	\$50,000
"Active" prospects in the pipeline	5	10	10	6
Cost-benefit analysis of proposed projects (ROI)	48%	48%	48%	48%
Incentives awarded for projects (number)	4	1	2	3
Total cash incentive value for new projects	\$1.44M	\$0.3M	\$0.6M	\$10M
Number of sales missions and trade shows	22	22	22	22
Business Retention & Expansion				
Number of businesses assisted	30	30	30	30
Number of businesses visited	40	24	30	30
Relationships Established				
Collaboration with higher education institutions	Y	Y	Y	Y
Relationships with site selection consultants	Y	Y	Y	Y
Relationships established with area legislators	Y	Y	Y	Y
Relationships with other organizations/resources	Y	Y	Y	Y
Marketing & Communications				
Educating local elected officials	Y	Y	Y	Y
Engaging/informing state and regional partners	Y	Y	Y	Y
Annual Allies Day and Job Fair Events	Y	Y	Y	Y
Production of Quarterly Newsletter	Y	Y	Y	Y



CITY OF CONROE
FY 2019-2020
0009-9000

BUDGET LINE ITEMS

FUND: CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC) DEPARTMENT: CIDC DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$309,611	\$382,139	\$312,275	\$365,072	\$26,631	\$391,703
7012 Salaries - Part Time	\$13,348	\$16,304	\$0	\$14,549	\$0	\$14,549
7020 Overtime	\$49	\$0	\$0	\$0	\$0	\$0
7025 Social Security	\$24,047	\$30,481	\$22,803	\$29,175	\$2,037	\$31,212
7030 Retirement & Pension	\$50,923	\$62,071	\$51,229	\$59,233	\$4,383	\$63,616
7035 Workers Compensation	\$1,050	\$825	\$551	\$789	\$312	\$1,101
7040 Employee Insurance	\$81,837	\$83,315	\$87,215	\$80,637	\$13,113	\$93,750
PERSONNEL SERVICES SUBTOTAL	\$480,865	\$575,135	\$474,073	\$549,455	\$46,476	\$595,931
7110 Office Supplies	\$4,670	\$8,000	\$4,696	\$8,000	\$0	\$8,000
7160 Vehicle Operations	\$0	\$0	\$0	\$0	\$0	\$0
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$1,500	\$1,500	\$1,500	\$0	\$1,500
7200 Operating Supplies	\$1,865	\$900	\$500	\$900	\$0	\$900
7251 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$796	\$1,000	\$1,000	\$1,000	\$0	\$1,000
7254 Machinery & Equipment <\$5,000	\$11,452	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$18,783	\$11,400	\$7,696	\$11,400	\$0	\$11,400
8010 Utilities	\$21,141	\$22,000	\$15,668	\$22,000	\$0	\$22,000
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$2,263	\$3,000	\$3,000	\$3,000	\$0	\$3,000
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$56,959	\$140,038	\$130,000	\$120,454	\$0	\$120,454
8060 Contract Services	\$3,502,234	\$485,827	\$724,827	\$492,027	\$0	\$492,027
8063 Incentives	\$0	\$1,455,221	\$1,455,221	\$0	\$1,654,604	\$1,654,604
8087 Donation Expense	\$0	\$0	\$0	\$0	\$0	\$0
8350 Legal Newspaper Notices	\$706	\$2,000	\$2,000	\$2,000	\$0	\$2,000
CONTRACTUAL SUBTOTAL	\$3,583,303	\$2,108,086	\$2,330,716	\$639,481	\$1,654,604	\$2,294,085
9010 Land >\$5,000	\$20,000	\$0	\$0	\$0	\$0	\$0
9020 Buildings >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$20,000	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$6,432,692	\$12,692,312	\$1,591,030	\$11,385,430	\$0	\$11,385,430
TRANSFERS OUT SUBTOTAL	\$6,432,692	\$12,692,312	\$1,591,030	\$11,385,430	\$0	\$11,385,430
9616 Bond Issue Expense	\$0	\$0	\$0	\$0	\$0	\$0
DEBT SERVICE SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0009-9000	\$10,535,643	\$15,386,933	\$4,403,515	\$12,585,766	\$1,701,080	\$14,286,846



CITY OF CONROE
FY 2019-2020
0009-9000

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
4493	1	Pt Mktg & Comm Coor To Ft Marketing Manager	New Personnel	7010 SALARIES	\$19,448
				7025 SOCIAL SECURITY	\$1,488
				7030 RETIREMENT & PENSION	\$3,201
				7035 WORKERS COMPENSATION	\$205
				7040 EMPLOYEE INSURANCE	\$13,113
				Request Total	\$37,455
5514	2	Step / Merit Increases	Enhanced Program	7010 SALARIES	\$6,829
				7025 SOCIAL SECURITY	\$522
				7030 RETIREMENT & PENSION	\$1,124
				7035 WORKERS COMPENSATION	\$102
				Request Total	\$8,577
5513	3	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$354
				7025 SOCIAL SECURITY	\$27
				7030 RETIREMENT & PENSION	\$58
				7035 WORKERS COMPENSATION	\$5
				Request Total	\$444
4492	5	Cidc Performance-based Cash Incentives	Non-discretionary Adjustment	8063 INCENTIVES	\$1,654,604
				Request Total	\$1,654,604
4 Requests			Total for 0009-9000		\$1,701,080





(This page intentionally left blank.)



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



FY 19-20 Budget Summary

Conroe Industrial Development Corporation

Industrial Park Land Sales Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ 5,107,426	\$ 5,107,426	\$ 5,107,426	\$ 1,309,427	\$ -	\$ 1,309,427	\$ -	0.0%
CIDC Industrial Park Land Sales Revenues:								
Revenues	\$ 4,588,731	\$ -	\$ 2,935,507	\$ -	\$ -	\$ -	\$ -	N/A
Total Revenues	\$ 4,588,731	\$ -	\$ 2,935,507	\$ -	\$ -	\$ -	\$ -	N/A
Total Resources:	\$ 5,107,426	\$ 8,042,933	\$ 1,309,427	\$ -	\$ 1,309,427	\$ -	\$ -	0.0%
CIDC Industrial Park Land Sales Expenditures:								
Expenditures	\$ 88,252	\$ 7,858,506	\$ 6,733,506	\$ 1,125,000	\$ -	\$ 1,125,000	\$ (6,733,506)	-85.7%
Total Expenditures	\$ 88,252	\$ 7,858,506	\$ 6,733,506	\$ 1,125,000	\$ -	\$ 1,125,000	\$ (6,733,506)	-85.7%
New Fund Balance:	\$ (2,751,080)	\$ 1,309,427	\$ 184,427			\$ 184,427		
Breakdown of Transfer Out:								
Streets CIP Fund - Street Rehab - Conroe Park Dr and Pollok Dr (G59)						\$ 337,500		
Streets CIP Fund - Street Rehab - Pollok Drive (G60)						361,500		
Streets CIP Fund - Street Rehab - Conroe Park Drive (G61)						426,000		
CIDC Debt Service Fund						-		
Total						\$ 1,125,000		



CITY OF CONROE
FY 2019-2020
0047-0000

BUDGET LINE ITEMS

FUND: CIDC INDUSTRIAL PARK LAND SALES

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6035 Land Sales	\$0	\$0	\$2,935,507	\$0	\$0	\$0
MISCELLANEOUS REVENUE SUBTOTAL	\$0	\$0	\$2,935,507	\$0	\$0	\$0
6550 Transfer In	\$4,588,731	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN SUBTOTAL	\$4,588,731	\$0	\$0	\$0	\$0	\$0
TOTAL 0047-0000	\$4,588,731	\$0	\$2,935,507	\$0	\$0	\$0



CITY OF CONROE
FY 2019-2020
0047-4700

BUDGET LINE ITEMS

FUND: CIDC INDUSTRIAL PARK LAND SALES

DEPARTMENT: CIDC

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
8520 Transfer Out	\$88,252	\$7,858,506	\$6,733,506	\$1,125,000	\$0	\$1,125,000
TRANSFERS OUT SUBTOTAL	\$88,252	\$7,858,506	\$6,733,506	\$1,125,000	\$0	\$1,125,000
TOTAL 0047-4700	\$88,252	\$7,858,506	\$6,733,506	\$1,125,000	\$0	\$1,125,000



VEHICLE AND EQUIPMENT REPLACEMENT FUND



FY 19-20 Budget Summary

Vehicle and Equipment Replacement Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ 6,347,680	\$ 6,347,680	\$ 8,018,075	\$ -	\$ 8,018,075	\$ -	0.0%	
Vehicle and Equipment Replacement Fund Revenues:								
Revenues	\$ 3,142,078	\$ 242,980	\$ 3,075,320	\$ 298,041	\$ -	\$ 298,041	\$ 55,061	22.7%
Total Revenues	\$ 3,142,078	\$ 242,980	\$ 3,075,320	\$ 298,041	\$ -	\$ 298,041	\$ 55,061	22.7%
Total Resources:	\$ 3,142,078	\$ 6,590,660	\$ 9,423,000	\$ 8,316,116	\$ -	\$ 8,316,116	\$ 55,061	0.8%
Vehicle and Equipment Replacement Fund Expenditures:								
Capital	\$ 851,810	\$ 1,371,178	\$ 1,404,925	\$ 3,468,625	\$ -	\$ 3,468,625	\$ 2,097,447	153.0%
Total Expenditures	\$ 851,810	\$ 1,371,178	\$ 1,404,925	\$ 3,468,625	\$ -	\$ 3,468,625	\$ 2,097,447	153.0%
New Fund Balance:	\$ 5,219,482	\$ 8,018,075	\$ 4,847,491			\$ 4,847,491		

Breakdown of Transfer In:

General Fund	\$ -
General Fund - Fire Dept	-
General Fund - PD Leases	185,700
General Fund - Transportation	29,568
Tower Fund	2,619
Fleet Services Fund	7,936
Total	\$ 225,823



FY 19-20 Supplemental Requests Vehicle Equipment Replacement Fund

Department/Division	Replacing Unit	Supplemental Request Title	Total Requested Amount	Approved Funding	VERF	Type	Notes
0001-1202 Police Support Services	1317	Chevrolet Tahoe	\$ 30,114	\$ 27,970		Vehicle Equipment Replacement Fund	Like for like replacement
Police Support Services Total			\$ 30,114	\$ 27,970			
0001-1203 Police Patrol	1313	Chevrolet Tahoe	34,313	27,970		Vehicle Equipment Replacement Fund	Upgrade cost approved
0001-1203 Police Patrol	1316	Chevrolet Tahoe	34,313	27,970		Vehicle Equipment Replacement Fund	Upgrade cost approved
0001-1203 Police Patrol	1318	Chevrolet Tahoe	34,313	27,970		Vehicle Equipment Replacement Fund	Upgrade cost approved
0001-1203 Police Patrol	1319	Chevrolet Tahoe	34,313	27,970		Vehicle Equipment Replacement Fund	Upgrade cost approved
0001-1203 Police Patrol	1323	Chevrolet Tahoe	34,313	27,970		Vehicle Equipment Replacement Fund	Upgrade cost approved
0001-1203 Police Patrol	1402	Chevrolet Tahoe	34,313	28,841		Vehicle Equipment Replacement Fund	Upgrade cost approved
0001-1203 Police Patrol	1403	Chevrolet Tahoe	34,313	28,841		Vehicle Equipment Replacement Fund	Upgrade cost approved
0001-1203 Police Patrol	1404	Chevrolet Tahoe	34,313	28,841		Vehicle Equipment Replacement Fund	Upgrade cost approved
0001-1203 Police Patrol	1405	Chevrolet Tahoe	34,313	28,841		Vehicle Equipment Replacement Fund	Upgrade cost approved
0001-1203 Police Patrol	1406	Chevrolet Tahoe	34,313	28,841		Vehicle Equipment Replacement Fund	Upgrade cost approved
0001-1203 Police Patrol	1407	Chevrolet Tahoe	34,313	28,841		Vehicle Equipment Replacement Fund	Upgrade cost approved
0001-1203 Police Patrol	1408	Chevrolet Tahoe	34,313	28,841		Vehicle Equipment Replacement Fund	Upgrade cost approved
0001-1203 Police Patrol	1409	Chevrolet Tahoe	34,313	28,841		Vehicle Equipment Replacement Fund	Upgrade cost approved
0001-1203 Police Patrol	1414	Chevrolet Tahoe	34,313	28,841		Vehicle Equipment Replacement Fund	Upgrade cost approved
0001-1203 Police Patrol	1415	Chevrolet Tahoe	34,313	28,841		Vehicle Equipment Replacement Fund	Upgrade cost approved
0001-1203 Police Patrol	1514	Chevrolet Tahoe	34,313	30,751		Vehicle Equipment Replacement Fund	Upgrade cost approved
Police Patrol Total			\$ 549,008	\$ 459,011			
0001-1204 Police Investigative Services	0516	Chevrolet Trailblazer	30,500	20,935		Vehicle Equipment Replacement Fund	Upgrade cost approved
Police Investigative Services Total			\$ 30,500	\$ 20,935			
0001-1209 Police Commercial Vehicle Enforceme	1439	Ford F-150	25,000	25,000		Vehicle Equipment Replacement Fund	Upgrade cost approved
Police Commercial Vehicle Enforcement Program Total			25,000	25,000			
0001-1300 Fire Department	9709	Pierce Arrow 100' Ladder Tower	1,500,000	1,500,000		Vehicle Equipment Replacement Fund	Like for like replacement
0001-1300 Fire Department	9330	Pierce Arrow 1250 CPM Pumpe	900,000	900,000		Vehicle Equipment Replacement Fund	Like for like replacement
0001-1300 Fire Department	0956	Chevrolet Suburban	43,000	65,000		Vehicle Equipment Replacement Fund	Like for like replacement
0001-1300 Fire Department	1219	Chevrolet Tahoe	32,000	40,000		Vehicle Equipment Replacement Fund	Like for like replacement
0001-1300 Fire Department	1220	Chevrolet Silverado Pickup	32,000	40,000		Vehicle Equipment Replacement Fund	Like for like replacement
Fire Department Total			\$ 2,507,000	\$ 2,545,000			
0001-1450 Parks Operations	1029	Ford F-250	34,850	24,850		Vehicle Equipment Replacement Fund	Like for like replacement
Parks Operations Total			\$ 34,850	\$ 24,850			
0001-1500 Community Development	1023	F-150	30,000	19,745		Vehicle Equipment Replacement Fund	Like for like replacement
Community Development Total			\$ 30,000	\$ 19,745			
0001-1540 Streets	0620	CV713 Dump Truck	85,421	85,421		Vehicle Equipment Replacement Fund	Like for like replacement
0001-1540 Streets	0827	Ford F-450	39,043	38,034		Vehicle Equipment Replacement Fund	Like for like replacement
Streets Total			\$ 124,464	\$ 123,455			
0001-1560 Sign Maintenance	0721	Ford F-450	36,959	36,959		Vehicle Equipment Replacement Fund	Like for like replacement
Sign Maintenance Total			\$ 36,959	\$ 36,959			
Grand Total			\$ 3,367,895	\$ 3,282,925			

CITY OF CONROE
FY 2019-2020
0003-0000

BUDGET LINE ITEMS

FUND: VEHICLE & EQUIPMENT REPLACEMENT		DEPARTMENT: OTHER FUNDS		DIVISION: REVENUES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6200 Proceeds of Capital Leases	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
6010 Interest on Investments	\$54,610	\$26,303	\$95,365	\$72,218	\$0	\$72,218
INVESTMENT INCOME SUBTOTAL	\$54,610	\$26,303	\$95,365	\$72,218	\$0	\$72,218
6015 FMV Adjustment - Investments	\$199	\$0	\$0	\$0	\$0	\$0
NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL	\$199	\$0	\$0	\$0	\$0	\$0
6036 Sales of Cap. Assets	\$298,752	\$0	\$52,628	\$0	\$0	\$0
6060 Unanticipated Revenues	\$1,323	\$0	\$0	\$0	\$0	\$0
6110 Insurance Proceeds	\$1,411	\$0	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$0	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS REVENUE SUBTOTAL	\$301,486	\$0	\$52,628	\$0	\$0	\$0
6550 Transfer In	\$2,785,783	\$216,677	\$2,927,327	\$225,823	\$0	\$225,823
TRANSFERS IN SUBTOTAL	\$2,785,783	\$216,677	\$2,927,327	\$225,823	\$0	\$225,823
TOTAL 0003-0000	\$3,142,078	\$242,980	\$3,075,320	\$298,041	\$0	\$298,041



CITY OF CONROE
FY 2019-2020
0003-3010

BUDGET LINE ITEMS

FUND: VEHICLE & EQUIPMENT REPLACEMENT		DEPARTMENT: VEHICLE & EQUIPMENT REPLACEMENT		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7170 Vehicle Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$1,617	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$1,617	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$156,790	\$185,700	\$185,700	\$185,700	\$0	\$185,700
8060 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$156,790	\$185,700	\$185,700	\$185,700	\$0	\$185,700
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$37,828	\$580,557	\$301,480	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$655,575	\$604,921	\$917,745	\$3,282,925	\$0	\$3,282,925
CAPITAL OUTLAY SUBTOTAL	\$693,403	\$1,185,478	\$1,219,225	\$3,282,925	\$0	\$3,282,925
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS OUT SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0003-3010	\$851,810	\$1,371,178	\$1,404,925	\$3,468,625	\$0	\$3,468,625





(This page intentionally left blank.)



WATER AND SEWER VEHICLE AND EQUIPMENT REPLACEMENT FUND



FY 19-20 Budget Summary

Water and Sewer

Vehicle and Equipment Replacement Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Working Capital:		\$ 1,633,862	\$ 1,633,862	\$ 1,942,985	\$ -	\$ 1,942,985	\$ -	0.0%
Water & Sewer VERF Revenues:								
Revenues	\$ 366,792	\$ 304,579	\$ 334,618	\$ 25,440	\$ -	\$ 25,440	\$ (279,139)	-91.6%
Total Revenues	\$ 366,792	\$ 304,579	\$ 334,618	\$ 25,440	\$ -	\$ 25,440	\$ (279,139)	-91.6%
Total Resources:	\$ 366,792	\$ 1,938,441	\$ 1,968,480	\$ 1,968,425	\$ -	\$ 1,968,425	\$ (279,139)	-14.4%
Water & Sewer VERF Expenditures:								
Capital	\$ 288,130	\$ 23,948	\$ 25,495	\$ 476,607	\$ -	\$ 476,607	\$ 452,659	1890.2%
Total Expenditures	\$ 288,130	\$ 23,948	\$ 25,495	\$ 476,607	\$ -	\$ 476,607	\$ 452,659	1890.2%
New Fund Balance:		\$ 1,914,493	\$ 1,942,985	\$ 1,491,818		\$ 1,491,818		

Breakdown of Transfer In:

W&S Operating Fund	\$ -
Total	\$ -



FY 19-20 Supplemental Requests

Water Sewer Vehicle Equipment Replacement Fund

Department/Division	Replacing Unit	Supplemental Request Title	Total Requested Amount	Approved VERF Funding	Type	Notes
0002-2800 Utility Billing	0923	2019 Chevy Silverado	\$ 34,000	\$ 34,926	Vehicle Equipment Replacement Fund	Upgrade cost approved
0002-2800 Utility Billing	1218	2019 Chevy Silverado	34,000	15,198	Vehicle Equipment Replacement Fund	Upgrade cost approved
Utility Billing Total			\$ 68,000	\$ 50,124		
0002-2820 Water	T0319	UD	8,795	8,795	Vehicle Equipment Replacement Fund	Like for like replacement
Water Total			\$ 8,795	\$ 8,795		
0002-2882 Sewer	0540	Ford F-450	29,491	29,491	Vehicle Equipment Replacement Fund	Like for like replacement
0002-2882 Sewer	1032	Ford F-450	37,566	37,566	Vehicle Equipment Replacement Fund	Like for like replacement
0002-2882 Sewer	1134	Ford F-450	45,242	45,242	Vehicle Equipment Replacement Fund	Like for like replacement
0002-2882 Sewer	1123 & E1025	Freightliner	305,389	305,389	Vehicle Equipment Replacement Fund	Like for like replacement
Sewer Total			\$ 417,688	\$ 417,688		
Grand Total			\$ 494,483	\$ 476,607		

CITY OF CONROE
FY 2019-2020
0045-0000

BUDGET LINE ITEMS

FUND: WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$23,649	\$13,101	\$43,140	\$25,440	\$0	\$25,440
INVESTMENT INCOME SUBTOTAL	\$23,649	\$13,101	\$43,140	\$25,440	\$0	\$25,440
6015 FMV Adjustment - Investments	\$0	\$0	\$0	\$0	\$0	\$0
NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
6036 Sales of Cap. Assets	\$0	\$0	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$1,587	\$0	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$0	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS REVENUE SUBTOTAL	\$1,587	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$341,556	\$291,478	\$291,478	\$0	\$0	\$0
TRANSFERS IN SUBTOTAL	\$341,556	\$291,478	\$291,478	\$0	\$0	\$0
TOTAL 0045-0000	\$366,792	\$304,579	\$334,618	\$25,440	\$0	\$25,440



CITY OF CONROE
FY 2019-2020
0045-4500

BUDGET LINE ITEMS

FUND: WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT

DEPARTMENT: WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT
EXPENDITURES

DIVISION:

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$134,801	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$153,329	\$23,948	\$25,495	\$476,607	\$0	\$476,607
CAPITAL OUTLAY SUBTOTAL	\$288,130	\$23,948	\$25,495	\$476,607	\$0	\$476,607
TOTAL 0045-4500	\$288,130	\$23,948	\$25,495	\$476,607	\$0	\$476,607





(This page intentionally left blank.)



HOTEL OCCUPANCY TAX FUND



FY 19-20 Budget Summary

Hotel Occupancy Tax Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 2,920,696	\$ 2,920,696	\$ 3,140,202	\$ -	\$ 3,140,202	\$ -	0.0%
HOT Revenues								
Revenues	\$ 1,404,396	\$ 1,487,603	\$ 1,354,042	\$ 1,237,981	\$ -	\$ 1,237,981	\$ (249,622)	-16.8%
Total Revenues	\$ 1,404,396	\$ 1,487,603	\$ 1,354,042	\$ 1,237,981	\$ -	\$ 1,237,981	\$ (249,622)	-16.8%
Total Resources:	\$ 1,404,396	\$ 4,408,299	\$ 4,274,738	\$ 4,378,183	\$ -	\$ 4,378,183	\$ (249,622)	-5.7%
HOT Expenses								
Con. & Vis. Bureau	\$ 1,072,124	\$ 1,160,121	\$ 1,134,536	\$ 1,134,518	\$ 34,417	\$ 1,168,935	\$ 8,814	0.8%
Total Expenditures	\$ 1,072,124	\$ 1,160,121	\$ 1,134,536	\$ 1,134,518	\$ 34,417	\$ 1,168,935	\$ 8,814	0.8%
New Fund Balance:		\$ 3,248,178	\$ 3,140,202	\$ 3,243,665		\$ 3,209,248		

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -



FY19-20 Supplemental Requests Hot Occupancy Tax (CVB) Fund

Department/Division	ID	Dept. Rank	Supplemental Request Title	Requested Amount ¹	FY 18-19 Purchase ²	FY 19-20 Approved ³	Type
0004-4010 Hot Occupancy Tax (CVB)	5510	0	2019 Compensation Study Effective Oct 1, 2019	\$ 3,943	\$ -	\$ 3,943	Enhanced Program
0004-4010 Hot Occupancy Tax (CVB)	5511	0	Step / Merit Increases	5,474	-	5,474	Enhanced Program
0004-4010 Hot Occupancy Tax (CVB)	4469	1	Increase Special Event Grant Funds	25,000	-	25,000	New Program
0004-4010 Hot Occupancy Tax (CVB)	4497	2	Health Dental Vision Insurance Increase	-	-	-	Non-discretionary Adjustment
Hot Occupancy Tax (CVB) Total				\$ 34,417	\$ -	\$ 34,417	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 18-19 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. FY 19-20 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY18-19 Purchase or FY 19-20 Approved columns, then the supplemental request was not approved

CITY OF CONROE
FY 2019-2020
0004-0000

BUDGET LINE ITEMS

FUND: HOTEL OCCUPANCY TAX

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
4050 Hotel Occupancy Tax	\$1,365,057	\$1,487,603	\$1,295,348	\$1,179,287	\$0	\$1,179,287
OTHER TAXES SUBTOTAL	\$1,365,057	\$1,487,603	\$1,295,348	\$1,179,287	\$0	\$1,179,287
5150 Service Charges	\$0	\$0	\$0	\$0	\$0	\$0
CHARGES FOR SALES AND SERVICES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
6010 Interest on Investments	\$38,332	\$0	\$58,694	\$58,694	\$0	\$58,694
INVESTMENT INCOME SUBTOTAL	\$38,332	\$0	\$58,694	\$58,694	\$0	\$58,694
6060 Unanticipated Revenues	\$863	\$0	\$0	\$0	\$0	\$0
6080 Donations	\$0	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS REVENUE SUBTOTAL	\$863	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$144	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN SUBTOTAL	\$144	\$0	\$0	\$0	\$0	\$0
TOTAL 0004-0000	\$1,404,396	\$1,487,603	\$1,354,042	\$1,237,981	\$0	\$1,237,981



Convention & Visitors Bureau



The Conroe Convention and Visitors Bureau (CVB) 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 is responsible for the overall strategic marketing and business development plan and the direction of comprehensive public relations and advertising and marketing programs which provide hotel and Convention Center facility utilization and attract and develop visitors to other City of Conroe venues, facilities, attractions, and events.



Convention & Visitors Bureau

Accomplishments FY 2018-2019

- ✓ Earned the designation of “Texas Music Friendly Community” by the Texas Music Office, Office of the Governor
- ✓ Created a Conroe Music Advisory Committee (CMAC) which meets monthly
- ✓ Surpassed 12,000 followers on social media
- ✓ Partnered with Texas Renaissance Festival for packages utilizing Conroe hotels
- ✓ Combined and streamlined the Grant Process – using Hotel Occupancy Tax and granted funds to 23 different events (3 of which were new to Conroe)
- ✓ Utilized Destinations International Economic Impact Calculator to determine the ROI of events held in Conroe
- ✓ Utilized Crowdriff software to expand CVB photo library through user generated content
- ✓ Promoted Conroe Wedding Planner as a wedding destination – both in print and online
- ✓ Revamped Visitor Guide – added pages, increased content, increased number printed to 70,000 annually – and sold ads to cover majority of costs
- ✓ Joined forces with ‘Houston & Beyond’ group to market Conroe
- ✓ Hosted bi-monthly Hotel meetings for a more unified sales effort
- ✓ Launched the very successful Visit Conroe GeoTour

Goals & Objectives FY 2019-2020

- ❑ Achieve the Texas Film Friendly Designation
- ❑ Complete the Destination Marketing Accreditation Program through Destinations International
- ❑ Create and implement an updated Marketing Plan for Fishing in Conroe
- ❑ Create and implement a complete Birding Marketing Plan for Conroe – partnering with other areas of the state
- ❑ Increase visitation to and visitor spending in Conroe measured by hotel data
- ❑ Create a Visit Conroe YouTube Channel with a minimum of one show a month
- ❑ Work with the Conroe Music Advisory Council to streamline event
- ❑ Work with the Conroe Downtown Area Association to create a timeline and strategic plan to work through the Downtown Development Plan for the City of Conroe



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

	<u>Actual</u> <u>2016-2017</u>	<u>Actual</u> <u>2017-2018</u>	<u>Estimated</u> <u>2018-2019</u>	<u>Budgeted</u> <u>2019-2020</u>
PERSONNEL SERVICES				
Convention & Visitors Bureau Manager	1	1	1	1
Marketing Manager	0	1	1	1
Visitor Service Manager	0	0	1	1
Tourism Coordinator	3	2	1	1
TOTAL FULL TIME	4	4	4	4

	<u>Actual</u> <u>2016-2017</u>	<u>Actual</u> <u>2017-2018</u>	<u>Estimated</u> <u>2018-2019</u>	<u>Budgeted</u> <u>2019-2020</u>
PERFORMANCE MEASURES				
Marketing & Communications				
Website Traffic	147	39,415	80,000	100,000
Website Page Views	611	138,644	160,000	200,000
Social Media Followers (Facebook, Twitter, Instagram, etc.)		16,319	18,000	20,000
Enewsletter Subscriptions		6,995	10,000	15,000
Travel Writer/Blogger Articles		8	10	15
Media Leads Generated		8	10	20
Visitor Servicing				
Visitor Guides Distributed	41,338	50,000	60,000	70,000
Email/Web Downloads of Guides	94	1,638	2,000	2,500
Number of Events Serviced		23	35	40
Event Attendees Serviced		48,500	60,000	70,000
Meeting and Event Sales				
Number of Generated Hotel Leads		3	9	12
Hotel Room Nights Booked		250	1,050	1,800
Tradeshows attended		10	11	12
Number of potential leads at tradeshows		985	1,055	2,500
Continuing Education				
Industry Conventions/Seminars	28	8	11	14



CITY OF CONROE
FY 2019-2020
0004-4010

BUDGET LINE ITEMS

FUND: HOTEL OCCUPANCY TAX

DEPARTMENT: CONVENTION & VISITORS BUREAU

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$251,300	\$223,018	\$195,389	\$220,504	\$7,498	\$228,002
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$5,250	\$2,000	\$4,060	\$1,785	\$0	\$1,785
7025 Social Security	\$18,660	\$17,214	\$14,866	\$17,022	\$573	\$17,595
7030 Retirement & Pension	\$42,384	\$36,550	\$32,710	\$35,647	\$1,234	\$36,881
7035 Workers Compensation	\$605	\$462	\$699	\$1,891	\$112	\$2,003
7040 Employee Insurance	\$81,383	\$83,315	\$87,215	\$67,524	\$0	\$67,524
PERSONNEL SERVICES SUBTOTAL	\$399,582	\$362,559	\$334,939	\$344,373	\$9,417	\$353,790
7110 Office Supplies	\$20,681	\$19,850	\$19,850	\$19,850	\$0	\$19,850
7160 Vehicle Operations	\$1,023	\$0	\$259	\$0	\$0	\$0
7170 Vehicle Repairs	\$289	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$414	\$500	\$500	\$500	\$0	\$500
7254 Machinery & Equipment <\$5,000	\$300	\$0	\$120	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$22,707	\$20,350	\$20,729	\$20,350	\$0	\$20,350
8010 Utilities	\$3,473	\$2,050	\$2,050	\$2,050	\$0	\$2,050
8050 Travel & Training	\$34,108	\$32,465	\$36,500	\$66,753	\$0	\$66,753
8060 Contract Services	\$612,254	\$742,697	\$740,318	\$700,992	\$25,000	\$725,992
CONTRACTUAL SUBTOTAL	\$649,835	\$777,212	\$778,868	\$769,795	\$25,000	\$794,795
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS OUT SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0004-4010	\$1,072,124	\$1,160,121	\$1,134,536	\$1,134,518	\$34,417	\$1,168,935



CITY OF CONROE
FY 2019-2020
0004-4010

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5510	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$3,139
				7025 SOCIAL SECURITY	\$240
				7030 RETIREMENT & PENSION	\$517
				7035 WORKERS COMPENSATION	\$47
				Request Total	\$3,943
5511	0	Step / Merit Increases	Enhanced Program	7010 SALARIES	\$4,359
				7025 SOCIAL SECURITY	\$333
				7030 RETIREMENT & PENSION	\$717
				7035 WORKERS COMPENSATION	\$65
				Request Total	\$5,474
4469	1	Increase Special Event Grant Funds	New Program	8060 CONTRACT SERVICES	\$25,000
				Request Total	\$25,000
3 Requests			Total for 0004-4010		\$34,417





(This page intentionally left blank.)



COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT FUND



FY 19-20 Budget Summary

Community Development Block Grant Entitlement Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ 49	\$ -	\$ 49	\$ -	N/A
CDBG Entitlement Fund Revenues:								
Revenues	\$ 487,902	\$ 632,204	\$ 632,204	\$ 614,280	\$ -	\$ 614,280	\$ (17,924)	-2.8%
Total Revenues	\$ 487,902	\$ 632,204	\$ 632,204	\$ 614,280	\$ -	\$ 614,280	\$ (17,924)	-2.8%
Total Resources:	\$ 487,902	\$ 632,204	\$ 632,204	\$ 614,329	\$ -	\$ 614,329	\$ (17,924)	-2.8%
CDBG Entitlement Fund Expenditures:								
CDBG	\$ 490,716	\$ 632,204	\$ 632,155	\$ 614,264	\$ -	\$ 614,264	\$ (17,940)	-2.8%
Total Expenditures	\$ 490,716	\$ 632,204	\$ 632,155	\$ 614,264	\$ -	\$ 614,264	\$ (17,940)	-2.8%
New Fund Balance:	\$ -	\$ -	\$ 49	\$ 65		\$ 65		

Breakdown of Transfer Out:

General Fund	\$ 108,500
Total	\$ 108,500



CITY OF CONROE
FY 2019-2020
0024-0000

BUDGET LINE ITEMS

FUND: COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6106 Intergovernmental - Local	\$487,902	\$632,204	\$632,204	\$614,280	\$0	\$614,280
INTERGOVERNMENTAL SUBTOTAL	\$487,902	\$632,204	\$632,204	\$614,280	\$0	\$614,280
6010 Interest on Investments	\$0	\$0	\$0	\$0	\$0	\$0
INVESTMENT INCOME SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0024-0000	\$487,902	\$632,204	\$632,204	\$614,280	\$0	\$614,280



CITY OF CONROE
FY 2019-2020
0024-2400

BUDGET LINE ITEMS

FUND: COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT

DEPARTMENT: CDBG OPERATIONS

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7200 Operating Supplies	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8030 Legal Services	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	(\$250)	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$52,898	\$352,475	\$350,724	\$352,475	\$0	\$352,475
CONTRACTUAL SUBTOTAL	\$52,648	\$352,475	\$350,724	\$352,475	\$0	\$352,475
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$283,236	\$126,440	\$126,431	\$108,500	\$0	\$108,500
TRANSFERS OUT SUBTOTAL	\$283,236	\$126,440	\$126,431	\$108,500	\$0	\$108,500
9601 Sec 108 Principal	\$118,000	\$123,000	\$113,000	\$123,000	\$0	\$123,000
9611 Sec 108 Interest	\$36,832	\$30,289	\$42,000	\$30,289	\$0	\$30,289
DEBT SERVICE SUBTOTAL	\$154,832	\$153,289	\$155,000	\$153,289	\$0	\$153,289
TOTAL 0024-2400	\$490,716	\$632,204	\$632,155	\$614,264	\$0	\$614,264



FACILITIES MANAGEMENT FUND



FY 19-20 Budget Summary

Facilities Management Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 26,460	\$ 26,460	\$ 161,052	\$ -	\$ 161,052	\$ -	0.0%
Facilities Management Fund Revenues:								
Revenues	\$ 521,208	\$ 1,164,422	\$ 1,707,054	\$ 1,170,522	\$ -	\$ 1,170,522	\$ 6,100	0.5%
Total Revenues	\$ 521,208	\$ 1,164,422	\$ 1,707,054	\$ 1,170,522	\$ -	\$ 1,170,522	\$ 6,100	0.5%
Total Resources:	\$ 521,208	\$ 1,190,882	\$ 1,733,514	\$ 1,331,574	\$ -	\$ 1,331,574	\$ 6,100	0.5%
Facilities Management Fund Expenditures:								
Facilities Management	\$ 707,755	\$ 1,170,459	\$ 1,572,462	\$ 611,144	\$ 557,668	\$ 1,168,812	\$ (1,647)	-0.1%
Total Expenditures	\$ 707,755	\$ 1,170,459	\$ 1,572,462	\$ 611,144	\$ 557,668	\$ 1,168,812	\$ (1,647)	-0.1%
New Fund Balance:		\$ 20,423	\$ 161,052	\$ 720,430		\$ 162,762		

Breakdown of Transfer In:

General Fund	\$ 765,250
Water and Sewer Operating Fund	91,750
Total	\$ 857,000

Breakdown of Transfer Out:

Vehicle & Equipment Fund	\$ 2,619
Total	\$ 2,619



FY19-20 Supplemental Requests Facilities Management Fund

Department/Division		Dept. ID	Rank	Supplemental Request Title	Requested Amount ¹	FY 18-19 Purchase ²	FY 19-20 Approved ³	Type
0025-2500	Facilities Management	5515	1	300 Old Montgomery Road Foundation Repair	\$ 800,000	\$ -	\$ 400,000	Non-discretionary Adjustment
0025-2500	Facilities Management	5512	2	Step / Merit Increases	1,198	-	1,198	Enhanced Program
0025-2500	Facilities Management	404	3	Increased Utility Costs	45,000	-	45,000	Enhanced Program
0025-2500	Facilities Management	4486	4	Maintenance Technician	65,270	-	65,270	New Personnel
0025-2500	Facilities Management	4500	5	Health Dental Vision Insurance Increase	-	-	-	Non-discretionary Adjustment
0025-2500	Facilities Management	2891	6	Security Maintenance Agreement	4,000	-	4,000	Non-discretionary Adjustment
0025-2500	Facilities Management	4484	7	Pressure Washing Mold Removal Exterior Of Tower	15,000	-	15,000	New Program
0025-2500	Facilities Management	4489	8	Owen Theater Lighting Upgrades	10,000	-	10,000	Enhanced Program
0025-2500	Facilities Management	171	9	Security Camera South West Lobby	9,200	-	9,200	New Equipment
0025-2500	Facilities Management	2383	10	Repaint Interior City Hall Parking Garage	8,000	-	8,000	Replacement Equipment
Facilities Management Total					\$ 957,668	\$ -	\$ 557,668	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 18-19 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. FY 19-20 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY18-19 Purchase or FY 19-20 Approved columns, then the supplemental request was not approved.

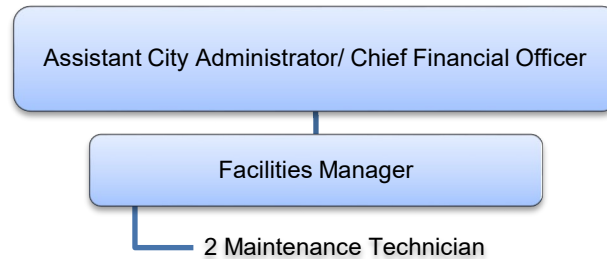
CITY OF CONROE
FY 2019-2020
0025-0000

BUDGET LINE ITEMS

FUND: FACILITIES MANAGEMENT		DEPARTMENT: OTHER FUNDS		DIVISION: REVENUES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
5150 Service Charges	\$0	\$0	\$0	\$0	\$0	\$0
CHARGES FOR SALES AND SERVICES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
6106 Intergovernmental - Local	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
6010 Interest on Investments	\$301	\$0	\$0	\$0	\$0	\$0
INVESTMENT INCOME SUBTOTAL	\$301	\$0	\$0	\$0	\$0	\$0
6030 Lease Income	\$265,167	\$307,850	\$309,772	\$313,522	\$0	\$313,522
6050 Recreational	\$0	\$0	\$0	\$0	\$0	\$0
6060 Unanticipated Revenues	\$0	\$0	\$0	\$0	\$0	\$0
6110 Insurance Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$0	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS REVENUE SUBTOTAL	\$265,167	\$307,850	\$309,772	\$313,522	\$0	\$313,522
6550 Transfer In	\$255,740	\$856,572	\$1,397,282	\$857,000	\$0	\$857,000
TRANSFERS IN SUBTOTAL	\$255,740	\$856,572	\$1,397,282	\$857,000	\$0	\$857,000
TOTAL 0025-0000	\$521,208	\$1,164,422	\$1,707,054	\$1,170,522	\$0	\$1,170,522



Facilities Management



Facilities Management is responsible for managing the 58,000+ square foot Conroe Tower office center located in the heart of downtown Conroe. Almost all of the City's administrative offices are in the building, occupying just over 40,000 square feet of the space. Most city business is conducted there. The remainder of the space is leased as professional office suites to 14 tenants. The tenants provide enough income to offset approximately one half of the building's operating costs. The "Top of the Tower" is a meeting room/banquet facility located on the sixth floor of the Conroe Tower. The 2,700 square feet space offers a spectacular panoramic view of Conroe and is ideal for business meetings, training sessions, receptions, and banquets. The Facilities Manager also manages maintenance for the Madeley Building, Owen Theatre, and the old Police/Municipal Court Complex, in addition to preparing new lease contracts and management of six (6) cell towers located around Montgomery County.



Facilities Management

Accomplishments for FY 2018-2019

- ✓ Maintained 100% occupancy level in the Conroe Tower
- ✓ Maintained ice machine and soda fountain located in 1st floor break room
- ✓ Updated paint on the exterior of Council Chambers and lobby hallways at City Hall
- ✓ Performed regular maintenance at the Owen Theatre, Madeley Building, and the old Police/Municipal Court Complex
- ✓ New A/V equipment for Council conference room
- ✓ New carpet in 6th floor banquet room
- ✓ Replaced roof at old Police/Municipal Court Complex
- ✓ Began renovations of interior and exterior of the old Police/Municipal Court Complex
- ✓ Repaired beams at Owen Theatre
- ✓ Updated interior of Madeley Building

Goals & Objectives for FY 2019-2020

- ❑ Maintain 100% occupancy level in the Tower while providing excellent tenant/customer satisfaction
- ❑ Lease the old Police/Municipal Court Complex
- ❑ Level foundation at old Police/Municipal Court Complex
- ❑ Perform regular maintenance at City Hall, The Owen Theatre, Madeley Building, and the old Police/Municipal Court Complex
- ❑ Finish renovating exterior and interior of old Police/Municipal Court Complex
- ❑ Build fence and paint interior of Owen Theatre
- ❑ Add security cameras to Conroe Tower southwest exterior porch, lobby, and 1st floor breakroom
- ❑ Update basement parking garage



City of Conroe Facilities Management Fund

Facilities Management 0025-2500

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Maintenance Technician II	1	1	1	2
TOTAL FULL TIME	1	1	1	2

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Tower Occupancy at 100%	100%	100%	100%	100%
Number of 6th Floor Rental/Usage Information Requests	1,200	1,200	1,200	1,200
Number of 6th Floor Reservations	180	190	225	225
Number of Tower Maintenance and old PD Service Orders	500	700	700	700
Number of Specialty Service Orders (Owen Theatre-Madeley Building)	100	150	150	150

Department name was changed from Conroe Tower to Facilities Management in FY 2019-2020.



CITY OF CONROE
FY 2019-2020
0025-2500

BUDGET LINE ITEMS

FUND: FACILITIES MANAGEMENT		DEPARTMENT: FACILITIES MANAGEMENT		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$49,293	\$51,902	\$49,970	\$52,180	\$40,724	\$92,904
7020 Overtime	\$2,730	\$2,100	\$2,100	\$1,720	\$1,434	\$3,154
7025 Social Security	\$3,727	\$4,131	\$3,773	\$4,152	\$3,225	\$7,377
7030 Retirement & Pension	\$8,611	\$8,771	\$8,466	\$8,806	\$6,939	\$15,745
7035 Workers Compensation	\$1,072	\$1,318	\$1,318	\$1,325	\$433	\$1,758
7040 Employee Insurance	\$20,456	\$20,828	\$20,828	\$16,880	\$13,113	\$29,993
PERSONNEL SERVICES SUBTOTAL	\$85,889	\$89,050	\$86,455	\$85,063	\$65,868	\$150,931
7110 Office Supplies	\$0	\$225	\$225	\$225	\$0	\$225
7130 Building Supplies	\$2,024	\$3,060	\$3,060	\$3,060	\$0	\$3,060
7140 Wearing Apparel	\$362	\$360	\$360	\$360	\$600	\$960
7160 Vehicle Operations	\$3,175	\$2,100	\$2,100	\$2,100	\$0	\$2,100
7170 Vehicle Repairs	\$525	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$112	\$200	\$2,000	\$200	\$0	\$200
7200 Operating Supplies	\$33,950	\$37,000	\$37,000	\$37,000	\$0	\$37,000
7252 Improvements <\$5,000	\$23,255	\$8,500	\$8,500	\$8,500	\$8,000	\$16,500
7253 Furniture & Fixtures <\$5,000	\$0	\$5,000	\$5,000	\$5,000	\$0	\$5,000
7254 Machinery & Equipment <\$5,000	\$4,479	\$4,500	\$4,500	\$4,500	\$7,200	\$11,700
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$67,882	\$60,945	\$62,745	\$60,945	\$15,800	\$76,745
8010 Utilities	\$205,497	\$262,500	\$262,500	\$200,000	\$45,000	\$245,000
8020 Insurance and Bonds	\$732	\$800	\$800	\$800	\$0	\$800
8030 Legal Services	\$0	\$800	\$800	\$800	\$0	\$800
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$345,499	\$753,869	\$1,155,917	\$260,917	\$421,000	\$681,917
8350 Legal Newspaper Notices	\$0	\$0	\$750	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$551,728	\$1,017,969	\$1,420,767	\$462,517	\$466,000	\$928,517
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$10,000	\$10,000
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	(\$0)	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	(\$0)	\$0	\$0	\$0	\$10,000	\$10,000
8520 Transfer Out	\$2,256	\$2,495	\$2,495	\$2,619	\$0	\$2,619
TRANSFERS OUT SUBTOTAL	\$2,256	\$2,495	\$2,495	\$2,619	\$0	\$2,619
TOTAL 0025-2500	\$707,755	\$1,170,459	\$1,572,462	\$611,144	\$557,668	\$1,168,812



CITY OF CONROE
FY 2019-2020
0025-2500

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
404	0	Increased Utility Costs	Enhanced Program	8010 Utilities	\$45,000
				Request Total	\$45,000
2891	0	Security Maintenance Agreement	Non-discretionary Adjustment	8060 Contract Services	\$4,000
				Request Total	\$4,000
4484	0	Pressure Washing Mold Removal Exterior Of Tower	New Program	8060 CONTRACT SERVICES	\$15,000
				Request Total	\$15,000
5512	0	Step / Merit Increases	Enhanced Program	7010 SALARIES	\$954
				7025 SOCIAL SECURITY	\$73
				7030 RETIREMENT & PENSION	\$157
				7035 WORKERS COMPENSATION	\$14
				Request Total	\$1,198
5515	0	700 Old Montgomery Road Building Renovation	Non-discretionary Adjustment	8060 CONTRACT SERVICES	\$400,000
				Request Total	\$400,000
4486	1	Maintenance Technician	New Personnel	7010 SALARIES	\$39,770
				7020 OVERTIME	\$1,434
				7025 SOCIAL SECURITY	\$3,152
				7030 RETIREMENT & PENSION	\$6,782
				7035 WORKERS COMPENSATION	\$419
				7040 EMPLOYEE INSURANCE	\$13,113
				7140 WEARING APPAREL	\$600
				Request Total	\$65,270
4489	2	Owen Theater Lighting Upgrades	Enhanced Program	9030 IMPROVEMENTS >\$5,000	\$10,000
				Request Total	\$10,000
171	3	Security Camera South West Lobby	New Equipment	7254 Machinery & Equipment <\$5,000	\$7,200
				8060 CONTRACT SERVICES	\$2,000
				Request Total	\$9,200
2383	4	Repaint Interior City Hall Parking Garage	Replacement Equipment	7252 Improvements <\$5,000	\$8,000
				Request Total	\$8,000
9 Requests			Total for 0025-2500		\$557,668





(This page intentionally left blank.)



TRANSPORTATION GRANTS FUNDS



Transportation Grants

Section 5307 – The Federal Transit Administration (FTA) appropriates Section 5307 funds to the Conroe-The Woodlands Urbanized Area (UZA) annually. Currently, the City and The Woodlands sub-allocate these funds based on population and population density. The grant is used to reimburse Conroe Connection transit operations costs.

Section 5310 – The Federal Transit Administration (FTA) apportions Section 5310 funding to the Conroe-The Woodlands Urbanized Area (UZA) based on the UZA's population of seniors and persons with disabilities. Ninety percent of the Section 5310 funding is passed through to a sub-recipient(s) that is chosen through an annual or biannual competitive process and ten percent is used by the City to support its administration of the program. The funds are used to reimburse grant recipient's transit capital and operations costs to meet the needs of seniors and individuals with disabilities.

Safe School Access – The Houston-Galveston Area Council (H-GAC) has Safe School Access funding for construction of pedestrian infrastructure which will include: sidewalks, pedestrian signals, ramps, landscaping, driveways, curb and gutters, drainage, and other activities to support construction activities. This funding was transferred from H-GAC (Federal Highway Administration) funds to the Federal Transit Administration (FTA).

Section 5339 – The Federal Transit Administration (FTA) appropriates Section 5339 funds to the Conroe-The Woodlands UZA based on population, population density, and bus revenue miles. Funds may only be used toward capital projects which may include Capital Cost of Contracting (CCOC) and projects to replace, rehabilitate, and purchase buses and related equipment and facilities.

Congestion-Mitigation Air Quality (CMAQ) – The Houston-Galveston Area Council (H-GAC) has identified Congestion-Mitigation Air Quality (CMAQ) funds to initiate commuter bus service from Conroe to downtown Houston and the Texas Medical Center. CMAQ funds are used to pay for transportation projects that improve air quality in “non-attainment” and “maintenance” areas — those areas where the EPA considers air quality to be poor, or where there have been air quality problems in the past.

State Public Transportation – State funding is apportioned to Brazos Transit District (BTD) for the Conroe-The Woodlands UZA. Conroe and The Woodlands then sub-allocate the funds based on population and service data. The funds are used to reimburse Conroe Connection transit operational costs.

Section 5309 – The Federal Transit Administration (FTA) appropriated Section 5309 (Bus Livability) funding to be used to support construction activities related to transit access improvements in Conroe along fixed bus routes starting up in FY2013. Components include sidewalks, ADA ramps, benches, bike racks, landscaping, covered bus shelters with pads and solar lighting, and bus route signage.



		<u>Original Award</u>	<u>Actual Inception To Date 9/30/18</u>	<u>Remaining Balance</u>	<u>FY18-19 Estimated</u>	<u>FY19-20 Proposed</u>
Section 5307 Grant Funds						
201	FY13	\$ 646,832	\$ 646,832	\$ -	\$ -	\$ -
202	FY14	472,098	465,265	6,833	6,833	-
203	FY15	871,617	825,322	46,296	46,296	-
243	FY16	651,050	327,691	323,359	180,354	143,005
TBD	FY17	*	179,853	*	224,514	194,260
TBD	FY18	*	*	*	201,000	230,500
TBD	FY19	*	*	*	-	226,393
TBD	FY20	*	*	*	-	-
		<u>\$ 2,641,597</u>	<u>\$ 2,444,963</u>	<u>\$ 376,488</u>	<u>\$ 658,997</u>	<u>\$ 794,158</u>
<i>* Budgeted and expensed in General Fund until grant award is received</i>						
Section 5310 Grant Funds						
241	FY13-14	\$ 189,786	\$ 189,785	\$ 1	\$ -	\$ -
242	FY15-16	320,922	164,038	156,884	156,884	-
TBD	FY17-18	-	-	-	-	-
		<u>\$ 510,708</u>	<u>\$ 353,823</u>	<u>\$ 156,885</u>	<u>\$ 156,884</u>	<u>\$ -</u>
Safe School Access						
232		<u>\$ 1,136,000</u>	<u>\$ 650,827</u>	<u>\$ 485,173</u>	<u>\$ 485,173</u>	<u>\$ -</u>
		<u>\$ 1,136,000</u>	<u>\$ 650,827</u>	<u>\$ 485,173</u>	<u>\$ 485,173</u>	<u>\$ -</u>
H-GAC Section 5339 Grant Funds						
233	FY15 & 16	<u>\$ 126,784</u>	<u>\$ -</u>	<u>\$ 126,784</u>	<u>\$ 82,192</u>	<u>\$ 44,592</u>
		<u>\$ 126,784</u>	<u>\$ -</u>	<u>\$ 126,784</u>	<u>\$ 82,192</u>	<u>\$ 44,592</u>
Congestion-Mitigation Air Quality (CMAQ)						
TBD		<u>\$ -</u>	<u>\$ 275,767</u>	<u>\$ 620,000</u>	<u>\$ 429,314</u>	<u>\$ 429,316</u>
		<u>\$ -</u>	<u>\$ 275,767</u>	<u>\$ 620,000</u>	<u>\$ 429,314</u>	<u>\$ 429,316</u>
State Public Transportation Appropriations Funds						
253		<u>\$ 86,780</u>	<u>\$ 86,780</u>	<u>\$ -</u>	<u>\$ 86,780</u>	<u>\$ 90,666</u>
		<u>\$ 86,780</u>	<u>\$ 86,780</u>	<u>\$ -</u>	<u>\$ 86,780</u>	<u>\$ 90,666</u>
Section 5309 Bus Livability						
075 G09		<u>\$ 2,101,800</u>	<u>\$ 1,882,228</u>	<u>\$ 219,572</u>	<u>\$ -</u>	<u>\$ -</u>
		<u>\$ 2,101,800</u>	<u>\$ 1,882,228</u>	<u>\$ 219,572</u>	<u>\$ -</u>	<u>\$ -</u>
		<u>\$ 6,603,669</u>	<u>\$ 5,694,388</u>	<u>\$ 1,984,902</u>	<u>\$ 1,899,340</u>	<u>\$ 1,358,732</u>



FY 19-20 Budget Summary FY13 Section 5307 Grant Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Transportation Grant Fund Revenues:								
Revenues	\$ 2,791	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Total Revenues	\$ 2,791	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Total Resources:	\$ 2,791	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Transportation Grant Fund Expenditures:								
Transportation	\$ 2,791	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Total Expenditures	\$ 2,791	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
New Fund Balance:	\$ -	\$ -	\$ -	\$ -		\$ -		

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -



CITY OF CONROE
FY 2019-2020
0201-0000

BUDGET LINE ITEMS

FUND: FY13 SECTION 5307 GRANT (TX-90-YO49-00)

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6106 Intergovernmental	\$2,791	\$0	\$0	\$0	\$0	\$0
6108 Intergovernmental - Federal	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL SUBTOTAL	\$2,791	\$0	\$0	\$0	\$0	\$0
TOTAL 0201-0000	\$2,791	\$0	\$0	\$0	\$0	\$0



CITY OF CONROE
FY 2019-2020
0201-2110

BUDGET LINE ITEMS

FUND: FY13 SECTION 5307 GRANT (TX-90-YO49-00)

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$2,791	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$2,791	\$0	\$0	\$0	\$0	\$0
TOTAL 0201-2110	\$2,791	\$0	\$0	\$0	\$0	\$0



FY 19-20 Budget Summary FY14 Section 5307 Grant Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Transportation Grant Fund Revenues:								
Revenues	\$ 20,635	\$ 6,833	\$ 6,833	\$ -	\$ -	\$ -	\$ (6,833)	-100.0%
Total Revenues	\$ 20,635	\$ 6,833	\$ 6,833	\$ -	\$ -	\$ -	\$ (6,833)	-100.0%
Total Resources:	\$ 20,635	\$ 6,833	\$ 6,833	\$ -	\$ -	\$ -	\$ (6,833)	-100.0%
Transportation Grant Fund Expenditures:								
Transportation	\$ 20,634	\$ 6,833	\$ 6,833	\$ -	\$ -	\$ -	\$ (6,833)	-100.0%
Total Expenditures	\$ 20,634	\$ 6,833	\$ 6,833	\$ -	\$ -	\$ -	\$ (6,833)	-100.0%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -		\$ -		

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -



CITY OF CONROE
FY 2019-2020
0202-0000

BUDGET LINE ITEMS

FUND: FY14 SECTION 5307 GRANT (TX-90-YO63-00)

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6106 Intergovernmental	\$20,635	\$6,833	\$6,833	\$0	\$0	\$0
6108 Intergovernmental - Federal	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL SUBTOTAL	\$20,635	\$6,833	\$6,833	\$0	\$0	\$0
TOTAL 0202-0000	\$20,635	\$6,833	\$6,833	\$0	\$0	\$0



CITY OF CONROE
FY 2019-2020
0202-2020

BUDGET LINE ITEMS

FUND: FY14 SECTION 5307 GRANT (TX-90-YO63-00)

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7254 Machinery & Equipment <\$5,000	\$0	\$6,833	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$6,833	\$0	\$0	\$0	\$0
8060 Contract Services	\$20,634	\$0	\$6,833	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$20,634	\$0	\$6,833	\$0	\$0	\$0
TOTAL 0202-2020	\$20,634	\$6,833	\$6,833	\$0	\$0	\$0



FY 19-20 Budget Summary FY15 Section 5307 Grant Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Transportation Grant Fund Revenues:								
Revenues	\$ 195,359	\$ 46,296	\$ 46,296	\$ -	\$ -	\$ -	\$ (46,296)	-100.0%
Total Revenues	\$ 195,359	\$ 46,296	\$ 46,296	\$ -	\$ -	\$ -	\$ (46,296)	-100.0%
Total Resources:	\$ 195,359	\$ 46,296	\$ 46,296	\$ -	\$ -	\$ -	\$ (46,296)	-100.0%
Transportation Grant Fund Expenditures:								
Transportation	\$ 195,359	\$ 46,296	\$ 46,296	\$ -	\$ -	\$ -	\$ (46,296)	-100.0%
Total Expenditures	\$ 195,359	\$ 46,296	\$ 46,296	\$ -	\$ -	\$ -	\$ (46,296)	-100.0%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -		\$ -		

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -



CITY OF CONROE
FY 2019-2020
0203-0000

BUDGET LINE ITEMS

FUND: FY15 SECTION 5307 GRANT (TX-2016-049-00)

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6106 Intergovernmental	\$195,359	\$46,296	\$46,296	\$0	\$0	\$0
6108 Intergovernmental - Federal	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL SUBTOTAL	\$195,359	\$46,296	\$46,296	\$0	\$0	\$0
TOTAL 0203-0000	\$195,359	\$46,296	\$46,296	\$0	\$0	\$0



CITY OF CONROE
FY 2019-2020
0203-2311

BUDGET LINE ITEMS

FUND: FY15 SECTION 5307 GRANT (TX-2016-049-00)

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$195,359	\$46,296	\$46,296	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$195,359	\$46,296	\$46,296	\$0	\$0	\$0
TOTAL 0203-2311	\$195,359	\$46,296	\$46,296	\$0	\$0	\$0



19-20 Budget Summary

FY17 Section 5307 Grant Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 79,734	\$ 79,734	\$ -	\$ -	\$ -	\$ -	0.0%
Transportation Grant Fund Revenues:								
Revenues	\$ -	\$ 336,096	\$ -	\$ -	\$ -	\$ -	\$(336,096)	-100.0%
Total Revenues	\$ -	\$ 336,096	\$ -	\$ -	\$ -	\$ -	\$(336,096)	-100.0%
Total Resources:	\$ -	\$ 415,830	\$ 79,734	\$ -	\$ -	\$ -	\$(336,096)	-80.8%
Transportation Grant Fund Expenditures:								
Transportation	\$ -	\$ 499,762	\$ 499,762	\$ -	\$ -	\$ -	\$(499,762)	-100.0%
Total Expenditures	\$ -	\$ 499,762	\$ 499,762	\$ -	\$ -	\$ -	\$(499,762)	-100.0%
New Fund Balance:		\$ (83,932)	\$ (420,028)	\$ -		\$ -		



CITY OF CONROE
FY 2019-2020
0204-0000

BUDGET LINE ITEMS

FUND: FY17 SECTION 5307 GRANT FUND (TX-2019-019-00) DEPARTMENT: OTHER FUNDS DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6108 Intergovernmental - Federal	\$0	\$336,096	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL SUBTOTAL	\$0	\$336,096	\$0	\$0	\$0	\$0
TOTAL 0204-0000	\$0	\$336,096	\$0	\$0	\$0	\$0



CITY OF CONROE
FY 2019-2020
0204-1044

BUDGET LINE ITEMS

FUND: FY17 SECTION 5307 GRANT FUND (TX-2019-019-00)

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
8055 Transit Capital Cost of Contracting	\$0	\$34,803	\$34,803	\$0	\$0	\$0
8056 Transit Planning	\$0	\$75,833	\$75,833	\$0	\$0	\$0
8057 Transit Operating Assistance	\$0	\$128,863	\$128,863	\$0	\$0	\$0
8058 Transit ADA	\$0	\$94,903	\$94,903	\$0	\$0	\$0
8520 Transfer Out	\$0	\$165,360	\$165,360	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$0	\$499,762	\$499,762	\$0	\$0	\$0
TOTAL 0204-1044	\$0	\$499,762	\$499,762	\$0	\$0	\$0



FY 19-20 Budget Summary

Houston Galveston Area Council

Federal Transit Administration Grant Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Transportation Grant Fund Revenues:								
Revenues	\$ -	\$ 485,173	\$ 485,173	\$ -	\$ -	\$ -	\$ (485,173)	-100.0%
Total Revenues	\$ -	\$ 485,173	\$ 485,173	\$ -	\$ -	\$ -	\$ (485,173)	-100.0%
Total Resources:	\$ -	\$ 485,173	\$ 485,173	\$ -	\$ -	\$ -	\$ (485,173)	-100.0%
Transportation Grant Fund Expenditures:								
Transportation	\$ -	\$ -	\$ 485,173	\$ -	\$ -	\$ -	\$ -	N/A
Total Expenditures	\$ -	\$ -	\$ 485,173	\$ -	\$ -	\$ -	\$ -	N/A
New Fund Balance:		\$ 485,173	\$ -	\$ -		\$ -		

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -



CITY OF CONROE
FY 2019-2020
0210-0000

BUDGET LINE ITEMS

FUND: HGAC TRANSIT COMMUTER BUS SERVICE GRANT FUND DEPARTMENT: OTHER FUNDS DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6108 Intergovernmental - Federal	\$0	\$249,367	\$0	\$0	\$0	\$0
REVENUES SUBTOTAL	\$0	\$249,367	\$0	\$0	\$0	\$0
TOTAL 0210-0000	\$0	\$249,367	\$0	\$0	\$0	\$0



CITY OF CONROE
FY 2019-2020
0210-1044

BUDGET LINE ITEMS

FUND: HGAC TRANSIT COMMUTER BUS SERVICE GRANT FUND

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
8059 Transit Commuter Bus Service	\$0	\$249,367	\$249,367	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$0	\$249,367	\$249,367	\$0	\$0	\$0
TOTAL 0210-1044	\$0	\$249,367	\$249,367	\$0	\$0	\$0



FY 19-20 Budget Summary

FY15-16 Section 5339 Grant Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Transportation Grant Fund Revenues:								
Revenues	\$ -	\$ 82,192	\$ 82,192	\$ 44,592	\$ -	\$ 44,592	\$ (37,600)	-45.7%
Total Revenues	\$ -	\$ 82,192	\$ 82,192	\$ 44,592	\$ -	\$ 44,592	\$ (37,600)	-45.7%
Total Resources:	\$ -	\$ 82,192	\$ 82,192	\$ 44,592	\$ -	\$ 44,592	\$ (37,600)	-45.7%
Transportation Grant Fund Expenditures:								
Transportation	\$ -	\$ 82,192	\$ 82,192	\$ 44,592	\$ -	\$ 44,592	\$ (37,600)	-45.7%
Total Expenditures	\$ -	\$ 82,192	\$ 82,192	\$ 44,592	\$ -	\$ 44,592	\$ (37,600)	-45.7%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -		\$ -		

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -



CITY OF CONROE
FY 2019-2020
0233-0000

BUDGET LINE ITEMS

FUND: FY15-16 SECTION 5339 GRANT (TX-2017-044-00)

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6106 Intergovernmental	\$0	\$82,192	\$82,192	\$44,592	\$0	\$44,592
6108 Intergovernmental - Federal	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL SUBTOTAL	\$0	\$82,192	\$82,192	\$44,592	\$0	\$44,592
TOTAL 0233-0000	\$0	\$82,192	\$82,192	\$44,592	\$0	\$44,592



CITY OF CONROE
FY 2019-2020
0233-2330

BUDGET LINE ITEMS

FUND: FY15-16 SECTION 5339 GRANT (TX-2017-044-00)

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$0	\$82,192	\$82,192	\$44,592	\$0	\$44,592
CONTRACTUAL SUBTOTAL	\$0	\$82,192	\$82,192	\$44,592	\$0	\$44,592
TOTAL 0233-2330	\$0	\$82,192	\$82,192	\$44,592	\$0	\$44,592



FY 19-20 Budget Summary

FY13-14 Section 5310 Grant Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Transportation Grant Fund Revenues:								
Revenues	\$ 11,314	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Total Revenues	\$ 11,314	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Total Resources:	\$ 11,314	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Transportation Grant Fund Expenditures:								
Transportation	\$ 11,314	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Total Expenditures	\$ 11,314	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
New Fund Balance:	\$ -	\$ -	\$ -	\$ -		\$ -		

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -



CITY OF CONROE
FY 2019-2020
0241-0000

BUDGET LINE ITEMS

FUND: FY13-14 SECTION 5310 GRANT (TX-16-X024-00)

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6106 Intergovernmental	\$11,314	\$0	\$0	\$0	\$0	\$0
6108 Intergovernmental - Federal	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL SUBTOTAL	\$11,314	\$0	\$0	\$0	\$0	\$0
TOTAL 0241-0000	\$11,314	\$0	\$0	\$0	\$0	\$0



CITY OF CONROE
FY 2019-2020
0241-2410

BUDGET LINE ITEMS

FUND: FY13-14 SECTION 5310 GRANT (TX-16-X024-00)

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$11,314	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$11,314	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS OUT SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0241-2410	\$11,314	\$0	\$0	\$0	\$0	\$0



FY 19-20 Budget Summary

FY15-16 Section 5310 Grant Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Transportation Grant Fund Revenues:								
Revenues	\$ 131,946	\$ 156,884	\$ 156,884	\$ -	\$ -	\$ -	\$ (156,884)	-100.0%
Total Revenues	\$ 131,946	\$ 156,884	\$ 156,884	\$ -	\$ -	\$ -	\$ (156,884)	-100.0%
Total Resources:	\$ 131,946	\$ 156,884	\$ 156,884	\$ -	\$ -	\$ -	\$ (156,884)	-100.0%
Transportation Grant Fund Expenditures:								
Transportation	\$ 131,946	\$ 156,884	\$ 156,884	\$ -	\$ -	\$ -	\$ (156,884)	-100.0%
Total Expenditures	\$ 131,946	\$ 156,884	\$ 156,884	\$ -	\$ -	\$ -	\$ (156,884)	-100.0%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -		\$ -		

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -



CITY OF CONROE
FY 2019-2020
0242-0000

BUDGET LINE ITEMS

FUND: FY15-16 SECTION 5310 GRANT (TX-2017-017-00)

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6106 Intergovernmental	\$131,946	\$156,884	\$156,884	\$0	\$0	\$0
6108 Intergovernmental - Federal	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL SUBTOTAL	\$131,946	\$156,884	\$156,884	\$0	\$0	\$0
TOTAL 0242-0000	\$131,946	\$156,884	\$156,884	\$0	\$0	\$0



CITY OF CONROE
FY 2019-2020
0242-2420

BUDGET LINE ITEMS

FUND: FY15-16 SECTION 5310 GRANT (TX-2017-017-00)

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$131,946	\$156,884	\$156,884	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$131,946	\$156,884	\$156,884	\$0	\$0	\$0
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS OUT SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0242-2420	\$131,946	\$156,884	\$156,884	\$0	\$0	\$0



FY 19-20 Budget Summary FY16 Section 5307 Grant Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Transportation Grant Fund Revenues:								
Revenues	\$ 218,765	\$ 244,730	\$ 244,730	\$ 78,629	\$ -	\$ 78,629	\$ (166,101)	-67.9%
Total Revenues	\$ 218,765	\$ 244,730	\$ 244,730	\$ 78,629	\$ -	\$ 78,629	\$ (166,101)	-67.9%
Total Resources:	\$ 218,765	\$ 244,730	\$ 244,730	\$ 78,629	\$ -	\$ 78,629	\$ (166,101)	-67.9%
Transportation Grant Fund Expenditures:								
Transportation	\$ 218,765	\$ 244,730	\$ 244,730	\$ 78,629	\$ -	\$ 78,629	\$ (166,101)	-67.9%
Total Expenditures	\$ 218,765	\$ 244,730	\$ 244,730	\$ 78,629	\$ -	\$ 78,629	\$ (166,101)	-67.9%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -		\$ -		

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -



CITY OF CONROE
FY 2019-2020
0243-0000

BUDGET LINE ITEMS

FUND: FY16 SECTION 5307 GRANT (TX-2017-003-00)

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6106 Intergovernmental	\$162,575	\$244,730	\$244,730	\$78,629	\$0	\$78,629
6108 Intergovernmental - Federal	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL SUBTOTAL	\$162,575	\$244,730	\$244,730	\$78,629	\$0	\$78,629
TOTAL 0243-0000	\$162,575	\$244,730	\$244,730	\$78,629	\$0	\$78,629



CITY OF CONROE
FY 2019-2020
0243-2430

BUDGET LINE ITEMS

FUND: FY16 SECTION 5307 GRANT (TX-2017-003-00)

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$162,575	\$244,730	\$244,730	\$78,629	\$0	\$78,629
CONTRACTUAL SUBTOTAL	\$162,575	\$244,730	\$244,730	\$78,629	\$0	\$78,629
TOTAL 0243-2430	\$162,575	\$244,730	\$244,730	\$78,629	\$0	\$78,629



FY 19-20 Budget Summary

State Public Transportation Appropriations

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Transportation Grant Fund Revenues:								
Revenues	\$ 86,780	\$ 86,780	\$ 86,780	\$ 90,666	\$ -	\$ 90,666	\$ 3,886	4.5%
Total Revenues	\$ 86,780	\$ 86,780	\$ 86,780	\$ 90,666	\$ -	\$ 90,666	\$ 3,886	4.5%
Total Resources:	\$ 86,780	\$ 86,780	\$ 86,780	\$ 90,666	\$ -	\$ 90,666	\$ 3,886	4.5%
Transportation Grant Fund Expenditures:								
Transportation	\$ 86,779	\$ 86,780	\$ 86,780	\$ 90,666	\$ -	\$ 90,666	\$ 3,886	4.5%
Total Expenditures	\$ 86,779	\$ 86,780	\$ 86,780	\$ 90,666	\$ -	\$ 90,666	\$ 3,886	4.5%
New Fund Balance:	\$ -	\$ -	\$ -	\$ -		\$ -		

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -



CITY OF CONROE
FY 2019-2020
0253-0000

BUDGET LINE ITEMS

FUND: STATE PUBLIC TRANSPORTATION APPROPRIATIONS DEPARTMENT: OTHER FUNDS DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6106 Intergovernmental	\$86,780	\$86,780	\$86,780	\$90,666	\$0	\$90,666
6107 Intergovernmental - State	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL SUBTOTAL	\$86,780	\$86,780	\$86,780	\$90,666	\$0	\$90,666
TOTAL 0253-0000	\$86,780	\$86,780	\$86,780	\$90,666	\$0	\$90,666



CITY OF CONROE
FY 2019-2020
0253-2530

BUDGET LINE ITEMS

FUND: STATE PUBLIC TRANSPORTATION APPROPRIATIONS

DEPARTMENT: TRANSPORTATION GRANTS

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
8060 Contract Services	\$86,779	\$86,780	\$86,780	\$90,666	\$0	\$90,666
CONTRACTUAL SUBTOTAL	\$86,779	\$86,780	\$86,780	\$90,666	\$0	\$90,666
TOTAL 0253-2530	\$86,779	\$86,780	\$86,780	\$90,666	\$0	\$90,666





(This page intentionally left blank.)



OSCAR JOHNSON, JR. COMMUNITY CENTER FUND



FY 19-20 Budget Summary

Oscar Johnson, Jr. Community Center Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ (35,629)	\$ (35,629)	\$ 35,750	\$ -	\$ 35,750	\$ -	0.0%
OJJCC Fund Revenues:								
Revenues	\$ 1,528,220	\$ 1,276,986	\$ 1,362,488	\$ 1,376,447	\$ -	\$ 1,376,447	\$ 99,461	7.8%
Total Revenues	\$ 1,528,220	\$ 1,276,986	\$ 1,362,488	\$ 1,376,447	\$ -	\$ 1,376,447	\$ 99,461	7.8%
Total Resources:	\$ 1,528,220	\$ 1,241,357	\$ 1,326,859	\$ 1,412,197	\$ -	\$ 1,412,197	\$ 99,461	8.0%
OJJCC Fund Expenditures:								
OJJCC	\$ 1,336,975	\$ 1,276,433	\$ 1,291,109	\$ 1,206,571	\$ 83,263	\$ 1,289,834	\$ 13,401	1.0%
Total Expenditures	\$ 1,336,975	\$ 1,276,433	\$ 1,291,109	\$ 1,206,571	\$ 83,263	\$ 1,289,834	\$ 13,401	1.0%
New Fund Balance:		\$ (35,076)	\$ 35,750	\$ 205,626		\$ 122,363		



FY19-20 Supplemental Requests Oscar Johnson, Jr. Community Center Fund

Department/Division	ID	Dept. Rank	Supplemental Request Title	Requested Amount ¹	FY 18-19 Purchase ²	FY 19-20 Approved ³	Type
0030-3000 Oscar Johnson, Jr. Community Center	5508	0	Step / Merit Increases	8,284	\$ -	\$ 8,284	Enhanced Program
0030-3000 Oscar Johnson, Jr. Community Center	5509	0	2019 Compensation Study Effective Oct 1, 2019	74,979	-	74,979	Enhanced Program
0030-3000 Oscar Johnson, Jr. Community Center	4499	1	Health Dental Vision Insurance Increase	-	-	-	Non-discretionary Adjustment
Oscar Johnson Jr., Community Center Total				\$ 83,263	\$ -	\$ 83,263	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 18-19 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. FY 19-20 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY18-19 Purchase or FY 19-20 Approved columns, then the supplemental request was not approved.

CITY OF CONROE
FY 2019-2020
0030-0000

BUDGET LINE ITEMS

FUND: OSCAR JOHNSON JR COMMUNITY CENTER

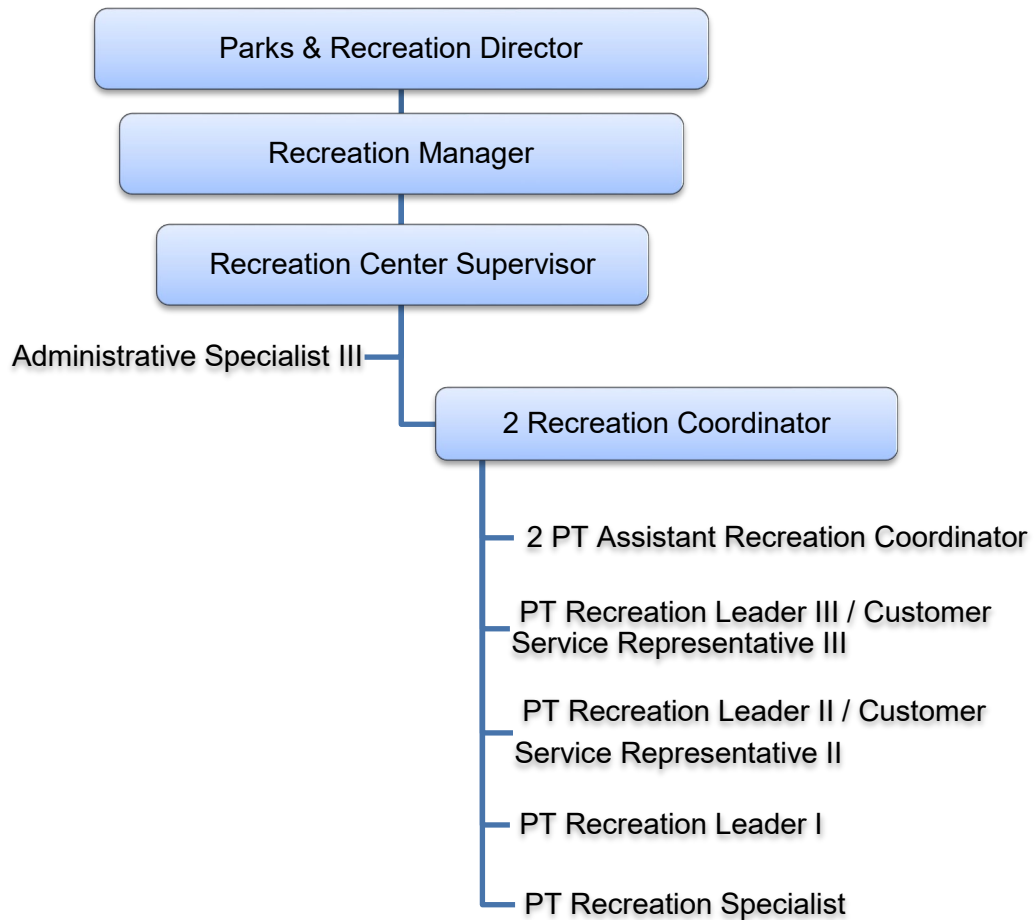
DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
5150 Service Charges	\$0	\$0	\$0	\$0	\$0	\$0
CHARGES FOR SALES AND SERVICES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
6106 Intergovernmental - Local	\$757,043	\$502,000	\$595,000	\$590,000	\$0	\$590,000
INTERGOVERNMENTAL SUBTOTAL	\$757,043	\$502,000	\$595,000	\$590,000	\$0	\$590,000
6010 Interest on Investments	\$0	\$0	\$0	\$0	\$0	\$0
INVESTMENT INCOME SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
6050 Recreational	\$26,060	\$20,947	\$36,842	\$27,679	\$0	\$27,679
6051 Parks Programs	\$735,093	\$754,039	\$722,636	\$758,768	\$0	\$758,768
6052 Parks Donations	\$6,785	\$0	\$8,010	\$0	\$0	\$0
6060 Unanticipated Revenues	(\$117)	\$0	\$0	\$0	\$0	\$0
6104 CDBG-OJCC	\$0	\$0	\$0	\$0	\$0	\$0
6110 Insurance Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
6530 Other Non-Operating Income	\$0	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS REVENUE SUBTOTAL	\$767,821	\$774,986	\$767,488	\$786,447	\$0	\$786,447
6550 Transfer In	\$3,356	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN SUBTOTAL	\$3,356	\$0	\$0	\$0	\$0	\$0
TOTAL 0030-0000	\$1,528,220	\$1,276,986	\$1,362,488	\$1,376,447	\$0	\$1,376,447



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 room, 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 before and after school recreation programs, seasonal day camps, 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 25 years.



Oscar Johnson, Jr. Community Center

Accomplishments for FY 2018-2019

- ✓ Started Before School Program with 30 participants
- ✓ Increased After School Recreation Program daily participation by 8%
- ✓ Held two family campouts
- ✓ Re-started English as a Second Language (ESL) adult education classes
- ✓ Presented educational session with Texas Parks and Wildlife at the Texas Recreation and Parks Society Regional Workshop
- ✓ Replaced parking lot lighting and entry gates
- ✓ Toured the North Richland Hills Recreation Center with staff, board members and city officials
- ✓ Collaborated with Conroe Concerned Citizens for Juneteenth event
- ✓ Started senior programs

Goals & Objectives for FY 2019-2020

- ❑ Re-start General Equivalency Degree (GED) prep course
- ❑ Initiate engineering and design phase of new facility
- ❑ Increase Before School Program participation by 10%
- ❑ Expand Teen Leadership Adventure Program for older teens
- ❑ Research collaborative opportunities for additional support activities for the After School Recreation Program
- ❑ Expand senior programs



City of Conroe
Oscar Johnson, Jr. Community Center Fund

Oscar Johnson, Jr. Community Center
0030-3000

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Recreation Center Supervisor	1	1	1	1
Administrative Specialist III	1	1	1	1
Recreation Coordinator	2	2	2	2
TOTAL FULL TIME	4	4	4	4
PT Recreation Specialist (Hours)	0	0	1,000	1,000
PT Assistant Recreation Coordinator (Hours)	2,000	2,000	2,000	2,000
PT Recreation Leader III (Hours)	11,593	11,654	13,245	13,245
PT Recreation Leader II (Hours)	42,010	41,258	35,070	35,070
PT Recreation Leader I (Hours)	2,662	4,206	4,000	4,000
PT Customer Service Representative III (Hours)	3,030	2,605	2,110	2,110
PT Customer Service Representative II (Hours)	2,334	2,211	2,200	2,200
TOTAL PART TIME HOURS	63,629	63,934	59,625	59,625

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Participants				
Rentals	6,650	7,586	7,600	7,750
Programs	100,553	93,745	98,432	100,400
Special Events	818	855	855	900
Total	108,021	102,186	106,887	109,050
Revenue				
6050 Rentals	\$ 17,927	\$ 26,060	\$ 20,947	\$ 22,000
6051 Programs	660,076	735,093	771,847	787,285
Total	\$ 678,003	\$ 761,153	\$ 792,794	\$ 809,285

2018-19 performance measures represent 5% increase in total participation and revenue.
2019-20 performance measures include a 2% increase in total participation and revenue.



CITY OF CONROE
FY 2019-2020
0030-3000

BUDGET LINE ITEMS

FUND: OSCAR JOHNSON JR COMMUNITY CENTER

DEPARTMENT: OSCAR JOHNSON JR COMMUNITY CENTER

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$263,899	\$280,937	\$264,267	\$283,714	\$66,291	\$350,005
7012 Salaries - Part Time	\$555,605	\$513,357	\$555,605	\$458,094	\$0	\$458,094
7020 Overtime	\$1,862	\$2,501	\$2,500	\$2,232	\$0	\$2,232
7025 Social Security	\$61,973	\$60,955	\$43,126	\$61,167	\$5,072	\$66,239
7030 Retirement & Pension	\$43,448	\$46,039	\$43,799	\$46,433	\$10,912	\$57,345
7035 Workers Compensation	\$9,583	\$11,431	\$11,000	\$11,685	\$988	\$12,673
7040 Employee Insurance	\$82,247	\$83,315	\$83,000	\$67,524	\$0	\$67,524
PERSONNEL SERVICES SUBTOTAL	\$1,018,617	\$998,535	\$1,003,297	\$930,849	\$83,263	\$1,014,112
7110 Office Supplies	\$5,363	\$6,000	\$5,500	\$5,500	\$0	\$5,500
7130 Building Supplies	\$2,553	\$3,000	\$3,000	\$3,000	\$0	\$3,000
7140 Wearing Apparel	\$7,684	\$7,500	\$8,000	\$8,000	\$0	\$8,000
7160 Vehicle Operations	\$10,324	\$14,000	\$12,000	\$12,000	\$0	\$12,000
7170 Vehicle Repairs	\$2,436	\$4,000	\$3,000	\$3,000	\$0	\$3,000
7180 Equipment Repairs	\$0	\$2,000	\$2,000	\$2,000	\$0	\$2,000
7200 Operating Supplies	\$34,468	\$44,643	\$46,581	\$46,581	\$0	\$46,581
7251 Buildings <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$966	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$63,794	\$81,143	\$80,081	\$80,081	\$0	\$80,081
8010 Utilities	\$34,189	\$35,000	\$35,000	\$35,000	\$0	\$35,000
8040 Leased Equipment	\$4,688	\$6,000	\$6,500	\$6,500	\$0	\$6,500
8050 Travel & Training	\$9,807	\$21,755	\$21,755	\$19,579	\$0	\$19,579
8060 Contract Services	\$205,881	\$134,000	\$134,562	\$134,562	\$0	\$134,562
CONTRACTUAL SUBTOTAL	\$254,565	\$196,755	\$197,817	\$195,641	\$0	\$195,641
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$9,914	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$9,914	\$0	\$0	\$0
TOTAL 0030-3000	\$1,336,975	\$1,276,433	\$1,291,109	\$1,206,571	\$83,263	\$1,289,834



CITY OF CONROE
FY 2019-2020
0030-3000

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5508	0	Step / Merit Increases	Enhanced Program	7010 SALARIES	\$6,595
				7025 SOCIAL SECURITY	\$505
				7030 RETIREMENT & PENSION	\$1,086
				7035 WORKERS COMPENSATION	\$98
				Request Total	\$8,284
5509	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$59,696
				7025 SOCIAL SECURITY	\$4,567
				7030 RETIREMENT & PENSION	\$9,826
				7035 WORKERS COMPENSATION	\$890
				Request Total	\$74,979
2 Requests			Total for 0030-3000		\$83,263





(This page intentionally left blank.)



MUNICIPAL COURT SPECIAL REVENUE FUNDS



Municipal Court Special Revenue Funds

Municipal Court Technology Fund (037) - A fee of \$4.00 is collected from every conviction of offense where monetary funds are collected, per the Code of Criminal Procedure 102.0172. This fund shall be used on computers, printers, scanners, ink, software, and ticket writers.

Municipal Court Building Security Fund (038) - A fee of \$3.00 is collected from every conviction of offense where monetary funds are collected, per the Code of Criminal Procedure 102.017. This fund shall be used on bailiff officer(s) housed in the court offices, metal detectors, x-ray machines, identification cards and systems, electronic locking and surveillance equipment, video conferencing systems, signage, alarms, bullet-proof material and the repair of any of the above.

Municipal Court Juvenile Case Manager Fund (039) - A fee of \$4.00 is collected from every conviction of offense where monetary funds are collected, per the Code of Criminal Procedure 102.0174. This fund is for the salary, supplies, computer and education of the Juvenile Case Coordinator. This fund can also be used for supplies in the training of juvenile offenders.

Municipal Court Efficiency Fee Fund (048) - These fines are from two sources, per Local Government Code 133.103: \$2.50 from Time Payment Fee when defendants are on a payment plan and 10% from Judicial Support Fee on every conviction of offense where monetary funds are collected.

Municipal Court Truancy Prevention Fund (049) - A fee of \$1.00 is collected on every conviction of offense where monetary funds are collected, per Article 102.015 Code of Criminal Procedure.



FY 19-20 Budget Summary

Municipal Court Technology Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ 51,473	\$ 51,473	\$ 51,473	\$ 79,973	\$ -	\$ 79,973	\$ -	\$ -
Municipal Court Technology Fund Revenues:								
Revenues	\$ 35,815	\$ 33,852	\$ 33,500	\$ 33,500	\$ -	\$ 33,500	\$ (352)	-1.0%
Total Revenues	\$ 35,815	\$ 33,852	\$ 33,500	\$ 33,500	\$ -	\$ 33,500	\$ (352)	-1.0%
Total Resources	\$ 35,815	\$ 85,325	\$ 84,973	\$ 113,473	\$ -	\$ 113,473	\$ (352)	-0.4%
Municipal Court Technology Fund Expenditures:								
0037-3700	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 20,000	\$ 25,000	\$ 20,000	400.0%
Total Exp	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 20,000	\$ 25,000	\$ 20,000	400.0%
New Fund Balance:	\$ 80,325	\$ 79,973	\$ 108,473	\$ 88,473				

Breakdown of Transfer In:

General Fund	\$ -
Total	\$ -

Breakdown of Transfer Out:

General Fund - Fund Balance	\$ -
Total	\$ -



FY19-20 Supplemental Requests Municipal Court Technology Fund

Department/Division	ID	Dept. Rank	Supplemental Request Title	Requested Amount ¹	FY 18-19 Purchase ²	FY 19-20 Approved ³	Type
0037-3700 Municipal Court Technology Fund	5516	1	Electronic Ticket Writers (12)	\$ 20,000	\$ -	\$ 20,000	Replacement Equipment
Municipal Court Technology Fund Total				\$ 20,000	\$ -	\$ 20,000	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 18-19 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. FY 19-20 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY18-19 Purchase or FY 19-20 Approved columns, then the supplemental request was not approved.

CITY OF CONROE
FY 2019-2020
0037-0000

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT TECHNOLOGY

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
5510 Traffic and Criminal Fines	\$35,745	\$33,852	\$33,500	\$33,500	\$0	\$33,500
FINES AND FORFEITURES SUBTOTAL	\$35,745	\$33,852	\$33,500	\$33,500	\$0	\$33,500
6010 Interest on Investments	\$70	\$0	\$0	\$0	\$0	\$0
INVESTMENT INCOME SUBTOTAL	\$70	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0037-0000	\$35,815	\$33,852	\$33,500	\$33,500	\$0	\$33,500



CITY OF CONROE
FY 2019-2020
0037-3700

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT TECHNOLOGY		DEPARTMENT: MUNICIPAL COURT FEES		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$2,500	\$2,500	\$2,500	\$20,000	\$22,500
SUPPLIES SUBTOTAL	\$0	\$2,500	\$2,500	\$2,500	\$20,000	\$22,500
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$2,500	\$2,500	\$2,500	\$0	\$2,500
8060 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$0	\$2,500	\$2,500	\$2,500	\$0	\$2,500
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS OUT SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0037-3700	\$0	\$5,000	\$5,000	\$5,000	\$20,000	\$25,000



CITY OF CONROE
FY 2019-2020
0037-3700

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items
5516	0	Electronic Ticket Writers (12)	Replacement Equipment	7254 MACHINERY & EQUIPMENT <\$5,000 \$20,000
Request Total				\$20,000
1 Requests			Total for 0037-3700	\$20,000



FY 19-20 Budget Summary

Municipal Court Building Security Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ 11,712	\$ 11,712	\$ 11,712	\$ 10,849	\$ -	\$ 10,849	\$ -	\$ -
Municipal Court Building Security Fund Revenues:								
Revenues	\$ 26,869	\$ 25,372	\$ 25,387	\$ 25,381	\$ -	\$ 25,381	\$ 9	0.0%
Total Revenues	\$ 26,869	\$ 25,372	\$ 25,387	\$ 25,381	\$ -	\$ 25,381	\$ 9	0.0%
Total Resources:	\$ 26,869	\$ 37,084	\$ 37,099	\$ 36,230	\$ -	\$ 36,230	\$ 9	0.0%
Municipal Court Building Security Fund Expenditures:								
0038-3800	\$ 20,000	\$ 26,250	\$ 26,250	\$ 26,250	\$ -	\$ 26,250	\$ -	0.0%
Total Exp	\$ 20,000	\$ 26,250	\$ 26,250	\$ 26,250	\$ -	\$ 26,250	\$ -	0.0%
New Fund Balance:	\$ 10,834	\$ 10,849	\$ 10,849	\$ 9,980		\$ 9,980		

Breakdown of Transfer In:

General Fund	\$ -
Total	\$ -

Breakdown of Transfer Out:

General Fund - Fund Balance	\$ -
General Fund - Personnel costs	20,000
Total	\$ 20,000



CITY OF CONROE
FY 2019-2020
0038-0000

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT BUILDING SECURITY

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
5510 Traffic and Criminal Fines	\$26,833	\$25,372	\$25,381	\$25,381	\$0	\$25,381
FINES AND FORFEITURES SUBTOTAL	\$26,833	\$25,372	\$25,381	\$25,381	\$0	\$25,381
6010 Interest on Investments	\$36	\$0	\$6	\$0	\$0	\$0
INVESTMENT INCOME SUBTOTAL	\$36	\$0	\$6	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0038-0000	\$26,869	\$25,372	\$25,387	\$25,381	\$0	\$25,381



CITY OF CONROE
FY 2019-2020
0038-3800

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT BUILDING SECURITY

DEPARTMENT: MUNICIPAL COURT FEES

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$150	\$150	\$150	\$0	\$150
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$150	\$150	\$150	\$0	\$150
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$4,100	\$4,100	\$4,100	\$0	\$4,100
8060 Contract Services	\$0	\$2,000	\$2,000	\$2,000	\$0	\$2,000
CONTRACTUAL SUBTOTAL	\$0	\$6,100	\$6,100	\$6,100	\$0	\$6,100
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$20,000	\$20,000	\$20,000	\$20,000	\$0	\$20,000
TRANSFERS OUT SUBTOTAL	\$20,000	\$20,000	\$20,000	\$20,000	\$0	\$20,000
TOTAL 0038-3800	\$20,000	\$26,250	\$26,250	\$26,250	\$0	\$26,250



FY 19-20 Budget Summary

Municipal Court Juvenile Case Manager Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ 14,520	\$ 14,520	\$ 8,072	\$ -	\$ 8,072	\$ -	\$ -	\$ -
Municipal Court Juvenile Case Manager Fund Revenues:								
Revenues	\$ 35,698	\$ 33,800	\$ 34,952	\$ 34,952	\$ -	\$ 34,952	\$ 1,152	3.4%
Total Revenues	\$ 35,698	\$ 33,800	\$ 34,952	\$ 34,952	\$ -	\$ 34,952	\$ 1,152	3.4%
Total Resources	\$ 35,698	\$ 48,320	\$ 49,472	\$ 43,024	\$ -	\$ 43,024	\$ 1,152	2.4%
Municipal Court Juvenile Case Manager Fund Expenditures:								
0039-3900	\$ 41,502	\$ 42,987	\$ 41,400	\$ 42,987	\$ -	\$ 42,987	\$ -	0.0%
Total Exp	\$ 41,502	\$ 42,987	\$ 41,400	\$ 42,987	\$ -	\$ 42,987	\$ -	0.0%
New Fund Balance:	\$ 5,333	\$ 8,072	\$ 37	\$ 37		\$ 37		

Breakdown of Transfer In:

General Fund - Fund Balance	\$ -
Total	\$ -

Breakdown of Transfer Out:

General Fund - Personnel Costs	\$ 40,237
Total	\$ 40,237



CITY OF CONROE
FY 2019-2020
0039-0000

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT JUVENILE CASE MANAGER DEPARTMENT: OTHER FUNDS DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
5510 Traffic and Criminal Fines	\$35,621	\$33,800	\$34,952	\$34,952	\$0	\$34,952
FINES AND FORFEITURES SUBTOTAL	\$35,621	\$33,800	\$34,952	\$34,952	\$0	\$34,952
6010 Interest on Investments	\$77	\$0	\$0	\$0	\$0	\$0
INVESTMENT INCOME SUBTOTAL	\$77	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0039-0000	\$35,698	\$33,800	\$34,952	\$34,952	\$0	\$34,952



CITY OF CONROE
FY 2019-2020
0039-3900

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT JUVENILE CASE MANAGER

DEPARTMENT: MUNICIPAL COURT FEES

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$1,265	\$2,750	\$2,750	\$2,750	\$0	\$2,750
8060 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$1,265	\$2,750	\$2,750	\$2,750	\$0	\$2,750
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$40,237	\$40,237	\$38,650	\$40,237	\$0	\$40,237
TRANSFERS OUT SUBTOTAL	\$40,237	\$40,237	\$38,650	\$40,237	\$0	\$40,237
TOTAL 0039-3900	\$41,502	\$42,987	\$41,400	\$42,987	\$0	\$42,987



FY 19-20 Budget Summary

Municipal Court Efficiency Fee Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ 186,819	\$ 186,819	\$ 186,819	\$ 193,835	\$ -	\$ 193,835	\$ -	\$ -
Municipal Court Efficiency Fee Fund Revenues:								
Revenues	\$ 10,526	\$ 9,728	\$ 11,016	\$ 11,016	\$ -	\$ 11,016	\$ 1,288	13.2%
Total Revenues	\$ 10,526	\$ 9,728	\$ 11,016	\$ 11,016	\$ -	\$ 11,016	\$ 1,288	13.2%
Total Resources	\$ 10,526	\$ 196,547	\$ 197,835	\$ 204,851	\$ -	\$ 204,851	\$ 1,288	0.7%
Municipal Court Efficiency Fee Fund Expenditures:								
0048-4800	\$ 750	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	\$ 4,000	\$ -	0.0%
Total Exp	\$ 750	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	\$ 4,000	\$ -	0.0%
New Fund Balance:	\$ 192,547	\$ 193,835	\$ 200,851	\$ 200,851		\$ 200,851		

Breakdown of Transfer In:

General Fund - Fund Balance	\$ -
Total	\$ -

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -



CITY OF CONROE
FY 2019-2020
0048-0000

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT EFFICIENCY FEE

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
5510 Traffic and Criminal Fines	\$10,105	\$9,728	\$11,016	\$11,016	\$0	\$11,016
FINES AND FORFEITURES SUBTOTAL	\$10,105	\$9,728	\$11,016	\$11,016	\$0	\$11,016
6010 Interest on Investments	\$421	\$0	\$0	\$0	\$0	\$0
INVESTMENT INCOME SUBTOTAL	\$421	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0048-0000	\$10,526	\$9,728	\$11,016	\$11,016	\$0	\$11,016



CITY OF CONROE
FY 2019-2020
0048-4800

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT EFFICIENCY FEE

DEPARTMENT: MUNICIPAL COURT FEES

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7110 Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$750	\$4,000	\$4,000	\$4,000	\$0	\$4,000
8060 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$750	\$4,000	\$4,000	\$4,000	\$0	\$4,000
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS OUT SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0048-4800	\$750	\$4,000	\$4,000	\$4,000	\$0	\$4,000



FY 19-20 Budget Summary

Municipal Court Truancy Prevention Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$ 21,451	\$ 21,451	\$ 21,451	\$ 32,637	\$ -	\$ 32,637	\$ -	\$ -
Municipal Court Truancy Prevention Fund Revenues:								
Revenues	\$ 17,198	\$ 16,432	\$ 16,686	\$ 16,686	\$ -	\$ 16,686	\$ 254	1.5%
Total Revenues	\$ 17,198	\$ 16,432	\$ 16,686	\$ 16,686	\$ -	\$ 16,686	\$ 254	1.5%
Total Resources:	\$ 17,198	\$ 37,883	\$ 38,137	\$ 49,323	\$ -	\$ 49,323	\$ 254	0.7%
Municipal Court Truancy Prevention Fund Expenditures:								
0049-4900	\$ 5,200	\$ 5,000	\$ 5,500	\$ 5,000	\$ -	\$ 5,000	\$ -	0.0%
Total Exp	\$ 5,200	\$ 5,000	\$ 5,500	\$ 5,000	\$ -	\$ 5,000	\$ -	0.0%
New Fund Balance:	\$ 32,883	\$ 32,637	\$ 44,323	\$ 44,323		\$ 44,323		

Breakdown of Transfer In:

General Fund - Fund Balance	\$ -
Total	\$ -

Breakdown of Transfer Out:

General Fund	\$ -
Total	\$ -



CITY OF CONROE
FY 2019-2020
0049-0000

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT TRUANCY PREVENTION

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
5510 Traffic and Criminal Fines	\$17,171	\$16,432	\$16,686	\$16,686	\$0	\$16,686
FINES AND FORFEITURES SUBTOTAL	\$17,171	\$16,432	\$16,686	\$16,686	\$0	\$16,686
6010 Interest on Investments	\$27	\$0	\$0	\$0	\$0	\$0
INVESTMENT INCOME SUBTOTAL	\$27	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0049-0000	\$17,198	\$16,432	\$16,686	\$16,686	\$0	\$16,686



CITY OF CONROE
FY 2019-2020
0049-4900

BUDGET LINE ITEMS

FUND: MUNICIPAL COURT TRUANCY PREVENTION

DEPARTMENT: MUNICIPAL COURT FEES

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7110 Office Supplies	\$233	\$0	\$0	\$0	\$0	\$0
7140 Wearing Apparel	\$0	\$0	\$0	\$0	\$0	\$0
7180 Equipment Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$4,967	\$5,000	\$5,500	\$5,000	\$0	\$5,000
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$5,200	\$5,000	\$5,500	\$5,000	\$0	\$5,000
8040 Leased Equipment	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
9030 Improvements >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9040 Furniture & Fixtures >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS OUT SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0049-4900	\$5,200	\$5,000	\$5,500	\$5,000	\$0	\$5,000





(This page intentionally left blank.)



FLEET SERVICES FUND



FY 19-20 Budget Summary

Fleet Services Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 164,867	\$ 164,867	\$ 149,761	\$ -	\$ 149,761	\$ -	0.0%
Fleet Services Fund Revenues:								
Revenues	\$ 1,932,658	\$ 1,861,574	\$ 1,943,537	\$ 2,060,769	\$ -	\$ 2,060,769	\$ 199,195	10.7%
Total Revenues	\$ 1,932,658	\$ 1,861,574	\$ 1,943,537	\$ 2,060,769	\$ -	\$ 2,060,769	\$ 199,195	10.7%
Total Resources:	\$ 1,932,658	\$ 2,026,441	\$ 2,108,404	\$ 2,210,530	\$ -	\$ 2,210,530	\$ 199,195	9.8%
Fleet Services Fund Expenditures:								
Fleet Services	\$ 2,544,791	\$ 1,862,686	\$ 1,958,643	\$ 1,833,182	\$ 140,879	\$ 1,974,061	\$ 111,375	6.0%
Total Expenditures	\$ 2,544,791	\$ 1,862,686	\$ 1,958,643	\$ 1,833,182	\$ 140,879	\$ 1,974,061	\$ 111,375	6.0%
New Fund Balance:		\$ 163,755	\$ 149,761	\$ 377,348		\$ 236,469		
30-Day Operating Reserve:						\$ 164,506		
Over/(Under):						71,963		
Breakdown of Transfer Out:								
Vehicle & Equipment Replacement Fund						\$ 7,936		
Total						\$ 7,936		



**FY19-20 Supplemental Requests
Fleet Services Fund**

Department/Division		ID	Dept. Rank	Supplemental Request Title	Requested Amount ¹	FY 18-19 Purchase ²	FY 19-20 Approved ³	Type
0052-5200	Fleet Services	4501	0	Health Dental Vision Insurance Increase	\$ -	\$ -	\$ -	Non-discretionary Adjustment
0052-5200	Fleet Services	5506	0	2019 Compensation Study Effective Oct 1, 2019	1,382	-	1,382	Enhanced Program
0052-5200	Fleet Services	5507	0	Step / Merit Increases	12,673	-	12,673	Enhanced Program
0052-5200	Fleet Services	4395	1	Fleet Management System Software/hardware Update	84,000	-	-	Enhanced Program
0052-5200	Fleet Services	3078	2	7450 Sublet Labor	126,824	-	126,824	Non-discretionary Adjustment
Fleet Services Total					\$ 224,879	\$ -	\$ 140,879	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 18-19 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. FY 19-20 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY18-19 Purchase or FY 19-20 Approved columns, then the supplemental request was not approved.

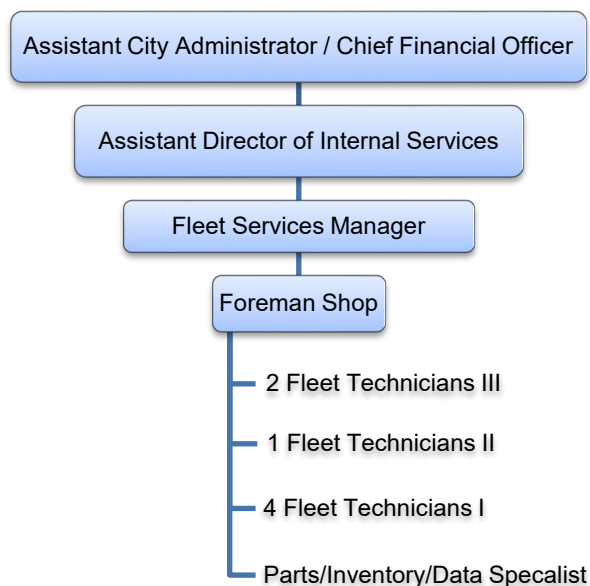
CITY OF CONROE
FY 2019-2020
0052-0000

BUDGET LINE ITEMS

FUND: FLEET SERVICES		DEPARTMENT: OTHER FUNDS		DIVISION: REVENUES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
5150 Service Charges	\$0	\$0	\$0	\$0	\$0	\$0
5151 Fuel	\$94,555	\$87,411	\$93,626	\$106,426	\$0	\$106,426
5152 Parts	\$630,699	\$655,328	\$673,790	\$671,993	\$0	\$671,993
5153 Labor	\$647,944	\$780,000	\$646,548	\$673,042	\$0	\$673,042
5154 Sublets	\$492,702	\$286,835	\$472,500	\$553,165	\$0	\$553,165
5155 Carwash	\$19,292	\$18,000	\$17,276	\$17,276	\$0	\$17,276
5156 Miscellaneous	\$38,778	\$34,000	\$38,867	\$38,867	\$0	\$38,867
6060 Unanticipated Revenues	\$35	\$0	\$0	\$0	\$0	\$0
CHARGES FOR SALES AND SERVICES SUBTOTAL	\$1,924,005	\$1,861,574	\$1,942,607	\$2,060,769	\$0	\$2,060,769
6010 Interest on Investments	\$8,653	\$0	\$930	\$0	\$0	\$0
INVESTMENT INCOME SUBTOTAL	\$8,653	\$0	\$930	\$0	\$0	\$0
6110 Insurance Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS REVENUE SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0052-0000	\$1,932,658	\$1,861,574	\$1,943,537	\$2,060,769	\$0	\$2,060,769



Fleet Services



The Fleet Services Division is an internal service fund that's responsible for managing and maintaining over 837 fleet vehicles & equipment for both internal and external customers. Fleet Services currently provides their services to the cities of Shenandoah, Willis, Panorama, Montgomery, Conroe Independent School District, and the District Attorney's office. Services include record keeping, service consultant, reporting, VEF management, monthly billing, scheduled preventive maintenance, predictive maintenance, diagnostics, repairs, safety & emission inspections, parts warehousing, title/registration, and inventory functions. In addition, Fleet Services coordinates the following sublet services: paint and body repair, engine, transmission repair/rebuild, heavy duty truck repair, hydraulic rebuilds, and glass replacement. Fleet Services staff currently holds 107 ASE/EVT/Up-Fit Certifications. We are also proud to be only one of a few government agencies in the state of Texas to be a Blue Seal Certified shop.



Fleet Services

Accomplishments for FY 2018-2019

- ✓ Placed 53rd in the “100 Best Fleets In North America”
- ✓ Placed in the top 100 of the “Leading Fleets” by Government Fleet Magazine
- ✓ Earned ASE Automotive Service Excellence Blue Seal Certification
- ✓ Continued maintenance and repairs of Fire Department equipment & vehicles
- ✓ Two Technicians received training for the up-fitting of equipment on police vehicles
- ✓ Obtained a total of 107 ASE/EVT/Up-Fit certifications
- ✓ Increased internal effectiveness based on monthly technician statistics
- ✓ Anticipated completion building of new Fleet Facility

Goals & Objectives for FY 2019-2020

- ❑ Apply for “Leading Fleets” Award
- ❑ Apply for “100 Best Fleets in North America”
- ❑ Earn ASE Automotive Service Excellent Blue Seal Certification
- ❑ Implement in-house monthly safety training for technicians
- ❑ Have two or more Fleet Technicians achieve ASE Master Certification
- ❑ Achieve more ASE/EVT/Up-Fit certifications to exceed 107 for the staff
- ❑ Reduce Fire Department sublet repairs
- ❑ Increase cross training within department



City of Conroe Fleet Services Fund

Fleet Services

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERSONNEL SERVICES				
Fleet Services Manager	1	1	1	1
Foreman Shop	1	1	1	1
Fleet Technician III	2	2	2	2
Fleet Technician II	2	2	2	1
Fleet Technician I	2	2	3	4
Parts/Inventory/Data Specialist	0	0	1	1
TOTAL FULL TIME	8	8	10	10
PT Receptionist (Hours)	1,000	1,000	0	0
TOTAL PART TIME HOURS	1,000	1,000	0	0

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PERFORMANCE MEASURES				
Fleet Summary				
Total Fleet Availability	694	728	837	837
Total Hours Downtime	2%	2%	2%	2%
Fleet Availability	98%	98%	98%	98%
Downtime Summary				
Less Than 24 Hours	93%	93%	93%	93%
24- 48 Hours	3%	3%	3%	3%
More Than 48 Hours	4%	4%	4%	4%
Labor Hour Summary				
Total Labor Hours	10,244	9,912	9,794	12,800
Non-Scheduled Hours	3%	5%	3%	5%
Scheduled Hours	97%	95%	97%	95%
Captured Parts Warranty				
Parts/labor	\$ 122,363	\$ 130,467	\$ 99,479	\$ 98,000
Number of Work Orders				
Number of Work Orders	4,128	4,300	4,347	4,300



CITY OF CONROE
FY 2019-2020
0052-5200

BUDGET LINE ITEMS

FUND: FLEET SERVICES DEPARTMENT: FLEET SERVICES DIVISION: EXPENDITURES						
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$417,002	\$543,907	\$469,408	\$543,428	\$11,191	\$554,619
7012 Salaries - Part Time	\$15,796	\$0	\$179	\$0	\$0	\$0
7020 Overtime	\$17,986	\$25,017	\$13,005	\$22,324	\$0	\$22,324
7025 Social Security	\$32,582	\$43,523	\$35,856	\$43,486	\$856	\$44,342
7030 Retirement & Pension	\$69,689	\$92,572	\$78,350	\$92,219	\$1,842	\$94,061
7035 Workers Compensation	\$7,981	\$9,848	\$9,848	\$9,426	\$166	\$9,592
7040 Employee Insurance	\$163,213	\$208,288	\$208,288	\$168,810	\$0	\$168,810
PERSONNEL SERVICES SUBTOTAL	\$724,249	\$923,155	\$814,934	\$879,693	\$14,055	\$893,748
7110 Office Supplies	\$902	\$700	\$700	\$700	\$0	\$700
7140 Wearing Apparel	\$2,894	\$3,830	\$3,830	\$3,830	\$0	\$3,830
7160 Vehicle Operations	\$5,732	\$4,000	\$4,000	\$4,000	\$0	\$4,000
7170 Vehicle Repairs	\$1,689	\$740	\$740	\$740	\$0	\$740
7180 Equipment Repairs	\$7,807	\$8,000	\$19,000	\$8,000	\$0	\$8,000
7190 Radio Repairs	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$603	\$10,097	\$10,097	\$10,097	\$0	\$10,097
7252 Improvements <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7255 Vehicles <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7301 Fleet Stock Parts	\$217,489	\$232,257	\$247,488	\$267,901	\$0	\$267,901
7400 Fleet Non-Stock Parts	\$387,335	\$337,593	\$338,416	\$316,441	\$0	\$316,441
7450 Sublet Labor	\$460,736	\$273,176	\$450,000	\$273,176	\$126,824	\$400,000
SUPPLIES SUBTOTAL	\$1,085,187	\$870,393	\$1,074,271	\$884,885	\$126,824	\$1,011,709
8010 Utilities	\$10,294	\$10,500	\$10,500	\$10,500	\$0	\$10,500
8020 Insurance and Bonds	\$0	\$0	\$0	\$0	\$0	\$0
8040 Leased Equipment	\$0	\$100	\$100	\$100	\$0	\$100
8050 Travel & Training	\$13,467	\$18,120	\$18,120	\$17,208	\$0	\$17,208
8060 Contract Services	\$27,567	\$32,360	\$32,360	\$32,360	\$0	\$32,360
8350 Legal Newspaper Notices	\$388	\$500	\$800	\$500	\$0	\$500
CONTRACTUAL SUBTOTAL	\$51,716	\$61,580	\$61,880	\$60,668	\$0	\$60,668
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
9060 Vehicles >\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$683,640	\$7,558	\$7,558	\$7,936	\$0	\$7,936
TRANSFERS OUT SUBTOTAL	\$683,640	\$7,558	\$7,558	\$7,936	\$0	\$7,936
TOTAL 0052-5200	\$2,544,791	\$1,862,686	\$1,958,643	\$1,833,182	\$140,879	\$1,974,061



CITY OF CONROE
FY 2019-2020
0052-5200

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items	
5506	0	2019 Compensation Study Effective Oct 1, 2019	Enhanced Program	7010 SALARIES	\$1,101
				7025 SOCIAL SECURITY	\$84
				7030 RETIREMENT & PENSION	\$181
				7035 WORKERS COMPENSATION	\$16
				Request Total	\$1,382
5507	0	Step / Merit Increases	Enhanced Program	7010 SALARIES	\$10,090
				7025 SOCIAL SECURITY	\$772
				7030 RETIREMENT & PENSION	\$1,661
				7035 WORKERS COMPENSATION	\$150
				Request Total	\$12,673
3078	2	7450 Sublet Labor	Non-discretionary Adjustment	7450 SUBLET LABOR	\$126,824
				Request Total	\$126,824
3 Requests			Total for 0052-5200		\$140,879





(This page intentionally left blank.)



SELF-FUNDED INSURANCE FUND



FY 19-20 Budget Summary Self-Funded Insurance Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 2,106,318	\$ 2,106,318	\$ 3,943,415	\$ -	\$ 3,943,415	\$ -	\$ -
Self Funded Insurance Fund Revenues:								
Revenues	\$ 12,109,999	\$ 12,000,576	\$ 12,523,072	\$ 10,458,293	\$ -	\$ 10,458,293	\$ (1,542,283)	-12.9%
Total Revenues	\$ 12,109,999	\$ 12,000,576	\$ 12,523,072	\$ 10,458,293	\$ -	\$ 10,458,293	\$ (1,542,283)	-12.9%
Total Resources:	\$ 12,109,999	\$ 14,106,894	\$ 14,629,390	\$ 14,401,708	\$ -	\$ 14,401,708	\$ (1,542,283)	-10.9%
Self Funded Insurance Fund Expenditures:								
SFIF	\$ 8,991,129	\$ 11,727,228	\$ 10,685,975	\$ 11,460,902	\$ -	\$ 11,460,902	\$ (266,326)	-2.3%
Total Exp	\$ 8,991,129	\$ 11,727,228	\$ 10,685,975	\$ 11,460,902	\$ -	\$ 11,460,902	\$ (266,326)	-2.3%
New Fund Balance:		\$ 2,379,666	\$ 3,943,415	\$ 2,940,806		\$ 2,940,806		



CITY OF CONROE
FY 2019-2020
0081-0000

BUDGET LINE ITEMS

FUND: SELF FUNDED INSURANCE

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
5150 Service Charges	\$12,107,437	\$12,000,576	\$12,523,072	\$10,458,293	\$0	\$10,458,293
CHARGES FOR SALES AND SERVICES SUBTOTAL	\$12,107,437	\$12,000,576	\$12,523,072	\$10,458,293	\$0	\$10,458,293
6010 Interest on Investments	\$2,562	\$0	\$0	\$0	\$0	\$0
INVESTMENT INCOME SUBTOTAL	\$2,562	\$0	\$0	\$0	\$0	\$0
6015 FMV Adjustment - Investments	\$0	\$0	\$0	\$0	\$0	\$0
NET CHANGE IN FAIR VALUE OF INVESTMENTS SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
6550 Transfer In	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL 0081-0000	\$12,109,999	\$12,000,576	\$12,523,072	\$10,458,293	\$0	\$10,458,293



Self-Funded Insurance Fund

The Self-Funded Insurance Fund is an internal service fund used to account for revenues and expenses related to services provided to parties inside the City. This fund facilitates distribution of support costs to the users of support services on a cost-reimbursement basis. The SFIF accounts for the costs of providing health, dental, and vision insurance to the City's employees, retirees, and dependents.

City Contribution Rate, per Full-Time Employee

<u>FY</u>	<u>Health</u>	<u>Dental</u>	<u>Vision</u>	<u>Total</u>	<u>% increase</u>
13-14	\$ 7,923	\$ 429	\$ 48	\$ 8,400	
14-15	\$ 8,103	\$ 429	\$ 48	\$ 8,580	2.1%
15-16	\$ 9,718	\$ 429	\$ 48	\$ 10,195	18.8%
16-17	\$ 11,043	\$ 429	\$ 48	\$ 11,520	65.2%
17-18	\$ 15,973	\$ 429	\$ 48	\$ 16,450	42.8%
18-19	\$ 16,452	\$ 429	\$ 48	\$ 16,929	2.9%
19-20	\$ 12,636	\$ 429	\$ 48	\$ 13,113	-22.5%



CITY OF CONROE
FY 2019-2020
0081-8100

BUDGET LINE ITEMS

FUND: SELF FUNDED INSURANCE		DEPARTMENT: SELF FUNDED INSURANCE		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7010 Salaries	\$0	\$0	\$0	\$0	\$0	\$0
7012 Salaries - Part Time	\$0	\$0	\$0	\$0	\$0	\$0
7020 Overtime	\$0	\$0	\$0	\$0	\$0	\$0
7025 Social Security	\$0	\$0	\$0	\$0	\$0	\$0
7030 Retirement & Pension	\$0	\$0	\$0	\$0	\$0	\$0
7035 Workers Compensation	\$0	\$0	\$0	\$0	\$0	\$0
7040 Employee Insurance	\$0	\$0	\$0	\$0	\$0	\$0
7050 Physicals	\$0	\$0	\$0	\$0	\$0	\$0
PERSONNEL SERVICES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
7200 Operating Supplies	\$0	\$0	\$0	\$0	\$0	\$0
7253 Furniture & Fixtures <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
7254 Machinery & Equipment <\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8010 Utilities	\$0	\$0	\$0	\$0	\$0	\$0
8050 Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$10,003,364	\$11,726,628	\$10,685,375	\$11,460,302	\$0	\$11,460,302
8090 OPEB Expense	(\$1,012,554)	\$0	\$0	\$0	\$0	\$0
8350 Legal Newspaper Notices	\$319	\$600	\$600	\$600	\$0	\$600
CONTRACTUAL SUBTOTAL	\$8,991,129	\$11,727,228	\$10,685,975	\$11,460,902	\$0	\$11,460,902
TOTAL 0081-8100	\$8,991,129	\$11,727,228	\$10,685,975	\$11,460,902	\$0	\$11,460,902





(This page intentionally left blank.)



LONGMIRE CREEK ESTATES PID FUND



FY 19-20 Budget Summary Longmire Creek PID Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$	(190)	\$ (190)	\$ 11,056	\$ -	\$ 11,056	\$ -	0.0%
Longmire Creek PID Revenues:								
Revenues	\$ 60,486	\$ 64,000	\$ 64,000	\$ 64,000	\$ -	\$ 64,000	\$ -	0.0%
Total Revenues	\$ 60,486	\$ 64,000	\$ 64,000	\$ 64,000	\$ -	\$ 64,000	\$ -	0.0%
Total Resources:	\$ 60,486	\$ 63,810	\$ 63,810	\$ 75,056	\$ -	\$ 75,056	\$ -	0.0%
Longmire Creek PID Expenditures:								
Longmire Creek	\$ 105,317	\$ 55,283	\$ 52,754	\$ 61,709	\$ -	\$ 61,709	\$ 6,426	11.6%
Total Expenditures	\$ 105,317	\$ 55,283	\$ 52,754	\$ 61,709	\$ -	\$ 61,709	\$ 6,426	11.6%
New Fund Balance:	\$	8,527	\$ 11,056	\$ 13,347		\$ 13,347		
Breakdown of Transfer Out:								
						\$ 56,709		
						<u>\$ 56,709</u>		



CITY OF CONROE
FY 2019-2020
0082-0000

BUDGET LINE ITEMS

FUND: LONGMIRE CREEK ESTATES PID

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$0	\$0	\$0	\$0	\$0	\$0
6020 Penalty & Interest	\$397	\$0	\$0	\$0	\$0	\$0
6075 PID Assessment Revenue	\$60,089	\$64,000	\$64,000	\$64,000	\$0	\$64,000
MISCELLANEOUS REVENUE SUBTOTAL	\$60,486	\$64,000	\$64,000	\$64,000	\$0	\$64,000
TOTAL 0082-0000	\$60,486	\$64,000	\$64,000	\$64,000	\$0	\$64,000



Longmire Creek Estates PID Fund

The Longmire Creek Estates PID Fund is a Special Revenue Fund used to account for revenues and expenditures related to the Longmire Creek Estates residential development. Revenues include collections of assessments in the Public Improvement District (PID). In FY 17-18, the City reimbursed the developer for costs of streets, drainage, detention, and water infrastructure and will finance those costs with debt payments beginning in FY 18-19 that mature in 2038. The debt payments are funded by a transfer from the Longmire Creek Estates PID Fund to the General Obligation Debt Service Fund.



CITY OF CONROE
FY 2019-2020
0082-8210

BUDGET LINE ITEMS

FUND: LONGMIRE CREEK ESTATES PID

DEPARTMENT: LONGMIRE CREEK ESTATES PID

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7200 Operating Supplies	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$7,132	\$5,000	\$5,000	\$5,000	\$0	\$5,000
CONTRACTUAL SUBTOTAL	\$7,132	\$5,000	\$5,000	\$5,000	\$0	\$5,000
9030 Improvements >\$5,000	\$98,185	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$98,185	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$50,283	\$47,754	\$56,709	\$0	\$56,709
TRANSFERS OUT SUBTOTAL	\$0	\$50,283	\$47,754	\$56,709	\$0	\$56,709
TOTAL 0082-8210	\$105,317	\$55,283	\$52,754	\$61,709	\$0	\$61,709





(This page intentionally left blank.)



WEDGEWOOD FALLS PID FUND



FY 19-20 Budget Summary Wedgewood Falls PID Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:	\$	(3,949)	\$ (3,949)	\$ 57,563	\$ -	\$ 57,563	\$ -	0.0%
Wedgewood Falls PID Revenues:								
Revenues	\$ 162,435	\$ 163,000	\$ 163,000	\$ 163,000	\$ -	\$ 163,000	\$ -	0.0%
Total Revenues	\$ 162,435	\$ 163,000	\$ 163,000	\$ 163,000	\$ -	\$ 163,000	\$ -	0.0%
Total Resources:	\$ 162,435	\$ 159,051	\$ 159,051	\$ 220,563	\$ -	\$ 220,563	\$ -	0.0%
Wedgewood Falls PID Expenditures:								
Wedgewood Falls	\$ 268,916	\$ 106,597	\$ 101,488	\$ 119,580	\$ -	\$ 119,580	\$ 12,983	12.2%
Total Expenditures	\$ 268,916	\$ 106,597	\$ 101,488	\$ 119,580	\$ -	\$ 119,580	\$ 12,983	12.2%
New Fund Balance:	\$	52,454	\$ 57,563	\$ 100,983		\$ 100,983		
Breakdown of Transfer Out:								
						\$ 114,580		
						<u>\$ 114,580</u>		



CITY OF CONROE
FY 2019-2020
0083-0000

BUDGET LINE ITEMS

FUND: WEDGEWOOD FALLS PID DEPARTMENT: OTHER FUNDS DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6010 Interest on Investments	\$0	\$0	\$0	\$0	\$0	\$0
INVESTMENT INCOME SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
6020 Penalty & Interest	\$327	\$0	\$0	\$0	\$0	\$0
6075 PID Assessment Revenue	\$162,108	\$163,000	\$163,000	\$163,000	\$0	\$163,000
MISCELLANEOUS REVENUE SUBTOTAL	\$162,435	\$163,000	\$163,000	\$163,000	\$0	\$163,000
TOTAL 0083-0000	\$162,435	\$163,000	\$163,000	\$163,000	\$0	\$163,000



Wedgewood Falls PID Fund

The Wedgewood Falls PID Fund is a Special Revenue Fund used to account for revenues and expenditures related to the Estates of Wedgewood Falls residential development. Revenues include collections of assessments in the Public Improvement District (PID) that was established by Ordinance in 2014. In FY 17-18, the City reimbursed the developer for costs of streets, drainage, water, wastewater, and parks infrastructure and will finance those costs with debt payments beginning in FY 18-19 that mature in 2038. The debt payments are funded by a transfer from the Wedgewood Falls PID Fund to the General Obligation Debt Service Fund.



CITY OF CONROE
FY 2019-2020
0083-8310

BUDGET LINE ITEMS

FUND: WEDGEWOOD FALLS PID		DEPARTMENT: WEDGEWOOD FALLS PID		DIVISION: EXPENDITURES		
	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7200 Operating Supplies	\$0	\$0	\$0	\$0	\$0	\$0
SUPPLIES SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0
8060 Contract Services	\$13,916	\$5,000	\$5,000	\$5,000	\$0	\$5,000
CONTRACTUAL SUBTOTAL	\$13,916	\$5,000	\$5,000	\$5,000	\$0	\$5,000
9030 Improvements >\$5,000	\$255,000	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$255,000	\$0	\$0	\$0	\$0	\$0
8520 Transfer Out	\$0	\$101,597	\$96,488	\$114,580	\$0	\$114,580
TRANSFERS OUT SUBTOTAL	\$0	\$101,597	\$96,488	\$114,580	\$0	\$114,580
TOTAL 0083-8310	\$268,916	\$106,597	\$101,488	\$119,580	\$0	\$119,580





(This page intentionally left blank.)



ANIMAL SHELTER RESERVE FUND



FY 19-20 Budget Summary

Animal Shelter Reserve Fund

Type	Actual FY 17-18	Amended FY 18-19	Estimate FY 18-19	Base FY 19-20	Supplemental FY 19-20	Proposed FY 19-20	Dollar + / -	Percent + / -
Beginning Fund Balance:		\$ 79,734	\$ 79,734	\$ 220,534	\$ -	\$ 220,534	\$ -	0.0%
Animal Shelter Reserve Revenues:								
Revenues	\$ 89,714	\$ 179,400	\$ 179,400	\$ 179,400	\$ -	\$ 179,400	\$ -	0.0%
Total Revenues	\$ 89,714	\$ 179,400	\$ 179,400	\$ 179,400	\$ -	\$ 179,400	\$ -	0.0%
Total Resources:	\$ 89,714	\$ 259,134	\$ 259,134	\$ 399,934	\$ -	\$ 399,934	\$ -	0.0%
Animal Shelter Reserve Expenditures:								
Animal Shelter	\$ 9,980	\$ 13,000	\$ 38,600	\$ -	\$ 13,250	\$ 13,250	\$ 250	1.9%
Total Expenditures	\$ 9,980	\$ 13,000	\$ 38,600	\$ -	\$ 13,250	\$ 13,250	\$ 250	1.9%
New Fund Balance:		\$ 246,134	\$ 220,534	\$ 399,934		\$ 386,684		



FY19-20 Supplemental Requests Animal Shelter Reserve Fund

Department/Division	ID	Dept. Rank	Supplemental Request Title	Requested Amount ¹	FY 18-19 Purchase ²	FY 19-20 Approved ³	Type
0088-1206 Police Animal Shelter Reserve Fund	4365	1	A /C Unit Replacements	\$ 13,250	\$ -	\$ 13,250	Replacement Equipment
Police Animal Shelter Reserve Fund Total				\$ 13,250	\$ -	\$ 13,250	

Definitions:

1. Requested Amount - The total cost of the project. Also, the cost that was requested through the supplemental request.
2. FY 18-19 Purchase - The amount approved for purchase with savings in the current fiscal year, rather than putting the item in the next fiscal year.
3. FY 19-20 Approved - These items are included in the Operating Budget as supplementals.

Notes:

If there is no funding listed in the FY18-19 Purchase or FY 19-20 Approved columns, then the supplemental request was not approved.

CITY OF CONROE
FY 2019-2020
0088-0000

BUDGET LINE ITEMS

FUND: ANIMAL SHELTER RESERVE

DEPARTMENT: OTHER FUNDS

DIVISION: REVENUES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
6106 Intergovernmental - Local	\$89,700	\$179,400	\$179,400	\$179,400	\$0	\$179,400
INTERGOVERNMENTAL SUBTOTAL	\$89,700	\$179,400	\$179,400	\$179,400	\$0	\$179,400
6010 Interest on Investments	\$14	\$0	\$0	\$0	\$0	\$0
INVESTMENT INCOME SUBTOTAL	\$14	\$0	\$0	\$0	\$0	\$0
TOTAL 0088-0000	\$89,714	\$179,400	\$179,400	\$179,400	\$0	\$179,400



Animal Shelter Reserve Fund

The Animal Shelter Reserve Fund is a Special Revenue Fund used to account for revenues and expenditures related to the Conroe Animal Shelter building and property. Revenues include a portion of collections from interlocal agreements that have been designated as a reserve for the animal shelter. Expenditures may include repairs, maintenance, and improvements to the Conroe Animal Shelter building and property.



CITY OF CONROE
FY 2019-2020
0088-1206

BUDGET LINE ITEMS

FUND: ANIMAL SHELTER RESERVE

DEPARTMENT: ANIMAL SHELTER

DIVISION: EXPENDITURES

	2018	2019		2020		
ACCOUNT	ACTUAL	AMENDED	ESTIMATE	BASE	SUPPLEMENTAL	PROPOSED
7254 Machinery & Equipment <\$5,000	\$0	\$13,000	\$13,000	\$0	\$13,250	\$13,250
SUPPLIES SUBTOTAL	\$0	\$13,000	\$13,000	\$0	\$13,250	\$13,250
8060 Contract Services	\$9,980	\$0	\$6,600	\$0	\$0	\$0
CONTRACTUAL SUBTOTAL	\$9,980	\$0	\$6,600	\$0	\$0	\$0
9050 Machinery & Equipment >\$5,000	\$0	\$0	\$19,000	\$0	\$0	\$0
CAPITAL OUTLAY SUBTOTAL	\$0	\$0	\$19,000	\$0	\$0	\$0
TOTAL 0088-1206	\$9,980	\$13,000	\$38,600	\$0	\$13,250	\$13,250



CITY OF CONROE
FY 2019-2020
0088-1206

SUPPLEMENTAL REQUESTS WITH LINE ITEMS
(Active Only)

ID	Rank	Title	Type	Line Items
4365	1	A / C Unit Replacements	Replacement Equipment	7254 MACHINERY & EQUIPMENT <\$5,000 \$13,250
Request Total				\$13,250
1 Requests			Total for 0088-1206	\$13,250





(This page intentionally left blank.)





October 1, 2019

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, October 1, 2019, through September 30, 2020. For financial planning purposes, we have targeted addressing the projects slated for the next one to ten years, with the intention of evaluating the plan on an annual basis.

Our CIP is a progressive plan to improve Conroe's infrastructure using a mixture of current revenues, government grants, and various types of bonded debt. The program includes projects related to streets, signals, facilities, parks, and drainage in the General Government CIP and projects for water and wastewater improvements in the Water and Sewer CIP. Infrastructure projects for the expansion of Conroe Park North Industrial park, to be funded by the Conroe Industrial Development Corporation (CIDC), are separated into the CIDC CIP. This year's CIP includes new projects related to the Conroe Hotel and Convention Center. Also included, are other CIP funds such as the Tax Increment Reinvestment Zone #3 fund and the Conroe Municipal Management District No. 1 funds.

General Government Capital Projects

The General Government capital projects budgeted for FY 19-20, by category, are as follows:

Category	# of Projects	Authorized Prior Fiscal Year	New Authorization	FY 19-20 Budget
Streets	25	\$ 17,267,000	\$ 19,536,000	\$ 36,803,000
Signals	5	1,073,000	891,000	1,964,000
Facilities	3	1,320,000	8,007,000	9,327,000
Parks	3	8,121,000	3,633,000	11,754,000
Drainage	5	2,206,000	510,000	2,716,000
Transportation Grants	0	-	-	-
	41	\$ 29,987,000	\$ 32,577,000	\$ 62,564,000



Water and Sewer Capital Projects

The Water and Sewer capital projects budgeted for FY 19-20, by category, are as follows:

Category	# of Projects	Authorized Prior Fiscal Year	New Authorization	FY 19-20 Budget
Water	17	\$ 17,057,000	\$ 11,742,000	\$ 28,799,000
Sewer	18	31,462,000	43,930,000	75,392,000
	35	\$ 48,519,000	\$ 55,672,000	\$ 104,191,000

Conroe Industrial Development Corporation (CIDC) Capital Projects

In FY 17-18, the Conroe Industrial Development Corporation (CIDC) purchased 610 acres to expand the Conroe Park North Industrial Park. The capital projects included in the FY 19-20 CIP are for installing infrastructure such as streets, signals, water, and sewer improvements specifically for this expansion.

Category	# of Projects	Authorized Prior Fiscal Year	New Authorization	FY 19-20 Budget
Streets	2	\$ 15,550,000	\$ -	\$ 15,550,000
Signals	2	642,000	-	642,000
Water	2	3,492,000	-	3,492,000
Sewer	1	2,758,000	-	2,758,000
	7	\$ 22,442,000	\$ -	\$ 22,442,000

Conroe Local Government Corporation (CLGC) Capital Projects

In FY 19-20, the Conroe Local Government Corporation will construct the Conroe Headquarters Hotel. The hotel will be consistent with the standards of a full-service upper-upscale brand. Key features include: approximately 250 guestrooms and suites, three-meal restaurant, lobby bar/lounge, club lounge, room service, business center, fitness center, and swimming pool.

Category	# of Projects	Authorized Prior Fiscal Year	New Authorization	FY 19-20 Budget
Facilities	1	\$ -	\$ 21,087,000	\$ 21,087,000
	1	\$ -	\$ 21,087,000	\$ 21,087,000



Conroe Convention Center Capital Projects

In FY 19-20 the City of Conroe will purchase 7.5 acres of land from Johnson Development Company. The site will be used to construct a convention center and headquarters hotel. The projects below are related to the land acquisition and the construction of the convention center and parking garage.

Category	# of Projects	Authorized Prior Fiscal Year	New Authorization	FY 19-20 Budget
Facilities	2	\$ -	\$ 10,884,000	\$ 10,884,000
	2	\$ -	\$ 10,884,000	\$ 10,884,000

Other capital funds will be budgeted in FY 19-20, including:

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

TIRZ #3 was established in 2001 to generate money for street improvements to serve an expected surge in housing starts. The zone includes areas south, west, and northwest of the city where development activity is scheduled to occur. All property tax 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.

Fund 101 - Conroe MMD #1 - Reimbursement Agreement

The city established a District in 2013, Conroe Municipal Management District No. 1 (Conroe MMD #1) through a Reimbursement Agreement with the developer of Grand Central Park, Conroe CS Texas Holdings, LP. The District facility costs necessary for development of the property are pre-funded by the developer. The city has agreed to reimburse the District for improvement costs, in installment payments, not to exceed \$10,000,000 plus interest, in accordance with the terms of the agreement. Payments are based on Residential Increment, the tax increment that is levied and assessed on any Residential property, in the District.

Fund 102 - Conroe MMD #1 - Economic Development

The city established a District in 2013, Conroe MMD #1 through an Economic Development Agreement with the developer of Grand Central Park, Conroe CS Texas Holdings, LP. The District economic development costs are pre-funded by the developer. The city has agreed to reimburse the District for economic development improvement costs, in installment payments, not to exceed \$10,000,000 plus interest, in accordance with the terms of the agreement. Payments are based on Non-Residential Increment, the tax increment that is levied and assessed on any Non-Residential property, and total Sales Tax Revenue collected by the city from the Non-Residential Property in the District.



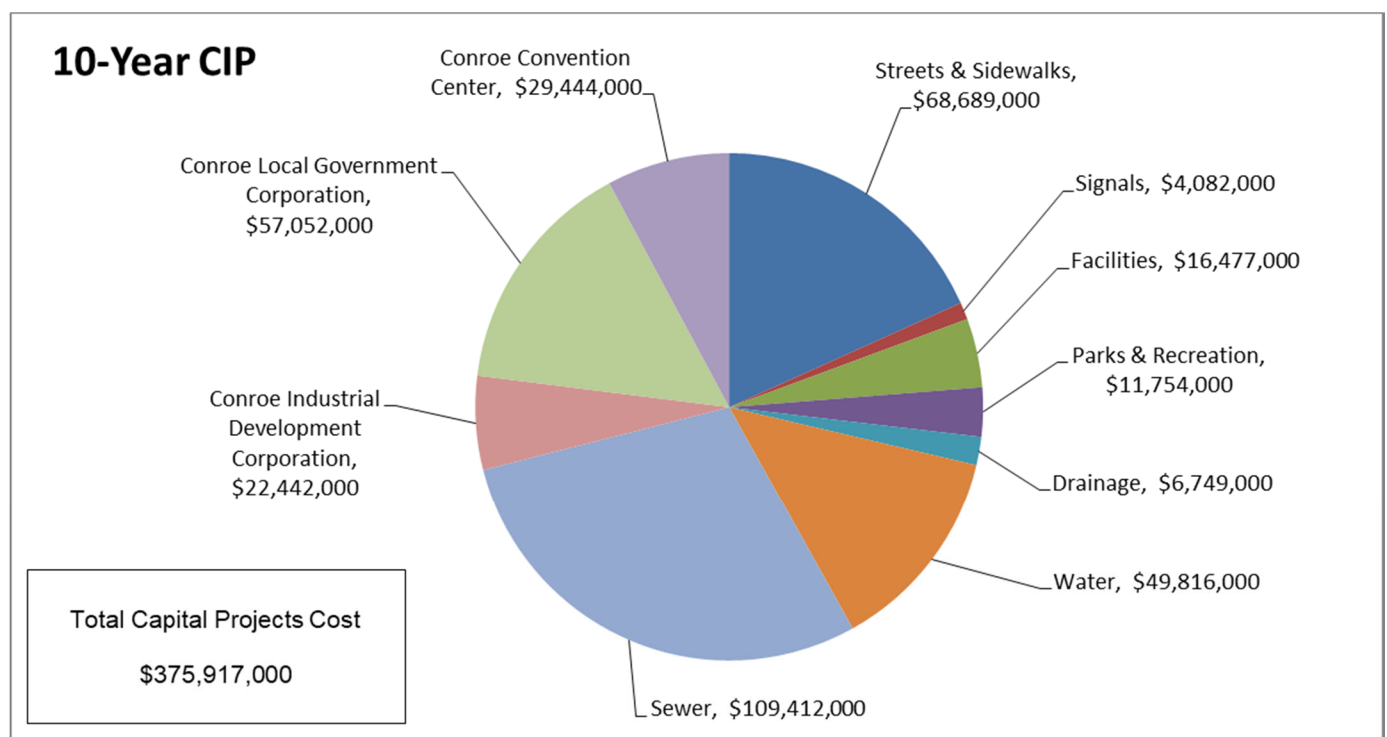
Impact on the Operating Budget

Some projects included in the CIP will have operating and maintenance (O&M) costs that must be funded in the operating budget. Included in this section, a “Summary of Operating Budget Impact”, shows the estimated costs of each project on the operating budget.

General government project O&M costs will be funded in the General Fund. Over the 10-year CIP, the estimated O&M costs are \$21,625,333. These costs are projected for various facilities and parks projects. The facilities projects are as follows: Sign Maintenance and Operations Building, Conroe Police Department Training and Classroom Building, and Fire Station #8. The parks projects are the Aquatic Center Improvements (CIDC) and Carl Barton, Jr. Park Improvements (CIDC).

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 \$23,473,814. These costs are projected for the operations of the new wastewater treatment plant and will have to be funded by increasing water & sewer revenue or decreasing current expenses.

Summary



Even though the CIP is a multi-year plan, only its first year is adopted as the annual capital budget. Currently, the overall list of needs identified in the 10-year CIP totals \$375,917,000, with the first year being \$221,168,000. The largest costs in the 10-year CIP are for sewer, streets, and water projects. The CIP will be funded from various sources, including revenue bonds, certificates of obligation, and current funds. The funding for these projects is either already in place or has been properly planned for; therefore, I respectfully submit this capital budget for your review and approval.

Respectfully submitted,

Toby Powell

Toby Powell
Mayor



City of Conroe
Summary of Operating Budget Impact
FY 2019-2020

General Government Capital Projects

Fund - Project	Project Code	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST
Revenues:								
None		-	-	-	-	-	-	-
Total Revenues		-	-	-	-	-	-	-
Expenditures:								
Facilities CIP - Sign Maintenance and Operations Building	G37	(10,000)	(11,000)	(12,000)	(13,000)	(14,000)	(75,000)	(135,000)
Facilities CIP - Conroe Police Department Training and Classroom Building	G78	(28,000)	(28,000)	(28,000)	(28,000)	(28,000)	(140,000)	(280,000)
Facilities CIP - Fire Department - Fire Station #8	TBD	-	(1,608,707)	(1,667,455)	(2,278,437)	(2,363,974)	(12,264,664)	(20,183,237)
Parks CIP - Aquatic Center Improvements (CIDC)	G33	-	(126,520)	(92,680)	(96,387)	(100,244)	(521,265)	(937,096)
Parks CIP - Carl Barton, Jr. Park Improvements (CIDC)	G25	-	(10,000)	(10,000)	(10,000)	(10,000)	(50,000)	(90,000)
Total Expenditures		(38,000)	(1,784,227)	(1,810,135)	(2,425,824)	(2,516,218)	(13,050,929)	(21,625,333)

Water and Sewer Capital Projects

Fund - Project	Project Code	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST
Revenues:								
None		-	-	-	-	-	-	-
Total Revenues		-	-	-	-	-	-	-
Expenditures:								
Sewer CIP - Treatment Plant - Construction of New Plant (Phase IV)	975	(108,854)	(1,546,507)	(2,537,566)	(2,602,846)	(2,602,845)	(14,075,196)	(23,473,814)
Total Expenditures		(108,854)	(1,546,507)	(2,537,566)	(2,602,846)	(2,602,845)	(14,075,196)	(23,473,814)

CERTIFICATE FOR ORDINANCE

I.

On the 28th of August, 2019, the City Council of the City of Conroe, Texas consisting of the following qualified members, to-wit: **Toby Powell, Mayor; Duke W. Coon, Mayor Pro Tem, Council Members Jody Czajkoski, Seth Gibson, Duane Ham and Raymond McDonald**, did convene in public session in the Council Chambers of the City Hall at 300 West Davis in Conroe, Texas. The roll being first called, a quorum was established, all members being present. The Meeting was open to the public and public notice of the time, place and purpose of the Meeting was given, all as required by Chapter 551, Texas Government Code.

II.

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

ORDINANCE NO. 2476-19

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, 2019, AND ENDING SEPTEMBER 30, 2020; APPROPRIATING FUNDS IN ACCORDANCE WITH THE BUDGET; PROVIDING FOR EFFECTIVE DATE AND ORDAINING OTHER RELATED MATTERS


III.

Upon motion of Council Member Czajkoski, seconded by Council Member McDonald, all members present voted for adoption of the Ordinance, except the following: Mayor Pro Tem Coon and Council Member Ham voted against the motion 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 28rd day of August, 2019.


SOCO M. GORJON, City Secretary



ORDINANCE NO. 2476-19

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, 2019, AND ENDING SEPTEMBER 30, 2020; 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, 2019, and ending September 30, 2020; 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, 2019, and ending September 30, 2020.

Section 2. That the monies hereinafter set out within each fund are hereby appropriated out of each such respective Fund for the payment of expenses lawfully attributable to such Fund, all as itemized in the budget. That the following funds are hereby appropriated:



Capital Budget for FY 19-20

General Government:

Street Improvements	\$ 36,803,000
Signals	1,964,000
Facilities	9,327,000
Parks	11,754,000
Drainage	2,716,000
Transportation Grants	-
Total	<u>\$ 62,564,000</u>

Water & Sewer:

Water	\$ 28,799,000
Sewer	75,392,000
Total	<u>\$ 104,191,000</u>

Conroe Industrial Development Corporation:

Street Improvements	\$ 15,550,000
Signals	642,000
Water	3,492,000
Sewer	2,758,000
Total	<u>\$ 22,442,000</u>

Conroe Local Government Corporation:

Facilities	\$ 21,087,000
Total	<u>\$ 21,087,000</u>

Conroe Convention Center:

Facilities	\$ 10,884,000
Total	<u>\$ 10,884,000</u>

Total FY 19-20 Appropriation	<u>\$ 221,168,000</u>
-------------------------------------	------------------------------

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 28rd day of August, 2019.



TOBY POWELL, Mayor

APPROVED AS TO FORM:



MARCUS L. WINBERRY, City Attorney

ATTEST:



SOCO M. GORJON, City Secretary



City of Conroe
General Government Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2019-2020 Adopted

PROJECT	Project Code	Rank	Prior Fiscal Years	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST	TOTAL OTHER SOURCES	ISSUED DEBT (G.O. BONDS & C.O.s)	NEW DEBT	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029
			CONSTRUCTION SCHEDULE							FUNDING SOURCES				DEBT ISSUANCE SCHEDULE					
STREETS:																			
Roadway Trans - TIRZ #3 - Longmire Road Phase 2B	669	C01	1,069,000	-	-	-	-	-	-	1,069,000	-	1,069,000	(ba)	-	-	-	-	-	-
Roadway Trans - TIRZ #3 - Longmire Road Phase 3	604	C02	2,764,000	-	-	-	-	-	-	2,764,000	-	2,764,000	(ba)	-	-	-	-	-	-
Street Rehab - Conroe Park Dr and Pollok Dr (CIDC)	G59	C03	675,000	-	-	-	-	-	-	675,000	675,000	4	-	-	-	-	-	-	-
Street Rehab - Pollok Drive (CIDC)	G60	C04	723,000	-	-	-	-	-	-	723,000	723,000	4	-	-	-	-	-	-	-
Street Rehab - Conroe Park Drive (CIDC)	G61	C05	852,000	-	-	-	-	-	-	852,000	852,000	4	-	-	-	-	-	-	-
Road Widening with Improvements - Old Conroe Road South Section (H-GAC/TxDOT Part.)	G58	C06	-	-	2,500,000	10,000,000	-	-	-	12,500,000	12,500,000	17	-	-	-	-	-	-	-
Road Widening with Improvements - TIRZ #3 - Old Conroe Road North Section	H31	C06A	-	-	2,500,000	10,000,000	-	-	-	12,500,000	-	-	12,500,000	-	2,500,000	10,000,000	-	-	-
Railroad Crossing Upgrade - Crighton Road at IH-45	G70	C07	1,268,000	-	-	-	-	-	-	1,268,000	-	1,268,000	(ba)	-	-	-	-	-	-
Pedestrian Access & Transit Improvements	941	C08	237,000	-	-	-	-	-	-	237,000	237,000	1	-	-	-	-	-	-	-
Street Rehab - Brass Nail Road	G86	C09	1,010,000	-	-	-	-	-	-	1,010,000	-	1,010,000	(ba)	-	-	-	-	-	-
Roadway Extension - Grace Crossing Loop	G89	C10	635,000	-	-	-	-	-	-	635,000	-	635,000	(ba)	-	-	-	-	-	-
Street Rehab - Westview Boulevard and Montgomery Park Boulevard	G84	C11	-	2,103,000	-	-	-	-	-	2,103,000	-	-	2,103,000	2,103,000	-	-	-	-	-
Street Rehab - Tanglewood/Briarwood Phase IA	G85	C12	1,980,000	1,804,000	-	-	-	-	-	3,784,000	-	1,980,000	(ba)	1,804,000	1,804,000	-	-	-	-
Street Rehab - Milltown Area Phase II	G87	C13	1,648,000	-	-	-	-	-	-	1,648,000	-	1,648,000	(ba)	-	-	-	-	-	-
Underground Utilities SH 105, IH-45 to SH 75 (CIDC)	G88	C14	1,591,000	-	-	-	-	-	-	1,591,000	1,591,000	4	-	-	-	-	-	-	-
Sidewalk & Pedestrian Bridges - Freedom Boulevard	G47	C15	811,000	-	-	-	-	-	-	811,000	-	811,000	(aw,ba)	-	-	-	-	-	-
Street Rehab - Sherman Area	TBD	1	-	3,289,000	-	-	-	-	-	3,289,000	-	3,035,000	(ba)	254,000	254,000	-	-	-	-
Street Rehab - Wiggings Village	TBD	2	-	1,133,000	-	-	-	-	-	1,133,000	-	-	-	1,133,000	1,133,000	-	-	-	-
Street Rehab - Sunset Ridge	TBD	3	-	2,345,000	-	-	-	-	-	2,345,000	-	-	-	2,345,000	2,345,000	-	-	-	-
Railroad Crossing Quiet Zone Upgrades - Downtown	TBD	4	-	2,100,000	-	-	-	-	-	2,100,000	-	-	-	2,100,000	2,100,000	-	-	-	-
Roadway Extension - FM 1314 - Option 2	TBD	5	-	450,000	2,050,000	-	-	-	-	2,500,000	-	-	2,500,000	450,000	2,050,000	-	-	-	-
Roadway Extension - Market Place Drive	TBD	6	-	895,000	-	-	-	-	-	895,000	-	-	895,000	895,000	-	-	-	-	-
Underground Electrical Conversion - Downtown Alleys	TBD	7	-	-	198,000	1,303,000	-	-	-	1,501,000	-	-	1,501,000	-	198,000	1,303,000	-	-	-
Sidewalk - Westview Boulevard	G93	CS01	702,000	-	-	-	-	-	-	702,000	-	702,000	(ba)	-	-	-	-	-	-
Sidewalk - Silverdale Drive	G90	CS02	428,000	-	-	-	-	-	-	428,000	-	428,000	(ba)	-	-	-	-	-	-
Sidewalk - Sgt. Ed Holcomb Blvd	G91	CS03	334,000	-	-	-	-	-	-	334,000	-	334,000	(ba)	-	-	-	-	-	-
Sidewalk - Semands Street	G92	CS04	540,000	-	-	-	-	-	-	540,000	-	540,000	(ba)	-	-	-	-	-	-
Sidewalk - Metcalf	TBD	S01	-	311,000	-	-	-	-	-	311,000	-	-	-	311,000	-	-	-	-	-
Sidewalk - River Pointe Drive	TBD	S02	-	256,000	-	-	-	-	-	256,000	-	-	256,000	256,000	-	-	-	-	-
Sidewalk - Loop 336 North	TBD	S03	-	-	194,000	-	-	-	-	194,000	-	-	194,000	-	194,000	-	-	-	-
Sidewalk - Davis - From Pacific to 10th Street	TBD	S04	-	-	98,000	1,400,000	-	-	-	1,498,000	-	-	1,498,000	-	98,000	1,400,000	-	-	-
Hike & Bike Trail - Alligator Creek - Option 1	TBD	S05	-	902,000	1,643,000	-	-	-	-	2,545,000	-	-	2,545,000	902,000	1,643,000	-	-	-	-
Conroe Municipal Management District #1	TBD	N/A	-	3,948,000	-	-	-	-	-	3,948,000	48,000	4	-	3,900,000	3,900,000	-	-	-	-
SUBTOTAL				17,267,000	19,536,000	9,183,000	22,703,000	-	-	68,689,000	16,626,000	-	16,224,000	35,839,000	16,453,000	6,683,000	12,703,000	-	-

				CONSTRUCTION SCHEDULE							FUNDING SOURCES			DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST	TOTAL OTHER SOURCES	ISSUED DEBT (G.O. BONDS & C.O.s)	NEW DEBT	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029
Signal Upgrades - City Wide Flashing Yellow Arrows (5-year Plan)	G94	C01	247,000	258,000	265,000	273,000	281,000	-	-	1,324,000	-	247,000	(ba)	1,077,000	258,000	265,000	273,000	281,000	-
Signal System Upgrades - City Wide Radars (5-year Plan)	G95	C02	205,000	283,000	291,000	300,000	309,000	-	-	1,388,000	-	205,000	(ba)	1,183,000	283,000	291,000	300,000	309,000	-
Signal - Bois D'Arc Bend at Walden Road (Montgomery County)	G96	C03	300,000	-	-	-	-	-	-	300,000	163,000	17	-	-	-	-	-	-	-
Signal - Sgt. Ed Holcomb at Camelot	G97	C04	321,000	-	-	-	-	-	-	321,000	-	137,000	(ba)	-	-	-	-	-	-
Signal - North Loop 336 at Montgomery Park Blvd.	TBD	1	-	350,000	-	-	-	-	-	350,000	-	-	-	350,000	350,000	-	-	-	-
Signal - Longmire Road at Wedgewood Blvd.	TBD	2	-	-	33,000	366,000	-	-	-	399,000	-	-	-	399,000	-	33,000	366,000	-	-
SUBTOTAL			1,073,000	891,000	589,000	939,000	590,000	-	-	4,082,000	163,000	-	910,000	3,009,000	891,000	589,000	939,000	590,000	-

Other Sources Notes:

1. Grant Funds

2. Interest Income

3. TXDOT Reimbursement

4. Transfer From Other Fund(s)

5. General Fund

6. Water & Sewer Construction

7. 4B Sales Tax

8. Eligible for payment by 4B Sales Taxes

9. Land Swap Proceeds
10. Del Lago Settlement

11. 2006 Land Sale Proceeds (7310-9030)

12. Donations

13. Contributions

14. Industrial/Tech Park Land Sale Proceeds

15. Sale of Land or Property

16. Developer Reimbursement

17. Intergovernmental

18. Insurance Proceeds

Issued Debt Notes (Certificates of Obligation - COs):

- (a) 2001 COs - 075-7500

(b) 2006 COs - 075-7520

(c) 2005 COs - 042-4200

(d) 2001 COs - 063-6310

(e) 2007 COs - 075-7530

(f) 2007 COs - 073-7320

(g) 2007 COs - 063-6320

(h) 2007 COs - 042-4210
- (i) 2008 COs - 075-7540

(j) 2008 COs - 073-7330

(k) 2008 COs - 063-6330

(l) 2009 COs - 075-7550

(m) 2009 COs - 041-4110

(n) 2009 COs - 073-7340

(o) 2009 COs - 063-6340

(p) 2009 COs - 042-4230
- (q) 2000 COs - 073-7300

(r) 2005 COs - 073-7310

(s) 2010 COs - 075-7560

(t) 2010 COs - 042-4240

(u) 2010 COs - 073-7350

(v) 2010 COs - 063-6350

(w) 2006 COs - 056-5610

(x) 2011 COs - 075-7570
- (ah) 2014 COs - 075-7511

(ai) 2013 COs - 063-6380

(aj) 2014 COs - 042-4270

(ak) 2014 COs - 046-4600

(al) 2014 COs - 063-6390

(am) 2015 COs - 075-7512

(an) 2015 CO's - 041-4140

(ao) 2015 CO's - 042-4280
- (ap) 2015 COs - 073-7311

(aq) 2015 COs - 046-4610

(ar) 2015 COs - 056-5650

(as) 2016 COs - 075-7513

(at) 2016 COs - 041-4150

(au) 2016 COs - 042-4290

(av) 2016 COs - 046-4620

(aw) 2017-A COs - 075-7514
- (ax) 2017-A COs - 041-4160

(ay) 2017-A COs - 042-4211

(az) 2017-A COs - 073-7313

(ba) 2018-A COs - 601



City of Conroe
General Government Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2019-2020 Adopted

FACILITIES:					CONSTRUCTION SCHEDULE							FUNDING SOURCES				DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST	TOTAL OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)	NEW DEBT	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	
Sign Maintenance and Operations Building	G37	C01	174,000	-	-	-	-	-	-	174,000	-	-	174,000	(ay)	-	-	-	-	-	-	
Conroe Police Department Training and Classroom Building	G78	C02	1,146,000	5,143,000	-	-	-	-	-	6,289,000	3,481,000	17.18	-	3,118,000	3,118,000	-	-	-	-	-	
Flood Protection - Police Training Facility/Gun Range	H30	C03	-	2,864,000	-	-	-	-	-	2,864,000	-	-	264,000	(ba)	2,600,000	2,600,000	-	-	-	-	
Fire Department - Fire Station #8	TBD	1	-	-	3,700,000	3,450,000	-	-	-	7,150,000	-	-	-	7,150,000	-	3,700,000	3,450,000	-	-	-	
SUBTOTAL			1,320,000	8,007,000	3,700,000	3,450,000	-	-	-	16,477,000	3,481,000	-	438,000	12,868,000	5,718,000	3,700,000	3,450,000	-	-	-	

PARKS:					CONSTRUCTION SCHEDULE							FUNDING SOURCES				DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST	TOTAL OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)		NEW DEBT	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029
Aquatic Center Improvements (CIDC)	G33	1	5,086,000	-	-	-	-	-	-	5,086,000	5,086,000	4	-	-	-	-	-	-	-	-	-
Carl Barton, Jr. Park Improvements (CIDC)	G25	2	3,035,000	-	-	-	-	-	-	3,035,000	3,035,000	4	-	-	-	-	-	-	-	-	-
Oscar Johnson, Jr. Community Center	TBD	3	-	3,633,000	-	-	-	-	-	3,633,000	-	-	-	-	3,633,000	3,633,000	-	-	-	-	-
SUBTOTAL				8,121,000	3,633,000	-	-	-	-	11,754,000	8,121,000	-	-	-	3,633,000	3,633,000	-	-	-	-	-

DRAINAGE:			CONSTRUCTION SCHEDULE								FUNDING SOURCES				DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST	TOTAL OTHER SOURCES		ISSUED DEBT (G.O. BONDS & C.O.s)	NEW DEBT	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029
Mitigation - Stewart Creek	G99	C01	461,000	-	-	-	-	-	-	461,000	150,000	5	311,000 (ba)	-	-	-	-	-	-	-
Drainage System - Bois D'Arc Bend at Walden Road (Montgomery County)	H28	C02	235,000	-	-	-	-	-	-	235,000	150,000	17	85,000 (ba)	-	-	-	-	-	-	-
Rehab - Crighton Ridge	H02	C03	778,000	-	-	-	-	-	-	778,000	-	-	778,000 (ba)	-	-	-	-	-	-	-
Rehab - Live Oak Creek	H01	C04	732,000	-	-	-	-	-	-	732,000	-	-	732,000 (ba)	-	-	-	-	-	-	-
Rehab - West Grand Lake	TBD	1	-	510,000	-	-	-	-	-	510,000	-	-	-	510,000	510,000	-	-	-	-	-
Rehab - Alligator Creek Phase 1	TBD	2	-	-	2,737,000	1,296,000	-	-	-	4,033,000	-	-	-	4,033,000	-	2,737,000	1,296,000	-	-	-
SUBTOTAL			2,206,000	510,000	2,737,000	1,296,000	-	-	-	6,749,000	300,000	-	1,906,000	4,543,000	510,000	2,737,000	1,296,000	-	-	-

TRANSPORTATION GRANTS:				CONSTRUCTION SCHEDULE							FUNDING SOURCES				DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST	TOTAL OTHER SOURCES	ISSUED DEBT (G.O. BONDS & C.O.s)		NEW DEBT	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029
None	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

GRAND TOTAL			29,987,000	32,577,000	16,209,000	28,388,000	590,000	-	-	107,751,000	28,691,000	-	19,478,000	-	59,892,000	27,205,000	13,709,000	18,388,000	590,000	-	-
-------------	--	--	------------	------------	------------	------------	---------	---	---	-------------	------------	---	------------	---	------------	------------	------------	------------	---------	---	---

Other Sources Notes:			Issued Debt Notes (Certificates of Obligation - COs):																	
1. Grant Funds	10. Del Lago Settlement		(a) 2001 COs - 075-7500	(i) 2008 COs - 075-7540	(q) 2000 COs - 073-7300	(ah) 2014 COs - 075-7511	(ap) 2015 COs - 073-7311	(ax) 2017-A COs - 041-4160												
2. Interest Income	11. 2006 Land Sale Proceeds (7310-9030)		(b) 2006 COs - 075-7520	(j) 2008 COs - 073-7330	(r) 2005 COs - 073-7310	(ai) 2013 COs - 063-6380	(aq) 2015 COs - 046-4610	(ay) 2017-A COs - 042-4211												
3. TXDOT Reimbursement	12. Donations		(c) 2005 COs - 042-4200	(k) 2008 COs - 063-6330	(s) 2010 COs - 075-7560	(aj) 2014 COs - 042-4270	(ar) 2015 COs - 056-5650	(az) 2017-A COs - 073-7313												
4. Transfer From Other Fund(s)	13. Contributions		(d) 2001 COs - 063-6310	(l) 2009 COs - 075-7550	(t) 2010 COs - 042-4240	(ak) 2014 COs - 046-4600	(as) 2016 COs - 075-7513	(ba) 2018-A COs - 601												
5. General Fund	14. Industrial/Tech Park Land Sale Proceeds		(e) 2007 COs - 075-7530	(m) 2009 COs - 041-4110	(u) 2010 COs - 073-7350	(al) 2014 COs - 063-6390	(at) 2016 COs - 041-4150													
6. Water & Sewer Construction	15. Sale of Land or Property		(f) 2007 COs - 073-7320	(n) 2009 COs - 073-7340	(v) 2010 COs - 063-6350	(am) 2015 COs - 075-7512	(au) 2016 COs - 042-4290													
7. 4B Sales Tax	16. Developer Reimbursement		(g) 2007 COs - 063-6320	(o) 2009 COs - 063-6340	(w) 2006 COs - 056-5610	(an) 2015 CO's - 041-4140	(av) 2016 COs - 046-4620													
8. Eligible for payment by 4B Sales Taxes	17. Intergovernmental		(h) 2007 COs - 042-4210	(p) 2009 COs - 042-4230	(x) 2011 COs - 075-7570	(ao) 2015 CO's - 042-4280	(aw) 2017-A COs - 075-7514													
9. Land Swap Proceeds	18. Insurance Proceeds																			



City of Conroe
Water and Sewer Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2019-2020 Adopted

			CONSTRUCTION SCHEDULE								FUNDING SOURCES				DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST	TOTAL OTHER SOURCES	ISSUED DEBT REVENUE BONDS & C.O.s		NEW DEBT	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029
WATER:																				
Jasper Water Well & Tank Rehab - Robinwood	F97	C01	1,555,000	-	-	-	-	-	-	1,555,000	-		1,555,000	(y)	-	-	-	-	-	-
Jasper Water Well & Ground Storage Tank - FM 1488	F96	C02	4,889,000	-	-	-	-	-	-	4,889,000	-		4,889,000	(y)	-	-	-	-	-	-
Jasper Water Well - SH 105 West	H03	C03	-	3,296,000	-	-	-	-	-	3,296,000	-		-		3,296,000	3,296,000	-	-	-	-
Water Line Rehab - Lewis, Roberson, Dallas, and Palestine	H04	C04	1,053,000	1,160,000	-	-	-	-	-	2,213,000	-		1,053,000	(y)	1,160,000	1,160,000	-	-	-	-
Water Line Extension - Water Well No. 24 Blending	H05	C05	855,000	-	-	-	-	-	-	855,000	-		855,000	(y)	-	-	-	-	-	-
Water Line Rehab - West View and Montgomery Park Boulevard	H06	C06	1,011,000	-	-	-	-	-	-	1,011,000	-		1,011,000	(y)	-	-	-	-	-	-
Water Line Rehab - Academy Drive and Pozos Area	H07	C07	683,000	-	-	-	-	-	-	683,000	-		683,000	(y)	-	-	-	-	-	-
Water Line Extension - Seven Coves SH 75 to Farrel	H08	C08	2,008,000	-	-	-	-	-	-	2,008,000	-		2,008,000	(y)	-	-	-	-	-	-
Cooling Towers - Panorama	H09	C09	363,000	-	-	-	-	-	-	363,000	-		363,000	(y)	-	-	-	-	-	-
Decommission Elevated Storage Tank No. 5	H10	C10	120,000	-	-	-	-	-	-	120,000	-		120,000	(y)	-	-	-	-	-	-
Water Line Rehab - 3rd Street	H11	C11	2,395,000	-	-	-	-	-	-	2,395,000	-		2,395,000	(y)	-	-	-	-	-	-
Water Line Rehab - Adkins Area	H12	C12	2,125,000	-	-	-	-	-	-	2,125,000	-		2,125,000	(y)	-	-	-	-	-	-
Water Line Rehab - Hwy 105 West to Lester	TBD	1	-	412,000	-	-	-	-	-	412,000	-		-		412,000	412,000	-	-	-	-
Water Line Replacement - Sherman Street Area	TBD	2	-	2,266,000	-	-	-	-	-	2,266,000	-		-		2,266,000	2,266,000	-	-	-	-
Water Line Rehab - North Thompson Area	TBD	3	-	1,102,000	-	-	-	-	-	1,102,000	-		-		1,102,000	1,102,000	-	-	-	-
Elevated Storage Tank - McCaleb/Tejas	TBD	4	-	2,000,000	-	-	-	-	-	2,000,000	-		-		2,000,000	2,000,000	-	-	-	-
Water Line Extension - Wally Wilkerson to FM 1484 (CIDC)	TBD	5	-	-	3,066,000	-	-	-	-	3,066,000	3,066,000	5	-	-	-	-	-	-	-	-
Water Line Rehab - Rivershire and Gladstell Area	TBD	6	-	-	7,513,000	-	-	-	-	7,513,000	-		-	-	7,513,000	-	7,513,000	-	-	-
Water Line Rehab - Conroe Hospital Area	TBD	7	-	-	-	226,000	1,222,000	1,222,000	-	2,670,000	-		-	-	2,670,000	-	-	226,000	1,222,000	1,222,000
Water Line Extension - Ed Kharbat Drive	TBD	8	-	-	1,056,000	-	-	-	-	1,056,000	-		-	-	1,056,000	-	1,056,000	-	-	-
Elevated Storage Tank - Tom Stinson Drive and Technology Parkway (CIDC)	TBD	9	-	-	-	-	-	1,000,000	5,147,000	6,147,000	6,147,000	5	-	-	-	-	-	-	-	-
Water Line Rehab - Park Oak Drive	TBD	10	-	-	-	-	-	565,000	-	565,000	-		-	-	565,000	-	-	-	565,000	-
Chapel Run - MUD #149	TBD	11	-	1,506,000	-	-	-	-	-	1,506,000	-		-	-	1,506,000	1,506,000	-	-	-	-
SUBTOTAL			17,057,000	11,742,000	11,635,000	226,000	1,222,000	2,787,000	5,147,000	49,816,000	9,213,000		17,057,000		23,546,000	11,742,000	8,569,000	226,000	1,222,000	1,787,000

			CONSTRUCTION SCHEDULE								FUNDING SOURCES				DEBT ISSUANCE SCHEDULE					
	Project Code	Rank	Prior Fiscal Years	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST	TOTAL OTHER SOURCES		ISSUED DEBT REVENUE BONDS & C.O.s	NEW DEBT	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029
SEWER:																				
Flood Protection - Southwest Wastewater Treatment Plant	G98	C01	394,000	2,600,000	-	-	-	-	-	2,994,000	394,000	6	-		2,600,000	2,600,000	-	-	-	-
SSOI Program	665	C02	-	850,000	850,000	850,000	850,000	850,000	3,400,000	7,650,000	-		-		7,650,000	850,000	850,000	850,000	850,000	3,400,000
Treatment Plant - Construction of New Plant (Phase IV)	975	C03	26,959,000	31,469,000	-	-	-	-	-	58,428,000	-		62,938,000	(y)	-	-	-	-	-	-
Lift Station Removal - Pebble Glen #3	G68	C04	272,000	-	-	-	-	-	-	272,000	-		272,000	(y)	-	-	-	-	-	-
Lift Station Replacement - Pebble Glen #2	G69	C05	244,000	-	-	-	-	-	-	244,000	-		244,000	(y)	-	-	-	-	-	-
Sanitary Sewer Evaluation Survey	G67	C06	2,000	-	-	-	-	-	-	2,000	2,000	6	-		-	-	-	-	-	-
Lift Station & Force Main - Muse Tract to Beech Road	H15	C07	446,000	-	-	-	-	-	-	446,000	-		446,000	(y)	-	-	-	-	-	-
Lift Station & Force Main - Chapel Hill to April Sound	H16	C08	621,000	-	-	-	-	-	-	621,000	-		621,000	(y)	-	-	-	-	-	-
Sewer Rehab - Forest Estates, Wroxtton and Woodranch Farms	H17	C09	1,914,000	-	-	-	-	-	-	1,914,000	-		1,914,000	(y)	-	-	-	-	-	-
Sewer System Improvements - Carl Barton	H18	C10	-	5,356,000	-	-	-	-	-	5,356,000	-		1,000,000	(y)	4,356,000	4,356,000	-	-	-	-
Lift Station Replacement - Longmire Point	H19	C11	610,000	-	-	-	-	-	-	610,000	-		610,000	(y)	-	-	-	-	-	-
Gravity Main Replacement - Upper Stewart Creek Phase 1	TBD	1	-	905,000	4,800,000	2,500,000	1,000,000	-	-	9,205,000	-		-		9,205,000	905,000	4,800,000	2,500,000	1,000,000	-
Trunk Line Replacement - Stewarts Creek (Avenue M to Ed Kharbat)	TBD	2	-	1,000,000	5,000,000	2,000,000	1,500,000	-	-	9,500,000	-		-		9,500,000	1,000,000	5,000,000	2,000,000	1,500,000	-
Trunk Line Replacement - Stewarts Creek (Avenue M to Hwy 105)	TBD	3	-	200,000	1,600,000	-	-	-	-	1,800,000	-		-		1,800,000	200,000	1,600,000	-	-	-
Lift Station Consolidation - Area No. 01	TBD	4	-	400,000	2,000,000	-	-	-	-	2,400,000	-		-		2,400,000	400,000	2,000,000	-	-	-
Lift Station Rehabilitation - West Summerlin and Gun Range	TBD	5	-	450,000	-	-	-	-	-	450,000	-		-		450,000	450,000	-	-	-	-
Sewer Rehab and Expansion of Lift Station - Camp Silver Springs Option 1	TBD	6	-	300,000	2,431,000	-	-	-	-	2,731,000	-		-		2,731,000	300,000	2,431,000	-	-	-
Lift Station Consolidation - Area No. 03	TBD	7	-	400,000	2,840,000	-	-	-	-	3,240,000	-		-		3,240,000	400,000	2,840,000	-	-	-
Lift Station Consolidation - Area No. 02	TBD	8	-	-	824,000	-	-	-	-	824,000	-		-		824,000	-	824,000	-	-	-
Lift Station Rehabilitation - Enchanted Stream, IH-45 South, and Woodgate	TBD	9	-	-	-	-	-	725,000	-	725,000	-		-		725,000	-	-	-	725,000	-
SUBTOTAL			31,462,000	43,930,000	20,345,000	5,350,000	3,350,000	1,575,000	3,400,000	109,412,000	396,000		68,045,000	-	45,481,000	11,461,000	20,345,000	5,350,000	3,350,000	1,575,000

GRAND TOTAL			48,519,000	55,672,000	31,980,000	5,576,000	4,572,000	4,362,000	8,547,000	159,228,000	9,609,000		85,102,000		69,027,000	23,203,000	28,914,000	5,576,000	4,572,000	3,362,000
-------------	--	--	------------	------------	------------	-----------	-----------	-----------	-----------	-------------	-----------	--	------------	--	------------	------------	------------	-----------	-----------	-----------

Other Sources:		Issued Debt Notes (Revenue Bonds - RBs):							
1. Grant Funds	6. Water & Sewer Operating Fund Capital Reserve	(a) 2006 RBs - 043-4300	(e) 2008 RBs - 043-4320	(i) 2010 RBs - 043-4340	(m) 2012 RBs - 043-4360	(q) 2014 RBs - 043-4380	(u) 2017B-1 (2016) COs - 043-4311	(y) 2018-B COs - 501	
2. Interest Income	7. Contribution	(b) 2006 RBs - 044-4400	(f) 2008 RBs - 044-4420	(j) 2010 RBs - 044-4440	(n) 2012 RBs - 044-4460	(r) 2014 RBs - 044-4480	(v) 2017B-1 (2016) COs - 044-4411		
3. TXDOT Reimbursement	8. Intergovernmental	(c) 2007 RBs - 043-4310	(g) 2009 RBs - 043-4330	(k) 2011 RBs - 043-4350	(o) 2013 RBs - 043-4370	(s) 2015 RBs - 043-4390	(w) 2017B-2 (2017) COs - 043-4312		
4. Supplemental Request	9. 4B Sales Tax	(d) 2007 RBs - 044-4410	(h) 2009 RBs - 044-4430	(l) 2011 RBs - 044-4450	(p) 2013 RBs - 044-4470	(t) 2015 RBs - 044-4490	(x) 2017B-2 (2017) COs - 044-4412		
5. Transfer From Other Fund(s)									



City of Conroe
Conroe Industrial Development Corporation (CIDC) Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2019-2020 Adopted

STREETS:			CONSTRUCTION SCHEDULE								DEBT ISSUANCE SCHEDULE									
PROJECT	Project Code	Rank	Prior Fiscal Years	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST	TOTAL OTHER SOURCES	ISSUED DEBT (Revenue Bonds)		NEW DEBT	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029
Roadway Extension and Bridge - Conroe Industrial Park (CIDC)	H20	C01	14,031,000	-	-	-	-	-	-	14,031,000	-	14,031,000	(a)	-	-	-	-	-	-	-
Road Widening - Farrel Road (CIDC)	H21	C02	1,519,000	-	-	-	-	-	-	1,519,000	-	1,519,000	(a)	-	-	-	-	-	-	-
SUBTOTAL			15,550,000	-	-	-	-	-	-	15,550,000	-	15,550,000		-	-	-	-	-	-	-

SIGNALS:			CONSTRUCTION SCHEDULE								DEBT ISSUANCE SCHEDULE									
PROJECT	Project Code	Rank	Prior Fiscal Years	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST	TOTAL OTHER SOURCES	ISSUED DEBT (Revenue Bonds)		NEW DEBT	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029
Signal - Wally Wilkerson at Pollok (CIDC)	H22	C03	321,000	-	-	-	-	-	-	321,000	-	321,000	(a)	-	-	-	-	-	-	-
Signal - Wally Wilkerson at Conroe Park West (CIDC)	H23	C04	321,000	-	-	-	-	-	-	321,000	-	321,000	(a)	-	-	-	-	-	-	-
SUBTOTAL			642,000	-	-	-	-	-	-	642,000	-	642,000		-	-	-	-	-	-	-

WATER:			CONSTRUCTION SCHEDULE								DEBT ISSUANCE SCHEDULE									
PROJECT	Project Code	Rank	Prior Fiscal Years	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST	TOTAL OTHER SOURCES	ISSUED DEBT (Revenue Bonds)		NEW DEBT	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029
Water Line Extension - Conroe Industrial Park (CIDC)	H24	C05	1,700,000	-	-	-	-	-	-	1,700,000	-	1,700,000	(a)	-	-	-	-	-	-	-
Remove & Replace - Ground Storage Tank Plant 20 (CIDC)	H25	C06	1,792,000	-	-	-	-	-	-	1,792,000	-	1,792,000	(a)	-	-	-	-	-	-	-
SUBTOTAL			3,492,000	-	-	-	-	-	-	3,492,000	-	3,492,000		-	-	-	-	-	-	-

SEWER			CONSTRUCTION SCHEDULE								DEBT ISSUANCE SCHEDULE									
PROJECT	Project Code	Rank	Prior Fiscal Years	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST	TOTAL OTHER SOURCES	ISSUED DEBT (Revenue Bonds)		NEW DEBT	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029
Sewer Line Extension - Conroe Industrial Park North (CIDC)	H26	C07	2,758,000	-	-	-	-	-	-	2,758,000	-	2,758,000	(a)	-	-	-	-	-	-	-
SUBTOTAL			2,758,000	-	-	-	-	-	-	2,758,000	-	2,758,000		-	-	-	-	-	-	-

GRAND TOTAL			22,442,000	-	-	-	-	-	-	22,442,000	-	22,442,000		-	-	-	-	-	-	-
-------------	--	--	------------	---	---	---	---	---	---	------------	---	------------	--	---	---	---	---	---	---	---

Issued Debt Notes:

(a) 2019 Sales Tax Revenue Bonds - Fund 402 (Tax Exempt)

Other Sources Notes:

1. Transfer from CIDC General Fund fund balance
2. CIDC CIP Fund fund balance



City of Conroe
Conroe Local Government Corporation (CLGC) Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2019-2020 Adopted

FACILITIES:			CONSTRUCTION SCHEDULE												DEBT ISSUANCE SCHEDULE						
PROJECT	Project Code	Rank	Prior Fiscal Years	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST	TOTAL OTHER SOURCES		ISSUED DEBT (Revenue Bonds)		NEW DEBT	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029
Conroe Headquarters Hotel	TBD	1	-	21,087,000	35,965,000	-	-	-	-	57,052,000	-		-		57,052,000	57,052,000	-	-	-	-	-
SUBTOTAL			-	21,087,000	35,965,000	-	-	-	-	57,052,000	-		-		57,052,000	57,052,000	-	-	-	-	-
GRAND TOTAL			-	21,087,000	35,965,000	-	-	-	-	57,052,000	-		-		57,052,000	57,052,000	-	-	-	-	-



City of Conroe
Conroe Convention Center Capital Projects
SUMMARY OF MULTI-YEAR PLAN FOR FUNDING
FY 2019-2020 Adopted

FACILITIES:			CONSTRUCTION SCHEDULE													DEBT ISSUANCE SCHEDULE					
PROJECT	Project Code	Rank	Prior Fiscal Years	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029	TOTAL PROJECT COST	TOTAL OTHER SOURCES		ISSUED DEBT (Revenue Bonds)		NEW DEBT	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2029
Land Acquisition - Conroe Convention Center Headquarters Hotel	TBD	1	-	2,614,000	-	-	-	-	-	2,614,000	-		-		2,614,000	2,614,000	-	-	-	-	-
Conroe Convention Center & Parking Garage	TBD	2		8,270,000	18,560,000	-	-	-	-	26,830,000	-		-		26,830,000	26,830,000					
SUBTOTAL			-	10,884,000	18,560,000	-	-	-	-	29,444,000	-		-		29,444,000	29,444,000	-	-	-	-	-
GRAND TOTAL			-	10,884,000	18,560,000	-	-	-	-	29,444,000	-		-		29,444,000	29,444,000	-	-	-	-	-



City of Conroe

Financial Management Policy

January 24, 2019

I. STATEMENT OF PURPOSE

The City of Conroe (City) has an important responsibility to its citizens to carefully account for public funds, manage municipal finances wisely, manage growth, and plan the adequate funding of services desired by the public, including the provision and maintenance of public facilities. In these times of rapid growth in the Conroe area, the City needs to ensure that it is capable of adequately funding and providing those local government services needed by the community. The following Financial Management Policy is designed to establish guidelines for the fiscal stability of the City. The watchwords of the City's financial management include integrity, prudent stewardship, planning, accountability, and full disclosure.

The scope of these policies generally spans, among other issues, accounting, auditing, financial reporting, internal controls, operating and capital budgeting, revenue management, cash and investment management, expenditure control, asset management, debt management, and planning concepts, in order to:

- 1. demonstrate to the citizens of Conroe, the investment community, and the bond rating agencies that the City is committed to a strong fiscal operation;*
- 2. provide precedents for future policy-makers and financial managers on common financial goals and strategies;*
- 3. present fairly and with full disclosure the financial position and results of the financial operations of the City in conformity to Generally Accepted Accounting Principles (GAAP); and*
- 4. determine and demonstrate compliance with finance-related legal and contractual issues in accordance with provisions of the Texas Local Government Code and other pertinent legal documents and mandates.*

The City Council will annually review and approve the Financial Management Policy as part of the budget process.

II. FORM OF GOVERNMENT

The governing body of the City is a mayor-council format, which is composed of five councilmen and a mayor elected at large. The elected officials enact local legislation, adopt



budgets, determine policies, and execute the laws and administer the government of the City. The City Council determines all matters of policy, including the duties listed in Article III, Section 3.07 of the City Charter, while the Mayor exercises and performs the duties in Article III, Section 3.08. These include, but are not limited to, being recognized as the head of the City government for all ceremonial purposes, by the courts for civil process, and by the government for purposes of military law. In times of public danger or emergency, the Mayor takes command of the police, maintains law and order, and enforces the law. Wherein the Charter gives the City Council the authority to appoint administrative heads, the Mayor makes these appointments subject to the approval of the Council.

In addition to the responsibilities listed in Section 4.10-12 of the Conroe City Charter, "Director of Finance Powers and Duties," the Assistant City Administrator/Chief Financial Officer is responsible for reporting deviations from this Policy to the City Administrator, Mayor, and City Council.

The City shall duly appoint a qualified Internal Auditor, who shall carry the designation of Certified Internal Auditor from the Institute of Internal Auditors. As per Ordinance No. 1771-09, the Internal Auditor is responsible for the following:

...conduct financial, operational and compliance audits in accordance with accepted professional standards to determine internal compliance with applicable laws, regulations, policies and procedures. As time permits the internal auditor may perform such additional duties as may be requested by the director of finance or are assigned by the city council. The internal auditor shall report to the mayor and city council and may not be removed or suspended except by majority vote of the city council."

III. OPERATING BUDGET POLICY STATEMENT

A. Preparation

Budgeting is an essential element of the financial planning, control, and evaluation process of municipal government. The "Operating Budget" is the City's annual financial operating plan. The budget includes all of the operating departments of the City. It also includes the debt service funds, all capital improvement program funds, all enterprise funds, and the internal service funds. The Finance Department prepares the budget, with the cooperation of all departments, under the direction of the City Administrator. The Mayor and City Administrator make any necessary changes, and then the Mayor transmits the document to the City Council.

1. **Proposed Budget:** The Mayor shall, between sixty and ninety days prior to the beginning of each fiscal year, submit to the City Council a proposed budget. Such budget shall provide a complete financial plan for the fiscal year within the provisions of the City Charter.



- a. A budget message, explanatory of the budget, shall contain an outline of the proposed financial policies of the City for the fiscal year, set forth the reasons for changes from the previous year in expenditure and revenue items, and explain any major changes in financial policy.
 - b. The budget shall include four basic segments for review and evaluation: (1) personnel costs, (2) base budget for operations and maintenance costs, (3) supplemental adjustments for increases or decreases to existing service levels, and (4) revenues.
 - c. The budget review process shall include City Council participation in the development of each of the four segments of the proposed budget.
2. **Adoption:** The budget and all supporting schedules shall be filed with the City Secretary, be submitted to the City Council, and shall be a public record. The City Administrator shall make a copy available to any resident of the City, upon request.

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

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

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

B. Balanced Budget



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

C. Planning

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

D. Reporting

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

E. Avoidance of Operating Deficits

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

F. Maintenance of Capital Assets

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

G. Periodic Program Reviews

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

H. Purchasing

The City shall make every effort to maximize any discounts offered by



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

I. Reserves and Contingency Funds

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

IV. REVENUE MANAGEMENT

A. Optimum Characteristics

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

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



revenue sources due to factors such as fluctuations in the economy and variations in the weather. A balance between elastic and inelastic revenue sources also achieves this stability.

B. Other Considerations

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

1. **Cost/Benefit of Abatement:** The City will use due caution in the analysis of any tax or fee incentives that are used to encourage development. Ideally, a cost/benefit (fiscal impact) analysis will be performed as part of such caution.
2. **Non-Recurring Revenues:** One-time or non-recurring revenues will not be used to finance current on-going operations. Non-recurring revenues should be used only for one-time expenditures such as long-lived capital needs. They will not be used for budget balancing purposes.
3. **Property Tax Revenues:** All real and business personal property located within the City shall be valued at 100 percent of its fair market value for any given year based on the current appraisal supplied to the City by the Montgomery Central Appraisal District.

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

4. **Interest Income:** Interest earned from investment of available monies, whether pooled or not, will be distributed to the funds in accordance with the equity balance of the fund from which monies were provided for investment.
5. **User-Based Fees and Service Charges:** For services associated with a user fee or charge, a fee will offset the direct and indirect costs of that service where possible. Fees will be reviewed at least every three years to ensure that fees provide adequate coverage of costs of services. The appropriate department will review and recommend any changes to the City Council. User charges may be classified as "Full Cost Recovery," "Partial



Cost Recovery," or "Minimal Cost Recovery," based upon City Council policy.

Full fee support (80-100%) will be obtained from enterprise utilities and licenses and permits for their associated costs. Charges for miscellaneous licenses and fines and all adult sports programs will generate partial fee support (40-70%). Minimum fee support (0-30%) will be obtained from youth programs.

6. **Enterprise Fund Rates:** The City will review and adopt utility rates, as needed, which will generate revenues required to fully cover current operating and maintenance expenses, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital.

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

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

V. EXPENDITURE CONTROL

A. Appropriations



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

B. Amendments to the Budget

The budget may be amended by using the following criteria for evaluation of requests. The following questions must be answered by the appropriate department head prior to submittal to the City Council for approval and shall be included as a part of the agenda packet:

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

In addition, the following conditions must be met:

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

C. Accountability

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

D. Reporting

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



E. Expenditure Control

Control measures for the approval of invoices are transcribed in Section 2-383 in the City's Code of Ordinances. All requests for payment for goods or services must follow Section 2-383.

VI. FISCAL MONITORING

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

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

VII. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

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

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

VIII. RATIOS, RESERVES, AND FINANCIAL STABILITY

A. Operational Coverage (No Operating Deficits)

The City will maintain an operational coverage of \$1.00, such that current operating revenues will at least equal or exceed current operating expenditures. Deferrals,



short-term loans, or one-time sources will be avoided as budget balancing techniques.

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

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

1. **Classifications of Fund Balance:** A fund's equity – commonly referred to as 'fund balance' – is generally the difference between its assets and its liabilities. Fund balance will be displayed in the following classifications depicting the relative strength of the spending constraints placed on the purposes for which resources can be used. Committed, assigned, and unassigned fund balance will be considered unrestricted fund balance.
 - a. Non-spendable – amounts that are not in a spendable form or are required to be maintained intact. Examples include inventory and prepaid items.
 - b. Restricted – amounts that can be spent only for specific purposes stipulated by external resource providers such as grantors, bondholders, and higher levels of government through constitutional provisions or enabling legislation.
 - c. Committed – amounts constrained to specific purposes by formal action of City Council. Commitments may be changed or lifted only by the City Council taking the same formal action that imposed the constraint originally. Examples include contractual agreements approved by the City Council.
 - d. Assigned – amounts intended to be used by the City for specific purposes. Intent can be expressed by the City Council or by an official or body to whom the City Council delegates the authority. In governmental funds other than the General Fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
 - e. Unassigned – is the residual classification of the General Fund and includes all amounts not contained in other classifications. Unassigned amounts are available for any purpose.



2. **Authorization and Action to Commit Fund Balance:** The City Council is the government's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is an ordinance approved by the Council at a City Council meeting. The ordinance must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.
3. **Authorization and Action to Assign Fund Balance:** The City Council has authorized the City Administrator and Assistant City Administrator/CFO to assign fund balance to reflect the City's intended use of resources. Assignments of fund balance by the City Administrator and Assistant City Administrator/CFO do not require formal action by the City Council; however, each assignment must be approved by both authorized officials before the item can be presented in the financial statements.
4. **Minimum Unassigned Fund Balance:** The City will strive to maintain an unassigned fund balance of not less than 90 days of the budgeted operational expenditures in the General fund. The purpose of this unassigned balance is to protect the City against short-term operating deficits in the General Fund.

The unassigned fund balance will be available for the following purposes, only after a justification is provided by the appropriate department head, and its use has been approved by the Assistant City Administrator/Chief Financial Officer, City Administrator, and City Council:

- a. Defer short-term tax increases.
 - b. Cover revenue shortfalls.
 - c. Cover unanticipated expenditures.
5. **Order of Expenditure of Funds:** When multiple categories of fund balance are available for expenditure, the City will start with the most restricted category – spending those funds first – before moving down to the next category with available funds.
 6. **Governmental Fund Type Definitions:**
 - a. General Fund – The General Fund should be used to account for and report all financial resources not accounted for and reported in another fund.



- b. Debt Service – Debt service funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.
- c. Special Revenue – Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.
- d. Capital Projects – Capital projects funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Capital projects funds exclude those types of capital-related outflows financed by proprietary funds or assets that will be held in trust for individuals, private organizations, or other governments.

7. **Utility Working Capital and Retained Earnings of Other Operating Funds:** In operating funds other than the General Fund, the City shall strive to maintain a positive retained earnings position to provide sufficient reserves for emergencies and revenue shortfalls. In addition, the minimum reserve balance in utility operating funds will be sixty (60) days of current year budgeted operating expenses. A debt coverage ratio of 125% to 150% will also be maintained in utility operating funds.

The Fleet Services internal service fund will strive to maintain an operating reserve of 30 days.

8. **Rate Stabilization Reserve:** The City will designate an additional reserve balance in the Water and Sewer Operating Fund over and above the sixty (60) day reserve balance. The additional reserve target will be thirty (30) days of current year budgeted operating expenditures. The purpose of the Rate Stabilization Reserve is to protect the City from short-term operating deficits in the Water and Sewer Operating Fund. The funds will be available for the following purposes:
- a. Defer short-term rate increases.
 - b. Cover revenue shortfalls.
 - c. Cover unanticipated expenditures.
 - d. Pay principle and interest on utility related debt.
9. **Use of Fund Balance/Retained Earnings:** Fund Balance/Retained Earnings shall be used only for emergencies, non-recurring expenditures, or major capital



purchases that cannot be accommodated through current year savings. Except for use in an emergency, such use shall not reduce the balance below the appropriate level set as the objective for that fund.

C. Liabilities and Receivables

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

D. Capital Improvement Program and Debt Service Funds

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

IX. INTERNAL CONTROL POLICY STATEMENT

A. Written Procedures

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

B. Department Head Responsibilities

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



C. Revenue/Cash Handling

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

X. STAFFING AND TRAINING POLICY STATEMENT

A. Adequate Staffing

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

B. Training

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

XI. CAPITAL IMPROVEMENT PROGRAM POLICY

A. Statement of Purpose

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

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



is based upon distinctions between expenditures that have only short-term or current benefits and those that have long-term benefits (capital).

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

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

1. **General Government CIP:** Includes expenditures for the replacement, expansion, acquisition, and/or construction of streets, signals, facilities, parks and recreation, transportation, and/or drainage improvements.
2. **Water & Sewer CIP:** Includes expenses for the replacement, expansion acquisition, and/or construction of water and sewer infrastructure improvements.
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.

D. 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.

E. Disclosure

Full disclosure of operations will be made to the bond rating agencies and other users of financial information. The City staff, with the assistance of financial advisors and bond counsel, will prepare the necessary materials for presentation to the rating agencies, aid in the production of Offering Statements, and take



responsibility for the accuracy of all financial information released.

- a. Federal Requirements – The City will maintain procedures to comply with arbitrage rebate and other Federal requirements. Procedures to comply with IRS arbitrage requirements are included with this policy as Appendix D.
- b. Debt Structuring – The City will issue bonds with an average life of thirty years or less, not to exceed the life of the asset(s) acquired.

The structure should approximate level debt service unless operational matters dictate otherwise or, if market conditions indicate, a potential savings could result from modifying the level payment stream.

Consideration of market factors, such as the tax-exempt qualification, minimum tax alternative, and so forth, will be given during the structuring of long-term debt instruments.

XV. INVESTMENTS

The City's idle cash shall be invested in such a manner so as to ensure the absolute safety of principal and interest, to meet the liquidity needs of the City, and to achieve the highest possible yield in accordance with the City's investment policy. Interest earned from investment shall be distributed to the operating, internal service, and other City funds from which the money was provided. Cash forecasting models and procedures will be employed to maximize the amount of investment funds.

All investment activity will be in accordance with the City's investment policy, which is included with this policy as Appendix C. The investment policy will be reviewed and, if needed, updated annually by the City Council.

XVI. INTERGOVERNMENTAL RELATIONS, GRANTS, ECONOMIC DEVELOPMENT, AND RISK MANAGEMENT

A. Intergovernmental Relations

The City shall coordinate efforts with other governmental agencies to achieve common policy objectives, share the cost of providing government services on an equitable basis, and support appropriate favorable legislation at the state and federal levels.

1. **Interlocal Cooperation in Delivery Services:** In order to promote the effective and efficient delivery of services, the City shall work with other local jurisdictions to share on an equitable basis the costs of services, to



share facilities, and to develop joint programs to improve service to its citizens.

2. **Legislative Program:** The City shall cooperate with other jurisdictions to actively oppose any state or federal regulation or proposal that mandates additional City programs or services and does not provide the funding from implementation.

B. Grants

The City shall seek, apply for, obtain and effectively administer federal, state, and foundation grants-in-aid that address the City's current and future priorities and policy objectives.

1. **Grant Guidelines:** The City shall seek, apply for, and obtain those grants that are consistent with priority needs and objectives identified by Council.
2. **Indirect Costs:** The City shall recover indirect costs to the maximum amount allowed by the funding source. The City may waive or reduce indirect costs if doing so will significantly increase the effectiveness of the grant.
3. **Grant Review:** The City shall review all grant submittals for the following: 1) their cash or in-kind matching requirements; 2) their potential impact on the operating budget, including obligations by the City to fund programs on an ongoing basis, even after the grant funding is terminated; and 3) the extent to which they meet the City's policy objectives. If there are cash match requirements, the source of funding shall be identified and approved prior to application. A semi-annual report on the status of grant programs and their effectiveness shall also be prepared and presented to City Council by the Grant Administrator responsible for each grant.
4. **Documentation:** The City will take all steps necessary to ensure that proper supporting documentation is obtained to support the allowable activities completed under each grant program. The records will be obtained and retained according to the specific grant program.
5. **Grant Program Termination:** The City shall terminate grant-funded programs and associated positions as directed by the City Council when grant funds are no longer available unless alternate funding is identified.
6. **Grant Compliance:** The City shall at all times be compliant with a grant's terms and conditions, including Uniform Grant Guidelines, if applicable. The department seeking the grant will assign a grant administrator who will be responsible for grant compliance.



C. Economic Development

The City shall initiate, encourage, and participate in economic development efforts to create job opportunities and strengthen the local economy and tax base.

1. **Commitment to Expansion and Diversification:** The City shall encourage and participate in economic development efforts to expand Conroe's economy and tax base, increase local employment, and invest when there is a defined specific long-term return. These efforts shall not only focus on new areas but on other established sections of Conroe where development or redevelopment can generate additional jobs and other economic benefits.
2. **Tax Abatements:** The City shall develop a tax abatement policy to encourage commercial and/or industrial growth and development throughout Conroe. The City shall balance the long-term benefits of tax abatements with the short-term loss of tax revenues prior to the granting of the abatement. Factors considered in evaluating proposed abatements for development include the location of the project, its size, the number of temporary and permanent jobs created, the costs and benefits for the City and its impact on Conroe's economy and other factors specified in the City's Tax Abatement Policy.
3. **Increase Non-Residential Share of Tax Base:** The City's economic development program shall seek to expand the non-residential share of the tax base to decrease the tax burden on residential homeowners.
4. **Coordinate Efforts with Other Jurisdictions:** The City's economic development program shall encourage close cooperation with other local jurisdictions to promote the economic well-being of this area.

D. Risk Management

The City will utilize a safety program, an employee health program and a risk management program to prevent and/or reduce the financial impact to the City due to claims and losses. Transfer of liability for claims through transfer to other entities through insurance and/or by contract will be utilized where appropriate. Prevention of claims through the safety program and the employee health program will be employed. Liabilities will be self-insured where it is financially feasible.



BASIS OF BUDGETING & ACCOUNTING

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate budgetary and accounting entity. Within the budget, the City's various funds are grouped into the following categories of fund types:

Governmental Fund Types - Include the General Fund, General Obligation & CIDC Debt Service Funds, Capital Projects Funds, and Special Revenue Funds. The budget is organized and operated on a modified accrual basis. A "current financial resources" measurement focus is utilized. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual (i.e., both measurable and available). Available revenues collected within the current period or soon thereafter are used to pay liabilities of the current period. Expenditures represent a decrease in net financial resources, and other than interest on general long-term debt, are recorded when the fund liability is incurred, if measurable. Interest on general long-term debt is recorded when due. The City's Comprehensive Annual Financial Report (CAFR) reports governmental funds under the modified accrual basis of accounting.

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

All funds included in the budget are subject to appropriation.

Governmental Fund Types

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

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

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources other than expendable trusts or major capital projects. The Special Revenue Funds include, but are not limited to, the Hotel Occupancy Tax Fund,



Conroe Tower Fund, Vehicle and Equipment Fund, Conroe Industrial Development Corporation Fund, Transportation Grants, Oscar Johnson Jr. Community Center Fund, Municipal Court Funds, Community Development Block Grant Entitlement Fund, and Animal Shelter Reserve Fund.

Debt Service Funds - The G.O. Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs secured by and payable from property taxes. The CIDC Debt Service Fund is used to account for the accumulation of resources for, and the payment of, long-term debt principal, interest and related costs secured by 4B sales tax revenue.

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

Annual budgets are adopted on a basis consistent with generally accepted accounting principles. The following governmental funds do not have an annual budget; however, they are in the audited financial statements: various pass-through Public Improvement District (PID) Assessment Funds, Owen Theatre, Firearms Training Facility, and Woodlands Township Regional Participation.

Proprietary Fund Types

Enterprise Funds are used to account for operations that are either financed or operated in a manner similar to private business enterprises, or where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management, control, accountability, or other purposes.

Water & Sewer Operating Fund - This fund accounts for water and wastewater services for the residents of the City. All activities necessary to provide such services are accounted for in the fund, including administration, operation, maintenance, financing and related debt service, and billing and collection.

Fleet Services Fund - This fund accounts for fleet services and maintenance of the City's vehicles and equipment (rolling stock). It also provides fleet maintenance services to external governmental customers.

Self-Funded Insurance Fund – This fund accounts for the health, dental, and vision insurance benefits related to the City's insurance activities. For the purposes of these benefits, the City is self-insured.



STATUTORY REQUIREMENTS

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

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

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

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

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

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

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

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

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



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

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

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

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

Calculation of Legal Debt Margin - October 1, 2019

Taxable Assessed Valuation	\$9,144,248,346
Constitutional Limit	2.50% of assessed valuation
Maximum Constitutional Revenue Available	\$228,606,209
Tax Rate to Achieve Maximum Tax Revenue	\$2.50 per \$100 of valuation
Adopted Tax Rate for 2017-2018	\$0.4375 per \$100 of valuation
Available Unused Constitutional Max Tax Rate	\$2.063 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 2019 TAX YEAR PROPOSED PROPERTY TAX RATE FOR CITY OF CONROE

A tax rate of \$0.4454 per \$100 valuation has been proposed for adoption by the governing body of City of Conroe. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate.

The governing body of City of Conroe proposes to use revenue attributable to the tax rate increase for the purpose of funding essential services, including police department, fire department, parks and recreation, and all other costs listed in the City's budget that can be found at www.cityofconroe.org.

PROPOSED TAX RATE	\$0.4454 per \$100
PRECEDING YEAR'S TAX RATE	\$0.4175 per \$100
EFFECTIVE TAX RATE	\$0.3960 per \$100
ROLLBACK TAX RATE	\$0.4455 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 2018 tax year and the 2019 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
Tax Assessor-Collector
400 N. San Jacinto
Conroe, TX. 77301
936-539-7897
tammy.mcrae@mctx.org
www.mctx.org

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

First Hearing: August 8, 2019 at 6:00 PM at City Council Chambers at Conroe City Hall, 300 W. Davis St., Conroe TX 77301.

Second Hearing: August 19, 2019 at 9:30 AM at City Council Chambers at Conroe City Hall, 300 W. Davis St., Conroe TX 77301.



CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
GENERAL FUND				
0001-1041 Administration				
City Administrator	1	1	1	1
Communications Coordinator	1	1	1	1
Administrative Assistant	1	1	1	1
Subtotal	3	3	3	3
PT Downtown Liaison (Hours)	1,000	1,000	1,000	1,000
PT Administration Intern (Hours)	0	354	520	520
Subtotal hours	1,000	1,354	1,520	1,520
0001-1042 Mayor and City Council				
Mayor	1	1	1	1
Mayor Pro Tem	1	1	1	1
Councilmember	4	4	4	4
Subtotal	6	6	6	6
City Secretary	1	1	1	1
Assistant City Secretary	1	1	1	1
Administrative Specialist I	0	0	1	1
Subtotal	2	2	3	3
PT Administrative Specialist I (Hours)	0	1,000	1,000	1,000
Subtotal hours	0	1,000	1,000	1,000
0001-1044 Transportation				
Transportation Manager	1	1	1	1
Transit Coordinator	0	0	1	1
Transit Coordinator - Financial Analyst	0	0	0	1
Subtotal	1	1	2	3
PT Engineering Aide (Hours)	1,040	1,040	1,040	1,040
Subtotal hours	1,040	1,040	1,040	1,040
0001-1060 Legal				
City Attorney	1	1	1	1
Assistant City Attorney	1	1	1	2
Municipal Court Prosecutor	0	0	1	0
Administrative Assistant	1	1	1	1
Subtotal	3	3	4	4
0001-1070 Municipal Court				
Judge	1	1	1	1
Subtotal	1	1	1	1
Court Administrator	1	1	1	1
Deputy Court Clerk III	1	1	1	1
Deputy Court Clerk II	2	2	2	3
Deputy Court Clerk I	4	4	4	3
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 Internal Services	1	1	1	1
Internal Auditor	1	1	1	1
Assistant Director of Finance & Administration	1	1	1	1



CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
Accounting Manager	1	1	1	1
Senior Accountant	1	1	1	1
Accountant	2	2	2	2
Facilities Manager	1	1	1	1
Payroll Specialist	1	1	1	1
Accounts Payable Clerk	1	1	1	1
Finance Manager	1	1	1	1
Capital Asset and Compliance Accountant	0	0	0	1
Subtotal	12	12	12	13
PT Accounting Intern (Hours)	480	0	0	0
PT Financial Analyst (Hours)	0	0	999	999
Subtotal hours	480	0	999	999
0001-1110 CDBG Administration				
Assistant Coordinator	1	1	1	1
Subtotal	1	1	1	1
0001-1120 Purchasing-Warehouse				
Purchasing Manager	1	1	1	1
Warehouse Supervisor	1	0	0	0
Buyer	0	1	1	1
Warehouse Technician	2	2	2	2
Subtotal	4	4	4	4
0001-1130 Information Technology				
Information Technology Manager	1	1	1	1
Computer Systems Specialist	1	1	1	1
Network System Supervisor	1	1	1	1
Network Support Specialist	1	1	1	1
Applications & Business Analyst	2	2	2	2
Desktop Support Supervisor	1	1	1	1
Senior Desktop Support Specialist	0	0	0	1
Desktop Support Specialist	1	1	2	1
GIS Supervisor	1	1	1	1
GIS Analyst	2	2	2	2
Subtotal	11	11	12	12
0001-1160 Human Resources				
Civil Service Commission	3	3	3	3
Subtotal	3	3	3	3
Human Resources Director	1	1	1	1
Risk Manager	1	1	1	1
Human Resources Manager	1	1	1	1
Administrative Assistant	1	1	1	1
Administrative Specialist I	1	1	1	1
Employee Specialist	1	1	1	1
Human Resources Clerk	0	0	1	1
Subtotal	6	6	7	7
PT Switchboard Operator (Hours)	1,500	1,500	1,500	1,000
PT Receptionist (Hours)	1,300	1,300	1,300	800
PT Human Resources Clerk (Hours)	0	0	0	1,000
Subtotal hours	2,800	2,800	2,800	2,800



CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
0001-1201 Police Administration				
Police Chief	1	1	1	1
Deputy Chief	2	2	2	2
Lieutenant	1	1	1	1
Police Officer	1	1	1	1
Police Officer/Warrant Officer/Bailiff	2	2	2	2
Administrative Assistant	1	1	1	1
Administrative Specialist I	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/Patrol Officer	2	2	2	2
Facilities Maintenance Coordinator	1	1	1	1
Parking Control/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	3	3	3	2
Facilities Maintenance Assistant I	0	0	0	1
Subtotal	14	14	14	14
PT Switchboard Operator (Hours)	400	400	400	400
Subtotal hours	400	400	400	400
0001-1203 Police Patrol				
Lieutenant	3	3	3	3
Sergeant	10	10	10	10
Police Officer	67	67	67	73
Communications Supervisor	4	4	4	4
Communications Officer	17	17	17	17
Administrative Specialist I	1	1	0	0
Asset Coordinator	0	0	1	1
Subtotal	102	102	102	108
The Police Department is authorized to over hire twenty (20) additional Police Officers and two (2) additional Communication Officers.				
PT Communications Officer (Hours)	1,800	1,800	1,800	1,800
Subtotal hours	1,800	1,800	1,800	1,800
0001-1204 Police Investigative Services				
Lieutenant	1	1	1	1
Sergeant	4	4	4	4
Police Officer/Investigator	24	24	24	24
Internet Crimes Against Children Officer	0	0	0	1
Sex Offender Registration Specialist	1	1	1	1
Crime Analyst	1	1	1	1
Victim Assistance Liaison	1	1	1	1
Evidence Technician	2	2	3	2
Video Evidence Technician	0	0	1	2
Subtotal	34	34	36	37
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



CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PT Animal Control (Hours)	850	850	850	850
Subtotal hours	850	850	850	850
0001-1209 Police Commercial Vehicle Enforcement Program				
Patrol Officer	1	1	1	1
Subtotal	1	1	1	1
0001-1300 Fire				
Fire Chief	1	1	1	1
Assistant Fire Chief	1	1	1	1
Deputy Chief	5	5	5	5
Battalion Chief	0	0	0	3
Fire Lieutenant	31	31	31	31
Engine Operator	27	27	27	27
Firefighter	60	60	66	66
Emergency Management Specialist	1	1	1	1
Administrative Specialist II	2	2	2	2
Asset Coordinator	1	1	1	1
Subtotal	129	129	135	138
The Fire Department is authorized to over hire six (6) additional Firefighters.				
0001-1400 Parks Administration				
Parks Board	7	7	7	7
Subtotal	7	7	7	7
Director of Parks and Recreation	1	1	1	1
Administrative Assistant	1	1	1	1
Superintendent Parks	1	1	1	1
Recreation Manager	1	1	1	1
Subtotal	4	4	4	4
PT Administrative Specialist I (Hours)	0	0	2,000	2,000
PT Customer Service Representative (Hours)	2,000	2,000	0	0
PT Intern - Parks and Recreation (Hours)	1,000	1,000	1,000	1,000
PT Recreation Specialist (Hours)	0	0	1,000	0
Subtotal hours	3,000	3,000	4,000	3,000
0001-1410 Recreation Center				
Recreation Center Supervisor	1	1	1	1
Recreation Coordinator	3	2	2	2
Recreation Specialist	0	1	1	1
Administrative Specialist III	1	1	1	1
Subtotal	5	5	5	5
PT Recreation Leader III (Hours)	0	0	400	400
PT Recreation Leader II (Hours)	0	750	750	750
PT Customer Service Representative III (Hours)	5,215	6,215	6,215	6,215
PT Customer Service Representative II (Hours)	14,550	14,425	14,425	14,425
Subtotal hours	19,765	21,390	21,790	21,790
0001-1440 Aquatic Center				
Aquatic Supervisor	0	1	1	1
Superintendent Aquatic	1	0	0	0
Administrative Specialist III	1	1	1	1
Aquatic Coordinator - Maintenance	1	1	1	1



CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
Aquatic Coordinator - Operations	1	1	1	1
Aquatic Coordinator - Programs	1	1	1	1
Assistant Aquatic Coordinator	1	1	1	1
Assistant Aquatic Coordinator	1	1	1	1
Subtotal	7	7	7	7
PT Head Lifeguard (Hours)	2,660	2,800	2,800	2,800
PT Lifeguard (Hours)	21,804	10,997	10,997	10,997
PT Water Safety Instructor (Hours)	4,779	11,000	11,000	11,000
PT Assistant Aquatic Coordinator (Hours)	1,560	1,560	1,560	1,560
PT Customer Service Representative III (Hours)	0	1,000	1,000	1,000
PT Customer Service Representative II (Hours)	3,354	5,200	5,200	5,200
PT Customer Service Representative I (Hours)	2,000	3,600	3,600	3,600
Subtotal hours	36,157	36,157	36,157	36,157
0001-1450 Parks Operations				
Foreman Parks	1	1	1	1
Maintenance Crew Leader I	2	2	3	1
Maintenance Crew Leader II	0	0	0	2
Maintenance Technician II	0	0	0	5
Maintenance Technician I	7	7	8	3
Subtotal	10	10	12	12
PT Parks Laborer (Hours)	1,000	1,000	1,000	1,000
PT Parks Ambassador (Hours)	3,000	3,000	3,000	3,000
Subtotal hours	4,000	4,000	4,000	4,000
0001-1500 Community Development				
Director of Community Development	1	1	1	1
Assistant Director of Community Development	0	0	1	1
City Planner	1	1	1	1
Administrative Specialist II	1	1	1	1
Permits Supervisor	1	1	1	0
Permit Technician	3	3	3	0
Building Official	1	1	1	0
Building Inspector	8	8	8	0
Building Inspector/Plan Reviewer	0	0	1	0
Code Enforcement Officer	3	3	4	4
Permits and Plan Intake Coordinator	0	0	1	0
Subtotal	19	19	23	8
PT Building Inspector (Hours)	520	520	520	0
PT Permit Technician (Hours)	1,040	1,040	1,040	0
Subtotal hours	1,560	1,560	1,560	0
0001-1530 Drainage Maintenance				
Foreman Drainage/Street Maintenance	1	1	1	1
Maintenance Crew Leader III	4	4	4	2
Maintenance Crew Leader II	0	0	0	4
Maintenance Crew Leader I	3	3	3	1
Subtotal	8	8	8	8
0001-1540 Street Maintenance				
Superintendent Drainage/Street and Sign Maintenance	1	1	1	1
Foreman Drainage/Street Maintenance	1	1	1	1
Sign Technician	1	1	0	0
Assistant Sign Technician	1	1	0	0



CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
Maintenance Crew Leader III	5	5	5	3
Maintenance Crew Leader II	0	0	0	4
Maintenance Crew Leader I	17	17	16	17
Maintenance Technician I	10	10	8	4
Maintenance Technician II	0	0	0	1
Subtotal	36	36	31	31
0001-1550 Signal Maintenance				
Foreman Pump & Motor and Signal Maintenance	1	1	1	1
Journeyman Electrician	3	2	2	2
Traffic Signal Technician	0	1	1	1
Subtotal	4	4	4	4
0001-1560 Sign Maintenance				
Foreman Sign Maintenance	0	0	1	1
Sign Technician	0	0	1	1
Assistant Sign Technician	0	0	3	2
Maintenance Crew Leader I	0	0	1	1
Maintenance Technician II	0	0	0	2
Maintenance Technician I	0	0	2	1
Subtotal	0	0	8	8
0001-1570 Engineering				
Planning Commission	7	7	7	7
Subtotal	7	7	7	7
Director of Capital Projects/Transportation	0	1	1	1
Director of Engineering	1	0	0	0
Assistant Director of Projects/Transportation	1	0	0	0
City Engineer	0	1	1	1
Administrative Specialist III	1	1	1	1
Administrative Specialist I	1	1	1	1
Engineering Manager	1	0	0	0
Senior Project Engineer	0	0	0	1
Project Engineer	2	3	3	2
Development Coordinator	2	2	2	2
Engineering Project Coordinator	1	1	1	1
Engineering Technician	2	2	2	2
Engineering Aide	4	4	5	6
Senior Engineering Inspector	3	3	3	4
Engineering Inspector	3	3	3	2
Engineering Assistant	1	1	1	1
Subtotal	23	23	24	25
PT Engineering Intern (Hours)	0	0	2,000	1,000
PT Project Engineer (Hours)	0	1,000	1,000	1,000
PT Engineering Aide (Hours)	0	0	1,000	1,000
Subtotal hours	0	1,000	4,000	3,000
0001-1580 Building Inspections and Permits				
Building Official	0	0	0	1
Senior Building Inspector	0	0	0	1
Building Inspector	0	0	0	7
Permit Supervisor	0	0	0	1
Permit Technician	0	0	0	4
Permits and Plan Intake Coordinator	0	0	0	1
Subtotal	0	0	0	15



CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PT Permit Technician (Hours)	0	0	0	1,040
Subtotal hours	0	0	0	1,040
TOTAL GENERAL FUND	459	459	482	495
WATER & SEWER OPERATING FUND				
0002-2800 Utility Billing				
Utility Billing Manager	1	1	1	1
Senior Meter Technician	1	1	1	1
Meter Technician	4	4	4	4
Senior Account Representative	1	1	1	1
Account Representative	3	3	4	4
Subtotal	10	10	11	11
0002-2810 Public Works				
Director of Public Works	1	1	1	1
Assistant Director Public Works	1	1	1	1
Administrative Assistant	1	1	1	1
Administrative Specialist I	3	2	2	1
Administrative Specialist II	0	0	0	1
Utilities Manager	1	1	1	1
Asset Management Specialist	0	0	1	1
Subtotal	7	6	7	7
0002-2820 Water				
Superintendent Water/Sewer Maintenance and Water Production	1	1	1	1
Foreman Water and Sewer Maintenance	1	1	1	1
Foreman Water Production	1	1	1	1
Maintenance Crew Leader II	2	2	3	2
Maintenance Crew Leader I	1	1	1	1
Utility Locator	0	0	0	1
Maintenance Technician I	2	2	4	4
Water Plant Operator	4	4	4	4
Maintenance Technician II	0	0	1	1
Subtotal	12	12	16	16
0002-2881 Wastewater Treatment Plant				
Superintendent Wastewater Plant	1	1	1	1
Assistant Superintendent Wastewater Plant	0	0	1	1
Pretreatment Coordinator	1	1	1	1
Pretreatment Technician	0	1	1	1
Foreman Wastewater Plant	1	1	0	2
Wastewater Plant Operator	5	5	5	8
Maintenance Technician I	1	1	1	1
Driver/Press Operator	1	1	1	1
Foreman Wastewater Plant Operations	0	0	2	0
Pump Mechanic	1	1	1	1
Subtotal	11	12	14	17
0002-2882 Sewer				
Foreman Water and Sewer Maintenance	0	0	0	1
Maintenance Crew Leader II	5	5	5	5
Maintenance Technician I	12	12	12	12
Maintenance Crew Leader I	1	1	1	1
Subtotal	18	18	18	19



CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
0002-2883 Pump & Motor Maintenance				
Superintendent Pump & Motor and Signal Maintenance	1	1	1	1
Foreman Pump & Motor and Signal Maintenance	1	1	1	1
Pump Technician	1	1	1	1
Pump Mechanic	4	4	4	4
Welder	1	1	1	1
Journeyman Electrician	1	1	1	1
Subtotal	9	9	9	9
TOTAL WATER & SEWER OPERATING FUND	67	67	75	79
HOTEL OCCUPANCY TAX FUND				
0004-4010 Convention & Visitors Bureau				
Convention & Visitors Bureau Manager	1	1	1	1
Marketing Manager	0	1	1	1
Visitor Service Manager	0	0	1	1
Tourism Coordinator	3	2	1	1
Subtotal	4	4	4	4
TOTAL HOTEL OCCUPANCY TAX FUND	4	4	4	4
CONROE INDUSTRIAL DEVELOPMENT CORP (CIDC) FUND				
0009-9000 CIDC				
Executive Director of CIDC	1	1	1	1
Deputy Director of CIDC	1	1	1	1
Associate Director - CIDC	1	1	1	1
Marketing Manager	0	0	0	1
Administrative Assistant	0	0	1	1
Research Analyst/Retail Specialist	1	1	0	0
Subtotal	4	4	4	5
PT Marketing & Communication Coordinator (Hours)	999	999	999	0
Subtotal hours	999	999	999	0
TOTAL CIDC FUND	4	4	4	5
FACILITIES MANAGEMENT FUND				
0025-2500 Facilities Management Fund				
Maintenance Technician II	1	1	1	2
Subtotal	1	1	1	2
TOTAL FACILITIES MANAGEMENT FUND	1	1	1	2
OSCAR JOHNSON, JR. COMMUNITY CENTER (OJJCC) FUND				
0030-3000 Oscar Johnson, Jr. Community Center				
Recreation Center Supervisor	1	1	1	1
Administrative Specialist III	1	1	1	1
Recreation Coordinator	2	2	2	2
Subtotal	4	4	4	4
PT Recreation Specialist (Hours)	0	0	1,000	1,000
PT Assistant Recreation Coordinator (Hours)	2,000	2,000	2,000	2,000
PT Recreation Leader III (Hours)	11,593	11,654	13,245	13,245
PT Recreation Leader II (Hours)	42,010	41,258	35,070	35,070



CITY OF CONROE PERSONNEL SUMMARY

	<u>Actual 2016-2017</u>	<u>Actual 2017-2018</u>	<u>Estimated 2018-2019</u>	<u>Budgeted 2019-2020</u>
PT Recreation Leader I (Hours)	2,662	4,206	4,000	4,000
PT Customer Service Representative III (Hours)	3,030	2,605	2,110	2,110
PT Customer Service Representative II (Hours)	2,334	2,211	2,200	2,200
Subtotal hours	63,629	63,934	59,625	59,625
TOTAL OJJCC FUND	4	4	4	4
FLEET SERVICES FUND				
0052-5200 Fleet Services				
Fleet Services Manager	1	1	1	1
Foreman Shop	1	1	1	1
Fleet Technician III	2	2	2	2
Fleet Technician II	2	2	2	1
Fleet Technician I	2	2	3	4
Parts/Inventory/Data Specialist	0	0	1	1
Subtotal	8	8	10	10
PT Receptionist (Hours)	1,000	1,000	0	0
Subtotal hours	1,000	1,000	0	0
TOTAL FLEET SERVICES FUND	8	8	10	10
TOTAL ALL FUNDS	547	547	580	599



Full Time Compensation Ranges

Fiscal Year 2019-2020

Full Time Effective 10/4/2019

Grade	MINIMUM			MIDPOINT			MAXIMUM		
	Annual	Monthly	Hourly	Annual	Monthly	Hourly	Annual	Monthly	Hourly
301	18,078	1,507	8.691	22,598	1,883	10.864	27,117	2,260	13.037
302	18,982	1,582	9.126	23,727	1,977	11.407	28,473	2,373	13.689
303	19,931	1,661	9.582	24,914	2,076	11.978	29,897	2,491	14.374
304	20,928	1,744	10.062	26,159	2,180	12.576	31,391	2,616	15.092
305	21,974	1,831	10.564	27,467	2,289	13.205	32,961	2,747	15.847
306	23,073	1,923	11.093	28,841	2,403	13.866	34,609	2,884	16.639
307	24,226	2,019	11.647	30,283	2,524	14.559	36,339	3,028	17.471
308	25,438	2,120	12.230	31,797	2,650	15.287	38,156	3,180	18.344
309	26,709	2,226	12.841	33,387	2,782	16.051	40,064	3,339	19.262
310	28,045	2,337	13.483	35,056	2,921	16.854	42,067	3,506	20.225
311	29,447	2,454	14.157	36,809	3,067	17.697	44,171	3,681	21.236
312	30,920	2,577	14.865	38,649	3,221	18.581	46,379	3,865	22.298
313	32,466	2,706	15.609	40,582	3,382	19.511	46,698	3,892	22.451
314	34,089	2,841	16.389	42,611	3,551	20.486	51,133	4,261	24.583
315	35,793	2,983	17.208	44,742	3,729	21.511	53,690	4,474	25.813
316	37,583	3,132	18.069	46,979	3,915	22.586	56,374	4,698	27.103
317	39,462	3,289	18.972	49,328	4,111	23.715	59,193	4,933	28.458
318	41,435	3,453	19.921	51,794	4,316	24.901	62,153	5,179	29.881
319	43,507	3,626	20.917	54,384	4,532	26.146	65,260	5,438	31.375
320	45,682	3,807	21.963	57,103	4,759	27.453	68,523	5,710	32.944
321	47,966	3,997	23.061	59,958	4,997	28.826	71,950	5,996	34.591
322	50,365	4,197	24.214	62,956	5,246	30.267	75,547	6,296	36.321
323	52,883	4,407	25.425	66,104	5,509	31.781	79,324	6,610	38.137
324	55,527	4,627	26.696	69,409	5,784	33.370	83,291	6,941	40.044
325	58,303	4,859	28.030	72,879	6,073	35.038	87,455	7,288	42.046
326	61,219	5,102	29.432	76,523	6,377	36.790	91,828	7,652	44.148
327	64,280	5,357	30.904	80,349	6,696	38.629	96,419	8,035	46.355
328	67,494	5,625	32.449	84,367	7,031	40.561	101,240	8,437	48.673
329	70,868	5,906	34.071	88,585	7,382	42.589	106,302	8,859	51.107
330	74,412	6,201	35.775	93,015	7,751	44.719	111,617	9,301	53.662
331	78,132	6,511	37.563	97,665	8,139	46.954	117,198	9,767	56.345
332	82,039	6,837	39.442	102,549	8,546	49.302	123,058	10,255	59.163
333	86,141	7,178	41.414	107,676	8,973	51.767	129,211	10,768	62.121
334	90,448	7,537	43.485	113,060	9,422	54.356	135,672	11,306	65.227
335	95,875	7,990	46.094	122,240	10,187	58.769	148,606	12,384	71.445
336	102,586	8,549	49.320	130,797	10,900	62.883	159,008	13,251	76.446
337	110,793	9,233	53.266	141,261	11,772	67.914	171,729	14,311	82.562
338	120,764	10,064	58.060	153,974	12,831	74.026	187,184	15,599	89.992
339	132,840	11,070	63.865	169,372	14,114	81.429	205,903	17,159	98.992
340	147,453	12,288	70.891	188,003	15,667	90.386	228,552	19,046	109.881



Part Time Compensation Ranges

Fiscal Year 2019-2020

Part Time Effective 10/4/2019

Grade	<i>MINIMUM</i>	<i>MIDPOINT</i>	<i>MAXIMUM</i>
	Hourly	Hourly	Hourly
1	8.691	10.864	13.037
2	9.126	11.407	13.689
3	9.582	11.978	14.374
4	10.062	12.576	15.092
5	10.564	13.205	15.847
6	11.093	13.866	16.639
7	11.647	14.559	17.471
8	12.230	15.287	18.344
9	12.841	16.051	19.262
10	13.483	16.854	20.225
11	14.157	17.697	21.236
12	14.865	18.581	22.298
13	15.609	19.511	23.413
14	16.389	20.486	24.583
15	17.208	21.511	25.813
16	18.069	22.586	27.103
17	18.972	23.715	28.458
18	19.921	24.901	29.881
19	20.917	26.146	31.375
20	21.963	27.453	32.944
21	23.061	28.826	34.591
22	24.214	30.267	36.321
23	25.425	31.781	38.137
24	26.696	33.370	40.044
25	28.030	35.038	42.046
26	29.432	36.790	44.148
27	30.904	39.629	46.355
28	32.449	40.561	48.673
29	34.071	42.589	51.107
30	35.775	44.719	53.662
31	37.563	46.954	56.345
32	39.442	49.302	59.163
33	41.414	51.767	62.121
34	43.485	54.356	65.227



Civil Service Fire Compensation Ranges

Fiscal Year 2019-2020

Fire Effective 10/4/2019

Grade	1	2	3	4	5	6	7	8
Firefighter	58,710	60,765	62,892	65,093	67,371	69,729	72,170	74,696
F1	20.162	20.868	21.598	22.354	23.136	23.946	24.784	25.651
Engine Operator	76,936	79,629	82,416					
F2	26.421	27.346	28.303					
Lieutenant	90,658	93,378	96,179					
F3	31.133	32.067	33.029					
Battalion Chief	101,950	105,518	109,211					
F4	35.011	36.236	37.504					
Deputy Chief	115,764	119,237	122,814					
F5	55.656	57.326	59.046					
Assistant Chief	128,945	139,271	150,412					
F6	61.998	66.958	72.314					

INCENTIVE PAY

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



Civil Service Police Compensation Ranges

Fiscal Year 2019-2020

Police Effective 10/4/2019

Grade	1	2	3	4	5	6	7	8
Cadet	49,600							
	23.847							
Officer	58,710	61,502	64,427	67,491	70,701	74,064	77,586	81,276
P1	28.226	29.569	30.975	32.448	33.991	35.608	37.301	39.075
Sergeant	82,989	85,479	88,043	90,684	93,405			
P2	39.899	41.096	42.329	43.598	44.907			
Lieutenant	97,141	100,055	103,057	106,149				
P3	46.703	48.104	49.547	51.034				
Captain	110,394	113,706	117,117					
P4	53.074	54.667	56.307					
Deputy Chief	128,954	139,271	150,412					
P5	61.998	66.959	72.314					

INCENTIVE PAY- Police

Effective Date 10/1/2011

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

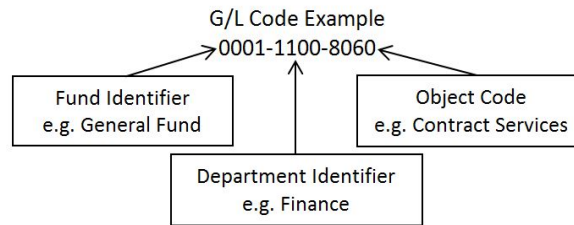
INCENTIVE PAY-Communications Officers

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



City of Conroe

Chart of Accounts



FUND		*Budgeted Fund
0001	GENERAL FUND	*
0002	WATER & SEWER OPERATING	*
0003	VEHICLE & EQUIPMENT REPLACEMENT	*
0004	HOTEL OCCUPANCY TAX	*
0005	PID ASSESSMENTS	
0006	WATER & SEWER DEBT SERVICE	*
0008	WATER & SEWER REVENUE RESERVE	
0009	CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC)	*
0010	GENERAL OBLIGATION DEBT SERVICE	*
0024	COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT	*
0025	FACILITIES MANAGEMENT	*
0030	OSCAR JOHNSON JR COMMUNITY CENTER	*
0032	OWEN THEATRE	
0034	WOODLANDS TOWNSHIP REGIONAL PARTICIPATION	
0035	RETIREMENT HEALTHCARE PLAN	
0036	TRANSPORTATION GRANTS	*
0037	MUNICIPAL COURT TECHNOLOGY	*
0038	MUNICIPAL COURT BUILDING SECURITY	*
0039	MUNICIPAL COURT JUVENILE CASE MANAGER	*
0041	SIGNALS CIP FUND	*
0042	FACILITIES CIP FUND	*
0043	WATER CIP FUND	*
0044	SEWER CIP FUND	*
0045	WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT	*
0046	TRANSPORTATION GRANTS CIP FUND	*
0047	CIDC INDUSTRIAL PARK LAND SALES	
0048	MUNICIPAL COURT EFFICIENCY FEE	*
0049	MUNICIPAL COURT TRUANCY PREVENTION	*
0052	FLEET SERVICES	*
0054	FIREARMS TRAINING FACILITY	



City of Conroe

Chart of Accounts

FUND		*Budgeted Fund
0056	WOODLANDS ANNEXATIONS	
0063	DRAINAGE CIP FUND	*
0071	PAYROLL	
0073	PARKS CIP FUND	*
0075	STREETS CIP FUND	*
0076	TAX INCREMENT REINVESTMENT ZONE #2	*
0079	TAX INCREMENT REINVESTMENT ZONE #3	*
0080	CIDC CIP FUND (CLOSED)	
0081	SELF FUNDED INSURANCE	*
0082	LONGMIRE CREEK ESTATES PID	
0083	WEDGEWOOD FALLS PID	*
0084	SHADOW LAKES PID	
0086	CHASE RUN PID	
0087	CANYON CREEK PID	
0088	ANIMAL SHELTER RESERVE FUND	*
0100	DISBURSEMENT FUND	
0101	CONROE MMD#1-REIMBURSEMENT AGREEMENT	*
0102	CONROE MMD#1-ECONOMIC DEVELOPMENT	*
0201	FY13 SECTION 5307 GRANT (TX-90-YO49-00)	*
0202	FY14 SECTION 5307 GRANT (TX-90-YO63-00)	*
0203	FY15 SECTION 5307 GRANT (TX-2016-049-00)	*
0231	FTA SECTION 5309 GRANT (TX-04-0110-00)	*
0232	H-GAC FEDERAL TRANSIT ADMINISTRATION GRANT	*
0241	FY13-14 SECTION 5310 GRANT (TX-16-X024-00)	*
0242	FY15-16 SECTION 5310 GRANT (TX-2017-017-00)	*
0243	FY16 SECTION 5307 GRANT (TX-2017-003-00)	*
0251	FY13-15 STATE PUBLIC TRANSPORTATION APPROPRIATIONS	*
0252	FY16 STATE PUBLIC TRANSPORTATION APPROPRIATIONS	*
0253	FY17 STATE PUBLIC TRANSPORTATION APPROPRIATIONS	*
0402	CIDC CIP FUND, SALES TAX REVENUE BONDS 2019	
0501	WATER & SEWER CIP FUND, CERTIFICATES OF OBLIGATION 2018B	
0601	CIP FUND, CERTIFICATES OF OBLIGATION 2018A	
0999	POOLED CASH FUND	



City of Conroe
Chart of Accounts

FUND-DEPARTMENT

0001-1020	GENERAL FUND	REVENUES
0001-1041	GENERAL FUND	ADMINISTRATION
0001-1042	GENERAL FUND	MAYOR AND COUNCIL
0001-1044	GENERAL FUND	TRANSPORTATION
0001-1060	GENERAL FUND	LEGAL
0001-1070	GENERAL FUND	MUNICIPAL COURT
0001-1100	GENERAL FUND	FINANCE
0001-1110	GENERAL FUND	CDBG ADMINISTRATION
0001-1120	GENERAL FUND	PURCHASING-WAREHOUSE
0001-1130	GENERAL FUND	INFORMATION TECHNOLOGY
0001-1160	GENERAL FUND	HUMAN RESOURCES
0001-1201	GENERAL FUND	POLICE ADMINISTRATION
0001-1202	GENERAL FUND	POLICE SUPPORT
0001-1203	GENERAL FUND	POLICE PATROL
0001-1204	GENERAL FUND	POLICE INVESTIGATIVE SERVICES
0001-1206	GENERAL FUND	POLICE ANIMAL SERVICES
0001-1209	GENERAL FUND	COMMERCIAL VEHICLE ENFORCEMENT PROGRAM
0001-1300	GENERAL FUND	FIRE
0001-1400	GENERAL FUND	PARKS & REC ADMINISTRATION
0001-1410	GENERAL FUND	RECREATION CENTER
0001-1440	GENERAL FUND	AQUATIC CENTER
0001-1450	GENERAL FUND	PARK OPERATIONS
0001-1500	GENERAL FUND	COMMUNITY DEVELOPMENT
0001-1530	GENERAL FUND	DRAINAGE MAINTENANCE
0001-1540	GENERAL FUND	STREETS
0001-1550	GENERAL FUND	SIGNAL MAINTENANCE
0001-1560	GENERAL FUND	SIGN MAINTENANCE
0001-1570	GENERAL FUND	ENGINEERING
0001-1800	GENERAL FUND	GF NON-DEPARTMENTAL



**City of Conroe
Chart of Accounts**

FUND-DEPARTMENT

0002-2000	WATER & SEWER OPERATING	REVENUES
0002-2800	WATER & SEWER OPERATING	UTILITY BILLING
0002-2810	WATER & SEWER OPERATING	PUBLIC WORKS
0002-2820	WATER & SEWER OPERATING	WATER
0002-2821	WATER & SEWER OPERATING	SURFACE WATER
0002-2881	WATER & SEWER OPERATING	WASTEWATER TREATMENT PLANT
0002-2882	WATER & SEWER OPERATING	SEWER
0002-2883	WATER & SEWER OPERATING	PUMP & MOTOR MAINTENANCE
0002-2900	WATER & SEWER OPERATING	W/S NON-DEPARTMENTAL
0003-3010	VEHICLE & EQUIPMENT REPLACEMENT	VEHICLE & EQUIPMENT REPLACEMENT
0004-4010	HOTEL OCCUPANCY TAX	CONVENTION & VISITORS BUREAU
0006-6000	WATER & SEWER DEBT SERVICE	REVENUE BOND DEBT SERVICE
0009-9000	CONROE INDUSTRIAL DEVELOPMENT CORPORATION (CIDC)	CIDC GENERAL FUND
0009-9200	CIDC DEBT SERVICE	CIDC DEBT SERVICE
0009-9400	CIDC REVENUE CLEARING	CIDC REVENUE CLEARING
0010-1010	GENERAL OBLIGATION DEBT SERVICE	GENERAL OBLIGATION DEBT SERVICE
0024-2400	COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT	CDBG OPERATIONS
0025-2500	FACILITIES MANAGEMENT	FACILITIES MANAGEMENT
0030-3000	OSCAR JOHNSON JR COMMUNITY CENTER	OJJCC
0036-3600	TRANSPORTATION GRANTS	TRANSPORTATION
0037-3700	MUNICIPAL COURT TECHNOLOGY	MUNICIPAL COURT TECHNOLOGY
0038-3800	MUNICIPAL COURT BUILDING SECURITY	MUNICIPAL COURT BUILDING SECURITY
0039-3900	MUNICIPAL COURT JUVENILE CASE MANAGER	MUNICIPAL COURT JUVENILE CASE MANAGER
0045-4500	WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT	WATER & SEWER VEHICLE & EQUIPMENT REPLACEMENT
0047-4700	CIDC INDUSTRIAL PARK LAND SALES	CIDC INDUSTRIAL PARK LAND SALES
0048-4800	MUNICIPAL COURT EFFICIENCY FEE	MUNICIPAL COURT EFFICIENCY FEE
0049-4900	MUNICIPAL COURT TRUANCY PREVENTION	MUNICIPAL COURT TRUANCY PREVENTION
0052-5200	FLEET SERVICES	FLEET SERVICES



City of Conroe
Chart of Accounts

FUND-DEPARTMENT

0081-8100	SELF FUNDED INSURANCE	SELF FUNDED INSURANCE
0083-8300	WEDGEWOOD FALLS PID	WEDGEWOOD FALLS PID
0088-8800	ANIMAL SHELTERRESERVE	ANIMAL SHELTER RESERVE
0201-2110	FY13 SECTION 5307 GRANT (TX-90-YO49-00)	FY13 SECTION 5307 GRANT
0202-2020	FY14 SECTION 5307 GRANT (TX-90-YO63-00)	FY14 SECTION 5307 GRANT
0203-2311	FY15 SECTION 5307 GRANT (TX-2016-049-00)	FY15 SECTION 5307 GRANT
0241-2410	FY13-14 SECTION 5310 GRANT (TX-16-X024-00)	FY13-14 SECTION 5310 GRANT
0242-2420	FY15-16 SECTION 5310 GRANT (TX-2017-017-00)	FY15-16 SECTION 5310 GRANT
0243-2430	FY16 SECTION 5307 GRANT (TX-2017-003-00)	FY16 SECTION 5307 GRANT
0251-2510	FY13-15 STATE PUBLIC TRANSPORTATION APPROPRIATIONS	FY13-15 STATE PUBLIC TRANSPORTATION APPROPRIATIONS
0252-2520	FY16 STATE PUBLIC TRANSPORTATION APPROPRIATIONS	FY16 STATE PUBLIC TRANSPORTATION APPROPRIATIONS
0253-2530	FY17 STATE PUBLIC TRANSPORTATION APPROPRIATIONS	STATE PUBLIC TRANSPORTATION APPROPRIATIONS
0402-8040	CIDC CIP FUND, SALES TAX REVENUE BONDS 2019	WATER
0402-8050	CIDC CIP FUND, SALES TAX REVENUE BONDS 2019	SEWER
0402-8060	CIDC CIP FUND, SALES TAX REVENUE BONDS 2019	STREETS
0402-8070	CIDC CIP FUND, SALES TAX REVENUE BONDS 2019	SIGNALS
0402-9000	CIDC CIP FUND, SALES TAX REVENUE BONDS 2019	OTHER REVENUES
0501-8040	WATER & SEWER CIP FUND, CERTIFICATES OF OBLIGATION 2018B	WATER
0501-8050	WATER & SEWER CIP FUND, CERTIFICATES OF OBLIGATION 2018B	SEWER
0601-1020	CIP FUND, CERTIFICATES OF OBLIGATION 2018A	OTHER REVENUES
0601-8030	CIP FUND, CERTIFICATES OF OBLIGATION 2018A	DRAINAGE
0601-8060	CIP FUND, CERTIFICATES OF OBLIGATION 2018A	STREETS
0601-8070	CIP FUND, CERTIFICATES OF OBLIGATION 2018A	SIGNALS
0601-8080	CIP FUND, CERTIFICATES OF OBLIGATION 2018A	FACILITIES
0601-8090	CIP FUND, CERTIFICATES OF OBLIGATION 2018A	PARKS



City of Conroe
Chart of Accounts

OBJECT CODE: Revenues

4010	CURRENT TAXES	5540	COMMERCIAL VEHICLE FINES
4020	DELINQUENT TAXES	6010	INTEREST ON INVESTMENTS
4030	GROSS RECEIPTS	6015	FMV ADJUSTMENT - INVESTMENTS
4040	SALES TAX	6020	PENALTY & INTEREST
4050	HOTEL OCCUPANCY TAX	6030	LEASE INCOME
4070	MIXED BEVERAGE TAX	6031	DONATED LEASE INCOME
4080	P.I.L.O.T.	6035	LAND SALES
4510	LICENSES	6036	SALES OF CAP. ASSETS
4520	PERMITS	6037	CAPITAL RECOVERY FEE
4521	STORM WATER PERMITS	6050	RECREATIONAL
4530	MISCELLANEOUS	6051	PARKS PROGRAMS
4532	ALARM FEES	6052	PARKS DONATIONS
4533	EXCESSIVE ALARMS	6053	ANIMAL SHELTER FEES
4535	WRECKER PERMITS	6054	TREE MITIGATION
5010	REFUSE COLLECTION	6060	UNANTICIPATED REVENUES
5020	COPIES	6065	OTHER INCOME
5040	PLANNING AND ZONING FEES	6070	SHORT & OVER
5100	WATER CHARGES	6075	PID ASSESSMENT REVENUE
5105	GROUNDWATER CONSERVATION FEE	6080	DONATIONS
5110	SEWER CHARGES	6100	OTHER FINANCING SOURCES
5115	SURFACE WATER CONVERSION FEE	6103	BOND PROCEEDS
5116	DISCHARGED WATER SALES	6104	CDBG-OJCC
5117	CODE ENFORCEMENT FEE	6105	SEIZED ASSETS
5120	WATER TAPS	6106	INTERGOVERNMENTAL
5130	SEWER TAPS	6106	INTERGOVERNMENTAL - LOCAL
5140	RECONNECTS	6107	INTERGOVERNMENTAL - STATE
5150	SERVICE CHARGES	6108	INTERGOVERNMENTAL - FEDERAL
5151	FUEL	6110	INSURANCE PROCEEDS
5152	PARTS	6111	PROCEEDS FOR CAPITAL LEASES
5153	LABOR	6112	OTHER FIN - PROCEEDS OF REF BOND
5154	SUBLETS	6113	OTHER SOURCES - BOND PREMIUM
5155	CARWASH	6114	DEVELOPER REIMBURSEMENTS
5156	MISCELLANEOUS	6200	PROCEEDS OF CAPITAL LEASES
5160	BULK WATER SALES	6510	INTEREST - OTHER
5170	SPECIAL REVENUE/WATER & SEWER	6520	RECOVERY OF BAD DEBTS
5180	PRETREATMENT FEES	6530	OTHER NON-OPERATING INCOME
5190	TICKET SALES	6550	TRANSFER IN
5510	TRAFFIC AND CRIMINAL FINES	6951	GAIN ON SALE OF CAP ASSET
5530	TRAFFIC CAMERA FINES		



City of Conroe
Chart of Accounts

OBJECT CODE: Expenditures

7010	SALARIES	8063	INCENTIVES
7012	SALARIES - PART TIME	8070	ELECTIONS
7020	OVERTIME	8080	GARBAGE & RECYCLING FEES
7025	SOCIAL SECURITY	8085	DONATED RENT EXPENSE
7030	RETIREMENT & PENSION	8087	DONATION EXPENSE
7035	WORKERS COMPENSATION	8090	OPEB EXPENSE
7040	EMPLOYEE INSURANCE	8095	UNALLOCATED RESOURCES
7050	PHYSICALS	8100	FLOOD-REPAIR/REBUILD
7070	UNEMPLOYMENT	8350	LEGAL NEWSPAPER NOTICES
7110	OFFICE SUPPLIES	8360	LEGISLATIVE SERVICES
7130	BUILDING SUPPLIES	8511	DEPRECIATION
7140	WEARING APPAREL	8520	TRANSFER OUT
7160	VEHICLE OPERATIONS	8530	GROSS RECEIPTS
7170	VEHICLE REPAIRS	8540	BEAUTIFICATION
7180	EQUIPMENT REPAIRS	8951	LOSS-SALE OF CAP ASSETS
7190	RADIO REPAIRS	9010	LAND >\$5,000
7200	OPERATING SUPPLIES	9020	BUILDINGS >\$5,000
7251	BUILDINGS <\$5,000	9030	IMPROVEMENTS >\$5,000
7252	IMPROVEMENTS <\$5,000	9040	FURNITURE & FIXTURES >\$5,000
7253	FURNITURE & FIXTURES <\$5,000	9050	MACHINERY & EQUIPMENT >\$5,000
7254	MACHINERY & EQUIPMENT <\$5,000	9060	VEHICLES >\$5,000
7254	MACHINERY & EQUIPMENT <\$5,000	9070	INTANG. ASSETS-INDEF. LIFE
7255	VEHICLES <\$5,000	9101	CIP ALLOCATION
7301	FLEET STOCK PARTS	9102	CAPITAL IMPROVEMENTS
7400	FLEET NON-STOCK PARTS	9510	ACCOUNTS CHARGED OFF
7450	SUBLET LABOR	9520	BAD DEBT FINANCE
8010	UTILITIES	9600	PRINCIPAL
8020	INSURANCE AND BONDS	9601	SEC 108 PRINCIPAL
8030	LEGAL SERVICES	9610	INTEREST
8040	LEASED EQUIPMENT	9611	SEC 108 INTEREST
8050	TRAVEL & TRAINING	9615	FEES
8055	TRANSIT CAPITAL COST OF CONTRACTING	9615	HANDLING CHARGES
8056	TRANSIT PLANNING	9616	BOND ISSUE EXPENSE
8057	TRANSIT OPERATING ASSISTANCE	9621	OTHER FIN - PMT REF BD ESCROW
8058	TRANSIT ADA	9624	REFUND BOND PREM/DISCOUNT
8060	CONTRACT SERVICES	9660	PRINCIPAL-LEASE
8062	COMMUNITY SERVICES	9670	INTEREST-LEASE



City of Conroe
Chart of Accounts

ACCOUNT KEY CODES (for use with Project Codes)

1111	LAND ACQUISITION
1112	PLANNING DESIGN (OUTSIDE)
1113	TESTING/INSPECTION
1114	CONSTRUCTION
1116	MATERIALS
1117	MACHINERY/EQUIPMENT
1118	MISCELLANEOUS
1119	CONSTRUCTION (CITY CREWS)
1120	FURNITURE & FIXTURES
1121	WATER REVENUE
1122	SEWER REVENUE
1123	SURFACE WATER CONVERSION FEE
1124	GROUND WATER CONSERVATION FEE



GLOSSARY

Account: A term used to identify an individual asset, liability, expenditure control, revenue control, encumbrance control, or fund balance.

Accounting System: The total structure of records and procedures which discover, record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, balanced account groups, and organizational components. Sometimes referred to as Chart of Accounts and/or Account Classification System.

Accounts Receivable: Amounts owing on open account from private persons, firms, or corporations for goods and services furnished by a governmental unit (but not including amounts due from other funds of the same governmental unit).

Accrual Basis: The basis of accounting under which revenues are recorded when earned and expenditures are recorded as soon as they result in liabilities for benefits received, notwithstanding that the receipt of the revenue or the payment of the expenditure may take place, in whole or in part, in another accounting period. See also **Accrue** and **Levy**.

Accrue: To record revenues when earned and to record expenditures as soon as they result in liabilities for benefits received, notwithstanding that the receipt of the revenue or payment of the expenditure may take place, in whole or in part, in another accounting period. See also **Accrual Basis**, **Accrued Expenses**, and **Accrued Revenue**.

Accrued Expenses: Expenses incurred during the current account period but which are not payable until a subsequent accounting period. See also **Accrual Basis** and **Accrue**.

Accrued Interest on Investments Purchased: Interest accrued on investments between the last interest payment date and the date of purchase. The account is carried as an asset until the first interest payment date after date of purchase. At that time an entry is made debiting cash and crediting the Accrued Interest on Investments Purchased account for the amount of interest purchased and an Interest Earnings account for the balance.

Accrued Interest Payable: A liability account which represents the amount of interest accrued at the balance sheet date but which is not due until a later date.

Accrued Revenue: Revenue earned during the current accounting period but which is not collected until a subsequent accounting period. See also **Accrual Basis** and **Accrue**.

Activity: A specific and distinguishable line of work performed by one or more organizational components of a governmental unit for the purpose of accomplishing a function for which the governmental unit is responsible. For example, "Code Enforcement" is an activity performed in the discharge of the "Public Safety" function. See also **Function**.

Ad Valorem: In proportion to value. A basis for levy of taxes upon property.



Allocate: To divide a lump-sum appropriation into parts which are designated for expenditure by specific organization units and/or for specific purposes, activities, or objects. See also **Allocation**.

Allocation: A part of a lump-sum appropriation which is designated for expenditure by specific organization units and/or for special purposes, activities, or objects. See also **Allocate**.

Appraisal: (1) The act of appraising. See **Appraise**. (2) The estimated value resulting from such action.

Appraise: To make an estimate of value, particularly of the value of property.

Note: If the property is valued for purposes of taxation, the less inclusive term "assess" is substituted for the above term.

Appropriation: An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is limited in amount to the time it may be expended.

Assess: To value property officially for the purpose of taxation.

Note: The term is also sometimes used to denote the levy of taxes, but such usage is not correct because it fails to distinguish between the valuation process and the tax levy process.

Assessed Valuation: A valuation set upon real estate or other property by a government as a basis for levying taxes.

Assessment: (1) The process of making the official valuation of property for purposes of taxation. (2) The valuation placed upon property as a result of this process.

Assessment Roll: In the case of real property, the official list containing the legal description of each parcel of property and its assessed valuation. The name and address of the last known owner are also usually shown. In the case of personal property, the assessment roll is the official list containing the name and address of the owner, a description of the personal property, and its assessed value.

Assets: Property owned by a governmental unit, which has a monetary value.

Audit: The examination of documents, records, reports, systems of internal control, accounting and financial procedures, and other evidence for one or more of the following purposes:

- (a) To ascertain whether the statements prepared from the accounts present fairly the financial position and the results of financial operations of the constituent funds and balanced account groups of the governmental unit in accordance with generally accepted accounting principles applicable to governmental units and on a basis consistent with that of the preceding year.
- (b) To determine the propriety, legality, and mathematical accuracy of a governmental unit's financial transactions.



- (c) To ascertain the stewardship of public officials who handle and are responsible for the financial resources of a governmental unit.

Audit Report: The report prepared by an auditor covering the audit or investigation made by him or her. As a rule, the report should include:

- (a) a statement of the scope of the audit;
- (b) explanatory comments (if any) concerning exceptions by the auditor as to application of generally accepted auditing standards;
- (c) opinions;
- (d) explanatory comments (if any) concerning verification procedures;
- (e) financial statements and schedules; and
- (f) sometimes statistical tables, supplementary comments, and recommendations. The auditor's signature follows item (c) or (d).

Balance Sheet: A statement which discloses the assets, liabilities, reserves, and equities of a fund or governmental unit at a specified date, properly classified to exhibit financial position of the fund or unit at that date.

Note: If a single balance sheet is prepared for several funds, it must be in columnar or sectional form so as to exhibit the accounts of each fund and balanced account group, individually.

Balanced Budget: A budget adopted by the legislative body and authorized by ordinance where the proposed expenditures are equal to or less than the proposed revenues plus fund balances.

Bond: A written promise, generally under seal, to pay a specified sum of money, called the face value or principal amount, at a fixed time in the future, called the date of maturity, and carrying interest at a fixed rate, usually payable periodically.

Note: The difference between a note and a bond is that the latter usually runs for a longer period of time and requires greater legal formality.

Bond Fund: A fund formerly used to account for the proceeds of general obligation bond issues. Such proceeds are now accounted for in a Capital Projects Fund.

Bond Ordinance or Resolution: An ordinance or resolution authorizing a bond issue.

Bonded Debt: The portion of indebtedness represented by outstanding bonds.

Bonds Authorized and Un-issued: Bonds which have been legally authorized but not issued and which can be issued and sold without further authorization.

Note: This term should not be confused with the term "margin of borrowing power" or "legal debt margin," either one of which represents the difference between the legal debt limit of a governmental unit and the debt outstanding against it.



Bonds Issued: Bonds sold.

Budget: A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

Note: The term "budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating body for adoption and sometimes the plan finally approved by that body. It is usually necessary to specify whether the budget under consideration is preliminary and tentative or whether it has been approved by the appropriating body. See also **Current Budget**, **Capital Budget**, and **Capital Program**.

Budget Document: The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body. The budget document usually consists of three parts. The first part contains a message from the budget-making authority, together with a summary of the proposed expenditures and the means of financing them. The second part consists of schedules supporting the summary. These schedules show in detail the information as to past years' actual revenues, expenditures, and other data used in making the estimates. The third part is composed of drafts of the appropriation, revenue, and borrowing measures necessary to put the budget into effect.

Budgetary Accounts: Those accounts which reflect budgetary operations and condition, such as estimated revenues, appropriations, and encumbrances, as distinguished from proprietary accounts. See also **Proprietary Accounts**.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitation of available appropriations and available revenues.

Capital Budget: A plan of proposed capital outlays and the means of financing them for the current fiscal period. It is usually a part of the current budget. If a Capital Program is in operation, it will be the first year thereof. A Capital Program is sometimes referred to as a Capital Budget. See also **Capital Program**.

Capital Expenditures: See **Capital Outlays**.

Capital Improvement Program (CIP): See **Capital Program**.

Capital Outlays: Expenditures, which result in the acquisition of or addition to Capital assets. Tangible and intangible assets that have a value greater than \$5,000 and a useful life extending beyond a single reporting period.

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 the water and sewer operating fund). 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 Water and Sewer Operating 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**.

Water and Sewer Operating 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 Water and Sewer Operating (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 difference between the fund's assets and liabilities. As an approximate measure of liquidity, fund balance is similar to the working capital of a private sector business.



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.

Major Fund: Funds whose revenues, expenditures/expenses, assets or liabilities are at least 10 percent of the total for their fund category (governmental or enterprise) and 5 percent of the aggregate of all governmental and enterprise funds in total.



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.

Non-Major Fund: A fund presented as a single column on the fund financial statements called Other Governmental Funds.

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 a Water and Sewer Operating 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 a Water and Sewer Operating 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 a Water and Sewer Operating 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 Water and Sewer Operating 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 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 **Water and Sewer Operating Fund**.





(This page intentionally left blank.)



STATISTICAL SECTION

This part of the City of Conroe, Texas comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City's overall financial health.

Contents	Tables
Financial Trends	1-6
<i>These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.</i>	
Revenue Capacity	7-14
<i>These schedules present information to help the reader assess the factors affecting the City's ability to generate its property and sales taxes.</i>	
Debt Capacity	15-19
<i>These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.</i>	
Demographic and Economic Information	20-21
<i>These schedules offer demographic and economic indicators to help the reader understand how the City's financial activities take place and to help make comparisons over time and with other governments.</i>	
Operating Information	22-26
<i>These schedules contain information about the City's operations and resources to help the reader understand how the City's financial information relates to the services the City provides and the activities it performs.</i>	

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



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

	Fiscal Year		
	2009	2010	2011
Governmental Activities:			
Net Investment in Capital Assets	\$ 9,491,461	\$ 45,594,829	\$ 44,291,192
Restricted for:			
Capital Projects	34,504,480	-	-
Severance Pay 2% Sinking Fund	-	-	-
Seized Assets	-	-	-
Red Light Cameras	-	-	-
State Cable Franchise 1% PEG Fee	-	-	-
Debt Service	8,598,275	5,114,405	6,293,542
Special Revenue Funds	-	-	-
Federal & State Programs	74,890	-	-
CIDC	5,794,691	-	-
Other Purposes	711,703	-	-
Unrestricted	10,289,905	22,393,150	30,316,480
Total Governmental Activities Net Position	<u>\$ 69,465,405</u>	<u>\$ 73,102,384</u>	<u>\$ 80,901,214</u>
Business-type Activities:			
Net Investment in Capital Assets	\$ 30,550,082	\$ 42,313,096	\$ 41,092,795
Restricted for:			
Debt Service	-	768,607	2,011,388
Unrestricted	16,429,178	3,482,423	6,574,281
Total Business-type Activities Net Position	<u>\$ 46,979,260</u>	<u>\$ 46,564,126</u>	<u>\$ 49,678,464</u>
Primary Government:			
Net Investment in Capital Assets	\$ 40,041,543	\$ 87,907,925	\$ 85,383,987
Restricted for:			
Capital Projects	34,504,480	-	-
Severance Pay 2% Sinking Fund	-	-	-
Seized Assets	-	-	-
Red Light Cameras	-	-	-
State Cable Franchise 1% PEG Fee	-	-	-
Debt Service	8,598,275	5,883,012	8,304,930
Special Revenue Funds	-	-	-
Federal & State Programs	74,890	-	-
CIDC	5,794,691	-	-
Other Purposes	711,703	-	-
Unrestricted	26,719,083	25,875,573	36,890,761
Total Primary Government Net Position	<u>\$ 116,444,665</u>	<u>\$ 119,666,510</u>	<u>\$ 130,579,678</u>

Effective 2015, GASB 68 was implemented and CIDC is a discrete component unit and is not included.

Effective 2018, GASB 75 was implemented for OPEB.



TABLE 1

Fiscal Year						
2012	2013	2014	2015	2016	2017	2018
\$ 46,590,472	\$ 49,087,033	\$ 54,366,984	\$ 53,413,374	\$ 97,563,851	\$ 96,191,181	\$ 103,697,091
-	-	-	-	-	-	-
-	-	-	-	-	-	24,599
-	-	-	-	-	-	1,025,255
-	-	-	-	-	-	353,663
-	-	-	-	-	-	449,544
7,028,107	8,342,744	10,623,507	12,178,899	11,401,030	11,386,141	10,589,482
-	-	-	-	-	-	3,557,935
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	3,290,940	4,032,707	-	-
33,221,815	42,229,165	46,836,093	(11,517,169)	(17,337,700)	(12,182,607)	(23,425,202)
<u>\$ 86,840,394</u>	<u>\$ 99,658,942</u>	<u>\$ 111,826,584</u>	<u>\$ 57,366,044</u>	<u>\$ 95,659,888</u>	<u>\$ 95,394,715</u>	<u>\$ 96,272,367</u>
\$ 38,394,869	\$ 38,080,390	\$ 38,527,503	\$ 43,883,640	\$ 66,592,348	\$ 60,403,915	\$ 62,490,423
3,469,710	2,883,757	4,169,587	5,455,067	5,455,067	5,779,189	5,000,982
10,849,396	14,536,011	15,274,317	12,468,751	3,414,929	13,757,251	16,037,500
<u>\$ 52,713,975</u>	<u>\$ 55,500,158</u>	<u>\$ 57,971,407</u>	<u>\$ 61,807,458</u>	<u>\$ 75,462,344</u>	<u>\$ 79,940,355</u>	<u>\$ 83,528,905</u>
\$ 84,985,341	\$ 87,167,423	\$ 92,894,487	\$ 97,297,014	\$ 164,156,199	\$ 156,595,096	\$ 166,187,514
-	-	-	-	-	-	-
-	-	-	-	-	-	24,599
-	-	-	-	-	-	1,025,255
-	-	-	-	-	-	353,663
-	-	-	-	-	-	449,544
10,497,817	11,226,501	14,793,094	17,633,966	16,856,097	17,165,330	15,590,464
-	-	-	-	-	-	3,557,935
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	3,290,940	4,032,707	-	-
44,071,211	56,765,176	62,110,410	951,582	(13,922,771)	1,574,644	(7,387,702)
<u>\$ 139,554,369</u>	<u>\$ 155,159,100</u>	<u>\$ 169,797,991</u>	<u>\$ 119,173,502</u>	<u>\$ 171,122,232</u>	<u>\$ 175,335,070</u>	<u>\$ 179,801,272</u>



CITY OF CONROE, TEXAS
CHANGE IN NET POSITION
LAST TEN FISCAL YEARS
(accrual basis of accounting)

TABLE 2

	Fiscal Year									
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Expenses										
Governmental Activities:										
General Government	\$ 15,339,833	\$ 15,821,856	\$ 16,197,260	\$ 20,069,578	\$ 10,710,512	\$ 11,396,885	\$ 15,956,134	\$ 18,032,626	\$ 16,691,463	\$ 16,320,758
Finance	1,356,686	1,829,867	1,366,931	2,025,523	1,384,161	1,555,692	1,654,077	2,092,724	2,154,266	2,123,585
Public Safety	23,126,347	24,091,284	24,932,831	25,729,415	26,579,331	31,524,935	36,628,246	38,529,641	41,127,109	39,533,724
Community Development	-	-	-	-	-	-	-	-	2,035,327	2,143,044
Parks	5,606,763	5,712,279	6,309,608	5,531,230	5,872,870	6,989,269	7,227,345	8,248,715	8,353,387	8,374,548
Public Works	6,892,655	6,858,838	7,462,982	7,202,936	8,408,438	9,658,450	10,252,452	14,263,646	13,578,466	11,674,468
Debt Service:										
Interest and Fiscal Charges	4,710,814	4,935,903	4,908,920	5,649,013	5,928,039	5,749,864	5,079,185	4,603,547	4,953,104	4,938,891
Total Governmental Activities Expenses	<u>57,033,098</u>	<u>59,250,027</u>	<u>61,178,532</u>	<u>66,207,695</u>	<u>58,883,351</u>	<u>66,875,095</u>	<u>76,797,439</u>	<u>85,770,899</u>	<u>88,893,122</u>	<u>85,109,018</u>
Business-Type Activities:										
Water and Sewer	14,256,678	15,432,772	17,552,228	18,470,310	21,378,030	25,440,644	29,304,349	30,902,787	32,915,139	41,500,428
Fleet Services	1,008,177	1,029,431	1,108,717	1,252,899	1,301,942	1,237,286	1,596,959	1,690,402	-	-
Total Business-type Activities Expenses	<u>15,264,855</u>	<u>16,462,203</u>	<u>18,660,945</u>	<u>19,723,209</u>	<u>22,679,972</u>	<u>26,677,930</u>	<u>30,901,308</u>	<u>32,593,189</u>	<u>32,915,139</u>	<u>41,500,428</u>
Total Primary Government Expenses	<u>\$ 72,297,953</u>	<u>\$ 75,712,230</u>	<u>\$ 79,839,477</u>	<u>\$ 85,930,904</u>	<u>\$ 81,563,323</u>	<u>\$ 93,553,025</u>	<u>\$ 107,698,747</u>	<u>\$ 118,364,088</u>	<u>\$ 121,808,261</u>	<u>\$ 126,609,446</u>
Program Revenues										
Governmental Activities:										
Charges for Services:										
General Government	\$ 7,059,292	\$ 6,725,603	\$ 7,577,554	\$ 8,199,459	\$ 1,982,113	\$ 2,500,520	\$ 3,588,771	\$ 2,774,101	\$ 3,637,237	\$ 3,863,812
Public Safety	1,375,485	2,430,917	4,350,954	3,725,515	3,489,063	3,835,258	2,746,233	2,030,468	1,781,480	1,614,644
Parks	828,233	877,457	1,084,825	1,157,025	1,194,628	1,246,186	1,279,923	1,214,957	1,161,772	1,263,210
Public Works	573,402	618,137	722,668	718,931	742,027	696,136	1,256,432	875,737	1,117,197	1,231,274
Operating Grants & Contributions:										
General Government	584,351	649,953	1,247,405	1,698,203	1,758,848	2,240,844	1,860,483	2,452,942	2,486,525	2,439,828
Finance	57,995	-	-	-	-	-	-	-	-	-
Public Safety	925,361	87,564	62,070	353,102	494,595	594,235	595,556	826,864	1,053,099	1,025,017
Community Development	-	-	-	-	-	-	-	-	611,708	487,903
Parks	191,572	-	-	-	-	-	-	-	-	-
Public Works	246,467	896,259	-	-	104,520	426,960	2,601,443	894,808	-	22,875
Capital Grants & Contributions										
General Government	-	-	-	-	-	-	-	-	12,377	650,827
Public Works	-	-	-	-	-	-	-	155,748	-	618,705
Total Governmental Activities Program Revenues	<u>11,842,158</u>	<u>12,285,890</u>	<u>15,045,476</u>	<u>15,852,235</u>	<u>9,765,794</u>	<u>11,540,139</u>	<u>13,928,841</u>	<u>11,225,625</u>	<u>11,861,395</u>	<u>13,218,095</u>
Business-type Activities:										
Charges for Services:										
Water and Sewer	14,200,624	15,451,810	21,660,846	20,963,406	24,239,291	26,350,214	30,034,855	33,379,807	35,025,871	39,098,028
Service Center	951,870	1,088,578	1,156,833	1,211,046	1,297,701	1,359,544	1,852,780	1,952,342	-	-
Operating Grants & Contributions:										
Water and Sewer	685,721	-	-	-	-	-	-	-	697,566	700,568
Capital Grants & Contributions										
Water and Sewer	-	-	-	-	-	-	-	130,785	2,005,738	28,800
Total Business-type Activities Program Revenues	<u>15,838,215</u>	<u>16,540,388</u>	<u>22,817,679</u>	<u>22,174,452</u>	<u>25,536,992</u>	<u>27,709,758</u>	<u>31,887,635</u>	<u>35,462,934</u>	<u>37,729,175</u>	<u>39,827,396</u>
Total Primary Government Program Revenues	<u>\$ 27,680,373</u>	<u>\$ 28,826,278</u>	<u>\$ 37,863,155</u>	<u>\$ 38,026,687</u>	<u>\$ 35,302,786</u>	<u>\$ 39,249,897</u>	<u>\$ 45,816,476</u>	<u>\$ 46,688,559</u>	<u>\$ 49,590,570</u>	<u>\$ 53,045,491</u>

	Fiscal Year									
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Net (Expense) Revenues										
Governmental Activities	\$ (45,190,940)	\$ (46,964,137)	\$ (46,133,056)	\$ (50,355,460)	\$ (49,117,557)	\$ (55,334,956)	\$ (62,868,598)	\$ (74,545,274)	\$ (77,031,727)	\$ (71,890,923)
Business-type Activities	573,360	78,185	4,156,734	2,451,243	2,857,020	1,031,828	986,327	2,869,745	4,814,036	(1,673,032)
Total Net Expense	<u>\$ (44,617,580)</u>	<u>\$ (46,885,952)</u>	<u>\$ (41,976,322)</u>	<u>\$ (47,904,217)</u>	<u>\$ (46,260,537)</u>	<u>\$ (54,303,128)</u>	<u>\$ (61,882,271)</u>	<u>\$ (71,675,529)</u>	<u>\$ (72,217,691)</u>	<u>\$ (73,563,955)</u>
General Revenues and Other Changes in Net Position										
Governmental Activities:										
Property Taxes	\$ 13,766,694	\$ 14,490,433	\$ 14,512,982	\$ 15,551,084	\$ 16,887,252	\$ 18,258,675	\$ 20,045,759	\$ 26,473,354	\$ 30,262,334	\$ 31,657,147
In Lieu of Taxes	457,851	480,206	489,904	570,277	587,634	682,113	592,302	682,266	776,838	803,625
Gross Receipts Tax	3,940,939	4,189,983	4,715,542	4,837,834	5,275,521	5,498,112	5,794,059	6,205,833	6,323,185	6,786,464
Sales and Other Taxes	28,863,680	27,168,790	30,033,856	31,967,819	36,640,659	40,261,541	32,013,059	31,280,147	32,151,158	36,720,480
Hotel Occupancy Taxes	406,603	690,112	591,940	801,963	926,572	1,103,093	1,237,267	1,220,471	1,163,561	1,365,057
Mixed Beverage Taxes	147,909	173,790	168,103	141,111	149,146	219,547	272,002	298,859	288,852	331,830
Miscellaneous	2,852,751	811,074	839,882	1,044,394	305,564	413,617	1,807,243	3,446,410	2,870,562	3,640,230
Donations	76,412	161,124	193,335	173,978	397,521	110,556	167,455	47,035	51,750	94,740
Grants and Contributions Not										
Restricted to Specific Programs	-	1,636,394	872,055	870,190	984,394	1,050,519	1,145,225	1,019,223	1,611,619	1,571,800
Unrestricted Investment Earnings	718,596	240,119	176,010	160,852	122,179	135,095	132,911	291,145	517,778	903,985
Net Change in Fair Value of Investments	(240,904)	(83,186)	38,218	14,930	(221,800)	(126,115)	18,778	6,761	(119,860)	(121,586)
Transfers	453,959	642,277	1,300,059	160,208	1,108,072	(104,155)	(1,002,698)	(380,889)	240,845	(567,690)
Total Governmental Activities	<u>51,444,490</u>	<u>50,601,116</u>	<u>53,931,886</u>	<u>56,294,640</u>	<u>63,162,714</u>	<u>67,502,598</u>	<u>62,223,362</u>	<u>70,590,615</u>	<u>76,138,622</u>	<u>83,186,082</u>
Business-type Activities:										
Miscellaneous	-	31,492	120,155	126,429	356,157	305,613	563,412	306,949	338,943	6,723,274
Donations	-	880	105	1,000	500	-	-	-	-	-
Grants and Contributions Not										
Restricted to Specific Programs	-	119,062	48,160	576,728	1,500,000	1,030,521	6,612,682	5,004,392	-	-
Unrestricted Investment Earnings	216,786	24,326	36,412	41,335	32,490	36,200	28,576	109,148	200,594	617,904
Net Change in Fair Value of Investments	(103,199)	(26,802)	52,831	(1,016)	(36,457)	(37,068)	(695)	(1,967)	(6,785)	(30,651)
Transfers	(453,959)	(642,277)	(1,300,059)	(160,208)	(1,108,072)	104,155	1,002,698	380,889	(240,845)	567,690
Total Business-type Activities	<u>(340,372)</u>	<u>(493,319)</u>	<u>(1,042,396)</u>	<u>584,268</u>	<u>744,618</u>	<u>1,439,421</u>	<u>8,206,673</u>	<u>5,799,411</u>	<u>291,907</u>	<u>7,878,217</u>
Total Primary Government	<u>\$ 51,104,118</u>	<u>\$ 50,107,797</u>	<u>\$ 52,889,490</u>	<u>\$ 56,878,908</u>	<u>\$ 63,907,332</u>	<u>\$ 68,942,019</u>	<u>\$ 70,430,035</u>	<u>\$ 76,390,026</u>	<u>\$ 76,430,529</u>	<u>\$ 91,064,299</u>
Change in Net Position										
Governmental Activities	\$ 6,253,550	\$ 3,636,979	\$ 7,798,830	\$ 5,939,180	\$ 14,045,157	\$ 12,167,642	\$ (645,236)	\$ (3,954,659)	\$ (893,105)	\$ 11,295,159
Business-type Activities	232,988	(415,134)	3,114,338	3,035,511	3,601,638	2,471,249	9,193,000	8,669,156	5,105,943	6,205,185
Total Primary Government	<u>\$ 6,486,538</u>	<u>\$ 3,221,845</u>	<u>\$ 10,913,168</u>	<u>\$ 8,974,691</u>	<u>\$ 17,646,795</u>	<u>\$ 14,638,891</u>	<u>\$ 8,547,764</u>	<u>\$ 4,714,497</u>	<u>\$ 4,212,838</u>	<u>\$ 17,500,344</u>

Effective 2015, CIDC is a discrete component unit and is not included.

Effective 2017, Fleet Services are recognized as Governmental Activities.

CITY OF CONROE, TEXAS**PROGRAM REVENUES BY FUNCTIONS/PROGRAMS
LAST TEN FISCAL YEARS**

	Fiscal Year		
	2009	2010	2011
Functions/Programs			
Governmental Activities:			
Charges for Services			
General Government	\$ 7,059,292	\$ 6,725,603	\$ 7,577,554
Public Safety	1,375,485	2,430,917	4,350,954
Parks	828,233	877,457	1,084,825
Public Works	573,402	618,137	722,668
Operating Grants & Contributions			
General Government	584,351	649,953	1,247,405
Finance	57,995	-	-
Public Safety	925,361	87,564	62,070
Community Development	-	-	-
Parks	191,572	-	-
Public Works	246,467	896,259	-
Capital Grants & Contributions			
General Government	-	-	-
Public Works	-	-	-
Total Governmental Activities	<u>11,842,158</u>	<u>12,285,890</u>	<u>15,045,476</u>
Business-type Activities:			
Charges for Services			
Water and Sewer	14,200,624	15,451,810	21,660,846
Fleet Services	951,870	1,088,578	1,156,833
Operating Grants & Contributions			
Enterprise	685,721	-	-
Capital Grants & Contributions			
Water and Sewer	-	-	-
Total Business-type Activities	<u>15,838,215</u>	<u>16,540,388</u>	<u>22,817,679</u>
Total Primary Government	<u>\$ 27,680,373</u>	<u>\$ 28,826,278</u>	<u>\$ 37,863,155</u>

Effective 2015, CIDC is a discrete component unit and is not included.

Effective 2017, Fleet Services are recognized as Governmental Activities.



TABLE 3

Fiscal Year						
2012	2013	2014	2015	2016	2017	2018
\$ 8,199,459	\$ 1,982,113	\$ 2,500,520	\$ 3,588,771	\$ 2,774,101	\$ 3,637,237	\$ 3,863,812
3,725,515	3,489,063	3,835,258	2,746,233	2,030,468	1,781,480	1,614,644
1,157,025	1,194,628	1,246,186	1,279,923	1,214,957	1,161,772	1,263,210
718,931	742,027	696,136	1,256,432	875,737	1,117,197	1,231,274
1,698,203	1,758,848	2,240,844	1,860,483	2,452,942	2,486,525	2,439,828
-	-	-	-	-	-	-
353,102	494,595	594,235	595,556	826,864	1,053,099	1,025,017
-	-	-	-	-	611,708	487,903
-	-	-	-	-	-	-
-	104,520	426,960	2,601,443	894,808	-	22,875
-	-	-	-	-	12,377	650,827
-	-	-	-	155,748	-	618,705
<u>15,852,235</u>	<u>9,765,794</u>	<u>11,540,139</u>	<u>13,928,841</u>	<u>11,225,625</u>	<u>11,861,395</u>	<u>13,218,095</u>
20,963,406	24,239,291	26,350,214	30,034,855	33,379,807	35,025,871	39,098,028
1,211,046	1,297,701	1,359,544	1,852,780	1,952,342	-	-
-	-	-	-	-	697,566	700,568
-	-	-	-	130,785	2,005,738	28,800
<u>22,174,452</u>	<u>25,536,992</u>	<u>27,709,758</u>	<u>31,887,635</u>	<u>35,462,934</u>	<u>37,729,175</u>	<u>39,827,396</u>
<u>\$ 38,026,687</u>	<u>\$ 35,302,786</u>	<u>\$ 39,249,897</u>	<u>\$ 45,816,476</u>	<u>\$ 46,688,559</u>	<u>\$ 49,590,570</u>	<u>\$ 53,045,491</u>



CITY OF CONROE, TEXAS**FUND BALANCES - GOVERNMENTAL FUNDS****LAST TEN FISCAL YEARS****(MODIFIED ACCRUAL BASIS OF ACCOUNTING)**

	Fiscal Year		
	2009	2010	2011
General Fund			
Reserved	\$ 36,942	\$ 165,106	\$ -
Unreserved	19,864,037	17,838,511	-
Nonspendable:			
Prepaid Items	-	-	120,070
Inventories	-	-	25,373
Restricted for:			
Court Efficiency Fund	-	-	-
Court Security Fund	-	-	-
Court Technology Fund	-	-	100,395
Juvenile Case Manager	-	-	-
Truancy Prevention Fund	-	-	-
Severance Pay 2% Sinking Fund	-	-	-
Seized Assets	-	-	236,503
Red Light Cameras	-	-	312,564
State Franchise 1% PEG Fee	-	-	11,905
Commercial Vehicle Enforcement Program	-	-	-
Assigned to:			
Tree Mitigation Revenue	-	-	-
Equipment Replacement	2,460,433	2,686,253	2,659,177
General Fund-Balance Appropriations	-	-	-
Self-Funded Insurance	-	-	-
Unassigned	-	-	19,911,074
Total General Fund	\$ 22,361,412	\$ 20,689,870	\$ 23,377,061
All Other Governmental Funds			
Reserved for:			
Debt Service	\$ 4,304,747	\$ 5,028,864	\$ -
Unreserved, designated for, reported in:			
Special Revenue Funds - CIDC Fund	5,075,144	4,910,240	-
Unreserved, Undesignated for, reported in:			
Capital Project Funds	29,377,504	29,668,367	-
Special Projects	865,526	740,551	-
Restricted for:			
4B Sales Tax	-	-	5,718,604
Debt Service	-	-	6,441,765
Capital Project Funds	-	-	28,774,112
Special Revenue Funds	-	-	822,755
Committed for:			
CIDC-Land Sales	-	-	3,439,652
Police Projects-Settlement Proceeds	-	-	362,504
TIRZ #2-Property Tax Receipts	-	-	3
TIRZ #3-Property Tax Receipts	-	-	2,922,942
Conroe MMD#1 Agreement	-	-	-
Conroe Park N. Ind. Park-Infrastructure	-	-	2,516,382
Conroe Tower-Lease Income	-	-	385,084
Owen Theatre-Ticket Sales	-	-	97,514
Woodlands Township Reg. Participation	-	-	35,360
Assigned to:			
Parks Foundation-Donations	-	-	4,604
CIDC-Balance Appropriations	-	-	-
Unassigned	-	-	-
Total All Other Governmental Funds	\$ 39,622,921	\$ 40,348,022	\$ 51,521,281

Effective 2015, CIDC is a discrete component unit and is not included.

GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, replaced the categories that previously had been used to classify fund balance. The City implemented GASB No. 54 for fiscal year 2011.



TABLE 4

Fiscal Year						
2012	2013	2014	2015	2016	2017	2018
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-
116,910	113,750	110,590	107,430	104,270	117,691	123,967
42,871	43,791	42,208	19,681	31,622	39,984	38,540
204,460	151,170	152,115	161,308	158,386	-	-
188,541	105,605	30,333	-	-	-	-
-	31,497	-	-	-	-	-
-	-	72,160	57,906	60,548	-	-
-	-	2,433	3,392	6,844	-	-
-	15,829	20,266	19,927	19,376	24,980	24,599
394,828	184,389	311,048	413,679	612,575	904,793	1,025,255
405,739	416,273	519,200	526,237	526,237	353,663	353,663
54,311	93,998	79,778	142,926	285,076	313,914	449,544
-	-	16,032	-	-	-	-
-	15,353	31,353	45,838	75,507	296,658	376,807
3,082,043	3,906,728	4,977,087	4,418,234	4,031,972	3,107,409	6,347,680
-	1,751,375	4,352,573	575,163	629,322	1,017,905	1,711,579
-	-	1,600,000	1,600,000	1,872,000	-	-
23,483,574	24,887,074	20,500,016	20,477,898	20,237,960	23,458,420	26,795,709
<u>\$ 27,973,277</u>	<u>\$ 31,716,832</u>	<u>\$ 32,817,192</u>	<u>\$ 28,569,619</u>	<u>\$ 28,651,695</u>	<u>\$ 29,635,417</u>	<u>\$ 37,247,343</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
6,444,898	8,591,820	4,471,517	-	-	-	-
10,451,194	12,260,043	14,537,182	12,084,748	11,356,765	11,569,373	10,802,885
23,677,654	12,796,545	40,358,188	29,207,699	12,409,574	15,019,976	6,015,379
1,146,480	1,446,517	2,313,400	1,965,565	2,363,665	2,994,088	3,557,935
1,621,505	2,461,268	12,300,254	-	-	-	-
362,451	340,554	-	-	-	-	-
5	8	10	11	25	142	-
3,023,439	3,463,184	3,867,574	878,632	447,238	1,817,868	2,931,903
-	-	-	-	-	-	119,792
-	-	-	-	-	-	-
466,711	385,950	344,253	350,164	319,548	213,004	26,460
100,739	98,386	30,121	43,738	42,539	49,055	-
44,042	54,123	63,510	98,322	146,421	194,268	249,487
4,604	-	-	-	-	-	-
-	421,649	-	-	-	-	-
(4,872,753)	-	-	-	-	-	(5,603,466)
<u>\$ 42,470,969</u>	<u>\$ 42,320,047</u>	<u>\$ 78,286,009</u>	<u>\$ 44,628,879</u>	<u>\$ 27,085,775</u>	<u>\$ 31,857,774</u>	<u>\$ 18,100,375</u>



CITY OF CONROE, TEXAS

CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS LAST TEN FISCAL YEARS (MODIFIED ACCRUAL BASIS OF ACCOUNTING)

	Fiscal Year		
	2009	2010	2011
Revenues			
Taxes	\$ 47,521,728	\$ 46,779,434	\$ 50,327,235
Licenses and Permits	1,174,481	1,293,727	1,240,026
Charges for Sales and Services	1,518,562	1,545,589	1,833,902
Lease Income	301,447	312,867	332,526
Fines and Forfeitures	3,820,757	2,247,748	4,204,363
Intergovernmental	718,692	3,789,076	2,705,939
Investment Income	(247,791)	290,805	183,455
Gain (Loss) on Investments	124,740	(78,519)	33,809
Penalties and Interest	830,453	150,095	107,349
Sale of Assets	-	-	3,439,652
Land Sales	1,192,527	751,187	-
Other	1,325,953	614,992	677,273
Total Revenues	<u>58,281,549</u>	<u>57,697,001</u>	<u>65,085,529</u>
Expenditures			
General Government	8,043,022	10,469,930	9,858,475
Finance	1,277,562	1,259,066	1,302,032
Public Safety	20,322,601	21,289,975	22,150,568
Community Development	-	-	-
Parks	4,294,923	4,403,634	4,724,826
Public Works	5,433,457	5,269,914	5,772,043
Debt Service:			
Principal Retirement	6,496,604	6,687,970	6,916,093
Interest and Fiscal Charges	4,730,550	4,859,814	4,889,929
Bond Issuance Costs	-	-	453,738
Capital Outlay	21,013,380	13,646,743	29,127,940
Total Expenditures	<u>71,612,099</u>	<u>67,887,046</u>	<u>85,195,644</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(13,330,550)	(10,190,045)	(20,110,115)
Other Financing Sources (Uses)			
Issuance of Bonds and COs	12,750,000	9,270,000	32,080,000
Refunding Bonds Issued	-	4,035,000	-
Premiums and (Discounts)	43,466	425,757	590,506
Payment to Refunded Bond Escrow Agent	-	(4,064,917)	-
Insurance Proceeds	-	-	-
Transfers In	19,193,905	9,374,078	7,848,088
Transfers Out	(18,739,946)	(9,796,314)	(6,548,029)
Total Other Financing Sources (Uses)	<u>13,247,425</u>	<u>9,243,604</u>	<u>33,970,565</u>
Net Change in Fund Balances	<u>\$ (83,125)</u>	<u>\$ (946,441)</u>	<u>\$ 13,860,450</u>
Debt Service as a Percentage of Noncapital Expenditures	22.2%	21.3%	21.1%

Effective 2015, CIDC is a discrete component unit and is not included.



TABLE 5

Fiscal Year						
2012	2013	2014	2015	2016	2017	2018
\$ 53,584,786	\$ 60,358,883	\$ 65,879,766	\$ 59,891,274	\$ 65,987,138	\$ 70,396,808	\$ 77,316,094
1,414,723	1,752,598	2,260,525	3,336,634	2,498,341	3,236,949	3,194,609
1,909,626	1,979,380	1,966,939	2,573,767	2,149,135	2,328,436	2,537,383
339,640	331,029	357,568	365,578	370,173	396,898	657,513
3,480,694	3,344,824	3,693,068	2,595,380	1,877,614	1,735,403	1,583,435
3,610,177	3,342,357	4,312,558	6,202,707	5,349,585	5,775,328	6,816,955
277,440	116,658	130,335	130,154	289,731	514,299	892,769
(9,121)	(191,185)	(121,797)	18,538	7,578	(119,860)	(121,586)
140,798	112,655	106,932	129,761	208,097	453,641	200,293
1,621,505	2,645,283	4,777,829	-	-	-	-
-	-	-	-	-	-	-
830,787	852,106	627,045	2,116,637	3,820,410	3,245,271	3,668,120
67,201,055	74,644,588	83,990,768	77,360,430	82,557,802	87,963,173	96,745,585
12,912,210	11,444,046	13,396,364	14,835,320	17,279,501	15,176,318	15,774,476
1,354,043	1,333,034	1,421,763	1,540,445	1,880,428	1,979,328	2,045,039
22,534,671	24,048,252	26,836,475	31,447,082	31,980,626	32,763,616	35,827,508
-	-	-	-	-	2,426,261	2,244,684
4,124,585	4,238,271	4,905,220	5,039,267	5,351,321	5,204,310	5,908,595
5,519,381	6,703,354	7,369,859	8,032,281	10,220,162	8,823,990	9,408,362
7,437,033	13,183,048	7,194,144	5,300,320	8,766,586	9,029,940	8,507,387
5,751,981	5,887,124	5,530,863	4,662,641	4,691,019	4,796,391	5,114,397
239,023	433,014	345,651	520,406	162,484	270,944	85,350
21,033,141	18,897,565	14,557,532	27,735,071	31,299,653	20,545,856	18,366,313
80,906,068	86,167,708	81,557,871	99,112,833	111,631,780	101,016,954	103,282,111
(13,705,013)	(11,523,120)	2,432,897	(21,752,403)	(29,073,978)	(13,053,781)	(6,536,526)
8,970,000	13,080,000	31,100,000	8,795,000	11,275,000	20,110,000	-
7,560,000	12,305,000	-	33,370,000	-	-	6,845,000
258,044	(11,377,320)	3,637,580	2,843,082	718,839	1,855,211	944,976
(7,697,335)	13,761,078	-	(36,111,136)	-	-	(7,875,068)
-	-	-	-	-	-	363,722
7,289,803	(12,653,006)	8,258,452	17,073,716	3,970,565	7,088,953	7,058,730
(7,129,595)	-	(8,362,607)	(18,498,029)	(4,351,454)	(10,244,662)	(6,946,307)
9,250,917	15,115,752	34,633,425	7,472,633	11,612,950	18,809,502	391,053
\$ (4,454,096)	\$ 3,592,632	\$ 37,066,322	\$ (14,279,770)	\$ (17,461,028)	\$ 5,755,721	\$ (6,145,473)
22.0%	28.3%	19.0%	14.0%	16.8%	17.2%	16.0%



CITY OF CONROE, TEXAS
SPENDING AND GROWTH ANALYSIS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

	Fiscal Year			
	2009	2010	2011	2012
Expenditures				
General Government	\$ 8,043,022	\$ 10,469,930	\$ 9,858,475	\$ 12,912,210
Finance	1,277,562	1,259,066	1,302,032	1,354,043
Public Safety	20,322,601	21,289,975	22,150,568	22,534,671
Community Development	-	-	-	-
Parks	4,294,923	4,403,634	4,724,826	4,124,585
Public Works	5,433,457	5,269,914	5,772,043	5,519,381
Debt Service - principal	6,496,604	6,687,970	6,916,093	7,437,033
Debt Service - interest	4,730,550	4,859,814	4,889,929	5,751,981
Debt Service - bond issuance costs	-	-	453,738	239,023
Capital Outlay	21,013,380	13,646,743	29,127,940	21,033,141
Total	\$ 71,612,099	\$ 67,887,046	\$ 85,195,644	\$ 80,906,068

Distribution of Spending				
General Government	11.2%	15.4%	11.6%	16.0%
Finance	1.8%	1.9%	1.5%	1.7%
Public Safety	28.4%	31.4%	26.0%	27.9%
Community Development	0.0%	0.0%	0.0%	0.0%
Parks	6.0%	6.5%	5.5%	5.1%
Public Works	7.6%	7.8%	6.8%	6.8%
Debt Service - principal	9.1%	9.9%	8.1%	9.2%
Debt Service - interest	6.6%	7.2%	5.7%	7.1%
Debt Service - bond issuance costs	0.0%	0.0%	0.5%	0.3%
Capital Outlay	29.3%	20.1%	34.2%	26.0%
Total	100.0%	100.0%	100.0%	100.0%

Per Capita Expenditures Adjusted for CPI				
Population	55,195	56,207	56,257	56,530
Per Capita	\$ 1,297	\$ 1,208	\$ 1,514	\$ 1,431
CPI Index (National)	216	218	227	231
Per Capita Spending Adjusted to 2009 Dollars	\$ 1,297	\$ 1,194	\$ 1,458	\$ 1,403

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 2009 Dollars is a measure of spending that is adjusted for purchasing power taking inflation into account.



TABLE 6

Fiscal Year						% CHG	Compounded Average Growth Rate
2013	2014	2015	2016	2017	2018		
\$ 11,444,046	\$ 13,396,364	\$ 14,835,320	\$ 17,279,501	\$ 15,176,318	\$ 15,774,476	96.1%	7.77%
1,333,034	1,421,763	1,540,445	1,880,428	1,979,328	2,045,039	60.1%	5.37%
24,048,252	26,836,475	31,447,082	31,980,626	32,763,616	35,827,508	76.3%	6.50%
-	-	-	-	2,426,261	2,244,684	-7.5%	-3.81%
4,238,271	4,905,220	5,039,267	5,351,321	5,204,310	5,908,595	37.6%	3.61%
6,703,354	7,369,859	8,032,281	10,220,162	8,823,990	9,408,362	73.2%	6.29%
13,183,048	7,194,144	5,300,320	8,766,586	9,029,940	8,507,387	31.0%	3.04%
5,887,124	5,530,863	4,662,641	4,691,019	4,796,391	5,114,397	8.1%	0.87%
433,014	345,651	520,406	162,484	270,944	85,350	-81.2%	-10.81%
18,897,565	14,557,532	27,735,071	31,299,653	20,545,856	18,366,313	-12.6%	-1.48%
<u>\$ 86,167,708</u>	<u>\$ 81,557,871</u>	<u>\$ 99,112,833</u>	<u>\$ 111,631,780</u>	<u>\$ 101,016,954</u>	<u>\$ 103,282,111</u>	<u>44.2%</u>	<u>4.15%</u>

13.3%	16.4%	15.0%	15.5%	15.0%	15.3%
1.5%	1.7%	1.6%	1.7%	2.0%	2.0%
27.9%	32.9%	31.7%	28.6%	32.4%	34.7%
0.0%	0.0%	0.0%	0.0%	2.4%	2.2%
4.9%	6.0%	5.1%	4.8%	5.2%	5.7%
7.8%	9.0%	8.1%	9.2%	8.7%	9.1%
15.3%	8.8%	5.3%	7.9%	8.9%	8.2%
6.8%	6.8%	4.7%	4.2%	4.7%	5.0%
0.5%	0.4%	0.5%	0.1%	0.3%	0.1%
21.9%	17.8%	28.0%	28.0%	20.3%	17.8%
<u>100.0%</u>	<u>100.0%</u>	<u>100.0%</u>	<u>100.0%</u>	<u>100.0%</u>	<u>100.0%</u>

							Compounded Growth Rate					
	61,564		71,592		71,879		71,879		82,275		84,378	4.83%
\$	1,400	\$	1,139	\$	1,379	\$	1,553	\$	1,228	\$	1,224	-0.64%
	234		238		238		241		245		250	1.63%
\$	1,383	\$	1,121	\$	1,379	\$	1,533	\$	1,207	\$	1,201	-0.85%



CITY OF CONROE, TEXAS**TABLE 7**

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

Fiscal Year	Property	Sales & Use ⁽¹⁾	Hotel/Motel Occupancy	Franchise	Other	Total
2009	\$ 13,171,609	\$ 28,863,680	\$ 406,603	\$ 3,940,939	\$ 1,138,897	\$ 47,521,728
2010	14,164,088	27,168,790	690,112	4,189,983	566,461	46,779,434
2011	14,222,611	30,033,856	591,940	4,715,542	763,286	50,327,235
2012	14,951,252	31,967,819	801,963	4,837,834	1,025,918	53,584,786
2013	16,610,584	36,640,659	926,572	5,275,521	905,547	60,358,883
2014	17,950,171	40,261,541	1,103,093	5,498,112	1,066,849	65,879,766
2015	19,787,780	32,013,059	1,237,267	5,794,059	1,059,109	59,891,274
2016	26,080,220	31,323,407	1,220,471	6,205,833	1,157,207	65,987,138
2017	29,693,214	32,151,158	1,163,561	6,323,185	1,065,690	70,396,808
2018	31,308,638	36,720,480	1,365,057	6,786,464	1,135,455	77,316,094
Change 2009-2018	138%	27%	236%	72%	0%	63%

(1) Effective 2015, CIDC is a discrete component unit and is not included.



CITY OF CONROE, TEXAS**TABLE 8****ASSESSED VALUE AND ACTUAL VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS**

Fiscal Year	Residential Property	Commercial Property	Personal Property	Less: Tax Exempt Property	Total Taxable Assessed Value	Total Direct Tax Rate
2009	\$1,948,093,457	\$1,001,283,950	\$ 977,551,693	\$ 743,239,121	\$3,183,689,979	\$ 0.4200
2010	2,030,626,191	1,124,367,371	1,101,005,332	828,644,880	3,427,354,014	0.4200
2011	2,167,059,632	1,136,236,430	985,264,053	838,389,460	3,450,170,655	0.4200
2012	2,313,008,691	1,155,513,957	1,076,071,214	913,635,952	3,630,957,910	0.4200
2013	2,433,878,457	1,361,859,836	1,224,422,172	1,017,472,186	4,002,688,279	0.4200
2014	2,673,472,876	1,434,769,376	1,444,595,982	1,230,012,103	4,322,826,131	0.4200
2015	2,969,005,808	1,544,076,046	1,577,299,368	1,260,587,672	4,829,793,550	0.4200
2016	4,207,510,421	1,933,038,857	1,762,388,483	1,593,198,016	6,309,739,745	0.4200
2017	4,730,146,184	2,143,178,688	1,765,772,483	1,512,848,618	7,126,248,737	0.4175
2018	5,169,879,327	2,265,444,873	1,785,773,366	1,664,971,163	7,556,126,403	0.4175

Source: Montgomery Central Appraisal District

Note: Taxable property in the City is appraised at its market value each year by the Montgomery Central Appraisal District (MCAD).

Tax rates are per \$100 of assessed value.



CITY OF CONROE, TEXAS

PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS LAST TEN FISCAL YEARS

Fiscal Year	City Direct Rates			Overlapping Rates					
	Operations & Maintenance	General Obligation Debt Service	Total Direct Rate	Montgomery County	Mont. Co. Hospital District	Lone Star College	Conroe ISD	Montgomery ISD	Willis ISD
2009	\$ 0.2300	\$ 0.1900	\$ 0.4200	\$ 0.4838	\$ 0.0760	\$ 0.1101	\$ 1.2700	\$ -	\$ 1.3700
2010	0.2450	0.1750	0.4200	0.4838	0.0755	0.1101	1.2850	-	1.3700
2011	0.2500	0.1700	0.4200	0.4838	0.0754	0.1176	1.2950	-	1.3700
2012	0.2500	0.1700	0.4200	0.4838	0.0729	0.1198	1.2900	-	1.3900
2013	0.2500	0.1700	0.4200	0.4838	0.0727	0.1160	1.2850	1.3400	1.3900
2014	0.2500	0.1700	0.4200	0.4767	0.0725	0.1081	1.2800	1.3400	1.3900
2015	0.2500	0.1700	0.4200	0.4767	0.0710	0.1079	1.2800	1.3400	1.3900
2016	0.2750	0.1450	0.4200	0.4667	0.0665	0.1078	1.2800	1.3400	1.3900
2017	0.2925	0.1250	0.4175	0.4667	0.0665	0.1078	1.2800	1.3700	1.3900
2018	0.2925	0.1250	0.4175	0.4667	0.0664	0.1078	1.2800	1.3700	1.3900

Source: Montgomery County Tax Assessor/Collector



TABLE 9

Overlapping Rates									
Mont. Co. MUD #90	Mont. Co. MUD #92	Mont. Co. MUD #107	Conroe MUD #1	Mont. Co. MUD #132	Mont. Co. MUD #126	Mont. Co. MUD #138	Mont. Co. MUD #142	Utility District #3	Utility District #4
\$ 0.6000	\$ 0.6000	\$ 0.6000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
0.6000	0.6000	0.7000	-	-	-	-	-	-	-
0.6000	0.6000	0.7000	-	-	-	-	-	-	-
0.6000	0.6000	0.7000	-	-	-	-	-	-	-
0.6000	0.6000	0.7000	-	-	-	-	-	-	-
0.6000	0.6000	0.7000	-	-	-	-	-	-	-
0.6000	0.6000	0.7000	-	-	-	-	-	-	-
0.6000	0.6000	0.7000	0.6000	0.7000	0.9000	0.8800	-	0.0900	0.0800
0.6000	0.6000	0.7000	0.6000	0.7000	0.9000	0.8800	1.0000	0.0900	0.0775
0.6000	0.6000	0.6900	0.6000	0.7000	0.9000	0.8800	1.0000	0.0900	0.0775



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

TABLE 10

Taxpayer	2018			2009		
	2017	Rank	Percentage of	2008	Rank	Percentage of
	Taxable Assessed Value		Total Taxable Assessed Value	Taxable Assessed Value		Total Taxable Assessed Value
McKesson Corporation	\$ 101,785,976	1	1.35%	\$ 50,384,557	2	1.58%
Conroe Hospital Corporation	75,883,460	2	1.00%	72,702,330	1	2.28%
National Oilwell Varco LP/Brandt	75,527,550	3	1.00%			
National Oilwell Varco DHT LP	68,557,819	4	0.91%			
Entergy Texas Inc.	55,870,020	5	0.74%			
The GEO Group	55,069,060	6	0.73%			
Reed Hycalog LP	52,419,780	7	0.69%			
Wal-Mart Real Estate Bus. Trust	51,728,003	8	0.68%	42,894,684	4	1.35%
Conroe Marketplace S C LP	38,773,350	9	0.51%	28,703,210	6	0.90%
Western Rim Investors 2013-6 LP	36,320,720	10	0.48%			
Maverick Tube Texas Works				50,301,300	3	1.58%
Consolidated Communications of TX Co				28,861,250	5	0.91%
Crown Cork & Seal Co				26,123,101	7	0.82%
Conroe Regional Medical Center				25,970,426	8	0.82%
Multi-shot LLC				25,637,120	9	0.81%
Gulf States Utilities Co				25,357,490	10	0.80%
	<u>\$ 611,935,738</u>		<u>8.10%</u>	<u>\$ 376,935,468</u>		<u>11.84%</u>

Source: Montgomery Central Appraisal District



CITY OF CONROE, TEXAS

PROPERTY TAX LEVIES AND COLLECTIONS LAST TEN FISCAL YEARS

TABLE 11

Fiscal Year Ended Sept 30	Original Tax Levy for Fiscal Year	Adjusted 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
2009	\$ 13,395,885	\$ 13,472,381	\$ 13,248,105	98.34%	\$ 195,429	\$ 13,443,534	99.79%
2010	14,378,880	14,478,675	14,263,883	98.52%	181,885	14,445,768	99.77%
2011	14,452,462	14,518,031	14,288,180	98.42%	201,256	14,489,436	99.80%
2012	15,205,842	15,273,485	14,463,042	94.69%	768,549	15,231,591	99.73%
2013	16,858,196	16,806,944	16,610,584	98.83%	163,564	16,774,148	99.80%
2014	18,076,015	18,136,531	17,950,171	98.97%	151,029	18,101,200	99.81%
2015	20,245,827	19,981,925	19,787,780	99.03%	108,464	19,896,244	99.57%
2016	26,641,542	26,530,207	26,191,555	98.72%	252,971	26,444,526	99.68%
2017	29,778,208	29,384,676	29,014,410	98.74%	159,965	29,174,375	99.28%
2018	31,649,428	31,507,578	31,108,498	98.73%	-	31,108,498	98.73%

Source: Montgomery County Tax Assessor-Collector

Note: Total Tax Collections to date does not include penalty charges and interest.



CITY OF CONROE, TEXAS
TAXABLE SALES BY CATEGORY
LAST TEN CALENDAR YEARS
(IN THOUSANDS OF DOLLARS)

	Calendar Year		
	2008	2009	2010
Agriculture			
Forestry & Fishing	\$ 2	\$ -	\$ 4
Mining	11,527	11,892	11,915
Construction	45,295	28,214	27,992
Manufacturing	80,117	57,968	55,559
Transportation,			
Communication & Utilities	5,877	3,813	4,117
Wholesale Trade	88,029	58,721	56,385
Retail Trade	798,061	745,719	775,226
Information	53,842	23,303	23,282
Finance,			
Insurance & Real Estate	39,862	22,009	20,163
Services	193,176	198,447	193,343
Other	11	-	-
Total	<u>\$ 1,315,799</u>	<u>\$ 1,150,086</u>	<u>\$ 1,167,986</u>
City and CIDC Direct Sales Tax Rate	2.00%	2.00%	2.00%

Source: Texas Comptroller of Public Accounts



TABLE 12

Calendar Year						
2011	2012	2013	2014	2015	2016	2017
\$ 6	\$ 54	\$ 55	\$ 39	\$ 21	\$ 10	\$ 12
6,053	25,385	32,553	53,172	56,577	23,090	29,434
23,958	33,488	31,336	38,737	44,597	38,883	60,709
75,498	115,291	141,766	144,822	107,946	92,886	127,656
1,524	843	562	1,227	2,112	2,627	2,789
72,428	93,319	113,592	139,891	159,804	166,854	196,965
786,202	850,416	952,609	1,033,821	1,046,251	1,035,813	1,017,702
29,425	31,573	35,432	42,848	50,631	53,663	46,319
28,683	28,226	37,252	42,252	55,274	55,070	70,288
201,872	218,972	237,869	307,646	307,164	326,144	352,789
-	-	-	1	-	31	140
<u>\$ 1,225,649</u>	<u>\$ 1,397,567</u>	<u>\$ 1,583,026</u>	<u>\$ 1,804,455</u>	<u>\$ 1,830,377</u>	<u>\$ 1,795,071</u>	<u>\$ 1,904,803</u>
2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%



CITY OF CONROE, TEXAS**DIRECT AND OVERLAPPING SALES TAX RATES
LAST TEN FISCAL YEARS****TABLE 13**

Fiscal Year	General Fund		CIDC Fund Discrete	Total Sales Tax Rate
	Primary Government		Component Unit	
	Sales Tax Rate For General Revenue	Sales Tax Rate For Property Tax Relief	Sales Tax Rate For Economic Development (4B)	
2009	1.00%	0.50%	0.50%	2.00%
2010	1.00%	0.50%	0.50%	2.00%
2011	1.00%	0.50%	0.50%	2.00%
2012	1.00%	0.50%	0.50%	2.00%
2013	1.00%	0.50%	0.50%	2.00%
2014	1.00%	0.50%	0.50%	2.00%
2015	1.00%	0.50%	0.50%	2.00%
2016	1.00%	0.50%	0.50%	2.00%
2017	1.00%	0.50%	0.50%	2.00%
2018	1.00%	0.50%	0.50%	2.00%

Source: City Finance and Administration Department



CITY OF CONROE, TEXAS
TABLE 14

SALES TAX REVENUE PAYERS BY INDUSTRY
FISCAL YEARS 2007 AND 2017
(DOLLARS ARE IN MILLIONS)

Tax Remitter	Fiscal Year 2007				Fiscal Year 2017			
	Number of Filers	% of Total	Tax Liability	% of Total	Number of Filers	% of Total	Tax Liability	% of Total
Agriculture, Forestry & Fishing	29	0.34%	\$ 0.01	0.04%	50	0.38%	\$ -	0.00%
Mining	36	0.42%	0.15	0.61%	115	0.87%	0.42	1.14%
Construction	675	7.95%	0.79	3.19%	1,219	9.23%	1.02	2.76%
Manufacturing	571	6.72%	1.43	5.77%	1,143	8.66%	2.35	6.36%
Transportation, Communication & Utilities	71	0.84%	0.04	0.16%	111	0.84%	0.06	0.16%
Wholesale Trade	468	5.51%	2.22	8.96%	829	6.28%	3.79	10.26%
Retail Trade	3,117	36.71%	15.06	60.80%	4,530	34.31%	20.09	54.40%
Information	96	1.13%	0.63	2.54%	166	1.26%	0.93	2.52%
Finance, Insurance & Real Estate	321	3.78%	0.68	2.75%	457	3.46%	1.33	3.60%
Services	2,995	35.27%	3.76	15.18%	4,555	34.50%	6.93	18.77%
Other	113	1.33%	-	0.00%	29	0.22%	0.01	0.03%
Total	8,492	100.00%	\$ 24.77	100.00%	13,204	100.00%	\$ 36.93	100.00%

Source: Texas Comptroller of Public Accounts

Note: Due to confidentiality issues, the names of the ten largest revenue payers are not available. The categories presented are intended to provide alternative information regarding the sources of the State's revenue.



CITY OF CONROE, TEXAS
RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS

Fiscal Year	Governmental Activities			
	Refunding Bonds, CO Bonds & Sales Tax Revenue Bonds ⁽¹⁾	Capital Leases	Notes	Total Long-Term Debt
2009	112,679,681	1,018,771	1,423,666	115,122,118
2010	116,322,401	666,467	1,343,000	118,331,868
2011	142,211,540	617,374	1,256,000	144,084,914
2012	144,256,672	566,341	1,165,000	145,988,013
2013	145,034,959	513,293	1,070,000	146,618,252
2014	129,757,386	458,149	971,000	131,186,535
2015	135,705,804	400,827	868,002	136,974,633
2016	138,640,600	341,241	761,002	139,742,843
2017	151,254,904	279,301	648,002	152,182,207
2018	142,295,795	214,914	530,002	143,040,711

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

(2) See Table 20 for personal income and population data.

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

Effective 2015, CIDC is a discrete component unit and is not included.



TABLE 15

Business-type Activities					
CO Bond & Revenue Bonds	Capital Leases	Total Long-Term Debt	Total Primary Government	Percentage of Personal Income ⁽²⁾	Per Capita ⁽²⁾
34,434,295	5,517,554	39,951,849	155,073,967	12.83%	2,810
49,811,369	4,980,983	54,792,352	173,124,220	14.51%	3,080
53,963,439	4,610,237	58,573,676	202,658,590	15.39%	3,602
71,718,321	4,224,846	75,943,167	221,931,180	16.89%	3,926
76,694,943	3,824,233	80,519,176	227,137,428	17.14%	3,689
92,995,074	3,407,795	96,402,869	227,589,404	14.16%	3,179
105,404,059	2,974,908	108,378,967	245,353,600	15.20%	3,413
101,531,935	2,524,923	104,056,858	243,799,701	13.66%	3,392
121,026,014	2,057,162	123,083,176	275,265,383	12.51%	3,346
116,578,976	1,570,925	118,149,901	261,190,612	10.20%	3,095



CITY OF CONROE, TEXAS

RATIOS OF NET GENERAL BONDED DEBT OUTSTANDING LAST TEN FISCAL YEARS

TABLE 16

Fiscal Year	General Bonded Debt Outstanding			Less: Amounts Restricted for Debt Service ⁽¹⁾	Net Total	Percentage of Taxable Assessed Value of Property	Per Capita
	Refunding Bonds	Certificates of Obligation	Total				
2009	18,490,000	69,365,000	87,855,000	4,304,747	83,550,253	2.62%	1,514
2010	19,084,735	73,711,569	92,796,304	5,114,405	87,681,899	2.56%	1,560
2011	16,036,643	90,451,528	106,488,171	6,293,542	100,194,629	2.90%	1,781
2012	19,831,478	90,832,124	110,663,602	7,028,107	103,635,495	2.85%	1,833
2013	15,704,830	84,000,514	99,705,344	8,342,744	91,362,600	2.28%	1,484
2014	12,661,361	117,096,025	129,757,386	10,623,507	119,133,879	2.76%	1,664
2015	45,626,859	90,078,945	135,705,804	12,178,899	123,526,905	2.56%	1,719
2016	43,116,188	95,524,412	138,640,600	11,401,030	127,239,570	2.02%	1,770
2017	40,455,518	110,799,386	151,254,904	11,386,141	139,868,763	1.96%	1,700
2018	47,002,984	95,292,811	142,295,795	10,589,482	131,706,313	1.74%	1,561

Note: (1) This is the amount restricted for debt service payments on general obligation and certificate of obligation bonds.

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

Fiscal Year 2009, the detailed information to present debt net of related items is unavailable.

See Table 8 for property value data.

Population data can be found on Table 20.



CITY OF CONROE, TEXAS

TABLE 17

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT

AS OF SEPTEMBER 30, 2018

(DOLLARS IN THOUSANDS)

Governmental Unit	Debt Outstanding	Estimated Percentage Applicable	Estimated Share of Direct and Overlapping Debt
Debt Repaid with Property Taxes			
Montgomery County	\$ 457,975	14.81%	\$ 67,826
Conroe Independent School District	1,261,400	17.57%	221,628
Willis Independent School District	149,792	22.39%	33,538
Lone Star College	611,710	3.99%	24,407
Montgomery Independent School District	343,550	2.99%	10,272
MUD #90	7,720	100.00%	7,720
MUD #92	4,780	100.00%	4,780
MUD #107	18,730	100.00%	18,730
MUD #126	2,975	100.00%	2,975
MUD #132	69,500	100.00%	69,500
MUD #138	6,040	100.00%	6,040
MUD #148	1,585	100.00%	1,585
Conroe MUD #1	4,670	100.00%	4,670
Conroe MMD #1	10,285	100.00%	10,285
UD #4	11,410	100.00%	11,410
Subtotal, Overlapping Debt			495,366
City Direct Debt (Net of original issuance discounts and premiums)	\$ 143,041		143,041
Total Direct and Overlapping Debt (Estimated \$7,566 Per Capita) (a)			<u>\$ 638,407</u>

Sources: Assessed value data used to estimate applicable percentages provided by Tax Assessor - Collector and Appraisal District. Debt outstanding data provided by each governmental unit.

(a) See Table 20 for population of 84,378.

Note: For debt repaid with property taxes, the percentage of overlapping debt applicable is estimated taxable assessed property values. Applicable percentages were estimated by determining the portion of another governmental unit's taxable assessed value that is within the city's boundaries and dividing it by each unit's total taxable assessed value.



CITY OF CONROE, TEXAS
LEGAL DEBT MARGIN INFORMATION
LAST TEN FISCAL YEARS

	Fiscal Year		
	2009	2010	2011
Assessed Value	\$ 3,183,689,979	\$ 3,427,354,014	\$ 3,450,170,655
Debt Limit <5% of assessed value>	\$ 159,184,499	\$ 171,367,701	\$ 172,508,533
Debt Applicable to Limit:			
Total Bonded Debt	\$ 87,855,000	\$ 92,520,000	\$ 105,360,000
Less: Assets in Debt Service Funds available for payment of principal	(4,304,747)	(5,028,864)	(6,441,765)
Total Net Debt Applicable to Limit	83,550,253	87,491,136	98,918,235
Net Legal Debt Margin	\$ 75,634,246	\$ 83,876,565	\$ 73,590,298
Total Net Debt Applicable to the Debt Limit As a Percentage of Debt Limit	52.49%	51.05%	57.34%
Total Net Debt Margin as a Percentage of Debt Limit	47.51%	48.95%	42.66%
Total Bonded Debt as a Percentage of Assessed Value	2.76%	2.70%	3.05%

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, 2017 is \$0.4175 per \$100.00 with valuation at 100% of assessed value.



TABLE 18

Fiscal Year						
2012	2013	2014	2015	2016	2017	2018
\$ 3,630,957,910	\$ 4,002,688,279	\$ 4,322,826,131	\$ 4,829,793,550	\$ 6,309,739,745	\$ 7,126,248,737	\$ 7,556,126,403
\$ 181,547,896	\$ 200,134,414	\$ 216,141,307	\$ 241,489,678	\$ 315,486,987	\$ 356,312,437	\$ 377,806,320
\$ 109,345,000	\$ 98,475,000	\$ 124,930,000	\$ 128,305,000	\$ 130,980,000	\$ 163,825,000	\$ 171,885,000
(10,451,194)	(12,260,043)	(14,537,182)	(12,084,748)	(11,356,765)	(11,569,373)	(10,802,885)
98,893,806	86,214,957	110,392,818	116,220,252	119,623,235	152,255,627	161,082,115
\$ 82,654,090	\$ 113,919,457	\$ 105,748,489	\$ 125,269,426	\$ 195,863,752	\$ 204,056,810	\$ 216,724,205
54.47%	43.08%	51.07%	48.13%	37.92%	42.73%	42.64%
45.53%	56.92%	48.93%	51.87%	62.08%	57.27%	57.36%
3.01%	2.46%	2.89%	2.66%	2.08%	2.30%	2.27%



CITY OF CONROE, TEXAS
PLEDGED REVENUE COVERAGE
LAST TEN FISCAL YEARS

TABLE 19

Fiscal Year	Water and Sewer Bonded Debt					
	Utility Service Charge	Less: Adjusted Operating Expenses ⁽¹⁾	Net Available Revenue	Debt Service (2)		Coverage
				Principal	Interest	
2009	14,200,623	7,598,300	6,602,323	745,000	1,431,911	3.03
2010	15,476,990	7,753,255	7,723,735	1,025,000	1,839,729	2.70
2011	21,775,264	8,900,768	12,874,496	1,660,000	2,062,585	3.46
2012	20,982,974	8,941,053	12,041,921	1,910,000	2,676,544	2.63
2013	24,277,240	10,516,921	13,760,319	2,595,000	2,839,499	2.53
2014	26,395,316	14,947,138	11,448,178	2,945,000	3,463,381	1.79
2015	30,034,855	18,108,103	11,926,752	3,640,000	3,890,755	1.58
2016	33,379,807	17,104,279	16,275,528	4,240,000	3,816,578	2.02
2017	35,025,871	19,640,520	15,385,351	4,375,000	4,213,988	1.79
2018	39,098,028	27,418,288	11,679,740	5,150,000	4,201,415	1.25

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.

(2) Principal & Interest payments include certificates of obligation and refunding bonds, which are secured by the City's ad valorem property taxes. However, the City intends to pay debt service from surplus net revenues of the City's water and sewer system to the extent such revenues are available in any year.



CITY OF CONROE, TEXAS*DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS***TABLE 20**

<u>Year</u>	<u>Population</u>	<u>Personal Income (thousands of dollars)</u>	<u>Per Capita Personal Income</u>	<u>Median Age</u>	<u>School Enrollment</u>	<u>Unemployment Rate</u>
2009	55,195	1,208,439	21,894	33.0	11,495	7.4%
2010	56,207	1,192,937	21,224	28.8	12,229	7.6%
2011	56,257	1,317,033	23,411	33.0	11,091	7.8%
2012	56,530	1,313,870	23,242	33.0	11,861	6.5%
2013	61,564	1,325,350	21,528	33.0	12,518	5.1%
2014	71,592	1,607,670	22,456	33.0	13,345	3.9%
2015	71,879	1,614,115	22,456	31.5	12,447	3.8%
2016	71,879	1,785,043	24,834	31.0	15,124	4.2%
2017	82,275	2,200,363	26,744	34.0	15,847	4.2%
2018	84,378	2,560,704	30,348	33.8	17,335	3.6%

Sources: Varous school websites, the Conroe Greater Economic Development Council, and the GIS Section of the City of Conroe Website.



CITY OF CONROE, TEXAS

PRINCIPAL EMPLOYERS

CURRENT YEAR AND NINE YEARS AGO

TABLE 21

Employer	2018			2009		
	Employees	Rank	Percentage of Total City Employment	Employees	Rank	Percentage of Total City Employment
Conroe Independent School District	7,310	1	17.54%	5,700	1	22.08%
Montgomery County	2,211	2	5.30%	1,946	2	7.54%
Conroe Regional Medical Center	1,300	3	3.12%	1,200	4	4.65%
NOV Downhole	647	4	1.55%			
City of Conroe	578	5	1.39%	470	6	1.82%
Community Pathology Associates	424	6	1.02%			
NOV Wellbore Technologies	400	7	0.96%			
Medivators, Inc.	390	8	0.94%			
NOV Fluid Control (3 Locations)	375	9	0.90%			
Professional Directional	316	10	0.76%			
Consolidated Communications of Texas	276	11	0.66%	220	9	0.85%
Touchstone Neuro Recovery Center	230	12	0.55%			
National Oilwell Varco - Brandt/Texas Oil Tools/Reed Hycalog				1,145	3	4.43%
Sadler Clinic				600	5	2.32%
Bordon Milk Products				248	7	0.96%
Capro, Inc				225	8	0.87%
McKesson Corp.				163	10	0.63%
Crown Beverage Packaging				150	11	0.58%
Ball Corp.				130	12	0.50%
	<u>14,457</u>		<u>34.69%</u>	<u>12,197</u>		<u>47.23%</u>

Source:

Greater Conroe Economic Development Council (GCEDC)

<http://www.gcedc.org/research/>





CITY OF CONROE, TEXAS

FULL TIME EQUIVALENT EMPLOYEES BY FUNCTIONS/PROGRAMS LAST TEN FISCAL YEARS

	2009	2010 ⁽¹⁾	2011 ⁽²⁾	2012	2013 ⁽³⁾	2014 ⁽⁴⁾	2015 ⁽⁵⁾	2016 ⁽⁶⁾	2017 ⁽⁷⁾	2018
Functions/Programs										
General Government										
Administration	3	3	3	2	3	3	3	3	3	3
Mayor & Council	2	2	2	2	2	2	2	2	2	2
Arts & Communications	1	1	1	1	1	-	-	-	-	-
Downtown Development	1	1	1	1	-	-	-	-	-	-
Legal	3	3	3	3	3	3	3	3	3	3
Municipal Court	9	10	10	10	10	10	10	10	10	10
CDBG Administration	2	2	2	2	2	2	2	1	1	1
Warehouse Purchasing	5	5	5	5	5	5	5	4	4	4
Human Resources	5	5	5	5	5	6	6	6	6	6
Finance	10	10	10	10	10	10	10	12	12	12
Transportation	-	-	-	-	-	1	1	1	1	1
Information Technology	7	7	7	11	11	11	11	11	11	11
Public Safety										
Police Administration	5	5	6	5	7	9	9	9	9	9
Police Support	30	29	28	28	28	12	12	13	14	14
Police Patrol	66	64	63	63	63	99	100	102	102	102
Police Investigative Services	28	28	28	29	29	32	33	34	34	34
Police Professional Services	11	14	14	14	15	-	-	-	-	-
Police Animal Services	-	5	5	5	5	5	2	2	2	2
Red Light Program	-	-	1	1	1	1	-	-	-	-
Traffic Services	-	-	2	2	2	2	2	-	-	-
Commercial Vehicle Enforcement	-	-	-	-	-	-	1	1	1	1
Fire	87	88	88	88	86	87	117	117	129	129
Community Development	27	26	25	13	15	15	19	19	19	19
Parks										
Parks & Rec Admin	13	13	13	2	2	2	2	2	4	4
Recreation Center	5	5	5	5	5	6	6	6	5	5
Aquatic Center	7	7	7	7	7	7	7	7	7	7
Parks Operations	-	-	-	11	11	11	11	11	10	10
Public Works										
Drainage Maintenance	7	7	7	7	7	7	7	8	8	8
Streets	28	28	28	28	28	28	27	36	36	36
Signal Maintenance	-	-	2	2	3	3	3	4	4	4
Engineering	-	-	-	8	21	21	22	22	22	23
Conroe Tower	1	1	1	1	1	1	1	1	1	1
Hotel/Motel Occupancy Tax	-	2	2	3	3	4	4	4	4	4
Component Unit										
Oscar Johnson, Jr. CC	4	4	4	4	4	4	4	4	4	4
Conroe Industrial Development	-	-	-	-	5	4	4	4	4	4



TABLE 22

	2009	2010 ⁽¹⁾	2011 ⁽²⁾	2012	2013 ⁽³⁾	2014 ⁽⁴⁾	2015 ⁽⁵⁾	2016 ⁽⁶⁾	2017	2018
Water & Sewer										
Utility Billing	9	9	9	9	9	9	9	10	10	10
Public Works	5	6	6	5	5	6	6	7	7	7
Water Conservation	-	-	-	-	1	1	1	-	-	-
Water	15	15	15	15	15	15	11	12	12	12
Wastewater Treatment	11	11	11	11	11	10	10	11	11	11
Sewer	20	20	20	20	20	20	12	18	18	18
Pump & Motor Maint.	7	7	7	7	7	6	6	9	9	9
Project Engineering	12	12	13	13	-	-	-	-	-	-
Project Construction	17	17	17	17	17	17	29	-	-	-
Fleet Services	7	7	6	6	7	8	8	8	8	8
Self Funded Insurance	1	1	1	1	1	-	-	-	-	-
Total	<u>471</u>	<u>480</u>	<u>483</u>	<u>482</u>	<u>493</u>	<u>505</u>	<u>538</u>	<u>534</u>	<u>547</u>	<u>548</u>

Source: City Finance Department.

Notes:

- (1) In FY 2010, Police Animal Services was added to the Public Safety function.
Hotel/Motel Occupancy Tax was added.
- (2) 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.
- (3) 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.
- (4) 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.
- (5) 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.
- (6) In FY 2016, the following changes were made:
The Project Construction division department was closed and all remaining positions were transferred to the General Fund and Water & Sewer Fund.
- (7) In FY 2017, the following changes were made:
The Parks Superintendent position was transferred from 1450 to 1400. The Recreation Manager position was transferred from 1410 to 1400.



CITY OF CONROE, TEXAS
OPERATING INDICATORS BY FUNCTIONS/PROGRAMS
LAST TEN FISCAL YEARS

Functions/Programs	Fiscal Year		
	2009	2010	2011
General Government			
Building Permits Issued	546	645	489
Building Inspections Conducted	18,377	16,950	15,317
Police			
Physical Arrests	4,049	4,163	3,915
Parking Violations	1,922	2,485	3,113
Traffic Violations	15,671	13,865	26,673
Fire			
Emergency Responses	5,063	5,425	6,111
Fires Extinguished	244	180	320
Inspections	2,655	2,863	2,724
Refuse Collection			
Refuse Collected (tons per day) (a)	55.04	58.07	38.00
Recyclables Collected (tons per day) (a)	1.73	0.61	9.48
Other Public Works			
Street Resurfacing (miles)	2.50	1.50	5.63
Potholes Repaired (b)	N/A	N/A	N/A
Parks and Recreation			
Athletic Field Permits Issued	285	288	326
Community Center Admissions	339,000	298,261	307,662
Water			
New Connections (c)	557	387	787
Water Main Breaks	726	770	888
Average Daily Consumption (thousands of gallons)	9,182	8,554	11,291
Peak Monthly Consumption (thousands of gallons)	399,575	384,058	500,038
Wastewater			
Average Daily Sewage Treatment (thousands of gallons)	6,800	7,000	7,000
Transit			
Total Route Miles - OJJCC	7,440	8,100	7,140
Total Route Miles - Conroe Connection (d)	-	-	-
Passenger - OJJCC	12,240	13,140	12,175
Passenger - Conroe Connection (d)	-	-	-

Source: Various City Departments

Notes:

(a) Refuse Collection information is provided by a private waste company.

(b) No operating indicators are available for potholes repaired for the Other Public Works function prior to 2012.

(c) Estimate was utilized for FY2012.

(d) Conroe Connection began service in FY2015



TABLE 23

Fiscal Year						
2012	2013	2014	2015	2016	2017	2018
520	789	1,443	1,486	1,089	1,453	1,667
14,957	16,995	17,871	20,924	20,365	25,995	33,783
4,313	4,758	4,502	4,289	4,237	4,805	4,815
4,554	2,972	3,724	2,560	1,672	798	802
27,181	15,482	16,142	14,449	12,919	20,302	23,148
6,417	7,124	7,083	8,427	9,018	8,784	10,261
133	129	222	204	244	274	312
1,675	1,017	1,778	1,333	2,537	2,540	3,034
37.50	58.00	41.00	73.20	65.58	68.25	70.45
12.10	16.00	10.00	17.20	16.53	16.86	19.35
2.20	5.10	9.00	11.00	3.00	9.00	6.00
550	582	415	2,193	1,360	2,011	2,500
297	304	290	292	272	247	194
366,045	424,640	353,024	422,884	452,564	461,683	452,174
400	736	923	613	2,418	790	892
800	775	692	1,072	622	495	885
9,893	9,652	9,189	9,249	9,770	9,990	14,000
395,510	393,936	377,559	281,344	415,278	381,427	413,795
7,000	7,000	7,200	7,800	7,700	7,900	8,200
8,330	11,219	12,240	9,912	11,018	12,145	13,425
-	-	-	54,108	83,258	85,373	92,668
12,222	14,020	14,232	18,420	19,984	16,329	16,825
-	-	-	22,811	34,487	27,650	33,633



CITY OF CONROE, TEXAS

CAPITAL ASSET STATISTICS BY FUNCTIONS/PROGRAMS LAST TEN FISCAL YEARS

Functions/Programs	Fiscal Year		
	2009	2010	2011
Police			
Stations	1	1	1
Zone Offices	1	1	1
Patrol Units	46	46	48
Fire Stations	5	5	5
Refuse Collection			
Collection trucks	8	8	8
Other Public Works			
Streets (miles)	240.00	248.00	268.00
Highways (miles) (a)	N/A	N/A	N/A
Streetlights (b)	N/A	3,200	3,200
Traffic Signals	5	6	6
Parks and Recreation			
Acreage	350.00	354.00	354.00
Playgrounds	34	17	18
Baseball/Softball Diamonds	35	28	25
Soccer/Football Fields	13	18	21
Community Centers	3	4	4
Water (d)			
Water Mains (miles)	334.72	340.61	342.44
Fire Hydrants	2,955	2,996	3,009
Storage Capacity (thousands of gallons)	9,490	9,490	11,490
Wastewater (d)			
Sanitary Sewers (miles)	355.92	357.65	360.21
Storm Sewers (miles) (c)	36.564	40.162	40.280
Treatment capacity (thousands of gallons)	10,000	10,000	10,000
Transit			
Buses	4	4	4
Vans	-	-	-

Source: Various City Departments

Notes:

(a) No capital asset indicators are available for Highways for the Other Public Works function.

All highways are owned and maintained by TxDOT.

(b) No capital asset indicators are available for Streetlights for the Other Public Works function prior to 2010.

(c) Data shown as miles of storm sewers are estimates only. Data is currently being compiled for retroactive infrastructure reporting.

(d) Estimates were utilized for FY2010.



TABLE 24

Fiscal Year						
2012	2013	2014	2015	2016	2017	2018
1	1	1	1	2	1	1
1	1	1	1	1	1	1
46	55	56	56	56	59	68
5	5	5	6	6	6	7
8	8	9	10	10	12	12
276.00	270.00	270.00	315.00	350.00	346.00	346.00
N/A	N/A	N/A	N/A	N/A	N/A	N/A
3,518	3,530	3,550	3,550	3,550	3,321	4,300
80	82	102	110	125	105	120
407.00	407.00	407.00	407.00	407.00	407.00	407.00
19	19	19	19	20	20	20
27	27	27	27	27	27	27
18	18	18	18	18	18	18
4	4	4	4	4	4	4
367.00	403.00	403.00	409.50	417.22	444.00	461.00
3,009	3,009	3,335	3,410	3,032	3,084	3,085
11,490	11,490	11,490	11,490	11,589	12,849	13,250
389.00	391.00	398.00	404.00	427.10	432.00	421.00
41.720	42.000	42.953	49.000	50.530	50.530	108.000
10,000	10,000	10,000	10,000	10,000	12,000	12,000
4	4	4	8	4	4	6
-	-	-	-	2	2	2



CITY OF CONROE, TEXAS

*WATERWORKS SYSTEM - TOP TEN WATER & SEWER USERS (IN GALLONS)
AS OF SEPTEMBER 30, 2018*

TABLE 25

Customer	Fiscal Year Total 2018 Water Consumption	Fiscal Year Total 2018 Water Revenues	Percent of Total 2018 Water Revenues
EvoQua Water Technologies LLC	136,009,000	\$ 365,376	2.6%
Borden Inc.	101,771,000	278,023	2.0%
Ball Metal Container Group	53,055,000	155,846	1.1%
The Geo Group	50,028,000	142,254	1.0%
Montgomery County MUD #126	35,941,000	111,405	0.8%
Houston Methodist Hospital	35,287,000	118,916	0.8%
Crown Cork & Seal	28,572,000	91,181	0.7%
Strata Woodland	24,507,000	80,455	0.6%
Montgomery County Jail	22,538,000	74,395	0.5%
Towers Woodland	19,773,000	84,719	0.6%

Customer	Fiscal Year Total 2018 Sewer Consumption	Fiscal Year Total 2018 Sewer Revenues	Percent of Total 2018 Sewer Revenues
EvoQua Water Technologies LLC	136,009,000	\$ 466,725	3.7%
Borden Inc.	101,771,000	349,289	2.7%
City of Willis	74,470,000	94,643	0.7%
The Geo Group	49,974,000	171,625	1.3%
Montgomery County MUD #126	35,974,000	125,136	1.0%
Houston Methodist Hospital	35,287,000	123,367	1.0%
Crown Cork & Seal	28,572,000	98,216	0.8%
Strata Woodland	24,507,000	85,691	0.7%
Montgomery County Jail	22,538,000	77,520	0.6%
San Jacinto River Authority	19,641,000	136,755	1.1%



CITY OF CONROE, TEXAS

WATER AND SEWER RATES

AS OF SEPTEMBER 30, 2018

TABLE 26

Minimum Monthly Base Charge By Meter Size

Meter Size	Minimum Base Charge	Life Line Base Charge
5/8 Inch*	\$ 12.00	\$ 9.00
1 Inch	18.00	15.00
1.5 Inch	25.00	22.00
2 Inch	35.00	32.00
3 Inch	46.00	46.00
4 Inch	65.00	65.00
6 Inch	90.00	90.00
8 Inch	145.00	145.00
10 Inch	250.00	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 \$3.15 per 1,000 gallons of water consumed for residential, sprinkler and commercial customers. The Lone Star Groundwater Conservation District fee is a pass through fee to regulate ground water consumption. This charge is assessed at \$.06 per 1,000 gallons consumed for residential, sprinkler and non-residential customers.

Water and Sewer Service Charges

There is charged and collected each month by the City from the consumers of water and sewer service residing within the limits of the City, the amounts of money hereinafter set out upon the following rates:

Residential and Sprinkler Rates Inside City Limits

Usage	Water Rate Base Charge	Sanitary Sewer Rate
Minimum 0 - 3,999 gallons		\$ 28.14
Per thousand gallons		
4,000 - 10,999 gallons, per thousand	\$ 2.56	3.43
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		52.15

Non-Residential Rates Inside City Limits

Usage	Water Rate Base Charge	Sanitary Sewer Rate
Minimum 0 - 3,999 gallons		\$ 28.14
Per thousand gallons		
4,000 - 10,999 gallons, per thousand	\$ 2.79	3.43
11,000 - 15,999 gallons, per thousand	3.29	
16,000 - 25,999 gallons, per thousand	3.91	
26,000 - 35,999 gallons, per thousand	4.46	
36,000 - 150,999 gallons, per thousand	7.81	
151,000 gallons and over	2.57	

Residential and Sprinkler/Non-Residential Water & Sanitary Sewer Rates Outside City Limits

The amount to be charged and collected for water and sewer service outside the corporate limits of the City is computed and charged as double the amount established for service inside the City.

Life Line Residential Rates Inside City Limits

Usage	Water Rate Base Charge	Sanitary Sewer Rate
Minimum 0 - 3,999 gallons		\$ 21.11
Per thousand gallons		
4,000 - 10,999 gallons, per thousand	\$ 2.05	2.75
11,000 - 15,999 gallons, per thousand	2.68	
16,000 - 25,999 gallons, per thousand	3.74	
26,000 - 35,999 gallons, per thousand	4.27	
36,000 - and Up	7.47	
Total Charge at 10,000 gallons		40.36



How Does the City of Conroe Compare?

City	Population	2019 Ad Valorem Tax Base	Tax Base Per Capita	FY 19-20 Tax Rate/ \$100 AV	Average Home Value	Tax Levy	CY 2018 All Sales Tax Collections	Sales Tax Per Capita	FY 19-20 General Fund Revenues	FY 19-20 Budgeted Sales Tax (GF Only)	Sales Tax as a % of Revenues	G.O./C.O. Bond Indebtedness	Revenue Bond Indebtedness	Bonded Indebtedness Per Capita	Sales Tax Rate
Baytown	88,830	\$ 4,250,000,000	\$ 47,844	0.8120	\$ 97,000	\$ 787.67	\$ 21,335,218	\$ 240	\$ 112,865,500	\$ 16,334,550	14.47%	\$ 157,515,000	\$ 46,095,000	\$ 2,292	1.25%
Bryan	85,613	5,460,887,926	63,786	0.6299	264,909	1,668.66	20,502,189	239	78,990,185	23,467,500	29.71%	133,065,000	245,190,000	4,418	1.50%
Conroe	82,919	9,144,248,346	110,279	0.4375	230,529	1,008.56	48,936,958	590	82,474,339	35,044,590	42.49%	196,885,000	211,930,000	4,930	2.00%
*DeSoto	53,553	4,100,000,000	76,560	0.7214	195,171	1,407.96	13,603,563	254	41,002,621	7,166,000	17.48%	82,688,250	16,395,851	1,850	2.00%
Galveston	49,706	6,652,000,000	133,827	0.5799	163,300	946.95	21,338,933	429	59,336,800	17,175,000	28.94%	28,775,285	95,089,715	2,492	2.00%
League City	106,803	8,840,000,000	82,769	0.5500	242,490	1,333.70	23,331,523	218	82,073,478	20,469,518	24.94%	107,468,971	125,496,302	2,181	2.00%
Missouri City	78,787	6,695,472,524	84,982	0.6300	217,767	1,371.93	9,851,678	125	55,091,174	9,640,600	17.50%	90,040,040	50,889,960	1,789	1.00%
Pearland	125,000	11,221,057,000	89,768	0.7412	231,800	1,718.10	33,544,410	268	86,934,676	22,360,370	25.72%	319,925,000	219,550,000	4,316	1.50%
San Marcos	63,071	5,644,609,342	89,496	0.6139	172,386	1,058.28	35,158,973	557	86,210,600	38,088,295	44.18%	135,195,000	181,055,000	5,014	1.50%
Temple	78,793	4,760,420,369	60,417	0.6888	172,912	1,191.02	22,037,106	280	82,009,031	22,930,000	27.96%	175,925,000	120,634,418	3,764	1.50%
Victoria	67,106	4,291,164,670	63,946	0.5960	174,300	1,038.83	25,386,121	378	49,270,634	16,256,000	32.99%	74,705,000	56,915,000	1,961	1.50%

*City of DeSoto Proposed/Adopted Budget not available as of 10.29.2019

