



## FINANCE DEPARTMENT

# February Financial Report

April 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 **February**, with 41.7% 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 4/1/21, a current (FY 2021 authorized totals) Vacant Positions Report as of 4/5/21, 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 February 28, General Fund revenues total \$42.8 million or 58.6% of total budgeted revenue. \$6.0 million was received during the month of February, the majority of which came from property taxes. The majority of property taxes are collected from December – March. 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 February were over budget at \$2.8 million (63.4%). Fines and Forfeiture revenue remains below budget with collections at 23.6% (\$331,000) of the budgeted totals. This revenue source has continued to be impacted by COVID-19 related variables. Charges for Services totaled \$970,000 (23.5%). 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 \$114,000 for the month of February – 9.1% of budgeted revenue. Parks and Recreation revenue is seasonal and has continued to be negatively affected by COVID-19 but should start picking up this spring. Das Rec revenue was below budget at \$658,000 (25.8%) – 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 February 28, General Fund expenditures and encumbrances total \$28.8 million or 39.3% 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 February, 38.9% 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 47.5% 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	\$ 4,277,969	\$ 21,176,669	\$ 99,005	\$ 21,275,674	37.2%
Operating Expenses	14,861,405	829,061	3,531,183	3,527,823	7,059,006	47.5%
Capital Expenses	61,000	198	808	36,337	37,145	60.9%
Debt Service	156,979	54,756	79,241	126,513	205,754	131.1%
Interfund Transfers	982,645	-	237,603	-	237,603	24.2%
Contingencies	150,000	-	-	-	-	0.0%
<b>Total</b>	<b>\$73,410,626</b>	<b>\$ 5,161,984</b>	<b>\$ 25,025,504</b>	<b>\$ 3,789,678</b>	<b>\$ 28,815,182</b>	<b>39.3%</b>

## Enterprise Funds

**Airport Fund** – Revenues for the month of February total \$926,000 or 30.4% 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 \$815,000 or 27.1% of budget, which is also less than budget. Airport employee expenditures are at 36.8% of budget, which is below budget, due to vacancies. The operating allocation is also below budget at 24.3%. As with revenue, the operating allocation is impacted by the cost to purchase fuel.

**Solid Waste Fund** – Revenues for the month of February total \$4.4 million or 41.8% of total budgeted revenues which is right on target. Solid Waste expenditures and encumbrances total \$5.0 million or 47.3% of budget, which is greater than budget. Employee expenditures are less than budget at 37.4%, a result of ongoing vacancies. Operating expenditures are over budget (68.0%), due to purchase orders issued for refuse disposal and refuse containers, that are not yet paid.

**Golf Course Fund** – Revenues for the month of February total \$717,000 or 42.7% of total budgeted revenues, which is greater than budget. Revenue for the month of February was down 28.4% compared to February of last year – reflecting the effects of the winter storm. Due to the winter weather, the course was closed for nine days resulting in the loss of three tournaments. Rounds of golf played decreased 16.5% from the same month last year (2,658 rounds played). Operating expenditures are at 64.0% of budget – which is over budget due to purchase orders issued for merchandise and chemicals 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 35.5% due to vacancies.

**Civic/Convention Center Fund** – Charges for Services Revenues for the month of February total \$113,000 or 27.0%, which is less than budget, still reflecting the effects of the COVID-19 pandemic, in addition, the Civic/Convention Center continues to serve as the primary location for the distribution of vaccinations. Staff is tracking the value of utilizing the facility for this purpose. By the end of the fiscal year, the Civic/Convention Center will be reimbursed for these facility costs, likely through federal funding. Expenditures and encumbrances in the fund total \$282,000 or 35.5%, 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 February 28, 2021.

Roadway Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 2,030,426	\$ 1,826,483	\$ 203,943
Service Area 2	259,562	246,721	12,841
Service Area 3	6,458,561	4,974,314	1,484,247
Service Area 4	1,091,296	24,020	1,067,276
Service Area 5	7,461,089	5,848,554	1,612,535
Service Area 6	4,168,409	1,609,511	2,558,898
Veramendi Traffic Impact Fees	827,279	718,390	108,889
<b>Total</b>	<b>\$ 22,296,622</b>	<b>\$ 15,247,993</b>	<b>\$ 7,048,629</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 February 28, 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	1,362,366	106,273	1,256,093	813,600	442,493
PARK DISTRICT 4	325,757	86,683	239,074	50,400	188,674
<b>Total</b>	<b>\$ 4,415,474</b>	<b>\$ 317,137</b>	<b>\$ 4,098,337</b>	<b>\$ 1,965,800</b>	<b>\$ 2,132,537</b>

**General Fund**

	Current Total Budget	Period Activity February		Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>					
Taxes and Franchise Fees	\$ 55,304,001	\$ 5,173,893		\$ 37,345,568	67.5%
Licenses and Permits	4,370,300	425,056		2,769,606	63.4%
Intergovernmental/Contributions	575,000	41,319		212,043	36.9%
Charges for Services	4,130,160	141,840		969,762	23.5%
Fines and Forfeitures	1,401,000	61,455		330,511	23.6%
Interest Income	250,000	850		13,797	5.5%
Parks and Recreation	1,260,000	29,102		114,463	9.1%
Das Rec	2,547,000	131,266		657,827	25.8%
Miscellaneous	2,348,798	31,126		183,903	7.8%
Interfund Transfers	908,917	-		202,229	22.2%
<b>Total General Fund Revenues</b>	<b>\$ 73,095,176</b>	<b>\$ 6,035,907</b>		<b>\$ 42,799,709</b>	<b>58.6%</b>

	Current Total Budget	Period Activity February	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
City Secretary	\$ 348,667	\$ 25,164	\$ 106,362	\$ -	\$ 106,362	30.5%
City Council	35,350	2,145	9,107	-	9,107	25.8%
City Attorney	930,031	67,950	276,415	252,662	529,077	56.9%
City Administration	888,349	66,483	321,991	-	321,991	36.2%
Human Resources	1,020,672	68,538	344,711	27,724	372,435	36.5%
Communication	486,048	32,238	171,218	-	171,218	35.2%
Finance	1,280,039	91,898	483,603	-	483,603	37.8%
Information Technology	2,129,852	173,865	837,943	60,929	898,872	42.2%
Economic Development	408,228	27,724	121,523	-	121,523	29.8%
Planning and Development Services	3,587,541	276,726	1,227,134	369,550	1,596,684	44.5%
Police	19,809,905	1,596,668	7,458,775	354,275	7,813,050	39.4%
Municipal Court	751,242	47,865	257,727	-	257,727	34.3%
Fire	19,517,418	1,565,960	7,666,007	427,136	8,093,143	41.5%
Public Works	7,888,471	534,761	2,339,413	846,077	3,185,490	40.4%
Parks	5,498,471	264,185	1,495,533	286,944	1,782,477	32.4%
Das Rec	2,652,942	144,823	694,796	147,766	842,562	31.8%
Library	2,366,255	139,826	732,195	34,923	767,118	32.4%
Non-Departmental	3,811,145	35,165	481,051	981,692	1,462,743	38.4%
<b>Total General Fund Expenditures</b>	<b>\$ 73,410,626</b>	<b>\$ 5,161,984</b>	<b>\$ 25,025,504</b>	<b>\$ 3,789,678</b>	<b>\$ 28,815,182</b>	<b>39.3%</b>

### Airport Fund

	Current Total Budget	Period Activity February			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 2,897,720	\$ 164,991				\$ 900,757 31.1%
Intergovernmental	50,000	-				0.0%
Interfund Transfer	99,910	-				24,978 25.0%
<b>Total Airport Revenues</b>	<b>\$ 3,047,630</b>	<b>\$ 164,991</b>				<b>\$ 925,735 30.4%</b>

	Current Total Budget	Period Activity February	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 640,040	\$ 47,733	\$ 232,653	\$ 2,722	\$ 235,375	36.8%
Operation Expenses	1,810,400	22,540	399,410	39,614	439,024	24.3%
Interfund Transfer	562,375	-	140,594	-	140,594	25.0%
<b>Total Airport Fund Expenditures</b>	<b>\$ 3,012,815</b>	<b>\$ 70,273</b>	<b>\$ 772,657</b>	<b>\$ 42,336</b>	<b>\$ 814,993</b>	<b>27.1%</b>

### Solid Waste Fund

	Current Total Budget	Period Activity February			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 10,262,907	\$ 844,522				\$ 4,285,106 41.8%
Licenses & Permits	25,000	6,147				31,040 124.2%
Intergovernmental	-	14,000				20,000 0.0%
Miscellaneous	99,500	2,087				19,333 19.4%
Interest Income	30,000	88				1,045 3.5%
<b>Total Solid Waste Fund Revenues</b>	<b>\$ 10,417,407</b>	<b>\$ 866,844</b>				<b>\$ 4,356,524 41.8%</b>

	Current Total Budget	Period Activity February	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	\$ 301,635	\$ 1,541,207	\$ -	\$ 1,541,207	37.4%
Operation Expenses	4,145,007	214,465	1,042,428	1,774,339	2,816,767	68.0%
Capital Expenses	192,500	-	43,148	122,298	165,446	85.9%
Interfund Transfer	2,168,176	-	504,544	-	504,544	23.3%
<b>Total Solid Waste Fund Expenditures</b>	<b>\$ 10,629,099</b>	<b>\$ 516,100</b>	<b>\$ 3,131,327</b>	<b>\$ 1,896,637</b>	<b>\$ 5,027,964</b>	<b>47.3%</b>

### Golf Fund

	Current Total Budget	Period Activity February			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 1,644,421	\$ 100,056			\$ 705,958	42.9%
Miscellaneous	35,000	2,131			10,994	31.4%
<b>Total Golf Fund Revenues</b>	<b>\$ 1,679,421</b>	<b>\$ 102,187</b>			<b>\$ 716,952</b>	<b>42.7%</b>

	Current Total Budget	Period Activity February	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 821,268	\$ 54,633	\$ 291,210	\$ -	\$ 291,210	35.5%
Operation Expenses	484,200	21,336	180,245	129,540	309,785	64.0%
Capital Expenses	426,000	-	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>\$ 75,969</b>	<b>\$ 912,782</b>	<b>\$ 129,540</b>	<b>\$ 1,042,322</b>	<b>57.9%</b>

### Civic/Convention Center Fund

	Current Total Budget	Period Activity February			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 419,000	\$ 19,424			\$ 113,006	27.0%
Interfund Transfers	376,016	-			250,000	66.5%
<b>Total Civic/Convention Center Fund Revenues</b>	<b>\$ 795,016</b>	<b>\$ 19,424</b>			<b>\$ 363,006</b>	<b>45.7%</b>

	Current Total Budget	Period Activity February	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures*</b>						
Employee Expenses	\$ 505,596	\$ 36,902	\$ 185,552	\$ -	\$ 185,552	36.7%
Operation Expenses	251,528	16,107	65,092	21,971	87,063	34.6%
Interfund Transfer	37,856	-	9,464	-	9,464	25.0%
<b>Total Civic/Convention Center Fund Expenditures</b>	<b>\$ 794,980</b>	<b>\$ 53,009</b>	<b>\$ 260,108</b>	<b>\$ 21,971</b>	<b>\$ 282,079</b>	<b>35.5%</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 February 28, 2021

### Revenues

### Expenditures

	Revenues				Expenditures					
	Current Total Budget	Period Activity February	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity February	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	\$ 1,956,999	\$ 20,307,125	90.3%	\$ 23,022,591	\$ 984,725	\$ 18,719,290	\$ -	\$ 18,719,290	81.3%
Self Insurance Fund	\$ 6,810,615	\$ 832,592	\$ 2,855,953	41.9%	\$ 7,125,000	\$ 302,696	\$ 1,880,796	\$ 52,143	\$ 1,932,939	27.1%
<b><u>Special Revenue Funds</u></b>										
CDBG Fund	\$ 455,613	\$ 15,999	\$ 170,257	37.4%	\$ 455,613	\$ 41,936	\$ 66,562	\$ 389,000	\$ 455,562	100.0%
Grant Fund	\$ 4,118,181	\$ -	\$ 58,352	1.4%	\$ 4,243,663	\$ 202,822	\$ 1,149,280	\$ 299,847	\$ 1,449,127	34.1%
Special Revenue Fund	\$ 200,000	\$ 9,785	\$ 251,919	126.0%	\$ 450,000	\$ 18,724	\$ 141,356	\$ 45,373	\$ 186,729	41.5%
River Activities Fund	\$ 1,171,135	\$ 1,384	\$ 17,386	1.5%	\$ 1,321,135	\$ 12,183	\$ 75,309	\$ 145,753	\$ 221,062	16.7%
Court Security Fund	\$ 30,000	\$ 1,543	\$ 9,326	31.1%	\$ 28,000	\$ 2,238	\$ 12,219	\$ -	\$ 12,219	43.6%
Judicial Efficiency Fund	\$ 6,000	\$ 487	\$ 2,342	39.0%	\$ 7,000	\$ -	\$ -	\$ -	\$ -	0.0%
Court Technology Fund	\$ 30,000	\$ 1,365	\$ 8,166	27.2%	\$ 42,000	\$ 373	\$ 21,072	\$ -	\$ 21,072	50.2%
Child Safety Fund	\$ 152,000	\$ 1,479	\$ 7,124	4.7%	\$ 197,000	\$ 8,337	\$ 60,995	\$ 101,384	\$ 162,379	82.4%
Stormwater Development Fund	\$ 80,000	\$ -	\$ 5,400	6.8%	\$ 100,000	\$ -	\$ 25,674	\$ 7,599	\$ 33,273	33.3%
Truancy Fund	\$ 50,000	\$ 1,776	\$ 10,572	21.1%	\$ 46,950	\$ 3,692	\$ 18,387	\$ -	\$ 18,387	39.2%

**Revenues**
**Expenditures**

	Current Total Budget	Period Activity February	Total Fiscal YTD	Fiscal YTD % of budget		Current Total Budget	Period Activity February	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**

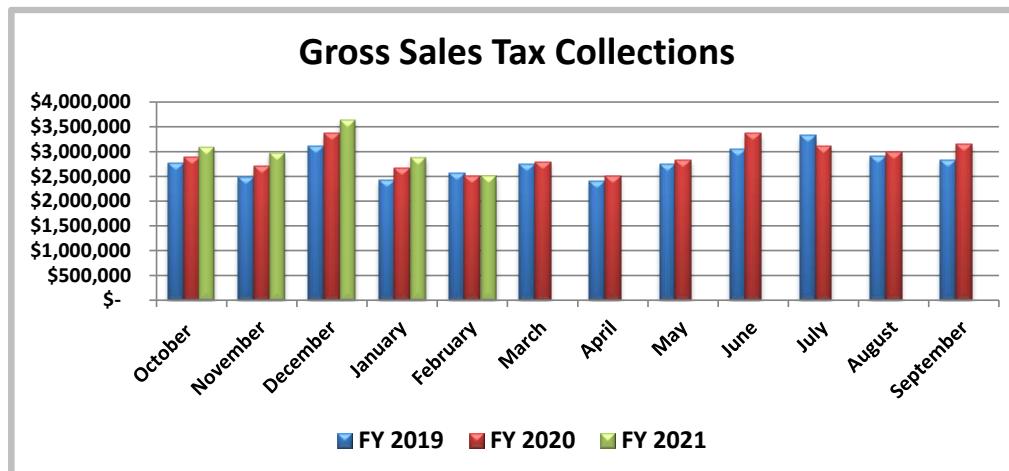
Cable Franchise Fund (PEG)	\$ 182,500	\$ 36,514	\$ 46,266	25.4%	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Replacement Fund	\$ 727,500	\$ 61,488	\$ 168,998	23.2%	\$ 884,280	\$ 29,752	\$ 172,355	\$ 254,021	\$ 426,376	\$ -	48.2%
Federal Court Awards Fund	\$ -	\$ -	\$ -	0.0%	\$ 30,000	\$ -	\$ 140	\$ -	\$ 140	\$ -	0.5%
Non-Federal Court Awards Fund	\$ -	\$ 318	\$ 2,649	0.0%	\$ 68,000	\$ 1,326	\$ 1,728	\$ -	\$ 1,728	\$ -	2.5%
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,158,390	\$ 163	\$ 279,031	24.1%	\$ 1,256,500	\$ -	\$ 547,102	\$ 606,570	\$ 1,153,672	\$ -	91.8%
Fire Apparatus Replacement Maintenance Fund	\$ 265,000	\$ 6,978	\$ 48,306	18.2%	\$ 183,703	\$ 20,388	\$ 67,220	\$ 22,910	\$ 90,130	\$ -	49.1%
Edwards Aquifer Habitat Conservation Plan Fund	\$ 1,289,148	\$ 123,991	\$ 323,447	25.1%	\$ 1,289,148	\$ 121,093	\$ 308,490	\$ 447,849	\$ 756,339	\$ -	58.7%
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	\$ 98,518	\$ 573,432	62.2%	\$ 1,102,766	\$ 177,148	\$ 386,528	\$ 360,322	\$ 746,850	\$ -	67.7%
Cemetery Improvements Fund	\$ 5,000	\$ 281	\$ 14,919	298.4%	\$ 188,000	\$ 860	\$ 8,942	\$ 2,548	\$ 11,490	\$ -	6.1%
Hotel/Motel Tax Fund *	\$ 3,415,000	\$ 124,756	\$ 640,639	18.8%	\$ 3,458,391	\$ (28,896)	\$ 283,266	\$ 189,414	\$ 472,680	\$ -	13.7%

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

## ECONOMIC DATA

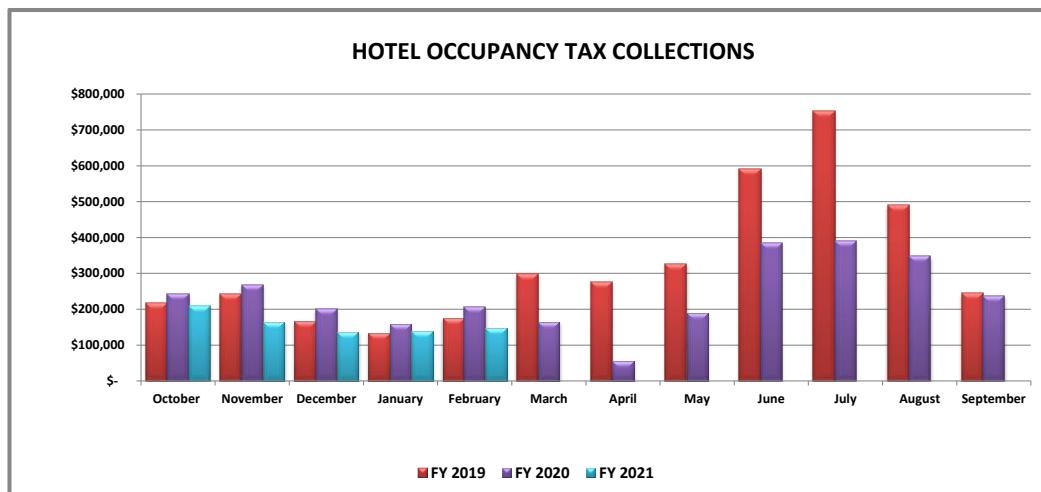
### **Total Sales Tax Collections – General Fund and NBEDC**

Sales tax is received approximately six weeks after the month has ended. The graph below includes the February 2021 sales tax payment. The February 2021 payment was down 0.1% when compared to February of the previous fiscal year. This decrease is likely due to the winter storm and the effect it had on businesses, as essentially the entire city was closed for a week. From October – February, sales taxes are up 6.5%.



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

As shown in the graph below, February Hotel/Motel collections were down 28.8% when compared to February of last fiscal year and down 25.9% fiscal year to date. This comparison includes current, actual collections due for February only. It does not include pending or prior month payments received in the month. As of February, the City continued to suspend failure to file penalties for all overnight rental properties, providing a 90-day grace period for remittance of occupancy taxes. This policy will be reversed, and the penalty structure will be reinstated beginning with April taxes due in May. Short Term Rental Properties (STRP's) actually increased by 21% compared to February of last year. The biggest percentage decline for February was in the Bed and Breakfast sector.



## CAPITAL PROJECT STATUS as of 4/1/2021



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>	<i>Project moved to 2019 Bond Year 3</i>				<i>Construction Phase</i>
		<i>San Antonio (Spur to Krueger)</i>	<i>Road construction work underway</i>				<i>Construction Phase</i>
2013 Bond	Klein Road Phase 1	FM 1044 to Walnut Avenue	Finalizing concrete work	\$ 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	Panther Canyon		Vegetation plan underway	\$ 424,000	\$ 154,929	Construction Phase	63%
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	\$ 11,031,564		26%
		<i>San Antonio Street (Spur to Krueger Avenue)</i>	<i>Roadwork underway</i>	\$ 8,559			<i>Construction Phase</i>
		<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>	<i>Project moved to future year</i>	\$ 46,581			<i>On Hold</i>
		<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>	<i>Bid Awarded- work to be done over the summer</i>	\$ 161,439			<i>On Hold</i>
		<i>Lakeview Boulevard</i>	<i>Sidewalk work underway</i>	\$ 156,436			<i>Construction Phase</i>
		<i>Union Avenue</i>	<i>Sidewalk work underway</i>	\$ 1,520			<i>Construction Phase</i>
		<i>Comal Avenue</i>	<i>Contract Award approved - Work to begin after Union</i>	\$ 34,970			<i>Construction Phase</i>
		<i>County Line Road</i>	<i>Project slated for year 3</i>	\$ 58,888			<i>On Hold</i>
		<i>Peach/Plum/Grape</i>	<i>Project slated for year 3</i>	\$ 63,605			<i>On Hold</i>
		<i>Central Avenue</i>	<i>Project awarded - Work to begin after Grant &amp; South</i>	\$ 13,950			<i>Construction Phase</i>
		<i>Grant Street</i>	<i>Paving underway</i>	\$ 14,395			<i>Construction Phase</i>
		<i>South Street</i>	<i>Work beginning in April</i>	\$ 52,350			<i>Construction Phase</i>

## CAPITAL PROJECT STATUS as of 4/1/2021



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	\$ 11,701,545	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 complete	\$ 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	\$ 4,956,803	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		Demo complete - Work to begin in April	\$ 5,525,340	\$ 4,995,720	Bid Phase	10%
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		Feasibility review	\$ 300,000	\$ -	Scope Development	0%
2019 Bond	Fire Station #2		Construction underway	\$ 7,367,500	\$ 5,589,866	Construction Phase	24%
2019 Bond	Fire Station #3		Construction underway	\$ 6,736,000	\$ 5,726,629	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	\$ 32,454,669	Construction Phase	11%

RIF = Roadway Impact Fees

CofO = Certificates of Obligation

NBEDC = New Braunfels Economic Development Corporation

## VACANT POSITIONS REPORT

as of 4/5/21

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	2.75	0.75	Administrative Assistant PTR - .75 FTE Moved from City Secretary Office - Position Currently Posted
COMMUNICATIONS AND COMMUNITY ENGAGEMENT	4.00	-	
CITY SECRETARY	3.00	-	
CIVIC/CONVENTION CENTER	9.00	-	
FINANCE	13.00	1.00	Budget Analyst - Will Be Filled 4/17
FIRE			
<i>Support Services</i>	13.00	1.00	Administrative Assistant - Will Be Filled 4/17
<i>Emergency Management</i>	1.00	-	
<i>Operations</i>	124.00	2.00	Firefighter - Currently Posted- Test Scheduled for 04/8/2021
<i>Total FTE</i>	138.00	3.00	
GOLF FUND	14.00	1.00	Maintenance Worker - Pending Posting
HUMAN RESOURCES	9.00	-	
INFORMATION TECHNOLOGY	14.00	1.00	Network Administrator - In Interview Process
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 - Will be Filled 4/17
		1.00	WCC - Facility Specialist - Pending Posting
		0.50	WCC - Program Technician - Hiring Freeze - Not Approved to Post
MUNICIPAL COURT	9.00	1.00	Court Operations Supervisor - Will be Filled 4/17
PLANNING AND DEVELOPMENT SERVICES			
<i>Building Safety</i>	15.00	-	
<i>Neighborhood Services</i>	14.00	1.00	Senior Code Enforcement Officer - Applicant Pending Possible Start
<i>Development Planning</i>	7.00	1.00	Code Enforcement Officer II - Hiring Freeze - Not Approved to Post
<i>Comprehensive Planning</i>	3.00	-	
<i>Total FTE</i>	39.00	3.00	Planning and Development Services Assistant Director - Reposted

## VACANT POSITIONS REPORT

as of 4/5/21 (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 - In Interview Process
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 - Will Be Filled 4/3
		-	
Total FTE	174.00	3.00	
<b>PARKS AND RECREATION</b>			
Administration	7.00	-	
Recreation - Fischer Park	3.25	-	
Recreation - Landa Park	5.50	1.00	Recreation Instructor (9 @ 20 hours) - Currently Posted
Athletics	1.00	-	
Aquatics	2.00	1.00	Assistant Aquatics Supervisor - In Interview Process
Rangers	2.50	-	
Operations	26.00	1.00	Urban Forester - Currently Posted
		4.00	Maintenance Worker - Currently Posted - 1 Applicant Pending Possible Start
Das Rec - Full Time	12.00	1.00	Guest Services & Marketing Supervisor - Reviewing Applicants
Das Rec - Part Time	89.75	1.00	Assistant Manager - Hiring Freeze - Not Approved to Post
		4.00	Kinder Care Attendant (12 @ 19 hours) - Currently Posted
		6.00	Guest Services Representatives (21 @ 19 hours) - Currently Posted
		1.50	Senior Guest Services Representative (8 @ 19 hours) - Currently Posted
		3.50	LifeGuard/Water Safety Instructor (44 @ 19 hours) - Currently Posted
		2.50	Water Safety Instructor (5 @19 hours) - Hiring Freeze - Not Approved to Post
		2.00	Fitness Instructors (32 @ 19 hours) - Currently Posted
		2.25	Recreation/Program Instructors PTR (5 @ 29.5 hours) - Currently Posted
		1.50	Recreation/Program Instructors PT (5 @ 19 hours) - Hiring Freeze - Not Approved to Post
		2.00	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
		2.50	Fitness/Gym Attendant (13 @ 19 hours) - Currently Posted
Total FTE	149.00	43.75	
<b>PUBLIC WORKS</b>			
Engineering	20.00	1.00	Construction Inspector -In Interview Process
Streets	22.00	-	
Drainage	12.00	-	
Facilities Maintenance	8.00	-	
Total FTE	62.00	1.00	
<b>SOLID WASTE FUND</b>			
Support Services	8.00	-	
Residential Collection	14.00	1.00	Solid Waste Operator - Currently Posted
		1.00	Refuse Collector - Currently Posted
Commercial Collection	15.00	2.00	Solid Waste Operator - Currently Posted
Recycling Collection	15.00	-	
Fleet Services	9.00	1.00	Fleet Manager - Will Be Filled 4/17
Total FTE	61.00	5.00	
<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	69.25
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City-wide Staffing Level	90.86%
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