

# City of College Station, Texas Approved Budget for Fiscal Year 2011

October 1, 2010 to September 30, 2011

## Principal City Officials, October 2010

### Elected Officials

Mayor .....	Nancy Berry
Mayor Pro Tem .....	John Crompton
City Council Place 2 .....	Jess Fields
City Council Place 3 .....	Dennis Maloney
City Council Place 4 .....	Katy-Marie Lyles
City Council Place 5 .....	Jana McMillan
City Council Place 6 .....	Dave Ruesink

### City Administration

City Manager .....	Glenn Brown
Assistant City Manager .....	Kathy Merrill
Assistant City Manager .....	David Neeley
Chief Financial Officer .....	Jeff Kersten
Director of Water Services Department .....	David Coleman
Director of Electric Utility .....	David Massey
Chief of Police .....	Jeffrey Capps
Fire Chief .....	Robert B. Alley
Director of Public Works .....	Charles Gilman
Director of Capital Projects .....	Charles Gilman
Interim Director of Parks and Recreation .....	David Schmitz
Director of Planning and Development Services .....	Bob Cowell, Jr.
Director of Information Technology .....	Ben Roper
Director of Public Communications .....	Jay Socol
Director of Human Resources .....	Alison Pond
Director of Economic and Community Development .....	David Gwin
Interim City Attorney .....	Carla Robinson
City Secretary .....	Sherry Mashburn
Internal Auditor .....	Ty Elliott

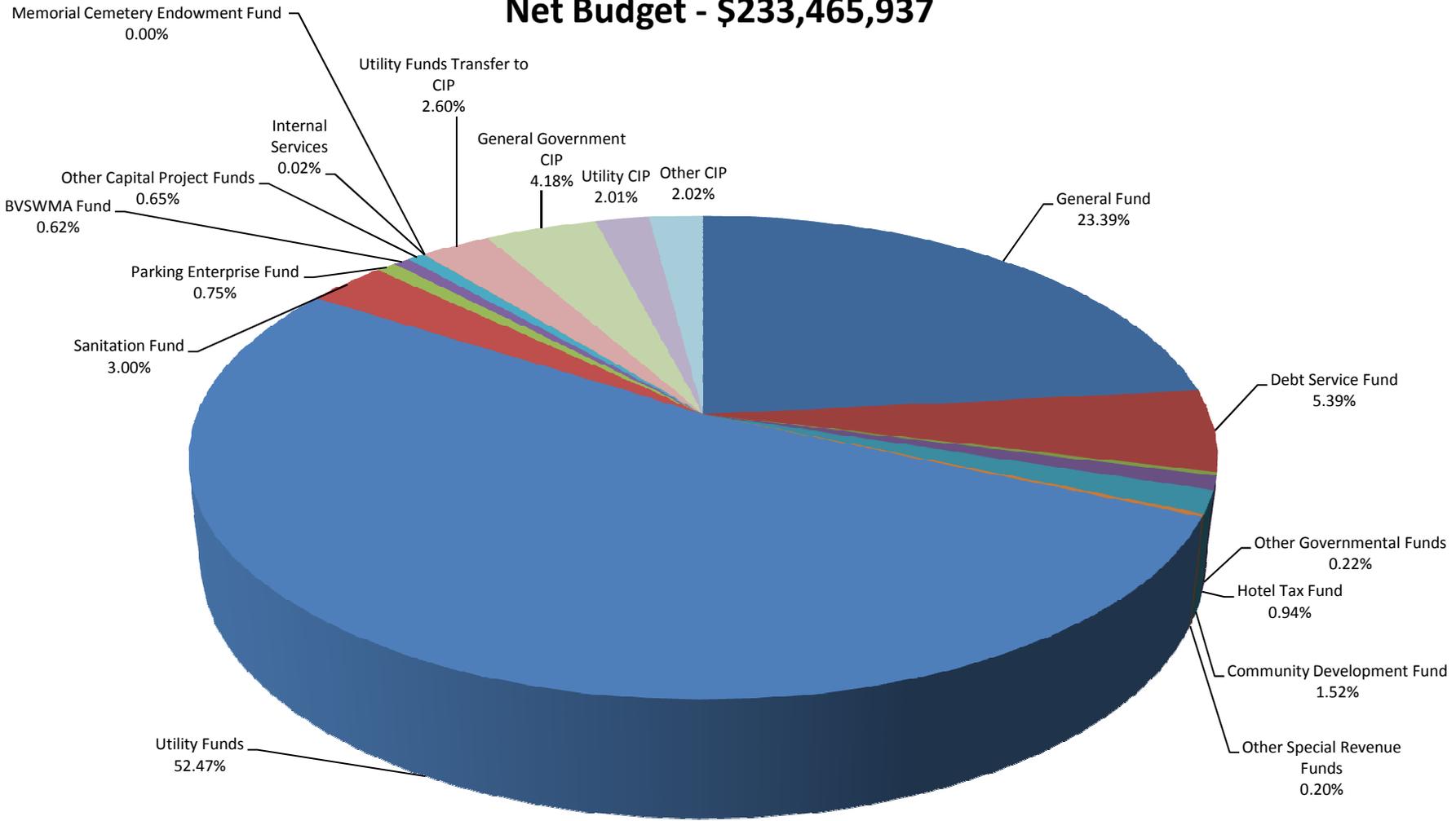
**City of College Station**  
**Fiscal Year Comparison Summary**

Fiscal Year 2010-2011 Approved Budget	FY11 Approved Total Funds Available	FY11 Approved Total Appropriation of Funds	Transfers in	Net Operating and Capital Budget	% Change from Prior Fiscal Year
General Fund	\$ 63,374,363	\$ 60,687,507	\$ (6,070,440)	\$ 54,617,067	1.10%
Debt Service Fund	17,932,018	12,581,958	-	12,581,958	2.94%
Economic Development Fund	1,853,604	658,825	(658,825)	-	N/A
Parks Xtra Education Fund	118,898	114,769	-	114,769	2.01%
Recreation Fund	407,335	935,459	(528,124)	407,335	N/A
Municipal Court Funds	1,041,948	310,426	-	310,426	-7.66%
Police Seizure Fund	88,690	20,847	-	20,847	0.25%
Utility Funds	131,326,847	122,498,153	-	122,498,153	6.73%
Sanitation Fund	8,655,550	7,014,768	-	7,014,768	3.52%
Parking Enterprise Fund	1,952,617	1,748,592	-	1,748,592	8.03%
BVSWMA Fund	1,457,339	1,457,339	-	1,457,339	-73.97%
Hotel Tax Fund	7,016,217	2,200,335	-	2,200,335	-50.63%
Community Development Fund	4,629,365	3,558,960	-	3,558,960	23.84%
Traffic Safety Fund	161,924	60,000	-	60,000	-96.82%
Insurance Funds	15,362,264	11,392,989	(11,392,989)	-	N/A
Utility Customer Service Fund	2,435,404	2,258,503	(2,258,503)	-	N/A
Internal Services Funds	12,528,883	6,823,868	(6,779,452)	44,416	N/A
Drainage Fund	3,652,598	1,270,182	-	1,270,182	2.96%
Business Park Fund	371,613	250,000	-	250,000	0.00%
Cemetery Perpetual Care Fund	1,735,694	-	-	-	N/A
Memorial Cemetery Endowment Fund	441,775	10,000	-	10,000	-86.67%
Memorial Cemetery Fund	1,137,490	2,764	-	2,764	N/A
ARRA of 2009 Fund	73,369	65,000	-	65,000	189.71%
<b>Subtotal of Operations &amp; Maintenance</b>	<b>\$ 277,755,805</b>	<b>\$ 235,921,244</b>	<b>\$ (27,688,333)</b>	<b>\$ 208,232,911</b>	<b>0.94%</b>
Utility Funds Transfer to CIP	6,075,000	6,075,000	-	6,075,000	-37.37%
Community Development Transfer to CIP	-	-	-	-	N/A
Hotel Tax Fund Transfer to CIP	-	-	-	-	N/A
<b>Capital Transfers to CIP</b>	<b>\$ 6,075,000</b>	<b>\$ 6,075,000</b>	<b>\$ -</b>	<b>\$ 6,075,000</b>	<b>-37.37%</b>
General Government Capital Imp. Proj.	\$ 37,972,658	\$ 9,752,561	\$ -	\$ 9,752,561	-48.52%
Utility Capital Improvement Projects	24,189,330	10,774,639	(6,075,000)	4,699,639	-72.45%
BVSWMA Capital Improvement Projects	-	-	-	-	NA
Community Development Capital Imp Proj.	561,500	561,500	-	561,500	N/A
Special Revenue Capital Imp. Proj.	3,562,596	1,111,013	-	1,111,013	-31.04%
Wolf Pen Creek TIF Capital Imp. Proj.	3,331,634	3,033,313	-	3,033,313	-10.78%
<b>Subtotal of Capital Expenditures</b>	<b>\$ 69,617,718</b>	<b>\$ 25,233,026</b>	<b>\$ (6,075,000)</b>	<b>\$ 19,158,026</b>	<b>-55.97%</b>
<b>Totals</b>	<b>\$ 353,448,523</b>	<b>\$ 267,229,270</b>	<b>\$ (33,763,333)</b>	<b>\$ 233,465,937</b>	<b>-10.03%</b>

Fiscal Year 2009-2010 Approved Budget	FY10 Approved Total Funds Available	FY10 Approved Total Appropriation of Funds	Transfers in	Net Operating and Capital Budget	% Change from Prior Fiscal Year
General Fund	\$ 62,130,126	\$ 60,355,104	\$ (6,332,066)	\$ 54,023,038	0.00%
Debt Service Fund	16,831,470	12,222,459	-	12,222,459	1.43%
Economic Development Fund	1,505,276	967,000	(967,000)	-	N/A
Parks Xtra Education Fund	96,541	112,507	-	112,507	5.39%
Municipal Court Funds	1,052,285	336,160	-	336,160	14.87%
Police Seizure Fund	38,281	20,796	-	20,796	1.44%
Utility Funds	130,686,900	114,778,903	-	114,778,903	7.30%
Sanitation Fund	8,533,878	6,776,443	-	6,776,443	-2.76%
Parking Enterprise Fund	2,308,312	1,618,638	-	1,618,638	91.26%
BVSWMA Fund	10,910,381	5,598,996	-	5,598,996	-44.40%
Hotel Tax Fund	5,777,820	4,456,982	-	4,456,982	99.88%
Community Development Fund	3,220,747	2,873,865	-	2,873,865	-28.59%
Traffic Safety Fund	2,139,315	1,889,328	-	1,889,328	77.05%
Insurance Funds	16,580,531	9,374,623	(9,374,623)	-	N/A
Utility Customer Service Fund	2,356,808	2,272,476	(2,272,476)	-	N/A
Internal Services Funds	10,663,241	5,040,250	(5,040,250)	-	N/A
Drainage Fund	3,576,195	1,233,654	-	1,233,654	-16.66%
Business Park Fund	631,640	250,000	-	250,000	0.00%
Cemetery Perpetual Care Fund	1,699,199	-	-	-	N/A
Memorial Cemetery Endowment Fund	395,500	75,000	-	75,000	0.00%
Memorial Cemetery Fund	857,557	-	-	-	-100.00%
ARRA of 2009 Fund	22,436	22,436	-	22,436	N/A
<b>Subtotal of Operations &amp; Maintenance</b>	<b>\$ 282,014,439</b>	<b>\$ 230,275,620</b>	<b>\$ (23,986,415)</b>	<b>\$ 206,289,205</b>	<b>2.51%</b>
Utility Funds Transfer to CIP	9,700,000	9,700,000	-	9,700,000	31.97%
Community Development Transfer to CIP	-	-	-	-	N/A
Hotel Tax Fund Transfer to CIP	-	-	-	-	-100.00%
<b>Capital Transfers to CIP</b>	<b>\$ 9,700,000</b>	<b>\$ 9,700,000</b>	<b>\$ -</b>	<b>\$ 9,700,000</b>	<b>-32.40%</b>
General Government Capital Imp. Proj.	\$ 36,421,145	\$ 18,945,296	\$ -	\$ 18,945,296	507.09%
Utility Capital Improvement Projects	42,806,832	26,758,497	(9,700,000)	17,058,497	-18.71%
BVSWMA Capital Improvement Projects	8,495,840	2,495,132	-	2,495,132	-65.41%
Community Development Capital Imp Proj.	-	-	-	-	NA
Special Revenue Capital Imp. Proj.	5,780,725	1,611,138	-	1,611,138	49.79%
Wolf Pen Creek TIF Capital Imp. Proj.	3,702,836	3,400,000	-	3,400,000	184.25%
<b>Subtotal of Capital Expenditures</b>	<b>\$ 97,207,378</b>	<b>\$ 53,210,063</b>	<b>\$ (9,700,000)</b>	<b>\$ 43,510,063</b>	<b>29.54%</b>
<b>Totals</b>	<b>\$ 388,921,817</b>	<b>\$ 293,185,683</b>	<b>\$ (33,686,415)</b>	<b>\$ 259,499,268</b>	<b>4.15%</b>

# City of College Station Net Budget - \$233,465,937



# Budget Overview

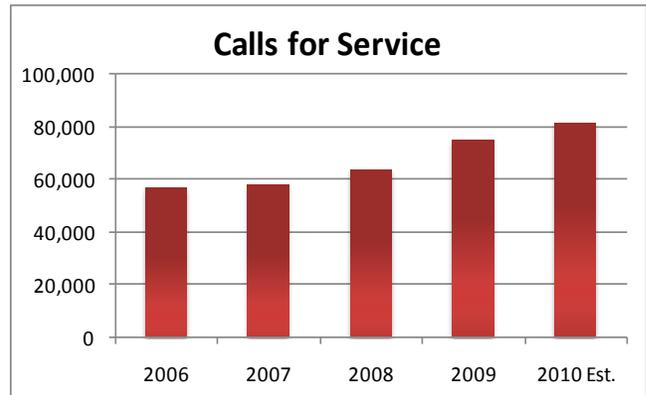
The text below focuses on the various City departments and functions provided by each department. The majority of the departmental budgets below reflect recurring reductions amounting to \$1.029 million in the FY11 budget.

## Governmental Funds

### Police Department

**\$14,626,374**

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



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

The Police Department has identified a variety of needs including increased staffing and equipment. The Police Department's Strategic Plan will allow for an increase in the level of service provided and response to community need. The Strategic Plan includes an amount of \$202,889 for a Civilian Forensic Technician, Evidence Technician, and 2 Public Safety Officers. The approved hiring of the additional civilian employees will allow sworn personnel to return to the field. The approved budget also includes funding for the second phase of a step plan in the College Station Police Department. The first phase was implemented earlier this year. It is anticipated that continuing the implementation of the step pay plan will allow the Police Department to be more competitive in recruiting and retaining officers.

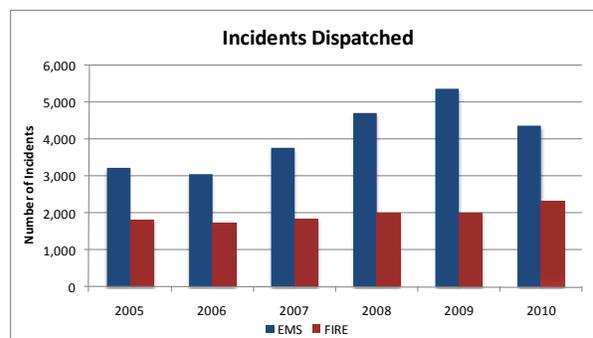
In order to address the current budget conditions, the FY11 base budget for the Police Department includes the removal of a sergeant position, and leaves a Parking Enforcement Officer vacant. Also, the Police Department has reduced the FY11 budget for travel and training, supplies and printing for FY11.

### Fire Department

**\$11,899,890**

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

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



The above graph illustrates incidents responded to by the Fire Department over the last several years.

There is one approved service level adjustment in the Fire Department totaling \$619,898 which will set aside funding for the operations and maintenance costs for Fire Station Six. This will provide ongoing funding for nine (9) additional firefighters and related supplies. For additional budget savings, the firefighters will be hired

after the first quarter of the fiscal year. The purchase of the fire engine and ambulance to operate this station will be purchased using certificates of obligation and proceeds from the sale of Fire Station Three.

## **Public Works Department**

**\$6,821,413**

The Public Works Department maintains streets, drainage, and the City's traffic control system. It is also responsible for refuse collection as well as fleet and facilities maintenance. The Engineering division, which is responsible for development engineering review and construction inspection, has been moved out of the Public Works department and into the Planning & Development Services department beginning in FY11. For FY11, the Public Works Department made two permanent budget reductions related to its services, reducing the Traffic Signal division's maintenance account by \$12,000 and reducing funds available for special projects in Facility Maintenance's building maintenance account by \$80,000. Other reductions for travel, training, overtime, and equipment replacement contributions are also included in the FY11 approved budget. Additionally, 3 vacant Street Maintenance Division positions have been eliminated in the FY11 budget as part of a proposal to contract out street right of way mowing. This proposal is projected to save at least \$25,000 over current costs. One-time SLA funding increases of \$297,380 are included in the FY11 approved budget for various projects used to meet departmental and City Council strategic objectives. Included in this amount is \$10,000 for a site visit by American Public Works Association (APWA) evaluators to assess the City's Public Works operations as part of the department's APWA accreditation process.

The **Traffic Engineering Division** conducts and reviews traffic engineering studies & 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.

The **Facilities Maintenance Division** provides support services to City departments through the maintenance of City facilities. This entails all City buildings including heating, ventilation and cooling systems. Additionally, Facilities Maintenance performs minor building construction and remodeling activities. The Division also utilizes facility repair funds to ensure facilities and equipment are repaired and replaced in a timely manner. SLA funding of \$50,000 is included in the Facilities Maintenance budget to fund 50% of the construction of a new wash rack for City vehicles & equipment. The remaining 50% for this project is to be funded by the Fleet Maintenance Fund.

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 Division coordinates with Engineering and the Capital Projects Department to plan and develop major street projects.

The Streets Division also provides routine pothole patching and other maintenance services. The Streets Division measures the effectiveness of this service by determining whether 95% of the streets in the City have a grade of 85 or better using the Pavement Management System. The Streets FY11 Approved budget includes one service level adjustment in the amount of \$200,000 to fund the maintenance and repair of City streets through asphalt rejuvenation and overlays. Street overlay projects approved for next fiscal year with these funds include W. Luther, and George Bush East. Additionally, City Council elected to add \$50,000 to the asphalt rejuvenation and overlay projects for FY11. These funds will be transferred from the Economic Development Fund.

Drainage issues impact health and public safety, as well as transportation and mobility. Service levels for the **Drainage Maintenance Division** provide a drainage maintenance program that keeps the storm water carrying capacity of the system adequate in College Station, primarily through creek cleaning and ensuring that right of way is adequately mowed. The Drainage Fund covers expenditures in the General Fund pertaining to Drainage operations.

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. The FY11 approved budget includes \$26,400 in SLA funding for the Traffic Signs &

Markings division related to intersection warrant studies and improvements as part of Planning & Development Service's Central College Station Neighborhood Plan.

### **Capital Projects Department**

**\$911,632**

The Capital Projects Department (CPD) is responsible for the administration of the City's capital improvement plan. This includes the building of projects approved with bond elections such as streets, fire stations, libraries, and others. Some of the capital projects for public utilities such as Electric, Water, Wastewater, and Drainage are also handled in this department. As part of overall budget reductions in FY10 and FY11, the Capital Projects department has submitted budget reductions for travel and training, as well as other miscellaneous operating expenses.

### **Parks and Recreation Department**

**\$8,349,027**

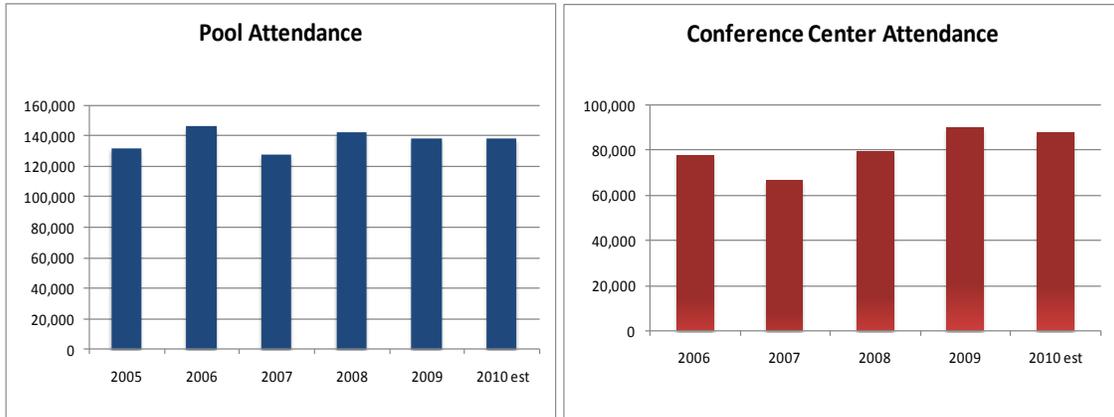
The Parks and Recreation Department is responsible for College Station park facilities and recreational programs. Among the services provided are athletics, recreation and instruction programs for youth and adults, heritage programs, reservation and meeting facilities and cemetery maintenance and operations. Also provided are programs and special events at the Wolf Pen Creek Amphitheater and other park locations throughout the City. The Parks and Recreation Department operates a number of special facilities including three City-owned swimming pools and the CSISD Natatorium.

The Conference Center is operated to provide meeting space for various groups and organizations. The Lincoln Center is a community/recreation center that provides positive programming and serves as a satellite center for social services. The department's Xtra Education Program 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 Parks and Recreation Department budget includes two approved service level adjustments in the amount of \$114,000. The first SLA is a plan for making technology improvements to the current system-wide water use and irrigation operations related to the grounds that are under its responsibility to assist in meeting the City's water conservation efforts. This portion of the plan has a total project cost of \$310,000 with requested funding of \$100,000 in the first two years and \$110,000 in the third year of this three-year project. The sites to be included are municipal, athletic, and park facilities. The second SLA is for \$14,000, which will allow the Parks and Recreation Department to purchase replacement lights for the FY12 Christmas in the Park program.

During the FY11 budget process, with direction from council, a Recreation Fund was established. Within this fund are activities such as sports programs, instruction programs, and concessions operations. Each activity's budget was identified and transferred from the General Fund into the Recreation Fund. Total transfer of funds was \$935,459. This includes \$560,059 for Sports Programs, \$30,945 for Instruction Programs \$230,455 for Senior/Teen Centers, and \$114,000 for Concessions Operations. This represents the first phase of identifying the costs associated with recreation programs and operations.

In order to address the current budget conditions, the FY11 base budget for the Parks and Recreation Department included the elimination of four vacant positions. The reduction of three of the four vacant positions in the Parks and Recreation Department is an effort to fund the outsourcing of some of the mowing functions that are currently being performed by City staff. It is anticipated that outsourcing this function will result in savings of at least \$25,000. This outsourcing will not include the mowing of athletic fields used for tournament play. For FY11 the base budget also includes holding open one vacant/unfunded grounds worker position in the Parks Operations Division. Other FY11 reductions include temporary/seasonal funding for the Starlight Music Series, travel, training, supplies, and printing.



The above graphs illustrate the fluctuations in attendance at pool facilities and the Conference Center.

The **Parks and Recreation Department (PAR) Administration Division** serves as the primary point of contact for its 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 Athletics, Senior Services, Special Events, Wolf Pen Creek Amphitheater and Concessions Operations. The Kids Klub after school care program, operated in collaboration with the College Station Independent School District (CSISD), is also within this division.

The **PAR Special Facilities Division** is responsible for the operations of the Lincoln Center, the Conference Center, the EXIT Teen Center, Heritage Programs, the Larry J. Ringer Library and all City pool facilities.

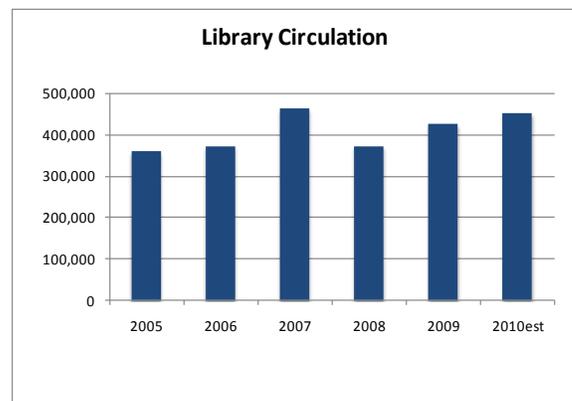
The **PAR Operations Division** maintains park facilities. An essential operation of this division is maintenance associated with operating the athletic facilities and other community and neighborhood parks located throughout the City.

The **PAR Urban Landscapes Division**, through its horticultural, arboricultural and landscape maintenance efforts, ensures that City property is maintained in an aesthetically pleasing, yet still safe and sustainable, manner. Selected streetscape areas, the City Cemetery and the new Memorial Cemetery are also included in the property maintained by this division. The division also provides support for special events, programs and other City activities.

### Larry J. Ringer Library

**\$1,049,801**

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.



## **Planning and Development Services Department**

**\$3,513,042**

The Planning and Development Services Department provides oversight for development planning within the City of College Station. Planning and Development Services also 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.

Neighborhood Services joined the department in FY10 and has allowed for increased interaction of neighborhoods, property owners, tenant associations, TAMU, and others in the community. Civil Engineering, previously in the Public Works Department, moved to Planning and Development in FY11. This increased the full-time equivalents in the department by nine.

Code Enforcement merged with Planning and Development in FY09. Code Enforcement is the central force behind community enhancement in the City. As part of a city-wide initiative to reduce ongoing expenditures, one full-time Code Enforcement Officer position was permanently reduced from the budget. Code Enforcement will reconfigure from five response zones to four. Complaint follow-up inspections may need to be extended from a 24-hour to a 48-hour turn around.

The FY11 budget includes one SLA in the amount of \$9,650 for the implementation of the Near East Side Neighborhood Plan. This SLA will fund additional administrative costs associated with the development of the Eastgate Neighborhood Plan such as postage and advertising, office supplies, and printing. It also includes funding for professional services for technical work on renderings and graphics that cannot be done by City Staff.

## **Information Technology Department**

**\$3,946,682**

Information Technology implements and maintains the technology and computer based information systems used by all City Departments. The Information Technology department includes IT Administration, Management Information Services (MIS), Geographic Information Services (GIS), E-Government, Mail, and Communication Services.

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

Funding in the amount of \$118,578 is included in the approved budget for the Brazos Valley Wide Area Communications System (BVWACS) which provides a wide area communications system that promotes radio system interoperability for public safety and emergency management operations.

Reductions in computer replacement, travel, training, salaries, and overtime are included in the FY11 Approved budget. The approved budget includes the permanent reduction of one full time position, the E-Government Coordinator.

The FY11 approved General Fund budget includes funding for an updated aerial map. The last aerial map of College Station was conducted in 2005. City departments including Planning and Development Services, Economic Development, Geographic Information Services, and Fire use components of this data. In addition, the development community benefits and uses this mapping resource. This project will be managed by the IT department and funded by the General Fund (\$150,000) and by the Drainage Fund (\$65,000).

## **Fiscal Services Department**

**\$3,113,654**

The Fiscal Services Department provides Fiscal Administration/Treasury, Accounting, Purchasing, and Budgeting services to the City. This department also oversees the operations of Municipal Court and Utility Customer Service.

Fiscal Services Administration/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 made and recorded according to guidelines. 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 Strategic Planning prepares, monitors, and reviews the annual budget. The budget office also coordinates the City's strategic planning process, which is closely tied to the City's budget.

In order to address the current budget conditions, the FY11 approved budget for the Fiscal Services department includes removing a vacant Payment Compliance Representative position and holding open a Staff Accountant position. Other reductions in Fiscal Services were made to overtime, travel and training, supplies, and temporary/seasonal employee funding. Additionally, Fiscal Services shifted \$27,500 in credit card fees budget to the Court Technology Fee Fund for related municipal court credit card expenses in FY11.

## **General Government Department**

**\$4,264,204**

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

The **Mayor and Council Division** accounts for expenditures related to Council functions such as education and training. The approved budget for this division in FY11 is \$49,374. Reductions in travel, training, memberships, and food were submitted for savings, this is a net 34.08% decrease from the FY10 revised budget. The travel/training budget was reduced by 70%.

The **City Secretary Division** is responsible for elections, records management, City Council support and other activities. The FY11 approved budget is \$403,778. This includes a one-time \$35,000 service level adjustment to cover additional costs associated with a special election held November 2, 2010 to fill a vacant Council seat and consideration of a transportation user fee.

The **Internal Auditor Division** conducts independent financial and performance audits to provide the Council and the Mayor with objective information to assist in determining whether governmental operations are adequately controlled and to assure that a high degree of public accountability is maintained. The Internal Audit approved FY11 budget is \$118,725.

The **City Manager Division** is responsible for the day to day operations of the City, making recommendations to the City Council, and providing short and long-term direction to the organization. The FY11 City Manager's approved budget is \$842,146. The approved budget includes keeping an intern position vacant through FY11 saving approximately \$10,000. Reductions in travel/training and goodwill are also a part of the approved budget.

The **Legal Division** provides legal services and support to City Council and City staff. Among the services provided by this office are legal advice, contract writing, and litigation. The approved Legal Office budget is \$987,321 which includes the permanent reduction of one vacant full-time Assistant City Attorney position.

The **Economic Development Division** is responsible for coordinating economic development activities in College Station. The Economic Development FY11 approved operating budget is \$556,913. Due to budget reductions, one part-time Economic Development Specialist position was eliminated from the FY11 budget.

The **Public Communications Division** provides for the dissemination of City information through various media outlets. The total FY11 approved budget is \$694,887. This amount includes designated Educational and Governmental (EG) franchise dollars in the amount of \$30,000. These funds can only be used to purchase, replace, or help produce the College Station educational television channel.

The **Human Resources Division** consists of Human Resources and **Risk Management**. The Human Resources Division is responsible for the strategy and implementation of the compensation & benefits program for all employees. The division also orchestrates the recruiting and hiring of qualified candidates for City positions, working directly with departments to build programs that recruit, retain and engage employees. Policy interpretation and performance management programs are coordinated through Human Resources. The Risk Management function within Human Resources seeks to limit the exposure of the City to physical and financial losses through a number of programs that address worker safety. Risk Management was added to the Human Resources division in FY08 and the salary and benefits budget was moved to the Worker's Compensation and Property Casualty Funds in FY09. The approved Human Resources budget for FY11 is \$611,060. This includes two SLAs. The first provides \$25,000 in funds for supervisor and manager training programs. The other SLA includes \$60,000 for the enhancement of a security system for City Hall.

**Other General Fund Expenditures** **\$2,191,788**

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 \$742,442 approved for public agency funding, \$422,889 for contingency transfers and \$1,026,457 for other various expenditures and transfers. These various expenditures and transfers include the General Fund Subsidy Transfer to the Recreation Fund, the transfer to the Economic Development Fund, and State Legislative Consulting services.

**Debt Service Fund** **\$12,581,958**

The Debt Service Fund is used to account for ad valorem tax revenue collected to pay for authorized general government debt. The debt service portion of the ad valorem tax totals 22.0194 cents per \$100 valuation, which accounts for 49% of the tax levy. This is a reduction of nearly 1 cent from this year's debt service tax rate.

**Economic Development Fund** **\$658,825**

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. In FY11, \$605,000 is budgeted in this fund for economic development cash assistance incentives. Due to budget reductions, the amount of funds transferred into the Economic Development fund from the General fund has decreased from \$315,000 to \$200,000.

**Business Park Fund** **\$250,000**

Resources are included in the budget for economic development activities. In FY11, it is projected that \$250,000 will be transferred from the Business Park Fund to the Economic Development Fund for the Research Valley Partnership's Texas A&M Institute for Pre-Clinical Studies project.

**Parks Xtra Education Fund** **\$114,769**

The Parks Xtra Education Fund was established in FY96 and is a joint effort between the City of College Station and College Station Independent School District to provide community based education programs. The FY11 approved Parks Xtra Education budget for program expenditures is \$95,351. Also included is \$19,214 for the Xtra Education portion of the General and Administrative (G&A) transfer to cover the cost of internal services such as Human Resources, Accounting and Budget.

**Recreation Fund** **\$935,459**

Established in FY11, the Recreation Fund is designed to help the city identify costs and revenues associated with sports, concessions, and instruction programs. Ultimately the fund will help identify how much the General Fund is subsidizing the programs mentioned. This is the first phase of programs to be included in the Recreation Fund. Costs associated with several sports programs, instruction, Senior/Teen Centers, and concessions totaling \$935,459 were removed from the General Fund budget and added to the Recreation Fund budget in FY11.

**Efficiency Time Payment Fee Fund** **\$0**

The City is authorized by the State Legislature to collect fees on traffic tickets written by the City. There are four fees collected by Municipal Court. This fund is used for the purpose of improving the efficiency of the administration of justice in College Station. No expenditures were budgeted for this fund in FY11.

**Memorial Cemetery Fund** **\$2,764**

This fund accounts for two thirds of cemetery lot sales as well as other revenue that is collected through the Memorial Cemetery and Aggie Field of Honor. The fund also accounts for expenditures on projects that take place at this location. An expenditure in the amount of \$2,764 for General & Administrative Transfers is included in the FY11 approved budget for the Memorial Cemetery Fund.

## Enterprise Funds

### Electric Fund

**\$98,349,929**

The Electric Utility is responsible for providing cost efficient and reliable electric service to the citizens, businesses and institutions in College Station. Reliable electric service is necessary to ensure continued prosperity of the City.

### Water Fund

**\$17,804,090**

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

Three SLA's totaling \$41,836 were approved for the Water Fund in FY11. The first SLA, in the amount of \$24,836 is for the study of impact fees in the Water Utility. The results of this study will determine the maximum City-wide impact fee that could be charged for new connections to the City's water system. The second SLA, in the amount of \$4,000 will allow for a full year of the rebate program that is currently in place. The funds currently included in the approved budget are estimated to support only a half of a year. The rebates are offered for items such as low water-use appliances and rain-water harvesting systems. The final SLA included in the approved budget for the Water Fund is for public education and conservation programs. This SLA totals \$13,000. In addition to the above, funds in the amount of \$58,324 have been included in the FY11 Approved Budget for the addition of a 0.5 Regulatory Compliance Assistant. This position will be filled by reallocating existing staff resources and will be responsible for assisting Water Services with evaluating and meeting EPA/TCEQ requirements.

### Wastewater Fund

**\$12,419,134**

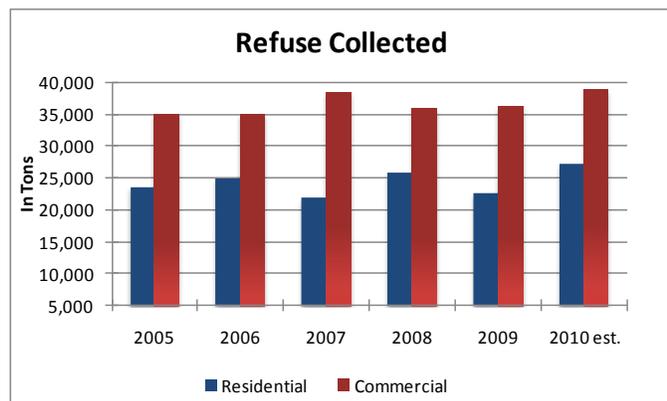
Effective sanitary sewer collection and treatment is essential to public health in an urban environment. Over the last several decades, standards have increased for this infrastructure. Past upgrades to the Carters Creek Wastewater Treatment Plant were directly related to changing standards. As the system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

The FY11 Approved Budget includes \$87,535 for four SLAs in the Wastewater Division. The first SLA, in the amount of \$24,835, is for the study of impact fees in the Wastewater Utility. This is the counterpart of the Water Impact Fee Study SLA request. The results of this study will determine the maximum City-wide impact fee that could be charged for new connections to the City's wastewater system. The second SLA, totaling \$15,000, is for public education and conservation programs. The third SLA, in the amount of \$2,700 is for grease sampling. The final SLA included for the Wastewater Utility in the approved budget is \$45,000 for a portable generator for lift stations. The existing portable pump cannot provide adequate back-up for the deeper lift stations. This new generator will have that capacity.

### Sanitation Fund

**\$7,014,768**

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 offers 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.



The operating portion of the Sanitation fund for residential and commercial operations is approved for FY11 to be \$6,300,060, or 6.09% higher than the FY10 Revised Budget. Non-operating expenditures are approved to be \$714,708, and include the fund's Return on Investment to the General Fund. Revenues for FY11 in the fund are estimated to be \$7,107,394.

### **Northgate Parking Enterprise Fund**

**\$1,748,592**

The Northgate Parking Enterprise 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. The approved FY11 budget for parking operations is \$622,504. One-time SLA funding for Capital expenditures in the amount of \$163,000 is included. This funding will be used to expand the use of security cameras in the parking garage to the upper parking decks and to upgrade and replace all of the street meters in the district. In addition, \$863,000 is included for the debt service payment related to the construction of the parking garage. Northgate Parking Enterprise fund revenues are projected to be \$1,198,221 in FY11.

### ***Special Revenue Funds***

#### **Hotel Tax Fund**

**\$2,200,335**

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 FY11 budget includes \$604,335 for City Operations including Wolf Pen Creek event operations and other Parks programs and events that are eligible for Hotel Tax Funds. In addition, annual funding in the amount of \$200,000 is included in the FY11 approved budget for soliciting and hosting of sports tournaments in College Station. Additionally, the FY11 debt service payment of \$222,519 for the land purchased by the City for the future construction of a Convention Center will be transferred to the Debt Service fund for payment. \$1,346,000 of Hotel Tax funding is included in the FY11 approved budget for the Bryan/College Station Convention and Visitors Bureau and the Arts Council of Brazos Valley.

#### **Community Development Fund**

**\$4,120,460**

Community Development helps provide low cost housing and other public assistance through Community Development Block Grant and Home Grant funds from the federal government. These funds are used to assist low to moderate-income residents of College Station. Assistance is provided through housing services, public agency funding, public facility improvements, and economic development activities.

#### **American Recovery Reinvestment Act Fund**

**\$65,000**

The American Recovery and Reinvestment Act (ARRA) Fund accounts for revenue received and expenditures made by the City through the American Recovery and Reinvestment Act enacted in 2009. These funds are primarily for one-time equipment and other purchases. ARRA Fund revenues and expenditures are estimated to be \$65,000 in FY11. This represents the grant funded Sustainability Coordinator position in General Government. The grant will fund this position for a total of 3 years, from FY10 to FY12.

#### **Traffic Safety Fund**

**\$60,000**

The Texas Legislature passed SB 1119 which became effective on September 1, 2007. This bill authorizes and controls the municipal use of red light camera equipment and was codified in the Texas Transportation Code, Section 707.003. Revenue sharing provisions are mandatory: after accounting for program expenditures, one half of all revenues received must be remitted to the state. The state will be using their portion of the revenue received to fund regional trauma centers. The remaining revenue retained by the City must be spent on traffic safety programs, intersection improvements, pedestrian safety programs, public safety programs and/or traffic enforcement programs. The City implemented the red light camera program in calendar year 2008 with 4 monitored intersections. In FY10, cameras were added to 5 additional intersection approaches. On November 3, 2009, an election was held in which the majority of the voters voted to end the red light camera program. The FY11 approved budget of \$60,000 is made up of two 1-time SLAs that will utilize a portion of the remaining funds for traffic safety programs and intersection improvements. The first SLA of \$50,000 is to fund the City's participation in the B/CS Mobility

Initiative, and the second SLA of \$10,000 is for a corridor progression study and improvements implementation on Harvey Road.

**Wolf Pen Creek TIF Fund** **\$3,033,313**

The Wolf Pen Creek Tax Increment Finance (TIF) Zone generates revenues that must be utilized within the Wolf Pen Creek District. The TIF expired December 31<sup>st</sup>, 2009. Remaining funds in the amount of \$3,033,313 are included in the approved budget for the development of a festival site and water feature which will adjoin the amphitheater. This project can be done in phases and will serve as a major attraction for the corridor. A total of \$3,500,000 is budgeted for this project, of which \$1,200,000 will be spent on the water feature.

**Court Technology Fee Fund** **\$101,980**

The Court Technology Fee Fund can be used to fund technology projects at the Municipal Court Facility. Approved expenditures of \$101,980 will be used for technology related purchases such as computer hardware and software for court facilities. Part of the FY11 base budget includes shifting \$27,500 in credit card fees from the General Fund Municipal Court budget to the Court Technology Fee fund.

**Court Security Fee Fund** **\$118,298**

The Court Security Fee Fund is used to fund security projects at the Municipal Court building. Approved expenditures of \$118,298 are included for court security personnel in this fund. To address the current budget conditions, a vacant part-time Bailiff position has been eliminated from the Court Security Fee Fund in FY11.

**Juvenile Case Manager Fee Fund** **\$90,148**

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. In addition, \$90,148 is approved for salary and benefits for the Juvenile Case Manager position and the Community Programs Assistant position.

**Police Seizure Fund** **\$20,847**

The Police Seizure Fund accounts for revenues and expenditures related to property seized by College Station Police Department. Expenditures for FY11 are approved to be \$20,000. \$847 is included for the Police Seizure Fund portion of the General and Administrative (G&A) transfer to cover the cost of internal services.

**Memorial Cemetery Endowment Fund** **\$10,000**

This fund accounts for the remaining one third of the sales of cemetery lots that are accrued through the Memorial Cemetery Fund, which includes the Aggie Field of Honor. FY11 expenditures include \$10,000 for the continued marketing efforts of the new cemetery.

**Cemetery Perpetual Care Fund** **\$0**

This fund accounts for the sale of cemetery lots and other revenues that are collected through the College Station cemetery. The fund also accounts for expenditures on projects that take place in the cemetery. There are no expenditures anticipated in this fund in FY11.

***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. Base budget revenues for the funds reflect the above policies. Internal Service funds have revenues transferred from departmental budgets on a monthly basis to ensure that funds are available to fund related expenses.

***Insurance Funds***

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

### Property Casualty Fund

**\$1,342,775**

The Property Casualty Fund ensures that the City can adequately cover potential property and liability losses. The FY11 estimated revenues for the Property Casualty fund are \$1,754,600. Approved expenditures total \$1,342,775. Contributions to this fund have increased over prior years to offset prolonged legal expenses.

### Employee Benefits Fund

**\$9,360,973**

The Employee Benefits Fund is self-funded and provides medical coverage to covered City employees. Estimated revenues for the employee benefits fund total \$8,227,507 for FY11, and budgeted expenditures total \$9,360,973. Funds for wellness programs have been included in the budget in an effort mitigate future estimated claims costs. In addition, expanded choices for coverage, including a high deductible plan, will be offered in an effort to offset costs.

### Workers Compensation Fund

**\$654,911**

The Workers Compensation Fund provides coverage against losses sustained through on the job injuries to employees. Revenues anticipated in the Workers Compensation fund are \$442,375; expenditures total \$654,911. Decreasing contributions to this fund allows for a necessary contribution increase to the Property Casualty fund. The ending fund balance is anticipated to be sufficient to meet worker's compensation needs.

### Unemployment Compensation Fund

**\$34,330**

Revenues in the Unemployment Compensation Fund are estimated to be \$36,756. Expenditures in this fund are expected to be \$34,330.

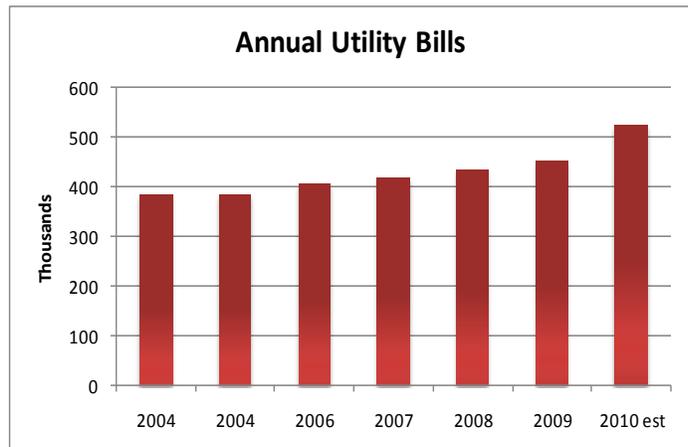
### Equipment Replacement Fund

**\$5,137,456**

The City has a fund that serves to accumulate resources for the replacement of vehicles and large motorized equipment, the telephone and radio systems, to provide replacement assets for the existing major technological infrastructure, and the replacement of copiers. Due to economic conditions, FY11 contributions to the Equipment Replacement fund for fleet replacement from the General fund were reduced by \$250,000. Additionally, contributions for telephone and radio system replacement will not occur in FY11. The anticipated revenues for FY11 total \$5,529,144; approved expenditures total \$5,137,456. Included in the approved expenditures is a proposal to replace several City vehicles that are scheduled to be replaced in FY11 with comparable hybrid vehicles. The total additional cost of replacing these vehicles with hybrids instead of the regular gas or diesel versions is \$172,772. These costs will be funded by a one-time transfer of available funds from the various operating departments and funds within the City.

### Utility Customer Service Fund **\$2,258,503**

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. FY11 approved expenses are \$2,258,503. To help address the current budget conditions the Utility Customer Service division will eliminate 1 vacant Utility Customer Services representative position for FY11. Additionally travel training, overtime, and supplies were reduced in the FY11 Approved Budget. The chart to the right illustrates the number of utility bills generated annually over the last several years.



## **Fleet Maintenance Fund**

**\$1,686,412**

The Public Works **Fleet Services Division** manages the vehicle and equipment fleet. The division also performs preventive maintenance and vehicle repair. The City maintains a fleet of vehicles and heavy equipment to provide services to the citizens of College Station. Some of these services include Police and Fire response, Solid Waste Collection, Public Utilities, Building Inspection, and Parks operations. In FY11, revenues in the Fleet Fund are projected to be \$1,576,232. The FY11 budgeted expenditures are \$1,686,412. Included in this amount is a approved SLA of \$50,000 for 50% of the costs associated with the construction of a new wash rack for City vehicles & equipment. The remaining 50% of funding for this project is approved to come from the General Fund.

## **Brazos Valley Solid Waste Management Agency (BVSWMA) Fund**

**\$1,457,339**

The City of College Station and City of Bryan have set up a new corporation to take over the operations of the landfill. The Brazos Valley Solid Waste Management Agency Inc. was created earlier this year. As part of this organization the City of College Station will continue to have landfill employees who will, through an agreement with BVSWMA Inc., provide landfill services. The BVSWMA portion of the budget accounted for in the City of College Station budget is the salary and benefit portion for the College Station landfill employees.

## **Capital Project Funds**

**\$25,233,026**

The City has a number of capital project funds. General obligation bonds 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 general obligation bonds.

In addition to the general government projects, the City has bond funds for each of the utilities operated by the City. For FY11, operating funds from both the Water and Wastewater Funds in the amount of \$6,075,000 are projected to be used to fund capital projects in lieu of the issuance of additional debt.

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

## **General Government Capital Projects**

The following is a brief summary of some of the key general government projects included for FY11. More details of these projects can be found in the capital project summaries preceding each capital projects section in the budget document.

## **GOVERNMENTAL CAPITAL PROJECTS**

Below are descriptions of the governmental capital projects included in the FY11 Approved Budget. The funds expended on these projects are considered significant and nonroutine.

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

#### **Street Rehabilitation Projects**

In FY11, funds in the amount of \$1,408,564 are included for the **Tauber and Stasney Rehabilitation** project. These streets are located in the Northgate area. The project includes the rehabilitation of Tauber Street and Stasney Street from University Drive to Cherry Street as well as the design and construction of new sidewalks on College Main. The project also includes the water and wastewater line rehabilitation. Funds in the amount of \$422,225 are also projected in FY11 for other street rehabilitation projects that may arise in the Northgate area. These funds reflect the balance of the Church Avenue rehabilitation project, which came in under budget. The construction funds for these **Northgate area rehabilitation projects** were authorized as part of the 2003 GO bond election.

#### **Street Extension Projects**

\$9,215,974 is the estimated expenditure included in the FY11 Approved Budget for various street extension and widening projects. \$472,611 is estimated for oversize participation projects that may arise throughout the fiscal year. These funds are used for building increased capacity into the streets that are being constructed by developers.

\$2,014,747 is projected for the **extension of Victoria Avenue**. Victoria Avenue will be extended from Southern Plantation Drive to connect with William D. Fitch Parkway (SH40), aligning with the existing Victoria Avenue on the south side of William D. Fitch Parkway (SH40). The roadway will be a major collector consisting of two travel lanes and a center turn lane with bike lanes, sidewalks, landscaping and storm drainage. This project is being completed in advance of the new College Station ISD (CSISD) high school, which is expected to open in the fall of 2012. An estimated \$841,850 is projected for the **extension of Jones-Butler Drive**. This project includes the design and construction of a major collector from the intersection of Luther Street & Jones-Butler to the intersection of George Bush & Penberthy Road. The project will also include sidewalks, bike lanes and an equestrian crossing. \$900,000 is projected in FY11 for **improvements to Royder Road and Greens Prairie Trail**. CSISD is presently constructing Greens Prairie Elementary School, which will be located on the southwest corner of Royder Road and Greens Prairie Trail. The elementary school is scheduled to open in August 2011. Improvements will be made to Royder Road and Greens Prairie Trail for better access and to facilitate traffic at the site. It is anticipated that approximately \$300,000 of the project cost will be recovered through a voluntary assessment of CSISD.

The budget also includes an estimated FY11 expenditure of \$866,766 for 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. Construction funds are not included in the project budget. \$15,000 is the projected FY11 expenditure for the **Rock Prairie Road West right-of-way project**. This project includes the purchase of additional right-of-way from State Highway 6 to Normand Drive to provide for the future widening of that section of Rock Prairie Road. In addition, \$3,895,000 is the estimated FY11 expenditure for the **phase II of construction to Barron Road** from Decatur Drive to William D. Fitch Parkway. This project will widen Barron Road from Decatur Drive to Barron Cutoff Road on the southwest side of William D. Fitch. The existing Barron Road is a two lane rural road. Upon completion of this project, Barron Road will be expanded to a divided four lane minor arterial roadway with medians, bicycle lanes and sidewalks. In addition, new traffic signals will be installed at the intersection of Barron Road and Victoria Avenue and at Barron Road and William D. Fitch. This project is anticipated to be completed in advance of the opening of the new CSISD high school in the fall of 2012. Finally, \$210,000 is included for preliminary 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 \$3,875 for the **Wellborn Road Landscaping project**. Funds were paid to TxDOT in FY08 for this landscaping, but it is anticipated that the City's cost will be slightly higher than what has been paid.

### **Traffic Projects**

The FY11 Approved Budget includes an estimated \$1,172,198 for new traffic projects throughout the City. Included is an estimated \$913,627 for **new traffic signals** throughout the City. A signal warrant study was completed in FY09 which indicated the need for new signals at the following locations: William D. Fitch Parkway (SH40) at Barron Road, William D. Fitch Parkway (SH40) at Arrington Road, Texas Avenue at Krenek Tap Road, George Bush East at Dominik and SH30 at Copperfield. The signal William D. Fitch Parkway (SH40) at Arrington Road was completed in FY10. The signal at William D. Fitch Parkway (SH40) at Barron Road is underway and should be completed as part of the Barron Road Widening Phase II project. The remaining signals are included in the FY11 Approved Budget. In addition, funds for a signal to be constructed at Victoria and Barron are also included. Finally, \$40,000 is included for an additional **signal warrant study**. \$51,036 is included for **traffic system safety improvement projects** and \$55,535 is included for **traffic signal communication projects**. These projects support traffic signal connectivity as well as other City data and voice services.

### **Sidewalk and Trail Projects**

The City of College Station has worked over the years to ensure adequate transportation infrastructure is constructed for pedestrians and bicyclists. The City has an adopted Bicycle, Pedestrian and Greenways Master Plan. \$595,000 is the projected expenditure for the **completion of the City's bike loop**. This project will consist of signed bike routes, on-street bike lanes, and off-street bike paths to link the Texas A&M campus, City of College Station parks and local housing areas. In addition, the project included improvements for pedestrians and bicyclists at the Longmire/FM 2818 intersection. A portion of the expenditures for the Bike Loop project will be reimbursed by TxDOT as part of an Intermodal Surface Transportation Efficiency Act (ISTEA) grant received by the City. As new

development occurs, sidewalks are an important aspect that must be considered. In FY11, \$100,000 is included for **sidewalk improvement projects** throughout the City. \$571,608 is included for the **completion of the hike and bike trail** as identified by the Hike and Bike Task Force. This multiuse trail will be constructed along the north side of FM 2818 from Welsh to Longmire. The sidewalk will also be extended from Texas Avenue to Longmire Drive. Upon completion of this project, the multiuse trail and sidewalk extension will provide complete connectivity between Texas Avenue and Welsh Avenue along FM 2818. In addition, \$50,000 is projected for the **Lick Creek Hike and Bike Trail**. This project is for the construction of approximately three miles of hike and bike trails along Lick Creek between Westfield Park and Lick Creek Park. The trails will connect residential neighborhoods and CSISD property.

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

In FY11, expenditures in the amount of \$2,949,723 are estimated for Parks and Recreation capital improvement projects. Included is \$78,431 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.

\$410,000 is estimated for improvements to various neighborhood parks throughout the City. Parks at which these improvements are scheduled include **Emerald Forest Park, Anderson Park, Castlegate Park, Steeplechase Park and University Park**. Also included are funds for lighting **improvements at Merry Oaks Park** and the installation of a swing set at **Lemontree Park**. Funds are also included for a shade cover at **Sandstone Park**. In addition, \$596,292 has been included for the construction of the **skate park** to be located at Southwood Valley Athletic Complex. \$780,000 is included for **improvements at Stephen C. Beachy Central Park**. These include the construction of a new concession complex and restroom building. \$700,000 has been included for the **East District Maintenance Shop Replacement**. These funds will be used to replace the existing shop. Finally, \$100,000 is included for the preliminary design work on the **Lick Creek Nature Center**. This center, proposed to be built at Lick Creek Park, will serve as a nature center for visitors who want to learn more about the park.

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

General government and capital equipment projects are planned assets that have value to more than one specific area of City operations. The two main divisions within this category are public facilities and technology projects. In FY11, it is projected that \$2,925,998 will be spent on public facility projects. Included in this amount is \$500,000 for design and **improvements of Municipal Complex facilities**. In addition, \$2,315,000 is estimated to be used for the construction of **Fire Station #6**. Fire Station #6 will serve the busy University Drive corridor. Construction is expected to begin in FY11 and be completed in FY12. \$40,000 is included for the **purchase of library books**. The funds for the purchase of these books come from donations collected for this purpose. Also included in the facility project estimate is \$70,998 for **capital improvement projects in the Northgate area**.

The FY11 Approved Budget also includes a projected expenditure of \$3,004,926 for technology projects. Included is \$100,000 for the **replacement of the City's Mobile Data Terminal system**. This project is for the replacement of the electronic equipment that provides the interface between the radio frequency system (800 MHz radio system) and the Internet Protocol system (Computer Aided Dispatch). The goal of the project is to provide a public safety radio system that meets current and anticipated needs. Also included is \$200,000 for the **upgrade of the City's i5 system**. The goal of this project is to ensure the City's mid-range computer system is capable of running the required software applications and has the capacity to meet the City's computing and data storage needs. The last system upgrade was completed in 2005. \$16,040 is included for **Uninterruptible Power Supply (UPS) replacement**. These units support the City's telephone, computer network and radio systems. Funds are budgeted each year for replacement of a portion of the units and associated battery cabinets. The funds for the replacement of the units are transferred in from the Equipment Replacement Fund, where they are set aside for this purpose. An estimated expenditure of \$1,250,000 has been included for the **replacement of the City's 800 MHz radio system**. A portion of the budget for this project (\$2,310,000) came from the Equipment Replacement Fund where they were set aside for this purpose. The remainder will come from CO's. The City, along with a number of local entities, was awarded a federal grant that will help fund a County-wide radio system. The funds received for this project will be used toward the City's portion of the system. \$38,886 is projected for the **Wireless Infrastructure project** which will provide funds for the installation of equipment that will allow wireless access by City employees at various

locations throughout the City. \$150,000 is the FY11 projected expenditure for **Server Consolidation**. This project provides additional hardware to accommodate the increasing demands for additional electronic storage and the software to better manage the data. The hardware upgrades will permit a doubling of the current storage allotted to each employee. \$150,000 is projected for a **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. Finally, \$215,000 has been included for an **Aerial Topographic Mapping project**. This project will collect aerial imagery, topographic data and will provide updated planimetrics (data on certain permanent features in the City). The aerial mapping imagery reflects both inside City limits and within the Extra-Territorial Jurisdiction (ETJ). The last imagery and topographic survey was taken in 2005. Funding for this project will come from one time funds available in the General Fund (\$150,000) and funds available in the Drainage Fund (\$65,000).

## **DRAINAGE PROJECTS**

Drainage capital projects are funded by revenue generated through a drainage utility fee that is collected from residential and commercial utility users. The FY11 drainage capital projects budget includes a projected expenditure of \$899,894 for capital improvements. Significant projects include a projected \$164,624 for **Bee Creek IV and V**. This project is for storm drainage improvements to the flow capacity of Bee Creek Tributary "A." A recently completed benefit/cost study is under review. The study compares the costs associated with this project against the benefits. Upon review and acceptance of the findings in this report, Staff will either proceed with construction as planned, revise the scope of the project, or cancel the project. \$419,700 is projected for **Greenways land acquisition** throughout the City. The City's Greenways Master Plan calls for future trail development in urban and suburban greenways. \$200,000 is included for **Minor Drainage Improvement projects**. These funds are used for minor unscheduled drainage projects that arise throughout the fiscal year. \$65,500 is included for an **erosion management study of the Wolf Pen Creek trail area**. The results of the study should provide recommendations as to how to best handle potential future erosion in the Wolf Pen Creek area and may result in recommended capital improvement projects. These will be considered as part of future CIP plans. Finally, \$50,070 is included for **Stormwater Mapping projects**. These funds will be used for mapping of the City's stormwater infrastructure.

## **CONVENTION CENTER CAPITAL PROJECTS**

The Convention Center Fund accounts for the receipt and expenditure of funds received by the City for the operation and maintenance of a convention center. In FY11, there is projected expenditure of \$125,000 that has been included for maintenance costs related to the Chimney Hill property on which the convention center will be built. These expenses will be offset by lease revenue received from existing tenants. In addition, \$50,000 has been included for preliminary work on the Convention Center.

## **UTILITY CAPITAL PROJECTS**

Below are descriptions of the utility capital projects included in the FY11 Approved Budget. The funds expended on these projects are considered significant and nonroutine.

### **Electric Capital Projects**

\$5,923,215 is the budgeted appropriation for electric capital projects in FY11. As the electric capital projects are considered competitive matter under Texas Senate Bill No. 7, details of these projects cannot be outlined in this summary, but have been provided to the City Council.

### **Water Capital Projects**

In FY11, \$3,967,963 is the new appropriation included for water capital projects. Appropriations from prior years carry forward on capital projects. Therefore, the FY11 projected expenditures exceed the new appropriations included for FY11. Total expenditures in FY11 for Water capital projects are projected to be \$10,828,964. Water production projects include an estimated FY11 expenditure of \$2,126,500. \$200,000 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. \$815,000 is included for **high service water pump improvements**. This project will increase the pumping capacity of the Dowling Road Pump Station. This project is in response to analysis of the water system capacities in relation to Texas Commission on Environmental Quality (TCEQ) requirements. It is anticipated that these improvements will be completed in FY12. An additional \$144,000 is estimated for the **removal, inspection, and rehabilitation of the pumps and motors for four Simsboro water**

**wells.** The pumps in these wells have reached their expected service life and need to be inspected and rehabilitated. \$300,000 is included for the **replacement of the cooling tower media.** This project will replace the media material in the drinking water cooling towers. The media material maximizes the surface area exposure to aid in the cooling of the water. The existing media has reached the end of its service life. In addition, \$80,000 is included for **control upgrades at wells 1, 2, 3 and 5.** These upgrades include the changing out of the motor control section of the Motor Control Centers on wells 1, 2, 3 and 5. \$400,000 is included for the **3 Million Gallon Ground Storage Reservoir (MG GSR) Rehabilitation project.** As part of this project, the interior coating of the reservoir will be replaced and some structural upgrades will be made to ensure that it meets TCEQ guidelines. \$37,500 is included for the **design of renovations at the Utility Service Center.** The cost of the renovations is being shared by the Electric, Water and Wastewater utilities as all three are housed in the facility. It is anticipated that the renovations will occur in future fiscal years. Finally, \$150,000 is projected for the **Supervisory Control and Data Acquisition (SCADA) man machine interface project.** This project is for the evaluation, procurement and implementation of software packages available to improve the SCADA man machine interface or graphical software. New servers are included to increase flexibility and reduce vulnerabilities and down time.

Funds in the amount of \$4,799,833 are projected to be expended on Distribution projects in FY11. 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. \$3,001,058 is included in the FY11 budget for construction on the **Reclaimed Water project.** This is a multi-phase project to deliver irrigation water to major users in College Station, thereby decreasing the demand for potable water. Phase I includes delivery of reclaimed water to Veterans Park. \$935,400 is the projected FY11 expenditure for the **Wellborn Widening project.** This project was for the relocation of water lines outside of future pavement areas in conjunction with Wellborn Widening. A final phase is expected to be completed in FY11 and FY12. A portion of the expenditures for this project will be reimbursed by TxDOT. It is estimated that approximately \$2,000,000 will be received in FY13 following the completion of the project. Approximately \$2,400,000 was received in FY10 for a portion of the project that has already been completed. \$450,000 is included for the **Barron Road water line extension project.** The goal of this project is to loop the existing 18" line on Barron Road to provide service to the annexed areas and to reduce flushing. In addition, \$218,375 is included for **water line improvements along Victoria Avenue.** This project is being completed in conjunction with the corresponding street extension project. Finally, \$95,000 is estimated for the **FM 2818/Jones Butler water line conflict project.** An existing 30" City of College Station water transmission line located at the intersection of FM 2818 and Jones-Butler Road and within state ROW was uncovered during the excavation of the drainage ditch. The City will need to either relocate the line or build a subsurface drainage system to accommodate the storm water runoff for the area.

Rehabilitation projects included in the FY11 Approved Budget include \$311,107 for the **replacement of water lines along Tauber Street and Stasney Street.** This project is being completed in connection with the street rehabilitation project. The existing infrastructure is being replaced and capacity should increase as a result. \$1,787,755 is projected for the **South Knoll/The Glade project.** This project is for the replacement of water lines in the area bounded by Haines, Southwest Parkway, Glade and Langford. These aging lines were identified in a 2003 water study as in need of replacement. In addition, \$1,558,500 has been estimated for the **Southwood 5-7 project.** This project is for the replacement of water lines in an area bounded by Southwest Parkway, Harvey Mitchell Parkway, Welsh and Shadowood.

Contingency in the amount of \$150,000 has been included in the FY11 Approved Budget. These funds will be available for use on unanticipated projects as well as to offset project overruns. Finally, \$10,000 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 FY11 Approved Budget includes an estimated \$5,250,000 in current revenues that will be transferred from operations to fund water capital projects. Additionally, a debt issue of \$5,450,000 is projected in FY11 for water capital projects.

### **Wastewater Capital Projects**

The FY11 Approved Budget includes \$883,461 in new appropriations for numerous wastewater capital projects. Appropriations from prior years carry forward on capital projects. Therefore, the projected expenditures exceed the new appropriations included for FY11. Total expenditures in FY11 for Wastewater capital projects are projected to

be \$7,265,117. 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 \$523,995 is included for **replacement of wastewater lines along Tauber Street and Stasney Street**. This project is being completed in connection with the street rehabilitation project. Funds totaling \$1,658,695 are projected for the **South Knoll/The Glade project**. This project is for the replacement of wastewater lines in the area bounded by Haines, Southwest Parkway, Glade and Langford. These aging lines were identified in a 2003 wastewater study as in need of replacement. Finally, \$2,011,500 has been included for the **Southwood 5-7 project**. This project is for the replacement of wastewater lines in an area bounded by Southwest Parkway, Harvey Mitchell Parkway, Welsh and Shadowood.

Funds in the amount of \$2,715,628 have been projected for Treatment and Disposal projects. \$327,126 is projected for the **construction of catwalks around the Lick Creek clarifiers**. The catwalks will provide safe access for the operators to operate and maintain the clarifiers. An estimated \$403,000 is included for **centrifuge improvements** at the Lick Creek Wastewater Treatment Plant (LCWWTP). Improvements include installing a larger sludge discharge hopper, a sludge conveyor and a work platform around the centrifuge. \$325,000 is included for completion of the **Lick Creek Sludge Holding Tank Improvements**. This project will ultimately expand the size of the waste sludge holding tank at the Lick Creek Wastewater Treatment Plant. An additional \$129,700 is estimated for **ATAD improvements** at the Carters Creek Wastewater Treatment Plant (CCWWTP). This includes replacing the ATAD motor operated valves. \$177,000 is projected for **Lick Creek Return Activated Sludge Improvements**. This project is for the hiring of an engineer and to modify the existing pumps, flow measurement and sludge waste set up and for the implementation of necessary modifications.

Funds in the amount of \$210,302 are estimated for the **SCADA replacement project**. This project will replace the control equipment that has exceeded its useful life. \$886,000 is the projected expenditure for the **Carters Creek Lab and SCADA Building project**. The existing building no longer meets laboratory standards. The funds estimated in FY11 will be for the construction of the new building. In addition, \$140,000 is estimated for **Process Control Improvements at LCWWTP**. This project will be for the purchase and installation of improved process control instrumentation at the Plant. An additional \$80,000 has been included in FY11 for the **installation of SCADA at the new lift stations**. This will allow for monitoring and alarming of the new lift stations. \$37,500 is included for the **design of renovations at the Utility Service Center**. The cost of the renovations is being shared by the Electric, Water and Wastewater utilities as all three are housed in the facility. It is anticipated that the renovations will occur in future fiscal years.

Finally, contingency in the amount of \$150,000 has been included in the FY11 Approved Budget. These funds will be available for use on unanticipated projects as well as to offset project overruns.

A total of \$825,000 in current revenues from operations is estimated to be used to fund wastewater capital projects. Additionally, a debt issue of \$6,425,000 is projected in FY11 for wastewater capital projects.

## **SPECIAL REVENUE CAPITAL PROJECTS**

Below are descriptions of the special revenue capital projects included in the FY11 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 FY11, expenditures for Park Land Dedication projects are estimated at \$1,290,630 for projects that are anticipated to be completed in the various park zones. Funds in the amount of \$12,000 are included for **improvements at University Park**. These improvements will include additional parking and a retaining wall at the large dog pond. The Park Land Dedication funds for this project will be supplemented with Neighborhood Park Improvement bond funds. An estimated \$267,780 is included for **improvements at Southwest Park**. The plan is to include features typical of a neighborhood park, such as parking, picnic areas, fencing, landscaping, etc, at

Southwest Park. \$73,500 is projected in Zone 6 for **improvements at W. A. Tarrow Park**. These improvements include the renovation of a swing set, the replacement of a drinking fountain and the addition of irrigated trees. In addition to the Park Land Dedication funds, Community Development Block Grant (CDBG) funds in the amount of \$60,000 will be used for the replacement of the playground at W.A. Tarrow Park. Both the playground and swing set will include a rubber cushioned surface. \$58,350 is the estimated FY11 expenditure for **phase III of John Crompton Park**. These funds will be used for the addition of a playground at the park. \$58,000 is projected for **improvements at Emerald Forest Park**. These improvements include renovations to the playground, drainage and sidewalks in the park. Finally, \$30,000 is included in the proposed budget for **improvements at Woodland Hills Park**. These improvements include the addition of fencing, landscaping and a sidewalk. Additional funds are projected in a number of Park Land zones but these funds have not yet been obligated to specific projects. These funds are available to be used for projects that arise throughout the year within the applicable zones. Funds not used in the fiscal year will carry over to future fiscal years.

### **Wolf Pen Creek TIF Capital Projects**

The Wolf Pen Creek (WPC) TIF Fund accounts for ad valorem tax and other revenues that are accrued to the WPC TIF District. The fund also accounts for expenditures on projects that take place in the district. The TIF expired on December 31, 2009. However, expenditures on the **Wolf Pen Creek Festival Site and Water Feature capital project** are projected to occur in FY10 and FY11 using the balance of the WPC TIF funds. This project is for the development of a festival site and water feature which will adjoin the amphitheater. This project will serve as a major attraction for the corridor. The project may include parking, pavilions, fencing, plaza, landscaping, etc. A total of \$3,500,000 is budgeted for this project, of which \$1,200,000 will be spent on the water feature. A projected \$3,033,313 is estimated to be expended in FY11.

### **Additional O&M Costs**

The FY11 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 Service Level Adjustment (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 approved FY11 budget and key changes from the FY10 budget. A full version of the Approved Annual Budget is available for download at <http://www.cstx.gov>, at the Larry J. Ringer Library (1818 Harvey Mitchell Pkwy.), or in the City Secretary's Office at City Hall.