



## FINANCE DEPARTMENT

# October Financial Report

January 20, 2022

### 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 **October**, with 8.3% 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 12/13/21, a current (FY 2022 authorized totals) Vacant Positions Report as of 12/8/21, an FY 2022 Funded Resource Request Status Update, 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 2022 Operating Budget and Plan of Municipal Services, and the Annual Comprehensive Financial Report. All of these documents, as well as other financial information produced by the Finance Department, can be found on the City website.



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## General Fund Revenues

As of October 31, General Fund revenues total \$4.3 million or 5.4% of total budgeted revenue. \$4.3 million was received during the month of October. The majority of this amount came from sales taxes. Sales tax and property tax are the two largest sources of revenue for the General Fund, totaling 60.6% of all budgeted revenue.

License and Permit revenue collections for the month of October were less than budget at \$578,000 (11.1%). Fines and Forfeiture revenue are below budget with collections at 5.2% (\$74,000) of the budgeted totals. Charges for Services totals \$167,000 (3.9%). 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 \$28,000 through the month of October – 1.8% of budgeted revenue, which is below budget. Parks revenues are seasonal in nature. Das Rec revenue is greater than budget at \$225,000 (9.6%) and is exceeding its goal of 95% cost recovery.

## General Fund Expenditures

As of October 31, General Fund expenditures and encumbrances total \$9.9 million or 11.0% 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 October, 4.1% 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 29.5% committed, reflecting encumbrances issued for one-time expenditures and/or annual contracts approved by City Council. The capital expense category is over budget at 53.0%, 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	\$62,992,475	\$ 2,404,240	\$ 2,404,240	\$ 176,245	\$ 2,580,485	4.1%
Operating Expenses	17,878,674	832,181	832,181	4,449,297	5,281,478	29.5%
Capital Expenses	3,742,887	-	-	1,984,275	1,984,275	53.0%
Debt Service	156,440	79,171	79,171	-	79,171	50.6%
Interfund Transfers	5,623,910	-	-	-	-	0.0%
Contingencies	200,000	-	-	-	-	0.0%
<b>Total</b>	<b>\$90,594,386</b>	<b>\$ 3,315,592</b>	<b>\$ 3,315,592</b>	<b>\$ 6,609,817</b>	<b>\$ 9,925,409</b>	<b>11.0%</b>

## Enterprise Funds

**Airport Fund** – Revenues through the month of October total \$239,000 or 7.0% of total budgeted revenues, which is less than budget. The majority of these revenues are from fuel sales. Fuel sales (gallons) for the month of October decreased 2.6% compared to October of last year. Expenditures and encumbrances total \$929,000 or 28.2% of budget, which is greater than budget due to purchase orders issued at the beginning of the new fiscal year. Airport employee expenditures are at 4.7% of budget, which is slightly above budget, due to purchase orders issued for uniforms. The operating allocation is greater than budget at 51.0%, due to purchase orders issued for fuel that are not yet paid. Without the encumbrances, the operating allocation would be at 7.6% of budget which is less than budget. As with revenue, the operating allocation is impacted by the cost to purchase fuel.

**Solid Waste Fund** – Revenues through the month of October total \$969,000 or 9.0% of total budgeted revenues which is greater than budget. Solid Waste expenditures and encumbrances total \$3.3 million or 27.8% of budget, which is greater than budget due to purchase orders issued at the beginning of the new fiscal year. Employee expenditures are less than budget at 3.8%, a result of ongoing vacancies. Operating expenditures are over budget (50.1%), due to the above-mentioned purchase orders issued for refuse disposal and refuse containers, that are not yet paid.

**Golf Course Fund** – Revenues through the month of October total \$162,000 or 8.5% of total budgeted revenues, which is slightly greater than budget. Revenue for the month of October was up 4.3% compared to October of last year with 14 tournaments hosted. Rounds of golf played decreased 4.3% from the same month last year (3,863 rounds played) reflecting the impact of 5 days affected by rain during the month. Operating expenditures are at 30.5% of budget – which is over budget due to purchase orders issued for merchandise that are not yet paid. Employee expenditures are right on target at 4.1%.

**Civic/Convention Center Fund** – Charges for Services revenues through the month of October total \$42,000 or 9.0%, which is greater than budget – a good sign of recovery from the COVID related closures from FY 2020 & FY 2021. Expenditures and encumbrances in the fund total \$46,000 or 5.5%, which is below budget due to employee vacancies.

## 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 October 31, 2021.

Roadway Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 2,114,645	\$ 1,065,777	\$ 1,048,868
Service Area 2	343,622	246,721	96,901
Service Area 3	8,124,043	5,585,730	2,538,313
Service Area 4	1,103,969	24,020	1,079,949
Service Area 5	7,959,385	6,029,290	1,930,095
Service Area 6	4,577,619	2,033,223	2,544,396
Veramendi Traffic Impact Fees	1,443,088	1,338,834	104,254
<b>Total</b>	<b>\$ 25,666,371</b>	<b>\$ 16,323,594</b>	<b>\$ 9,342,778</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 October 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	\$ 1,494,459	\$ 151,430	\$ 1,343,029	\$ 545,012	\$ 798,018
PARK DISTRICT 2	3,296,337	-	3,296,337	1,744,560	1,551,777
PARK DISTRICT 3	1,811,466	106,273	1,705,193	1,167,654	537,539
PARK DISTRICT 4	330,429	96,438	233,991	50,400	183,591
<b>Total</b>	<b>\$ 6,932,691</b>	<b>\$ 354,141</b>	<b>\$ 6,578,550</b>	<b>\$ 3,507,626</b>	<b>\$ 3,070,925</b>

## General Fund

	Current Total Budget	Period Activity October		Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>					
Taxes and Franchise Fees	\$ 60,326,505	\$ 3,193,003		\$ 3,193,003	5.3%
Licenses and Permits	5,205,530	578,427		578,427	11.1%
Intergovernmental/Contributions	650,000	-		-	0.0%
Charges for Services	4,312,186	166,776		166,776	3.9%
Fines and Forfeitures	1,401,000	73,517		73,517	5.2%
Interest Income	50,000	-		-	0.0%
Parks and Recreation	1,552,890	28,082		28,082	1.8%
Das Rec	2,343,000	225,373		225,373	9.6%
Miscellaneous	2,536,250	23,760		23,760	0.9%
Interfund Transfers	997,760	-		-	0.0%
<b>Total General Fund Revenues</b>	<b>\$ 79,375,121</b>	<b>\$ 4,288,938</b>		<b>\$ 4,288,938</b>	<b>5.4%</b>

	Current Total Budget	Period Activity October	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
City Secretary	\$ 472,884	\$ 11,472	\$ 11,472	\$ -	\$ 11,472	2.4%
City Council	36,200	412	412	-	412	1.1%
City Attorney	1,009,434	26,343	26,343	274,000	300,343	29.8%
City Administration	961,873	35,975	35,975	-	35,975	3.7%
Human Resources	1,143,455	40,104	40,104	15,000	55,104	4.8%
Communication	572,664	16,806	16,806	28,873	45,679	8.0%
Finance	1,496,547	53,825	53,825	-	53,825	3.6%
Information Technology	2,889,349	52,402	52,402	240,629	293,031	10.1%
Economic Development	601,491	12,621	12,621	-	12,621	2.1%
Planning and Development Services	3,816,933	130,849	130,849	384,973	515,822	13.5%
Police	23,202,084	832,323	832,323	1,121,027	1,953,350	8.4%
Municipal Court	838,059	52,066	52,066	-	52,066	6.2%
Fire	22,658,789	882,490	882,490	1,363,591	2,246,081	9.9%
Public Works	10,554,018	187,519	187,519	2,306,022	2,493,541	23.6%
Parks	7,044,644	149,793	149,793	666,528	816,321	11.6%
Das Rec	2,720,194	112,333	112,333	119,569	231,902	8.5%
Library	2,756,358	78,476	78,476	19,205	97,681	3.5%
Non-Departmental	7,819,410	639,783	639,783	70,400	710,183	9.1%
<b>Total General Fund Expenditures</b>	<b>\$ 90,594,386</b>	<b>\$ 3,315,592</b>	<b>\$ 3,315,592</b>	<b>\$ 6,609,817</b>	<b>\$ 9,925,409</b>	<b>11.0%</b>

### Airport Fund

	Current Total Budget	Period Activity October			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 2,849,500	\$ 238,641			\$ 238,641	8.4%
Intergovernmental	190,000	-			-	0.0%
Interfund Transfer	349,910	-			-	0.0%
Interest Income	-	-			-	0.0%
<b>Total Airport Revenues</b>	<b>\$ 3,389,410</b>	<b>\$ 238,641</b>			<b>\$ 238,641</b>	<b>7.0%</b>

	Current Total Budget	Period Activity October	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>							
Employee Expenses	\$ 721,376	\$ 26,882	\$ 26,882	\$ 6,866	\$ 33,748		4.7%
Operation Expenses	1,756,640	133,800	133,800	761,777	895,577		51.0%
Capital Expenses	320,000	-	-	-	-		0.0%
Debt Service	128,954	-	-	-	-		0.0%
Interfund Transfer	371,781	-	-	-	-		0.0%
<b>Total Airport Fund Expenditures</b>	<b>\$ 3,298,751</b>	<b>\$ 160,682</b>	<b>\$ 160,682</b>	<b>\$ 768,643</b>	<b>\$ 929,325</b>		<b>28.2%</b>

### Solid Waste Fund

	Current Total Budget	Period Activity October			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 10,630,829	\$ 897,005			\$ 897,005	8.4%
Licenses & Permits	25,000	1,500			1,500	6.0%
Intergovernmental	-	-			-	0.0%
Miscellaneous	75,000	70,180			70,180	93.6%
Interest Income	2,500	-			-	0.0%
<b>Total Solid Waste Fund Revenues</b>	<b>\$ 10,733,329</b>	<b>\$ 968,685</b>			<b>\$ 968,685</b>	<b>9.0%</b>

	Current Total Budget	Period Activity October	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>							
Employee Expenses	\$ 4,401,526	\$ 168,568	\$ 168,568	\$ -	\$ 168,568		3.8%
Operation Expenses	4,334,365	110,084	110,084	2,063,336	2,173,420		50.1%
Capital Expenses	956,283	-	-	956,283	956,283		100.0%
Interfund Transfer	2,157,175	-	-	-	-		0.0%
<b>Total Solid Waste Fund Expenditures</b>	<b>\$ 11,849,349</b>	<b>\$ 278,652</b>	<b>\$ 278,652</b>	<b>\$ 3,019,619</b>	<b>\$ 3,298,271</b>		<b>27.8%</b>

### Golf Fund

	Current Total Budget	Period Activity October			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 1,870,000	\$ 164,347				\$ 164,347 8.8%
Miscellaneous	35,000	(2,332)				(2,332) -6.7%
<b>Total Golf Fund Revenues</b>	<b>\$ 1,905,000</b>	<b>\$ 162,015</b>				<b>\$ 162,015 8.5%</b>

	Current Total Budget	Period Activity October	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 897,687	\$ 32,599	\$ 32,599	\$ 7,100	\$ 39,699 4.4%	
Operation Expenses	494,200	53,749	53,749	106,501	\$ 160,250 32.4%	
Capital Expenses	404,798	-	-	404,798	404,798 100.0%	
Interfund Transfer	184,781	-	-	-	- 0.0%	
<b>Total Golf Fund Expenditures</b>	<b>\$ 1,981,466</b>	<b>\$ 86,348</b>	<b>\$ 86,348</b>	<b>\$ 518,399</b>	<b>\$ 604,747</b>	<b>30.5%</b>

### Civic/Convention Center Fund

	Current Total Budget	Period Activity October			Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>						
Charges for Services	\$ 465,000	\$ 41,656				\$ 41,656 9.0%
Interfund Transfers	412,463	-				- 0.0%
Miscellaneous	125	24				24 19.2%
<b>Total Civic/Convention Center Fund Revenues</b>	<b>\$ 877,588</b>	<b>\$ 41,680</b>				<b>\$ 41,680 4.7%</b>

	Current Total Budget	Period Activity October	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures*</b>						
Employee Expenses	\$ 536,569	\$ 16,674	\$ 16,674	\$ -	\$ 16,674 3.1%	
Operation Expenses	257,065	26,285	26,285	2,870	29,155 11.3%	
Interfund Transfer	35,178	-	-	-	- 0.0%	
<b>Total Civic/Convention Center Fund Expenditures</b>	<b>\$ 828,812</b>	<b>\$ 42,959</b>	<b>\$ 42,959</b>	<b>\$ 2,870</b>	<b>\$ 45,829</b>	<b>5.5%</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.

**Revenues**

**Expenditures**

	Revenues				Expenditures							
	Current Total Budget	Period Activity October	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity October	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Expenditures and Encumbrances	Total Fiscal YTD	Total Fiscal YTD	Committed as % of Budget
<b>Other Funds</b>												
Debt Service Fund **	\$ 25,215,558	\$ -	\$ -	0.0%	\$ 25,033,058	\$ 343,042	\$ 343,042	\$ -	\$ 343,042			1.4%
Self Insurance Fund *	\$ 7,583,500	\$ 561,346	\$ 561,346	7.4%	\$ 7,500,000	\$ 103,044	\$ 103,044	\$ 250	\$ 103,294			1.4%
<b>Special Revenue Funds</b>												
CDBG Fund	\$ 486,739	\$ -	\$ -	0.0%	\$ 486,739	\$ -	\$ -	\$ 139,904	\$ 139,904			28.7%
Grant Fund	\$ 9,765,477	\$ -	\$ -	0.0%	\$ 14,793,547	\$ 1,339	\$ 1,339	\$ 258,416	\$ 259,755			1.8%
Special Revenue Fund	\$ 200,000	\$ 1,700	\$ 1,700	0.9%	\$ 700,000	\$ (1,319)	\$ (1,319)	\$ 17,075	\$ 15,756			2.3%
River Activities Fund	\$ 1,221,600	\$ 11,419	\$ 11,419	0.9%	\$ 1,236,685	\$ 6,928	\$ 6,928	\$ 11,916	\$ 18,844			1.5%
Court Security Fund	\$ 30,000	\$ 3,372	\$ 3,372	11.2%	\$ 40,000	\$ 1,465	\$ 1,465	\$ -	\$ 1,465			3.7%
Judicial Efficiency Fund	\$ 7,000	\$ 398	\$ 398	5.7%	\$ 13,500	\$ -	\$ -	\$ -	\$ -			0.0%
Court Technology Fund	\$ 30,000	\$ 2,809	\$ 2,809	9.4%	\$ 75,000	\$ -	\$ -	\$ -	\$ -			0.0%
Child Safety Fund	\$ 151,000	\$ 1,576	\$ 1,576	1.0%	\$ 158,000	\$ -	\$ -	\$ -	\$ -			0.0%
Stormwater Development Fund	\$ 80,000	\$ 91,000	\$ 91,000	113.8%	\$ 100,000	\$ -	\$ -	\$ -	\$ -			0.0%
Truancy Fund	\$ 50,000	\$ 3,550	\$ 3,550	7.1%	\$ 45,000	\$ 2,140	\$ 2,140	\$ -	\$ 2,140			4.8%

FINANCE DEPARTMENT

**Revenues**

**Expenditures**

	Current Total Budget	Period Activity October	Total Fiscal YTD	Fiscal YTD % of budget		Current Total Budget	Period Activity October	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	\$ -	\$ -	0.0%	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Replacement Fund	\$ 3,626,500	\$ -	\$ -	0.0%	\$ 1,464,427	\$ -	\$ -	\$ -	\$ 671,256	\$ 671,256	45.8%
Federal Court Awards Fund	\$ -	\$ -	\$ -	0.0%	\$ 84,000	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Non-Federal Court Awards Fund	\$ -	\$ 20,443	\$ 20,443	0.0%	\$ 120,000	\$ 726	\$ 726	\$ 17,970	\$ 18,696	\$ 18,696	15.6%
Facilities Maintenance Fund	\$ 1,500,000			0.0%	\$ 300,000						0.0%
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,137,943	\$ -	\$ -	0.0%	\$ 2,808,333	\$ -		\$ 2,451,239	\$ 2,451,239	\$ 2,451,239	87.3%
Fire Apparatus Replacement Maintenance Fund	\$ 230,000	\$ 11,261	\$ 11,261	4.9%	\$ 506,702	\$ -	\$ -	\$ 55,000	\$ 55,000	\$ 55,000	10.9%
Edwards Aquifer Habitat Conservation Plan Fund	\$ 868,593	\$ -	\$ -	0.0%	\$ 868,593	\$ 26,273	\$ 26,273	\$ 215,238	\$ 241,511	\$ 241,511	27.8%
Faust Library Fund	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Rec Center Improvements & Op Revenues Fund	\$ 100	\$ -	\$ -	0.0%	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Development Services Fund	\$ 1,145,000	\$ 126,628	\$ 126,628	11.1%	\$ 1,744,000	\$ 5,909	\$ 5,909	\$ 778,026	\$ 783,935	\$ 783,935	45.0%
Cemetery Improvements Fund	\$ 5,000	\$ 7,370	\$ 7,370	147.4%	\$ 188,000	\$ 68	\$ 68	\$ 2,548	\$ 2,616	\$ 2,616	1.4%
Hotel/Motel Tax Fund *	\$ 4,371,968	\$ (309,877)	\$ (309,877)	-7.1%	\$ 4,321,262	\$ 2,573	\$ 2,573	\$ 157,620	\$ 160,193	\$ 160,193	3.7%

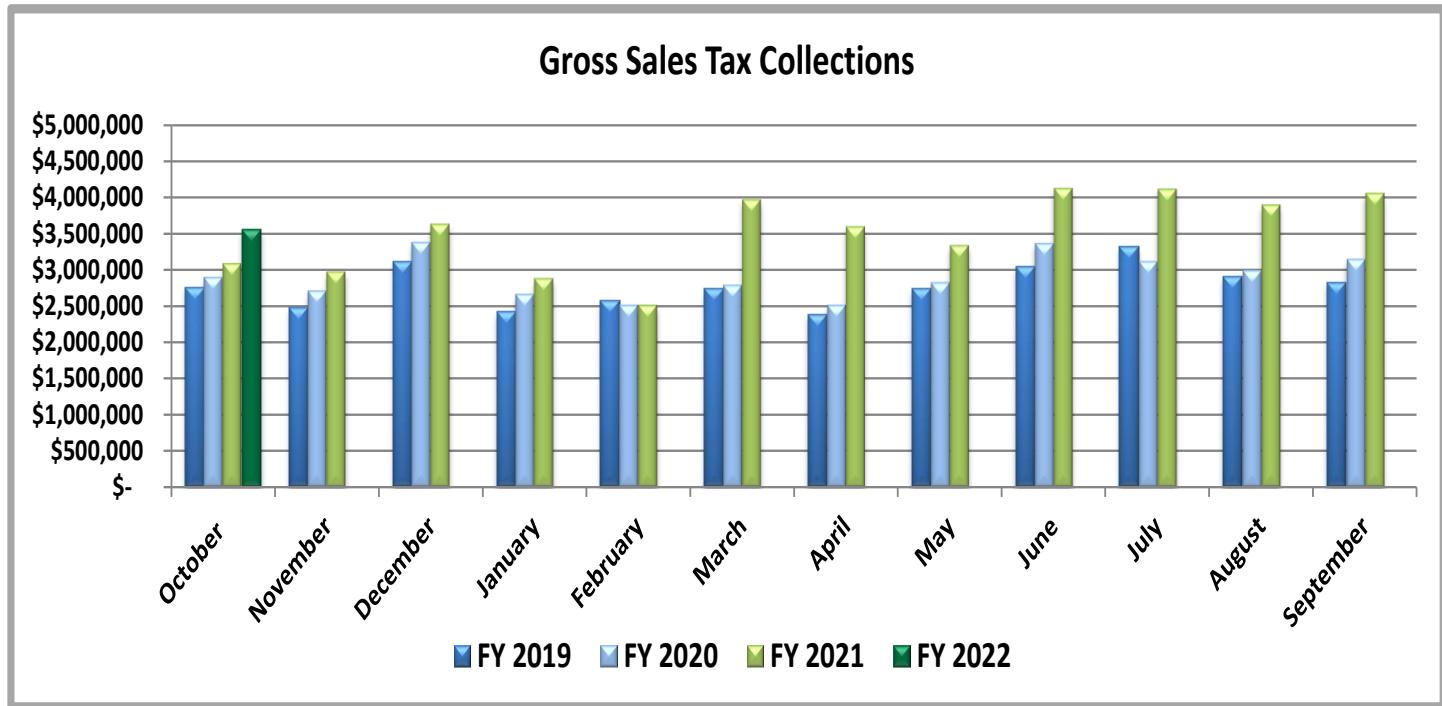
\* Driven by End-of-Year accrual entries.

\*\* Refunds owed were deducted from October property tax collections.

## ECONOMIC DATA

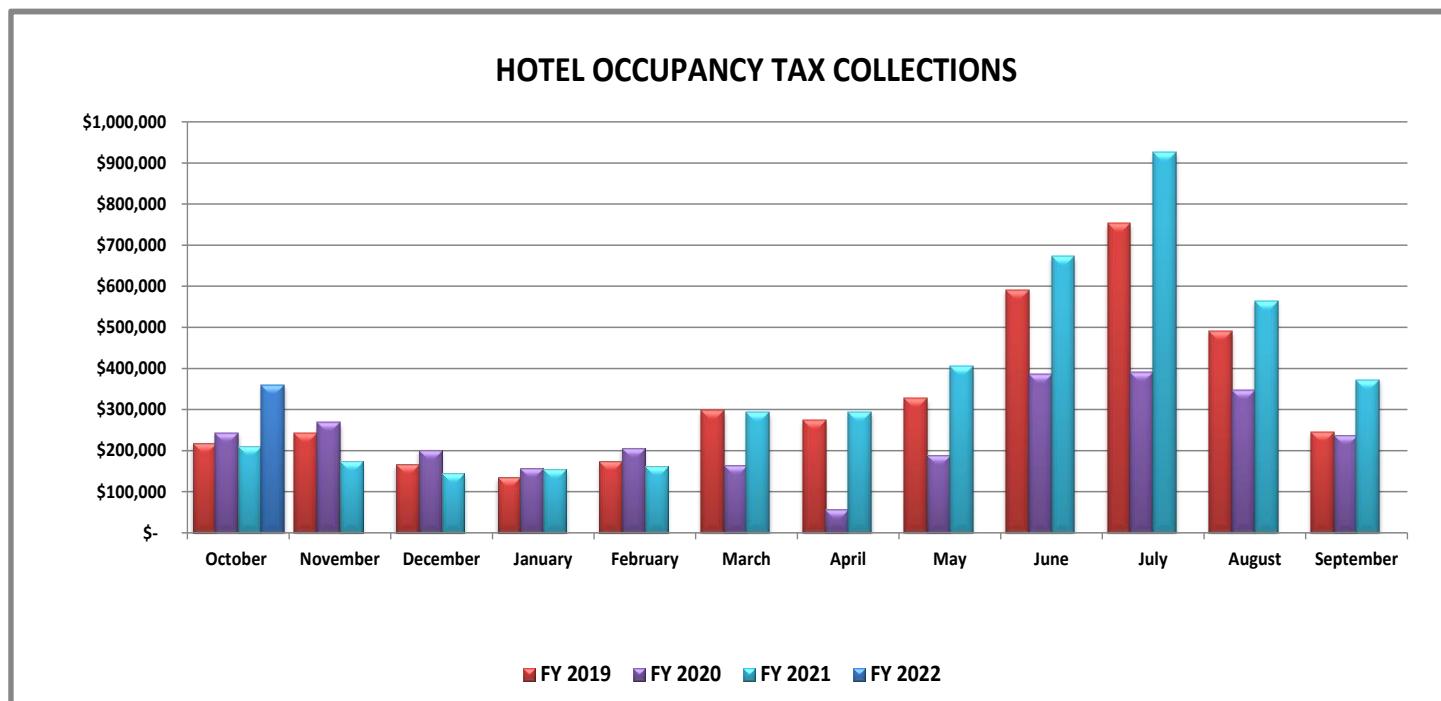
### **Total Sales Tax Collections – General Fund and NBEDC**

Sales tax is received approximately six weeks after the month has ended. The graph below includes the October 2021 sales tax payment. The October 2021 payment was up 15.4% when compared to October of the previous fiscal year.



## Hotel/Motel Tax Collection

As shown in the graph below, October Hotel/Motel collections were up 71.0% when compared to October of last fiscal year and 47.8% when compared to October of 2019. This comparison includes current, actual collections due for October only and does not include pending or prior month payments received in the month. All sectors experienced significant increases compared to the same month last year. The B & B sector reflected a 100% increase compared to October of last year.



## CAPITAL PROJECT STATUS as of 12/13/2021

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	\$ -		100%
		<i>Union Avenue</i> (Common Street to Austin)	Project moved to 2019 Bond Year 3			Project Closeout	
		<i>San Antonio</i> (Spur to Krueger)	Project closeout in progress			Project Closeout	
2013 Bond	Klein Road Phase 1	FM 1044 to Walnut Avenue	Deterioration review underway	\$ 10,790,991	\$ 709,119	Construction Phase	93%
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 on final section - Punch list walk held for completed areas	\$ 16,364,000	\$ 1,977,331	Construction Phase	88%
2013 Bond	Panther Canyon		Design underway for additional scope	\$ 424,000	\$ 154,929	Design 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	\$ 6,378,424		57%
		<i>San Antonio Street</i> (Spur to Krueger Avenue)	Project closeout underway			Project Closeout	
		<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)	Year 3 project- On hold			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)	Roadwork and sidewalks underway on Veramendi, Central, Main and Houston			Construction Phase	
		<i>Lakeview Boulevard</i>	Paving complete - Project closeout underway			Project Closeout	
		<i>Union Avenue</i>	Complete			Project Closeout	
		<i>Comal Avenue</i>	Punch list underway			Project Closeout	
		<i>County Line Road</i>	Year 3 project- On hold			On Hold	
		<i>Peach/Plum/Grape</i>	Year 3 project- On hold			On Hold	
		<i>Central Avenue</i>	Project awarded - Work to begin after Lamar Street			Construction Phase	
		<i>Grant Street</i>	Paving to be complete after Lamar Street			Construction Phase	
		<i>South Street</i>	Work complete from Houston to East - NBU waterline cost in review			Construction Phase	
2019 Bond/RIF	Klein Road Phase 2	FM 725 to Walnut Avenue	ROW acquisition underway, dry utility design underway	\$ 13,000,800	\$ 10,951,551	Design Phase	12%
2019 Bond	Goodwin/Conrad Lane	Goodwin Lane from FM 306 to Conrad Lane & Conrad Lane from Goodwin to IH 35 Frontage	Design work continuing - Open house scheduled	\$ 17,897,150	\$ 17,042,463	Design Phase	5%
2019 Bond	Business 81 & FM 306 Extensions		Project on hold until after Prop 1 projects are complete	\$ 2,514,540	\$ 1,730,757	On Hold	7%

**CAPITAL PROJECT STATUS as of 12/13/2021**

Infrastructure  
Quality of Life  
Growth and Development  
Public Safety

Funding Source	Project	Sub-project & Limits	Description	Total		Status	Overall Completion
				Budget	Remaining		
Roadway Impact Fees	FM 306 Extension PER (Barbarosa)	FM 1101 to FM 758	Public meeting held - On hold pending funding	\$ 359,388	\$ 3,837	On Hold	99%
Roadway Impact Fees	Kowald PER	IH 35 to FM 1101	Project complete - On hold pending funding	\$ 248,631	\$ 32,676	Design Phase	87%
TxDot	Airport Detention Pond		TxDot managing	\$ -	\$ -	Design Phase	0%
NBEDC	Elizabeth Street Parking Realignment		Construction underway	\$ 1,662,000	\$ 1,105,207	Construction Phase	34%
Edwards Aquifer Habitat Conservation Plan	*Elizabeth Water Quality Pond		Construction underway	\$ 101,439	\$ 51,454	Construction Phase	49%
RIF	Old FM 306 /Common Intersection		Permitting underway	\$ 47,125	\$ 2,566	Design Phase	95%
RIF	FM 1044/ Klein intersection		Final design complete	\$ 46,100	\$ 3,532	Design Phase	92%
TxDot/Roadway Impact Fees	County Line Signalization	County Line Road @ Dove Crossing	Design underway	\$ 37,244	\$ 1,827	Design Phase	95%
TxDot/Roadway Impact Fees	Hanz Drive Signalization	Hanz Drive @Gruene Road	Design underway	\$ 13,738	\$ 676	Design Phase	95%
TxDot/Roadway Impact Fees	S. Walnut Signalization	South Walnut @ County Line Road	Design underway	\$ 39,328	\$ 1,927	Design Phase	95%
TxDot/Roadway Impact Fees	Barbarosa Intersection improvements	Barbarosa Rd @ FM1102	Design underway	\$ 442,000	\$ 340,747	Design Phase	23%
2019 Bond & NBEDC	Sports Complex Phase 1		Design work continuing	\$ 27,073,788	\$ 25,099,282	Design Phase	7%
2013, 2019 Bonds & Grant	All Abilities Park Enhancements		Considering project additions	\$ 700,000	\$ 113,355	On Hold	84%
Hotel Motel Tax	Comal River Improvements		Preliminary design underway	\$ 350,473	\$ 128,075	Design Phase	63%
2019 Bond	Westside Community Library Center		Construction underway	\$ 5,525,340	\$ 4,248,884	Construction Phase	23%
Parks Operating/Multiple Sources	Mission Hills Park		TCEQ and THC permitting underway	\$ 237,000	\$ 224,668	Design Phase	5%
NBEDC & MPO	Dry Comal Creek		Design underway	\$ 375,000	\$ 375,000	Design Phase	0%
Parks Foundation	Cypress Bend Restrooms		On hold pending direction from Parks	\$ 300,000	\$ 261,668	On Hold	13%
2019 Bond	Fire Station #2		Construction underway	\$ 7,367,500	\$ 3,770,515	Construction Phase	49%
2019 Bond	Fire Station #3		Construction underway	\$ 6,736,000	\$ 2,609,923	Construction Phase	61%
Creekside TIRZ & 2020 CofO	Firestation #7		Permitting underway - Bid release in progress	\$ 14,928,000	\$ 13,672,378	Design Phase	8%
2019 Bond	Police Department Facility/Veterans Memorial		Construction ongoing	\$ 36,311,250	\$ 22,115,203	Construction Phase	39%
General Fund	Five Year CIP Development		Departmental project development underway / Survey underway	\$ 300,000	\$ 264,204	Design Phase	12%

CofO = Certificates of Obligation

NBEDC = New Braunfels Economic Development Corporation

## VACANT POSITIONS REPORT

as of 12/8/21

Department	FY2022 # Authorized Positions	# Vacant Positions (FTE)	Notes	
AIRPORT FUND	10.00	1.00	Airport Maintenance Technician - Newly Funded in FY2022 Budget - Currently Posted	
CITY ATTORNEY	5.00	1.00	Assistant City Attorney - Newly Funded in FY2022 Budget - Approved to Fill 1/1/22 - In Interview Process	
CITY MANAGER	4.00	-		
ECONOMIC AND COMMUNITY DEVELOPMENT	2.75	-		
COMMUNICATIONS AND COMMUNITY ENGAGEMENT	4.00	-		
CITY SECRETARY	4.00	1.00 1.00	Records Management Coordinator - Newly Funded in FY2022 Budget - Approved to Fill 1/1/22 - Currently Posted City Secretary - Vacancy Effective 1/20/22	
CIVIC/CONVENTION CENTER	9.00	1.00 1.00	Customer Service Specialist - Currently Posted Custodian - Currently Posted Internally	
FINANCE	13.75	0.75 1.00 1.00 1.00	Treasury Accountant - Newly Funded in FY2022 Budget - Offer Accepted - Looking to Onboard in January Budget Analyst - Currently Posted Assistant Finance Director - Currently Posted Contract Administrator - Currently Posted	
FIRE				
	Support Services Emergency Management Operations	14.00 1.00 129.00	1.00 - 4.00	Fire Chief - Recruitment Plan in Process with External Firm Firefighter - Entry Level Exam To Take Place in January
	<i>Total FTE</i>	<b>144.00</b>	<b>5.00</b>	
GOLF FUND	18.00	1.00 1.00 1.00	Golf Cart Porter PT (6 @ 19 hrs) - 1 Newly Funded in FY2022 Budget - Currently Posted Golf Marketing Coordinator - No Plan to Post Maintenance Worker - Currently Posted	
HUMAN RESOURCES	10.00	1.00 1.00	Learning & Development Coordinator - Newly Funded in FY2022 Budget - In Interview Process Human Resources Analyst - In Reclassification Process	
INFORMATION TECHNOLOGY	16.00	1.00	GIS Technician - Newly Funded in FY2022 Budget - Approved to Fill 1/1/22 - In Interview Process	
LIBRARY	28.50	1.00 1.50 1.00 1.00 2.00	Assistant Library Director - No Current Plan to Post Library Assistant I/II/III PTR (8 @ 29.5 hrs) - Newly Funded in FY2022 Budget - Approved to Fill 4/1/2022 - Currently Posted Library Aide PTR (5 @ 20 hrs) - Newly Funded in FY2022 Budget - Approved to Fill 4/1/22 Youth Services Technician - Pending Posting Librarian I/II/III - Newly Funded in FY2022 Budget - Approved to Fill 4/1/22 - Currently Posted	
WESTSIDE COMMUNITY CENTER	3.00	-		
MUNICIPAL COURT	9.00	-		
PLANNING AND DEVELOPMENT SERVICES				
	Building Safety Neighborhood Services Development Planning Comprehensive Planning	15.00 14.00 7.00 3.00	1.00 - 1.00 -	Permit Technician - Currently Posted Planner - Historic Preservation Planner - Currently Posted
	<i>Total FTE</i>	<b>39.00</b>	<b>2.00</b>	
POLICE				
	Administration Support Services	21.00 29.50	-	
	Patrol Criminal Investigation	101.00 32.50	1.00 2.00 11.00 -	Emergency Dispatcher - Currently Posted Police Records Clerk - Reviewing Applications Police Officer - 4 FTE Newly Funded in FY2022 Budget - Approved to Fill 1/1/22 - Entry Level Test in Feb. 2022
	<i>Total FTE</i>	<b>184.00</b>	<b>14.00</b>	

**VACANT POSITIONS REPORT (Cont'd)**

**as of 12/8/21**

Department	FY2022 # Authorized Positions	# Vacant Positions (FTE)	Notes
<b>PARKS AND RECREATION</b>			
Administration	7.00	-	
Recreation - Fischer Park	3.25	-	
Recreation - Landa Park	5.50	1.50	Recreation Instructor PTR (9 @ 20 hours) - Currently Posted
Athletics	1.00	-	
Aquatics	2.00	-	
Rangers	2.50	-	
Operations	26.00	1.00	Field Technician - Currently Posted Internally
		1.00	Maintenance Worker - Currently Posted
Das Rec - Full Time	13.00	1.00	Assistant Guest Services Supervisor
		1.00	Assistant Manager - No Current Plans to Post
Das Rec - Part Time	87.25	7.00	Lifeguard/Water Safety Instructor (39 @ 19 hours) - Currently Posted
		2.50	Water Safety Instructor (5 @19 hours) - No Current Plans to Post
		1.00	Fitness Instructors (32 @ 19 hours) - Currently Posted
		2.00	Lead Kinder Care Attendant (6 @ 19 hours) - Currently Posted
		5.50	Party Attendant (15 @ 19 hours) - Currently Posted
		0.50	Fitness/Gym Attendant (13 @ 19 hours) - Currently Posted
		3.50	Kinder Care Attendant (12 @ 19 hours) - Currently Posted
		1.00	Lead Guest Services Representatives (6 @ 19 hours) - Currently Posted
		3.00	Guest Services Representatives (17 @ 19 hours) - Currently Posted
		0.75	Guest Services Specialist PTR (2 @ 29.5 hours) - Currently Posted
<i>Total FTE</i>	<i>147.50</i>	<i>32.25</i>	
<b>PUBLIC WORKS</b>			
Engineering	20.00	1.00	Assistant City Engineer - Currently Posted
		1.00	Engineer - Currently Posted
Streets	20.00	-	
Drainage	14.00	2.00	Maintenance Worker/Equipment Operator 1/11 - Currently Posted
Facilities Maintenance	10.00	1.00	Custodian - Currently Posted
Capital Programs	5.00	1.00	Capital Programs Manager - On Hold
<i>Total FTE</i>	<i>69.00</i>	<i>6.00</i>	
<b>SOLID WASTE FUND</b>			
Support Services	8.00	1.00	Container Maintenance Worker - Pending Posting
Residential Collection	16.00	4.00	Solid Waste Operator I/II/III - Currently Posted - 2 Approved to Fill 1/1/22
		1.00	Refuse Collector I/II/III - Currently Posted
Commercial Collection	15.00	1.00	Solid Waste Operator I/II/III - Currently Posted
Recycling Collection	17.00	1.00	Refuse Collector I/II/III - Currently Posted
Fleet Services	10.00	1.00	Fleet Technician I/II/III* - Newly Funded in FY2022 Budget - Currently Posted
<i>Total FTE</i>	<i>66.00</i>	<i>9.00</i>	
<b>TRUANCY FUND</b>			
	1.00	-	
<b>RIVER ACTIVITIES FUND</b>			
	2.75	0.75	River Operations Specialist PTR - Newly Funded in FY2022 Budget -In Interview Process
<b>EDWARDS AQUIFER HABITAT CONSERVATION PLAN/WPP FUND</b>			
	1.00	-	
<b>DEVELOPMENT SERVICES FUND</b>			
	4.00	-	
<b>TOTAL FTE</b>		<b>795.25</b>	<b>91.25</b>
<b>City-wide Staffing Level</b>		<b>88.53%</b>	

Fiscal Year 2022 Funded Resource Requests Status Update						
Description	Total FY 2022 Budget	Funding Source	Council Approval Date (If Applicable)	Actual Cost	Status	Comments
<b>City Secretary</b>						
Council Chambers Technology Enhancements	\$ 49,400	General Fund	N/A*		On Hold	Ipads purchased. Remainder of project on hold until City Secretary transition is complete
<b>Communications &amp; Community Engagement</b>						
Digital Asset Management Software	\$ 25,200	General Fund	N/A	\$ 23,000	In Progress	Hoping to launch city-wide in January
<b>Economic Development</b>						
Downtown Infrastructure Enhancements	\$ 75,000	General Fund	TBD		In Progress	In planning phase
West San Antonio/Spur St. Corridor Reinvestment Plan	\$ 100,000	General Fund	TBD		In Progress	Developing and RFQ
<b>Finance</b>						
Debt/Investment Software	\$ 68,030	General Fund	10/25/2021	\$ 76,999	In Progress	Scheduling in progress
Grant Management Software Solution - Internal/External	\$ 30,000	General Fund	TBD		In Progress	Meetings being held to discuss needs
<b>Fire</b>						
Mental Health/Peer Support Program	\$ 23,950	General Fund	N/A	\$ 25,000	In Progress	PO issued - Sessions being scheduled
Personal Protection Equipment	\$ 403,500	General Fund	9/13/2021	\$ 318,939	Awaiting Delivery	Gloves & hoods received. Pants & coats will take several months to arrive
Durable Medical Equipment	\$ 250,000	General Fund	10/11/2021	\$ 248,798	Awaiting Delivery	
Ambulance Remounts (2)	\$ 250,000	Fire Apparatus Replacement Fund	11/8/2021	\$ 328,436	Awaiting Delivery	
Apparatus Headset Replacement	\$ 20,000	General Fund	N/A	\$ 19,545	Complete	
Westnet AVD Upgrade	\$ 12,700	General Fund	N/A		On Hold	Will be completed in conjunction with new PD dispatch center
Replacement Truck - Support Services	\$ 47,272	General Fund	8/23/2021	\$ 39,587	Awaiting Delivery	PO Issued
Generators for Multiple Public Facilities	\$ 355,000	General Fund	1/10/2022	\$ 391,020	Awaiting Delivery	PO Issued
<b>Human Resources</b>						
Safety Program Enhancements	\$ 5,000	General Fund	N/A		In Progress	Determining needs
<b>Information Technology</b>						
Phone Software Upgrade	\$ 23,370	General Fund	N/A		Not Started	
City Hall/FS #4 Fiber Ring	\$ 359,000	General Fund	TBD		In Progress	
E-signatures with Adobe Sign	\$ 12,500	General Fund	N/A	\$ 8,321	Complete	
Library Public Network Replacement	\$ 47,000	Capital Funds	N/A	\$ 46,398	In Progress	Will not be complete until late Spring or early Summer - waiting on parts
Cybersecurity Services	\$ 70,000	General Fund	TBD		Not Started	Start after beginning of year
Laserfiche Upgrades - Phase I	\$ 43,000	General Fund	N/A	\$ 43,000	Not Started	Will start late January
Timeclock Replacement and Automation	\$ 28,920	General Fund	N/A		Not Started	IT working on quotes
<b>Library</b>						
Teen Area Renovation (Main Library)	\$ 54,840	General Fund	TBD		Not Started	Vendor selected
Westside Community Center Lobby Renovation & Parking Lot Improvements	\$ 98,500	General Fund	TBD		Not Started	Lobby construction nearing completion
Westside Library Branch Opening Costs	\$ 210,937	General Fund	N/A		Not Started	Will have more info Spring/Summer
Herald Zeitung Digitization	\$ 18,000	General Fund	N/A	\$ 18,090	Complete	
<b>Municipal Court</b>						
Software Enhancements	\$ 35,500	General Fund/Court Technology	TBD	\$ 50,000	In Progress	
Courtroom & Lobby Audio/Video Refurb	\$ 70,000	Court Technology Fund	N/A		In Progress	Working on getting quotes
<b>Parks</b>						
Summer Camp-2nd location	\$ -	General Fund			In Progress	
Year 1 Equipment Replacement (Parks Operations)	\$ 212,056	General Fund	9/27/2021	\$ 214,940	Awaiting Delivery	One received - still waiting on the others
Main Plaza Brickwork	\$ 21,300	General Fund	N/A	\$ 34,300	Complete	
Kerlick Park Features	\$ 17,000	General Fund	N/A		Not Started	2nd Quarter project
Faust Bridge Repairs	\$ 47,500	General Fund	N/A		In Progress	Lumber received
Ranger Vehicles (2)	\$ 48,500	General Fund	N/A		Awaiting Delivery	PO issued
Tube Chute (Mill Side) Fence Replacement	\$ 17,000	General Fund	N/A	\$ 20,120	In Progress	PO issued - Waiting on materials.
Hydraulic Lift	\$ 52,493	General Fund	N/A		In Progress	Looking for another vendor
Sand Volleyball Court Lighting	\$ 60,000	General Fund	9/27/2021	\$ 56,200	Awaiting Delivery	PO issued
Landa Park/Prince Solms Parking Lots	\$ 250,000	General Fund	N/A		Not Started	Waiting for completion of Elizabeth St.
Fischer Park Playground Replacements	\$ 250,000	General Fund	N/A	\$ 261,257	In Progress	Refining selection of vendor - possible delay in materials
West Alligator Creek Final Design	\$ 120,000	General Fund	N/A		Not Started	Preliminary design complete - will start in Feb.

Fiscal Year 2022 Funded Resource Requests Status Update						
Description	Total FY 2022 Budget	Funding Source	Council Approval Date (If Applicable)	Actual Cost	Status	Comments
<b>Das Rec</b>						
Outdoor Fitness Area Project	\$ 47,000	Capital Funds	N/A	\$ 48,564	In Progress	PO issued
KinderCare Expansion	\$ 44,347	Capital Funds	N/A		In Progress	Getting estimates - est. completion end of 3rd Quarter
<b>3</b>						
Electronic Plan Review Software Enhancements	\$ 179,522	Development Services Fund	TBD		In Progress	Working on consultant RFP
<b>Police</b>						
Mental Health/Peer Support Program	\$ 23,950	General Fund	N/A	\$ 25,000	In Progress	PO issued - First sessions are being scheduled
Night Vision Monocular	\$ 19,960	General Fund	N/A		In Progress	Awaiting quotes
License Plate Readers-Pole Mounted	\$ 53,535	General Fund	1/10/2022		Awaiting Delivery	PO Issued
License Plate Readers-Fixed	\$ 118,371	Asset Forfeiture Funds	1/10/2022		Awaiting Delivery	PO Issued
Spillman Insight Module	\$ 16,399	General Fund	N/A	\$ 14,950	In Progress	PO issued - Working on timeline
Taser 7 Weapon System Refresh	\$ 610,000	General Fund	9/13/2021	\$ 612,633	Complete	
E-Ticket Writers	\$ 40,000	General Fund	N/A		In Progress	
Police Building Operating Costs	\$ 66,787	General Fund	N/A		Not Started	Will have better info Spring/Summer
Electronic Case Submission Partnership with County	\$ 100,000	General Fund	TBD		In Progress	
Police Staffing Study Update (CPSM)	\$ 50,000	General Fund	N/A		In Progress	PO Issued
<b>Public Works</b>						
Capital Improvement Plan Update	\$ 325,000	General Fund	7/26/2021	\$ 289,667	In Progress	Contract w/ Freese & Nichols executed - Bond Advisory Committee in progress
Drainage Area Master Plan	\$ 110,000	General Fund	TBD		In Progress	Awarded grant funding - Working on RFQ
Community Rating System Program Development	\$ 80,000	General Fund	TBD		In Progress	Working on RFQ - developing scope, costs & vendor selection
Pavement Assessment and Roadway Asset Inventory	\$ 120,000	General Fund	TBD		In Progress	Contract negotiation underway
Comprehensive Dam Safety Program	\$ 20,000	General Fund	N/A		Not Started	Awaiting results of Landa Lake design
Replacement Trucks (2)	\$ 48,723	General Fund	N/A		Awaiting Delivery	1 truck ordered - may wait for better pricing on other truck
Landa Lake Dam & Spillway Design	\$ 100,000	General Fund	N/A		Not Started	
Space Planning Assessment - PW Facility (FM306)	\$ 100,000	Facilities Maintenance Fund/Solid Waste Fund	N/A	\$ 98,000	In Progress	Vendor selected
Milling Machine	\$ 466,163	General Fund	9/13/2021	\$ 461,228	Awaiting Delivery	PO issued
Backhoe	\$ 111,277	General Fund	9/13/2021	\$ 108,750	Complete	
Dump Truck	\$ 126,901	General Fund	9/13/2021	\$ 121,258	Awaiting Delivery	PO issued
Skid Steer Loader	\$ 75,738	General Fund	9/13/2021	\$ 72,131	Awaiting Delivery	PO issued
Radar Detection	\$ 25,000	General Fund	N/A	\$ 21,025	Awaiting Delivery	PO issued
Haul Truck	\$ 157,441	General Fund	9/13/2021	\$ 157,441	Awaiting Delivery	PO issued
Paver Trailer	\$ 83,984	General Fund	9/13/2021	\$ 83,984	Complete	Received
Kohlenberg Widening per Continental Agreement	\$ 350,000	General Fund	TBD		In Progress	Design work in progress - should be completed by Summer
City-wide Sidewalk Repairs	\$ 30,000	General Fund	N/A	N/A	In Progress	
<b>Golf Course</b>						
Fairway Mower Replacements (2)	\$ 130,000	Golf Fund	9/27/2021	\$ 131,137	Complete	
Fairway Roller Refurbish	\$ 25,000	Golf Fund	N/A	\$ 30,000	Awaiting Delivery	PO issued
Spray Rig Replacement	\$ 50,000	Golf Fund	9/27/2021	\$ 43,227	Awaiting Delivery	PO issued
Gator Utility Vehicle Replacements (4)	\$ 44,000	Golf Fund	9/27/2021	\$ 39,685	Awaiting Delivery	PO issued
TriPlex Greens Mower Replacements (2)	\$ 72,000	Golf Fund	9/27/2021	\$ 85,376	Complete	
EZ-Go Hauler Replacement	\$ 9,000	Golf Fund	N/A	\$ 7,134	Awaiting Delivery	PO issued
<b>Solid Waste</b>						
Route Optimization Study	\$ 95,000	Solid Waste Fund	TBD	\$ 40,800	In Progress	PO issued
Solid Waste Rate Study	\$ 40,850	Solid Waste Fund	TBD		In Progress	Developing scope
<b>River Management</b>						
River Sign Master Plan	\$ 40,000	General Fund	N/A		In Progress	Working on solicitation

\*Items marked N/A under council date are due to the fact that the expenditure is within the threshold to be approved by the City Manager