



FINANCE DEPARTMENT

November Financial Report

January 15, 2020

Overview

The monthly financial report is directed at providing a snapshot of the General Fund revenues and expenditures, as well as other important financial information, through the month of **November**, with 16.7% of the fiscal year complete. Attached to this report are monthly financial summaries that indicate financial activity for the period, as well as fiscal year to date. Also included is an updated Capital Project Status Report as of 1/3/20, a current (FY 2019-20 authorized totals) Vacant Positions Report as of 1/11/20, an Economic Data Report and a report reflecting Roadway Impact Fee and Park Development Impact Fee service area balances.

In the financial summaries, the General Fund revenues are consolidated into major groups such as Taxes and Franchise Fees, as well as Licenses and Permits. General Fund expenditures are shown by department. The financial summary for the remaining City funds are broken down by total revenues and total expenditures.

As indicated, this financial report and accompanying financial summaries are focused on monthly and year to date activity. Additional detailed financial information can be found within the City's FY 2019-20 Operating Budget and Plan of Municipal Services, and the Comprehensive Annual Financial Report (CAFR). To view these documents, as well as other financial information produced by the Finance Department, please click on the link below. All of these documents can be found on the City website.

- [City of New Braunfels Financial Documents](#)



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General Fund Revenues

As of November 30, General Fund revenues total \$8.7 million or 12.0% of total budgeted revenue. \$4.9 million was received during the month of November, the majority of which came from sales tax, although property tax collections are ramping up – a large portion of which will be reflected in the first quarter financials. Sales tax and property tax are the two largest sources of revenue for the General Fund, totaling 59.6% of all budgeted revenue.

License and Permit revenue collections through the month of November were above budget at \$954,000 (21.5%). Fines and Forfeiture revenue was below budget through November, with collections at 12.1% (\$175,000) of the budgeted totals. Charges for Services totaled \$330,000 (7.4%). Charges for Services are driven mainly by Ambulance Revenue Fees which are impacted by seasonality and one-time payments – however staff is in the process of completing a more in depth analysis on the performance of this revenue source and several others i.e. fines and forfeitures. Parks and Recreation revenue (net of Das Rec) totals \$92,000 through the month of November – 6.3% of budgeted revenue. Parks and Recreation is a very seasonal source of revenue. Das Rec revenue was just slightly below budget at \$492,000 (16.5%).

General Fund Expenditures

As of November 30, General Fund expenditures and encumbrances total \$12.2 million or 16.5% of the total budget. The expenditure category budget(s) below reflect the latest budget transfers and amendments approved by City Council. At the end of November, 12.6% of the total payroll for the fiscal year has elapsed. The table below is broken down by total General Fund expenditures and encumbrances within each expenditure category. Operating expenses are currently at 33% committed, due primarily to new encumbrances or those which have rolled over from the previous fiscal year.

Expenditure Category	Current Total Budget	Period Activity	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Fiscal YTD % of Budget
Employee Expenses	\$56,870,321	\$ 4,282,337	\$ 6,932,301	\$ 92,918	\$ 7,025,219	12.4%
Operating Expenses	14,203,308	923,863	1,676,981	3,016,440	4,693,421	33.0%
Capital Expenses	747,101	-	-	245,043	245,043	32.8%
Debt Service	352,585	98,919	275,317	-	275,317	78.1%
Interfund Transfers	1,926,480	-	-	-	-	0.0%
Contingencies	250,000	-	-	-	-	0.0%
Total	\$74,349,795	\$ 5,305,119	\$ 8,884,599	\$ 3,354,401	\$ 12,239,000	16.5%

Enterprise Funds

Airport Fund – Revenues through the month of November total \$408,000 or 13.2% of total budgeted revenues, which is less than budget. The majority of these revenues are from fuel sales. This revenue source is somewhat seasonal, with airport operations typically slowing down somewhat during the fall and winter months. Expenditures and encumbrances total \$350,000 or 11.4% of budget, which is also less than budget. Airport employee expenditures are at 11.7% of budget, which is below budget. The operating allocation is also below budget at 14.6%. The operating allocation is impacted by the cost to purchase fuel, which has a revenue offset.

Solid Waste Fund – Revenues through the month of November total \$1.6 million or 15.37% of total budgeted revenues. Solid Waste expenditures and encumbrances total \$3.0 million or 30.5% of budget. The percentage is impacted by purchase orders issued for refuse disposal, that are not yet paid. Employee expenditures are less than budget at 11.9%. Operating expenditures are over budget (67.2%) at the end of November, due to the above-mentioned purchase orders.

Golf Course Fund – Revenues through the month of November total \$243,000 or 14.3% of total budgeted revenues, which is less than budget. Revenue for the month of November was down 2.8% compared to November of last fiscal year, due primarily to weather. There was a 2.2% increase in rounds played compared to the same period last year. Golf Fund expenditures and encumbrances total \$526,000 or 34.3%. The overage is primarily driven by purchase orders for capital equipment and merchandise and chemicals that have been issued, but not yet paid.

Civic/Convention Center Fund – Charges for Services revenues through the Civic/Convention Center Fund at the end of the month of November total \$64,000 or 14.4% which is less than budget. Expenditures and encumbrances in the fund total \$180,000 or 21.2%, which is above budget due to purchase orders for electronic systems and landscaping that were issued, but not yet paid. The capital expenditures category is 100% committed, however this is entirely for a floor scrubbing machine that was included in the adopted budget.

Roadway Development Impact Fees

Revenue from these fees must be used only to complete roadway improvements in the service area in which the funds were generated. The City is divided into 7 service areas, with the recent addition of the Veramendi Traffic Impact Fees area. The table below represents by area, all revenues and expenditures from inception through November 30, 2019.

Roadway Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 1,898,326	\$ 1,614,377	\$ 283,949
Service Area 2	232,163	133,940	98,223
Service Area 3	4,960,517	4,120,659	839,858
Service Area 4	985,591	21,061	964,530
Service Area 5	6,345,408	5,062,682	1,282,726
Service Area 6	3,461,002	873,545	2,587,457
Veramendi Traffic Impact Fees	184,979	-	184,979
Total	\$ 18,067,985	\$ 11,826,263	\$ 6,241,722

Park Development Impact Fees

Revenue from these fees must be used only to complete park improvements in the quadrant area in which the funds were generated. The City is divided into 4 quadrant areas. The table below represents by area, all revenues and expenditures from inception through November 30, 2019.

Park Development Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
PQUAD1	\$ 838,611	\$ 52,180	\$ 786,431
PQUAD2	1,274,375	-	1,274,375
PQUAD3	1,172,808	106,273	1,066,535
PQUAD4	444,811	63,183	381,628
Total	\$ 3,730,605	\$ 221,637	\$ 3,508,968



General Fund

	Current Total Budget	Period Activity November		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Taxes and Franchise Fees	\$ 53,869,431	\$ 3,747,778		\$ 6,513,772	12.1%
Licenses and Permits	4,428,748	504,797		954,386	21.5%
Intergovernmental/Contributions	716,160	-		-	0.0%
Charges for Services	4,488,740	148,429		329,943	7.4%
Fines and Forfeitures	1,443,623	81,564		174,638	12.1%
Interest Income	350,000	59,854		122,672	35.0%
Parks and Recreation	1,455,000	68,730		91,541	6.3%
Das Rec	2,990,045	254,844		492,221	16.5%
Miscellaneous	2,056,000	58,934		60,264	2.9%
Interfund Transfers	849,381	-		-	0.0%
Total General Fund Revenues	\$ 72,647,128	\$ 4,924,930		\$ 8,739,437	12.0%

	Current Total Budget	Period Activity November	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
City Council	\$ 33,350	\$ 3,510	\$ 5,532	\$ -	\$ 5,532	16.6%
City Attorney	975,673	47,707	76,930	239,086	316,016	32.4%
City Administration	1,604,930	101,980	164,968	-	164,968	10.3%
Information Technology	2,189,219	149,065	309,414	210,817	520,231	23.8%
Municipal Court	740,409	57,933	95,041	541	95,582	12.9%
Human Resources	991,269	77,583	117,137	31,070	148,207	15.0%
Finance	1,288,258	101,939	162,606	-	162,606	12.6%
Planning and Community Development	3,878,616	242,652	372,697	346,812	719,509	18.6%
Police	20,470,896	1,705,885	2,598,545	382,898	2,981,443	14.6%
Fire	19,358,451	1,527,857	2,489,756	193,737	2,683,493	13.9%
Public Works	7,832,454	488,747	811,294	848,448	1,659,742	21.2%
Parks	5,605,391	398,477	569,452	457,196	1,026,648	18.3%
Das Rec	2,716,294	198,719	289,362	131,330	420,692	15.5%
Library	2,479,605	178,246	290,523	30,313	320,836	12.9%
Non-Departmental	4,184,980	24,819	531,342	482,153	1,013,495	24.2%
Total General Fund Expenditures	\$ 74,349,795	\$ 5,305,119	\$ 8,884,599	\$ 3,354,401	\$ 12,239,000	16.5%

Airport Fund

	Current Total Budget	Period Activity November			Total Fiscal YTD	Fiscal YTD % of Budget
Revenues						
Charges for Services	\$ 2,937,550	\$ 227,065			\$ 407,671	13.9%
Intergovernmental	50,000				-	0.0%
Interfund Transfer	99,910	-			-	0.0%
Total Airport Revenues	\$ 3,087,460	\$ 227,065			\$ 407,671	13.2%

	Current Total Budget	Period Activity	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 634,304	\$ 42,321	\$ 69,876	\$ 4,575	\$ 74,451	11.7%
Operation Expenses	1,887,723	138,343	234,883	40,346	275,229	14.6%
Interfund Transfer	557,243					0.0%
Total Airport Fund Expenditures	\$ 3,079,270	\$ 180,664	\$ 304,759	\$ 44,921	\$ 349,680	11.4%

Solid Waste Fund

	Current Total Budget	Period Activity			Total Fiscal YTD	Fiscal YTD % of Budget
Revenues						
Charges for Services	\$ 10,035,000	\$ 870,792			\$ 1,538,480	15.3%
Licenses & Permits	-	1,000			1,000	0.0%
Miscellaneous	83,000	7,081			11,254	13.6%
Interest Income	65,000	3,639			10,651	16.4%
Total Solid Waste Fund Revenues	\$ 10,183,000	\$ 882,512			\$ 1,561,385	15.3%

	Current Total Budget	Period Activity	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 4,017,771	\$ 292,895	\$ 479,297	\$ -	\$ 479,297	11.9%
Operation Expenses	3,767,957	243,462	345,778	2,186,749	2,532,527	67.2%
Capital Expenses	7,700	-	-	7,068	7,068	91.8%
Interfund Transfer	2,107,441	-	-	-	-	0.0%
Total Solid Waste Fund Expenditures	\$ 9,900,869	\$ 536,357	\$ 825,075	\$ 2,193,817	\$ 3,018,892	30.5%

Golf Fund

	Current Total Budget	Period Activity November			Total Fiscal YTD	Fiscal YTD % of Budget
Revenues						
Charges for Services	\$ 1,661,632	\$ 109,993			\$ 240,681	14.5%
Miscellaneous	35,000	2,323			2,328	6.7%
Total Golf Fund Revenues	\$ 1,696,632	\$ 112,316			\$ 243,009	14.3%

	Current Total Budget	Period Activity November	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 822,993	\$ 57,649	\$ 96,571	\$ -	\$ 96,571	11.7%
Operation Expenses	484,200	79,177	97,077	181,729	278,806	57.6%
Capital Expenses	152,500	-	-	150,895	150,895	98.9%
Interfund Transfer	75,025	-	-	-	-	0.0%
Total Golf Fund Expenditures	\$ 1,534,718	\$ 136,826	\$ 193,648	\$ 332,624	\$ 526,272	34.3%

Civic/Convention Center Fund

	Current Total Budget	Period Activity November			Total Fiscal YTD	Fiscal YTD % of Budget
Revenues						
Charges for Services	\$ 445,000	\$ 31,800			\$ 64,237	14.4%
Interfund Transfers	445,127	-			-	0.0%
Miscellaneous	-	43			43	0.0%
Total Civic/Convention Center Fund Revenues	\$ 890,127	\$ 31,843			\$ 64,280	7.2%

	Current Total Budget	Period Activity November	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures*						
Employee Expenses	\$ 511,211	\$ 37,833	\$ 61,018	\$ -	\$ 61,018	11.9%
Operation Expenses	287,080	19,482	40,887	65,515	106,402	37.1%
Capital Expenses	12,672	12,724	12,724	-	12,724	100.4%
Interfund Transfer	40,548	-	-	-	-	0.0%
Total Civic/Convention Center Fund Expenditures	\$ 851,511	\$ 70,039	\$ 114,629	\$ 65,515	\$ 180,144	21.2%

*The debt service associated with the renovation of the Civic/Convention Center is not budgeted within this fund. That expense is fully budgeted in the Hotel/Motel Tax Fund as that is the revenue source that supports the debt entirely.

Revenues

Expenditures

	Revenues					Expenditures					
	Current Total Budget	Period Activity November	Total Fiscal YTD	Fiscal YTD % of budget		Current Total Budget	Period Activity November	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<u>Other Funds</u>											
Debt Service Fund	\$ 19,917,365	\$ 3,078,897	\$ 3,141,345	15.8%		\$ 19,916,818	\$ -	\$ 338,309	\$ -	\$ 338,309	1.7%
Self Insurance Fund	\$ 7,053,500	\$ 548,636	\$ 1,092,369	15.5%		\$ 6,925,000	\$ 273,024	\$ 470,316	\$ 95,865	\$ 566,181	8.2%
<u>Special Revenue Funds</u>											
CDBG Fund *	\$ 354,166	\$ 91,220	\$ 105,861	29.9%		\$ 354,166	\$ 113,641	\$ 113,783	\$ 136,393	\$ 250,176	70.6%
Grant Fund *	\$ 528,091	\$ 16,357	\$ 17,853	3.4%		\$ 682,339	\$ 22	\$ 2,647	\$ 71,658	\$ 74,305	10.9%
Special Revenue Fund	\$ 200,000	\$ 33,496	\$ 34,228	17.1%		\$ 455,000	\$ 19,523	\$ 26,031	\$ 32,720	\$ 58,751	12.9%
River Activities Fund	\$ 1,322,470	\$ 5,998	\$ 23,210	1.8%		\$ 1,322,470	\$ 29,431	\$ 40,927	\$ 132,890	\$ 173,817	13.1%
Court Security Fund	\$ 30,000	\$ 1,720	\$ 3,941	13.1%		\$ 31,000	\$ 1,857	\$ 2,931	\$ -	\$ 2,931	9.5%
Judicial Efficiency Fund	\$ 7,500	\$ 541	\$ 1,128	15.0%		\$ 13,701	\$ -	\$ -	\$ -	\$ -	0.0%
Court Technology Fund	\$ 41,000	\$ 2,294	\$ 5,257	12.8%		\$ 42,000	\$ 18,334	\$ 18,751	\$ -	\$ 18,751	44.6%
Child Safety Fund	\$ 137,500	\$ 1,827	\$ 3,715	2.7%		\$ 186,000	\$ 19,284	\$ 19,284	\$ 142,916	\$ 162,200	87.2%
Stormwater Development Fund	\$ 65,000	\$ 85,193	\$ 169,793	261.2%		\$ 316,000	\$ -	\$ -	\$ -	\$ -	0.0%
Truancy Fund Revenues	\$ 60,000	\$ 3,374	\$ 7,687	12.8%		\$ 79,750	\$ 5,668	\$ 9,932	\$ -	\$ 9,932	12.5%
Cable Franchise Fund (PEG)	\$ 177,500	\$ -	\$ -	0.0%		\$ 490,000	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Replacement Fund	\$ 1,170,000	\$ 43,301	\$ 47,070	4.0%		\$ 1,503,987	\$ 2,948	\$ 2,948	\$ 494,828	\$ 497,776	33.1%
Federal Court Awards Fund	\$ -	\$ 21,556	\$ 21,556	0.0%		\$ 100,000	\$ 12,473	\$ 21,131	\$ 72,312	\$ 93,443	93.4%
Non-Federal Court Awards Fund	\$ -	\$ 3,226	\$ 10,291	0.0%		\$ 68,000	\$ 695	\$ 1,287	\$ -	\$ 1,287	1.9%

* Driven by End-of-Year accrual entries.

Revenues
Expenditures

	Current Total Budget	Period Activity November	Total Fiscal YTD	Fiscal YTD % of budget		Current Total Budget	Period Activity November	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
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Special Revenue Funds - continued

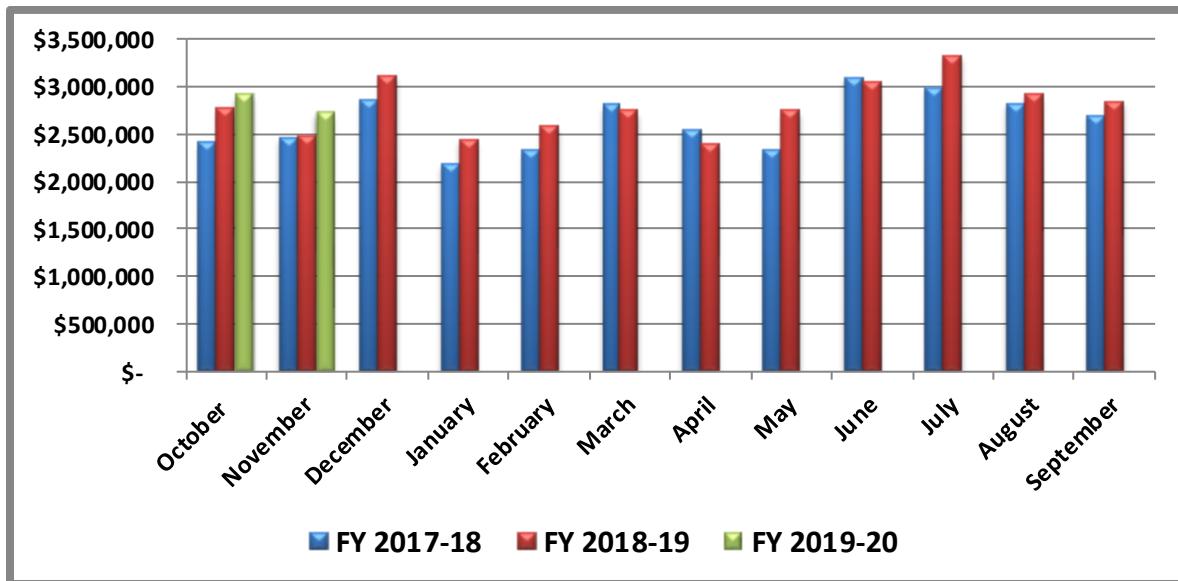
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,451,410	\$ 7,841	\$ 16,388	1.1%	\$ 1,700,000	\$ -	\$ -	\$ 1,699,456	\$ 1,699,456		100.0%
Fire Apparatus Replacement Maintenance Fund	\$ 280,000	\$ 9,167	\$ 9,167	3.3%	\$ 138,703	\$ 71,117	\$ 71,117	\$ 55,882	\$ 126,999		91.6%
Edwards Aquifer Habitat Conservation Plan Fund *	\$ 1,255,500	\$ 34,150	\$ 35,257	2.8%	\$ 1,255,500	\$ 40,620	\$ 45,058	\$ 255,266	\$ 300,324		23.9%
Faust Library Fund	\$ -	\$ -	\$ -	0.0%	\$ 1,500	\$ -	\$ -	\$ -	\$ -		0.0%
Rec Center Improvements & Op Revenues Fund	\$ 1,250	\$ 25	\$ 16	1.3%	\$ -	\$ 86	\$ 86	\$ -	\$ 86		0.0%
Development Services Fund	\$ 931,475	\$ 110,753	\$ 206,592	22.2%	\$ 795,500	\$ 24,998	\$ 34,018	\$ 284,357	\$ 318,375		40.0%
Cemetery Improvements Fund	\$ 5,000	\$ 60	\$ 2,592	51.8%	\$ 198,000	\$ 7,379	\$ 8,763	\$ 10,506	\$ 19,269		9.7%
Hotel/Motel Tax Fund *	\$ 4,005,000	\$ 263,414	\$ 240,907	6.0%	\$ 4,377,508	\$ 1,503	\$ 40,776	\$ 93,318	\$ 134,094		3.1%

* Driven by End-of-Year accrual entries.

ECONOMIC DATA

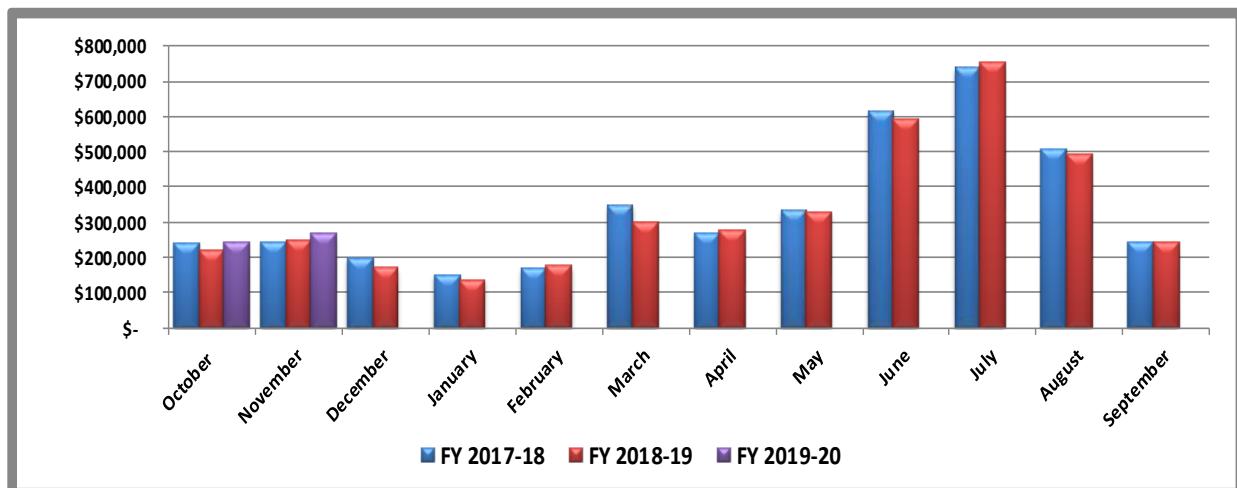
Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the November 2019 sales tax payment. The November 2019 payment was up 9.3% when compared to November of the previous fiscal year, and up 7.0% fiscal year to date.



Hotel/Motel Tax Collection

As shown in the graph below, November Hotel/Motel collections were up 7.5% when compared to November of last fiscal year, and up 9.1% fiscal year to date. There are still several accounts that have yet to remit, therefore these figures could continue to improve.



CAPITAL PROJECT STATUS as of 1/3/2020

Infrastructure		Quality of Life	Growth and Development		Public Safety					Overall Completion (Financial)
Funding Source	Project	Sub-project & Limits	Description	Budget	Professional Services Expensed	ROW Expensed	Construction Expensed	Total Remaining	Status	
2013 Bond	Citywide Streets			\$ 10,000,000	\$ 811,480	N/A	\$ 6,208,951	\$ 2,979,569		70%
		<i>Union Avenue (Common Street to Austin)</i>	<i>Project moved to 2019 Bond Year 3</i>		\$ 53,415	N/A	\$ -			<i>On Hold</i>
		<i>San Antonio Street (Academy to Walnut)</i>	<i>Construction underway- complete mid-spring</i>		\$ 4,045	N/A	\$ -			<i>Construction Phase</i>
		<i>Common Street (Gruene Road to Hanz Drive)</i>	<i>Construction underway</i>		\$ 33,339	N/A	\$ -			<i>Construction Phase</i>
		<i>San Antonio (Spur to Krueger)</i>	<i>Utility work underway - construction to follow late spring</i>		\$ 137,526	N/A	\$ 405,193			<i>Bid Phase</i>
2013 Bond	Klein Road Phase 1	FM 1044 to Walnut Avenue	Drainage and roadway work ongoing	\$ 10,531,000	\$ 1,341,134	\$ 757,288	\$ 3,317,928	\$ 5,114,651	Construction Phase	51%
	Solms/Morningside/Rueckle	Solms Road from IH 35 Frontage to Morningside Drive & Morningside Drive from Solms Road to IH 35 Frontage & Rueckle from IH 35 Frontage to Morningside	Solms- working on Sidewalks, manholes; traffic switch after holidays.	\$ 16,364,000	\$ 2,049,911	\$ 1,523,292	\$ 3,306,763	\$ 9,484,033	Construction Phase	42%
2013 Bond/RIF	Alves Lane	Hwy 46 to Barbarossa Road	East side complete; basework ongoing west side- anticipate completion in Spring 2020	\$ 12,486,236	\$ 1,253,749	\$ 751,422	\$ 6,812,980	\$ 3,668,085	Construction Phase	71%
2013 Bond/2013 CofO	Live Oak/Katy Street		Bridge rail underway; Roadway work ongoing; anticipate completion in Spring 2020	\$ 5,894,110	\$ 1,036,136	\$ 103,636	\$ 2,580,624	\$ 2,173,715	Construction Phase	63%
2013 Bond	Panther Canyon		Substantially complete; closeout underway	\$ 424,000	\$ 91,441	N/A	\$ 24,624.00	\$ 307,935	Construction Phase	27%
2013 Bond	Wood Road/Landa Street		Design of localized improvements pending funding	\$ 2,111,341	\$ 884,035	N/A	\$ -	\$ 1,227,306	Design Phase	42%
2019 Bond	Citywide Streets			\$ 15,000,000	\$ 699,299	N/A	\$ -	\$ 14,300,701		5%
		<i>California Boulevard (Loop 337 to Gazebo Circle)</i>	<i>Meeting with Parks re:tree removal- begin early January</i>		\$ 127,470	N/A				<i>Bid Phase</i>
		<i>Kerlick Lane (Walnut Avenue to Mission Hills Drive)</i>	<i>Bid to be released in December- selection late January</i>		\$ 48,220	N/A				<i>Bid Phase</i>
		<i>San Antonio Street (Spur to Krueger Avenue)</i>	<i>Utility work underway - construction to follow late spring</i>		\$ -	N/A				<i>Bid Phase</i>
		<i>Oak Run Sidewalks (Oak Glen from Oakrun Pkwy to Timber Hollow & Timber Hollow from Oak Glen to Crown Ridge)</i>	<i>Final design complete; finishing bid package for release- anticipate January 2020</i>		\$ 4,243	N/A				<i>Bid Phase</i>
		<i>Carl Shurz Streets (Coll St from Magazine Ave to Guether Ave & Magazine Ave from Coll St to Butcher St & Butcher St from Magazine Ave to Guether Ave & Guether Ave from Butcher St to Coll St)</i>	<i>Project slated for year 2</i>		\$ 36,808	N/A				<i>On Hold</i>
		<i>Lamar Streets (North St from Union Ave to Grant Ave & Grant Ave from North St to Common St & Central Ave from North St to Commerce St & Central from Main St to Common St & Commerce from Houston Ave to Veramendi Ave & Houston Ave from Commerce St to Main St & Veramendi Ave from Commerce St to Common St & Main St from Houston Ave to Veramendi Ave</i>	<i>Project slated for year 2</i>		\$ 128,745	N/A				<i>On Hold</i>
		<i>Lakeview Boulevard</i>	<i>Project slated for year 2</i>		\$ 117,720	N/A				<i>On Hold</i>
		<i>Union Avenue</i>	<i>Project slated for year 3</i>		\$ -	N/A				<i>On Hold</i>
		<i>Comal Avenue</i>	<i>Project slated for year 3</i>		\$ 33,450	N/A				<i>On Hold</i>
		<i>County Line Road</i>	<i>Project slated for year 3</i>		\$ 58,380	N/A				<i>On Hold</i>
		<i>Peach/Plum/Grape</i>	<i>Project slated for year 3</i>		\$ 63,605	N/A				<i>On Hold</i>
		<i>Central Avenue</i>	<i>Project slated for year 4</i>		\$ 11,450	N/A				<i>On Hold</i>
		<i>Grant Street</i>	<i>Project slated for year 4</i>		\$ 11,450	N/A				<i>On Hold</i>
		<i>South Street</i>	<i>Project slated for year 6</i>		\$ 48,600	N/A				<i>On Hold</i>

CAPITAL PROJECT STATUS as of 1/3/2020

Infrastructure		Quality of Life	Growth and Development			Public Safety			Overall Completion (Financial)	
Funding Source	Project	Sub-project & Limits	Description	Budget	Professional Services Expensed	ROW Expensed	Construction Expensed	Total Remaining	Status	
2019 Bond/RIF	Klein Road Phase 2	FM 725 to Walnut Avenue	100% plan expected June 2020. Engineering review & comments underway for 60% plan	\$ 13,000,800	\$ 471,366	N/A	\$ -	\$ 12,529,434	Design Phase	4%
2019 Bond	Goodwin/Conrad Lane	Goodwin Lane from FM 306 to Conrad Lane & Conrad Lane from Goodwin to IH 35 Frontage	Surveying underway- expect utility coordination in January	\$ 17,897,150	\$ 164,399	N/A	\$ -	\$ 17,732,751	Design Phase	1%
2019 Bond	Business 81 & FM 306 Extensions		Surveying and right of entry letters going out; geotech work ongoing	\$ 2,514,540	\$ 145,530	N/A	\$ -	\$ 2,369,010	Design Phase	6%
NBEDC	Bridge Street Parking Lot		Substantially complete; finalizing electrical	\$ 134,749	\$ 25,447	N/A	\$ 49,263.55	\$ 60,038	Construction Phase	55%
2013 Bond	Das Rec Parking Expansion		Substantially complete; vegetation work by parks	\$ 182,463	\$ 1,863	N/A	\$ 152,094.48	\$ 28,506	Project Closeout	84%
2007, 2008, 2011, 2012 CofO's & 2015 Tax Note	Westside Pedestrian Enhancements (AAMPO)		Project substantially complete; closeout underway	\$ 1,578,326	\$ 220,871	N/A	\$ 1,204,853	\$ 152,602	Construction Phase	90%
NBEDC & 2013 Bond	Citywide Pedestrian Enhancements (AAMPO)		MAC Inc selected as contractor	\$ 1,794,828	\$ 259,211	N/A	\$ -	\$ 1,535,616	Construction Phase	14%
TXDOT Grant and/or 2019 Bond	Safe Routes to Schools		Design at 60% waiting for TxDOT award (January '20)			N/A	\$ -		Design Phase	
RIF	FM 1863 Extension PER	Hwy 46 to Veramendi Subdivision	30% plans underway	\$ 199,473	\$ 86,363	N/A	\$ -	\$ 113,110	Design Phase	43%
RIF	FM 306 Extension PER	FM 1101 to FM 758	Contract awarded to Moeller & Associates at Council 10/28; PER expected September, 2020	\$ 359,388	\$ 7,738	N/A	\$ -	\$ 351,650	Scope Development	2%
RIF	Kowald PER	IH 35 to FM 1101	Pending review			N/A	\$ -		Scope Development	
RIF	Saengerhalle/Mary Intersection	Hwy 46	Pending review			N/A	\$ -		Scope Development	
2019 Bond & NBEDC	Sports Complex Phase 1		Finalizing Sewer connection design; submitted for grant from Tx Parks & Wildlife	\$ 25,784,920	\$ 330,256	N/A	\$ -	\$ 25,454,664	Design Phase	1%
2013, 2019 Bonds & Grant	All Abilities Park Enhancements		Site work underway at Morningside; equipment	\$ 700,000	\$ 326,158	N/A	\$ -	\$ 373,842	Construction Phase	47%
2007 CofO & 2019 Bond	Comal Cemetery Wall Improvements		Reviewing 100% plan	\$ 4,500,000	\$ 67,356	N/A	\$ -	\$ 4,432,644	Design Phase	1%
Hotel Motel Tax	Comal River Improvements		Preliminary design underway	\$ 350,473	\$ -	N/A	\$ -	\$ 350,473	Design Phase	0%
2013 Bond	Fischer Park Dam		Construction underway	\$ 330,000	\$ 4,182	N/A	\$ 169,338	\$ 325,818	Construction Phase	53%
2013 Bond	Hinman Island Restrooms		Order placed	\$ 250,000		N/A	\$ 105,876	\$ 250,000	Construction Phase	42%
2019 Bond	Westside Community Library Center		30% plan due December 20th. Geotech kickoff underway	\$ 5,525,340	\$ 80,661	N/A	\$ -	\$ 5,444,679	Design Phase	1%
2019 Bond	Fire Station #2		Final design in progress. Anticipate Spring bid.	\$ 7,367,500	\$ 299,304	N/A	\$ -	\$ 7,068,196	Design Phase	4%
2019 Bond	Fire Station #3		Final design in progress. Anticipate Spring bid.	\$ 6,736,000	\$ 227,804	N/A	\$ -	\$ 6,508,196	Design Phase	3%
2019 Bond	Police Department Facility/Veterans Memorial		Working on final floorplan; public meeting expected mid-March for memorial	\$ 36,311,250	\$ 122,746	\$ 1,790,281	\$ -	\$ 34,398,223	Design Phase	5%

RIF = Roadway Impact Fees

CofO = Certificates of Obligation

NBEDC = New Braunfels Economic Development Corporation

VACANT POSITIONS REPORT
as of 1/11/20

Department	FY2018-19 # Authorized Positions	# Vacant Positions (FTE)	Notes
Airport	9.00	-	
Capital Programs	5.00	-	
City Attorney's Office	4.00	-	
City Manager's Office	7.00	1.00	Director of Communications and Community Engagement - Currently in interview process
City Secretary	3.75	-	
Civic Center	9.00	-	
Finance	12.00	-	
Fire			
	<i>Support Services</i>		
	<i>Emergency Management</i>		
	<i>Operations</i>		
	14.00	1.00	Battalion Chief - Pending promotional exam
	1.00	4.00	Firefighter - Pending entry level testing 1/31/20 & 2/1/20
	123.00		
	<i>Total FTE</i>	<i>138.00</i>	<i>5.00</i>
Golf Course	15.00	-	
Human Resources	8.00	1.00	Human Resources Manager - Scheduled to start 2/24/20
Information Technology	14.00	-	
Library	27.00	-	
Municipal Court	9.00	-	
Parks & Recreation			
	<i>Administration</i>		
	<i>Recreation - Fischer Park</i>		
	<i>Recreation - Londa Park</i>		
	<i>Athletics</i>		
	<i>Aquatics</i>		
	<i>Rangers</i>		
	<i>Operations</i>		
	8.00	-	
	3.25	-	
	4.00	0.50	Recreation Instructor (9 @ 20 hours) - Currently posted
	1.00	-	
	2.00	-	
	2.50	0.50	Park Ranger (3 @ 20 hours) - Currently in interview process
	1.00	1.00	Maintenance Worker - Applicant in background process
	26.00	1.00	Urban Forester - Pending posting
	<i>Das Rec - Full Time</i>		
	<i>Das Rec - Part Time</i>		
	12.00	-	
	92.50	1.00	Slide/Party Attendant (15 @ 19 hours) - Currently posted
		6.00	Fitness Instructors (32 @ 19 hours) - Currently posted
		0.50	Guest Services Representatives (21 @ 19 hours) - Currently posted
		5.00	Lifeguard/Water Safety Instructor (44 @ 19 hours) - Currently posted
	<i>Total FTE</i>	<i>151.25</i>	<i>15.50</i>
Planning & Comm Dev			
	<i>Building Inspections</i>		
	15.00	1.00	Building Inspector - Currently in selection process
	<i>Environmental Services</i>		
	<i>Planning</i>		
	13.00	1.00	Permit Technician - Applicant in background process
	11.00	-	
	<i>Total FTE</i>	<i>39.00</i>	<i>2.00</i>
Police			
	<i>Administration</i>		
	<i>Support Services</i>		
	<i>Patrol</i>		
	<i>Criminal Investigation</i>		
	12.00	-	
	29.50	1.00	Emergency Dispatcher - Currently in interview process
	93.00	1.00	Police Records Clerk - Pending posting
	33.50	12.00	Pending background process; entry-level test was 11/16/19. 3 starting 1/27.
	<i>Total FTE</i>	<i>168.00</i>	<i>14.00</i>
Public Works			
	<i>Engineering</i>		
	<i>Streets</i>		
	<i>Drainage</i>		
	<i>Facilities Maintenance</i>		
	21.00	1.00	Development Engineer / Assistant City Engineer - Applicant scheduled to start 1/27.
	22.00	-	
	12.00	-	
	8.00	-	
	<i>Total FTE</i>	<i>63.00</i>	<i>1.00</i>
Solid Waste			
	<i>Support Services</i>		
	<i>Residential Collection</i>		
	<i>Commercial Collection</i>		
	<i>Recycling Collection</i>		
	<i>Fleet Services</i>		
	8.00	-	
	12.00	2.00	Solid Waste Operator - Applicants currently in background process
	13.00	2.00	Solid Waste Operator - Currently posted
	15.00	-	
	9.00	1.00	Equipment Technician - Pending posting
		1.00	Fleet Technician I - Currently in interview process
	<i>Total FTE</i>	<i>57.00</i>	<i>6.00</i>
Juvenile Case Manager Fund	1.00	-	
River Activities Fund	2.00	-	
Edwards Aquifer Habitat Conservation Plan/WPP Fund	1.00	-	
Development Services Fund	3.00	-	
TOTAL FTE	746.00	45.50	
City-wide Staffing Level	93.90%		