



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



2013-2014 APPROVED CITIZENS' ANNUAL BUDGET



CITY OF COLLEGE STATION
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City of College Station, Texas Approved Budget for Fiscal Year 2014

October 1, 2013 to September 30, 2014

Principal City Officials, October 2013

Elected Officials

Mayor	Nancy Berry
City Council Place 1	Blanche Brick
City Council Place 2	Jess Fields
City Council Place 3/Mayor Pro Tem.....	Karl Mooney
City Council Place 4	John Nichols
City Council Place 5	Julie Schultz
City Council Place 6	James Benham

City Administration

Interim City Manager	Kathy Merrill
Deputy City Manager	Vacant
Deputy City Manager	Vacant
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
Director of Electric Utility.....	Timothy Crabb
Chief of Police	Jeffrey Capps
Interim Fire Chief	Eric Hurt
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



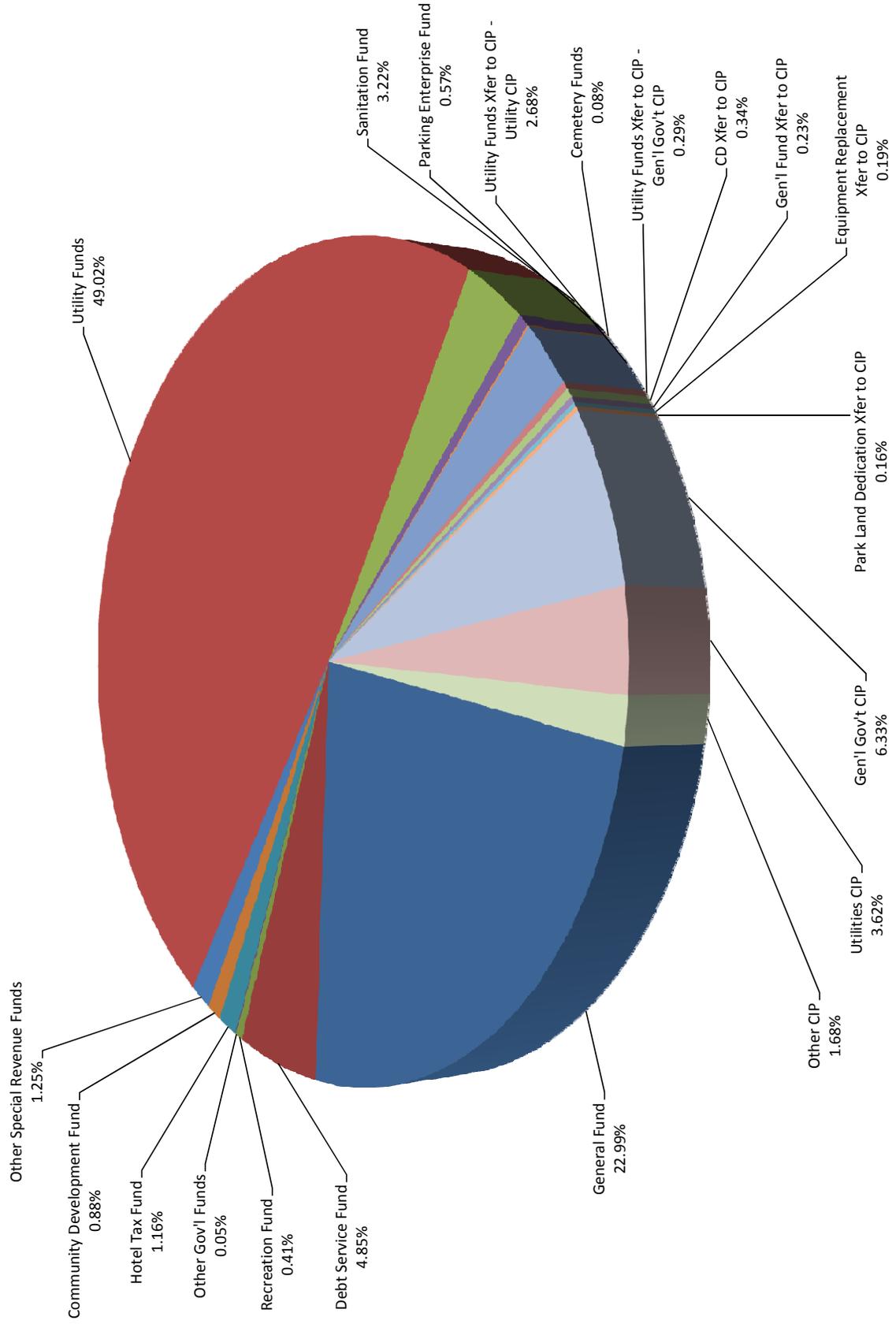
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City of College Station
Fiscal Year Comparison Summary

Fiscal Year 2013-2014	FY14 Approved	FY14 Approved	Net	Net Operating	% Change
Approved Budget	Total Funds Available	Total Appropriation of Funds	Transfers	and Capital Budget	from Prior Fiscal Year
General Fund	\$ 68,397,976	\$ 61,412,903	\$ (2,688,686)	\$ 58,724,217	2.53%
Debt Service Fund	15,739,116	12,399,455	-	12,399,455	2.96%
Economic Development Fund	1,007,171	998,900	(98,900)	-	N/A
Recreation Fund	1,037,750	3,253,310	(2,215,560)	1,037,750	0.84%
Municipal Court Funds	1,107,711	260,509	-	260,509	-6.48%
Police Seizure Fund	101,656	40,000	-	40,000	0.00%
Utility Funds	144,174,375	125,212,639	-	125,212,639	0.77%
Sanitation Fund	8,670,044	8,221,686	-	8,221,686	0.96%
Northgate Parking Fund	1,566,713	1,457,011	-	1,457,011	19.85%
Hotel Tax Fund	6,202,447	2,963,507	-	2,963,507	32.30%
Community Development Fund	3,682,919	2,258,581	-	2,258,581	-23.03%
Wolf Pen Creek TIF	1,235,044	1,235,044	-	1,235,044	-7.42%
West Medical District TIRZ #18	74,652	-	-	-	N/A
East Medical District TIRZ #19	1,037	-	-	-	N/A
PEG Fee Fund	278,290	114,383	(114,383)	-	N/A
Insurance Funds	20,661,356	9,963,316	(9,963,316)	-	N/A
Utility Customer Service Fund	2,409,067	2,231,533	(2,231,533)	-	N/A
Internal Services Funds	12,547,094	7,590,712	(7,590,712)	-	N/A
Drainage Fund (O&M)	3,732,529	1,648,562	-	1,648,562	18.41%
Chimney Hill Fund	1,959,466	128,983	-	128,983	-82.21%
TX Ave Cemetery Endowment Fund	1,783,079	-	-	-	N/A
Memorial Cemetery Endowment Fund	823,699	10,000	-	10,000	0.00%
Memorial Cemetery Fund	1,894,376	196,058	-	196,058	N/A
Subtotal of Operations & Maintenance	\$ 299,087,567	\$ 241,597,092	\$ (25,803,090)	\$ 215,794,002	1.35%
Utility Funds Transfer to CIP - Utility CIP	6,850,000	6,850,000	-	6,850,000	-8.67%
Utility Funds Transfer to CIP - Gen'l Gov't CIP	752,500	752,500	-	752,500	N/A
Community Development Transfer to CIP	870,790	870,790	-	870,790	-19.26%
General Fund Transfer to CIP	589,549	589,549	-	589,549	N/A
Equipment Replacement Transfer to CIP	475,000	475,000	-	475,000	N/A
Park Land Dedication Transfer to CIP	400,000	400,000	-	400,000	N/A
Capital Transfers to CIP	\$ 9,937,839	\$ 9,937,839	\$ -	\$ 9,937,839	4.45%
General Government Capital Imp. Proj.	\$ 28,589,065	\$ 19,264,299	\$ (3,087,839)	\$ 16,176,460	99.62%
Utility Capital Improvement Projects	26,755,509	16,084,273	(6,850,000)	9,234,273	-40.13%
Community Development Capital Imp Proj.	966,272	966,272	-	966,272	52.60%
Special Revenue Capital Imp. Proj.	3,355,017	3,324,415	-	3,324,415	6.69%
Wolf Pen Creek TIF Capital Imp. Proj.	-	-	-	-	N/A
Hotel Tax Capital Imp Proj	-	-	-	-	-100.00%
Subtotal of Capital Expenditures	\$ 59,665,863	\$ 39,639,259	\$ (9,937,839)	\$ 29,701,420	-4.11%
Totals	\$ 368,691,269	\$ 291,174,190	\$ (35,740,929)	\$ 255,433,261	0.80%

Fiscal Year 2012-2013	FY13 Approved	FY13 Approved	Net	Net Operating	% Change
Approved Budget	Total Funds Available	Total Appropriation of Funds	Transfers	and Capital Budget	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%
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
West Medical District TIRZ #18	-	-	-	-	N/A
East Medical District TIRZ #19	-	-	-	-	N/A
PEG Fee 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%
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
Subtotal of Operations & Maintenance	\$ 281,984,710	\$ 239,231,414	\$ (26,313,800)	\$ 212,917,614	1.77%
Utility Funds Transfer to CIP - Utility CIP	7,500,000	7,500,000	-	7,500,000	144.30%
Utility Funds Transfer to CIP - Gen'l Gov't CIP	-	-	-	-	N/A
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
Equipment Replacement Transfer to CIP	-	-	-	-	N/A
Park Land Dedication Transfer to CIP	-	-	-	-	N/A
Capital Transfers to CIP	\$ 9,514,743	\$ 9,514,743	\$ -	\$ 9,514,743	184.45%
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
Subtotal of Capital Expenditures	\$ 70,045,504	\$ 40,490,202	\$ (9,514,743)	\$ 30,975,459	-8.91%
Totals	\$ 361,544,957	\$ 289,236,359	\$ (35,828,543)	\$ 253,407,816	2.78%

City of College Station Net Budget - \$255,433,261



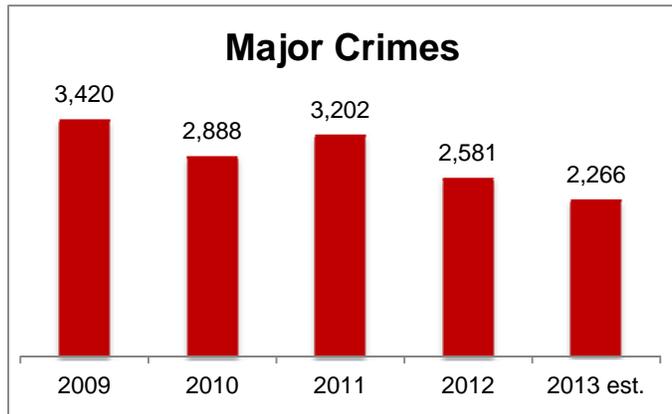
Budget Overview

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 major crime committed in each year. A "major crime" includes any of the following: Murder, Sexual Assault, Robbery, Aggravated Assault, Vehicle Theft and Burglary.

The figure above shows the number of major crimes committed in College Station in each year since 2009 and an estimate for 2013. The expected decrease is attributable to the Police Department concentrating efforts on reducing the number of major crimes.

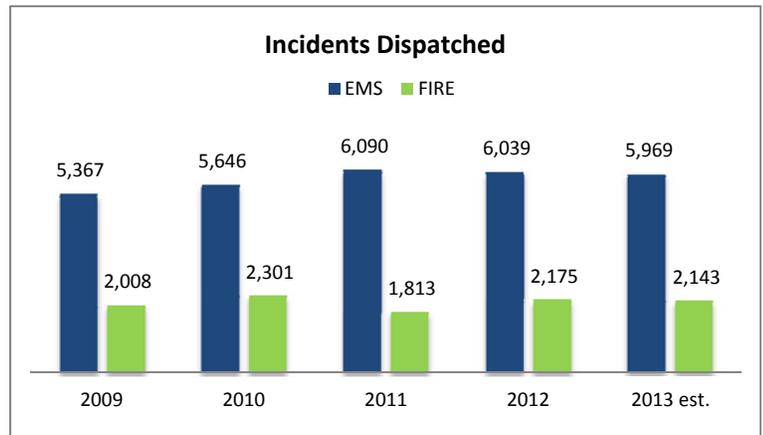
The Police Department FY14 Approved Budget includes eleven service level adjustments (SLAs). The first SLA is for a School Resource Officer (SRO) and patrol vehicle for College Station High School in the amount of \$168,698. \$82,906 will be used to fund one-time purchases such as the patrol vehicle and supplies, while \$85,792 will cover recurring costs. CSISD will reimburse the City for 75% of all costs associated with the SRO and this reimbursement is expected to be \$126,523 in FY14. The second SLA is for one Patrol Sergeant position in the amount of \$118,678 (\$21,378 for one-time expenses and \$97,300 recurring). This Patrol Sergeant position will complete the current squad system and ensure each squad has a designated supervisor. The third SLA will provide the budget needed to retain four patrol vehicles for one additional year beyond their current replacement schedule for use by the Northgate unit. This is a more cost effective alternative to purchasing additional vehicles. The impact of this SLA will be a one-time cost of \$4,582 to outfit the vehicles and an ongoing cost of \$2,240 for vehicle maintenance. The fourth SLA will fund one Crime Scene Technician to assist in processing evidence to help to ease the backlog to ensure action can be taken as quickly as possible. The estimated cost of this position will be \$64,151 in FY14 which includes a recurring cost of \$57,635 for salary, benefits, supplies and purchased services.

The fifth SLA will fund the one-time cost of a light remodeling and supplies for a Northgate Satellite Office in the amount of \$21,855. The officers assigned to work the Northgate area do not have an office area to conduct business and are faced with having to return to the police department for that purpose. Saint Mary's Church in Northgate has offered the police department office space in an existing building to use as a satellite office at no charge. The sixth SLA will add \$35,000 to the tactical team's budget for training, supplies and equipment needed on a recurring basis. The seventh SLA will add one Detention Officer position in the amount of \$45,385 (\$1,586 of which will cover one-time expenses and \$43,799 will be recurring). An overall increase in workload and a Department of Justice facility assessment conducted in 2012 recommended increasing holding facility staffing to allow for a minimum staffing of two detention officers at all times. The additional position will also aid in the Police Department's goal of having detention officers handle all transports to the County Jail to further free up patrol officers for patrol duties.

The last four SLAs will provide recurring funds for Criminal Investigations operations costs (\$4,500), additional tasers and related maintenance (\$15,200), bicycle equipment maintenance (\$4,000) and Recruiting and Training Division operations cost increases for ammunition, targets, etc. (\$10,000).

Fire Department

The Fire Department provides services to College Station and the City of Bryan—through an automatic aid program—and to rural areas around College Station through mutual aid agreements. The Fire Department currently operates six 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 opened Fire Station No. 6 in December 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 has been phased in over several years. Included in the FY14 approved base budget is one-time funding for Fire Station No. 6 training needs in the amount of \$18,500, and \$12,500 for an accreditation site evaluation to be completed in FY14. This funding was approved in FY13, but was not completed and is therefore included in the FY14 approved base budget.

One SLA is included in the FY14 Approved Budget. The SLA is for funding for one Safety Officer/EMS Supervisor. In recent years, the staff of the Fire Department has grown with the addition of 18 positions for the opening of Station No. 6. Adding this position begins a safety program that will help ensure the safety of fire personnel. The addition of this position will cost \$140,108 in FY14, including salary, benefits, training and supplies, with a recurring cost of \$121,241. Ultimately, a new Fire Chief will determine how to fully implement the safety program. The Fire Department also requested funding for a new Hazardous Materials Vehicle. This vehicle is not in the approved budget, but is one of the items proposed to be added mid-year if additional resources become available as the result of pending real estate sales that are expected to occur.

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.

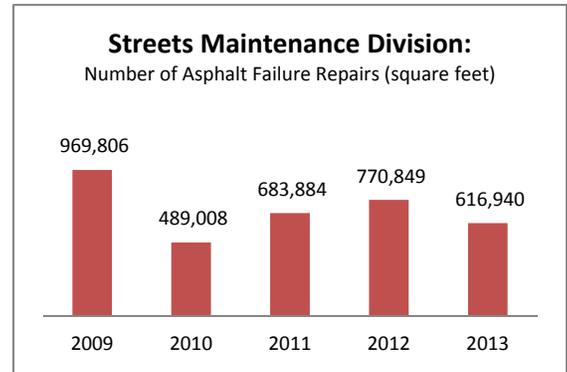
The **Traffic Engineering Division** conducts and reviews traffic engineering studies and plans and evaluates on-street parking throughout the City. Additionally, the Traffic Engineering Division engages in public education, special programs, and project management of related capital projects. Two SLAs are included in the FY14 Approved Budget. The first SLA for \$50,000 is for traffic studies to be completed at intersections and along roadways in the City. These studies will include signal warrant studies, multi-way stop warrant studies, sight distance studies, traffic counts, etc. The second SLA, in the amount of \$97,106, is for the addition of a Traffic Engineer position. The Traffic Engineer will assist with responding to citizen complaints, reviewing the development of construction drawings, conducting field reviews of traffic control installations and proactively evaluating the City's transportation system plans.

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 personnel perform minor building construction and remodeling activities. The Division also repairs and/or replaces equipment in a timely manner. An SLA in the amount of \$51,816 is included for the addition of one Facility Maintenance Technician. Over the last few years, numerous

facilities, parking lot lighting, trail lighting, ball field/soccer field lighting have been added to the Facility Maintenance staff's workload, as well as an increase in total building square footage. This position is needed to help maintain this increase, and to begin the transition from reactive maintenance to preventative maintenance. In addition, an SLA in the amount of \$40,000 is included for City building roof replacements where the 15 year roof warranties are expiring during 2014. Also included in the Facilities Maintenance budget is \$150,000 that will be used for building repairs that may result from the facilities study that is currently in progress.

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. Several 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 2013 is an 86 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 FY14 budget for the Division's pavement maintenance and rehabilitation plan that was developed in 2013.



Three SLAs are included in the approved budget for the Streets Maintenance Division. One SLA, in the amount of \$100,000, is for additional funding to rehabilitate and upgrade streets to City standards as identified in the City's Annual Street Maintenance Plan. This will provide additional funds for corrective and preventative maintenance. The second SLA for \$45,250 is for additional funding for the replacement and upgrade of a 2005 Leeboy 7000 asphalt paver. The current asphalt paver is starting to become a safety concern as well as requiring increased maintenance. The upgraded paver will allow street crews to operate more efficiently and better meet the paving needs identified in the Streets Maintenance Plan. The current asphalt paver is scheduled for replacement in FY14 and the funds that have been set aside for its replacement are available in the Equipment Replacement Fund. This SLA will provide budget for the additional funds needed for the upgrade to an 8515-C Leeboy asphalt paver. Lastly, an SLA was approved for a GPS vehicle tracking system that will allow real time vehicle tracking, maintenance notification and alerts with anticipated reduced operational costs, maximized route efficiency and higher productivity gains. It is estimated that the total cost of the GPS vehicle tracking system will be \$32,841. The cost will be split between the Streets Maintenance Division, the Traffic Signals Division, and the Sanitation Fund.

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. An SLA in the amount of \$15,000 is

included in the Traffic Signs and Markings Division for additional signs and marking equipment. Pavement markings, especially thermoplastic materials such as stop bars, crosswalks, arrows, etc. require a clean and primed surface particularly on concrete streets. The division needs equipment that can prepare the roadway surface for these types of markings. This additional equipment will allow the workers to do small pavement markings projects and larger signs projects, minimizing the chance for safety-related issues. Lastly, an SLA was approved for the Traffic Signals Division's portion of the GPS vehicle tracking system described above in the Streets Maintenance Division section of this summary.

Parks and Recreation Department

The Parks and Recreation Department (PARC) is responsible for College Station park facilities and recreational programs. The PARC budget is split between the Recreation Fund and the General Fund. The Recreation Fund includes Sports Programs, Aquatics, Xtra Education programs and Teen and Senior programs. 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.

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** includes programs such as Adult Softball, Adult Volleyball, Youth Basketball, Youth Football, Youth Volleyball, Adult Kickball, Challenger Sports, Tennis, Summer Track and several non-fee programs.

The **Instruction Division** is comprised of the Xtra Education Program which 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.

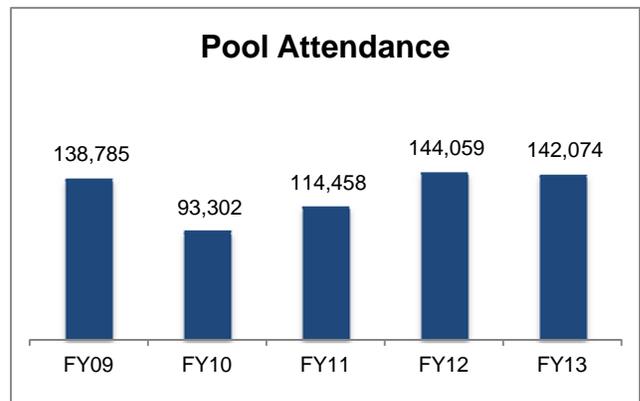
The **Southwood Center and Lincoln Center Division** - Several teen and senior activities take place daily at the Southwood Center and the Lincoln Center is a community/recreation center that provides positive programming and serves as a satellite center for social services.

The **Conference Center Division** was closed on July 6, 2012 due to the discovery of significant structural damage that threatened public safety. All costs associated with maintaining the Conference Center facility were moved to the General Fund Parks Operations budget. The 3 full-time Conference Center positions have been eliminated in the FY14 Approved Budget; however the funding for these positions was removed in the FY13 Revised Budget. All positions were vacant in FY13 as two employees transferred to other positions within the department and one retired.

The **Aquatics Division** 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 PARC Recreation Fund budget includes one approved SLA which will increase the budget by \$13,600. These funds will be used for one-time equipment and amenities replacements at Adamson Lagoon and Southwood pool.

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 FY13 operations of the CSISD Natatorium.



The above graph illustrates the 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 **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).

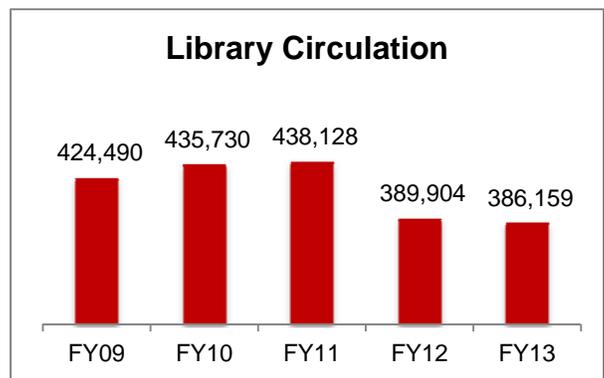
The **PAR Special Facilities Division** includes the coordination of Heritage events. Additional budget for Heritage Programs, including a 0.5 FTE, is a component of the City Secretary’s Office budget.

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 FY13, the Parks and Recreation Department outsourced cemetery mowing. This included in the elimination of 3 full-time vacant positions and resulted in a net savings of approximately \$52,217.

The PAR General Fund budget includes eight approved SLAs, seven of which are for one-time expenditures. The first SLA will increase the Parks Operations and Cemetery operations and maintenance budget, on a recurring basis, by \$50,000. The \$50,000 will cover significant increases in the cost of pesticides and other chemical supplies as well as some maintenance, crew uniforms and safety boots. The next five SLAs will fund one-time improvements and replacements at various parks and include court resurfacing (\$50,000), playground equipment and resurfacing (\$75,000), park amenities replacements and improvements (\$35,000), pavilion repairs and replacements (\$25,000) and athletic field maintenance equipment (\$20,000). The final two SLAs will fund one-time expenditures that will be reimbursed with Hotel Tax Funds. In 2014 and 2015 College Station will host the Texas Amateur Athletic Federation (TAAF) Games of Texas. The first SLA, for \$50,000, will fund the TAAF Games of Texas for 2014. Funds for the 2015 games are expected to be proposed for the FY15 budget year. The final SLA, for \$105,000, will fund a part-time tournament crew for FY14 to cover the large number of tournaments being hosted at PAR facilities.

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 FY14 Approved Budget is \$1,085,099.



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 FY14 Approved Budget for Planning and Development Services includes four SLAs. \$50,000 is included for City’s Comprehensive Plan update. The City’s Comprehensive Plan calls for a Five-Year Update/Evaluation and Appraisal Report to identify the successes and shortcomings of the Plan, consider

changing conditions, and recommend appropriate modifications. Preparation of the Report will include public engagement and the creation of a task force to review and recommend any modifications. The Report and process should result in an amended Comprehensive Plan, including an assessment of any new information which led to updating any of the goals, strategies and/or action recommendations. This SLA includes funds for an updated traffic demand model, meeting supplies, public notification, and printing costs to complete the five-year update.

The second SLA, in the amount of \$25,000, is for the implementation of components of some of the Neighborhood Plans. As part of the effort to implement the Comprehensive Plan, several neighborhood plans have been adopted by Council that involved the input of hundreds of residents and property owners to address the particular needs and opportunities of their area of the City. Additional funding resources are necessary to facilitate the implementation of these plans to achieve the objectives anticipated by the plans and expected from residents and property owners.

The third approved SLA, in the amount of \$100,000, is for the development of an Americans with Disabilities Act (ADA) transition plan. This SLA would provide the funding to hire a consultant to perform a self-evaluation of the City's programs and services to determine compliance with the non-discrimination regulations established by Title II of the ADA. These regulations mandate that each public entity is required to examine activities and services, identify problems or physical barriers that limit accessibility by the disabled. Additionally, the City is required to prepare an ADA Transition plan that provides a detailed description of any structural or physical changes required to make programs accessible. Examples include buildings, ramps, sidewalks, parking spaces, and signage.

The fourth SLA, in the amount of \$16,510, will fund a part-time (non-benefitted) Code Enforcement Officer for strategic code enforcement activities (such as targeted parking enforcement, number of unrelated individuals in a single family home, and commercial properties). This position will also be used to address code enforcement issues identified in various neighborhood plans.

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, Technology Services (formerly Management Information Services (MIS)), Business Services, Network Services, Geographic Information Services (GIS), E-Government, Mail, and Communication Services. IT has implemented several organizational changes to help streamline operations within the department.

Three SLAs were approved for the IT Department. The first SLA was created in conjunction with the department's reorganization and streamlining plan, where it was determined an additional Technology Services Specialist position was needed. The Technology Services Specialists provide direct support to City staff for all desktop hardware and software requirements. This includes, but is not limited to, desktop computers, laptop computers, printers, scanners, monitors, all desktop/laptop software applications and programs. Approximately \$25,000 in salary and benefits savings was achieved in the reorganization that was used toward the funding of this position, resulting in a net FY14 budget increase of only \$37,057. The second approved SLA in the amount of \$13,000 is for a one-time expenditure for Advanced Authentication software for users to access city network resources from unsecure or remote locations. The Criminal Justice Information System (CJIS) requires that Advanced Authentication be implemented for Police Department patrol vehicles by September 2014. Additionally, the Payment Card Industry Data Security Standard 8.3 requires the incorporation of two-factor authentication for remote access (network-level access originating from outside the network) to the network by employees, administrators, and third parties. The recurring cost for this SLA will be \$1,000. The final SLA for the IT Department is a reduction SLA in the amount of \$4,000 resulting from the decrease in cost of annual maintenance required for the IT Service Management Software Solution (ITSM) system implemented in FY13.

Also included in the FY14 IT budget is \$29,286 for the upgrade of the TeleWorks (TWI) interface. The City's Court online payments and Utility phone payments are facilitated by this interface and the current system is at its end-of-life. The upgrade includes transitioning the system to a vendor hosted (i.e. cloud) solution. Lastly, \$147,301 is included in the IT budget for the replacement of most of the Audio/Visual electronic equipment in the Council Chambers. This includes projectors, the audio system and potentially

the installation of additional capability such as electronic voting. One third of this cost will be covered with Public, Educational and Governmental (PEG) Channel Access Fees that have been collected.

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, coordinates the annual audit and prepares financial reports.

The FY14 Approved Budget for Fiscal Services includes two SLAs. The first SLA is for the addition of a Municipal Court Clerk certification pay, which will be an ongoing cost of \$8,304. The second SLA is for one-time funds, in the amount of \$25,170, to update or replace the Purchasing Online Bidding System. The FY14 Approved Budget for Fiscal Services is \$3,085,697.

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 **City Secretary Division** is responsible for elections, records management, City Council support and other activities.

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 **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. \$13,772 was added to the FY14 base budget to cover relocation expenses, computer hardware and data plans for the new City Manager.

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 **Public Communications (PC) Division** provides for the dissemination of City information through various media outlets. The PC budget includes the allocation of resources used for media and marketing related services. The PC Division currently works with all city departments to develop many media-related items. In FY13, the PC Division took the lead on the City's 75th Anniversary awareness and exhibit.

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 FY14 Approved Budget includes two SLAs. The first SLA will increase the budget by \$30,000 for the City-wide training program. The second SLA, in the amount of \$3,837, will be used to purchase supplies and professional services for an HR Specialist position. This position is approved to be added in FY14 and will be budgeted in the Employee Benefits Fund. Also included in the base budget is the reclassification of the Employee Benefits Coordinator

position (in the Employee Benefits Fund) to an HR Administrator in the General Fund Human Resources Division.

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 \$1,192,046 for public agency funding, \$46,667 for consulting services and \$316,943 for contingency. Also included in the General Fund approved budget is a \$589,549 transfer for capital projects. These capital projects are discussed in more detail in the General Government Capital Projects section of this overview. In addition, \$233,840 is included and reflects the transfer of Public, Educational and Governmental (PEG) Channel Access Fee funds from the General Fund to the newly established PEG Fund. Legislative changes now require that the PEG fee be accounted in a separate fund. Lastly, a net total of \$1,650,326 in additional interfund transfers is included in the FY14 Approved Budget. This includes an interfund transfer of \$2,215,560 from the General Fund the Recreation Fund for the Recreation Fund subsidy. A detailed list of the non-departmental budgeted expenditures can be found in Appendix I.

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 19.3053 cents per \$100 valuation, which accounts for approximately 45.3% of the tax levy. This reflects a reduction of approximately 0.3 cents from the FY13 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. General Fund dollars in the amount of \$400,000 are budgeted to be transferred into the Economic Development Fund in FY14. Expenditures in the amount of \$998,900 are approved 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 FY14 total \$8,251. Total approved expenditures are \$4,000 for the printing and distribution of collection notices, as well as for the purchase of software to interface with TxDOT.

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 \$410,327 in FY14. 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 \$4,421. The total approved FY14 revenue budget is \$414,748. Budgeted expenditures in the Chimney Hill fund include \$80,000 for facilities maintenance in FY14. This includes funds for utilities and building maintenance costs of the Chimney Hill property. Property taxes paid out of this fund are anticipated to be \$48,983. Total approved FY14 expenditures are \$128,983.

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.

Three Service Level Adjustments (SLAs) are included in the FY14 Approved Budget. The first SLA, in the amount of \$183,788 is for the addition of an Assistant Director position. Power supply, long and short

range planning, reliability, and complex growth and service issues have increased the complexity of the requirements on the management team for the Electric Utility and the addition of a second Assistant Director position is needed to help manage these critical functions. The second SLA, in the amount of \$33,000, is for support agreement related to the Dispatch Facility's Siemen's SiPass System. This system consists of hardware and software that monitors and controls physical access to critical facilities. This protection is required by the Federal Energy Regulatory Commission (FERC)/North American Electric Reliability Corporation (NERC) Critical Infrastructure Protection regulations. The third SLA, in the amount of \$16,500, is for a Network Firewall Maintenance Agreement. This agreement is required to support and maintain the multiple network firewall devices that protect the Electric Division operational networks.

In addition to the SLAs outlined above, several items with no net budget impact were incorporated into the FY14 Approved Budget. Budget to cover the costs associated with these items was reallocated from various existing budgeted line items. The first of these is for a Cyber Vulnerability Assessment. The City of College Station is required by FERC/NERC Critical Infrastructure Protection regulations to perform a Cyber Vulnerability Assessment at least annually. This third party assessment evaluates the vulnerability of Electric Division operational networks to accidental or directed cyber attacks. The second item is for a Network Support Agreement. This agreement is necessary to support the City of College Station's Dispatch Operations/SCADA group's responsibility to maintain and upgrade its operational networks. The FY14 Approved Budget also includes the reallocation of budget from the Solar Photovoltaic Rebate Program to the Energy Back II and Good Cents Homes programs. The Energy Back II and Good Cents Homes programs provide a higher rate of return for the Electric Utility by reducing demand, particularly during very hot and very cold weather. The programs will be revamped with slightly higher rebate amounts for the purchase of energy efficient air conditioning systems and the building of energy efficient homes in order to encourage even higher participation. Again, the budget for these items was reallocated from existing line items and there is no net impact on the budget related to these changes. No rate increase is included for the Electric Fund in FY14.

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.

Eight SLAs are included for the Water Fund in the FY14 Approved Budget. The first SLA, in the amount of \$250,000, is for a five year update to the Water Master Plan as approved by Council in 2010. Due to the significant changes in the City's water growth patterns, the update is needed to re-evaluate growth projections/demands, convert the City's current steady-state water model to an extended-period simulation water model, and develop a capital improvements outlay that will increase system capacity for the future. The second SLA is for the purchase of a heavy duty truck and trailer that will be used to haul excavation equipment to various points within the service area on a daily basis. The trucks and trailers currently used are not adequate for the weight of the items being hauled. The cost of this SLA is \$61,407. The third SLA, in the amount of \$12,480, is for the addition of Operator Certification pay. The establishment of this pay program will provide an incentive for Operators to earn a license in an area not required by their job description. This will allow Operators to be cross-trained in another division and to legally contribute in other areas of the Water Services Department (WSD) thus increasing the personnel available in an emergency and reducing the total number of personnel needed to assure an appropriate response. The fourth SLA is for the addition of a Regulatory Compliance Coordinator position. The incumbent in this position will assist the Environmental Manager in developing plans and strategies to meet present and future federal and state regulations and programs and will coordinate and monitor compliance with local, state and federal regulatory requirements for the WSD.

In addition to the above, several SLAs have been approved for facility improvements. These include an SLA in the amount of \$105,000 for gate and fence improvements at well field sites. These improvements will result in increased security at remote sites. The next SLA is for the purchase and installation of a new Audio/Video (AV) system at the Carters Creek Wastewater Treatment Plant. Replacement of the old system is recommended due to the difficulty in switching between source feeds for the projection system. These improvements should eliminate the need for having a technician available to assist in setting up for the various presentations made at this facility. Also included is an SLA for the replacement of security

cameras at various water and wastewater facilities. Existing analog cameras and recording devices have reached their end of life expectancy. This project is for the purchase and installation of new devices by a qualified installation firm and configuration of the system to achieve optimal results. Lastly, an SLA is included for the installation of multiple power monitoring devices throughout plant operations in order to correlate actual usage to production and overhead facilities to help reduce electrical cost. The monitors will be connected to the SCADA System to export data to a database that can be integrated with CityWorks to allow for easier analysis.

No rate increase is included for residential or commercial users in the Water Fund in FY14. However, updates to the City's water tap fees have been included. The revised fees are intended to cover the actual cost of making a new service connection. Phasing in of the new water tap fees over a three year period is being projected. The changes have been discussed with and are supported by the Home Builders' Association. The impact on the revenue is projected to be minimal.

Wastewater Fund

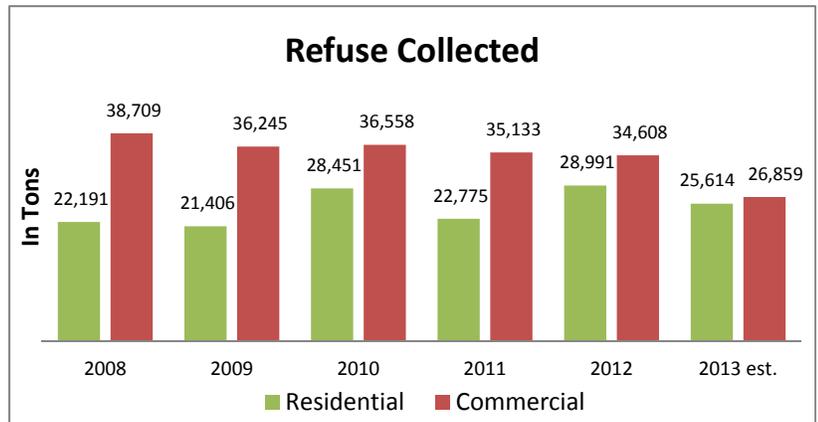
Effective sanitary sewer collection and treatment is essential to public health in an urban environment. Over the last several decades, standards have increased for this infrastructure. Past upgrades to the Carters Creek Wastewater Treatment Plant were directly related to changing standards. As the system continues to grow, additional capital will be needed. 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.

The FY14 Approved Budget includes six SLAs in the Wastewater Fund. The first, in the amount of \$80,000, is for a contract with a firm to aid in the Texas Pollutant Discharge Elimination System discharge permit renewal for Carters Creek, Lick Creek, and Carter Lake Wastewater Treatment Plants. The objective is to identify operational changes and facility upgrades to meet a future anticipated permit restrictions on total phosphorus, total nitrogen, whole effluent toxicity, and total dissolved solids and to coordinate these changes with future capacity expansion. This portion of the evaluation is for the creation of the documentation needed by the Texas Commission on Environmental Quality (TCEQ) for the Texas Pollutant Discharge Elimination System (TPDES) Permit renewal packages, and defining potential process alternatives that could contribute to both nutrient removal processes and overall plant expansions. This evaluation will aid the WSD in determining capital budgets and future plant layouts. The second SLA, in the amount of \$10,400, is for the addition of Operator Certification pay. The establishment of this pay program will provide an incentive for Operators to earn a license in an area not required by their job description. This will allow Operators to be cross-trained in another division and to legally contribute in other areas of the Water Services Department (WSD) thus increasing the personnel available in an emergency and reducing the total number of personnel needed to assure an appropriate response. A third SLA is included for an evaluation of the current state of reclaimed water in College Station and to provide recommendations for build-out of a complete system. This evaluation is to help develop an overall strategic plan for maximizing College Station's reclaimed water services.

Consistent with the Water Fund, several Wastewater SLAs have been approved for facility improvements. These include the purchase and installation of a new Audio/Video (AV) system at the Carters Creek Wastewater Treatment Plant. Replacement of the old system is recommended due to the difficulty in switching between source feeds for the projection system. These improvements should eliminate the need for having a technician available to assist in setting up for the various presentations made at this facility. Also included is an SLA for the replacement of security cameras at various water and wastewater facilities. Existing analog cameras and recording devices have reached their end of life expectancy. This project is for the purchase and installation of new devices by a qualified installation firm and configuration of the system to achieve optimal results. Lastly, included in the approved budget is an SLA for the installation of multiple power monitoring devices throughout plant operations in order to correlate actual usage to production and overhead facilities to help reduce electrical cost. The monitors will be connected to the SCADA System to export data to a database that can be integrated with CityWorks to allow for easier analysis. No rate increase is included for the Wastewater Fund in FY14.

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 FY14 in the fund are estimated to be \$8,266,598. This reflects a 7.13% increase over the FY13 Revised Budget. This is due primarily to the inclusion of a 15% rate increase for commercial customers. This rate increase is necessary to provide the resources needed to provide Sanitation services to commercial customers. It is anticipated a similar increase will be needed next year as well. This will be the first increase in commercial sanitation rates since 2006.

The budget for residential and commercial Sanitation operations for FY14 is \$6,532,371. Included in this amount are two approved SLAs. The first SLA will fund the maintenance and on-going costs associated with a Brush Roll-off Truck that will be purchased for residential collection. Continuous growth in the City and further trips to the landfill have generated a level of demand that requires an additional truck to be added in order to continue providing customers with once per week residential heavy brush collection. The total estimated cost of the vehicle is \$138,108. The amount included in the Sanitation budget, \$23,108, primarily reflects the on-going costs associated with the vehicle. In an effort to mitigate the initial financial impact on the Sanitation Fund, the actual purchase of the vehicle will occur out of the Equipment Replacement Fund. The Sanitation Fund will reimburse the Equipment Replacement Fund for the cost of this vehicle in future years. The second SLA is for a residential and commercial collections vehicle GPS tracking system. The GPS tracking system uses satellite monitoring technology, along with wireless networking, to allow the effective management of the fleet from any internet-connected computer. This system will be beneficial to the City with its many features such as: real time vehicle tracking, history tracking, maintenance notification and alerts, various reporting features to include speed reports, stop reports, idle reports and event reports.

Budgeted non-operating expenditures are \$909,012. Included in this amount is \$722,034 for the utility transfer to the General Fund as well as \$400,960 for the Twin Oaks Landfill debt service payment. The expenditure for the debt service payment will be offset by reimbursement received from the Brazos Valley Solid Waste Management Agency, Inc. (BVSWMA, Inc.). The non-operating expenditure budget also includes street-sweeping costs. Beginning with FY14, this cost will be offset by transfers from the General Fund and the Drainage Fund. Additionally funding in the amount of \$46,240 is included in the Sanitation Fund for Keep Brazos Beautiful (KBB). KBB is dedicated to beautification and litter abatement. The total FY14 approved expenditures for the Sanitation Fund are \$8,221,686.

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. FY14 estimated revenues from parking fees are \$1,138,752 and estimated revenues from fines are \$205,303. FY14 parking fee revenue is anticipated to increase over the FY13 Revised Budget in part due to the updated Northgate parking rate fee schedule that was implemented in August of 2013. The rate adjustments focus on peak rates and special events and are intended to raise the revenue needed to support the Northgate Parking Fund while having a minimal impact on Northgate businesses. Other revenues in this fund include investment earnings, miscellaneous revenue, and a one-time transfer from the General Fund. This transfer is needed to offset the cost of the capital project expenditures anticipated to occur in FY14.

Budgeted expenditures for Northgate District operations are \$540,514. Also included in the Northgate Parking Fund is budget related to non-parking costs in the amount of \$193,001. This budget is included in the Northgate Parking Fund as these functions are handled by the Northgate Parking staff. However, funds are budgeted to be transferred from the General Fund to offset this cost. Two SLAs are included in the FY14 Approved Budget. The first, in the amount of \$15,000, is parking garage signage that is needed to help patrons successfully navigate the various levels of the garage. The parking garage is over ten years old and many of the original signs have been damaged or removed. The second SLA is for the installation of eight new parking meters and vehicle sensors on the new section of Church Street (near its intersection with University Drive). These street meters will have a one-time cost of \$9,400 and an ongoing cost of \$1,560.

The Northgate Parking Fund began to fully cover the Parking Garage debt service in FY10. Included in the Northgate Parking Fund approved budget is \$462,463 for the debt service payment related to the College Main Parking Garage. Budget is also included for two projects at the Parking Garage. The first is for the installation of Thermal and Moisture Protection and the second is for the Resurfacing of the Northgate Parking Lot. The Thermal and Moisture Protection project is for the repair and/or replacement of joint sealants at critical locations and the installation of a new traffic membrane on the 4th floor (roof) of the parking garage. The Resurfacing project consists of a new asphalt surface for the Northgate Parking Lot. Total approved Northgate Parking Fund expenditures are \$1,457,011.

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 FY14 budget includes \$966,167 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.

A total of \$1,947,340 of Hotel Tax funding is included in the FY14 Approved Budget for Outside Agencies. This includes \$1,379,340 for the Bryan/College Station Convention & Visitors Bureau (CVB) for operational, sales/marketing, promotional, servicing and business development elements; \$25,000 for the Bryan/College Station Chamber of Commerce; and \$128,000 for the CVB Grant Program. At the direction of City Council, the amounts that were budgeted for the Brazos Valley Bowl and the Northgate District Association advertising have been included as part of the CVB Grant Program funding in the FY14 Approved Budget. Also included in the FY14 Approved Budget for Outside Agencies is \$100,000 for the Arts Council of the Brazos Valley (ACBV) operations and maintenance. At the direction of City Council, \$50,000 of the O&M funding for the ACBV is budgeted in the Hotel Tax Fund and \$50,000 of the ACBV O&M funding is budgeted in the General Fund. Also included in the Hotel Tax Fund is \$365,000 for ACBV Affiliate Funding. At the direction of City Council, the \$65,000 that was budgeted for the George Bush Presidential Library has been included as part of the ACBV Affiliate Funding in the FY14 Approved Budget.

Two service level adjustments were approved with the FY14 budget; the first is for \$105,000 to be used for part-time staff to work tournaments throughout the year. The second SLA, in the amount of \$50,000, is for expenses related to the Texas Amateur Athletic Federation (TAAF) Games of Texas.

Community Development Fund

Community Development helps provide low cost housing and other public assistance through Community Development Block Grant (CDBG) 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.

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 31st, 2009. A total of \$1,235,044 has been estimated for a payment in FY14 to College Station Independent School District for the balance of the school district's portion of unspent WPC TIF funds. The WPC TIF Fund will be closed following the expenditure of the balance of the funds, which is estimated in FY14.

West Medical District TIRZ No. 18 Fund & East Medical District TIRZ No. 19 Fund

In October of 2012, the City Council approved an amendment of the City's Comprehensive Plan to include the College Station Medical District Master Plan. To realize the vision and economic development opportunities included in the Master Plan, significant barriers to development must be overcome. These barriers include, but are not limited to lack of basic infrastructure (potable water, fire flow, sanitary sewer, etc) to serve development in the area and lack of transportation capacity (vehicular, pedestrian, etc) to meet the mobility needs present in the area.

The approved Master Plan identified a series of financial and management tools necessary to overcome these barriers and to maximize the development potential of the area. A key tool identified in the Master Plan is the use of Tax Increment Reinvestment Zones (TIRZ). Staff proposed the establishment of two TIRZ in the District.

A TIRZ is a political subdivision of a municipality or county in the state of Texas created to implement tax increment financing. TIRZs are special zones created to attract new investment to an area. TIRZ help finance the cost of redevelopment and encourage development in an area. Taxes attributable to new improvements (tax increments) are set-aside in a fund to finance public improvements within the boundaries of the zone.

Established in December 2012, the **West Medical District TIRZ #18** encompasses the area near the State Highway 6/Rock Prairie Road Bridge and includes both The Med Hospital and the Scott & White Hospital. Development projects in this area include Rock Prairie Road (East and West), Normand Drive Extension, and other public works. It is projected that new development in this portion of the District will meet or exceed \$117 million over a twenty year period. This development activity would yield an increment of approximately \$8.4 million in tax proceeds. These proceeds would be used to fund the required improvement projects, either through repayment of debt or on a "pay as you go" cash basis.

The City of College Station is the only participant in this TIRZ at this time. In FY14, an estimated \$73,652 in ad valorem tax will be collected in the West Medical District TIRZ #18. Interest earnings in the amount of \$1,000 are also estimated. No expenditures are projected for FY14.

Established in December 2012, the **East Medical District TIRZ #19** encompasses the area east of the State Highway 6/Rock Prairie Road Bridge and includes most of the undeveloped properties within the District. Development projects in this area include Rock Prairie Road (East), Barron Road, Lakeway Drive, potable water, fire flow water supply, greenway trails, sanitary sewer service, and other public works. It is projected that new development in this portion of the District will meet or exceed \$283 million over a twenty year period. This development activity would yield an increment of approximately \$30.8 million in tax proceeds. These proceeds would be used to fund the required improvement projects, either through reimbursement to private developers, repayment of issued debt, "pay as you go" basis, or a combination of these and others.

The City of College Station is the only participant in this TIRZ at this time. In FY14, an estimated \$1,037 in ad valorem tax will be collected in the East Medical District TIRZ #19. No expenditures are projected for FY14.

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.

Two SLAs are included in the Drainage Fund approved budget. The first SLA will fund a one-time cost, in the amount of \$35,000, for Unified Stormwater Design Guidelines. The second SLA will fund Floodplain Management for the Streamflow Stations in the amount of \$100,000. Total approved operating expenditures for this fund are \$1,225,534. No rate increase is approved in the Drainage Fund for FY14.

Court Technology Fee Fund

The Court Technology Fee Fund can be used to fund technology projects at the Municipal Court Facility. Approved expenditures of \$79,707 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 \$67,814 are included for court security personnel in this fund. Approved revenues in the amount of \$61,205 are included for FY14.

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 \$108,988 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 FY14 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 the proceeds from sale of cemetery lots 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. A transfer to the Debt Service Fund, in the amount of \$196,058, is included in the FY14 Approved Budget for the Memorial Cemetery Fund. This transfer reflects one-fourth of the annual debt service payment. The balance of the Memorial Cemetery related debt service will be paid from the Debt Service Fund. The portion of the debt service to be covered by the Memorial Cemetery Fund is forecasted to increase in future years, but the Memorial Cemetery Fund will continue to be monitored in future years to ensure that this can be supported. 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 proceeds from sale of cemetery lots at the Memorial Cemetery, which includes the Aggie Field of Honor. FY14 approved expenditures include \$10,000 for the continued marketing efforts of the cemetery.

Texas Avenue Cemetery Endowment Fund

This fund accounts for the proceeds from sale of cemetery lots at the Texas Avenue Cemetery. The fund also accounts for expenditures on projects that take place in the cemetery. There are no expenditures anticipated in this fund in FY14. The maintenance and operations for this cemetery are budgeted in the General Fund in the Parks and Recreation Department.

Public, Educational and Governmental (PEG) Access Channel Fee Fund

While the PEG Fee has been collected for a number of years, the PEG Fee Fund will be established in FY14 due to changes in legislative requirements. The balance of the PEG fees collected in prior years

(\$233,840) will be transferred into the PEG Fee Fund at the beginning of FY14. The PEG Fee Fund revenues are estimated to be \$44,000. Expenditures of \$114,383 are approved in FY14, which include upgrades to the audio/video capabilities of the city council chambers.

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 FY14 estimated departmental premiums for the Property and Casualty Fund are \$1,038,561. Approved investment earnings are \$2,846 and other revenues, including subrogation, are estimated at \$30,000. Approved expenditures including claims, defense costs, premiums, and other expenditures total \$963,098 for FY14 and include a one-time SLA, in the amount of \$6,452, for security cameras for City Hall. 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 \$9,103,777 for FY14, and budgeted expenditures total \$8,292,666. 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. The FY14 Approved Budget also includes two SLAs. The first SLA will cover the salary and benefits of a HR Specialist position, in the amount of \$61,027. The second SLA will fund the annual cost of a new Benefits Enrollment System, in the amount of \$26,275.

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 \$530,500; expenditures total \$646,352. Budget for the safety boot program was removed from the FY14 Workers' Compensation base budget. This program is no longer being funded from the Workers' Compensation Fund, instead it will be funded directly by the departments. 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 \$31,100. Expenditures in this fund are anticipated to be \$61,200. Claims costs are projected to increase slightly in FY14. The ending fund balance is anticipated to be sufficient to meet unemployment compensation needs.

Equipment Replacement Fund

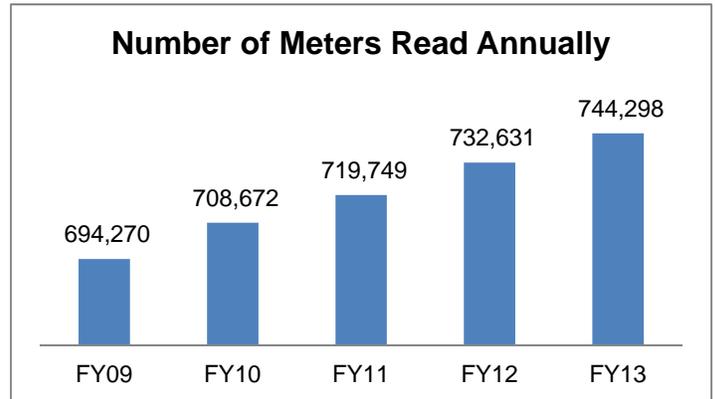
This fund is used to accumulate resources for the replacement of vehicles and large motorized equipment, the replacement of copiers, and to provide replacement assets for the existing major technological infrastructure. Anticipated revenues for FY14 total \$3,617,286. Fleet replacement and new purchases are estimated at \$5,114,007. In FY14 \$253,407 is included for new fleet purchases. The Police Department will purchase a new patrol vehicle at an expected cost of \$44,000; \$40,000 is included for the Public Works-Streets Division to upgrade the asphalt paver that is scheduled for replacement in FY14; \$115,000 is estimated for the purchase of a brush roll-off truck for Sanitation; and \$54,407 is

included for the purchase of a heavy duty truck and trailer for the Water department. Also included in the Equipment Replacement Fund is \$73,461 that will cover the City's portion of the capital infrastructure improvements related to Brazos Valley Area Wide Communications System (BVWACS).

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.

FY14 approved expenditures are \$2,231,533. Two SLAs are included in the approved budget. The first SLA, in the amount \$10,500, is for increased costs related to billing collections. The amount paid to the City's external collections company is based on the amount the company collects for bad debt. The company has been collecting more than anticipated and because the City's cost is based on a percentage of what is collected, the City's cost has increased. The second SLA will fund the transition of one part-time Meter Services Field Representative to one full-time Meter Services Field Representative. This will increase the total FTE count in the Utility Customer Service fund by 0.5 FTE and increase the FY14 budget by \$14,289.



The chart above illustrates the number of meters read annually over the last few 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. These services include Police and Fire response, Solid Waste Collection, Public Utilities, Building Inspection, and Parks operations. In FY14, revenues in the Fleet Maintenance Fund are estimated to be \$1,891,484. FY14 budgeted expenditures are \$1,924,915. This includes an approved SLA for \$70,000 to purchase a heavy truck lift and accessories need to continue to perform maintenance and repairs on heavy trucks and equipment in a safe and timely manner. A second SLA is included for \$9,931 diagnostic scanner replacement/enhancement that will perform daily diagnostic on vehicles.

Capital Projects 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. Also, for FY14, operating funds from the Electric, Water and Wastewater Funds in the amount of \$6,850,000 are estimated to be used to fund capital projects in lieu of the issuance of additional debt.

Other resources to fund capital projects include the Utility Funds, the Drainage Fund 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 FY14 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 FY14, funds in the amount of \$3,405,624 are estimated to be spent on Street Rehabilitation projects. Included in this amount is the **Cooner Street Rehabilitation project**. This project includes the rehabilitation of paving and water and wastewater lines along Cooner Street. The project will include new asphalt 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. In addition, \$2,074,500 is estimated to be spent in FY14 for the **Rehabilitation of Rock Prairie Road from Stonebrook Drive to W.D. Fitch Parkway**. This project is for the pavement rehabilitation of two sections of Rock Prairie Road between Stonebrook Drive 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 expected that this project will be funded primarily with Certificates of Obligation (COs) issued in FY14.

Estimates have also been included for the design of the **Luther Street Rehabilitation project** and the design of the **Munson Street Rehabilitation project**. It is anticipated that funding for the Luther and Munson Street Rehabilitation projects will come from several sources. A portion of the funding will come from proceeds from a Fire Department ladder truck that was sold in FY12. A portion of the funding for the replacement ladder truck came from the budget balances of street and transportation projects. These projects had been funded with CO debt and it was legally permissible to use the balance on the purchase of the ladder truck. As a portion of the funding for the replacement ladder truck originated from the budget balances of street projects, the proceeds from the sale of the truck that was sold will now be used to fund a portion of the cost of these two street rehabilitation projects. In addition, \$1,000,000 of the funds needed for the Munson and Luther Rehabilitation projects will come from the anticipated Health Science Center Parkway budget balance. The bids for this project came in more favorable than expected and a portion of the budget is available for use on the rehabilitation projects. The budget for the Health Science Center Parkway originated from Barron Road Phase II authorization. It is anticipated that the balance of the funds needed for the two rehabilitation projects come from CO debt estimated to be issued in FY15.

Street Extension Projects

\$6,457,252 is the estimated expenditure included for various street extension and widening projects. Included in this is an estimate of \$592,415 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, \$492,415 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 \$1,405,695 will be spent in FY14 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 an equestrian crossing. An estimated \$912,899 is projected in FY14 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 expansion of the existing two lane roadway west of Traditions Drive, the connection to State Highway 47 and the reconstruction of the Traditions Drive intersection. Phase 2A includes the expansion 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 came 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 came from the Victoria Avenue Extension project which is also

complete and came in under budget. Also included in the FY14 estimate for the Bio-Corridor projects is \$189,000 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 (total estimate of \$472,500). Funds for Phase 1A will come from the General Fund as debt cannot be used for this reimbursement. Also included for FY14 is the conceptual design of the **Extension of Eisenhower Street from Ash Street to Lincoln Avenue**. This project is for the construction of a two-lane major collector with center turn lane from Ash Street to Lincoln Avenue on existing City-owned property. Funding for this project is budgeted to come from General Funds that will be transferred into the Streets Capital Improvement Projects Fund.

The FY14 estimate includes \$3,030,243 for several projects along Rock Prairie Road. \$618,154 is projected in FY14 for the continued 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. \$25,351 is projected in FY14 for the remaining expenditures related to the **Rock Prairie Road West Right-of-Way project**. This project includes the purchase of additional right-of-way from State Highway 6 to west of the Longmire/Rock Prairie Road intersection to provide for the future widening of that section of Rock Prairie Road. The construction of **Widening of Rock Prairie Road West** is estimated to begin in 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 came from the balance of the Victoria Avenue Extension project, a portion from the balance of the Tauber and Stasney Rehabilitation project and it is anticipated that the remaining portion come from COs projected to be issued in FY14. In addition, funds have been estimated related to the **Rock Prairie Road Bridge Widening project**. The City of College Station designed the bridge widening and TxDOT will construct the project. The design is now complete and TxDOT anticipates that the project will begin in the fall of 2013. 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 was 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.

Lastly, \$441,000 is projected in FY14 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 \$154,800 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 FY14. In addition, funds have been included in the 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 (\$200,000) for this project will come from the unrestricted funds that were transferred in FY13 from the Wolf Pen Creek TIF Fund to the Streets Capital Improvement Projects Fund for use on capital projects. \$350,000 of the budget is anticipated to come from CO debt projected to be issued in FY14. The remaining budget came from a portion the balance of the Discovery Drive Extension project, which is complete. 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 came from the balance of the Discovery Drive Extension project and a portion came from the remaining unallocated Barron Road Widening Phase II authorization.

Traffic Projects

The FY14 Approved Budget includes an estimated \$746,516 for traffic projects throughout the City. This includes \$257,500 for the completion of 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. \$45,000 is projected in FY14 for the design of an **upgrade of the signal at Texas Avenue and Deacon**. This project is for the construction of a new signal with upgraded equipment, ADA ramps and pedestrian countdown signals. Also included in the estimated expenditures for traffic projects is \$300,000 for **future signal projects** that may be needed as determined by the results of a traffic warrant study that is being completed in FY14. In addition, \$39,300 is included for **traffic signal communication projects**. These projects support traffic signal connectivity as well as other City data and voice services. Lastly, estimates are included for **Intersection Improvements at George Bush at Timber/Bizzell** and **Intersection Improvements at Holleman and Eleanor**. Funding for these intersection improvement projects will come from the General Fund.

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. \$2,091,000 is estimated to be spent on the construction of the **Lick Creek Hike and Bike Trail**. This project is for the construction of sidewalk improvements and a hike and bike trail along Lick Creek between Creek View Park on Eagle Avenue and Lick Creek Park. The trail and improved sidewalks will connect residential neighborhoods and CSISD property. In addition, \$1,962,000 is estimated to 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 safety in the Northgate area of College Station while preserving vehicular mobility. The improvements included in this phase of the project will extend from College Main to South College Avenue.

Sidewalk Improvement projects estimated for FY14 include the construction of **Sidewalks on Guadalupe Drive**. This project is for the design and construction of a sidewalk on one side of Guadalupe Drive from Langford Street to Nueces Drive. The project was identified in the Bicycle, Pedestrian and Greenways Master Plan and is also an ADA request. Also included is an estimate of \$50,000 for the design of **Sidewalk Improvements on Langford Street**. This project is for the reconstruction of an existing sidewalk on one side of Langford Street from Haines Drive to Guadalupe Drive. This project was also an ADA request. Funds have also been included for **Bike and Pedestrian Improvements at George Bush/Dexter**. This project will improve connectivity to an existing trail at the southwest corner of the intersection. The project will remove an existing step and replace it with an ADA ramp. Funding for these projects will come from the General Fund. In addition, a number of sidewalk projects will be completed using Community Development Block Grant Funds (CDBG). These projects are described in more detail in the CDBG section of this budget document.

PARKS AND RECREATION CAPITAL PROJECTS

In FY14, expenditures in the amount of \$4,292,068 are estimated for Parks and Recreation capital improvement projects. Included is \$190,500 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 in the amount of \$689,922 is included 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 Park Land Zones that do not have sufficient funds to use to purchase the land in advance of development. As the development occurs and funds get contributed, the Park Land Zones will reimburse the Neighborhood Parks Revolving Fund so more park land can be purchased. By purchasing land ahead of development, the City is able to acquire land that is more suitable for neighborhood parks and at a lower cost than may be available after development occurs. In FY09 and FY11, funds from the Neighborhood Parks Revolving Fund project were used to purchase park

land in Northgate, which is in Park Land Zone 1. At that time, Park Land Zone 1 did not have sufficient funds to purchase the land. As the recent development has occurred in Northgate, contributions have been received in Park Land Zone 1 for the purchase of neighborhood park land. As the purchase of the Park Land has already occurred with funds from the Neighborhood Parks Revolving Fund, \$400,000 will be transferred into the Parks Capital Improvement Projects Fund from Park Land Zone 1 to reimburse the Neighborhood Parks Revolving Fund for funds that were expended previously on the park land in Northgate. The Parks and Recreation staff is currently exploring options for the next Neighborhood Park Revolving Funds park land purchase.

In addition, \$635,200 has been included for the design of the **Lincoln Center Addition**. This project is for the expansion of the Lincoln Center building to include additional space for programming and storage. \$296,835 has been included for the completion 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. Funds in the amount of \$2,260,375 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 an informational education center for visitors who want to learn more about the park. Lastly, \$200,000 has been included for the installation of **pre-fabricated Restrooms** and for remaining items to be completed at the site **at the Wolf Pen Creek Festival Site**. The restrooms will serve the recently completed festival site.

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. In public facilities, \$9,623 is estimated for the **purchase of library books**. The funds for the purchase of these books come from donations collected for this purpose. The FY14 expenditure reflects the balance of the funds that were collected for the purchase of library books. In addition, \$231,920 is the estimated FY14 expenditure for the **Library Expansion project**. The next phase of the project will be for consulting services that will better define the project scope.

The FY14 Approved Budget also includes a projected expenditure of \$4,608,003 for technology projects. Included is \$65,000 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. \$53,399 has been estimated in FY14 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 \$2,150,000 has been included in the approved budget for the needs analysis and implementation work related to the public safety **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 \$2,250,000 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. In addition, CO debt in the amount of \$1,540,000 is anticipated to be issued FY14 for the remaining needed budget.

Funds are also expected to be expended in FY14 on a **Time Keeping System project**. This project is for the implementation of an electronic Time Keeping System at the City. It is anticipated that the timing of this project will coincide with the Enterprise Resource Planning System Replacement project. The funds for this project will be transferred into the Facilities and Technology Capital Fund from the General Fund. In addition, \$237,000 has been included for an **Electronic Storage Upgrade project**. This project is for the upgrade and expansion of the City's electronic storage. It is expected that this project be funded with COs projected to be issued in FY14. Lastly, an estimated FY14 expenditure of \$1,778,875 has been

included for the **Enterprise Resource Planning (ERP) System Replacement project**. This project is for the replacement of the City's primary financial and management software system. The project is anticipated to occur in several phases over the course of several years. The total project estimate is \$5,185,000.

Utility Capital Projects

Below are descriptions of the utility capital projects included in the FY14 Approved Budget. The funds expended on these projects are considered significant and nonroutine.

ELECTRIC CAPITAL PROJECTS

\$6,342,188 is the approved budgeted appropriation for electric capital projects in FY14. \$50,000 is included for **General Plant projects**. These include enhancements to the SCADA, the mapping system, and dispatch; as well as general plant upgrades. Funds in the amount of \$1,370,000 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 \$1,550,000 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. Included in this estimate are various underground feeders in the Northgate area. \$1,615,000 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 \$450,000 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. The thoroughfare lighting project planned for FY14 is Harvey Mitchell Parkway from Luther to University Drive. \$915,000 is included in the budget for **Distribution projects** and \$245,000 is included for **Transmission projects**. Transmission/Distribution projects planned for FY14 include the connection of a second transformer at the Switch Station Substation, the installation of additional breakers for Northgate, the installation of additional breakers to complete Arcflash, and the completion of various SCADA enhancements. 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. In addition, it is anticipated that the Northgate Substation will be completed in early to mid FY14. A debt issue of \$5,150,000 is projected in FY14 for Electric Utility capital projects.

WATER CAPITAL PROJECTS

In FY14, \$2,617,403 is the approved new appropriation included for water capital projects. Appropriations from prior years carry forward on capital projects. Therefore, the FY14 projected expenditures exceed the new appropriations included for FY14. Total expenditures in FY14 for Water capital projects are projected to be \$7,861,687. Water Production projects include an estimated FY14 expenditure of \$6,153,967. A total of \$1,000,000 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 estimate of \$247,900 is included in FY14 for the **Well Field Collection System Loop project**. This project is for the design, construction, and easement acquisition of a well field collection line along West OSR. This line connection will incorporate a redundant well field collection system and will also allow flow to be diverted during maintenance/outages in the well field. An estimated \$856,312 is included in FY14 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. \$3,142,755 is the FY14 estimate 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. \$635,000 is included for the completion of the **5 Million Gallon Ground Storage Reservoir (MG GSR) Rehabilitation project**. This project is for the replacement of the interior and exterior coating systems and modifications to the fill pipe of the tank. An estimate of \$272,000 is included in FY14 for the **Water**

Well Soft Starters project. This project is for the replacement of the existing motor starters and motor protection relays on Water Wells 1, 2, and 3. The existing components are old technology and have exceeded their service life.

Funds in the amount of \$1,006,791 are projected to be expended on Water Distribution projects in FY14. 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. In addition, \$265,350 has been included for the **Area 2 Water Line Extension** project. This project is for land acquisition, 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. \$466,441 is included as the FY14 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. Expenditures in the amount of \$50,000 are projected in the FY14 Approved Budget for the **Southland Waterline project**. This project will be completed in conjunction with the Southland Drainage project which is for the design of flood mitigation measures along Bee Creek Tributary B. As part of the project, a waterline will be extended from the boundary of the Copper Creek development and connected to the existing 6" waterline in the Parkway Circle Apartments complex. Lastly, \$125,000 is estimated for **Miscellaneous Water Rehabilitation projects** that may arise throughout the fiscal year.

Rehabilitation projects included in the FY14 Approved Budget include \$295,415 for the design of the **Eastgate Rehabilitation project**. Construction is estimated for FY15. This project will involve the replacement of water and sewer lines in the area bounded by Lincoln Avenue to the north, Walton Drive to the east, Francis Drive to the south, and Texas Avenue to the west. The water distribution lines are in need of replacement due to an increase in service disruptions caused by deteriorating materials and inadequate fire protection. The project also includes the milling/overlaying of all existing aging streets in the respective project area. Also estimated for FY14 is the completion of the **Cooner Street 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. 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.

Contingency in the amount of \$150,000 has been included in the FY14 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 FY14 Approved Budget includes an estimated \$2,375,000 in current revenues that will be transferred from operations to fund Water capital projects. Additionally, a debt issue of \$5,525,000 is projected in FY14 for Water capital projects.

WASTEWATER CAPITAL PROJECTS

The FY14 Approved Budget includes \$6,868,774 in new appropriations for numerous wastewater capital projects. Appropriations from prior years carry forward on capital projects. Therefore, the FY14 projected expenditures exceed the new appropriations included for FY14. Total expenditures in FY14 for Wastewater capital projects are projected to be \$12,222,557. 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 \$1,320,000 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 is for the construction of gravity sewer, a lift station and force main to serve properties along State Highway 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 State Highway 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 FY14. Also included in the approved budget is an estimate of \$52,710 for the completion of 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 FY14 estimate reflects the remaining 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 to be completed in FY14.

Other Collection projects included in the FY14 Approved Budget include **Lick Creek Parallel Trunk Line Phases I and II**. Phase I of this project is for the design and construction of a parallel or replacement trunkline from the southern boundary of Pebble Creek Subdivision to the Lick Creek Wastewater Treatment Plant. Phase II of the project will consist of design and construction of a parallel or replacement trunkline from the southern boundary of Pebble Creek Subdivision to William D. Fitch Parkway. It is anticipated that both phases will be designed in FY14. Construction of phase I is projected for FY15 and construction of phase II is projected for FY16. \$1,462,391 is estimated in FY14 for the design of these two phases. An estimate of \$5,397,500 is included in FY14 for the **Bee Creek Parallel Trunkline project**. 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 being completed in phases, with the final phase expected to be completed in FY17. Phase 1 construction is in progress and phase II is expected to begin in FY14. Also included is \$1,399,625 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 FY14 Approved Budget include **Eastgate Rehabilitation**. Design is estimated for FY14 and construction is estimated for FY15. This project will involve the replacement of water and sewer lines in the area bounded by Lincoln Avenue to the north, Walton Drive to the east, Francis Drive to the south, and Texas Avenue to the west. The sewer lines are in need of replacement due to an increase in service disruptions caused by deteriorating materials, shallow lines, and poor access to mains located near back lot lines. It is anticipated that, as part of the project, rear serving sewer mains will be moved to the front lot lines. The project also includes the milling/overlaying of all existing aging streets in the respective project area. Also included in the FY14 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 wastewater utility revenue.

Funds in the amount of \$1,432,650 have been estimated in FY14 for Treatment and Disposal projects. \$15,200 is the FY14 estimate for the completion of the **Carters Creek Headworks Improvements project**. This project is for the replacement or refurbishment of components of the existing headworks that have become unserviceable. The project is currently underway and is expected to be completed by early FY14. \$381,000 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. In addition, \$177,000 is estimated in FY14 for the **Carters Creek Digested Sludge Aerator Replacement project**. This project is for the replacement of the current aeration diffusers in Digested Sludge Holding Tanks (DSHTs) #1 and #2 at the Carters

Creek Wastewater Treatment Plant (CCWWTP). Also included in the estimated expenditures for FY14 is \$734,450 for **CCWWTP #4 and #5 Blower Improvements**. This project is for the installation of aerations blowers that have operating characteristics that better support process control to meet regulatory criteria and reduce odor emissions. The existing blowers were installed new in 1985 and were not replaced when the aeration system was converted to fine bubble diffusion. Lastly, \$125,000 is estimated for **Miscellaneous Wastewater Rehabilitation projects** that may arise throughout the fiscal year.

Contingency in the amount of \$150,000 has been included in the FY14 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 \$7,350,000 is projected in FY14 for Wastewater capital projects.

UNFUNDED WATER AND 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 Water and Wastewater CIP, but were not added because the variables surrounding when and how they will proceed are still undetermined. However, there are potential projects that could significantly alter future CIPs. Several projects in the Medical District and the Northgate area have been identified that may be needed depending upon how/when those areas develop. 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 FY14 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 FY14, expenditures for Park Land Dedication projects are estimated at \$3,062,500 for projects that are anticipated to be completed in the various park zones.

In **Park Land Zone 1**, funds in the amount of \$400,000 are budgeted to be transferred to the Neighborhood Parks Revolving Fund project within the Parks Capital Improvement Projects Fund. Funds in the Neighborhood Parks Revolving Fund project are used for acquiring properties for neighborhood parks in advance of development in park land zones that do not have sufficient funds to use to purchase the land. As the development occurs and funds get contributed to a particular Park Land Zone, the Park Land Zone will reimburse the Neighborhood Parks Revolving Fund so more park land can be purchased. By purchasing land ahead of development, the City is able to acquire land that is more suitable for neighborhood parks and at a lower cost than may be available after development occurs. In FY09 and FY11, funds from the Neighborhood Parks Revolving Fund project were used to purchase park land Northgate, which is in Park Land Zone 1. At that time, Park Land Zone 1 did not have sufficient funds to purchase the land. As the recent development has occurred in Northgate, contributions have been received in Park Land Zone 1 for the purchase of neighborhood park land. As the purchase of the Park Land has already occurred with funds from the Neighborhood Parks Revolving Fund, it is projected that \$400,000 be transferred from Park Land Zone 1 to reimburse the Neighborhood Parks Revolving Fund for funds that were expended previously on the park land in Northgate.

Other specific projects for which FY14 Park Land Dedication estimates are projected include \$30,000 for the purchase of a **playscape at Parkway Park**; \$10,000 for the installation of four **exercise stations at Sandstone Park**; an additional \$21,000 in Community Park Land Zone B for the purchase of **two swing sets and the surfacing replacement at Bee Creek Park**; and \$16,500 is included for the purchase of a **swing set and the surfacing replacement at Thomas Park**. Additional funds are budgeted 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 FY14 estimate of \$376,735 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 FY14 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 may arise throughout the fiscal year. An estimated \$251,000 is included in FY14 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. Expenditures in the amount of \$255,250 are included in the FY14 Approved Budget for the **Southland Drainage Improvements project**. This project is for the design of flood mitigation measures along Bee Creek Tributary B. Reshaping of the existing channel will prevent localized flooding that occurs at the east end of Southland Street. As part of the project, a waterline will be extended from the boundary of the Copper Creek development and connected to the existing 6" waterline in the Parkway Circle Apartments complex. It is anticipated that the **Drainage Master Plan** will be completed in the near future. 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.

ADDITIONAL O&M COSTS

The FY14 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 FY14 Approved Budget and key changes from the FY13 budget. For additional budget detail, please refer to the complete FY14 Approved Budget located at ctx.gov.



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