



FINANCE DEPARTMENT

Second Quarter Financial Report

May 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 **March**, with 50.0% 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 5/6/21, a current (FY 2021 authorized totals) Vacant Positions Report as of 5/5/21, 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 March 31, General Fund revenues total \$47.9 million or 65.5% of total budgeted revenue. \$5.1 million was received during the month of March, the majority of which came from sales 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 March were over budget at \$3.3 million (75.5%). Fines and Forfeiture revenue remains below budget with collections at 31.5% (\$442,000) of the budgeted totals. This revenue source has continued to be impacted by COVID-19 related variables. Charges for Services totaled \$1.1 million (27.8%). 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 \$186,000 for the month of March – 14.8% 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 \$809,000 (31.8%) – again, related to the negative effects of COVID-19 on memberships. While Das Rec revenue remains below budget, the decrease in revenues continues to be offset by a similar decrease in expenditures.

General Fund Expenditures

As of March 31, General Fund expenditures and encumbrances total \$34.6 million or 47.2% 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 March, 46.6% of the total payroll for the fiscal year has elapsed. The table below is broken down by total General Fund expenditures and encumbrances within each expenditure category. Operating expenses are currently at 57.0% 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	\$ 4,245,799	\$ 25,422,468	\$ 85,957	\$ 25,508,425	44.6%
Operating Expenses	14,861,405	1,515,077	5,046,260	3,431,699	8,477,959	57.0%
Capital Expenses	61,000	27,797	28,605	8,842	37,447	61.4%
Debt Service	156,979	-	79,241	71,757	150,998	96.2%
Interfund Transfers	982,645	213,728	451,331	-	451,331	45.9%
Contingencies	150,000	-	-	-	-	0.0%
Total	\$73,410,626	\$ 6,002,401	\$ 31,027,905	\$ 3,598,255	\$ 34,626,160	47.2%

Enterprise Funds

Airport Fund – Revenues for the month of March total \$1.1 million or 36.8% 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. With the spring months and the easing of COVID restrictions, these revenues should start increasing. Expenditures and encumbrances total \$1.2 million or 39.6% of budget, which is also less than budget. Airport employee expenditures are at 44.2% of budget, which is below budget, due to vacancies. The operating allocation is also below budget at 34.7%. As with revenue, the operating allocation is impacted by the cost to purchase fuel.

Solid Waste Fund – Revenues for the month of March total \$5.3 million or 50.6% of total budgeted revenues which is right on target. Solid Waste expenditures and encumbrances total \$6.0 million or 56.8% of budget, which is greater than budget. Employee expenditures are less than budget at 45.4%, a result of ongoing vacancies. Operating expenditures are over budget (72.1%), due to purchase orders issued for refuse disposal and refuse containers, that are not yet paid.

Golf Course Fund – Revenues for the month of March total \$912,000 or 54.3% of total budgeted revenues, which is greater than budget. Revenue for the month of March was up 54.7% compared to March of last year and was a record month. Part of this large increase reflects the closure of the course in March 2020 due to COVID. Rounds of golf played increased 36.3% from the same month last year (4,799 rounds played) and 15 tournaments were hosted. Operating expenditures are at 71.1% 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 42.5% due to vacancies.

Civic/Convention Center Fund – Charges for Services Revenues for the month of March total \$140,000 or 33.3%, which is less than budget, still reflecting the effects of the COVID-19 pandemic, in addition, the Civic/Convention Center continued to serve as the primary location for the distribution of vaccinations. 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 \$360,000 or 45.2%, 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 March 31, 2021.

Roadway Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 2,037,535	\$ 1,826,483	\$ 211,052
Service Area 2	259,998	246,721	13,277
Service Area 3	6,602,198	4,974,314	1,627,883
Service Area 4	1,091,296	24,020	1,067,276
Service Area 5	7,551,089	5,848,554	1,702,535
Service Area 6	4,183,409	1,669,411	2,513,998
Veramendi Traffic Impact Fees	907,709	796,139	111,570
Total	\$ 22,633,234	\$ 15,385,642	\$ 7,247,592

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 March 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	\$ 1,111,805	\$ 124,180	\$ 987,625	\$ 277,350	\$ 710,275
PARK DISTRICT 2	2,113,721	-	2,113,721	824,450	1,289,271
PARK DISTRICT 3	1,418,166	106,273	1,311,893	813,600	498,293
PARK DISTRICT 4	325,757	86,683	239,074	50,400	188,674
Total	\$ 4,969,450	\$ 317,137	\$ 4,652,313	\$ 1,965,800	\$ 2,686,513

General Fund

	Current Total Budget	Period Activity March		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Taxes and Franchise Fees	\$ 55,304,001	\$ 3,719,831		\$ 41,065,399	74.3%
Licenses and Permits	4,370,300	533,969		3,299,517	75.5%
Intergovernmental/Contributions	575,000	-		212,043	36.9%
Charges for Services	4,130,160	178,462		1,148,225	27.8%
Fines and Forfeitures	1,401,000	111,156		441,667	31.5%
Interest Income	250,000	7,443		21,240	8.5%
Parks and Recreation	1,260,000	71,826		186,290	14.8%
Das Rec	2,547,000	151,096		808,923	31.8%
Miscellaneous	2,348,798	106,673		290,576	12.4%
Interfund Transfers	908,917	202,229		404,458	44.5%
Total General Fund Revenues	\$ 73,095,176	\$ 5,082,685		\$ 47,878,338	65.5%

	Current Total Budget	Period Activity March	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
City Secretary	\$ 348,667	\$ 23,227	\$ 129,589	\$ 3,800	\$ 133,389	38.3%
City Council	35,350	2,525	11,632	-	11,632	32.9%
City Attorney	930,031	65,535	341,950	257,919	599,869	64.5%
City Administration	888,349	63,619	385,610	-	385,610	43.4%
Human Resources	1,020,672	75,632	420,343	24,276	444,619	43.6%
Communication	486,048	33,959	205,177	-	205,177	42.2%
Finance	1,280,039	93,646	577,249	-	577,249	45.1%
Information Technology	2,129,852	97,407	935,349	78,209	1,013,558	47.6%
Economic Development	408,228	23,941	145,464	-	145,464	35.6%
Planning and Development Services	3,587,541	242,181	1,469,315	369,400	1,838,715	51.3%
Police	19,809,905	1,583,033	9,041,810	382,720	9,424,530	47.6%
Municipal Court	751,242	47,660	305,387	-	305,387	40.7%
Fire	19,517,418	1,580,164	9,246,170	259,007	9,505,177	48.7%
Public Works	7,888,471	512,775	2,852,188	833,350	3,685,538	46.7%
Parks	5,498,471	309,872	1,805,406	271,589	2,076,995	37.8%
Das Rec	2,652,942	168,102	862,897	124,349	987,246	37.2%
Library	2,366,255	173,001	905,196	58,196	963,392	40.7%
Non-Departmental	3,811,145	906,122	1,387,173	935,440	2,322,613	60.9%
Total General Fund Expenditures	\$ 73,410,626	\$ 6,002,401	\$ 31,027,905	\$ 3,598,255	\$ 34,626,160	47.2%

Airport Fund

	Current Total Budget	Period Activity March			Total Fiscal YTD	Fiscal YTD % of Budget
Revenues						
Charges for Services	\$ 2,897,720	\$ 172,027			\$ 1,072,784	37.0%
Intergovernmental	50,000	-			-	0.0%
Interfund Transfer	99,910	24,978			49,955	50.0%
Total Airport Revenues	\$ 3,047,630	\$ 197,005			\$ 1,122,739	36.8%

	Current Total Budget	Period Activity March	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 640,040	\$ 48,217	\$ 280,870	\$ 2,068	\$ 282,938	44.2%
Operation Expenses	1,810,400	197,906	597,316	31,680	628,996	34.7%
Interfund Transfer	562,375	140,594	281,187	-	281,187	50.0%
Total Airport Fund Expenditures	\$ 3,012,815	\$ 386,717	\$ 1,159,373	\$ 33,748	\$ 1,193,121	39.6%

Solid Waste Fund

	Current Total Budget	Period Activity March		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 10,262,907	\$ 904,475		\$ 5,189,581	50.6%
Licenses & Permits	25,000	600		31,640	126.6%
Intergovernmental	-	-		20,000	0.0%
Miscellaneous	99,500	5,933		25,266	25.4%
Interest Income	30,000	42		1,087	3.6%
Total Solid Waste Fund Revenues	\$ 10,417,407	\$ 911,050		\$ 5,267,574	50.6%

	Current Total Budget	Period Activity March	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 4,123,416	\$ 330,388	\$ 1,871,594	\$ -	\$ 1,871,594	45.4%
Operation Expenses	4,145,007	380,581	1,423,010	1,565,822	2,988,832	72.1%
Capital Expenses	192,500	-	43,148	122,298	165,446	85.9%
Interfund Transfer	2,168,176	504,544	1,009,088	-	1,009,088	46.5%
Total Solid Waste Fund Expenditures	\$ 10,629,099	\$ 1,215,513	\$ 4,346,840	\$ 1,688,120	\$ 6,034,960	56.8%

Golf Fund

	Current Total Budget	Period Activity March			Total Fiscal YTD	Fiscal YTD % of Budget
Revenues						
Charges for Services	\$ 1,644,421	\$ 193,152			\$ 899,110	54.7%
Miscellaneous	35,000	2,172			13,166	37.6%
Total Golf Fund Revenues	\$ 1,679,421	\$ 195,324			\$ 912,276	54.3%

	Current Total Budget	Period Activity March	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 821,268	\$ 57,831	\$ 349,041	\$ -	\$ 349,041	42.5%
Operation Expenses	484,200	62,362	242,607	101,428	344,035	71.1%
Capital Expenses	426,000	-	423,986	-	423,986	99.5%
Interfund Transfer	69,364	17,341	34,692	-	34,692	50.0%
Total Golf Fund Expenditures	\$ 1,800,832	\$ 137,534	\$ 1,050,326	\$ 101,428	\$ 1,151,754	64.0%

Civic/Convention Center Fund

	Current Total Budget	Period Activity March			Total Fiscal YTD	Fiscal YTD % of Budget
Revenues						
Charges for Services	\$ 419,000	\$ 26,660			\$ 139,575	33.3%
Interfund Transfers	376,016	-			250,000	66.5%
Total Civic/Convention Center Fund Revenues	\$ 795,016	\$ 26,660			\$ 389,575	49.0%

	Current Total Budget	Period Activity March	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures*						
Employee Expenses	\$ 505,596	\$ 36,334	\$ 221,886	\$ -	\$ 221,886	43.9%
Operation Expenses	251,528	37,191	102,283	16,595	118,878	47.3%
Interfund Transfer	37,856	9,464	18,928	-	18,928	50.0%
Total Civic/Convention Center Fund Expenditures	\$ 794,980	\$ 82,989	\$ 343,097	\$ 16,595	\$ 359,692	45.2%

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

Revenues
Expenditures

	Revenues				Expenditures					
	Current Total Budget	Period Activity March	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity March	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<u>Other Funds</u>										
Debt Service Fund	\$ 22,492,485	\$ 604,052	\$ 20,658,433	91.8%	\$ 23,022,591	\$ -	\$ 18,719,290	\$ -	\$ 18,719,290	81.3%
Self Insurance Fund	\$ 6,810,615	\$ 286,029	\$ 3,141,982	46.1%	\$ 7,125,000	\$ 427,141	\$ 2,307,937	\$ 51,693	\$ 2,359,630	33.1%
<u>Special Revenue Funds</u>										
CDBG Fund	\$ 455,613	\$ 134,027	\$ 304,284	66.8%	\$ 455,613	\$ 136,077	\$ 202,638	\$ 253,000	\$ 455,638	100.0%
Grant Fund	\$ 4,118,181	\$ 8,769	\$ 67,120	1.6%	\$ 4,243,663	\$ 1,242	\$ 1,150,523	\$ 299,847	\$ 1,450,370	34.2%
Special Revenue Fund	\$ 200,000	\$ 82,275	\$ 318,266	159.1%	\$ 450,000	\$ 36,941	\$ 178,297	\$ 90,984	\$ 269,281	59.8%
River Activities Fund	\$ 1,171,135	\$ 5,311	\$ 22,697	1.9%	\$ 1,321,135	\$ 16,554	\$ 91,863	\$ 160,253	\$ 252,116	19.1%
Court Security Fund	\$ 30,000	\$ 2,534	\$ 11,860	39.5%	\$ 28,000	\$ 2,480	\$ 14,699	\$ -	\$ 14,699	52.5%
Judicial Efficiency Fund	\$ 6,000	\$ 843	\$ 3,185	53.1%	\$ 7,000	\$ -	\$ -	\$ -	\$ -	0.0%
Court Technology Fund	\$ 30,000	\$ 2,295	\$ 10,460	34.9%	\$ 42,000	\$ 739	\$ 21,811	\$ -	\$ 21,811	51.9%
Child Safety Fund	\$ 152,000	\$ 1,151	\$ 8,276	5.4%	\$ 197,000	\$ 21,645	\$ 82,640	\$ 79,991	\$ 162,631	82.6%
Stormwater Development Fund	\$ 80,000	\$ -	\$ 5,400	6.8%	\$ 100,000	\$ 7,599	\$ 33,273	\$ -	\$ 33,273	33.3%
Truancy Fund	\$ 50,000	\$ 3,014	\$ 13,586	27.2%	\$ 46,950	\$ 3,651	\$ 22,039	\$ -	\$ 22,039	46.9%

FINANCE DEPARTMENT

Revenues
Expenditures

	Current Total Budget	Period Activity March	Total Fiscal YTD	Fiscal YTD % of budget		Current Total Budget	Period Activity March	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

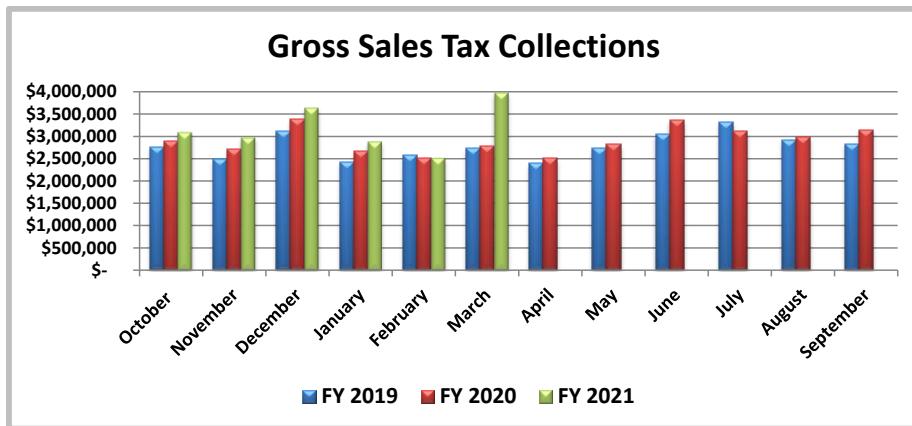
Cable Franchise Fund (PEG)	\$ 182,500	\$ -	\$ 46,266	25.4%	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Replacement Fund	\$ 727,500	\$ 189,258	\$ 525,756	72.3%	\$ 884,280	\$ 257,637	\$ 429,992	\$ 231,395	\$ 661,387	\$ -	74.8%
Federal Court Awards Fund	\$ -	\$ -	\$ -	0.0%	\$ 30,000	\$ -	\$ 140	\$ -	\$ 140	\$ -	0.5%
Non-Federal Court Awards Fund	\$ -	\$ -	\$ 2,649	0.0%	\$ 68,000	\$ 1,326	\$ 1,728	\$ -	\$ 1,728	\$ -	2.5%
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,158,390	\$ 595,535	\$ 874,566	75.5%	\$ 1,256,500	\$ -	\$ 547,102	\$ 606,570	\$ 1,153,672	\$ -	91.8%
Fire Apparatus Replacement Maintenance Fund	\$ 265,000	\$ 13,173	\$ 61,480	23.2%	\$ 183,703	\$ 15,627	\$ 172,847	\$ 10,750	\$ 183,597	\$ -	99.9%
Edwards Aquifer Habitat Conservation Plan Fund	\$ 1,289,148	\$ 87,282	\$ 410,729	31.9%	\$ 1,289,148	\$ 43,699	\$ 352,189	\$ 510,965	\$ 863,154	\$ -	67.0%
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	\$ 147,832	\$ 720,440	78.1%	\$ 1,102,766	\$ 152,568	\$ 539,096	\$ 280,408	\$ 819,504	\$ -	74.3%
Cemetery Improvements Fund	\$ 5,000	\$ 236	\$ 15,155	303.1%	\$ 188,000	\$ 7	\$ 8,949	\$ 2,548	\$ 11,497	\$ -	6.1%
Hotel/Motel Tax Fund *	\$ 3,415,000	\$ 194,263	\$ 834,902	24.4%	\$ 3,458,391	\$ 1,022,352	\$ 1,305,618	\$ 181,989	\$ 1,487,607	\$ -	43.0%

* Driven by End-of-Year accrual entries.

ECONOMIC DATA

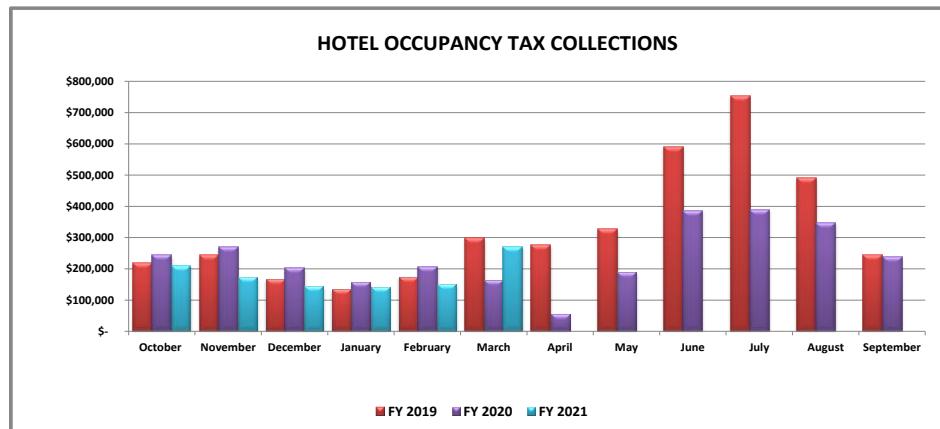
Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the March 2021 sales tax payment. The March 2021 payment was up 42.3% when compared to March of the previous fiscal year. This increase was likely due to materials purchased for repairs needed as a result of the February winter storm and the fact that we are now comparing against a time period (2020) that was impacted by widespread closures and occupancy restrictions. From October – March, sales taxes are up 12.4%.



Hotel/Motel Tax Collection

As shown in the graph below, March Hotel/Motel collections were up 64.4% when compared to March of last fiscal year and down 12.3% fiscal year to date. This comparison includes current, actual collections due for March only. It does not include pending or prior month payments received in the month. As of March, 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 has been reversed, and the penalty structure will be reinstated beginning with April taxes due in May. All sectors experienced increases compared to the same month last year when COVID was significantly affecting tax collections. The largest percentage increase was in the Short-Term Rental Properties (STRP's) sector, with a 198% increase compared to March of last year.



CAPITAL PROJECT STATUS as of 5/6/2021



Funding Source	Project	Sub-project & Limits	Description	Total		Status	Overall Completion
				Budget	Remaining		
2013 Bond	Citywide Streets	<i>Union Avenue</i> (Common Street to Austin)	Project moved to 2019 Bond Year 3	\$ 10,000,000	\$ 472,554	Construction Phase	95%
		<i>San Antonio</i> (Spur to Krueger)	First side complete -Two way traffic opened			Construction Phase	
2013 Bond	Klein Road Phase 1	FM 1044 to Walnut Avenue	Punch list walkthrough scheduled	\$ 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	\$ 3,743,289	Construction Phase	77%
2013 Bond/RIF	Alves Lane	Hwy 46 to Barbarossa Road	Complete	\$ 11,486,236	\$ -	Completed	92%
2013 Bond/2013 CofO	Live Oak/Katy Street		Complete	\$ 5,894,110	\$ 440,625	Completed	93%
2013 Bond	Panther Canyon		Additional scope under review	\$ 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	<i>San Antonio Street</i> (Spur to Krueger Avenue)	Roadwork underway	\$ 8,559		Construction Phase	
		<i>Carl Shurz Streets</i> (Coll St from Magazine Ave to Guether Ave & Magazine Ave from Coll St to Butcher St & Butcher St from Magazine Ave to Guenther Ave & Guenther Ave from Butcher St to Coll St)	Project moved to future year	\$ 46,581		On Hold	
		<i>Lamar Streets</i> (North St from Union Ave to Grant Ave & Grant Ave from North St to Common St & Central Ave from North St to Commerce St & Central from Main St to Common St & Commerce from Houston Ave to Veramendi Ave & Houston Ave from Commerce St to Main St & Veramendi Ave from Commerce St to Common St & Main St from Houston Ave to Veramendi Ave)	Bid Awarded- work to be done over the summer	\$ 169,066		On Hold	
		<i>Lakeview Boulevard</i>	Sidewalk and driveway complete - Spot base repair complete - Asphalt work beginning	\$ 156,436		Construction Phase	
		<i>Union Avenue</i>	Sidewalk work underway	\$ 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>	Complete with the exception of section with NBU waterline conflict	\$ 14,395		Construction Phase	
		<i>South Street</i>	Construction underway	\$ 52,350		Construction Phase	

CAPITAL PROJECT STATUS as of 5/6/2021

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	\$ 11,697,490	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 Payment in progress	\$ 1,951,967	\$ 24,967	Project Closeout	99%
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	\$ 1,366,541	Construction Phase	18%
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	\$ 25,784,920	\$ 24,219,765	Design Phase	6%
2013, 2019 Bonds & Grant	All Abilities Park Enhancements		Fischer park swings installed	\$ 700,000	\$ 184,536	Construction Phase	74%
2007 CofO & 2019 Bond	Comal Cemetery Wall Improvements		Construction ongoing	\$ 5,262,500	\$ 4,955,916	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	\$ 5,012,875	Bid Phase	9%
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	\$ 5,584,519	Construction Phase	24%
2019 Bond	Fire Station #3		Construction underway	\$ 6,736,000	\$ 4,933,278	Construction Phase	27%
Creekside TIRZ	Firestation #7		Permitting underway - Expect May bid release	\$ 14,928,000	\$ 13,897,318	Design Phase	7%
2019 Bond	Police Department Facility/Veterans Memorial		Construction ongoing	\$ 36,311,250	\$ 31,425,356	Construction Phase	13%

RIF = Roadway Impact Fees

CofO = Certificates of Obligation

NBEDC = New Braunfels Economic Development Corporation

VACANT POSITIONS REPORT

as of 5/5/21

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 - Currently Posted
COMMUNICATIONS AND COMMUNITY ENGAGEMENT	4.00	-	
CITY SECRETARY	3.00	-	
CIVIC/CONVENTION CENTER	9.00	-	
FINANCE	13.00	1.00	Accounting Technician I - To Be Filled 5/24
FIRE			
Support Services	13.00	1.00	Battalion Chief - Promotional Test Set for 7/8
Emergency Management	1.00	-	
Operations	124.00	3.00	Firefighter - Still in Interview Process - Projected to Start in July
Total FTE	138.00	4.00	
GOLF FUND	14.00	1.00	Maintenance Worker - Currently Posted
		0.50	Golf Cart Porter PT (4 @ 19 hrs) - Currently Posted
HUMAN RESOURCES	9.00	-	
INFORMATION TECHNOLOGY	14.00	1.00	Network Administrator - Currently Posted
LIBRARY	28.00		
		1.00	Assistant Library Director - Not Approved to Post
		1.00	Librarian 1/11/111 - Not Approved to Post
		1.00	Library Aide PTR (2 @ 20 hours) - Pending Posting
		1.50	Library Clerks PTR (6 @ 29.5 hours) - Pending Posting
		1.00	WCC - Facility Specialist - Pending Posting
		0.50	WCC - Program Technician - Not Approved to Post
MUNICIPAL COURT	9.00	-	
PLANNING AND DEVELOPMENT SERVICES			
Building Safety	15.00	-	
Neighborhood Services	14.00	1.00	Senior Code Enforcement Officer - Applicant Pending Possible Start
		1.00	Code Enforcement Officer II - Not Approved to Post
Development Planning	7.00	1.00	Planning and Development Services Assistant Director - Reposted
Comprehensive Planning	3.00	-	
Total FTE	39.00	3.00	

VACANT POSITIONS REPORT
as of 5/5/21 (Cont'd)

Department	FY2021 # Authorized Positions	# Vacant Positions (FTE)	Notes
POLICE			
Administration	14.00	-	
Support Services	28.50	-	
Patrol	98.00	2.00	Police Officer - No Entry Level Test Scheduled Yet
Criminal Investigation	33.50	-	
Total FTE	174.00	2.00	
PARKS AND RECREATION			
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	-	
Rangers	2.50	-	
Operations	26.00	1.00	Urban Forester - To Be Filled 5/15
		2.00	Maintenance Worker - Currently Posted
Das Rec - Full Time	12.00	1.00	Assistant Athletic & Fitness Supervisor - Pending Posting
		1.00	Assistant Manager - Not Approved to Post
Das Rec - Part Time	89.75	1.00	Kinder Care Attendant (12 @ 19 hours) - Currently Posted
		6.00	Guest Services Representatives (21 @ 19 hours) - Currently Posted
		1.00	Senior Guest Services Representative (8 @ 19 hours) - No Anticipated Posting
		4.00	Lifeguard/Water Safety Instructor (44 @ 19 hours) - Currently Posted
		2.50	Water Safety Instructor (5 @19 hours) - No Anticipated Posting
		1.00	Fitness Instructors (32 @ 19 hours) - Currently Posted
		1.50	Recreation/Program Instructors PTR (5 @ 29.5 hours) - Currently Posted
		1.00	Recreation/Program Instructors PT (5 @ 19 hours) - No Anticipated Posting
		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
Total FTE	149.00	35.00	
PUBLIC WORKS			
Engineering	20.00	1.00	Chief Construction Inspector - Currently Posted
Streets	22.00	-	
Drainage	12.00	-	
Facilities Maintenance	8.00	1.00	Facilities Operations Supervisor - Restructuring Division - Will Not Be Posted
Total FTE	62.00	2.00	
SOLID WASTE FUND			
Support Services	8.00	-	
Residential Collection	14.00	2.00	Solid Waste Operator - Currently Posted
Commercial Collection	15.00	1.00	Foreman - Currently Posted
		1.00	Solid Waste Operator - Currently Posted
Recycling Collection	15.00	-	
Fleet Services	9.00	1.00	Fleet Technician III - To Be Filled 5/15
Total FTE	61.00	5.00	
TRUANCY FUND	1.00	-	
RIVER ACTIVITIES FUND	2.00	-	
EDWARDS AQUIFER HABITAT CONSERVATION PLAN/WPP FUND	1.00	-	
DEVELOPMENT SERVICES FUND	3.00	-	
TOTAL FTE	757.75	61.25	
City-wide Staffing Level	91.92%		