



## FINANCE DEPARTMENT

### August Financial Report

October 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 **August**, with 91.7% 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 10/8/20, a current (FY 2020 authorized totals) Vacant Positions Report as of 10/5/20, an Economic Data Report and a report reflecting Roadway Impact Fees and Park Development Fee balances by district.

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 is 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 2020 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 August 31, General Fund revenues total \$66.3 million or 91.3% of total budgeted revenue. \$4.3 million was received during the month of August, the majority of which came from sales tax. Sales tax and property tax are the two largest sources of revenue for the General Fund, totaling 59.6% of all budgeted revenue. As of August 31, the majority of property tax revenue has been received.

License and Permit revenue collections through the month of August continue to trend over budget at \$5.1 million (114.9%). Fines and Forfeiture revenue was below budget through August, with collections at 66.8% (\$964,000) of the budgeted totals. Staff anticipates this revenue source to continue to be impacted by COVID-19 related variables through the remainder of the fiscal year. Charges for Services totaled \$3.3 million (73.1%). Charges for Services are driven mainly by Ambulance Revenue Fees which are impacted by seasonality and one-time payments. Parks and Recreation revenue (net of Das Rec) totals \$548,000 through the month of August – 37.6% of budgeted revenue. Parks and Recreation is a very seasonal source of revenue that has been negatively affected by the closure of Parks facilities and the suspension of Parks programs due to COVID-19. Das Rec revenue remained below budget at \$1.8 million (61.3%) – a result of its closure due to COVID-19, and the related loss of memberships. COVID-19 continues to impact Parks and Recreation revenue, Das Rec revenue, interest earnings, sales taxes, and fines and forfeitures. It remains to be seen if other revenue sources will eventually be affected as a result of this crisis.

## General Fund Expenditures

As of August 31, General Fund expenditures and encumbrances total \$64.3 million or 85.8% 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 August, 89.3% 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 86.2% committed, reflecting encumbrances issued for one-time expenditures and/or annual contracts approved by City Council, along with additional expenditures for supplies related to the response to COVID-19. The control of costs through attrition, and other cost deferment strategies, in combination with the strong reserves of the General Fund, continue to mitigate the initial fiscal impacts of COVID-19.

Expenditure Category	Current Total Budget	Period Activity	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Fiscal YTD % of Budget
Employee Expenses	\$56,848,892	\$ 4,287,085	\$ 49,361,256	\$ 89,344	\$ 49,450,600	87.0%
Operating Expenses	14,815,159	1,303,454	10,890,660	1,884,175	12,774,835	86.2%
Capital Expenses	783,038	37,618	272,685	385,550	658,235	84.1%
Debt Service	352,585	-	347,074	-	347,074	98.4%
Interfund Transfers	1,926,480	-	1,066,217	-	1,066,217	55.3%
Contingencies	223,640	-	-	-	-	0.0%
<b>Total</b>	<b>\$74,949,794</b>	<b>\$ 5,628,157</b>	<b>\$ 61,937,892</b>	<b>\$ 2,359,069</b>	<b>\$ 64,296,961</b>	<b>85.8%</b>

## Enterprise Funds

**Airport Fund** – Revenues through the month of August total \$2.2 million or 72.8% of total budgeted revenues, which is less than budget. The majority of these revenues are from fuel sales. The pandemic has resulted in a significant reduction in fuel revenue. Expenditures and encumbrances also total \$2.2 million or 70.5% of budget, which is also less than budget. Airport employee expenditures are at 87.3% of budget, which is below budget, due to vacancies. The operating allocation is also below budget at 63.4%. The operating allocation is impacted by the cost to purchase fuel, which is the offset to the decrease in fuel sales.

**Solid Waste Fund** – Revenues through the month of August total \$9.5 million or 93.6% of total budgeted revenues – higher than budget. Solid Waste expenditures and encumbrances total \$8.5 million or 86.3% of budget, which is less than budget. Employee expenditures are less than budget at 86.1%, a result of ongoing vacancies. Operating expenditures continue to be over budget (95.6%) at the end of August, due to purchase orders issued for refuse disposal and refuse containers, that are not yet paid or closed out.

**Golf Course Fund** – Revenues through the month of August total \$1.5 million or 86.7% of total budgeted revenues, which is less than budget. Revenue for the month of August was up 33.7% compared to August of last fiscal year – another record month. Rounds of golf played increased 20.5% from the same month last year (4,636 rounds played) – also a record for the course. Twelve tournaments were hosted. Operating expenditures are at 91.0% of budget – which is slightly under budget. The Capital Expenditures budget was amended to allow for the replacement of golf carts by the end of the fiscal year. The purchase order for those golf carts is reflected in the Capital Expenditures total. Employee expenditures are below budget at 82.4% due to vacancies.

**Civic/Convention Center Fund** – Charges for Services Revenues through the end of the month of August total \$250,000 or 56.1% which is less than budget. Revenues are still reflecting the result of executive orders related to COVID-19, which limited the gathering of large groups and resulted in the postponement/cancellation of events, and the issuance of refunds. Expenditures and encumbrances in the fund total \$691,000 or 81.2%, which is below budget due to the decreased number of events held. The capital expenditures category is 100% committed, however this was 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, including the Veramendi Traffic Impact Fees area. The table below represents by area, all revenues and expenditures from inception through August 31, 2020.

Roadway Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 1,995,723	\$ 1,810,983	\$ 184,740
Service Area 2	251,691	232,979	18,712
Service Area 3	5,738,914	4,672,931	1,065,983
Service Area 4	1,039,553	24,020	1,015,533
Service Area 5	7,114,920	5,614,767	1,500,153
Service Area 6	3,718,098	1,336,524	2,381,574
Veramendi Traffic Impact Fees	530,337	423,584	106,753
<b>Total</b>	<b>\$ 20,389,236</b>	<b>\$ 14,115,788</b>	<b>\$ 6,273,448</b>

## Park Development Fees

Revenue from these fees must be used only to complete park improvements in the district in which the funds were generated. The City is divided into 4 districts. The table below represents by district, all revenues and expenditures from inception through August 31, 2020.

Park Development Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance Before Refunding	Amount Eligible for Refunding	Net Available Balance
PARK DISTRICT 1	\$ 949,605	\$ 124,180	\$ 825,425	\$ 277,350	\$ 548,075
PARK DISTRICT 2	1,751,945	-	1,751,945	624,250	1,127,695
PARK DISTRICT 3	1,392,666	106,273	1,286,393	765,600	520,793
PARK DISTRICT 4	295,157	86,683	208,474	68,400	140,074
<b>Total</b>	<b>\$ 4,389,374</b>	<b>\$ 317,137</b>	<b>\$ 4,072,237</b>	<b>\$ 1,735,600</b>	<b>\$ 2,336,637</b>

**General Fund**

	Current Total Budget	Period Activity August		Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>					
Taxes and Franchise Fees	\$ 53,869,431	\$ 2,962,407		\$ 51,273,453	95.2%
Licenses and Permits	4,428,748	602,730		5,090,760	114.9%
Intergovernmental/Contributions	716,160	90,142		549,346	76.7%
Charges for Services	4,488,740	147,996		3,281,484	73.1%
Fines and Forfeitures	1,443,623	80,042		963,701	66.8%
Interest Income	350,000	4,002		427,183	122.1%
Parks and Recreation	1,455,000	80,655		547,587	37.6%
Das Rec	2,990,045	119,515		1,833,313	61.3%
Miscellaneous	2,056,000	73,452		1,619,923	78.8%
Interfund Transfers	849,381	125,000		762,036	89.7%
<b>Total General Fund Revenues</b>	<b>\$ 72,647,128</b>	<b>\$ 4,285,941</b>		<b>\$ 66,348,786</b>	<b>91.3%</b>

	Current Total Budget	Period Activity August	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
City Council	\$ 33,350	\$ 2,320	\$ 20,259	\$ -	\$ 20,259	60.7%
City Attorney	975,673	57,972	668,321	203,604	871,925	89.4%
City Administration	1,604,931	120,950	1,370,952	45,609	1,416,561	88.3%
Information Technology	2,189,219	136,749	1,810,774	51,235	1,862,009	85.1%
Municipal Court	740,409	54,325	645,331	-	645,331	87.2%
Human Resources	991,269	58,477	798,851	30,015	828,866	83.6%
Finance	1,288,257	94,937	1,128,736	-	1,128,736	87.6%
Planning and Community Development	3,878,616	263,386	2,977,954	129,394	3,107,348	80.1%
Police	20,470,895	1,452,745	17,097,936	513,258	17,611,194	86.0%
Fire	19,358,451	1,478,321	17,093,352	319,051	17,412,403	89.9%
Public Works	7,832,454	560,169	6,613,711	543,359	7,157,070	91.4%
Parks	5,605,391	490,349	4,386,655	225,030	4,611,685	82.3%
Das Rec	2,716,294	168,308	2,062,861	75,575	2,138,436	78.7%
Library	2,479,605	159,050	2,003,059	19,598	2,022,657	81.6%
Non-Departmental	4,784,980	530,099	3,259,140	203,341	3,462,481	72.4%
<b>Total General Fund Expenditures</b>	<b>\$ 74,949,794</b>	<b>\$ 5,628,157</b>	<b>\$ 61,937,892</b>	<b>\$ 2,359,069</b>	<b>\$ 64,296,961</b>	<b>85.8%</b>

### Airport Fund

	Current Total Budget	Period Activity August			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 2,937,550	\$ 237,379			\$ 2,122,208	72.2%
Intergovernmental	50,000	-			50,000	100.0%
Interfund Transfer	99,910	-			74,933	75.0%
<b>Total Airport Revenues</b>	<b>\$ 3,087,460</b>	<b>\$ 237,379</b>			<b>\$ 2,247,141</b>	<b>72.8%</b>

	Current Total Budget	Period Activity August	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 634,304	\$ 46,586	\$ 551,949	\$ 1,745	\$ 553,694	87.3%
Operation Expenses	1,879,723	105,680	1,186,647	5,762	1,192,409	63.4%
Capital Expenses	8,000	-	8,000	-	8,000	100.0%
Interfund Transfer	557,243	-	417,932	-	417,932	75.0%
<b>Total Airport Fund Expenditures</b>	<b>\$ 3,079,270</b>	<b>\$ 152,266</b>	<b>\$ 2,164,528</b>	<b>\$ 7,507</b>	<b>\$ 2,172,035</b>	<b>70.5%</b>

### Solid Waste Fund

	Current Total Budget	Period Activity August			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 10,035,000	\$ 898,171			\$ 9,127,746	91.0%
Licenses & Permits	-	40			25,220	0.0%
Miscellaneous	83,000	3,295			349,880	421.5%
Interest Income	65,000	400			26,318	40.5%
<b>Total Solid Waste Fund Revenues</b>	<b>\$ 10,183,000</b>	<b>\$ 901,906</b>			<b>\$ 9,529,164</b>	<b>93.6%</b>

	Current Total Budget	Period Activity August	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 4,017,771	\$ 289,033	\$ 3,459,538	\$ -	\$ 3,459,538	86.1%
Operation Expenses	3,767,957	241,083	2,912,415	690,634	3,603,049	95.6%
Capital Expenses	7,700	-	7,068	-	7,068	91.8%
Interfund Transfer	2,107,441	-	1,477,081	-	1,477,081	70.1%
<b>Total Solid Waste Fund Expenditures</b>	<b>\$ 9,900,869</b>	<b>\$ 530,116</b>	<b>\$ 7,856,102</b>	<b>\$ 690,634</b>	<b>\$ 8,546,736</b>	<b>86.3%</b>

### Golf Fund

	Current Total Budget	Period Activity August			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 1,661,632	\$ 175,786			\$ 1,451,504	87.4%
Miscellaneous	35,000	2,445			20,164	57.6%
<b>Total Golf Fund Revenues</b>	<b>\$ 1,696,632</b>	<b>\$ 178,231</b>			<b>\$ 1,471,668</b>	<b>86.7%</b>
	Current Total Budget	Period Activity August	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 822,993	\$ 58,598	\$ 677,930	\$ -	\$ 677,930	82.4%
Operation Expenses	484,200	38,311	400,155	40,675	440,830	91.0%
Capital Expenses	537,500	-	150,895	384,512	535,407	99.6%
Interfund Transfer	75,025	-	56,269	-	56,269	75.0%
<b>Total Golf Fund Expenditures</b>	<b>\$ 1,919,718</b>	<b>\$ 96,909</b>	<b>\$ 1,285,249</b>	<b>\$ 425,187</b>	<b>\$ 1,710,436</b>	<b>89.1%</b>

### Civic/Convention Center Fund

	Current Total Budget	Period Activity August			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 445,000	\$ 23,038			\$ 249,840	56.1%
Interfund Transfers	445,127	-			-	0.0%
Miscellaneous	-	-			318	0.0%
<b>Total Civic/Convention Center Fund Revenues</b>	<b>\$ 890,127</b>	<b>\$ 23,038</b>			<b>\$ 250,158</b>	<b>28.1%</b>
	Current Total Budget	Period Activity August	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures*</b>						
Employee Expenses	\$ 511,159	\$ 33,590	\$ 417,232	\$ -	\$ 417,232	81.6%
Operation Expenses	287,080	15,068	221,684	9,083	230,767	80.4%
Capital Expenses	12,724	-	12,724	-	12,724	100.0%
Interfund Transfer	40,548	-	30,411	-	30,411	75.0%
<b>Total Civic/Convention Center Fund Expenditures</b>	<b>\$ 851,511</b>	<b>\$ 48,658</b>	<b>\$ 682,051</b>	<b>\$ 9,083</b>	<b>\$ 691,134</b>	<b>81.2%</b>

\*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.



FINANCE DEPARTMENT

**Revenues**

**Expenditures**

	Revenues				Expenditures						
	Current Total Budget	Period Activity August	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity August	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget	
<b>Other Funds</b>											
Debt Service Fund	\$ 19,917,365	\$ 43,827	\$ 19,633,831	98.6%	\$ 19,916,818	\$ 659,790	\$ 19,990,004	\$ -	\$ 19,990,004	100.4%	
Self Insurance Fund	\$ 7,053,500	\$ 568,423	\$ 6,528,996	92.6%	\$ 6,925,000	\$ 662,837	\$ 5,099,322	\$ 70,758	\$ 5,170,080	74.7%	
<b>Special Revenue Funds</b>											
CDBG Fund *	\$ 354,166	\$ 24,169	\$ 268,862	75.9%	\$ 354,166	\$ 22,352	\$ 255,511	\$ 98,500	\$ 354,011	100.0%	
Grant Fund *	\$ 528,091	\$ 10,989	\$ 1,177,905	223.0%	\$ 1,613,071	\$ 328,872	\$ 627,567	\$ 14,016	\$ 641,583	39.8%	
Special Revenue Fund	\$ 200,000	\$ 170,116	\$ 485,589	242.8%	\$ 455,000	\$ 20,410	\$ 185,102	\$ 73,180	\$ 258,282	56.8%	
River Activities Fund	\$ 1,322,470	\$ 6,282	\$ 508,993	38.5%	\$ 1,322,470	\$ 188,984	\$ 573,485	\$ 84,054	\$ 657,539	49.7%	
Court Security Fund	\$ 30,000	\$ 2,330	\$ 25,053	83.5%	\$ 31,000	\$ 1,861	\$ 21,024	\$ -	\$ 21,024	67.8%	
Judicial Efficiency Fund	\$ 7,500	\$ 362	\$ 4,144	55.3%	\$ 13,701	\$ 1,492	\$ 3,832	\$ -	\$ 3,832	28.0%	
Court Technology Fund	\$ 41,000	\$ 2,080	\$ 25,940	63.3%	\$ 42,000	\$ 3,462	\$ 26,690	\$ -	\$ 26,690	63.5%	
Child Safety Fund	\$ 137,500	\$ 1,599	\$ 151,302	110.0%	\$ 186,000	\$ 4,959	\$ 111,297	\$ 68,515	\$ 179,812	96.7%	
Stormwater Development Fund	\$ 65,000	\$ 4,000	\$ 341,387	525.2%	\$ 316,000	\$ 1,787	\$ 174,801	\$ 93,068	\$ 267,869	84.8%	
Truancy Fund Revenues	\$ 60,000	\$ 2,715	\$ 37,885	63.1%	\$ 79,750	\$ 5,452	\$ 66,189	\$ -	\$ 66,189	83.0%	
Cable Franchise Fund (PEG)	\$ 177,500	\$ 33,368	\$ 125,466	70.7%	\$ 490,000	\$ -	\$ 487,408	\$ -	\$ 487,408	99.5%	
Equipment Replacement Fund	\$ 1,170,000	\$ 146	\$ 896,759	76.6%	\$ 1,503,987	\$ 47,962	\$ 1,257,910	\$ 185,277	\$ 1,443,187	96.0%	
Federal Court Awards Fund	\$ -	\$ -	\$ 21,556	0.0%	\$ 100,000	\$ -	\$ 63,762	\$ -	\$ 63,762	63.8%	
Non-Federal Court Awards Fund	\$ -	\$ 1,155	\$ 37,225	0.0%	\$ 68,000	\$ (250)	\$ 3,899	\$ -	\$ 3,899	5.7%	

\* Driven by End-of-Year accrual entries.

**Revenues**

**Expenditures**

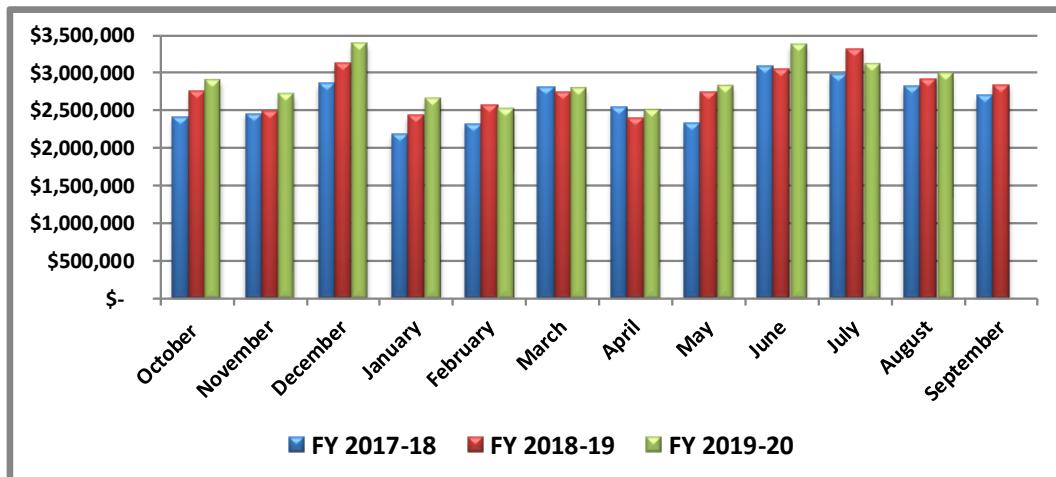
	Current Total Budget	Period Activity August	Total Fiscal YTD	Fiscal YTD % of budget		Current Total Budget	Period Activity August	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Special Revenue Funds - continued</b>											
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,451,410	\$ 740	\$ 1,055,238	72.7%		\$ 1,999,718	\$ 1,254,852	\$ 1,868,283	\$ 130,891	\$ 1,999,174	100.0%
Fire Apparatus Replacement Maintenance Fund	\$ 280,000	\$ 3,517	\$ 155,916	55.7%		\$ 138,703	\$ -	\$ 136,650	\$ 2,100	\$ 138,750	100.0%
Edwards Aquifer Habitat Conservation Plan Fund *	\$ 1,255,500	\$ 92,412	\$ 526,334	41.9%		\$ 1,255,500	\$ 73,412	\$ 474,604	\$ 309,354	\$ 783,958	62.4%
Faust Library Fund	\$ -	\$ -	\$ 127	0.0%		\$ 1,500	\$ -	\$ -	\$ -	\$ -	0.0%
Rec Center Improvements & Op Revenues Fund	\$ 1,250	\$ -	\$ 189	15.1%		\$ 126,250	\$ 125,000	\$ 125,236	\$ -	\$ 125,236	99.2%
Development Services Fund	\$ 931,475	\$ 155,135	\$ 1,161,767	124.7%		\$ 1,005,500	\$ 101,555	\$ 701,826	\$ 260,450	\$ 962,276	95.7%
Cemetery Improvements Fund	\$ 5,000	\$ -	\$ 21,217	424.3%		\$ 198,000	\$ -	\$ 19,260	\$ 9	\$ 19,269	9.7%
Hotel/Motel Tax Fund *	\$ 4,005,000	\$ 398,543	\$ 2,217,377	55.4%		\$ 4,377,508	\$ 47,860	\$ 2,374,724	\$ 246,285	\$ 2,621,009	59.9%

\* Driven by End-of-Year accrual entries.

## ECONOMIC DATA

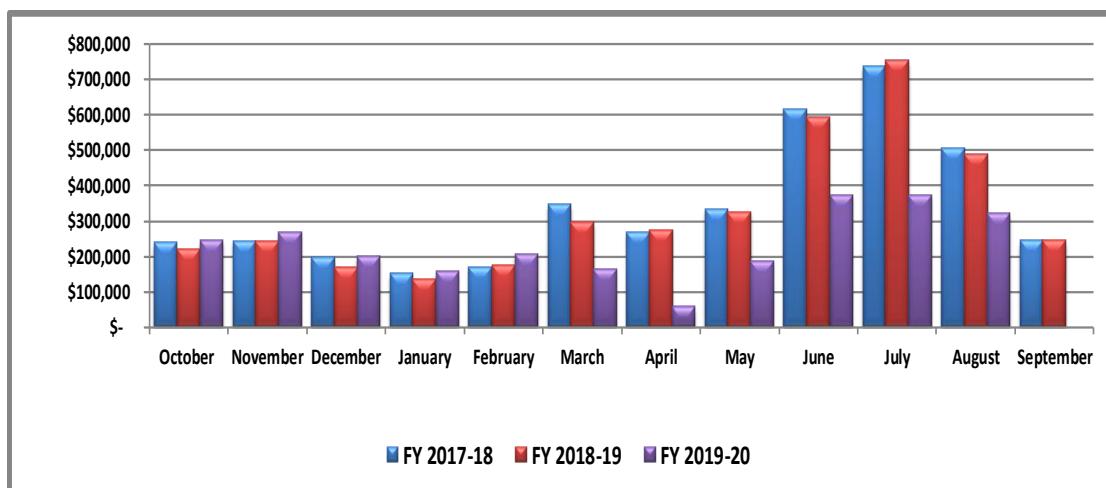
### **Total Sales Tax Collections – General Fund and NBEDC**

Sales tax is received approximately six weeks after the month has ended. The graph below includes the August 2020 sales tax payment. The August 2020 payment was up 2.6% when compared to August of the previous fiscal year – despite the effects of the COVID-19 pandemic. Sales tax is also up 4.1% fiscal year to date compared to FY 2019.



### **Hotel/Motel Tax Collection**

As shown in the graph below, August Hotel/Motel collections were down 34.3% when compared to August of last fiscal year, and down 30.3% fiscal year to date. The City has suspended failure to file penalties for all overnight rental properties. This has provided a 90-day grace period for remittance of occupancy taxes. The lack of hotel and short-term rental property tenants due to COVID-19 and this policy change continue to have a direct effect on collections for August, as property owners are filing, but not remitting the taxes. Prior to the effects of COVID-19, collections were trending higher than in previous years.



**CAPITAL PROJECT STATUS as of 10/8/2020**

Infrastructure		Quality of Life		Growth and Development			Public Safety					
Funding Source	Project	Sub-project & Limits		Description	Budget	Professional Services		ROW Expensed	Construction Expensed	Total Remaining	Status	Overall Completion
						Expensed	Expensed					
2013 Bond	Citywide Streets				\$ 10,000,000	\$ 920,506	N/A	\$ 8,165,064	\$ 914,431			91%
		<i>Union Avenue (Common Street to Austin)</i>		Project moved to 2019 Bond Year 3.		\$ 53,415	N/A	\$ -				On Hold
		<i>Common Street (Gruene Road to Hanz Drive)</i>		Working on punch list items.		\$ 48,349	N/A	\$ 1,001,514				Construction Phase
		<i>San Antonio (Spur to Krueger)</i>		Utility work underway.		\$ 141,308	N/A	\$ 485,173				Construction Phase
2013 Bond	Klein Road Phase 1	FM 1044 to Walnut Avenue		Drainage and roadway work ongoing on all phases.	\$ 10,531,000	\$ 1,420,698	\$ 757,204	\$ 6,001,076	\$ 2,352,022		Construction Phase	78%
2013 Bond/RIF	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		Utility work continuing on Morningside.	\$ 16,364,000	\$ 2,124,180	\$ 1,523,292	\$ 6,142,954	\$ 6,573,574		Construction Phase	60%
2013 Bond/RIF	Alves Lane	Hwy 46 to Barbarossa Road		Project closeout in progress.	\$ 12,486,236	\$ 1,311,644	\$ 751,422	\$ 8,424,412	\$ 1,998,758		Project Closeout	84%
2013 Bond/2013 CofO	Live Oak/Katy Street			Roadway is open. Final completion in progress.	\$ 5,894,110	\$ 1,105,812	\$ 103,636	\$ 4,177,225	\$ 507,437		Project Closeout	91%
2013 Bond	Panther Canyon			Additional revegetation and trail improvement plans being developed.	\$ 424,000	\$ 91,707	N/A	\$ 168,870	\$ 163,423		Construction Phase	61%
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	\$ 931,342	N/A	\$ 1,601,584	\$ 12,467,074			17%
		<i>California Boulevard (Loop 337 to Gazebo Circle)</i>		Project complete.		\$ 173,160	N/A	\$ 1,130,633				Completed
		<i>Kerlick Lane (Walnut Avenue to Mission Hills Drive)</i>		Asphalt work complete -verifying densities.		\$ 64,799	N/A	\$ 391,471				Construction Phase
		<i>San Antonio Street (Spur to Krueger Avenue)</i>		Utility work underway.		\$ 4,386	N/A	\$ -				Construction Phase
		<i>Oak Run Sidewalks (Oak Glen from Oakrun Pkwy to Timber Hollow &amp; Timber Hollow from Oak Glen to Crown Ridge)</i>		Construction started March 26th. Anticipated completion Fall 2020. On schedule.		\$ 25,956	N/A	\$ 79,481				Construction Phase
		<i>Carl Shurz Streets (Coll St from Magazine Ave to Guether Ave &amp; Magazine Ave from Coll St to Butcher St &amp; Butcher St from Magazine Ave to Guenther Ave &amp; Guenther Ave from Butcher St to Coll St)</i>		Project moved to future year.		\$ 46,581	N/A	\$ -				On Hold
		<i>Lamar Streets (North St from Union Ave to Grant Ave &amp; Grant Ave from North St to Common St &amp; Central Ave from North St to Commerce St &amp; Central from Main St to Common St &amp; Commerce from Houston Ave to Veramendi Ave &amp; Houston Ave from Commerce St to Main St &amp; Veramendi Ave from Commerce St to Common St &amp; Main St from Houston Ave to Veramendi Ave)</i>		Coordinating with NBISD to minimize project impact. Out for bid-due 10/30.		\$ 153,224	N/A	\$ -				Bid Phase
		<i>Lakeview Boulevard</i>		Anticipate 10/12 Council consideration.		\$ 147,106	N/A	\$ -				Bid Phase
		<i>Union Avenue</i>		Finalizing design for Fall bid.		\$ -	N/A	\$ -				Design Phase
		<i>Comal Avenue</i>		Preparing bid documents.		\$ 33,810	N/A	\$ -				Design Phase
		<i>County Line Road</i>		Project slated for year 3.		\$ 58,888	N/A	\$ -				On Hold
		<i>Peach/Plum/Grape</i>		Project slated for year 3.		\$ 63,605	N/A	\$ -				On Hold
		<i>Central Avenue</i>		Out for bid. Due 10/30/20.		\$ 11,450	N/A	\$ -				Bid Phase
		<i>Grant Street</i>		Out for bid. Due 10/30/20.		\$ 11,450	N/A	\$ -				Bid Phase
		<i>South Street</i>		Out for bid. Due 10/30/20.		\$ 48,600	N/A	\$ -				Bid Phase

**CAPITAL PROJECT STATUS as of 10/8/2020**

Infrastructure		Quality of Life		Growth and Development		Public Safety							
Funding Source	Project	Sub-project & Limits		Description	Budget	Professional Services Expensed		ROW Expensed	Construction Expensed	Total Remaining	Status	Overall Completion	
2019 Bond/RIF	Klein Road Phase 2	FM 725 to Walnut Avenue		Engineering review& comments underway for 90% plan. Utility coordination meeting in July. ROW documents sent to residents for review and ROW purchase.	\$ 13,000,800	\$ 1,203,490	N/A	\$ -	\$ 11,797,310		Design Phase	9%	
2019 Bond	Goodwin/Conrad Lane	Goodwin Lane from FM 306 to Conrad Lane & Conrad Lane from Goodwin to IH 35 Frontage		Design work continuing- 30% Review.	\$ 17,897,150	\$ 168,987	N/A	\$ -	\$ 17,728,163		Design Phase	1%	
2019 Bond	Business 81 & FM 306 Extensions			Project on hold until after Prop 1 projects are complete.	\$ 2,514,540	\$ 146,997	\$ 599,997	\$ 36,677	\$ 1,730,869		On Hold	7%	
NBEDC & 2013 Bond	Citywide Pedestrian Enhancements (AAMPO)			McQueeney sidewalks underway;all others complete.	\$ 1,794,828	\$ 296,854	N/A	\$ 1,180,565	\$ 317,408		Construction Phase	82%	
RIF	FM 1863 Extension PER	Hwy 46 to Veramendi Subdivision		PER complete; Stakeholder meetings held to insert comments/concerns-follow up will be needed.	\$ 199,473	\$ 165,504	N/A	\$ -	\$ 33,969		Design Phase	83%	
RIF	FM 306 Extension PER (Barbarosa)	FM 1101 to FM 758		Preparing presentation for Council on 10/12.	\$ 359,388	\$ 267,605	N/A	\$ -	\$ 91,784		Scope Development	74%	
RIF	Kowald PER	IH 35 to FM 1101		Design underway.	\$ 248,631	\$ -	N/A	\$ -	\$ 248,631		Design Phase	0%	
TxDot	Airport Detention Pond			TXDOT soliciting bids.	\$ -	\$ -	N/A	\$ -	\$ -		Bid Phase	0%	
NBEDC	Elizabeth Street Parking Realignment			Bid documents in progress;Construction pending funding.	\$ 162,000	\$ 91,994	N/A	\$ -	\$ 70,006		Design Phase	57%	
RIF	Saengerhalle/Mary Intersection	Hwy 46		Design underway.	\$ 47,905	\$ -	N/A	\$ -	\$ -		Design Phase	0%	
RIF	Water Way Lane			PO issued. Design kickoff pending.	\$ 86,495	\$ -	N/A	\$ -	\$ -		Design Phase	0%	
RIF	Old FM 306/Common Intersection			PER underway.	\$ 47,125	\$ -	N/A	\$ -	\$ -		Design Phase	0%	
RIF	FM 1044/ Klein intersection			Design underway; 60% due Oct 16.	\$ 46,100	\$ -	N/A	\$ -	\$ -		Design Phase	0%	
2019 Bond & NBEDC	Sports Complex Phase 1			Finalizing sewer connection design;all other phases under design; received grant award from TX parks & Wildlife;design completion expected October/November 2020.	\$ 25,784,920	\$ 1,105,360	N/A	\$ 175,674	\$ 24,503,886		Design Phase	5%	
2013, 2019 Bonds & Grant	All Abilities Park Enhancements			Morningside complete. Landa Park in progress.	\$ 700,000	\$ 1,500	N/A	\$ 460,185	\$ 238,315		Construction Phase	66%	
2007 CofO & 2019 Bond	Comal Cemetery Wall Improvements			Construction ongoing.	\$ 4,500,000	\$ 274,702	N/A	\$ 2,875,794	\$ 4,225,298		Construction Phase	70%	
Hotel Motel Tax	Comal River Improvements			Preliminary design underway.	\$ 350,473	\$ 182,807	N/A	\$ -	\$ 167,666		Design Phase	52%	
2013 Bond	Hinman Island Restrooms			Project complete.	\$ 250,000		N/A	\$ 243,831	\$ 6,169		Completed	98%	
2011 CofO & Contribution from Mainstreet Partner	Downtown Restrooms Façade Improvements			Work complete.	\$ 79,975	\$ -	N/A	\$ 79,975	\$ -		Project Closeout	100%	
NBEDC & Seguin 4A	CTTC HVAC replacement			Anticipate October completion.	\$ 250,000	\$ -	N/A	\$ -	\$ -		Construction Phase	0%	
Endowment	Library Space Assessment			Demo in progress. Anticipate early November install.	\$ 21,000	\$ -	N/A	\$ -	\$ -		Construction Phase	0%	
2019 Bond	Westside Community Library Center			Preparing bid documents and reviewing permit comments.	\$ 5,525,340	\$ 435,577	N/A	\$ -	\$ 5,089,763		Design Phase	8%	
Park Impr. Fees	Mission Hills Park			Design plan underway.	\$ 23,500	\$ -	N/A	\$ -	\$ -		Design Phase	0%	
NBEDC & MPO	Dry Comal Creek			Design plan underway; evaluating funding.	TBD	\$ -	N/A	\$ -	\$ -		Scope Development	0%	
2019 Bond	Fire Station #2			Contract awarded.	\$ 7,367,500	\$ 513,989	N/A	\$ -	\$ 6,853,511		Construction Phase	7%	
2019 Bond	Fire Station #3			Contract awarded.	\$ 6,736,000	\$ 388,594	N/A	\$ 182,300	\$ 6,165,106		Construction Phase	8%	
Creekside TIRZ	Firestation #7 & Training Facility Design			Master plan scope in progress. Development phase complete.	\$ 2,928,000	\$ 54,530	N/A	\$ -	\$ 2,873,470		Design Phase	2%	
2019 Bond	Police Department Facility/Veterans Memorial			Project released for bid on 10/1.	\$ 36,311,250	\$ 1,237,596	\$ 1,793,831	\$ -	\$ 33,279,823		Design Phase	8%	

RIF = Roadway Impact Fees

CofO = Certificates of Obligation

NBEDC = New Braunfels Economic Development Corporation

## VACANT POSITIONS REPORT

as of 10/5/20

Department	FY2019-20 # Authorized Positions	# Vacant Positions (FTE)	Notes	
AIRPORT FUND	9.00	1.00	Administrative Assistant - Hiring Freeze - Not approved to post	
CAPITAL PROGRAMS	5.00	-		
CITY ATTORNEY	4.00	-		
CITY MANAGER	4.00	-		
ECONOMIC AND COMMUNITY DEVELOPMENT	2.00	-		
COMMUNICATION AND COMMUNITY ENGAGEMENT	4.00	-		
CITY SECRETARY	3.75	1.00 0.75	City Secretary - Currently in the interview process Administrative Secretary - Not approved to post - hiring freeze	
CIVIC/CONVENTION CENTER	9.00	-		
FINANCE	13.00	-		
FIRE				
	Support Services	13.00	1.00	Administrative Assistant - Hiring freeze - Not approved for posting; using PT Parks employee to help out
	Emergency Management	1.00	-	
	Operations	124.00	1.00	Fire Engineer - Promotional Exam Results pending Committee approval
	Total FTE	138.00	2.00	
GOLF FUND	14.00	1.00	Maintenance Worker - Hiring Freeze - Not approved to post	
HUMAN RESOURCES	9.00	1.00	HR and Training Coordinator - Not approved to post - hiring freeze	
INFORMATION TECHNOLOGY	14.00	2.00	Service Desk Technician - Currently posted, CMO approved to fill one of the vacancies	
LIBRARY	27.50	1.00 1.00 1.00 0.50 0.50 0.50 0.50	Assistant Library Director - Not approved to hire - hiring freeze Customer Service Manager - Currently posted; CMO approved to fill Librarian 1/11/111 - Not approved to post - hiring freeze Library Aide PTR (2 @ 20 hrs) - Hiring Freeze - Not approved to post Library Aide PT (1 @ 19 hrs) - Hiring Freeze - Not approved to post Library Clerk PT (2 @ 19 hrs) - Hiring Freeze - Not approved to post WCC - Program Technician - Hiring Freeze - Not approved to post	
MUNICIPAL COURT	9.00	1.00 1.00	Deputy Court Clerk - Pending posting; CMO approved Senior Deputy Court Clerk - Hiring Freeze - Not approved to post	
PLANNING AND DEVELOPMENT SERVICES				
	Building Inspections	15.00	-	
	Neighborhood Services	14.00	1.00	Senior Code Enforcement Officer - Currently posted
		1.00	Code Enforcement Officer II - Hiring Freeze - Not approved to post	
	Planning	10.00	1.00	Planning and Community Development Assistant Director - Hiring Freeze - Not approved to post
	Total FTE	39.00	3.00	
POLICE				
	Administration	14.00	1.00	Police Officer - Pending Hiring status, Entry Level Exam was on Sept. 19th
			1.00	Police Chief - Pending posting
	Support Services	28.50	1.00	Emergency Dispatcher - Currently posted
		98.00	6.00	Police Officer - Pending Hiring status, Entry Level Exam was on Sept. 19th
	Patrol	33.50	2.00	Police Officer - Pending Hiring status, Entry Level Exam was on Sept. 19th
	Criminal Investigation	174.00	11.00	

## VACANT POSITIONS REPORT (Cont'd)

as of 10/5/20

Department	FY2019-20 # Authorized Positions	# Vacant Positions (FTE)	Notes
<b>PARKS AND RECREATION</b>			
Administration	7.00	-	
Recreation - Fischer Park	3.25	-	
Recreation - Landa Park	5.50	1.50	Recreation Instructor (9 @ 20 hours) - Currently posted; CMO approved to fill
Athletics	1.00	1.00	Athletics Program Supervisor - Currently posted, CMO approved to fill
Aquatics	2.00	-	
Rangers	2.50	1.00	Park Ranger PTR (3 @ 20 hours) - Hiring Freeze - Not approved to post
Operations	26.00	1.00	Urban Forester - Hiring Freeze - Not approved to post
		4.00	Maintenance Worker - Currently posted, CMO approved to fill
Das Rec - Full Time	12.00	1.00	Assistant Aquatics Supervisor - Hiring Freeze - Not approved to post
		1.00	Assistant Manager - Hiring Freeze - Not approved to post
Das Rec - Part Time	89.75	3.50	Kinder Care Attendant (12 @ 19 hours) - Hiring Freeze - Not approved to post
		5.00	Guest Services Representatives (21 @ 19 hours) - Currently posted, CMO approved to maintain staffing levels
		1.00	Senior Guest Services Representative (8 @ 19 hours) - Currently posted, CMO approved to maintain staffing levels
		5.00	Lifeguard/Water Safety Instructor (44 @ 19 hours) - Currently posted, CMO approved to maintain staffing levels
		2.50	Water Safety Instructor (5 @ 19 hours) - Hiring Freeze - Not approved to post
		2.00	Fitness Instructors (32 @ 19 hours) - Currently posted, CMO approved to maintain staffing levels
		2.25	Recreation/Program Instructors (5 @ 29.5 hours) - Hiring Freeze - Not approved to post
		1.00	Recreation/Program Instructors (5 @ 19 hours) - Hiring Freeze - Not approved to post
		2.50	Senior Kinder Care Attendant (6 @ 19 hours) - Hiring Freeze - Not approved to post
		7.00	Slide/Party Attendant (15 @ 19 hours) - Pending title change to Party Attendant and redistribution of FTE's to add Party Manager
		1.50	Fitness/Gym Attendant (13 @ 19 hours) - Currently posted, CMO approved to maintain staffing levels
<i>Total FTE</i>	<b>149.00</b>	<b>43.75</b>	
<b>PUBLIC WORKS</b>			
Engineering	20.00	-	
Streets	22.00	1.00	Equipment Operator I/II - Hiring Freeze - Not approved to post
Drainage	12.00	-	
Facilities Maintenance	8.00	-	
<i>Total FTE</i>	<b>62.00</b>	<b>1.00</b>	
<b>SOLID WASTE FUND</b>			
Support Services	8.00	-	
Residential Collection	14.00	2.00	Solid Waste Operator - Currently posted
Commercial Collection	15.00	1.00	Refuse Collector - Currently posted
		1.00	Solid Waste Operator - Hiring Freeze - Not approved to post
		1.00	Foreman - Currently posted
Recycling Collection	15.00	1.00	Refuse Collector - Currently posted
Fleet Services	9.00	-	
<i>Total FTE</i>	<b>61.00</b>	<b>6.00</b>	
<b>TRUANCY FUND</b>			
	1.00	-	
<b>RIVER ACTIVITIES FUND</b>			
	2.00	-	
<b>EDWARDS AQUIFER HABITAT CONSERVATION PLAN/WPP FUND</b>			
	1.00	-	
<b>DEVELOPMENT SERVICES FUND</b>			
	3.00	-	

TOTAL FTE	757.25	80.50
City-wide Staffing Level	89.37%	