

#### THE WOODLANDS TOWNSHIP

#### The Woodlands, TX

### ADMINISTRATIVE REPORT COMMUNITY POLICING & LAW ENFORCEMENT SERVICES

February 23, 2012

#### 1. MCSO Staffing

- a. December District 6:
  - i. New positions slated for 2012 to be filled
    - 1. New Sr. Sgt. Jimmy Malmay
    - 2. New Sgt. David Hernandez
    - 3. Deputy position presently open
- b. 2012 Staffing MCSO
  - i. 3 additional personnel to start in 2012 (1 Sr. Sgt, 1 Sgt., 1 Deputy)
  - ii. Total of 89.5 Personnel (83 through TWT 6 through Montgomery County)

1-Captain 1-Lieutenant 5-Sr. Sgt.'s 1- Sr. Sgt. Traffic

6-Sgt.'s Patrol 1-Sgt. Community Policing Liaison

67-Deputies 2-Traffic Division
1-Detective 1-K9 Deputy
1.5-Secretary 2-Jailers

#### 2. Harris County Constable's Office - Precinct 4

a. Lt. Ronnie Glaze reported no major incidents.

#### 3. Crime Status and Trends

- a. Notable Arrests:
  - i. Arrest Aggravated Robbery (January 2)
    - 1. With an excellent description and location from the victim, the Montgomery County Sheriff's Office arrested suspects involved in a purse snatching that occurred at The Woodlands Mall
      - i. Arrested on Woodlands Parkway
  - ii. Arrest Assist by A&O Mounted Trooper Kim Simpson
    - 1. A&O was given an alert about a suspicious person looking into vehicles and pulling on vehicle handles. As Mounted worked parking area the suspicious person was spotted trying to open a car door. Mounted alerted the Montgomery County Sheriff's Office and the person was apprehended.
- b. BLOTTER & Crime Statistics
  - i. Reminder the weekly blotter is on our website has details of arrests for District 6
  - ii. Reminder the monthly Community Policing and Statistics Report is on our website
- c. Did you know that Building Checks (1,674 January) and Vacation Watch (182 January) are not included within the statistics in "Total Calls" However, are a significant action by MCSO checking property and getting into the neighborhoods

d. MCSO total patrol mileage for January 2012 = 104,209 miles

#### 4. Equipment Status

a. New 2012 Vehicles

#### 5. Police-Community Partnership

- a. Programs Activities In the Zone
  - i. Village Association Meetings
    - 1. MCSO and Harris Co. Constable's Office attended
      - a. Shared crime statistics and other crime prevention information
  - ii. With Neighborhood Services The Woodlands Watch

#### 1. January 2012

- a. Watch Meetings (4)
- b. Watch Talk Wednesday "Safe at Home"

#### 2. February 2012

- a. Watch Meetings (3)
- b. Good Neighbor Day (1)
- c. Watch Talk Wednesday February 2012
  - i. Topic "Driving while Intoxicated"
    - 1. Montgomery County District Attorney Brett Ligon

#### 6. Overtime (OT) Programs

#### 7. Other

- a. Preparing law enforcement presence for 2012 CVB events:
  - i. Live at Night
  - ii. Memorial Day Weekend
  - iii. Waterway Night
  - iv. Red, Hot & Blue
  - v. Labor Day Weekend
  - vi. Trick or Treat Trail
  - vii. Lighting of the Doves / iWOW
  - viii. Caroling on the Square
- b. Preparing law enforcement presence for 2012 "runs" in The Woodlands Township:
  - i. Muddy Trails Bash April 7, 2012
  - ii. CB&I TRI May 5, 2012
  - iii. Ironman May 19, 2012
  - iv. Memorial Herman 10 for Texas October 13, 2012



### The Woodlands Township

The Woodlands, TX

#### **MEMORANDUM**

DATE: February 23, 2012

TO: The Woodlands Township Board of Directors

FROM: Don Norrell

RE: Hillock Woods

A concern was raised at the Board work session regarding Hillock Woods residents requesting a different level of service than is provided to other Woodlands residents. The services provided to Hillock Woods residents are already different than the services provided to other areas of The Woodlands. The reason is that Hillock Woods falls within the boundaries of a municipal utility district-Water Control and Improvement District #1 (WCID#1) that provides twice a week garbage collection services as part of their MUD charges. To mitigate this impact and make Hillock Woods residents the same financially as other residential areas in The Woodlands, the Board authorized an agreement in 2010 with WCID#1.

This agreement recognized that the Township and the District have overlapping authority and responsibility for providing solid waste collection to an overlapped portion of land within the boundaries of both the District and the Township. This is a very unique situation which is not common to other residential properties located within the boundaries of The Woodlands Township.

### **CERTIFICATE OF APPRECIATION**

**AWARDED TO** 

# The Woodlands High School Highlander Soccer Teams

Community Service Participant for Beautification of the U.S. Post Office Locations in The Woodlands, Texas

Awarded this 23rd day of February, 2011

by The Woodlands Township in The Woodlands

Bruce Tough, Chairman



# MONTGOMERY COUNTY MAY 12, 2012 JOINT ELECTION EARLY VOTING POLLING LOCATIONS & TIMES

Monday, April 30 – Saturday, May 5: 8:00 am – 5:00 pm Monday, May 7 – Tuesday, May 8: 7:00 am – 7:00 pm

#### **Election Central**

(Limited Ballots, Special Forms of Early Voting and Ballot by Mail only)

9159 Airport Road - Conroe, Texas 77303

Montgomery County Administration Annex 207 West Phillips - Conroe, Texas 77301

Magnolia Volunteer Fire Department #181 18215 Buddy Riley Boulevard - Magnolia, Texas 77354

South County Community Building 2235 Lake Robbins Drive - The Woodlands, Texas 77380

North Montgomery County Community Center 600 Gerald Street - Willis, Texas 77378

East County Courthouse Annex 21130 U.S. Highway 59 South - New Caney, Texas 77357

Lone Star Community Center 2500 Lone Star Parkway - Montgomery, Texas 77356

# The Woodlands Township May 12, 2012 Joint Elections Proposed Consolidated Precincts with Elections

| <u>Precincts</u>    | Locations of Polling Places   |
|---------------------|---|
| 15,56,59,69,70,75   | Windsor Hills Homeowners' Association Club House One Windsor Hills Circle |
|                     | The Woodlands Township  |
| 33,48,49,58,62      | South County Community Building   |
|                     | 2235 Lake Robbins Drive   |
|                     | The Woodlands Township  |
| 3,6,71,78,81        | Galatas Elementary School   |
|                     | 9001 Cochran's Crossing Drive   |
|                     | The Woodlands Township  |
| 4,32,45,61,67,79,84 | Wilkerson Intermediate School   |
|                     | 12312 Sawmill Road  |
|                     | The Woodlands Township  |
| 24,31,46,47,68,80   | Shenandoah Municipal Complex  |
|                     | 29955 IH-45 North   |
|                     | City of Shenandoah  |



### **General Purpose Financial Statements December 31, 2011**

These financial statements are unaudited and intended for informational and internal discussion purposes only

The Woodlands Township Combined Balance Sheet As of December 31, 2011

|  |    |  |    |                               |    |                                 |                                 |    | C                               | Component Units Account Groups |                             |    | oups                                |    |                         |                              |  |
|--|----|--|----|-------------------------------|----|---------------------------------|---------------------------------|----|---------------------------------|--------------------------------|-----------------------------|----|-------------------------------------|----|-------------------------|------------------------------|--|
|  |    | General<br>Fund                            |    | Debt<br>Service<br>Fund       | C  | Debt Service<br>Reserve<br>Fund | Capital<br>Project<br>Funds     | ı  | Economic<br>Development<br>Zone |                                | Fire<br>Department          |    | onvention<br>& Visitors<br>Bureau   |    | General<br>Fixed Assets | General<br>Long-term<br>Debt | Total  |
| Assets and Other Debits  |    |  |    |                               |    |                                 |                                 |    |                                 |                                | · ·                         |    |                                     |    |                         |                              |  |
| Cash and Current Investments<br>Tax/Assessment Receivables<br>Interest Receivable<br>Other Receivables | \$ | 60,591,593<br>20,977,901<br>858<br>305,176 | \$ | 4,065,681<br>38,815<br>-<br>- | \$ | 3,176,061<br>-<br>36,918        | \$<br>17,136,911<br>-<br>-<br>- | \$ | 3,458,194<br>-<br>-             | \$                             | 110,533<br>-<br>-<br>37,083 | \$ | 107,161<br>(26,100)<br>-<br>160,926 | \$ | -<br>-<br>-             | \$ -<br>-<br>-               | \$ 85,187,941<br>24,448,810<br>37,776<br>503,185 |
| Due from Other Funds<br>Prepaids<br>Notes Receivable   |    | 5,120,710<br>1,028,393<br>6,562,561        |    | 34,081<br>-<br>-              |    | -<br>-<br>-                     | 12,186,738<br>-<br>-            |    | -<br>-<br>(6,562,561)           |                                | 28,579<br>270,726           |    | 8,661<br>-                          |    | -<br>-                  | -                            | 17,370,107<br>1,307,780                          |
| Capital Assets, net of accum deprec<br>Amount to be Provided to Retire Debt                            |    | -<br>-                                     |    | <br>                          |    | <u> </u>                        | <br>-<br>-                      |    | -                               |                                |                             |    | <u>-</u>                            |    | 164,604,239             | 102,930,000                  | 164,604,239<br>102,930,000                       |
| <b>Total Assets and Other Debits</b>   | \$ | 94,587,191                                 | \$ | 4,138,577                     | \$ | 3,212,980                       | \$<br>29,323,649                | \$ | (3,104,367)                     | \$                             | 446,921                     | \$ | 250,648                             | \$ | 164,604,239             | \$ 102,930,000               | \$ 396,389,838                                   |
| Liabilities and Other Credits  |    |  |    |                               |    |                                 |                                 |    |                                 | _                              |                             |    |                                     | _  |                         |                              |  |
| Accounts Payable<br>Other Accrued Liabilities<br>Refundable Deposits                                   |    | 1,875,969<br>3,463,270<br>216,450          |    | -<br>-<br>-                   |    | -<br>-<br>-                     | -                               |    | 1,036,622<br>-                  |                                | 97,575<br>232,563           |    | 45,766<br>80,791                    |    | -                       | -                            | 2,019,310<br>4,813,247<br>216,450                |
| Due to Other Funds<br>Deferred Revenue<br>Notes Payable  |    | 12,215,317<br>40,895,308                   |    | -                             |    | 34,081                          | 1,733,966<br>-<br>-             |    | 3,067,677                       |                                | 173,629<br>8,333            |    | 873<br>-<br>-                       |    | -                       | -                            | 17,225,543<br>40,903,641                         |
| Bonds Payable<br>Investment in General Fixed Assets  |    | -  |    | -                             |    | -                               | -                               |    | -                               |                                | -                           |    | -                                   |    | -<br>164,604,239        | 102,930,000                  | 102,930,000<br>164,604,239                       |
| Fund Balance   |    |  |    |                               |    |                                 |                                 |    |                                 |                                |                             |    |                                     |    |                         |                              |  |
| Undesignated<br>Designated<br>Reserved   |    | 29,358,317<br>6,562,561<br>-               |    | -<br>-<br>4,138,577           |    | 27,689<br>3,151,210             | <br>27,589,683                  |    | (7,208,666)                     |                                | (65,180)<br>-               |    | 123,218<br>-                        |    | -<br>-<br>-             | -<br>-<br>-                  | 29,358,317<br>27,029,304<br>7,289,787            |
| Total Liabilities, Fund Balance, and Other Credits   | \$ | 94,587,191                                 | \$ | 4,138,577                     | \$ | 3,212,980                       | \$<br>29,323,649                | \$ | (3,104,367)                     | \$                             | 446,921                     | \$ | 250,648                             | \$ | 164,604,239             | \$ 102,930,000               | \$ 396,389,838                                   |

### The Woodlands Township Combined Statement of Revenues, Expenditures, and Changes in Fund Balance For the Twelve Months Ended December 31, 2011

|                                    | General<br>Fund  | Debt<br>Service<br>Fund | D  | ebt Service<br>Reserve<br>Fund | Capital<br>Projects<br>Fund | Economic<br>evelopment<br>Zone | Fire<br>Department | (  | Convention<br>& Visitors<br>Bureau | Total            |
|------------------------------------|------------------|-------------------------|----|--------------------------------|-----------------------------|--------------------------------|--------------------|----|------------------------------------|------------------|
| REVENUES                           |                  |                         |    |                                |                             |                                | -                  |    |                                    |                  |
| Property Tax                       | \$<br>39,435,475 | \$<br>-                 | \$ | -                              | \$<br>-                     | \$<br>-                        | \$<br>-            | \$ | -                                  | \$<br>39,435,475 |
| Sales and Use Tax                  | 17,106,447       | -                       |    | -                              | =                           | 16,930,445                     | =                  |    | -                                  | 34,036,892       |
| Hotel Occupancy Tax                | 4,625,025        | -                       |    | -                              | =                           | -                              | =                  |    | -                                  | 4,625,025        |
| Event Admissions Tax               | 668,640          | =                       |    | -                              | -                           | -                              | -                  |    | -                                  | 668,640          |
| Program Revenues                   | 2,939,156        | =                       |    | -                              | =                           | -                              | =                  |    | 566,369                            | 3,505,525        |
| Administrative Fees                | 508,303          | =                       |    | =                              | =                           | -                              | =                  |    | -                                  | 508,303          |
| Grants and Contributions           | 27,169           | =                       |    | =                              | =                           | -                              | =                  |    | -                                  | 27,169           |
| Interest Income                    | 529,437          | 4,982                   |    | 119,498                        | 13,966                      | 34                             | 1                  |    | 1,456                              | 669,375          |
| Other Income                       | 1,330,376        | -                       |    | -                              | -                           | -                              | 385,407            |    | -                                  | 1,715,783        |
| Bond Proceeds                      | <br>-            | -                       |    | -                              | 9,781,912                   |                                | -                  |    | -                                  | <br>9,781,912    |
| TOTAL REVENUES                     | \$<br>67,170,028 | \$<br>4,982             | \$ | 119,498                        | \$<br>9,795,878             | \$<br>16,930,479               | \$<br>385,408      | \$ | 567,825                            | \$<br>94,974,099 |
| EXPENDITURES                       |                  |                         |    |                                |                             |                                |                    |    |                                    |                  |
| General Government                 | 7,686,536        | -                       |    | -                              | =                           | -                              | -                  |    | -                                  | 7,686,536        |
| Law Enforc/Neighborhood Svcs       | 10,435,066       | -                       |    | -                              | =                           | -                              | -                  |    | -                                  | 10,435,066       |
| Parks and Recreation               | 12,576,995       | =                       |    | -                              | -                           | -                              | =                  |    | -                                  | 12,576,995       |
| Community Services                 | 12,272,522       | =                       |    | -                              | -                           | -                              | =                  |    | -                                  | 12,272,522       |
| Community Relations                | 1,017,923        | =                       |    | -                              | -                           | -                              | =                  |    | -                                  | 1,017,923        |
| Transportation                     | 256,287          | =                       |    | -                              | -                           | -                              | =                  |    | -                                  | 256,287          |
| Economic Development               | 205,892          | =                       |    | -                              | -                           | -                              | =                  |    | -                                  | 205,892          |
| Transition                         | 154,630          | -                       |    | -                              | =                           | -                              | -                  |    | -                                  | 154,630          |
| Regional Participation             | 1,069,153        | -                       |    | -                              | =                           | -                              | -                  |    | -                                  | 1,069,153        |
| Other Expenditures                 | 1,246,344        | -                       |    | -                              | =                           | -                              | -                  |    | -                                  | 1,246,344        |
| Fire Department                    | -                | _                       |    | _                              | -                           | -                              | 15,359,862         |    | -                                  | 15,359,862       |
| Convention & Visitors Bureau       | -                | -                       |    | -                              | =                           | -                              | -                  |    | 2,844,444                          | 2,844,444        |
| Capital Outlay                     | -                | -                       |    | -                              | 12,529,533                  | 1,906,740                      | -                  |    | -                                  | 14,436,273       |
| Debt Service                       | -                | 7,702,659               |    | -                              | =                           | -                              | -                  |    | -                                  | 7,702,659        |
| TOTAL EXPENDITURES                 | \$<br>46,921,347 | \$<br>7,702,659         | \$ | -                              | \$<br>12,529,533            | \$<br>1,906,740                | \$<br>15,359,862   | \$ | 2,844,444                          | \$<br>87,264,586 |
| REV OVER/(UNDER) EXP (before tfrs) | <br>20,248,681   | (7,697,677)             |    | 119,498                        | (2,733,655)                 | 15,023,739                     | (14,974,454)       |    | (2,276,619)                        | 7,709,513        |
| NET TRANSFERS IN/(OUT)             | (14,648,431)     | 8,555,632               |    | (118,910)                      | 3,840,137                   | (14,920,578)                   | 14,892,312         |    | 2,399,837                          | -                |
| REV OVER/(UNDER) EXP (after tfrs)  | <br>5,600,250    | <br>857,956             |    | 588                            | <br>1,106,482               | <br>103,161                    | <br>(82,142)       |    | 123,218                            | <br>7,709,513    |
| BEGINNING FUND BALANCE             | 30,320,628       | 3,280,621               |    | 3,178,310                      | 26,483,200                  | (7,311,827)                    | 16,962             |    | -                                  | 55,967,895       |
| ENDING FUND BALANCE                | \$<br>35,920,878 | \$<br>4,138,577         | \$ | 3,178,899                      | \$<br>27,589,683            | \$<br>(7,208,666)              | \$<br>(65,180)     | _  | 123,218                            | \$<br>63,677,408 |

#### The Woodlands Township General Fund Budget vs Actual For the Twelve Months Ended December 31, 2011

| 1 of the twen                                  | YTD                            | YTD                            | YTD                         |
|--|--------------------------------|--------------------------------|-----------------------------|
| REVENUES                                       | Budget                         | Actual                         | Variance                    |
| Tax Revenue                                    | <b>6</b> 45 500 044            | r 47,400,447                   | f 4 540 400                 |
| Sales and Use Tax<br>Sales Tax Transfers (EDZ) | \$ 15,596,344<br>13,385,264    | \$ 17,106,447<br>14,920,578    | \$ 1,510,103<br>1,535,314   |
| Subtotal                                       | 28,981,608                     | 32,027,025                     | 3,045,417                   |
| Property Tax                                   | 39,649,133                     | 39,435,475                     | (213,658)                   |
| Hotel Occupancy Tax                            | 4,001,219                      | 4,625,025                      | 623,806                     |
| Events Admission Tax                           | 75,000                         | 668,640                        | 593,640                     |
| Other Sources                                  | 72,706,960                     | 76,756,165                     | 4,049,205                   |
| Program Revenues                               | 2,973,300                      | 2,939,156                      | (34,144)                    |
| Administrative Fees                            | 346,100                        | 508,303                        | 162,203                     |
| Grants and Contributions                       | 219,400                        | 27,169                         | (192,231)                   |
| Interest Income                                | 965,662                        | 529,437                        | (436,225)                   |
| Other Income TOTAL REVENUES                    | 671,340                        | 1,330,376                      | 659,036                     |
| OPERATING EXPENDITURES                         | 77,882,762                     | 82,090,606                     | 4,207,844 A)                |
| General Government                             |                                |                                |                             |
| Board of Directors                             | 63,300                         | 34,023                         | 29,277                      |
| President's Office                             | 609,740                        | 593,321                        | 16,419                      |
| Intergovernmental Relations                    | 268,642                        | 178,874                        | 89,768                      |
| Human Resources                                | 644,432                        | 607,772                        | 36,660                      |
| Finance  | 1,656,280                      | 1,445,469                      | 210,811                     |
| Information Technology                         | 1,183,157                      | 1,015,800                      | 167,357                     |
| Records/Database Mgmt<br>Non-Departmental      | 612,264<br>3,150,788           | 640,201<br>3,171,076           | (27,937)<br>(20,288)        |
| Non-Departmental                               | 8,188,603                      | 7,686,536                      | 502,067 B)                  |
| Law Enforc/Neighborhood Svcs                   | 0,100,000                      | 1,000,000                      | 002,001 2)                  |
| Law Enforcement Services                       | 9,276,681                      | 9,771,132                      | (494,451)                   |
| Ambassador Program                             | 312,319                        | 259,086                        | 53,233                      |
| Neighborhood Services                          | 496,915                        | 404,848                        | 92,067                      |
| Dayles and Daylestian                          | 10,085,915                     | 10,435,066                     | (349,151) C)                |
| Parks and Recreation Parks Admin/Planning      | 1,735,432                      | 1,740,782                      | (5,350)                     |
| Parks Operations                               | 5,551,366                      | 5,844,956                      | (293,590)                   |
| Aquatics                                       | 1,949,450                      | 1,912,053                      | 37,397                      |
| Recreation                                     | 1,853,250                      | 1,843,378                      | 9,872                       |
| Waterway Operations                            | 1,160,326                      | 1,235,825                      | (75,499)                    |
|  | 12,249,824                     | 12,576,995                     | (327,171) D)                |
| Community Services Community Services Admin    | 443,955                        | 473,499                        | (29,544)                    |
| Covenant Administration                        | 2,233,168                      | 2,252,066                      | (18,898)                    |
| Environmental Services                         | 393,105                        | 452,382                        | (59,277)                    |
| Streetlighting                                 | 1,154,544                      | 966,197                        | 188,347                     |
| Streetscape Maintenance                        | 2,448,396                      | 2,844,676                      | (396,280)                   |
| Solid Waste Services                           | 5,419,819                      | 5,272,735                      | 147,084                     |
| Other Community Services                       | 12,600                         | 10,966                         | 1,634                       |
| Community Relations                            | 12,105,587                     | 12,272,522                     | (166,935) E)                |
| Community Relations                            | 625,625                        | 523,348                        | 102,277                     |
| CVB Staff Services                             | 457,270                        | 494,575                        | (37,305)                    |
|  | 1,082,895                      | 1,017,923                      | 64,972 F)                   |
| Other Expenditures Transportation              | 549 620                        | 256 207                        | 202 222                     |
| Economic Development                           | 548,620<br>381,300             | 256,287<br>205,892             | 292,333<br>175,408          |
| Governance                                     | 200,000                        | 154,630                        | 45,370                      |
| Regional Participation                         | 968,566                        | 1,069,153                      | (100,587)                   |
| Other Expenditures                             | 1,090,668                      | 1,246,344                      | (155,676)                   |
|  | 3,189,154                      | 2,932,306                      | 256,848 G)                  |
| EXPENDITURE SUBTOTAL TRANSFERS                 | 46,901,978                     | 46,921,347                     | (19,369)                    |
| Fire Department                                | 14,892,312                     | 14,892,312                     | -                           |
| Convention & Visitors Bureau                   | 2,399,837                      | 2,399,837                      | - 0.455.000                 |
| Capital Projects                               | 5,995,163                      | 3,840,137                      | 2,155,026                   |
| Debt Service                                   | 7,796,632<br><b>31,083,944</b> | 8,936,723<br><b>30,069,009</b> | (1,140,091)<br>1,014,935 H) |
| TOTAL EXPENDITURES                             | 77,985,922                     | 76,990,356                     | 995,566                     |
| REV OVER/(UNDER) EXP                           | (103,160)                      | 5,100,250                      | 5,203,410                   |
| BEGINNING FUND BALANCE                         | 30,320,628                     | 30,320,628                     |                             |
| ENDING FUND BALANCE                            | \$ 30,217,468                  | 35,420,878.20                  | \$ 5,203,410                |

### The Woodlands Township General Fund – Operating Budget Variances For the Twelve Months Ended December 31, 2011

#### A) Revenues

- <u>Sales Tax</u> Actual sales tax collections through December exceeded the collections through the same period last year by 10% and are higher than the budgeted year-to-date amount for 2011 by 10.5%.
- <u>Property Tax</u> 100.21% collection rate for Tax Year 2010 through September 30, 2011. The unfavorable variance is due to adjustments to the certified tax roll.
- <u>Hotel Occupancy Tax</u> Hotels outperformed budget projections by 15.6%.
- Events Admission Tax The favorable variance is partially offset by the expense in event tax for the Cynthia Woods Pavilion as only 10% of this revenue is retained by the Township.
- Program Revenues The unfavorable variance is due to lower than budgeted revenue received for athletic races.
- <u>Administrative Fees</u> The favorable variance is due to higher than budgeted revenue received for transfer fees and penalty and interest on delinquent tax.
- <u>Grants and Contributions</u> The unfavorable variance for HGAC grant funding for trolley service is offset by the favorable variance in transportation expense. This is the result of a change in accounting methods.
- <u>Interest Income</u> The unfavorable variance is due to the actual 0.29% APY for general fund cash balances versus 1% APY budgeted.
- Other Income The favorable variance is the result of the receipt of stop loss insurance proceeds which helps offset the unfavorable variance in health insurance expense. Also, higher RDRC forfeitures than budgeted as well as a contribution for environmental service programs contribute to this variance.

#### **B) General Government**

- Board of Directors The favorable variance is due to lower than budgeted meeting, workshop and training expenses.
- President's Office The favorable variance is due to lower than budgeted employee benefit and training expenses.
- Intergovernmental Relations The favorable variance is due to lower than budgeted legal and administrative expenses.
- <u>Human Resources</u> The favorable variance is due to lower than budgeted employee benefit, training, and contracted service expenses.
- Finance The favorable variance is due to staffing vacancies and lower than budgeted training and contracted service expenses.
- <u>Information Technology</u> The favorable variance is due to staffing vacancies and lower than budgeted training, telephone, equipment, computer support, consulting service, and contract labor expenses.
- Records/Property Data Management The unfavorable variance is due to higher than budgeted health insurance expense.
- Non-Departmental The unfavorable variance is due to higher than budgeted property tax administration and election expenses.

#### C) Law Enforcement/Neighborhood Services

- Law Enforcement Services The unfavorable variance is due to a change in accounting method for MCSO vehicle expenses.
- Ambassador Program The favorable variance is due to lower than budgeted salary, uniform, and equipment expenses.
- Neighborhood Services The favorable variance is due to lower than budgeted salary, training, and program expenses.

#### D) Parks and Recreation

- Parks Admin/Planning The unfavorable variance is due to higher than budgeted health insurance expenses.
- Parks Operations The unfavorable variance is due to higher than budgeted health insurance, utility, and tree removal expenses.
- Aquatics The favorable variance is due to lower than budgeted utility and treating chemical expenses.
- Recreation The favorable variance is due lower than budgeted contracted services and facility expenses.
- Waterway Operations The unfavorable variance is due higher than budgeted utilities expense.

#### **E) Community Services**

- Community Services Administration The unfavorable variance is due to higher than budgeted health insurance expense.
- Covenant Administration The unfavorable variance is due to higher than budgeted legal expense.
- Environmental Services The unfavorable variance is due to program expenses that have been offset by a contribution in other income.
- Streetlight Maintenance The favorable variance is due to lower than budgeted utility expense and fewer than budgeted streetlights.
- <u>Streetscape Maintenance</u> The unfavorable variance is due to higher than budgeted expenses incurred for tree removal and irrigation.

### The Woodlands Township General Fund – Operating Budget Variances For the Twelve Months Ended December 31, 2011

• Solid Waste Services – The favorable variance is due to fewer units than budgeted requiring service.

#### F) Community Relations

- <u>Community Relations</u> The favorable variance is due to expenses being less than budgeted for the Public Safety Heroes Banquet. In addition, expenses for video production, contracted services, public education/relations, and administration have been lower than budgeted.
- CVB Staff Services The unfavorable variance is due to higher than budgeted health insurance expense.

#### **G) Other Expenditures**

- <u>Transportation</u> The favorable variance is due to the trolley service contract being adjusted to reflect a lower operating cost rate which offsets the unfavorable variance in grants and contributions from HGAC.
- <u>Economic Development</u> The favorable variance is due to lower than budgeted contracted service and governmental representation and strategic partnership expenses.
- Governance The favorable variance is due to a portion of expenses budgeted for the financial consultant being deferred until 2012.
- <u>Regional Participation</u> The variance will fluctuate throughout the year based on actual sales tax collections as the amount represents 1/16th of sales and use tax collections paid to the City of Conroe and the City of Houston.
- Other Expenditures The unfavorable variance is due to event tax proceeds being paid to the Cynthia Woods Pavilion which is offset by revenues received.

#### H) Transfers

- Capital Projects The favorable variance is due to the timing of the completion of the capital projects budgeted.
- <u>Debt Service</u> The unfavorable variance is due to the timing of transfers to others funds for debt service expenses.

#### The Woodlands Township Monthly Investment Report December 31, 2011

|      |  |   |            | Beginning     |                          |          |                 | Beginning     |               |              |
|------|--|---|------------|---------------|--------------------------|----------|-----------------|---------------|---------------|--------------|
| Fund | Investment Type                          | Description                                   | Maturity   | Balance       | Monthly Activity         | Earnings | Ending Balance  | Market        | Ending Market | Avg. % Yield |
| GF   | Public Funds Liquidity<br>Money Market   | Woodforest National Bank<br>Checking Account  | Open       | \$ 100,002    | \$ 51<br>(54)            | \$       | 7 \$ 100,007    | \$ 100,002    | \$ 100,007    | 0.07%        |
| GF   | Choice IV with<br>Interest-Public Funds  | Wells Fargo Bank<br>Checking Account          | Open       | 4,796,834     | 4,020,217<br>(5,426,929) | \$       | - 3,390,123     | 4,796,834     | 3,390,123     | 0.00%        |
| GF   | Liquid Assets Portfolio<br>Money Market  | Invesco AIM<br>Sweep Account                  | Open       | 389,999       |                          | \$       | 7 389,999       | 389,999       | 389,999       | 0.02%        |
| GF   | Texas Local Govt<br>Investment Pool      | TexPool<br>Investment Pool                    | Open       | 27,558,486    | 9,318,898                | \$ 2,12  | 0 36,879,504    | 27,558,486    | 36,879,504    | 0.09%        |
| GF   | Texas Local Govt<br>Investment Pool      | TexSTAR<br>General Fund                       | Open       | 3,263,119     |                          | \$ 22    | 6 3,263,345     | 3,263,119     | 3,263,345     | 0.08%        |
| GF   | Public Funds<br>Money Market             | Encore Bank                                   | Open       | 3,153,882     | -                        | \$ 40    | 2 3,154,284     | 3,153,882     | 3,154,284     | 0.15%        |
| GF   | Certificate of Deposit                   | Encore Bank                                   | 12/22/2010 | 3,081,334     | -                        | \$ 2,70  | 3,084,036       | 3,081,334     | 3,084,036     | 1.05%        |
| GF   | Commercial Checking                      | Comerica (WCSC)                               | Open       | 33,279        | (55.08)                  | \$       | 33,224          | 33,279        | 33,224        | 0.00%        |
| GF   | Texas Local Govt<br>Investment Pool      | TexSTAR Health Ins. Self-Funding              | Open       | 912,374       | (250,649.03)             | \$ 50    | 661,781         | 912,374       | 661,781       | 0.08%        |
| CPF  | Texas Local Govt<br>Investment Pool      | TexSTAR Parks & Path, Series 2010             | Open       | 3,119,591     | (9,665.62)               | \$ 21    | 6 3,110,141     | 3,119,591     | 3,110,141     | 0.08%        |
| CPF  | Texas Local Govt<br>Investment Pool      | TexSTAR<br>Fire, Series 2010                  | Open       | 3,184,578     | (261,195.29)             | \$ 21    | 5 2,923,597     | 3,184,578     | 2,923,597     | 0.08%        |
| DSF  | Superior Interest Liquidity Money Market | Woodforest National Bank<br>Hotel Tax Account | Open       | 907,313       | (86)                     | \$ 5     | 907,282         | 907,313       | 907,282       | 0.07%        |
| DSF  | Choice IV with<br>Interest-Public Funds  | Wells Fargo Bank<br>Hotel Tax Account         | Open       | 1,400,793     |                          | \$       | - 1,400,793     | 1,400,793     | 1,400,793     | 0.00%        |
| DSF  | Texas Local Govt<br>Investment Pool      | TexSTAR<br>Refinancing, Series 2010           | Open       | 433,321       | (30,496)                 | \$ 3     | 0 402,855       | 433,321       | 402,855       | 0.08%        |
| DSF  | Texas Local Govt<br>Investment Pool      | TexSTAR<br>Office Building                    | Open       | 1,355,116     | (4,529.87)               | \$ 9     | 4 1,350,680     | 1,355,116     | 1,350,680     | 0.08%        |
| DSF  | Texas Local Govt<br>Investment Pool      | TexSTAR<br>Series 2011 Fire/Park              | Open       | 9,782,311     | -                        | \$ 67    | 7 9,782,988     | 9,782,311     | 9,782,988     | 0.08%        |
| DSRF | Texas Local Govt<br>Investment Pool      | TexSTAR Office Bldg Debt Svc Res              | Open       | 563,557       | -                        | \$ 3     | 9 563,596       | 563,557       | 563,596       | 0.08%        |
| DSRF | Certificate of Deposit                   | Encore Bank                                   | 2/1/2011   | 734,624       | -                        | \$ 65    | 4 735,278       | 734,624       | 735,278       | 1.05%        |
| DSRF | Flex Repo<br>Money Market                | HypoVereinsBank of Austria                    | 3/1/2027   | 1,904,876     |                          | \$ 9,23  | 0 1,914,105     | 1,904,876     | 1,914,105     | 5.90%        |
|      |  |   | Total      | \$ 66,675,390 | \$ 7,355,508             | \$ 16,72 | 8 \$ 74,047,619 | \$ 66,675,390 | \$ 74,047,619 | 0.29%        |

YTD

221,044

ted Avenue Meturity

Weighted Average Maturity

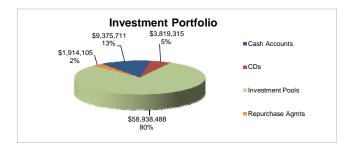
Consolidated WAM 145 days
General Fund WAM - days
Capital Project Funds WAM days

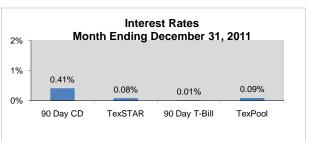
Poble Songer Fund WAM days

Debt Service Fund WAM - days
Debt Service Reserve Fund WAM 3342 days

 $\underline{\textbf{Collateral Adequacy}} \text{ - All time and demand deposits are fully collateralized and/or FDIC insured.}$ 

Statement of Compliance - All investment transactions meet the requirements set forth in Chapter 2256, Texas Govt. Code, as amended and are in compliance with the Township's Investment Policy.





Dr. Ed Robb, Treasurer Claude Hunter, Secretary Don Norrell, President/General Manager

### The Woodlands Township Sales Tax Deposits

Report Date: December 31, 2011

|       |    |             |     |             |    |            |    |            | <u>Variances</u> |           |          |    |           |          |
|-------|----|-------------|-----|-------------|----|------------|----|------------|------------------|-----------|----------|----|-----------|----------|
|       |    |             |     |             |    |            |    |            |                  | Actual    | Actual   |    | Actual    | Budget   |
|       |    |             |     |             |    |            |    |            |                  | 2011 vs   | . 2010   |    | 2011 vs   | . 2011   |
|       | 1/ | Actual 2009 | _1, | Actual 2010 | В  | udget 2011 | A  | ctual 2011 | _ {              | S Change  | % Change | \$ | Change    | % Change |
| JAN   | \$ | 2,188,499   | \$  | 2,203,164   | \$ | 2,131,629  | \$ | 2,151,058  | \$               | (52,106)  | -2.4%    | \$ | 19,429    | 0.9%     |
| FEB   |    | 4,357,493   |     | 4,018,452   |    | 4,494,080  |    | 4,456,766  |                  | 438,314   | 10.9%    |    | (37,314)  | -0.8%    |
| MAR   |    | 2,130,682   |     | 1,915,115   |    | 1,979,101  |    | 2,080,302  |                  | 165,188   | 8.6%     |    | 101,201   | 5.1%     |
| APR   |    | 1,879,964   |     | 1,714,814   |    | 1,853,838  |    | 2,223,150  |                  | 508,335   | 29.6%    |    | 369,312   | 19.9%    |
| MAY   |    | 2,731,780   |     | 2,741,877   |    | 2,702,434  |    | 2,979,951  |                  | 238,075   | 8.7%     |    | 277,517   | 10.3%    |
| JUN   |    | 1,953,252   |     | 2,147,129   |    | 1,985,167  |    | 2,263,300  |                  | 116,171   | 5.4%     |    | 278,133   | 14.0%    |
| JUL   |    | 1,989,834   |     | 2,184,308   |    | 2,110,976  |    | 2,349,790  |                  | 165,482   | 7.6%     |    | 238,814   | 11.3%    |
| AUG   |    | 2,662,740   |     | 2,854,796   |    | 2,851,537  |    | 3,062,604  |                  | 207,808   | 7.3%     |    | 211,067   | 7.4%     |
| SEP   |    | 2,002,548   |     | 2,118,866   |    | 2,096,927  |    | 2,367,868  |                  | 249,002   | 11.8%    |    | 270,941   | 12.9%    |
| OCT   |    | 1,905,328   |     | 2,208,302   |    | 2,053,409  |    | 2,528,381  |                  | 320,079   | 14.5%    |    | 474,972   | 23.1%    |
| NOV   |    | 2,509,683   |     | 2,776,625   |    | 2,583,953  |    | 3,016,058  |                  | 239,433   | 8.6%     |    | 432,105   | 16.7%    |
| DEC   |    | 1,883,694   |     | 2,232,636   |    | 2,138,557  |    | 2,547,778  |                  | 315,141   | 14.1%    |    | 409,221   | 19.1%    |
| TOTAL | \$ | 28,195,497  | \$  | 29,116,085  | \$ | 28,981,608 |    |            |                  |           |          |    |           |          |
| YTD   | \$ | 28,195,497  | \$  | 29,116,085  | \$ | 28,981,608 | \$ | 32,027,007 | \$               | 2,910,922 | 10.0%    | \$ | 3,045,399 | 10.5%    |

2011 Deposits as % of Budget

110.5%

<sup>&</sup>lt;sup>1</sup>Sales tax deposits for Project No. 4 included for comparison purposes.

#### The Woodlands Township Hotel Occupancy Tax Deposits Report Date: December 31, 2011

|          |                          |                          |                          |                          | Variances    |          |             |          |
|----------|--------------------------|--------------------------|--------------------------|--------------------------|--------------|----------|-------------|----------|
|          |                          |                          |                          |                          | Actual       | Actual   | Actual      | Budget   |
|          |                          |                          |                          |                          | 2011 vs.     | 2010     | 2011 vs     | . 2011   |
|          | <sup>1</sup> Actual 2009 | <sup>1</sup> Actual 2010 | <sup>2</sup> Budget 2011 | <sup>2</sup> Actual 2011 | \$ Change    | % Change | \$ Change   | % Change |
| JAN      | \$ 255,409               | \$ 185,041               | \$ 236,177               | \$ 215,781               | \$ 30,740    | 16.6%    | \$ (20,396) | -8.6%    |
| FEB      | 293,695                  | 260,358                  | 300,014                  | 346,528                  | 86,170       | 33.1%    | 46,514      | 15.5%    |
| MAR      | 294,912                  | 279,858                  | 334,202                  | 392,773                  | 112,916      | 40.3%    | 58,571      | 17.5%    |
| APR      | 317,413                  | 335,635                  | 354,074                  | 418,456                  | 82,821       | 24.7%    | 64,381      | 18.2%    |
| MAY      | 281,691                  | 280,824                  | 354,536                  | 432,215                  | 151,391      | 53.9%    | 77,679      | 21.9%    |
| JUN      | 299,516                  | 366,290                  | 362,539                  | 502,785                  | 136,494      | 37.3%    | 140,246     | 38.7%    |
| JUL      | 310,028                  | 312,476                  | 341,309                  | 399,003                  | 86,528       | 27.7%    | 57,694      | 16.9%    |
| AUG      | 240,214                  | 263,316                  | 280,745                  | 343,156                  | 79,841       | 30.3%    | 62,411      | 22.2%    |
| SEP      | 320,048                  | 348,762                  | 367,161                  | 331,547                  | (17,215)     | -4.9%    | (35,614)    | -9.7%    |
| OCT      | 262,491                  | 307,202                  | 354,734                  | 378,884                  | 71,682       | 23.3%    | 24,150      | 6.8%     |
| NOV      | 302,335                  | 351,514                  | 401,675                  | 469,582                  | 118,069      | 33.6%    | 67,908      | 16.9%    |
| DEC      | 223,434                  | 285,281                  | 314,053                  | 394,313                  | 109,033      | 38.2%    | 80,261      | 25.6%    |
| TOTAL    | \$ 3,401,187             | \$ 3,576,557             | \$ 4,001,219             |                          |              |          |             |          |
| YTD      | \$ 3,401,187             | \$ 3,576,557             | \$ 4,001,219             | \$ 4,625,025             | \$ 1,048,469 | 29.3%    | \$ 623,806  | 15.6%    |
| YTD - Fo | r comparison pu          | rposes the 1%            |                          |                          |              |          |             |          |
| suppleme | ental hotel tax is       | not included             | \$ 3,530,589             | \$ 4,073,870             | \$ 497,313   | 13.9%    | \$ 543,281  | 15.4%    |

2011 Deposits as % of Budget

115.6%

<sup>&</sup>lt;sup>1</sup>Actual 2009 and Actual 2010 deposits do not include the 1% supplemental local hotel tax.

<sup>&</sup>lt;sup>2</sup>Budget 2011 and Actual 2011 deposits includes the 1% supplemental local hotel tax.

#### The Woodlands Township Property Tax Deposits Tax Years 2009/2010/2011

Report Date: December 31, 2011

|               |             |               |               | (+)             | (+)            | (-)               | (-)        | (-)        | (-)             | (=)           |
|---------------|-------------|---------------|---------------|-----------------|----------------|-------------------|------------|------------|-----------------|---------------|
|               |             |               |               | Current         | Rendition      |                   | <u>5%</u>  |            |                 |               |
| <u>Fiscal</u> | <u>Tax</u>  | Collection    | Current       | Penalties &     | <b>Penalty</b> |                   | Collection |            |                 |               |
| <u>Year</u>   | <u>Year</u> | <u>Period</u> | Collections   | <u>Interest</u> | Collections    | 2% Collection Fee | <u>Fee</u> | Refunds    | Misc Witholding | Net Deposits  |
| 2011          | 2010        | Jan 2011      | \$ 13,218,861 | \$ 2,481        | \$ 998         | \$ -              | \$ -       | \$ 41,332  | \$ 99,579       | \$ 13,081,428 |
| 2011          | 2010        | Feb 2011      | 2,814,677     | 21,593          | 1,975          | -                 | =          | 73,838     | 211,764         | 2,552,644     |
| 2011          | 2010        | Mar 2011      | 399,735       | 32,302          | 185            | -                 | =          | 47,418     | 12,420          | 372,384       |
| 2011          | 2010        | Apr 2011      | 161,284       | 16,159          | 168            | -                 | =          | 48,071     | 17,278          | 112,263       |
| 2011          | 2010        | May 2011      | 123,015       | 13,878          | 130            | -                 | =          | 29,701     | 2,982           | 104,341       |
| 2011          | 2010        | June 2011     | 134,680       | 19,395          | 402            | -                 | =          | 8,672      | 7,147           | 138,657       |
| 2011          | 2010        | July 2011     | 74,134        | 11,043          | 15             | =                 | -          | 4,722      | 4,960           | 75,510        |
| 2011          | 2010        | Aug 2011      | 59,804        | 11,544          | 15             | =                 | -          | 14,337     | 843             | 56,184        |
| 2011          | 2010        | Sep 2011      | 19,900        | 3,893           | 56             | =                 | -          | 2,163      | 1,122           | 20,563        |
| 2011          | 2011        | Oct 2011      | 1,332,759     | 5,486           | 490            | 6,320             | 1,531      | 4,942      | 122,421         | 1,203,521     |
| 2011          | 2011        | Nov 2011      | 2,317,128     | 3,820           | 564            | =                 | -          | 3,297      | 229,632         | 2,088,583     |
| 2011          | 2011        | Dec 2011      | 20,027,249    | 4,940           | 416            | -                 | =          | 44,226     | 156,512         | 19,831,867    |
| Fiscal Y      | ear-to-l    | Date          | \$ 40,683,226 | \$ 146,535      | \$ 5,414       | \$ 6,320          | \$ 1,531   | \$ 322,720 | \$ 866,659      | \$ 39,637,946 |

#### **Comparison of Tax Years**

| 2012 Budget                     |                         |                     | 2011 Budget                      |                  |                         |                     |                                  | 2010 Budget |                         |                     |  |  |  |
|---------------------------------|-------------------------|---------------------|----------------------------------|------------------|-------------------------|---------------------|----------------------------------|-------------|-------------------------|---------------------|--|--|--|
| Tax Year (                      | Oct 2011 - Sep 2        | <u> 2012</u>        | <u>Tax Y</u>                     | Oct 2010 - Sep 2 | <u>011</u>              | <u>Tax</u>          | r Oct 2009 - Sep                 | - Sep 2010  |                         |                     |  |  |  |
|                                 | Tax Year<br><u>2011</u> | % of<br><u>Levy</u> |                                  |                  | Tax Year<br><u>2010</u> | % of<br><u>Levy</u> |                                  |             | Tax Year<br><u>2009</u> | % of<br><u>Levy</u> |  |  |  |
| As of Oct 2011<br>Adjusted Levy | \$ 41,096,670           |                     | As of Sept 2011<br>Adjusted Levy | \$               | 39,535,100              |                     | As of Sept 2010<br>Adjusted Levy | \$          | 38,136,495              |                     |  |  |  |
| CC* - FY11                      | 23,677,136              | 57.61%              | CC - FY10                        |                  | 22,772,991              | 57.60%              | CC - FY09                        | \$          | 20,465,363              | 53.66%              |  |  |  |
| CC* - FY12                      | -                       | 0.00%               | CC - FY11                        |                  | 17,006,090              | 43.02%              | CC - FY10                        |             | 17,729,605              | 46.49%              |  |  |  |
| P&I* - FY12                     | 14,246                  | 0.03%               | P&I - FY11                       |                  | 143,013                 | 0.36%               | P&I - FY10                       |             | 144,849                 | 0.38%               |  |  |  |
| Adj* - FY11                     | (52,465)                | -0.13%              | Adj - FY10                       |                  | -                       | 0.00%               | Adj - FY09                       |             | (7,032)                 | -0.02%              |  |  |  |
| Adj* - FY12                     |                         | 0.00%               | Adj - FY11                       |                  | (303,242)               | -0.77%              | Adj - FY10                       |             | (153,823)               | -0.40%              |  |  |  |
| Net Collections                 | \$ 23,638,918           | <u>57.52</u> %      | Net Collections                  | \$               | 39,618,852              | <u>100.21</u> %     | Net Collections                  | \$          | 38,178,962              | <u>100.15</u> %     |  |  |  |

<sup>\*</sup>CC = Current Collections

Note: The Fiscal Year is January - December, but the tax year is October - September. The fiscal year will include two tax years as shown above. Data summarized by tax year is inclusive of collections received in the prior fiscal year.

<sup>\*</sup>P&I = Penalties & Interest

<sup>\*</sup>Adj = Adjustments



### The Woodlands Fire Department

**General Purpose Financial Statements December 31, 2011** 

#### The Woodlands Fire Department Balance Sheet As of December 31, 2011

| Assets and Other Debits                     |          |
|---|----------|
| Cash  | 110,533  |
| Accounts Receivable                         |          |
| Accounts Receivable                         | 18,653   |
| Other Receivables                           | 18,431   |
| Total Accounts Receivable                   | 37,083   |
| Prepaid Expenses                            | 270,726  |
| Total Assets and Other Debits               | 418,342  |
| Liabilities                                 |          |
| Due to (from) Other Funds                   |          |
| Due from Other Funds                        | (28,579) |
| Due to Other Funds                          | 173,629  |
| Total Due to (from) Other Funds             | 145,050  |
| A/P and Accrued Liabilities                 | 338,472  |
| Total Liabilities                           | 483,522  |
| Equity and Other Credits                    |          |
| Fund Balance                                |          |
| Undesignated: The Woodlands Fire Dept       | -        |
| Designated: The Woodlands Fire Dept         | (65,180) |
| Total Fund Balance                          | (65,180) |
| Total Equity and Other Credits              | (65,180) |
| Total Liabilities, Equity and Other Credits | 418,342  |
|   | 0.00     |

# The Woodlands Fire Department Statement of Revenues and Expenditures From January 1, 2011 Through December 31, 2011

|  | YTD Budget | YTD Actual      | YTD Variance     | Total Budget |
|--|------------|-----------------|------------------|--------------|
| Revenues                                 |            | _               |                  |              |
| Grants and Contributions                 |            |                 |                  |              |
| Grants                                   | 5,800      | 0               | (5,800)          | 5,800        |
| Total Grants and Contributions           | 5,800      | 0               | (5,800)          | 5,800        |
| Interest Income                          |            |                 |                  |              |
| Interest Income                          | 0          | 1               | 1                | 0            |
| Total Interest Income                    | 0          | 1               | 1                | 0            |
| Other Income                             |            |                 |                  |              |
| Hospital District Contract               | 23,400     | 26,250          | 2,850            | 23,400       |
| Montgomery County Dispatch Contract      | 242,000    | 242,000         | 0                | 242,000      |
| Shenandoah Dispatch Contract             | 45,125     | 12,000          | (33,125)         | 45,125       |
| Emergency Training Center Reimbursements | 50,000     | 56,734<br>2,775 | 6,734<br>2,775   | 50,000<br>0  |
| Insurance Proceeds                       | 0          | 399             | 399              | 0            |
| Other Income                             | 15,000     | 45,249          | 30,249           | 15,000       |
| Total Other Income                       |            | 385,407         | 9,882            |              |
| Transfers In                             | 375,525    | 365,407         | 9,002            | 375,525      |
| Transfers In                             | 14,892,312 | 14,892,312      | 0                | 14,892,312   |
| Total Revenues                           | 15,273,637 | 15,277,720      | <b>4,083</b> (a) | 15,273,637   |
|  |            |                 |                  |              |
| Expenditures                             |            |                 |                  |              |
| Salaries and Wages                       |            |                 |                  |              |
| Salaries and Wages                       | 5,856,801  | 5,882,508       | (25,707)         | 5,856,801    |
| Overtime                                 | 2,826,851  | 2,873,125       | (46,274)         | 2,826,851    |
| Day Buy Back                             | 23,500     | 20,501          | 2,999            | 23,500       |
| Ride Up Pay                              | 856,800    | 997,489         | (140,689)        | 856,800      |
| Total Salaries and Wages                 | 9,563,952  | 9,773,622       | (209,670) (b)    | 9,563,952    |
| Payroll Taxes                            |            |                 |                  |              |
| FICA Taxes                               | 695,327    | 710,846         | (15,519)         | 695,327      |
| Unemployment Taxes                       | 20,577     | 18,409          | 2,168            | 20,577       |
| Total Payroll Taxes                      | 715,904    | 729,255         | (13,351) (c)     | 715,904      |
| Employee Benefits                        |            |                 |                  |              |
| Retirement                               | 1,119,518  | 1,230,727       | (111,209)        | 1,119,518    |
| Insurance                                | 1,592,264  | 1,594,862       | (2,598)          | 1,592,264    |
| Workers Comp                             | 186,484    | 172,772         | 13,712           | 186,484      |
| Total Employee Benefits                  | 2,898,266  | 2,998,360       | (100,094) (d)    | 2,898,266    |
| Staff Development                        |            |                 |                  |              |
| Meetings                                 | 3,000      | 2,613           | 387              | 3,000        |
| Training and Conferences                 | 120,400    | 86,151          | 34,249           | 120,400      |
| Uniforms                                 | 107,750    | 103,008         | 4,742            | 107,750      |
| Tuition Reimbursement                    | 12,000     | 10,178          | 1,823            | 12,000       |
| Recognition, Awards, Events              | 11,100     | 12,023          | (923)            | 11,100       |
| Training Materials                       | 21,000     | 16,301          | 4,699            | 21,000       |
| Total Staff Development                  | 275,250    | 230,274         | 44,976 (e)       | 275,250      |
| Facility Expense                         |            |                 |                  |              |
| Telephone                                | 249,000    | 235,162         | 13,838           | 249,000      |
| Utilities                                | 187,250    | 138,941         | 48,309           | 187,250      |
| Facility Repair and Maintenance          | 138,300    | 125,826         | 12,474           | 138,300      |

# The Woodlands Fire Department Statement of Revenues and Expenditures From January 1, 2011 Through December 31, 2011

|   | YTD Budget | YTD Actual | YTD Variance | Total Budget |
|---|------------|------------|--------------|--------------|
| Facility Materials and Supplies         | 68,000     | 65,643     | 2,357        | 68,000       |
| Trash Removal                           | 8,400      | 11,240     | (2,840)      | 8,400        |
| Total Facility Expense                  | 650,950    | 576,812    | 74,138 (f)   | 650,950      |
| Equipment Expense                       |            |            |              |              |
| Equipment                               | 89,000     | 73,819     | 15,181       | 89,000       |
| Copiers                                 | 10,600     | 0          | 10,600       | 10,600       |
| Other Leases and Rentals                | 39,015     | 25,081     | 13,934       | 39,015       |
| Vehicle Fuel                            | 139,400    | 118,129    | 21,271       | 139,400      |
| Equipment Repair and Maintenance        | 239,300    | 294,977    | (55,677)     | 239,300      |
| Special Operations Materials & Supplies | 37,000     | 35,168     | 1,832        | 37,000       |
| EMS Materials and Supplies              | 13,800     | 10,793     | 3,007        | 13,800       |
| Total Equipment Expense                 | 568,115    | 557,968    | 10,147 (g)   | 568,115      |
| Contracted Services                     |            |            |              |              |
| Computer Support                        | 83,000     | 54,200     | 28,800       | 83,000       |
| Consulting/Professional Services        | 15,200     | 11,300     | 3,900        | 15,200       |
| General Legal                           | 70,000     | 51,986     | 18,014       | 70,000       |
| Audit Fees                              | 29,000     | 10,515     | 18,485       | 29,000       |
| Payroll Processing Fees                 | 24,700     | 27,292     | (2,592)      | 24,700       |
| Medical Support Services                | 63,000     | 64,431     | (1,431)      | 63,000       |
| Other Contracted Services               | 20,000     | 18,295     | 1,705        | 20,000       |
| Total Contracted Services               | 304,900    | 238,019    | 66,881 (h)   | 304,900      |
| Program Expenses                        |            |            |              |              |
| Other Programs                          | 26,000     | 18,546     | 7,454        | 26,000       |
| Total Program Expenses                  | 26,000     | 18,546     | 7,454 (i)    | 26,000       |
| Public Education/Relations              |            |            |              |              |
| Training                                | 6,500      | 5,588      | 912          | 6,500        |
| Advertising                             | 1,100      | 1,940      | (840)        | 1,100        |
| Fire Investigation                      | 500        | 28         | 472          | 500          |
| Total Public Education/Relations        | 8,100      | 7,556      | 544 (j)      | 8,100        |
| Administrative Expenses                 |            |            |              |              |
| Supplies                                | 20,000     | 9,911      | 10,089       | 20,000       |
| Postage & Delivery                      | 2,100      | 1,425      | 675          | 2,100        |
| Dues & Subscriptions                    | 10,000     | 5,761      | 4,239        | 10,000       |
| Printing                                | 4,800      | 2,560      | 2,240        | 4,800        |
| Insurance                               | 210,900    | 195,608    | 15,292       | 210,900      |
| Other Admin                             | 14,400     | 14,185     | 215          | 14,400       |
| Total Administrative Expenses           | 262,200    | 229,451    | 32,749 (k)   | 262,200      |
| Transfers Out                           |            |            |              |              |
| Transfer Out                            | 0          | 0          | 0            | 0            |
| Total Expenditures                      | 15,273,637 | 15,359,862 | (86,225)     | 15,273,637   |
| Revenue over Expenditures               | 0          | (82,142)   | (82,142)     | 0            |
| Beginning Fund Balance                  | 0          | 16,962     | 16,962       | 0            |
| Ending Fund Balance                     | 0          | (65,180)   | (65,180)     | 0            |

# The Woodlands Fire Department Operating Budget Variances From January 1, 2011 Through December 31, 2011

#### **Revenues:**

- (a) The unfavorable variance in grants revenue relates to the Fireman's Fund Grant.
  - The unfavorable variance in the Shenandoah Dispatch Contract is due to the renegotiated contract.
  - The favorable variance in Other Revenue is primarily due to mobile mapping service reimbursements.

#### **Expenses:**

- (b) The unfavorable salary variance is primarily due to ride up pay exceeding the budgeted amount in March as a result of time off for training and vacation days, in October as a result of higher than budgeted overtime pay, in November as a result of higher than budgeted regular and overtime pay, and in December as a result of higher than budgeted ride up pay.
- (c) The unfavorable variance in payroll tax is related to the unfavorable variance in salaries, overtime, and ride-up pay.
- (d) The unfavorable variance in retirement is related to the unfavorable variance in salaries, overtime, and ride up pay as well as an increase in employees' contributions which affects the employer match.
- (e) The favorable variance in staff development is due to uniform and training expenses being less than budgeted.
- (f) The favorable variance in facility expense is due to telephone, utility, and facility maintenance expenses being less than budgeted.
- (g) The favorable variance in equipment expense is due to the vehicle fuel expense being lower than anticipated.
- (h) The favorable variance in contracted services is primarily due to the cost of computer support, legal, and audit expenses being less than budgeted.
- (i) The favorable variance in program expense is due to lower than anticipated Fire and Life Safety education expenses.
- (j) The favorable variance in public education is due to lower than anticipated training and fire investigation expenses.
- (k) The favorable variance in administrative expense is due to insurance and supply expenses being less than the budgeted amount.

#### Capital:

The Fire Department has expensed \$5,476,088 in capital purchases for the year.

# The Woodlands Fire Department Capital Report From January 1, 2011 Through December 31, 2011

| Account<br>Code | Account Title                                | Actual      | POs | Actual & POs | Total Budget | Available<br>Budget |
|-----------------|--|-------------|-----|--------------|--------------|---------------------|
| 450             | The Woodlands Fire Dept Capital              |             |     |              |              |                     |
| 1008            | FY2010 CP - Protective Clothing              | 11,548      | -   | 11,548       | 28,440       | 16,892              |
| 1010            | FY2010 CP - Portable Radios                  | 5,816       | -   | 5,816        | 5,760        | (56)                |
| 1017            | FY2010 CP - SVE Groundwater System           | 16,887      | -   | 16,887       | 35,341       | 18,454              |
| 1032            | FY2010 CP - Printers                         | 1,997       | -   | 1,997        | 1,997        | -                   |
| 1034            | FY2010 CP - Network Servers                  | 5,045       | -   | 5,045        | 6,045        | 1,000               |
| 1035            | FY2010 CP - Wireless Technology              | -           | -   | -            | 8,000        | 8,000               |
| 1037            | FY2010 CP - WAN Upgrage                      | 3,839       | -   | 3,839        | 3,839        | -                   |
| 1039            | FY2010 CP - Call Recorder                    | -           | -   | -            | 5,452        | 5,452               |
| 1040            | FY2010 CP - Computer Aided Dispatch          | 475,000     | -   | 475,000      | 475,000      | -                   |
| 1066            | FY2010 CP - Fire Station 7 (Creekside)       | 2,052,072   | -   | 2,052,072    | 2,472,978    | 420,906             |
| 1101            | FY2011 CP - Fire Station 8 (Indian Springs)  | 1,564,067   | -   | 1,564,067    | 1,496,187    | (67,880)            |
| 1105            | FY2011 CP - Fire Truck                       | 498,895     | -   | 498,895      | 500,000      | 1,105               |
| 1106            | FY2011 CP - Staff/Utility Vehicle            | 44,722      | -   | 44,722       | 45,000       | 278                 |
| 1107            | FY2011 CP - Firefighting Tools and Equipment | 64,467      | -   | 64,467       | 70,000       | 5,533               |
| 1108            | FY2011 CP - Protective Clothing              | 42,765      | -   | 42,765       | 50,000       | 7,235               |
| 1109            | FY2011 CP - Special Rescue Equipment         | 16,842      | -   | 16,842       | 15,000       | (1,842)             |
| 1110            | FY2011 CP - Portable Radios                  | 54,585      | -   | 54,585       | 50,000       | (4,585)             |
| 1111            | FY2011 CP - Signal Changing Device (Opticom) | 5,256       | -   | 5,256        | 35,000       | 29,744              |
| 1113            | FY2011 CP - Wellness and Fitness Equipment   | 24,882      | -   | 24,882       | 25,000       | 118                 |
| 1114            | FY2011 CP - Station Furniture                | 10,350      | -   | 10,350       | 15,000       | 4,650               |
| 1115            | FY2011 CP - Hazmat Equipment                 | 11,650      | -   | 11,650       | 15,000       | 3,350               |
| 1116            | FY2011 CP - Training Tools & Equipment       | 47,003      | -   | 47,003       | 50,000       | 2,997               |
| 1117            | FY2011 CP - Thermal Imaging Cameras          | 13,089      | -   | 13,089       | 15,000       | 1,911               |
| 1118            | FY2011 CP - Extrication Tool                 | 34,294      | -   | 34,294       | 35,000       | 706                 |
| 1119            | FY2011 CP - SCBA                             | 19,815      | -   | 19,815       | 20,000       | 185                 |
| 1120            | FY2011 CP - Cardiac Monitor                  | 17,143      | -   | 17,143       | 30,000       | 12,857              |
| 1121            | FY2011 CP - Desktop and Laptop Computers     | -           | -   | -            | 12,000       | 12,000              |
| 1122            | FY2011 CP - Printers                         | -           | -   | -            | 5,000        | 5,000               |
| 1123            | FY2011 CP - Mobile Data Terminals            | 22,716      | -   | 22,716       | 42,500       | 19,784              |
| 1124            | FY2011 CP - Network Servers                  | -           | -   | -            | 16,000       | 16,000              |
| 1125            | FY2011 CP - Fixed Asset Tracking             | -           | -   | -            | 80,000       | 80,000              |
| 1126            | FY2011 CP - Station Improvements             | 15,674      | -   | 15,674       | 25,000       | 9,326               |
| 1201            | FY2012 CP - Central Station                  | 380,211     | -   | 380,211      | -            | (380,211) (a)       |
| 1203            | FY2012 CP - Brush Truck                      | 15,460      | -   | 15,460       | -            | (15,460)            |
| Total 450       | The Woodlands Fire Dept Capital              | (5,476,088) | 0   | (5,476,088)  | (5,689,538)  | 213,450             |

<sup>(</sup>a) The Central Station reconstruction project was approved to be funded by the voters in 2009. The favorable variance from the first Fire Department bond issuance from 2010 will be utilized for the design fees and the remaining balance will be funded with the second bond issuance to come in late 2011/early 2012.