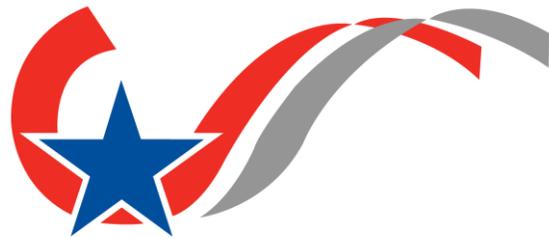




CITY OF COLLEGE STATION  
*Home of Texas A&M University®*



2012-2013 APPROVED CITIZENS' ANNUAL BUDGET



CITY OF COLLEGE STATION  
*Home of Texas A&M University®*

# City of College Station, Texas Approved Budget for Fiscal Year 2013

October 1, 2012 to September 30, 2013

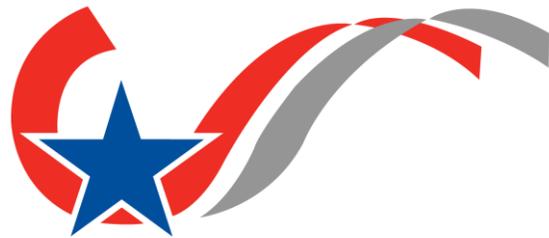
## Principal City Officials, October 2012

### Elected Officials

Mayor .....	Nancy Berry
City Council Place 1 .....	Blanche Brick
City Council Place 2 .....	Jess Fields
City Council Place 3 .....	Karl Mooney
City Council Place 4 .....	Katy-Marie Lyles
City Council Place 5 .....	Julie Schultz
City Council Place 6/Mayor Pro Tem .....	Dave Ruesink

### City Administration

City Manager .....	David Neeley
Deputy City Manager .....	Kathy Merrill
Deputy City Manager .....	Frank Simpson
Executive Director, Business Services .....	Jeff Kersten
Executive Director, Development Services .....	Bob Cowell, Jr.
Director of Public Communications .....	Jay Socol
Director of Water Services Department .....	David Coleman
Interim Director of Electric Utility .....	Timothy Crabb
Chief of Police .....	Jeffrey Capps
Fire Chief .....	Robert B. Alley
Director of Public Works .....	Charles Gilman
Director of Parks and Recreation .....	David Schmitz
Director of Information Technology .....	Ben Roper
Director of Human Resources .....	Alison Pond
City Attorney .....	Carla Robinson
City Secretary .....	Sherry Mashburn
Internal Auditor .....	Ty Elliott



CITY OF COLLEGE STATION  
*Home of Texas A&M University®*

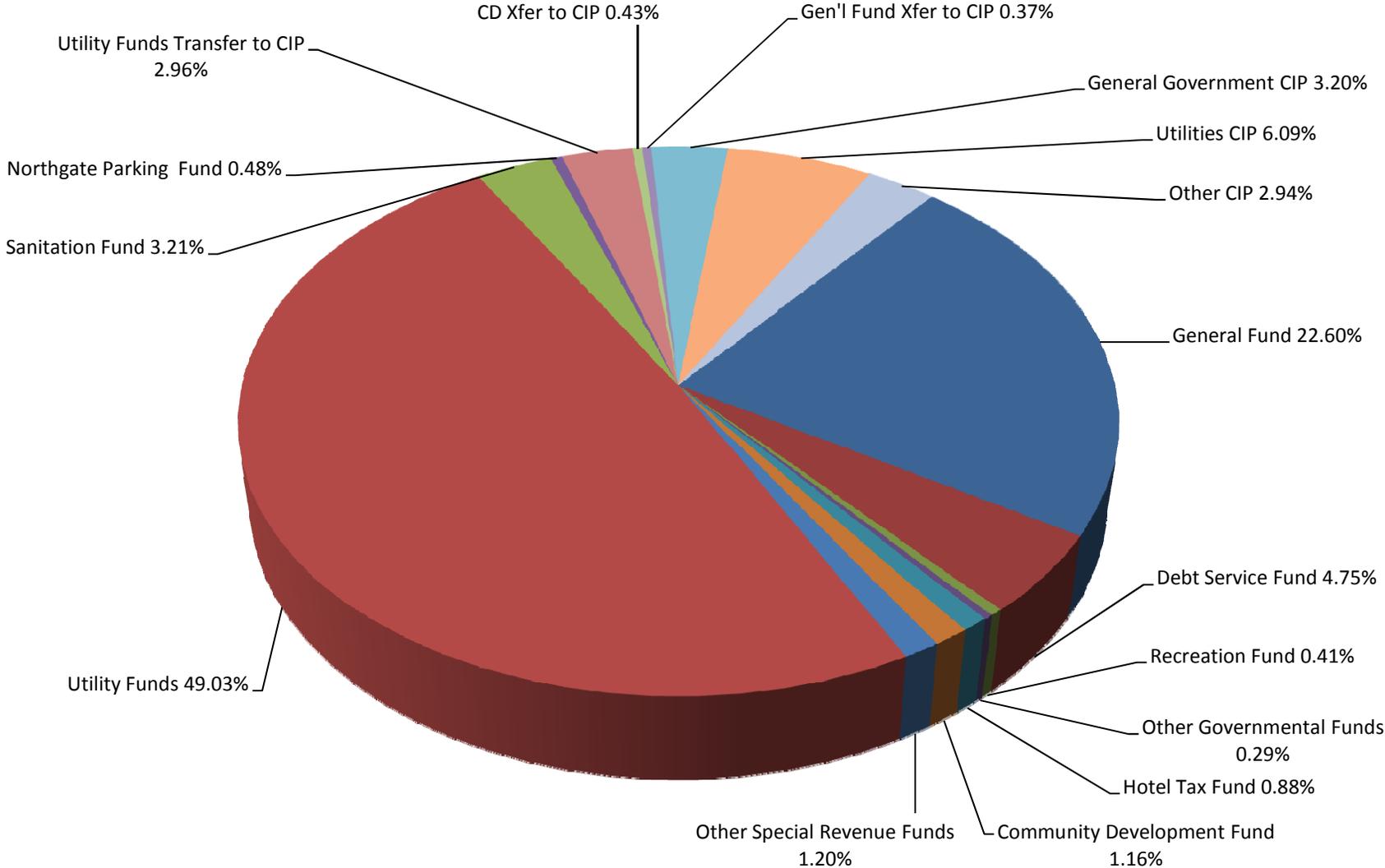
**City of College Station**  
**Fiscal Year Comparison Summary**

Fiscal Year 2012-2013 Approved Budget	FY13 Approved Total Funds Available	FY13 Approved Total Appropriation of Funds	Transfers in	Net Operating and Capital Budget	% Change from Prior Fiscal Year
General Fund	\$ 66,685,579	\$ 62,723,714	\$ (5,447,870)	\$ 57,275,844	4.33%
Debt Service Fund	15,691,965	12,042,517	-	12,042,517	-4.79%
Economic Development Fund	988,665	306,057	(306,057)	-	N/A
Recreation Fund	1,029,100	3,720,841	(2,691,741)	1,029,100	-14.10%
Municipal Court Funds	1,146,484	278,558	-	278,558	-6.15%
Police Seizure Fund	76,407	40,000	-	40,000	0.00%
Utility Funds	135,842,842	124,256,773	-	124,256,773	1.29%
Sanitation Fund	8,590,330	8,143,537	-	8,143,537	9.60%
Parking Enterprise Fund	1,232,745	1,215,654	-	1,215,654	11.96%
BVSWMA Fund	-	-	-	-	N/A
Hotel Tax Fund	4,215,596	2,239,926	-	2,239,926	5.50%
Community Development Fund	4,775,895	2,934,419	-	2,934,419	-19.98%
Wolf Pen Creek TIF (non-CIP)	1,334,038	1,334,038	-	1,334,038	N/A
Traffic Safety Fund	-	-	-	-	N/A
Insurance Funds	17,452,141	11,139,385	(11,139,385)	-	N/A
Utility Customer Service Fund	2,376,047	2,273,444	(2,273,444)	-	N/A
Internal Services Funds	11,562,933	4,455,303	(4,455,303)	-	N/A
Drainage Fund	2,871,460	1,392,248	-	1,392,248	1.84%
Business Park Fund	-	-	-	-	N/A
Chimney Hill Fund	2,159,651	725,000	-	725,000	N/A
TX Ave Cemetery Endowment Fund	1,765,626	-	-	-	N/A
Memorial Cemetery Endowment Fund	646,577	10,000	-	10,000	0.00%
Memorial Cemetery Fund	1,540,629	-	-	-	N/A
ARRA of 2009 Fund	-	-	-	-	N/A
<b>Subtotal of Operations &amp; Maintenance</b>	<b>\$ 281,984,710</b>	<b>\$ 239,231,414</b>	<b>\$ (26,313,800)</b>	<b>\$ 212,917,614</b>	<b>1.77%</b>
Utility Funds Transfer to CIP	7,500,000	7,500,000	-	7,500,000	144.30%
Community Development Transfer to CIP	1,078,514	1,078,514	-	1,078,514	292.19%
General Fund Transfer to CIP	936,229	936,229	-	936,229	N/A
<b>Capital Transfers to CIP</b>	<b>\$ 9,514,743</b>	<b>\$ 9,514,743</b>	<b>\$ -</b>	<b>\$ 9,514,743</b>	<b>184.45%</b>
General Government Capital Imp. Proj.	\$ 26,428,791	\$ 9,998,310	\$ (1,894,743)	\$ 8,103,567	-24.32%
Utility Capital Improvement Projects	33,702,370	23,042,623	(7,620,000)	15,422,623	-22.43%
Community Development Capital Imp Proj.	633,208	633,208	-	633,208	-40.86%
Special Revenue Capital Imp. Proj.	4,394,837	3,116,061	-	3,116,061	32.86%
Wolf Pen Creek TIF Capital Imp. Proj.	1,186,298	-	-	-	N/A
Hotel Tax Capital Imp Proj	3,700,000	3,700,000	-	3,700,000	N/A
<b>Subtotal of Capital Expenditures</b>	<b>\$ 70,045,504</b>	<b>\$ 40,490,202</b>	<b>\$ (9,514,743)</b>	<b>\$ 30,975,459</b>	<b>-8.91%</b>
<b>Totals</b>	<b>\$ 361,544,957</b>	<b>\$ 289,236,359</b>	<b>\$ (35,828,543)</b>	<b>\$ 253,407,816</b>	<b>2.78%</b>

Fiscal Year 2011-2012 Approved Budget	FY12 Approved Total Funds Available	FY12 Approved Total Appropriation of Funds	Transfers in	Net Operating and Capital Budget	% Change from Prior Fiscal Year
General Fund	\$ 64,170,592	\$ 60,567,249	\$ (5,668,355)	\$ 54,898,894	0.52%
Debt Service Fund	16,861,615	12,649,002	-	12,649,002	0.53%
Economic Development Fund	1,061,818	728,454	(728,454)	-	N/A
Recreation Fund	1,198,016	3,811,342	(2,613,326)	1,198,016	194.11%
Municipal Court Funds	1,116,423	296,820	-	296,820	-4.38%
Police Seizure Fund	82,278	40,000	-	40,000	91.87%
Utility Funds	132,359,370	122,670,715	-	122,670,715	0.14%
Sanitation Fund	9,189,929	7,430,014	-	7,430,014	5.92%
Parking Enterprise Fund	1,469,188	1,085,775	-	1,085,775	-37.91%
BVSWMA Fund	1,393,401	1,393,401	-	1,393,401	-4.39%
Hotel Tax Fund	8,233,195	2,123,142	-	2,123,142	-3.51%
Community Development Fund	6,521,698	3,667,138	-	3,667,138	3.04%
Wolf Pen Creek TIF (non-CIP)	-	-	-	-	N/A
Traffic Safety Fund	72,959	72,959	-	72,959	21.60%
Insurance Funds	16,579,857	11,784,578	(11,784,578)	-	N/A
Utility Customer Service Fund	2,475,366	2,342,713	(2,342,713)	-	N/A
Internal Services Funds	11,799,461	5,743,975	(5,743,975)	-	N/A
Drainage Fund	2,690,722	1,367,058	-	1,367,058	7.63%
Business Park Fund	112,150	112,150	-	112,150	-55.14%
Chimney Hill Fund	2,291,054	125,000	-	125,000	N/A
TX Ave Cemetery Endowment Fund	1,733,982	-	-	-	N/A
Memorial Cemetery Endowment Fund	505,785	10,000	-	10,000	0.00%
Memorial Cemetery Fund	1,254,713	-	-	-	N/A
ARRA of 2009 Fund	66,999	65,000	-	65,000	0.00%
<b>Subtotal of Operations &amp; Maintenance</b>	<b>\$ 283,240,571</b>	<b>\$ 238,086,485</b>	<b>\$ (28,881,401)</b>	<b>\$ 209,205,084</b>	<b>0.47%</b>
Utility Funds Transfer to CIP	3,070,000	3,070,000	-	3,070,000	-49.47%
Community Development Transfer to CIP	275,000	275,000	-	275,000	N/A
General Fund Transfer to CIP	-	-	-	-	N/A
<b>Capital Transfers to CIP</b>	<b>\$ 3,345,000</b>	<b>\$ 3,345,000</b>	<b>\$ -</b>	<b>\$ 3,345,000</b>	<b>-44.94%</b>
General Government Capital Imp. Proj.	\$ 27,735,901	\$ 10,862,214	\$ (155,000)	\$ 10,707,214	9.79%
Utility Capital Improvement Projects	27,064,909	23,071,562	(3,190,000)	19,881,562	323.04%
Community Development Capital Imp Proj.	1,070,634	1,070,634	-	1,070,634	90.67%
Special Revenue Capital Imp. Proj.	3,444,428	2,345,383	-	2,345,383	111.10%
Wolf Pen Creek TIF Capital Imp. Proj.	3,240,548	-	-	-	-100.00%
Hotel Tax Capital Imp Proj	-	-	-	-	-100.00%
<b>Subtotal of Capital Expenditures</b>	<b>\$ 62,556,420</b>	<b>\$ 37,349,793</b>	<b>\$ (3,345,000)</b>	<b>\$ 34,004,793</b>	<b>77.50%</b>
<b>Totals</b>	<b>\$ 349,141,991</b>	<b>\$ 278,781,278</b>	<b>\$ (32,226,401)</b>	<b>\$ 246,554,877</b>	<b>5.61%</b>

# City of College Station Net Budget - \$253,407,816



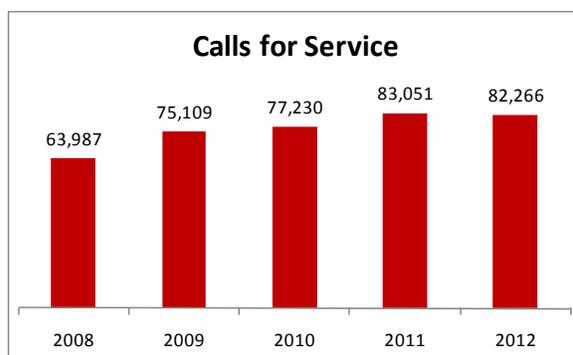
## Budget Overview

The following sections provide an overview of the Governmental Funds, Enterprise Funds (including Capital Project Funds), Special Revenue Funds, and Internal Service Funds. The text below focuses on the various City departments and functions provided by each department. Descriptions of changes to the base budget and service level increase or decrease requests are included in the text.

### Governmental Funds

#### Police Department

The Police Department provides a number of services that help keep the community safe. Services provided include: 1) police patrol with certified police officers who are assigned to specific areas of the city and who are equipped with police vehicles and all necessary equipment; 2) criminal investigation for the investigation of reported crimes; 3) animal control; 4) communications and emergency medical dispatch support for police, fire and EMS; 5) short term jail/detention facilities that reduce the processing time of arrests; and 6) a recruiting and training division that serves as a support and training function for the Department.



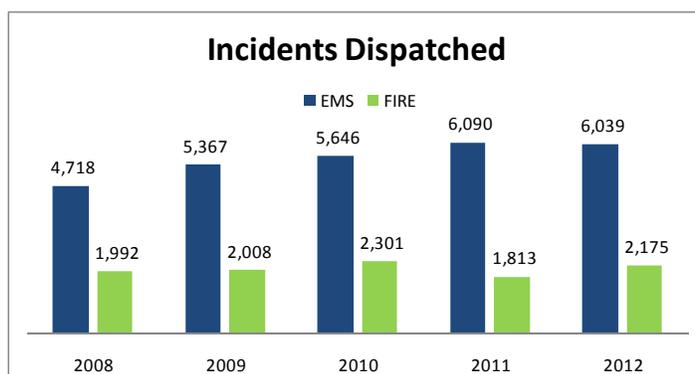
The above graph illustrates calls for service. A “call for service” is defined as any event or situation, reported by a citizen that requires a response from the Police Department.

The Police Department FY13 Approved Budget includes three service level adjustments (SLAs). To address increased congestion and crime in the Northgate Entertainment District, one SLA will add 1 Sergeant, 6 Police Officers and 3 vehicles to the Police Department in FY13. A total of \$895,681 was approved to be added to the FY13 budget for this new unit. This includes budget for salaries, benefits, training, supplies and maintenance costs. The estimated annual recurring cost is \$571,978. The second SLA will add a Police Assistant to the Criminal Investigation Division to allow Police Officers to focus on tasks which require a sworn officer. The addition of this position will cost \$62,423 in FY13, including salaries, benefits, training and supplies, with a recurring cost of \$51,707. The third SLA will add back in maintenance and operations costs for FY13 that were previously reduced from the Police Department, totaling \$24,150. This will be used for annual software fees and maintenance in the Criminal Investigation Division.

#### Fire Department

The Fire Department provides services to College Station, City of Bryan—through an automatic aid program—and to rural areas around College Station through mutual aid agreements. The Fire Department currently operates five stations located throughout the City.

The basic services provided by the Fire Department include: 1) fire response; 2) emergency medical response; 3) fire prevention services, including commercial fire safety inspections and fire prevention training at local schools and various functions; and 4) hazardous material response.



The Fire Department is opening Fire Station No. 6 in late 2012 to provide improved Fire and EMS services to the northern part of College Station. Funding for the operations and maintenance costs of the new fire station, including staffing, training, supplies and equipment have been phased in over several years. Included in the FY13 base budget

is one-time funding for Fire Station No. 6 overtime and training needs in the amount of \$127,390. This funding was approved to be spent in FY12, but was not completed and is therefore included in the FY13 base budget.

The FY13 budget also includes \$80,000 in funds for capital maintenance costs at Fire Station No. 4 (located at Easterwood Airport) that were approved as a FY12 SLA, but were unable to be completed in FY12. This maintenance will include the replacement of flooring in high travel areas, the cleaning of the HVAC system, and a major overhaul of bay doors which is needed to address ongoing issues with delays to emergency response. Half of the cost will be reimbursed by Texas A&M University.

Two SLAs are included in the FY13 Approved Budget. The first SLA is for funding in the amount of \$15,000 to pursue National Accreditation for fire and emergency services. The cornerstone of the accreditation process is the role of self-assessment and performance evaluation. This process increases the efficiency and effectiveness of local emergency services, provided that the findings from self-assessment are applied to local planning and implementation activities. Another major component is a comprehensive community risk, hazard, vulnerability and value assessment. This better identifies staffing needs and use of department resources. The second SLA is for \$6,000 and will fund the increase in cost for the upgrade of a Crown Victoria to a full size Chevy Tahoe. This is necessary for the transport of training aids and equipment used for Fire and EMS training. This vehicle will also serve as a back up vehicle for the Battalion Chief.

### Public Works Department

The Public Works Department consists of the following divisions: Capital Projects, Facilities Maintenance, Streets Maintenance, Traffic Signals, Traffic Signs, Irrigation Maintenance and Administration. It is also responsible for refuse collection as well as fleet and drainage maintenance. **Public Works Administration Division** is responsible for the daily administrative functions of the department. One SLA was approved for the reduction of Public Works staff vehicles in the amount of \$14,669. This reduction impacts the Streets Maintenance and Traffic Signals divisions by streamlining the department's fleet.

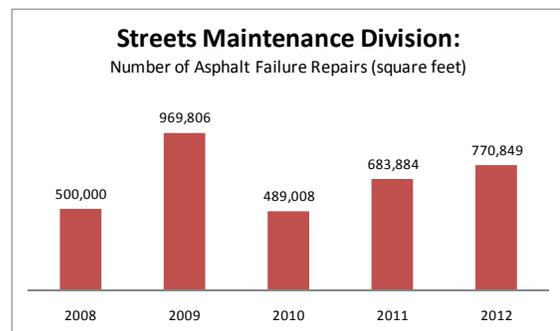
The **Traffic Engineering Division** conducts and reviews traffic engineering studies and plans and evaluates on-street parking throughout the City. Additionally, the Traffic Engineering Division engages in public education, special programs, and project management of related capital projects.

One SLA for \$50,000 was approved in this division for an Intersection Operational Improvement Analysis and the resultant recommendations.

The **Facilities Maintenance Division** provides support services to City departments through the maintenance of City facilities. This includes heating, ventilation and cooling systems. Additionally, Facilities Maintenance performs minor building construction and remodeling activities. The Division also repairs and/or replaces equipment in a timely manner. One SLA was approved for the Facilities Maintenance division for \$20,000 to reduce the contract amount for janitorial services and pest control. Additionally, due to the closure of the Conference Center, City Council requested a study be conducted to ensure the structural integrity of all City facilities. To fund this study, \$250,000 was added to the FY13 Approved Budget in this Division. This was offset by a reduction of \$250,000 from the Parks and Recreation Department Conference Center Division budget.

The **Capital Projects Division** is responsible for the administration of the City's capital improvement plan. This includes the management of projects approved with bond elections such as streets, fire stations, libraries, and others. Some of the capital projects for public utilities such as Electric, Water, Wastewater, and Drainage are also handled in this division.

The **Streets Maintenance Division** of the Public Works Department strives to ensure that the street system within the City of College Station is properly maintained. This is done through a number of programs, including a street rehabilitation program that addresses street repair before more expensive reconstruction measures are needed. The Streets Maintenance Division coordinates with the



Engineering and Capital Projects Divisions to plan and develop major street projects. The Streets Maintenance Division also provides other routine maintenance services such as pothole patching and crack sealing. The effectiveness of this service is measured by the average pavement rating of the City's streets. The citywide average pavement rating for 2012 is an 85 out of 100, which means that city streets are in good condition overall. A decision matrix is used to determine the maintenance strategy for a particular roadway and is based upon the type of distresses present, the density of the distresses, and the roadway classification. Funding is included in the FY13 Approved Budget for the Division's pavement maintenance and rehabilitation plan that was developed in 2012.

Two SLAs were approved for the liquidation of three (3) pieces of heavy equipment. The first is for the liquidation of one motorgrader, which will result in an estimated savings of \$15,944. The motorgrader is used primarily to maintain unpaved roads. As all of the City's roads will soon be paved, the motorgrader can be liquidated. The other SLA is for the reduction of one chip spreader and one asphalt spreader, which result in an estimated savings of \$32,770. The Department is no longer doing in-house chip seal for street repairs (however, this may be contracted out for preventative maintenance), thus the chip spreader and asphalt spreader are no longer a necessary part of the City's fleet. The asphalt spreader will be replaced by two trailers that will fulfill the emulsified asphalt and tack oil transport functions currently handled by the asphalt spreader. These trailers will be purchased using equipment replacement funds previously set aside for the liquidated heavy equipment.

The **Irrigation Maintenance Division** is responsible for the city-wide maintenance and repair of all irrigation lines and equipment outside of those maintained by Parks and Recreation. This division's primary goal is to implement water conservation efforts consistent with the Green College Station Action Plan.

The **Traffic Signs & Markings** and **Traffic Signals** divisions in College Station service and maintain integral traffic flow control mechanisms throughout the City. The system is critical to City operations, most notably during peak traffic times such as the very busy Texas A&M football season. These divisions are also responsible for maintaining and repairing traffic signals and school warning devices in order to provide safe and efficient movement of vehicles and pedestrians. One-time SLA funding in the amount of \$45,000 is included in the FY13 Approved Budget for traffic signal synchronization and timing, as is \$50,000 for an upgrade to fiber-optic traffic signal communication along three major traffic arteries and \$100,000 for a Traffic Operations Master Plan. An additional SLA for \$35,700 was approved for the implementation of the Asset Management and Work Order System in the Traffic Signs and Signals Divisions.

## **Parks and Recreation Department**

The Parks and Recreation Department (PARD) is responsible for College Station park facilities and recreational programs. The PARD budget is split between the Recreation Fund and the General Fund. The Recreation Fund includes Sports Programs, Aquatics, Xtra Education programs, Teen and Senior programs and Conference Center operations. The remaining Parks and Recreation activities, such as maintenance of park facilities, heritage programs, athletic tournaments, special events at the Wolf Pen Creek Amphitheater and other park locations throughout the City, and cemetery maintenance and operations are budgeted in the General Fund. The Parks and Recreation Department has implemented a management reorganization that resulted in the net elimination of 5 full-time positions.

### **Recreation Fund Divisions:**

Each program within the Recreation Fund has a fully costed budget, which not only includes revenue and direct costs, but also includes indirect administrative costs, field costs, General and Administrative transfers, as well as the subsidy provided by the General Fund.

The **Sports Division** approved budget is \$1,431,557 and includes programs such as Adult Softball, Adult Volleyball, Youth Basketball, Youth Football, Youth Volleyball, Adult Kickball, Challenger Sports, Tennis, and several non-fee programs. For FY13, Youth Girls Softball will no longer be coordinated by the City of College Station; it will be coordinated by the Brazos Valley Girls Softball Association with which the City currently partners to facilitate the program.

The **Instruction Division** is comprised of the Xtra Education Program which has an approved budget of \$231,310 and provides citizens of all ages the opportunity to enhance their quality of life through various continuing education programs that are offered at various sites throughout the City.

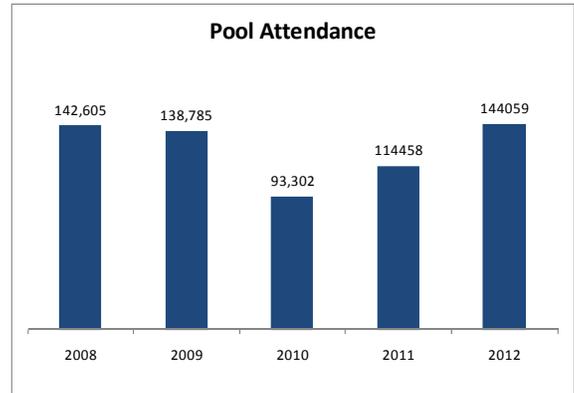
The budget for the **Southwood Center and Lincoln Center Division** totals \$693,494. Several teen and senior activities take place daily at the Southwood Center and the Lincoln Center is a community/recreation center that provides positive programming and serves as a satellite center for social services.

The **Conference Center Division** provides meeting space for various groups and organizations and the approved budget for FY13 is \$108,328. Due to the discovery of significant structural damage that threatened public safety, the Conference Center was closed on July 6, 2012 and operations were moved to the Central Park offices. The Conference Center staff will continue to coordinate events at other City venues. Additionally, due to the closure of the Conference Center, City Council requested a study be conducted to ensure the structural integrity of all City facilities. To fund this study, \$250,000 was added to the Public Works FY13 Approved Budget. This was offset by a reduction of \$250,000 from the Parks and Recreation Department Conference Center Division budget.

The **Aquatics Division** approved budget of \$1,256,152 supports three City pools, programs at the CSISD Natatorium, the splash pad at the Lincoln Center, swim lessons, water fitness, the swim team and the stroke clinic.

The PARD Recreation Fund budget includes one approved SLA which will increase the budget by \$115,000. These funds will be used for one-time repairs at Adamson Lagoon pool.

The PARD Recreation Fund base budget includes personnel reorganization and position eliminations that will result in salary and benefits savings as well as increase Recreation Fund organizational efficiency by streamlining processes and operations. The base budget also includes a one-time payment of \$30,000 to College Station Independent School District (CSISD) to true-up costs for the FY12 operations of the CSISD Natatorium.



The above graph illustrates the fluctuation in attendance at City pool facilities.

**General Fund Divisions:**

The **Parks and Recreation Department (PAR) Administration Division** serves as the primary point of contact for customers and provides administrative support to the rest of the department. This division also provides coordination, design and administration of some of the parks and recreation capital improvement projects, graphics support, marketing development, emergency shelter operations and website administration. The approved budget for this division in FY13 is \$309,507.

The **PAR Recreation Division** oversees Youth and Adult Athletics, Aquatics, Instruction programs, Tournament events and Kids Klub. The Kids Klub is an after school care program, operated in collaboration with the College Station Independent School District (CSISD). The FY13 Approved Budget for the Recreation Division is \$864,825.

The **PAR Special Facilities Division** included both Heritage Programs and Special Facilities Administration in FY12. However, in FY13 the Administration functions and budget will be shifted to the Parks Operations division. In FY13 this division will only provide coordination of Heritage events. The approved PAR budget for Heritage Programs is \$6,628. Additional budget for Heritage Programs, including a 0.5 FTE, is a component of the City Secretary’s budget.

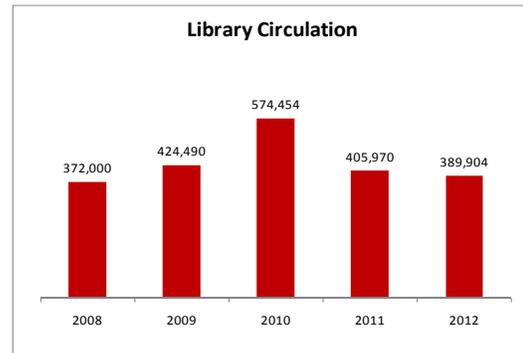
The **Parks Operations and Cemetery Division** is responsible for maintenance and operations of the City park facilities, athletic facilities, selected streetscape areas, the City Cemetery and the Memorial Cemetery. This division also provides support for special events, programs and other City activities. In FY12, this division included budget for Urban Landscape, however, in FY13, the Urban Landscape division will be consolidated into Parks Operations. The approved budget for Parks Operations is \$3,242,146 and the budget for Cemetery operations is \$457,709.

The PARD General Fund budget includes one approved revenue SLA that will increase FY13 revenue by \$50,000 by charging a post-burial fee to users of College Station cemeteries. The FY13 Approved Budget also includes four SLAs which will result in an expenditure increase of \$177,776. One approved SLA will increase the budget by \$59,776 for the one-time purchase of field equipment for the Recreation Division. One approved SLA will increase

the budget by \$100,000 for one-time maintenance and resurfacing at several park facilities. In FY13, one approved SLA, in the amount of \$10,000, will be used to fund advertising, promotional activities and facility rentals for the FY14 and FY15 Texas Amateur Athletics Federation (TAAF) Games of Texas that will be hosted by College Station. One approved SLA will add \$8,000 to the budget for advertising and promotional materials to bring a Texas Senior Games Competition to College Station. Both the TAAF Games of Texas and Texas Senior Games expenditures will be reimbursed by the Hotel Tax Fund. The FY13 PARD base budget includes personnel reorganization and position eliminations that will result in salary and benefits savings as well as increase PARD organizational efficiency by streamlining processes and operations.

### Larry J. Ringer Library

The Larry J. Ringer Library facility is overseen by the City’s Parks and Recreation Department. This facility is operated in collaboration with City of Bryan, which provides staffing for the College Station facility. The graph to the right illustrates the circulation of the College Station Library over the last several years. The Library FY13 Approved Budget includes one SLA of \$7,025 which will be used to upgrade the Library’s primary management software. There are no recurring costs associated with this SLA.



### Planning and Development Services Department

The Planning and Development Services Department provides oversight for development planning within the City of College Station. Planning and Development Services consists of the following components; Planning & Development Administration, Community Development, Engineering, Code Enforcement, Neighborhood Services, Northgate District, and Strategic Planning. Planning and Development Services reinforces compliance with zoning, subdivision, and drainage regulations as well as other City ordinances. This department works with citizens and other City departments to ensure City development in a manner consistent with policies established by Council. Planning and Development Services continues to identify and implement opportunities for streamlining processes within the department.

The FY13 Approved Budget for Planning and Development Services includes three SLAs. The first SLA is an increase SLA in the amount of \$36,160. This SLA will shift 25% of the salary and related benefits to the General Fund from the Community Development Fund for two out of the three Community & Development Analysts in Planning and Development Services. With a portion of the salaries coming from the General Fund, these analysts will be able to dedicate a portion of their time and expertise to assist with long and mid-range community planning and the implementation of the Comprehensive Plan and existing neighborhood plans.

The second SLA is for the reduction in annual replacement and recurring fuel costs of one Engineering vehicle in the amount of \$2,512. In conjunction with an approved Drainage Foreman position increase in the Drainage Fund, this vehicle will be transferred to the Drainage Fund for this new position to use.

The final approved SLA is for \$26,800 in one-time funds to provide an accessibility entrance for the Community Development office located at 1207 Texas Avenue.

### Information Technology Department

Information Technology (IT) implements and maintains the technology and computer based information systems used by all City Departments. The IT department includes IT Administration, Management Information Services (MIS), Geographic Information Services (GIS), E-Government, Mail, and Communication Services. IT has implemented several organizational changes to help streamline efficiency within the department.

The MIS division implements and supports computing platforms and applications for all City Departments, including Computer Aided Dispatch (911) for Public Safety, and connectivity to the Internet. The GIS division is responsible for the coordination of all geographic data and its presentation to the public. The E-Government division is responsible for the City website, interactive web service provision, and the City’s Intranet. Communications provides connectivity within the city for cable and fiber.

Funding in the amount of \$211,904 is included in the approved budget for the Brazos Valley Wide Area Communications System (BVWACS) which provides a wide area communications system that promotes radio system interoperability for public safety and emergency management operations. One SLA was approved, in the amount of \$164,983, for the BVWACS budget. This SLA would fund two projects using Equipment Replacement funds. The first project is for upgrading the public safety and utilities dispatch radio consoles. The second project includes the replacement of all radio controller hardware and software for seven (7) dispatch consoles at the Brazos 911 Dispatch Center.

Several SLAs are included in IT's FY13 Approved Budget. The first is an increase SLA in the amount of \$143,532 for funding half of the upgrade cost of Microsoft applications. This project will upgrade the current Microsoft Office 2007 application suite to the most recent version, currently called "Office 15" by Microsoft. This application suite is scheduled for release in late 2012. This project would fund one half of the upgrade cost in FY13, and half in FY14, as has been done in previous fiscal years. The total cost of this project is estimated to be \$287,064.

The second approved SLA is shared with the Human Resources division. This SLA is for the purchase of a new Human Resources recruiting module that is compatible with the City's current data management system. This software will allow for a faster, easier and more reliable recruiting process for the City. This SLA includes initial one-time funding for the software cost in the amount of \$9,500, to be added to the Human Resources budget and ongoing maintenance costs of \$18,000, to be added to the MIS budget.

The FY13 Approved Budget includes SLAs for three capital outlay projects including an Electronic Agenda Manager, in the amount of \$63,050; an Enterprise Resource Planning (ERP) system upgrade and replacement study, in the amount of \$103,550; and a new Identixx Fingerprint System, in the amount of \$100,750. These approved SLAs are for one-time expenditures only.

## **Fiscal Services Department**

The Fiscal Services Department provides fiscal administration, accounting, treasury, purchasing, budgeting and financial reporting services to the City. This department also oversees the operations of the Municipal Court and Utility Customer Service.

Treasury handles cash and debt issues for the City while ensuring all funds are prudently invested. The Accounting and Purchasing Divisions work closely together to ensure that purchases are properly made and recorded. Municipal Court collects fines and fees for the City while providing the City with administration for cases filed for enforcement of Class C misdemeanors. The Office of Budget and Financial Reporting prepares, monitors, and reviews the annual budget, and coordinates the annual audit and prepares the annual financial reports.

In order to improve departmental management and efficiency, the FY13 base budget for the Fiscal Services department included significant restructuring among the divisions. Fiscal Administration was realigned to include only the Executive Director of Business Services and a Staff Assistant, while the Accounting Operations and Treasury functions were combined into one division. Additionally, two Staff Accountants combined with Budget staff to form the Budget and Financial Reporting division. Although several positions changed divisions, there was no FTE change reflected for the department, and no SLAs were submitted for Fiscal Services.

## **General Government Department**

The General Government Department includes many of the administrative functions of the City.

The **Mayor and Council Division** accounts for expenditures related to Council functions such as education and training. The approved budget for this division is \$33,347. Included in the approved budget were one-time reductions for sponsorships and for professional services. The budget for the City's membership to the National League of Cities (NLC) and related travel costs for NLC conference was also removed for FY13. A total of \$16,851 in one-time budget was reduced from the FY13 Mayor and Council budget.

The **City Secretary Division** is responsible for elections, records management, City Council support and other activities. As part of Budget Amendment #1 in FY12 the records keeping portion (which includes one part-time 0.5 FTE employee) of the Heritage Programs budget was transferred from Parks and Recreation to the City Secretary's

budget. The FY13 Approved Budget is \$451,003. This includes one approved SLA in the amount of \$40,000 for increased election costs associated with charter Election.

The **Internal Auditor Division** conducts independent financial and performance audits to provide City Council and the Mayor with objective information to assist in determining whether governmental operations are adequately controlled and to assure that a high degree of public accountability is maintained. The Internal Audit approved FY13 budget is \$198,289 and includes no SLAs.

The **City Manager Division** is responsible for the day to day operations of the City, making recommendations to the City Council, and providing short and long-term direction to the organization. The FY13 City Manager's approved budget is \$882,142. No SLAs were submitted for the FY13 budget.

The **Legal Division** provides legal services and support to City Council and City staff. Among the services provided by this office are legal advice, contract writing, and litigation. The Legal Office approved budget is \$943,902 which includes an additional \$3,234 in the base approved budget for travel and training funds.

The **Public Communications (PC) Division** provides for the dissemination of City information through various media outlets. The total FY13 Approved Budget is \$659,039, which includes the reallocation of resources used for media-related services. The PC budget also includes one approved SLA for the reduction of printing services in the amount of \$17,472. The PC Division currently funds twelve issues of the *Inside College Station* newsletter that is distributed in utility bills. This printing would be scaled back to six issues per year and shift from full color to black and white. In conjunction with this SLA, a one-time increase in funds in the same amount is approved to help offset the cost of printing commemorative posters and other keepsakes for the City's 75<sup>th</sup> Anniversary celebration that is anticipated to occur in FY13.

The **Human Resources Division** consists of Human Resources and **Risk Management** (which is funded by the Insurance Funds). The Human Resources Division is responsible for the strategy and implementation of the compensation and benefits program for all employees. The division also manages the recruiting and hiring of qualified candidates for City positions. In addition, policy interpretation and performance management programs are coordinated through Human Resources. The Risk Management function seeks to limit the exposure of the City to physical and financial losses through a number of programs that address worker safety. The Human Resources FY13 Approved Budget is \$586,689 and includes two SLAs. The first SLA will increase the budget by \$25,000 for the development of a City-wide training program. The second SLA, in the amount of \$9,500, will be used for the replacement of recruiting module software used in Human Resources.

### **Other General Fund Expenditures**

There are a number of expenditures budgeted in the General Fund that do not fall under the purview of any one department. Miscellaneous expenditures within the General Fund include \$957,013 for public agency funding, \$250,000 for contingency transfers and \$2,691,741 for the General Fund Subsidy Transfer to the Recreation Fund. An additional \$1,975,671 is included for other expenditures and transfers. These include the transfer of funds from the General Fund to the Capital Projects Funds for several capital projects that are approved to be funded with general funds. Also included in this amount is the City's estimated payment to the Appraisal District as well as a transfer to the Economic Development Fund, transfers to the Utility Funds (for repayment of an interfund loan) and a transfer to the Northgate Parking Fund. Finally, budget is included for State Legislative Consulting services and other various payments.

### **Debt Service Fund**

The Debt Service Fund is used to account for ad valorem tax revenue collected to pay for authorized general government debt. The approved debt service portion of the ad valorem tax totals 19.5635 cents per \$100 valuation, which accounts for approximately 45.4% of the tax levy. This reflects a reduction of approximately 0.6 cents from the FY12 debt service portion of the tax rate.

### **Economic Development Fund**

The City created an Economic Development Fund to account for resources and expenditures directed at providing incentives for businesses and industries that are planning to locate in College Station. Resources set aside for economic development purposes will be transferred into this fund and remain in the fund until expended. Only

General Fund dollars in the amount of \$300,000 will be transferred into this fund in FY13. Expenditures in the amount of \$305,000 are budgeted in this fund for economic development cash assistance incentives.

### **Efficiency Time Payment Fee Fund**

The Efficiency Time Payment Fee can be used for the purpose of improving the efficiency of the administration of justice in College Station. Anticipated revenues in FY13 total \$8,105. The majority of approved expenditures for this fund are through a SLA in the amount of \$43,500 for the purchase of License Plate Recognition software for the City Marshal vehicles. The remaining \$4,000 is for the printing and distribution of collection notices, as well as for the purchase of software to interface with TxDOT information.

### **Chimney Hill Fund**

The Chimney Hill Fund accounts for the receipt and expenditure of funds received by the City for the operation and maintenance of the city's Chimney Hill property. Revenues from all rents and royalties are estimated to be \$430,825 in FY13. The city currently receives rent revenue from several businesses that are renting spaces in the Chimney Hill property. Investment earnings are anticipated to be approximately \$7,000. The total approved FY13 revenue budget is \$437,825. Approved expenditures in the Chimney Hill fund include \$80,000 for facilities maintenance in FY13. This includes funds for utilities, street, and building maintenance costs of the Chimney Hill property. Property taxes paid out of this fund are anticipated to be \$45,000. In addition, a one-time transfer in the amount of \$600,000 to the Electric Fund is included in the FY13 budget. These funds are from Certificates of Obligation (COs) issued in 2009 for the design of a new convention center project. As this project will not occur, this debt will be transferred to the Electric Fund to be used in lieu of the issuance of additional debt in that fund.

## **Enterprise Funds**

### **Electric Fund**

College Station's Electric Utility provides for the construction of new facilities needed to extend electrical service to new consumers, performs repairs and maintenance as needed to maintain the electric system, and installs and maintains street lights and rental lights. Electric Utility personnel maintain over 20 miles of electric transmission lines, 6 electrical substations, and over 450 miles of overhead and underground electric distribution lines.

Two SLAs are included in the FY13 Approved Budget. The first SLA, in the amount of \$107,500, is for the addition of a Compliance Officer position. This position will be responsible for tracking and keeping current with all compliance related regulations and will be the primary contact for all of the regulatory authorities associated with compliance. A second SLA, in the amount of \$104,500, has been approved for the addition of a SCADA Analyst position. This position will provide the IT support needed to meet the cyber and physical security compliance requirements set forth by the North American Electric Reliability Corporation (NERC) and the Texas Reliability Entity (Texas RE).

In addition to the SLAs, two additions were made to the base budget in order to ensure compliance with regulatory authorities. The first base budget addition, in the amount of \$25,000, is for NERC required transmission operator training. The additional budget is for the Dispatch Operations personnel to attend the annual Electric Reliability Council of Texas (ERCOT) Operations Seminar and ERCOT Black Start Training and Simulation. The budget will also be used for the System Operations Success Standards Always Current, which is an internet based training program that focuses on the NERC Reliability Standards. A second addition to the base budget, in the amount of \$54,000, is to offset an increase in ERCOT Wide Area Network (WAN) charges. To maintain system connectivity with the ERCOT, CSU connects through T1 data circuits to the Wide Area Network (WAN) that ERCOT supports. As of December 2011, ERCOT increased the WAN fees associated with each T1 connection. In addition to this increase, CSU was also required to build a backup Operations center to meet Federal requirements which necessitated the installation of another T1/WAN connection to ERCOT. As a result, the monthly ERCOT WAN fees have increased and budget has been added to account for this increase.

Also included in the Electric Fund approved budget is an addition of approximately \$230,000 that was not included in the proposed budget. This additional budget is for salary and benefits related to Electric Fund pay structure changes that were under review at the time the proposed budget was developed.

No rate increase was approved in the Electric Fund for FY13.

## **Water Fund**

The City of College Station has the capacity to produce approximately 30 million gallons per day of potable water. The Water Division has developed high standards of reliability that assures customers' needs are met with a water supply that meets or exceeds all federal and state mandated standards. As a City enterprise, the full cost of service for water production, transmission and distribution is recovered by charging customers for consumption on a per unit basis.

Three SLAs were included in the FY13 Water Fund approved budget. The first SLA, in the amount of \$100,000, is for the removal, inspection, refurbishment (as needed) and re-installation of three transfer pumps located at the Sandy Point Pump Station. This is consistent with an approximate 8-10 year cycle for routine maintenance of the transfer pumps. The second SLA is for the recoating of a large section of the Park Place Elevated Storage Tank. While the type of coating used on the interior and exterior normally has a 20+ year service life, the annual inspection has indicated that a large section of the center column coating, which is immersed in the tank, has failed. Allowing the failed area to corrode until it is appropriate to replace the entire coating would result in unacceptable structural damage. This repair, estimated to cost \$50,000, will extend the existing coating for its full service life without the likelihood of structural damage to the tank. Finally, the third SLA, in the amount of \$21,500, is to cover the cost of street repairs that are needed following water utility repairs. Historically, these repairs have been paid for by the Public Works Department. In FY12, it was determined that these costs should be paid by the appropriate utility, and the budget in the Water Fund was increased accordingly. The costs, however, are estimated to exceed the amount budgeted. This increase is to provide for the additional budget needed for these repairs.

No rate increase was approved in the Water Fund for FY13.

## **Wastewater Fund**

Effective sanitary sewer collection and treatment is essential to public health in an urban environment. Over the last several decades, standards have increased for this infrastructure. Past upgrades to the Carters Creek Wastewater Treatment Plant were directly related to changing standards. As the system continues to grow, additional capital is needed for line extensions. The existing system will have to be maintained with line replacements and plant enhancements and expansions. Wastewater services are provided as an enterprise function with service related fees paying for the cost of service.

Two SLAs are included in the FY13 Approved Budget. The first, in the amount of \$90,000, is for a nutrient removal evaluation of the Carters Creek and Lick Creek Wastewater Treatment Plants. This study will evaluate the liquid and solid streams at the treatment plants to identify operational changes and facility upgrades needed to meet a future anticipated total phosphorus and nitrogen discharge limits. The results of this report will aid the Water Services Department in determining capital budgets and future plant layouts. The second SLA, in the amount of \$21,500, is to cover the cost of street repairs that are needed following wastewater utility repairs. Historically, these repairs have been paid for by the Public Works Department. In FY12, it was determined that these costs should be paid by the appropriate utility, and the budget in the Wastewater Fund was increased accordingly. The costs, however, are estimated to exceed the amount budgeted. This increase is to provide for the additional budget needed for these repairs.

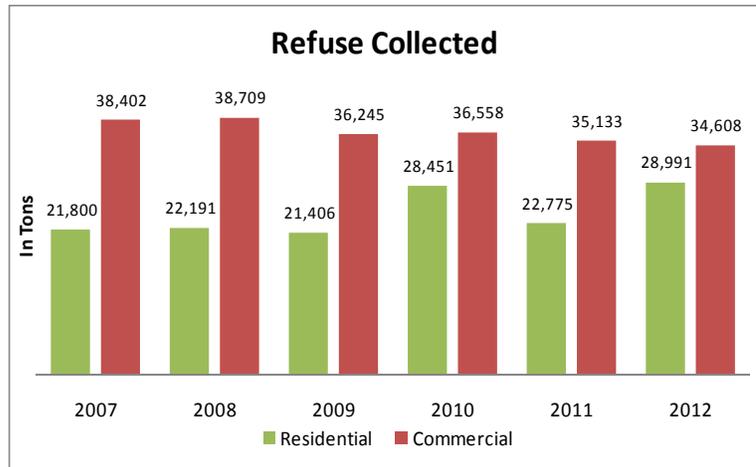
A 5% rate increase was approved in the Wastewater Fund for FY13.

## **Sanitation Fund**

The Sanitation Division of Public Works provides services that meet the City's solid waste collection needs. These services include providing residential containers, curbside recycling, brush and grass clipping collection, street sweeping and the removal of waste. Commercial services are also provided to local businesses and includes collection in small and large containers. Customers with greater volumes have the option of using roll-off containers that are serviced by front load collection equipment.

Revenues for FY13 in the fund are estimated to be \$7,716,293. Residential and commercial Sanitation operations for FY13 are approved to be \$7,023,793, or 1.33% higher than the FY12 Revised Budget. A portion of this is due to an increase in forecasted fuel costs for travel to the new landfill. Also included is \$68,301 for an approved SLA related to the outsourcing of route optimization services.

Approved non-operating expenditures are \$1,119,744, and include the fund's Utility Transfer to the General Fund in the amount of \$722,034 as well as \$397,710 for the Twin Oaks Landfill debt service payment. The expenditure for the debt service payment will be offset by revenue received from the Brazos Valley Solid Waste Management Agency, Inc. (BVSWM, Inc.). Additionally, the Sanitation Fund has historically provided funding for Keep Brazos Beautiful (KBB), an Outside Agency dedicated to beautification and litter abatement. Funding in the amount of \$46,240 is included for the KBB. The total FY13 approved expenditures for the Sanitation Fund are \$8,143,537.



No rate increase was approved in the Sanitation Fund for FY13.

### **Northgate Parking Fund**

The Northgate Parking Fund accounts for parking operations in the Northgate district of the City. This includes the surface parking lot on Patricia Street, the College Main Parking Garage and on-street parking in the district. FY13 approved revenues from parking fees are \$948,707 and fines are \$186,229. Other revenues in this fund include investment earnings, miscellaneous revenue, and a one-time General Fund transfer in. This transfer is needed to offset the cost of the capital project expenditures anticipated to occur in FY12 and FY13.

Approved expenditures for Northgate District operations are \$686,192. This amount includes expenditures related to non-parking activities in the amount of \$227,252, which will be covered by a transfer from the General Fund. Additionally, \$4,600 was added to the FY13 Approved Base Budget to provide a \$0.50 differential in shift pay for employees working the night shift. Two parking garage improvement projects are included in the FY13 Approved Budget. The first is for the hydrojetting and repair of underground storm drain lines in the garage. \$10,615 is included in the Northgate District operational budget for this purpose. The second parking garage project included in the approved budget is for thermal and moisture protection repair and replacement in an effort to repair and prevent water damage. This project is estimated to cost \$214,925. Total approved Northgate Parking Fund expenditures are \$1,215,654.

### **Special Revenue Funds**

#### **Hotel Tax Fund**

The City receives a tax of 7% on room rental rates from persons staying in hotels within the City. The City's use of Hotel Tax funds is limited by State law to be used for the promotion of tourism in the City of College Station. The approved FY13 budget includes \$559,773 for City Operations including Wolf Pen Creek event operations and other PARD programs and events that are eligible for Hotel Tax Funds. This includes annual funding in the amount of \$200,000 for soliciting and hosting of sports tournaments in College Station. In addition, \$3,700,000 is budgeted for the construction of synthetic fields at Veteran's Park.

A total of \$1,630,153 of Hotel Tax funding is included in the FY13 Approved Budget for the Bryan/College Station Convention and Visitors Bureau (CVB), the Arts Council of the Brazos Valley, the George Bush Presidential Library Foundation, the Brazos Valley Veterans Memorial, Northgate advertising through the Northgate District Association, and the Bryan-College Station Chamber of Commerce. This includes \$100,000 in Hotel Tax Fund funding for the creation of a grant program administered in partnership with the CVB.

## **Community Development Fund**

Community Development helps provide low cost housing and other public assistance through Community Development Block Grant and Home Grant funds from the federal government. These funds are used to assist low to moderate-income residents of College Station. Assistance is provided through housing services, public agency funding, public facility improvements, and community development activities. The FY13 budget includes one approved SLA which will decrease the budget by \$36,160 to move 25% of two Community Development Analysts' salaries and benefits to the Planning and Development Services Department.

## **Wolf Pen Creek (WPC) TIF Fund**

The Wolf Pen Creek Tax Increment Finance (TIF) Zone generates revenues that must be utilized within the Wolf Pen Creek District. The TIF expired December 31<sup>st</sup>, 2009. A total of \$1,186,298 has been estimated in FY13 for the completion of the Wolf Pen Creek Festival Site. A total of \$1,845,992 has been budgeted for this project. In addition, a total of \$1,235,044 has been budgeted for a payment to College Station Independent School District for the balance of the school district's portion of unspent WPC TIF funds. The estimated balance of the WPC TIF funds in the amount of \$98,994 will be expended in accordance with the restrictions for the use of the funds. The WPC TIF Fund will be closed following the expenditure of the balance of the funds, which is estimated for the end of FY13.

## **Drainage Fund (O&M)**

The Drainage Maintenance Division is part of the Public Works Department, but is funded from the Drainage Fund. The Drainage Maintenance Division is responsible for the care and maintenance of the drainage ways throughout the City. Mowing rights-of-way and creek cleaning are the primary activities of this division, as are taking steps to mitigate the impact of drainage-related issues that may impact the health and public safety of the City's residents.

Funding was approved for the addition of a Drainage Foreman in this division through an SLA for \$72,551, which includes all associated costs for fuel, fleet maintenance, and equipment replacement. The additional Foreman will be responsible for scheduling daily/weekly work, ordering materials for specific jobs, investigating citizen concerns, conducting appropriate QA/QC testing after rehabilitation/reconstruction and managing work orders. In addition, SLA funding in the amount of \$3,787 reallocates the costs associated with the existing Drainage Foreman's vehicle (currently budgeted in Public Works) to the Drainage Fund. Total approved operating expenditures for this fund are \$1,392,248.

No rate increase was approved in the Drainage Fund for FY13.

## **Court Technology Fee Fund**

The Court Technology Fee Fund can be used to fund technology projects at the Municipal Court Facility. Approved expenditures of \$60,707 will be used for technology related purchases such as computer hardware and software for court facilities.

## **Court Security Fee Fund**

The Court Security Fee Fund is used to fund security projects at the Municipal Court building. Approved expenditures of \$66,943 are included for court security personnel in this fund. Approved estimated revenues in the amount of \$68,027 are included for FY13.

## **Juvenile Case Manager Fee Fund**

The Juvenile Case Manager Fee Fund is used to fund the salary and benefits of a Juvenile Case Manager, as well as cover the salary and benefits of staff time spent administering Teen Court. The total approved budget of \$103,408 includes travel and training funds for the Juvenile Case Manager allowed and implemented as a result of action taken by the 81st Texas Legislature.

## **Police Seizure Fund**

The Police Seizure Fund accounts for revenues and expenditures related to property seized by the College Station Police Department. Expenditures for FY13 are budgeted at \$40,000. These funds are used for one-time equipment and other purchases to assist in police activities.

## **Memorial Cemetery Fund**

This fund accounts for two thirds of cemetery lot sales as well as other revenue that is collected through the Memorial Cemetery and Aggie Field of Honor. The fund also accounts for expenditures on projects that take place at this location. No expenditures have been included in the FY13 Approved Budget for the Memorial Cemetery Fund. The maintenance and operations for this cemetery are budgeted in the General Fund in the Parks and Recreation Department.

## **Memorial Cemetery Endowment Fund**

This fund accounts for the remaining one-third of the sales of cemetery lots that are accrued through the Memorial Cemetery Fund, which includes the Aggie Field of Honor. FY13 approved expenditures include \$10,000 for the continued marketing efforts of the cemetery.

## **Texas Avenue Cemetery Endowment Fund**

This fund accounts for the sale of cemetery lots and other revenues that are collected through the College Station cemetery. The fund also accounts for expenditures on projects that take place in the cemetery. There are no expenditures anticipated in this fund in FY13. The maintenance and operations for this cemetery are budgeted in the General Fund in the Parks and Recreation Department.

## **Internal Service Funds**

The City has established several internal service funds for areas where goods and services are provided to City departments on a cost-reimbursement basis. The Internal Service Funds include the Insurance Funds, the Equipment Replacement Fund, the Utility Customer Service Fund, and Fleet Maintenance Fund. Each of these funds receives revenues from City departments to which services are provided. Internal Service funds have revenues transferred from departmental budgets on a monthly basis to ensure that funds are available for related expenses.

### ***Insurance Funds***

The City of College Station has four funds for insurance purposes, all of which are self-funded.

### **Property and Casualty Fund**

The Property and Casualty Fund ensures that the City can adequately cover potential property and liability losses. The FY13 estimated departmental premiums for the Property and Casualty Fund are \$985,762. Approved investment earnings are \$2,525 and other revenues, including subrogation, are \$30,000 in this fund. Approved expenditures including claims, defense costs, premiums, and other expenditures total \$988,090 for FY13. Contributions to this fund fluctuate based on anticipated expenditures.

### **Employee Benefits Fund**

The Employee Benefits Fund is self-funded and provides medical coverage to covered City employees and dependents. Estimated revenues for the employee benefits fund total \$9,182,719 for FY13, and budgeted expenditures total \$9,656,053. Expanded choices for coverage, including a high deductible plan, continue to be offered to offset rising health care costs. In addition, \$50,000 for wellness and education programs has been included in the budget in an effort to mitigate future claims. Fit Life testing for police officers and health assessments for firefighters are included in this budget and will be transferred as actual expenses are incurred.

### **Workers' Compensation Fund**

The Workers' Compensation Fund provides coverage against losses sustained through on the job injuries to employees. Revenues anticipated in the Workers' Compensation Fund are \$802,466; expenditures total \$434,642. Currently, as part of a worker safety initiative, funds in the amount of \$22,500 are included to provide city workers

with reimbursement for the purchase of safety boots. The ending fund balance is anticipated to be sufficient to meet workers' compensation needs.

### Unemployment Compensation Fund

Revenues in the Unemployment Compensation Fund are estimated to be \$30,728. Expenditures in this fund are anticipated to be \$60,600. Claims costs are projected to decrease in FY13. The ending fund balance is anticipated to be sufficient to meet unemployment compensation needs.

### Equipment Replacement Fund

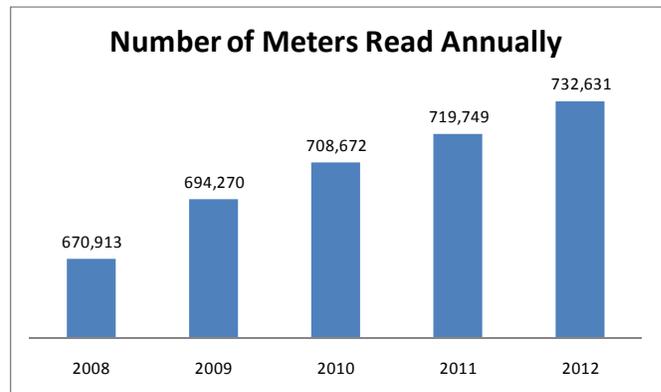
The City has a fund that serves to accumulate resources for the replacement of vehicles and large motorized equipment, the replacement of copiers, and to provide replacement assets for the existing major technological infrastructure. Anticipated revenues for FY13 total \$3,350,388; expenditures total \$2,773,813. Of that total, \$1,920,900 is included for approved fleet replacement and new fleet purchases. Approved funding for new fleet purchases in the amount of \$176,900 is included in that total, which is reflected in the budgets of the various departments incurring the approved replacement costs through their own SLA submissions.

Approved SLA funding in FY13 includes \$200,000 for phone system replacement. An additional approved SLA in the amount of \$164,983 would cover College Station's portion of capital infrastructure improvements related to Brazos Valley Wide Area Communications System (BVWACS). Funding is also included for mobile data terminals, mobile video cameras, virtual storage devices and uninterruptible power supplies.

### Utility Customer Service Fund

The Utility Customer Service Division is the primary interface with the City's utility customers. Responsibilities include setting up customer accounts, connecting and disconnecting utility services, reading meters, billing and collecting utility customer accounts and addressing customer concerns.

FY13 approved expenditures are \$2,273,444. Included in the base budget was a reduction in the amount of \$49,276 to remove two part-time Customer Service Representative positions. One of the reduced positions is in the billing group and has been vacant since 2011. Duties assigned to this position have been distributed and reassigned among the remaining Customer Service Representatives. The other reduced position is in the collections group. Since the closure of the drive-through facility at the beginning of FY12, the workload has been assessed to determine if staffing could be reduced in that work group. Lobby traffic has not increased enough to justify maintaining the part time position. Eliminating these positions will likely affect customer service delivery but this will be primarily during rush times.



The chart above illustrates the number of meters read annually over the last several years.

### Fleet Maintenance Fund

The Public Works **Fleet Services Division** manages the vehicle and equipment fleet. The division also performs preventive maintenance and vehicle repair. The City maintains a fleet of vehicles and heavy equipment to provide services to the citizens of College Station. Some of these services include Police and Fire response, Solid Waste Collection, Public Utilities, Building Inspection, and Parks operations. In FY13, revenues in the Fleet Maintenance Fund are estimated to be \$1,672,140. FY13 budgeted expenditures are \$1,681,490. This includes one approved SLA for \$25,000 to fund an alternative fuel study which will analyze the feasibility of utilizing alternative fuel sources for the City's fleet and investigate any related environmental and economic impact.

## Capital Project Funds

The City has a number of capital project funds. General Obligation Bonds (GOB) form the basic resource for general government projects such as streets, parks, traffic, public facilities and other such needs. However, the City has several other resources that may be used to supplement those resources and help to hold down the ad valorem taxes necessary to pay for GOBs.

In addition to the general government projects, the City has bond funds for each of the utilities operated by the City. For FY13, operating funds from both the Water and Wastewater Funds in the amount of \$7,375,000 are approved to be used to fund capital projects in lieu of the issuance of additional debt.

Other resources to fund capital projects include the Wolf Pen Creek Tax Increment Financing District, the Drainage Utility and Parkland Dedication Funds. Each provides resources that will be used to complete a number of projects over the next five years.

## General Government Capital Projects

The following is a brief summary of some of the key general government projects included in the FY13 Approved Budget. More details of these projects can be found in the capital project summaries preceding each capital projects section in the budget document. The funds expended on these projects are considered significant and nonroutine.

### STREETS, TRAFFIC, SIDEWALKS AND TRAIL CAPITAL PROJECTS

#### Street Rehabilitation Projects

In FY13, funds in the amount of \$1,614,158 are estimated for the **Bird Pond Rehabilitation project**. This project is for the rehabilitation of Bird Pond Road from the city limits to Rock Prairie Road. Funding for this project will come from the authorization related to the Barron Road Widening Phase II project. The construction of Barron Road Widening Phase II is complete and came in well below the amount authorized through the GOB. An additional rehabilitation project included in the FY13 Approved Budget is the **Cooner Street Rehabilitation project**. This project includes the rehabilitation of paving and water and wastewater lines along Cooner Street. The project may include concrete pavement, curb, gutter and storm drainage. The majority of the funding for the \$1,203,000 Streets portion of the budget for this project will come from Community Development Block Grant (CDBG) funds. The balance of the budget will come from Barron Road Widening Phase II authorization. \$100,000 is estimated in FY13 for the design of the **Rehabilitation of Rock Prairie Road from Bird Pond to W.D. Fitch Parkway**. This project is for the pavement rehabilitation of two sections of Rock Prairie Road between Bird Pond Road and William D. Fitch Parkway. The roadway will be reconstructed with widened pavement and will include a shoulder adjacent to the travel lane. It is anticipated that this project will be funded with CO's to be issued in FY13 and FY14. Finally, \$125,000 is included for **Improvements on Royder/Live Oak** in connection with the annexation of Wellborn. Several streets in this vicinity will be improved. The funding for this project will come from funds transferred into the Streets Capital Fund from the General Fund.

#### Street Extension Projects

\$8,995,372 is the estimated expenditure included for various street extension and widening projects. Included in this is an estimate of \$318,510 for **Oversize Participation (OP) projects** that may arise throughout the fiscal year. These funds are used for building increased capacity on the streets that are being constructed by developers. Of this amount, \$218,510 is from OP funds authorized as part of the 2003 GOB. An additional \$100,000 of OP funds is budgeted and reflects assessments expected to be received as a result of the Holleman Extension project. It is estimated that \$500,000 in assessments will be received over the next five years as the area adjacent to Holleman Drive develops. As a significant portion of the Holleman Extension project budget was funded using OP funds, the received assessments will be earmarked for future OP projects. These funds will not be available for expenditure until they are received.

Other street extension projects include the **Extension of Jones-Butler Drive**. An estimated \$2,536,000 will be spent toward the construction of this project. This project includes the design and construction of a major collector from the intersection of Luther Street and Jones-Butler to the intersection of George Bush Drive and Penberthy Boulevard. The project will also include sidewalks, bike lanes and may include an equestrian crossing. An additional \$3,696,609 is projected in FY13 for the construction of several projects that are the result of the Bio-Corridor Agreement. Two of these projects are for the construction of **Health Science Center (HSC) Parkway Phase 1B**

**and 2A.** Phase 1B includes the reconstruction of the existing two lane roadway west of Traditions Drive, the connection to SH 47 and the reconstruction of the Traditions Drive intersection. Phase 2A includes the reconstruction of the existing HSC Parkway or Melrose Parkway, a two lane roadway east of Traditions Drive, the intersections with both Turkey Creek and Traditions Drive, and a portion of the existing HSC Parkway west of Traditions Drive. Both projects will include drainage with curb and gutter, median, landscaping and irrigation, street lighting, and a multi-use path and sidewalk. The majority of the budget for HSC Parkway Phases 1B and 2A will come from the authorization related to the Barron Road Widening Phase II project. The Barron Road Widening Phase II project is complete and came in well below the amount authorized through the GOB. The balance of the budget for these projects will come from the Victoria Avenue Extension project which is also complete and came in under budget. Also included in the FY13 estimate for the Bio-Corridor projects is \$472,500 for reimbursement to the City of Bryan for the City of College Station's portion of the already constructed **HSC Parkway Phase 1A**. As outlined in the Interlocal Agreement, the City of College Station will reimburse the City of Bryan for a portion of the construction costs already incurred. Funds for Phase 1A will come from the General Fund as debt cannot be used for this reimbursement.

The FY13 estimate includes \$1,444,998 for several projects along Rock Prairie Road. \$611,812 is included for the continuing land acquisition effort related to the **Rock Prairie Road East Widening project**. These funds will be used for design and right-of-way acquisition costs related to the future widening of Rock Prairie Road East. Construction funds are not included in the project budget. \$311,937 is the projected FY13 expenditure for the **Rock Prairie Road West Right-of-Way project**. This project includes the purchase of additional right-of-way from State Highway 6 to just past the Longmire/Rock Prairie Road intersection to provide for the future widening of that section of Rock Prairie Road. The design for the construction of **Widening of Rock Prairie Road West** is also estimated for FY13 with construction anticipated for FY14. This project is for the reconstruction of Rock Prairie Road from approximately State Highway 6 to Longmire. This project will improve the capacity of this street segment and align additional travel lanes with the future reconfigured Rock Prairie Road overpass. A portion of the budget for this project will come from the balance of the Victoria Avenue Extension project, a portion from the balance of the Tauber and Stasney Rehabilitation project and it is proposed that the remaining portion come from CO's projected to be issued in FY14. Funds have also been estimated for the design of the **Rock Prairie Road Bridge Widening project**. The City of College Station will design the bridge widening and TxDOT will construct the project. The bridge will be widened to six lanes with U-Turn lanes constructed at the north and south ends of the existing bridge. The bridge will include a 10 foot wide multi-use path and a 14 foot wide outside travel lane. In addition, acceleration/deceleration lanes will be added along the frontage roads. The design will be paid for by the City of College Station using the remaining unallocated Barron Road Widening Phase II authorization (2008 GOB). The construction will be paid for by TxDOT using Proposition 12 funds received from the State that must be used on bridges and overpasses. Design began late FY11 with construction estimated to begin in FY13.

Finally, \$899,255 is included for design work on the **Barron Road East/Lakeway Extension project**. This project will extend Barron Road from State Highway 6 East at the existing Barron Road to a future intersection with the extension of Lakeway Drive. The Barron Road extension will be combined with the Lakeway Drive extension.

### **Street TxDOT Projects**

Projected expenditures include \$91,562 for the **Wellborn Widening Reimbursement project**. As part of an Advanced Funding Agreement (AFA) with TxDOT, the City is required to reimburse 10% of the right-of-way costs associated with the Wellborn Widening project. The majority of the reimbursement was paid in prior years, but it is anticipated that a final payment will need to be made in FY13. In addition, funds have been included in the approved budget for the design of two projects that may be eligible in the future for TxDOT funding. The first of these two projects is for the **Design of U-Turns at State Highway 6 and FM 60**. This project will provide design funds for the future construction of U-Turns at the interchange in order to increase capacity and improve mobility. The design of this project is estimated to be \$600,000. A portion of the budget for this project will come from a portion the balance of the Discovery Drive Extension project, which is complete and came in under budget. The remaining budget will come from debt that has been issued for Oversized Participation (OP). These funds were authorized as part of the 03 GOB and can be used for street and transportation projects throughout the City. Generally, these funds are used toward building increased capacity into the streets that are being constructed by developers. As there are no immediate OP projects for which these funds are needed, these funds will be used on a project for which funding has not yet been identified. If the need arises for OP funds in excess of the balance of OP funds available, the issue of CO debt will be considered. The second project is for the **Design of Raised Medians along University Drive**. This

project is for the construction of raised medians and the installation of other pedestrian improvements from Eisenhower to Tarrow. The design of this project is estimated to be \$240,000. Funding for a portion of the budget for this project will come from the balance of the Discovery Drive Extension project and a portion will come from the remaining unallocated Barron Road Widening Phase II authorization.

### **Traffic Projects**

The FY13 Approved Budget includes an estimated \$1,043,830 for traffic projects throughout the City. This includes \$250,000 for the construction of a **new traffic signal at the intersection of Wellborn and F&B**. Also included is \$406,294 for the completion of a **signal at the intersection of State Highway 30 and Copperfield** and \$150,000 is included for the **upgrade of the signal at FM 2818 and Rio Grande**. This project is for the addition of pedestrian signals, pushbuttons and crosswalks to the signalized intersection; the upgrade of support structures; the addition of ADA compliant ramps; and the addition of an upgraded signal cabinet. Also included in the estimated expenditures for traffic projects is \$200,000 for **future signal projects** that may be needed in FY13. Finally, \$37,536 is included for **traffic signal communication projects**. These projects support traffic signal connectivity as well as other City data and voice services.

### **Sidewalk and Trail Projects**

The City of College Station has worked over the years to ensure adequate transportation infrastructure is constructed for pedestrians and bicyclists. The City has an adopted Bicycle, Pedestrian and Greenways Master Plan. A number of sidewalk and trail projects have been included in the FY13 Approved Budget. An estimated \$158,716 is included in FY13 for the completion of **Sidewalks on Lincoln Avenue**. This project is for the construction of sidewalks on the north side of Lincoln Avenue extending from Avenue A to University Drive. \$208,919 is estimated to be spent on the completion of **Phase II of the Hike and Bike Trail Completion project**. This project will continue the 10 foot wide multi-use trail from Welsh Avenue to the Campus Village trail to the west. The trail will also be extended from the northern connection of the Campus Village Trail through Southwest Park as part of the Southwest Park development. In addition, \$97,000 is estimated to be spent toward the completion of the **Hike and Bike Trail through Southwest Park**. This project is for the construction of a 10 foot wide hike and bike trail through Southwest Park. The budget for this portion of the project will come from budget balance remaining in the Hike and Bike Trail – Longmire Improvements project. Funds are also budgeted in the Parks and Recreation Capital Fund for the completion of the trail through Southwest Park. These two hike and bike trail projects will provide a continuous trail from Texas Avenue to Southwest Parkway. \$762,000 is projected to be used toward the construction of the **Lick Creek Hike and Bike Trail**. This project is for the construction of approximately three miles of hike and bike trails along Lick Creek between Westfield Park and Lick Creek Park. The trails will connect residential neighborhoods and CSISD property. An estimated \$784,000 will be spent toward the design and construction of **Phase II of the University Drive Pedestrian Improvements project**. This project consists of implementing the remaining phases (2 through 5) of the Pedestrian Improvements on University Drive. The project is designed to improve pedestrian travel in the Northgate area of College Station, especially to facilitate pedestrian movement across and along University Drive between Boyett Street and South College Avenue. Finally, funds in the amount of \$188,524 are estimated for the completion of the construction of the **College Main Plaza Improvements**. This project is for the construction of a pedestrian plaza with bike lane from University Drive to Patricia Street. In addition, intersection improvements will be made along Lodge Street and Patricia Street. Funding for this project came from several sources. A portion came from the balance of the Discovery Drive project, which is complete and came in under budget. The balance of the budget came from Certificates of Obligation (CO's) issued in prior years for the Police Station Improvements project (\$208,707) and the completion of the 2<sup>nd</sup> floor of the Municipal Court building (\$18,376). Use of these funds was limited to certain types of projects, but they could be used for the College Main Plaza Improvements project.

### **PARKS AND RECREATION CAPITAL PROJECTS**

In FY13, expenditures in the amount of \$4,390,276 are estimated for Parks and Recreation capital improvement projects. Included is \$116,765 for **Field Redevelopment projects**. A portion of the funds will be used for replacement and repairs to numerous athletic facilities and parks throughout the City. The funds for these projects are collected from the fees paid by players and teams from both City leagues and outside user groups. The funds are used to pay for replacement items and facility upgrades at City athletic facilities.

An estimated expenditure of \$488,226 is included in the approved budget for the construction of **Creek View Park**. This park is adjacent to Creek View Elementary and planned improvements may include a playground, picnic pavilion, lighting, bridges, landscaping, practice ball fields and sidewalks. Funds in the amount of \$289,001 are estimated for the purchase of park land throughout the City as part of the **Neighborhood Parks Revolving Fund** project. These funds are used for acquiring properties for neighborhood parks in advance of development. An estimated \$100,000 is included for the **Lick Creek Park Iron Bridge Trail Completion** and an additional \$76,020 is included for the **Lick Creek Park Raccoon Run Trail**. A grant has been received from the Texas Parks and Wildlife Commission (TPWC) for the completion of the Lick Creek Iron Bridge Trail. The grant requires 20% matching funds toward the project. Bond funds authorized as part of the 08 GOB will be used to initially pay for the project, as well as to pay for the City's matching portion of the project. The funds received from the TPWC for the Iron Bridge Trail expenditure reimbursement will then be used for the Raccoon Run Trail project. These projects will result in the construction of compacted gravel trails over the existing dirt trails in Lick Creek Park. In addition, \$305,000 has been included for the design of the **Lincoln Center Addition**. This project is for the expansion of the Lincoln Center building. \$1,427,922 has been included for the construction of the **East District Maintenance Shop Replacement**. Current plans for the use of these funds are to expand the shop at Veterans Park in order to accommodate the needs of the Parks and Recreation Department. Finally, funds in the amount of \$1,587,342 are included to be used toward the construction of the **Lick Creek Nature Center**. This center, to be built at Lick Creek Park, will serve as a nature center for visitors who want to learn more about the park.

### **GENERAL GOVERNMENT AND CAPITAL EQUIPMENT CAPITAL PROJECTS**

General government and capital equipment projects are planned assets that have value to more than one specific area of City operations. The two main divisions within this category are public facilities and technology projects. Estimated expenditures for public facility projects in FY13 include \$215,149 for initial planning related to the **Library Expansion** project. These funds will be used to determine how to best use the funds authorized for the Library Expansion project. In addition, \$20,000 is included for the **purchase of library books**. The funds for the purchase of these books come from donations collected for this purpose.

The FY13 Approved Budget also includes a projected expenditure of \$810,134 for technology projects. Included is \$78,427 for the completion of the **Wireless Infrastructure** project. This project will allow the use of Wireless Fidelity (WiFi), by city employees in selected areas of the city, both internal to buildings and externally in designated "hot zones." The project is expected to be completed in FY13. \$55,000 is also included for the **Fiber Optic Infrastructure project**. This project will support the installation of fiber optic cable to continue expansion of the city's network to new buildings and facilities, and to permit the connection of existing facilities that are not currently on the network. \$125,000 has been estimated in FY13 for the completion of the **Network and Data Security Upgrade project**. This project will examine city wide data security standards, policies and procedures and will result in establishing guidelines and business practices that will bring the city more closely in alignment with industry best practices for information security. This project has been funded with a portion of the balance of the Radio System Replacement project, which is complete and came in under budget. An estimate of \$210,168 has been included in the approved budget for the engineering work related to the **CAD/RMS (Computer Aided Dispatch /Records Management System) Replacement** project. This project is for the replacement of all software and hardware based systems managing the information resources of the College Station Police Department. The acquisition of a newer and more enhanced system will allow for a more efficient and productive department; as well as provide the opportunity to accomplish more robust and advanced tasks. The total budget for this project is \$1,250,000 and funding for this project will come from several sources. These sources include debt in the amount of \$430,766 that remains from what was issued previously for a New City Hall. The use of these funds is limited, but they may be used toward this project. In addition, a portion of the balance of the Radio System Replacement project and the balance of the E-Mail and File System Migration project will also be used to fund the project. Finally, CO debt in the amount of \$540,000 is proposed to be issued FY14 for the remaining needed budget. Also included in the approved technology projects is the implementation of a **Time Keeping System**. This project is for the implementation of an Electronic Time Keeping System at the City. The funding for this project will come from funds transferred into the Facilities and Technology Capital Fund from the General Fund.

### **Utility Capital Projects**

Below are descriptions of the utility capital projects included in the FY13 Approved Budget. The funds expended on these projects are considered significant and nonroutine.

## **ELECTRIC CAPITAL PROJECTS**

\$12,297,914 is the approved budgeted appropriation for electric capital projects in FY13. Funds in the amount of \$3,000,000 are included for **Production projects** in FY13. It is anticipated that these funds will be used for a methane gas production project at the Brazos Valley Solid Waste Management Agency, Inc. (BVSWMA, Inc.) landfill. \$200,000 is included for **General Plant projects**. These include the replacement of the mapping system; enhancements to the SCADA, dispatch and security systems; and plant upgrades. Funds in the amount of \$1,150,000 are estimated for **Overhead System Improvement projects**. These funds will be used for the construction of overhead feeder extensions and upgrades of existing overhead electric infrastructure. This includes the annual utility pole replacement program. Funds in the amount of \$1,300,000 are estimated for **Underground System Improvement projects**. These funds will be used for the construction of new underground electric projects and for conversion of overhead power lines to underground. \$1,466,000 is included in the approved budget for **New Service and System Extension projects**. These funds will be used to provide electrical system services for new customer additions (residential, commercial, apartments and subdivisions). \$95,000 is included in the approved budget for **Residential Street Lighting projects**. These funds are used for new residential street lighting projects and improvement to existing residential street lighting. Funds in the amount of \$150,000 are estimated for **Thoroughfare Street Lighting projects**. These funds will be used for new thoroughfare street lighting projects and improvements to existing thoroughfare street lights. \$2,431,000 is included in the approved budget for **Distribution projects** and \$2,300,000 is included for **Transmission projects**. The major Transmission/Distribution project to be completed in FY13 is the construction of the Northgate Substation. These funds will also be used for the construction of electric transmission and distribution projects to provide electric capacity to the City of College Station. Major substation replacement equipment is included in this funding.

The FY13 Approved Budget includes an estimated \$125,000 in current revenues that will be transferred from operations to offset direct capital that is included in the capital projects expenditure estimates. Additionally, a projected debt issue of \$11,125,000 is included for Electric Utility capital projects.

## **WATER CAPITAL PROJECTS**

In FY13, \$2,759,649 is the approved new appropriation included for water capital projects. Appropriations from prior years carry forward on capital projects. Therefore, the FY13 projected expenditures exceed the new appropriations included for FY13. Total expenditures in FY13 for Water capital projects are projected to be \$8,167,493. Water Production projects include an estimated FY13 expenditure of \$3,316,492. A total of \$998,610 is included for the purchase of **Land for Future Well Sites**. As capacity needs grow, the City is preparing for the construction of new wells. A component of this is the land acquisition for new future wells. An estimated \$570,040 is included for the **Sandy Point Chemical System Replacement project**. The chemical feed and storage facilities at Sandy Point Pump Station require upgrading to accommodate current expansion of the water production infrastructure and to be in compliance with current fire codes. As part of the project, the existing chlorine disinfection system will be replaced to improve personnel safety, operating reliability and cost efficiency. \$157,982 is included for **High Service Water Pump Improvements**. This project will increase the pumping capacity of the Dowling Road Pump Station. This project is in response to analysis of the water system capacities in relation to Texas Commission on Environmental Quality (TCEQ) requirements. It is anticipated that these improvements will be completed in FY13. \$958,565 is included in the approved budget for the **Cooling Tower Expansion project**. This project is for the design and construction of an additional water cooling tower and all of the associated appurtenances to connect this new equipment into the existing system. The additional tower is needed to meet the increased production capacity of the water system. \$371,295 is included for the completion of the **3 Million Gallon Ground Storage Reservoir (MG GSR) Rehabilitation project**. As part of this project, the interior coating of the reservoir will be replaced and some structural upgrades will be made to ensure that it meets TCEQ guidelines. Finally, \$260,000 is included for the **Water Redundant Communications project**. This project is for data communication improvements. These improvements will allow for built-in redundancy, wireless communications, mobile work force and unforeseen communication plans not related to construction projects. The main focus is to construct fiber loops which provide multiple paths to all facilities.

Funds in the amount of \$2,680,076 are projected to be expended on Water Distribution projects in FY13. This includes \$100,000 of general **Oversize Participation (OP)** funds. These funds are used to help meet future capacity needs by oversizing water lines above the minimum size required to serve a development. An estimated \$988,200 will be expended in FY13 for the completion of the **Health Science Center Parkway Water Line Extension**. This project is for the design and construction of water infrastructure to service the Bio-Corridor area along the existing

and proposed Health Science Center Parkway within the City of College Station. Approximately 6,800 linear feet of 12 inch waterline along Health Science Center Pkwy from FM 47 to Turkey Creek Road and 16 inch waterline along F&B Road from Turkey Creek Road to FM 2818 will be constructed. An interconnect between the City of College Station and City of Bryan water systems will also be included in the project. An estimated expenditure of \$159,500 has been included in the approved budget for land acquisition related to the **State Highway 40 Water Line – Graham to Barron**. This project consists of an extension of a water distribution line that will complete a section of an existing 24 inch water distribution line. This portion will connect the existing 24 inch water distribution line at Barron Road to a future 24 inch water distribution line near the intersection of Wellborn Road and Graham Road. In addition, \$102,540 has been included for land acquisition related to the **State Highway 40 Water Line – Sonoma to Victoria**. This project consists of an extension of water distribution line that will complete part of an existing 24 inch water distribution line. This portion will connect the existing 24 inch water distribution line at the Sonoma Subdivision to the 24 inch water distribution line at Victoria Avenue. These last two projects will assist in proper operation of the distribution system by increasing connectivity between Dowling Road Pump Station and the Greens Prairie Elevated Storage Tank. In addition, \$100,000 has been included for land acquisition related to the **Area 2 Water Line Extension** project. This project is for the design and construction of water distribution lines along Greens Prairie Road and Arrington Road in accordance with a Certificate of Convenience and Necessity (CCN) settlement agreement between City of College Station and Wellborn Special Utility District. The design and construction of this project is not expected to start until FY18, but the land will be acquired in FY13. Finally, \$1,229,836 is included as the FY13 estimated expenditure for the **Reinstallation of a 30 Inch Water Transmission Line at Villa Maria and FM 2818**. The existing water transmission line from Sandy Point Pump Station to Dowling Road Pump Station was in conflict with TxDOT's grade separation of Villa Maria and FM 2818. TxDOT agreed to install an encasement pipe during construction of their project that would be located in a non-conflicting location. This project is for the installation of approximately 1,500 ft of the 30 inch water line that was in conflict with the grade separation.

Rehabilitation projects included in the FY13 Approved Budget include \$948,027 for the **South Knoll/The Glade project**. This project is for the replacement of water lines in the area bounded by Haines, Southwest Parkway, Glade and Langford. These aging lines were identified in a 2003 water study as in need of replacement. Other rehabilitation projects include the **Cooner Street Rehabilitation project** and the **Plantation Oaks Water Line Rehabilitation project**. The Cooner Street Rehabilitation project includes the rehabilitation of water and wastewater lines and paving along Cooner Street from Texas Avenue to the street terminus. The water distribution lines are in need of replacement due to an increase in service disruptions caused by deteriorating lines. The FY13 estimate is for the construction of the project. Funding for the majority of the cost of the project design came from Community Development Block Grant funds. Construction of the water portion of the project will be paid for with water utility revenue. The Plantation Oaks Water Line Rehabilitation project is for the rehabilitation of a 12-inch water line along Harvey Rd, between Scarlett O'Hara Drive and Munson Avenue. This segment of the line is being replaced due to continuing failures that are causing service disruptions to customers in this area.

Contingency in the amount of \$150,000 has been included in the FY13 Approved Budget. These funds will be available for use on unanticipated projects as well as to offset project overruns. \$150,000 has been included for the meter replacement program that was implemented in FY08. This program is for the replacement of water meters on a routine basis to ensure efficient water readings. The FY13 Approved Budget includes an estimated \$3,600,000 in current revenues that will be transferred from operations to fund water capital projects. Additionally, a debt issue of \$3,900,000 is projected in FY13 for Water capital projects.

## **WASTEWATER CAPITAL PROJECTS**

The FY13 Approved Budget includes \$7,740,186 in new appropriations for numerous wastewater capital projects. Appropriations from prior years carry forward on capital projects. Therefore, the FY13 projected expenditures exceed the new appropriations included for FY13. Total expenditures in FY13 for Wastewater capital projects are projected to be \$12,812,527. Wastewater Collection projects include \$100,000 for **oversize participation and planning**. These funds are available to meet future anticipated capacity in the construction of wastewater lines above the minimum size needed to serve the development. An estimate of \$1,299,000 is included for the **East Side FM 158 Sewer Line project**. As part of the Sanitary Sewer CCN swap with the City of Bryan associated with the Bio-Corridor Infrastructure Project and ILA, the East Side FM 158 Sewer Line project will provide sewer service to the service area within the City of Bryan Corporate Limits acquired as College Station Sewer Service area. The total cost of this project is estimated to be \$1,632,000 and the City of College Station will be reimbursed by the City of

Bryan for half of the cost of design and construction. This project will construct gravity sewer, lift station and force main to serve properties along SH 30 southeast of the intersection with FM 158 within the City of Bryan's corporate limits and upgrade the gravity sewer that currently services property along SH 30 within the City of College Station in order to convey flows from the City of Bryan to the Carters Creek Wastewater Treatment Plant (CCWWTP). Design of the line began in FY12 with construction expected for FY13. Also included in the approved budget is an estimate of \$614,340 for the **West Side Sewer** project. This project is also part of the Sanitary Sewer CCN swap associated with the City of Bryan and the Bio-Corridor Infrastructure Project and ILA. The West Side Sewer Project will be completed by the City of Bryan to provide sewer service to an area within the College Station Corporate Limits acquired as Bryan Sewer Service area. The FY13 estimate reflects the City of College Station's reimbursement to the City of Bryan for half of the cost of design and construction. This project consists of a temporary Lift Station, 6 inch Force Main, and 12 inch Gravity Sewer Lines to serve the initial development of Bio-Corridor area to convey flows to the Bryan Municipal Sanitary Sewer System. Design of the line began in FY12 with construction expected for FY13.

Other Collection projects included in the FY13 Approved Budget include the **Bee Creek Parallel Trunkline**. The existing Bee Creek Trunkline sub-basin currently serves areas along FM 2818, from areas north of Wellborn Road to the Carters Creek Wastewater Treatment Plant. This project will install a gravity line to increase the system capacity of the Bee Creek Trunkline sub-basin to accept the ultimate build-out demand anticipated in this respective area. This project is expected to be completed in phases, with the final phase being completed in FY16. Phase 1 construction is expected to begin in FY13. Also included is \$2,138,523 for the construction of the **Royder/Live Oak Sewer Line**. This project is the design, easement acquisition and construction of a gravity sanitary sewer line along Royder Road and Live Oak Street with laterals on Madison Street, Church Street and McCullough Road. Rehabilitation projects included in the FY13 Approved Budget include **South Knoll/The Glade**. This project is for the replacement of wastewater lines in the area bounded by Haines, Southwest Parkway, Glade and Langford. These aging lines were identified in a 2003 water study as in need of replacement. Also included in the FY13 Approved Budget is the **Cooner Street Rehabilitation project**. The Cooner Street Rehabilitation project includes the rehabilitation of water and wastewater lines and paving along Cooner Street. The sanitary sewer lines are in need of replacement due to an increase in service disruptions caused by deteriorating lines. Funding for the majority of the cost of the project design came from Community Development Block Grant funds. Construction of the water portion of the project will be paid for with water utility revenue. Finally, funds in the amount of \$309,029 are included in the approved budget for the **Northeast Trunkline Rehabilitation**. A study conducted in 2010 identified major defects within the Northeast Trunkline. The intent of this project is to repair/replace the most critical segments of this interceptor.

Funds in the amount of \$2,740,171 have been estimated for Treatment and Disposal projects. \$283,699 is included for the **Carters Creek Headworks Improvements project**. This project will replace or refurbish components of the existing headworks that have become unserviceable. \$236,000 is the projected expenditure for the **construction of catwalks around the Lick Creek clarifiers**. The catwalks will provide safe access for the operators to operate and maintain the clarifiers. An estimated \$155,450 is included for **centrifuge improvements** at the Lick Creek Wastewater Treatment Plant (LCWWTP). Improvements include installing a larger sludge discharge hopper, a sludge conveyor and a work platform around the centrifuge. \$252,500 is included for completion of the **Lick Creek Sludge Holding Tank Improvements**. This project will ultimately expand the size of the waste sludge holding tank at the Lick Creek Wastewater Treatment Plant. An additional \$262,500 is estimated for the completion of the **Lick Creek Return Activated Sludge Modifications project**. The Return Activated Sludge Pumps are not consistently pumping return activated sludge at an appropriate rate. This is a critical function essential to meeting TCEQ mandated treatment requirements. This project will reconfigure the sludge piping so that the pumps will perform acceptably. \$204,655 is included for the **Lick Creek Sludge Blower Replacement project**. This project will replace the current blower units which are at the end of their service life. New blowers are needed to maintain quality of sludge during storage prior to dewatering. \$804,000 is included for the **Lick Creek Centrifuge Replacement project**. This project will replace the sludge dewatering centrifuge at the LCWWTP. The current centrifuge has exceeded its useful life. An estimated \$10,500 will be expended in FY13 for the **Lick Creek Guiderrails**. These funds will be used for the construction of an upgraded lift station guiderail system at the LCWWTP.

Funds in the amount of \$155,232 are estimated for **Process Control Improvements at LCWWTP**. This project will be for the purchase and installation of improved process control instrumentation at the Plant. An additional

\$94,150 has been included in FY13 for the **installation of SCADA at the new lift stations**. This will allow for monitoring and alarming of the new lift stations. \$160,000 is included for the **Carters Creek Fiber Ring project**. This project will provide for data communication improvements that will allow for built-in redundancy, wireless communications, mobile work force, and unforeseen communication plans not related to construction projects. The main focus is to construct fiber loops which provide multiple paths to all facilities. Finally, \$121,485 is included for the **Aggie Acres Fiber Optic Conduit project**. This project will connect the Aggie Acres lift station in the Extra Territorial Jurisdiction (ETJ) to the City's sewer system.

Contingency in the amount of \$150,000 has been included in the FY13 Approved Budget. These funds will be available for use on unanticipated projects as well as to offset project overruns. A total of \$3,775,000 in current revenues from operations is estimated to be used to fund Wastewater capital projects. Additionally, a debt issue of \$8,250,000 is projected in FY13 for wastewater capital projects.

### **UNFUNDED WASTEWATER PROJECTS**

Each year, as part of the budget process, projects are submitted for consideration of inclusion in the upcoming CIP. A number of projects were considered for the Wastewater CIP, but were not added because the variables surrounding when and how they will proceed are still undetermined. However, there are potential outstanding projects that could significantly alter future CIP's. Several projects in the Northgate area have been identified depending upon how that area develops. This is currently being evaluated and may result in future significant CIP projects. In addition, future Texas Commission on Environmental Quality (TCEQ) requirements resulting from the Clean Water Act may result in significant nutrient removal projects at the LCWWTP and CCWWTP. The need for these projects is under review and will be determined in the future.

### **Special Revenue Capital Projects**

Below are descriptions of the special revenue capital projects included in the FY13 Approved Budget. The funds expended on these projects are considered significant and nonroutine.

### **PARK LAND DEDICATION CAPITAL IMPROVEMENT PROJECTS**

The Park Land Dedication Funds account for the receipt and expenditure of funds received by the City from residential land developers who dedicate land, or money in lieu of land, for use in the development of neighborhood parks in residential areas. The projects in the Park Land Dedication Capital Improvement Projects Funds are funded using the dedicated park land funds.

Park Land dedication funds must be used for the development of parks within the zone to which the funds are dedicated. In FY13, expenditures for Park Land Dedication projects are estimated at \$2,524,923 for projects that are anticipated to be completed in the various park zones. Funds in the amount of \$180,000 are included for **Electrical Improvements at Wolf Pen Creek**. The budget for this project is approved to come from Park Land Zone 3 funds as well as Community Park Zone B funds. This project will include additional electrical infrastructure to support all events at WPC. The additional infrastructure will allow for greater diversity and size of the events hosted at the facility. \$18,000 is included in the approved budget for the **Replacement of the Pier at Cy Miller Park**. This project is for the replacement of the pier decking and handrails as well as staining and sealing the new structure. An estimated \$30,000 is included for **Improvements at Carter Crossing Park**. The park will be constructed in phases as funds become available and is planned to ultimately include sidewalks, an entry plaza, a tot playground, creek crossings, benches and trees with irrigation. \$201,923 is the FY13 estimated expenditure for **Improvements at Southwest Park**. This phase of the project will be the construction of a 10 foot wide hike and bike trail through Southwest Park. The trail will connect with the north end of the Campus Village Trail and will continue to Southwest Parkway. The project will include a bridge crossing, retaining wall, and box culverts. The project will be designed in-house by Public Works staff. Funds for this project are also budgeted in the Streets Capital Improvement Projects Fund. Finally, \$34,500 is budgeted for the **Arboretum Bridge Replacement**. This project is for the engineering and construction related to the removal and reinstallation of the existing bridge, piers and footings. Additional funds are projected in a number of Park Land zones but these funds have not yet been obligated to specific projects. These funds are available to be used for projects that arise throughout the year within the applicable zones. Funds not used in the fiscal year will carry over to future fiscal years.

## **DRAINAGE CAPITAL IMPROVEMENT PROJECTS**

Drainage capital projects are funded by revenue generated through a drainage utility fee that is collected from residential and commercial utility users. Significant projects include a projected \$735,931 for **Greenways Land Acquisition** throughout the City. The City's Greenways Master Plan calls for future trail development in urban and suburban greenways. The funds for this project were from prior years' debt issue and the FY13 projected expenditures account for the use of the balance of this debt. \$200,000 is included for **Minor Drainage Improvement projects**. These funds are used for minor unscheduled drainage projects that arise throughout the fiscal year. \$370,000 is included for **Phase II of Erosion Control in the Wolf Pen Creek Trail Area**. Bank stabilization measures will be designed and constructed to protect the trails, irrigation, benches and other improvements in the upper trails area from erosion. An estimated \$67,070 is included in the approved budget for **GIS Mapping of the Drainage System**. These funds were previously allocated to Storm Water Mapping, but the mapping of the drainage system has been determined to be a higher priority. Finally, \$157,594 is included for the completion of a **Drainage Master Plan**. The results of the study will be an inventory of existing infrastructure and a twenty (20) year maintenance and infrastructure improvement plan for those portions of the drainage basins that lie within the city limits. The plan will form the foundation for future infrastructure projects.

## **HOTEL TAX FUND CAPITAL PROJECTS**

Included in the FY13 Approved Budget is an estimate of \$3,700,000 for the construction of **Synthetic Fields at Veterans Park**. The project will include the construction of two synthetic turf fields at Veterans Park along with parking and lighting to support the new fields. The synthetic turf fields will provide an all weather playing surface that can be used immediately following a rain event. Design of this project was approved in FY12. This project will be funded using Hotel Tax funds as the project is anticipated to result in a significant number of individuals coming from outside of the community to play in tournaments held on these fields. The fields will be able to facilitate sports such as soccer, football, 7 on 7 flag football, lacrosse, rugby, cricket and ultimate frisbee.

## **WOLF PEN CREEK TIF CAPITAL PROJECTS**

The Wolf Pen Creek (WPC) TIF Fund accounts for ad valorem tax and other revenues that are accrued to the WPC TIF District. The fund also accounts for expenditures on projects that take place in the district. The TIF expired on December 31, 2009. An estimate of \$1,186,298 is included in FY13 for the completion of the **Wolf Pen Creek Festival Site** project. This project will include a new driveway from Dartmouth to Colgate, parking, additional lighted trails, as well as water and power pedestals for vendors.

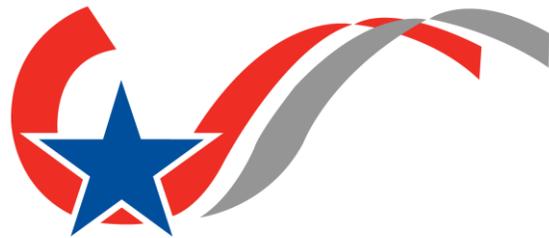
## **ADDITIONAL O&M COSTS**

The FY13 Approved Budget includes a number of capital projects that have been recently completed and have added operations and maintenance (O&M) expense. In particular, the City's General Fund has been and will continue to be impacted by capital projects as they come online. In some situations, the O&M cost of a project is minimal and can be absorbed by the City department that is benefiting the most from the project. In other situations, the O&M cost is more significant and funding for these additional expenses is addressed through the SLA process. In these situations, SLAs are submitted for the O&M needs of the capital projects and funding is considered as part of the budget process.

Departments are expected to consider the impact of current and planned capital improvement projects on operations and maintenance (O&M) budgets. This analysis is a component of the 5-year Strategic Business Plans that are completed by all City departments. Projections as to the impact of capital projects on O&M budgets that are included in the Strategic Business Plans are used by the Finance Office in financial forecasting.

## **Conclusion**

The previous discussion provided an overview of the FY13 budget and key changes from the FY12 budget. The following sections of the budget document provide additional discussion of the approved budget by fund.



CITY OF COLLEGE STATION  
*Home of Texas A&M University®*



CITY OF COLLEGE STATION, TEXAS

1101 TEXAS AVENUE

COLLEGE STATION, TEXAS 77842

979-764-3555

[CSTX.GOV](http://CSTX.GOV)