



## FINANCE DEPARTMENT

### January Financial Report

February 15, 2021

#### 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 **January**, with 33.3% 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 3/8/21, a current (FY 2021 authorized totals) Vacant Positions Report as of 3/10/21, 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 2021 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 January 31, General Fund revenues total \$36.7 million or 50.3% of total budgeted revenue. \$11.6 million was received during the month of January, the majority of which came from property taxes. Sales tax and property tax are the two largest sources of revenue for the General Fund, totaling 61.2% of all budgeted revenue.

License and Permit revenue collections for the month of January were over budget at \$2.3 million (53.2%). Fines and Forfeiture revenue remains below budget with collections at 19.2% (\$269,000) of the budgeted totals. This revenue source has continued to be impacted by COVID-19 related variables. Charges for Services totaled \$822,000 (19.9%). 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 \$84,000 for the month of January – 6.7% of budgeted revenue. Parks and Recreation revenue is seasonal and has continued to be negatively affected by COVID-19. Das Rec revenue was below budget at \$534,000 (21.0%) – again, related to the negative effects of COVID-19 on memberships. While Das Rec revenue remains below budget, it continues to maintain or exceed its goal of 95% cost recovery with the decrease in revenues being offset by a similar decrease in expenditures.

## General Fund Expenditures

As of January 31, General Fund expenditures and encumbrances total \$23.9 million or 32.6% 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 January, 31.2% 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 43.5% committed, which includes encumbrances issued for one-time expenditures and/or annual contracts approved by City Council. The capital expense category is over budget due primarily to encumbrances for one-time purchases that have not been paid.

Expenditure Category	Current Total Budget	Period Activity	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures	Fiscal YTD % of Budget
Employee Expenses	\$57,198,597	\$ 4,350,088	\$ 16,898,855	\$ 112,798	\$ 17,011,653	29.7%
Operating Expenses	14,861,405	694,878	2,702,122	3,761,449	6,463,571	43.5%
Capital Expenses	61,000	610	610	36,337	36,947	60.6%
Debt Service	156,979	-	24,486	126,513	150,999	96.2%
Interfund Transfers	982,645	-	237,603	-	237,603	24.2%
Contingencies	150,000	-	-	-	-	0.0%
<b>Total</b>	<b>\$73,410,626</b>	<b>\$ 5,045,576</b>	<b>\$ 19,863,676</b>	<b>\$ 4,037,097</b>	<b>\$ 23,900,773</b>	<b>32.6%</b>

## Enterprise Funds

**Airport Fund** – Revenues for the month of January total \$761,000 or 25.0% 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 \$754,000 or 25.0% of budget, which is also less than budget. Airport employee expenditures are at 29.4% of budget, which is below budget, due to vacancies. The operating allocation is also below budget at 23.5%. As with revenue, the operating allocation is impacted by the cost to purchase fuel.

**Solid Waste Fund** – Revenues for the month of January total \$3.5 million or 33.5% of total budgeted revenues which is right on target. Solid Waste expenditures and encumbrances total \$4.5 million or 42.5% of budget, which is greater than budget. Employee expenditures are less than budget at 30.1%, a result of ongoing vacancies. Operating expenditures are over budget (65.8%), due to purchase orders issued for refuse disposal and refuse containers, that are not yet paid.

**Golf Course Fund** – Revenues for the month of January total \$615,000 or 36.6% of total budgeted revenues, which is greater than budget. Revenue for the month of January was up 41.4% compared to January of last year – the best revenue ever for January – even with a full day's, weather related closure. Rounds of golf played increased 34.4% from the same month last year (4,076 rounds played). Three tournaments were hosted. Operating expenditures are at 61.1% of budget – which is over budget due to purchase orders issued for merchandise, chemicals and custodial services that are not yet paid. The Capital Expenditures budget was amended to allow for the replacement of golf carts, which were ordered last year, but were received and the expenditure reflected this fiscal year. Employee expenditures are below budget at 28.8% due to vacancies.

**Civic/Convention Center Fund** – Charges for Services Revenues for the month of January total \$94,000 or 22.3%, which is less than budget, still reflecting the effects of the COVID-19 pandemic. Expenditures and encumbrances in the fund total \$229,000 or 28.8%, which is below budget due to operational savings as a result of the decrease in the number of events held.

## 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 January 31, 2021.

Roadway Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 2,024,063	\$ 1,826,483	\$ 197,580
Service Area 2	259,395	246,721	12,674
Service Area 3	6,383,861	4,964,894	1,418,967
Service Area 4	1,089,421	24,020	1,065,401
Service Area 5	7,409,197	5,614,769	1,794,429
Service Area 6	4,160,049	1,609,511	2,550,538
Veramendi Traffic Impact Fees	807,880	667,451	140,429
<b>Total</b>	<b>\$ 22,133,866</b>	<b>\$ 14,953,849</b>	<b>\$ 7,180,017</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 January 31, 2021.

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	\$ 1,092,405	\$ 124,180	\$ 968,225	\$ 277,350	\$ 690,875
PARK DISTRICT 2	1,634,945	-	1,634,945	824,450	810,495
PARK DISTRICT 3	1,361,766	106,273	1,255,493	813,600	441,893
PARK DISTRICT 4	325,757	86,683	239,074	50,400	188,674
<b>Total</b>	<b>\$ 4,414,874</b>	<b>\$ 317,137</b>	<b>\$ 4,097,737</b>	<b>\$ 1,965,800</b>	<b>\$ 2,131,937</b>

## General Fund

	Current Total Budget	Period Activity	Total Fiscal YTD	Fiscal YTD % of Budget
Revenues		January		
Taxes and Franchise Fees	\$ 55,304,001	\$ 9,815,831	\$ 32,171,514	58.2%
Licenses and Permits	4,370,300	901,955	2,322,946	53.2%
Intergovernmental/Contributions	575,000	163,855	170,724	29.7%
Charges for Services	4,130,160	441,183	821,785	19.9%
Fines and Forfeitures	1,401,000	69,298	269,056	19.2%
Interest Income	250,000	1,092	12,947	5.2%
Parks and Recreation	1,260,000	23,685	83,940	6.7%
Das Rec	2,547,000	133,233	533,823	21.0%
Miscellaneous	2,348,798	35,295	152,791	6.5%
Interfund Transfers	908,917	-	202,229	22.2%
<b>Total General Fund Revenues</b>	<b>\$ 73,095,176</b>	<b>\$ 11,585,427</b>	<b>\$ 36,741,755</b>	<b>50.3%</b>

	Current Total Budget	Period Activity	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures		January				
City Secretary	\$ 348,667	\$ 25,911	\$ 81,198	\$ -	\$ 81,198	23.3%
City Council	35,350	1,519	6,961	-	6,961	19.7%
City Attorney	930,031	58,075	208,464	258,684	467,148	50.2%
City Administration	888,349	65,274	255,508	-	255,508	28.8%
Human Resources	1,020,672	65,669	276,173	28,179	304,352	29.8%
Communication	486,048	44,250	138,980	-	138,980	28.6%
Finance	1,280,039	100,312	391,705	-	391,705	30.6%
Information Technology	2,129,852	134,547	664,078	108,416	772,494	36.3%
Economic Development	408,228	29,955	93,799	-	93,799	23.0%
Planning and Development Services	3,587,541	240,936	950,408	416,994	1,367,402	38.1%
Police	19,809,905	1,470,580	5,862,265	361,497	6,223,762	31.4%
Municipal Court	751,242	52,989	209,862	-	209,862	27.9%
Fire	19,517,418	1,556,016	6,100,048	457,996	6,558,044	33.6%
Public Works	7,888,471	496,299	1,804,652	921,805	2,726,457	34.6%
Parks	5,498,471	318,505	1,231,349	298,475	1,529,824	27.8%
Das Rec	2,652,942	145,418	549,972	152,888	702,860	26.5%
Library	2,366,255	161,564	592,368	29,653	622,021	26.3%
Non-Departmental	3,811,145	77,758	445,886	1,002,510	1,448,396	38.0%
<b>Total General Fund Expenditures</b>	<b>\$ 73,410,626</b>	<b>\$ 5,045,577</b>	<b>\$ 19,863,676</b>	<b>\$ 4,037,097</b>	<b>\$ 23,900,773</b>	<b>32.6%</b>

### Airport Fund

	Current Total Budget	Period Activity			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 2,897,720	\$ 141,866			\$ 736,491	25.4%
Intergovernmental	50,000	-			-	0.0%
Interfund Transfer	99,910	-			24,978	25.0%
<b>Total Airport Revenues</b>	<b>\$ 3,047,630</b>	<b>\$ 141,866</b>			<b>\$ 761,469</b>	<b>25.0%</b>

	Current Total Budget	Period Activity	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 640,040	\$ 48,421	\$ 184,920	\$ 3,245	\$ 188,165	29.4%
Operation Expenses	1,810,400	83,337	376,870	48,085	424,955	23.5%
Interfund Transfer	562,375	-	140,594	-	140,594	25.0%
<b>Total Airport Fund Expenditures</b>	<b>\$ 3,012,815</b>	<b>\$ 131,758</b>	<b>\$ 702,384</b>	<b>\$ 51,330</b>	<b>\$ 753,714</b>	<b>25.0%</b>

### Solid Waste Fund

	Current Total Budget	Period Activity			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 10,262,907	\$ 868,870			\$ 3,440,585	33.5%
Licenses & Permits	25,000	12,393			24,893	99.6%
Intergovernmental	-	456			6,000	0.0%
Miscellaneous	99,500	8,655			17,245	17.3%
Interest Income	30,000	179			957	3.2%
<b>Total Solid Waste Fund Revenues</b>	<b>\$ 10,417,407</b>	<b>\$ 890,553</b>			<b>\$ 3,489,680</b>	<b>33.5%</b>

	Current Total Budget	Period Activity	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 4,123,416	\$ 326,536	\$ 1,239,572	\$ -	\$ 1,239,572	30.1%
Operation Expenses	4,145,007	287,898	827,964	1,900,572	2,728,536	65.8%
Capital Expenses	192,500	43,148	43,148	-	43,148	22.4%
Interfund Transfer	2,168,176	-	504,544	-	504,544	23.3%
<b>Total Solid Waste Fund Expenditures</b>	<b>\$ 10,629,099</b>	<b>\$ 657,582</b>	<b>\$ 2,615,228</b>	<b>\$ 1,900,572</b>	<b>\$ 4,515,800</b>	<b>42.5%</b>

### Golf Fund

	Current Total Budget	Period Activity January			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 1,644,421	\$ 149,485				\$ 605,902 36.8%
Miscellaneous	35,000	7,328				8,860 25.3%
<b>Total Golf Fund Revenues</b>	<b>\$ 1,679,421</b>	<b>\$ 156,813</b>				<b>\$ 614,762 36.6%</b>
	Current Total Budget	Period Activity January	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 821,268	\$ 62,440	\$ 236,577	\$ -	\$ 236,577	28.8%
Operation Expenses	484,200	24,620	158,908	136,882	295,790	61.1%
Capital Expenses	426,000	423,986	423,986	-	423,986	99.5%
Interfund Transfer	69,364	-	17,341	-	17,341	25.0%
<b>Total Golf Fund Expenditures</b>	<b>\$ 1,800,832</b>	<b>\$ 511,046</b>	<b>\$ 836,812</b>	<b>\$ 136,882</b>	<b>\$ 973,694</b>	<b>54.1%</b>

### Civic/Convention Center Fund

	Current Total Budget	Period Activity January			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 419,000	\$ 25,453				\$ 93,583 22.3%
Interfund Transfers	376,016	-				250,000 66.5%
<b>Total Civic/Convention Center Fund Revenues</b>	<b>\$ 795,016</b>	<b>\$ 25,453</b>				<b>\$ 343,583 43.2%</b>
	Current Total Budget	Period Activity January	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures*</b>						
Employee Expenses	\$ 505,596	\$ 37,619	\$ 148,650	\$ -	\$ 148,650	29.4%
Operation Expenses	251,528	12,647	48,985	22,016	71,001	28.2%
Interfund Transfer	37,856	-	9,464	-	9,464	25.0%
<b>Total Civic/Convention Center Fund Expenditures</b>	<b>\$ 794,980</b>	<b>\$ 50,266</b>	<b>\$ 207,099</b>	<b>\$ 22,016</b>	<b>\$ 229,115</b>	<b>28.8%</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

City of New Braunfels

Monthly Financial Summaries

As of January 31, 2021

### Revenues

### Expenditures

	Revenues				Expenditures					
	Current Total Budget	Period Activity January	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity January	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b><u>Other Funds</u></b>										
Debt Service Fund	\$ 22,492,485	\$ 6,141,756	\$ 18,350,126	81.6%	\$ 23,022,591	\$ 17,393,984	\$ 17,734,566	\$ -	\$ 17,734,566	77.0%
Self Insurance Fund	\$ 6,810,615	\$ 560,460	\$ 2,022,952	29.7%	\$ 7,125,000	\$ 525,866	\$ 1,578,100	\$ 54,226	\$ 1,632,326	22.9%
<b><u>Special Revenue Funds</u></b>										
CDBG Fund	\$ 455,613	\$ -	\$ 154,258	33.9%	\$ 455,613	\$ 8,626	\$ 24,625	\$ 430,800	\$ 455,425	100.0%
Grant Fund	\$ 4,118,181	\$ 1,885	\$ 58,352	1.4%	\$ 4,243,663	\$ 26,357	\$ 946,303	\$ 501,476	\$ 1,447,779	34.1%
Special Revenue Fund	\$ 200,000	\$ 21,587	\$ 242,134	121.1%	\$ 450,000	\$ 55,059	\$ 95,226	\$ 40,598	\$ 135,824	30.2%
River Activities Fund	\$ 1,171,135	\$ 1,809	\$ 16,002	1.4%	\$ 1,321,135	\$ 17,037	\$ 63,126	\$ 145,753	\$ 208,879	15.8%
Court Security Fund	\$ 30,000	\$ 1,777	\$ 7,783	25.9%	\$ 28,000	\$ 2,480	\$ 9,981	\$ -	\$ 9,981	35.6%
Judicial Efficiency Fund	\$ 6,000	\$ 666	\$ 1,855	30.9%	\$ 7,000	\$ -	\$ -	\$ -	\$ -	0.0%
Court Technology Fund	\$ 30,000	\$ 1,572	\$ 6,800	22.7%	\$ 42,000	\$ 676	\$ 20,699	\$ -	\$ 20,699	49.3%
Child Safety Fund	\$ 152,000	\$ 1,715	\$ 5,646	3.7%	\$ 197,000	\$ 9,618	\$ 52,658	\$ 109,646	\$ 162,304	82.4%
Stormwater Development Fund	\$ 80,000	\$ -	\$ 5,400	6.8%	\$ 100,000	\$ 14,908	\$ 25,674	\$ 7,599	\$ 33,273	33.3%
Truancy Fund	\$ 50,000	\$ 2,043	\$ 8,796	17.6%	\$ 46,950	\$ 3,611	\$ 14,696	\$ -	\$ 14,696	31.3%

**Revenues**
**Expenditures**

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

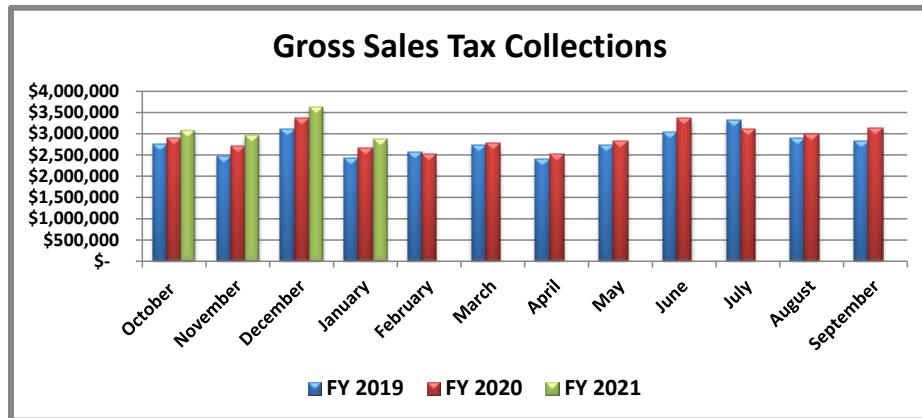
Cable Franchise Fund (PEG)	\$ 182,500	\$ 9,752	\$ 9,752	5.3%	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Replacement Fund	\$ 727,500	\$ 41,406	\$ 107,510	14.8%	\$ 884,280	\$ 46,025	\$ 142,603	\$ 257,731	\$ 400,334	\$ -	45.3%
Federal Court Awards Fund	\$ -	\$ -	\$ -	0.0%	\$ 30,000	\$ -	\$ 140	\$ -	\$ 140	\$ -	0.5%
Non-Federal Court Awards Fund	\$ -	\$ 425	\$ 2,331	0.0%	\$ 68,000	\$ -	\$ 402	\$ -	\$ 402	\$ -	0.6%
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,158,390	\$ 332	\$ 278,868	24.1%	\$ 1,256,500	\$ -	\$ 547,102	\$ 606,570	\$ 1,153,672	\$ -	91.8%
Fire Apparatus Replacement Maintenance Fund	\$ 265,000	\$ 30,519	\$ 41,328	15.6%	\$ 183,703	\$ 6,395	\$ 46,832	\$ 22,218	\$ 69,050	\$ -	37.6%
Edwards Aquifer Habitat Conservation Plan Fund	\$ 1,289,148	\$ 67,830	\$ 199,456	15.5%	\$ 1,289,148	\$ 55,836	\$ 187,397	\$ 532,119	\$ 719,516	\$ -	55.8%
Faust Library Fund	\$ -	\$ -	\$ 127	0.0%	\$ 1,860	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Rec Center Improvements & Op Revenues Fund	\$ 150	\$ -	\$ 19	12.7%	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Development Services Fund	\$ 922,000	\$ 161,365	\$ 472,349	51.2%	\$ 1,102,766	\$ 56,573	\$ 209,380	\$ 382,433	\$ 591,813	\$ -	53.7%
Cemetery Improvements Fund	\$ 5,000	\$ 1,015	\$ 14,735	294.7%	\$ 188,000	\$ 1,319	\$ 8,082	\$ 2,548	\$ 10,630	\$ -	5.7%
Hotel/Motel Tax Fund *	\$ 3,415,000	\$ 144,695	\$ 515,884	15.1%	\$ 3,458,391	\$ 141,991	\$ 312,163	\$ 179,439	\$ 491,602	\$ -	14.2%

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

## ECONOMIC DATA

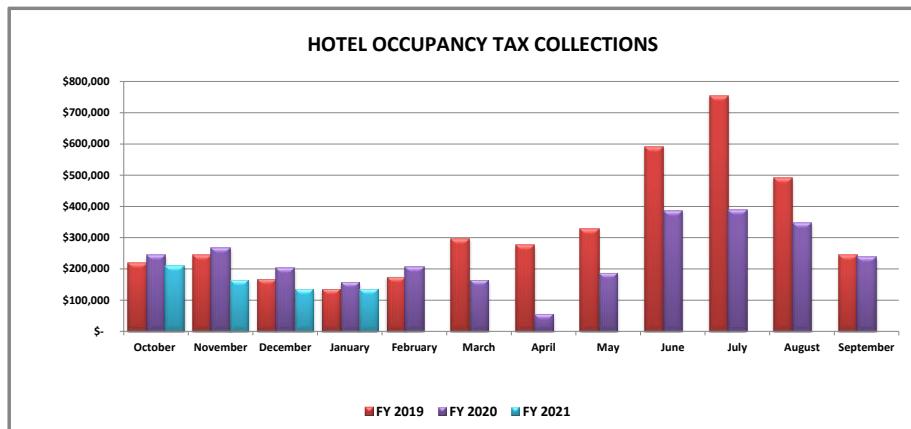
### Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the January 2021 sales tax payment. The January 2021 payment was up 8.1% when compared to January of the previous fiscal year, and up 7.9% fiscal year to date.



### Hotel/Motel Tax Collection

As shown in the graph below, January Hotel/Motel collections were down 13.6% when compared to January of last fiscal year and down 25.6% fiscal year to date. This comparison includes current, actual collections due for January only. It does not include pending or prior month payments received in the month. The City continues to suspend failure to file penalties for all overnight rental properties, providing a 90-day grace period for remittance of occupancy taxes. Short Term Rental Properties (STRP's) actually increased by 34% compared to January of last year. The biggest decline continues to be in the hotel sector. The cancellations of events due to COVID-19 and this penalty suspension policy continue to affect collections, as property owners are filing, but taking advantage of the opportunity to defer remittance of the taxes. Prior to the effects of COVID-19, collections were trending higher for all property types than in previous years.



## CAPITAL PROJECT STATUS as of 3/8/2021

Infrastructure
Quality of Life
Growth and Development
Public Safety

Funding Source	Project	Sub-project & Limits	Description	Total		Status	Overall Completion
				Budget	Remaining		
2013 Bond	Citywide Streets			\$ 10,000,000	\$ 472,554		95%
		<i>Union Avenue (Common Street to Austin)</i>	Project moved to 2019 Bond Year 3			Construction Phase	
		<i>San Antonio (Spur to Krueger)</i>	Road construction work underway			Construction Phase	
2013 Bond	Klein Road Phase 1	FM 1044 to Walnut Avenue	Phase 6 sidewalks underway	\$ 10,607,000	\$ 1,308,806	Construction Phase	88%
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	Roadwork on Morningside	\$ 16,364,000	\$ 4,573,898	Construction Phase	72%
2013 Bond/RIF	Alves Lane	Hwy 46 to Barbarossa Road	Project closeout in progress	\$ 11,486,236	\$ -	Completed	92%
2013 Bond/2013 CofO	Live Oak/Katy Street		Project closeout in progress	\$ 5,894,110	\$ 440,625	Completed	93%
2013 Bond	Panther Canyon		Vegetation plan underway	\$ 424,000	\$ 163,423	Construction Phase	61%
2013 Bond	Wood Road/Landa Street		Design of localized improvements pending funding	\$ 2,111,341	\$ 1,227,306	On Hold	42%
2019 Bond	Citywide Streets			\$ 15,000,000	\$ 11,420,630		24%
		<i>San Antonio Street (Spur to Krueger Avenue)</i>	Roadwork underway		8,559	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		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>	Bid Awarded- work to be done over the summer		161,439		On Hold
		<i>Lakeview Boulevard</i>	Sidewalk work underway		156,436	Construction Phase	
		<i>Union Avenue</i>	Contract Award approved. Work to begin in March		1,520	Construction Phase	
		<i>Comal Avenue</i>	Contract Award approved. Work to begin after Union		34,970	Construction Phase	
		<i>County Line Road</i>	Project slated for year 3		58,888		On Hold
		<i>Peach/Plum/Grape</i>	Project slated for year 3		63,605		On Hold
		<i>Central Avenue</i>	Project awarded-work to begin after Grant & South		13,950	Construction Phase	
		<i>Grant Street</i>	Roadwork underway		14,395	Construction Phase	
		<i>South Street</i>	Project Awarded- Work to begin after Grant		52,350	Construction Phase	

## CAPITAL PROJECT STATUS as of 3/8/2021

Infrastructure  
Quality of Life  
Growth and Development  
Public Safety

Funding Source	Project	Sub-project & Limits	Description	Total		Status	Overall Completion
				Budget	Remaining		
2019 Bond/RIF	Klein Road Phase 2	FM 725 to Walnut Avenue	ROW acquisition under way	\$ 13,000,800	\$ 11,703,999	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	\$ 17,128,550	Design Phase	4%
2019 Bond	Business 81 & FM 306 Extensions		Project on hold until after prop 1 projects are complete	\$ 2,514,540	\$ 1,730,869	On Hold	7%
NBEDC & 2013 Bond	Citywide Pedestrian Enhancements (AAMPO)		Final change orders in progress; substantially complete	\$ 1,927,083	\$ 41,749	Project Closeout	98%
RIF	FM 306 Extension PER (Barbarosa)	FM 1101 to FM 758	Public meeting held - Final schematic design in progress	\$ 359,388	\$ 59,394	Design Phase	83%
RIF	Kowald PER	IH 35 to FM 1101	Design Underway	\$ 248,631	\$ 108,427	Design Phase	56%
TxDot	Airport Detention Pond		Design complete - Submitted for permitting	\$ -	\$ -	Design Phase	0%
4B	Elizabeth Street Parking Realignment		Construction underway	\$ 1,662,000	\$ 1,528,754	Construction Phase	8%
RIF	Saengerhalle/Mary Intersection	Hwy 46	Design underway	\$ 47,905	\$ 17,836	Design Phase	63%
RIF	Water Way Lane		Design underway	\$ 86,495	\$ 56,399	Design Phase	35%
RIF	Old FM 306 /Common Intersection		PER Underway	\$ 47,125	\$ 19,194	Design Phase	59%
RIF	FM 1044/ Klein intersection		Design underway; 60% reviewed	\$ 46,100	\$ 14,818	Design Phase	68%
2019 Bond & NBEDC	Sports Complex Phase 1		Design work continuing - Easement negotiations complete - working on execution	\$ 25,784,920	\$ 24,396,417	Design Phase	5%
2013, 2019 Bonds & Grant	All Abilities Park Enhancements		Fischer park equipment ordered	\$ 700,000	\$ 184,536	Construction Phase	74%
2007 CofO & 2019 Bond	Comal Cemetery Wall Improvements		Construction ongoing	\$ 5,262,500	\$ 4,963,501	Construction Phase	66%
Hotel Motel Tax	Comal River Improvements		Preliminary design underway	\$ 350,473	\$ 153,457	Design Phase	56%
2019 Bond	Westside Community Library Center		Contract Award expected @ 3/8 Council Meeting	\$ 5,525,340	\$ 5,068,971	Bid Phase	8%
Parks Operating	Mission Hills Park		Platting and Survey work underway	\$ 23,500	\$ -	Design Phase	0%
NBEDC & MPO	Dry Comal Creek		Scope Development	TBD	\$ -	Design Phase	0%
2020 CofO	Cypress Bend Restrooms		Feasability review	\$ 300,000	\$ -	Scope Development	0%
2019 Bond	Fire Station #2		Construction underway	\$ 7,367,500	\$ 6,649,699	Construction Phase	10%
2019 Bond	Fire Station #3		Construction underway	\$ 6,736,000	\$ 5,746,520	Construction Phase	15%
Creekside TIRZ	Firestation #7		95% plan review	\$ 14,928,000	\$ 14,083,466	Design Phase	6%
2019 Bond	Police Department Facility/Veterans Memorial		Groundbreaking held - Site Prep underway	\$ 36,311,250	\$ 32,459,472	Construction Phase	11%

RIF = Roadway Impact Fees

CofO = Certificates of Obligation

NBEDC = New Braunfels Economic Development Corporation

## VACANT POSITIONS REPORT

as of 3/10/21

Department	FY2021 # Authorized Positions	# Vacant Positions (FTE)	Notes	
AIRPORT FUND	9.00	-		
CAPITAL PROGRAMS	5.00	-		
CITY ATTORNEY	4.00	-		
CITY MANAGER	4.00	-		
ECONOMIC AND COMMUNITY DEVELOPMENT	2.00	-		
COMMUNICATIONS AND COMMUNITY ENGAGEMENT	4.00	-		
CITY SECRETARY	3.75	0.75	Administrative Secretary - Not Approved to Post - Hiring Freeze	
CIVIC/CONVENTION CENTER	9.00	-		
FINANCE	13.00	1.00	Budget Analyst - In Interview Process	
FIRE				
	<i>Support Services</i>	13.00	1.00	Administrative Assistant - Pending Interview Process
	<i>Emergency Management</i>	1.00	-	
	<i>Operations</i>	124.00	2.00	Firefighter - Currently Posted- Test scheduled for 04/04/2021
	<i>Total FTE</i>	138.00	3.00	
GOLF FUND	14.00	1.00	Maintenance Worker - Pending Posting	
HUMAN RESOURCES	9.00	1.00	HR Assistant - Title change from Customer Service Specialist- In Interview Process	
INFORMATION TECHNOLOGY	14.00	1.00	Network Administrator - Currently Posted	
LIBRARY	28.00	1.00	Assistant Library Director - Not Approved to Hire - Hiring Freeze	
		1.00	Librarian 1/11/111 - Not Approved to Hire - Hiring Freeze	
		0.50	1 PT Library aide reclassified to PTR - Hiring Freeze - Not Approved to Post	
		0.75	2 PT Library clerks reclassified to PTR - Vacancy Pending Posting	
		1.00	WCC - Librarian 1/11/111 - Not Approved to Hire - Hiring Freeze	
		1.00	WCC - Facility Specialist - Currently Posted	
		0.50	WCC - Program Technician - Hiring Freeze - Not Approved to Post	
MUNICIPAL COURT	9.00	1.00	Court Operations Supervisor - Position to be Filled 3/15	
		1.00	Deputy Court Clerk - Position to be Filled 3/15	
PLANNING AND DEVELOPMENT SERVICES				
	<i>Building Safety</i>	15.00	-	
	<i>Neighborhood Services</i>	14.00	1.00	Senior Code Enforcement Officer - Currently Posted
		1.00	Code Enforcement Officer II - Hiring Freeze - Not Approved to Post	
	<i>Development Planning</i>	7.00	1.00	Planning and Development Services Assistant Director - Reposted
	<i>Comprehensive Planning</i>	3.00	-	
	<i>Total FTE</i>	39.00	3.00	

**VACANT POSITIONS REPORT**  
**as of 3/10/21 (Cont'd)**

Department	FY2021 # Authorized Positions	# Vacant Positions (FTE)	Notes
<b>POLICE</b>			
Administration	14.00	1.00	Police Chief - Interim Chief hired until position filled - Position Posted
Support Services	28.50	1.00	Police Officer - No entry level test scheduled yet
Patrol	98.00	-	
Criminal Investigation	33.50	1.00	Police Sergeant - Promotion Exam Completed - Pending Approval
		-	
Total FTE	174.00	3.00	
<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	-	
Aquatics	2.00	1.00	Assistant Aquatics Supervisor - Currently Posted - CMO Approved to Fill
Rangers	2.50	0.50	Park Ranger PTR (3 @ 20 hours) - Currently Posted
Operations	26.00	1.00	Park Ranger PTR (3 @ 20 hours) - Currently Posted
		4.00	Urban Forester - Currently Posted
		4.00	Maintenance Worker - Currently Posted
Das Rec - Full Time	12.00	1.00	Guest Services & Marketing Supervisor - Currently Posted
Das Rec - Part Time	89.75	1.00	Assistant Manager - Hiring Freeze - Not Approved to Post
		2.50	Kinder Care Attendant (12 @ 19 hours) - Currently Posted
		6.00	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
		5.50	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 PTR (5 @ 29.5 hours) - Currently Posted
		1.00	Recreation/Program Instructors PT (5 @ 19 hours) - Hiring Freeze - Not Approved to Post
		2.50	Senior Kinder Care Attendant (6 @ 19 hours) - Currently Posted
		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
Total FTE	149.00	43.75	
<b>PUBLIC WORKS</b>			
Engineering	20.00	1.00	Construction Inspector - Posting Closed, reviewing applications
Streets	22.00	-	
Drainage	12.00	1.00	Crew Leader - Pending Posting
Facilities Maintenance	8.00	-	
		-	
Total FTE	62.00	2.00	
<b>SOLID WASTE FUND</b>			
Support Services	8.00	-	
Residential Collection	14.00	1.00	Solid Waste Operator - Currently Posted
Commercial Collection	15.00	1.00	Solid Waste Operator - Currently Posted
Recycling Collection	15.00	1.00	Refuse Collector - Currently Posted
Fleet Services	9.00	-	
		-	
Total FTE	61.00	3.00	
<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	757.75	70.25
City-wide Staffing Level	90.73%	