



FINANCE DEPARTMENT

November Financial Report

February 15, 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 **November**, with 16.7% 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 are reports reflecting Roadway Impact Fees and Park Development Fee balances by district, an Economic Data Report, an updated Capital Project Status Report as of 1/12/22, and a current (FY 2022 authorized totals) Vacant Positions Report as of 2/8/22.

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 November 30, General Fund revenues total \$11.0 million or 13.9% of total budgeted revenue. \$6.7 million was received during the month of November. 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 November were greater than budget at \$990,000 (19.0%). Fines and Forfeiture revenue are below budget with collections at 10.9% (\$153,000) of the budgeted totals. Charges for Services totals \$684,000 (15.9%). 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 \$82,000 through the month of November – 5.3% of budgeted revenue, which is below budget. Parks revenues are seasonal in nature. Das Rec revenue is greater than budget at \$499,000 (21.3%) and is exceeding its goal of 95% cost recovery.

General Fund Expenditures

As of November 30, General Fund expenditures and encumbrances total \$15.8 million or 17.4% 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 November, 11.8% 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 36.6% committed, reflecting encumbrances issued for one-time expenditures and/or annual contracts approved by City Council. The capital expense category is over budget at 54.0%, due primarily to encumbrances for 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	\$62,991,867	\$ 4,501,326	\$ 6,905,566	\$ 191,995	\$ 7,097,561	11.3%
Operating Expenses	17,752,363	810,435	1,642,664	4,849,453	6,492,117	36.6%
Capital Expenses	3,909,806	42,341	42,341	2,068,023	2,110,364	54.0%
Debt Service	156,440	-	79,171	-	79,171	50.6%
Interfund Transfers	5,623,910	-	-	-	-	0.0%
Contingencies	160,000	-	-	-	-	0.0%
Total	\$90,594,386	\$ 5,354,102	\$ 8,669,742	\$ 7,109,471	\$ 15,779,213	17.4%

Enterprise Funds

Airport Fund – Revenues through the month of November total \$595,000 or 17.6% of total budgeted revenues, which is greater than budget. The majority of these revenues are from fuel sales. Fuel sales (gallons) for the month of November increased 50.2% compared to November of last year. Expenditures and encumbrances total \$1.3 million or 38.3% of budget, which is also greater than budget due to purchase orders issued at the beginning of the new fiscal year for fuel. Airport employee expenditures are at 11.7% of budget, which is right on target. The operating allocation is greater than budget at 55.4%, due to purchase orders issued for fuel that are not yet paid. Capital expenses are at 64.1% of budget due to purchase orders issued for the budgeted purchases of mowers, tractors, and a shredder.

Solid Waste Fund – Revenues through the month of November total \$1.9 million or 17.4% of total budgeted revenues which is greater than budget. Solid Waste expenditures and encumbrances total \$3.7 million or 31.8% of budget, which is greater than budget due to purchase orders issued at the beginning of the new fiscal year. Employee expenditures are right on target at 11.9%. Operating expenditures are over budget (52.7%), due to the above-mentioned purchase orders issued for refuse disposal and refuse containers, that are not yet paid. Capital expenses are at 100% of budget due to purchase orders issued for the budgeted purchases of 3 side load collection trucks.

Golf Course Fund – Revenues through the month of November total \$303,000 or 15.9% of total budgeted revenues, which is slightly less than budget. Revenue for the month of November was down 10.7% compared to November of last year due in part to bad weather over the Thanksgiving weekend. However, it was still the second highest November in history for revenues. Rounds of golf played decreased 7.9% from the same month last year (3,461 rounds played), with 10 tournaments hosted. Operating expenditures are at 36.2% of budget – which is over budget due to purchase orders issued for merchandise that are not yet paid. Capital Expenses are at 92.6% of budget reflecting purchase orders issued for the budgeted purchases of mowers and utility vehicles. Employee expenditures are slightly less than budget at 11.3%.

Civic/Convention Center Fund – Charges for Services revenues through the month of November total \$87,000 or 18.8%, which is greater than budget – a continued good sign of recovery from the COVID related closures from FY 2020 & FY 2021. Expenditures and encumbrances in the fund total \$93,000 or 11.3%, 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 November 30, 2021.

Roadway Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 2,115,280	\$ 1,001,098	\$ 1,114,182
Service Area 2	343,622	246,721	96,902
Service Area 3	8,178,613	5,583,273	2,595,341
Service Area 4	1,103,969	24,020	1,079,949
Service Area 5	8,027,506	6,015,597	2,011,909
Service Area 6	4,605,945	2,033,223	2,572,723
Veramendi Traffic Impact Fees	1,499,389	1,423,276	76,114
Total	\$ 25,874,325	\$ 16,327,206	\$ 9,547,118

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 November 30, 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	96,437	233,992	50,400	183,592
Total	\$ 6,932,691	\$ 354,140	\$ 6,578,551	\$ 3,507,626	\$ 3,070,925

General Fund

	Current Total Budget	Period Activity November		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Taxes and Franchise Fees	\$ 60,326,505	\$ 5,225,076		\$ 8,418,080	14.0%
Licenses and Permits	5,205,530	411,981		990,407	19.0%
Intergovernmental/Contributions	650,000	90,409		90,409	13.9%
Charges for Services	4,312,186	516,782		683,559	15.9%
Fines and Forfeitures	1,401,000	79,132		152,648	10.9%
Interest Income	50,000	1,262		1,262	2.5%
Parks and Recreation	1,552,890	53,501		81,583	5.3%
Das Rec	2,343,000	273,331		498,704	21.3%
Miscellaneous	2,536,250	65,990		89,751	3.5%
Interfund Transfers	997,760	-		-	0.0%
Total General Fund Revenues	\$ 79,375,121	\$ 6,717,464		\$ 11,006,403	13.9%

	Current Total Budget	Period Activity November	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
City Secretary	\$ 472,884	\$ 23,807	\$ 35,278	\$ 9,115	\$ 44,393	9.4%
City Council	36,200	8,025	8,437	-	8,437	23.3%
City Attorney	1,009,434	50,101	76,443	448,307	524,750	52.0%
City Administration	961,873	96,237	132,212	-	132,212	13.7%
Human Resources	1,143,455	80,416	120,520	55,879	176,399	15.4%
Communication	572,664	84,969	101,775	-	101,775	17.8%
Finance	1,496,547	106,243	160,068	-	160,068	10.7%
Information Technology	2,889,349	305,050	357,452	79,054	436,506	15.1%
Economic Development	601,491	25,624	38,245	10,640	48,885	8.1%
Planning and Development Services	3,816,933	323,205	454,054	383,777	837,831	22.0%
Police	23,202,084	1,504,143	2,336,514	1,189,358	3,525,872	15.2%
Municipal Court	838,059	62,691	114,757	-	114,757	13.7%
Fire	22,698,789	1,550,765	2,433,257	1,497,245	3,930,502	17.3%
Public Works	10,554,018	419,146	606,665	2,355,907	2,962,572	28.1%
Parks	7,044,644	381,697	531,490	591,074	1,122,564	15.9%
Das Rec	2,720,194	163,325	275,658	119,304	394,962	14.5%
Library	2,756,358	159,510	237,986	33,794	271,780	9.9%
Non-Departmental	7,779,410	9,148	648,931	336,017	984,948	12.7%
Total General Fund Expenditures	\$ 90,594,386	\$ 5,354,102	\$ 8,669,742	\$ 7,109,471	\$ 15,779,213	17.4%

Airport Fund

	Current Total Budget	Period Activity November			Total Fiscal YTD	Fiscal YTD % of Budget
Revenues						
Charges for Services	\$ 2,849,500	\$ 393,318			\$ 595,326	20.9%
Intergovernmental	190,000	-			-	0.0%
Interfund Transfer	349,910	-			-	0.0%
Interest Income	-	-			-	0.0%
Total Airport Revenues	\$ 3,389,410	\$ 393,318			\$ 595,326	17.6%

	Current Total Budget	Period Activity November	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 721,376	\$ 50,948	\$ 77,630	\$ 6,731	\$ 84,361	11.7%
Operation Expenses	1,756,640	194,832	328,357	644,103	972,460	55.4%
Capital Expenses	320,000	5,852	5,852	199,315	205,167	64.1%
Debt Service	128,954	-	-	-	-	0.0%
Interfund Transfer	371,781	-	-	-	-	0.0%
Total Airport Fund Expenditures	\$ 3,298,751	\$ 251,632	\$ 411,839	\$ 850,149	\$ 1,261,988	38.3%

Solid Waste Fund

	Current Total Budget	Period Activity November			Total Fiscal YTD	Fiscal YTD % of Budget
Revenues						
Charges for Services	\$ 10,630,829	\$ 927,043			\$ 1,790,883	16.8%
Licenses & Permits	25,000	500			2,000	8.0%
Intergovernmental	-	-			-	0.0%
Miscellaneous	75,000	1,961			72,141	96.2%
Interest Income	2,500	-			-	0.0%
Total Solid Waste Fund Revenues	\$ 10,733,329	\$ 929,504			\$ 1,865,024	17.4%

	Current Total Budget	Period Activity November	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 4,401,526	\$ 308,892	\$ 477,461	\$ 48,000	\$ 525,461	11.9%
Operation Expenses	4,334,365	237,164	347,248	1,935,738	2,282,986	52.7%
Capital Expenses	956,283	-	(315)	956,283	955,968	100.0%
Interfund Transfer	2,157,175	-	-	-	-	0.0%
Total Solid Waste Fund Expenditures	\$ 11,849,349	\$ 546,056	\$ 824,394	\$ 2,940,021	\$ 3,764,415	31.8%

Golf Fund

	Current Total Budget	Period Activity November			Total Fiscal YTD	Fiscal YTD % of Budget
Revenues						
Charges for Services	\$ 1,870,000	\$ 151,062				\$ 298,257 15.9%
Miscellaneous	35,000	6,697				4,369 12.5%
Total Golf Fund Revenues	\$ 1,905,000	\$ 157,759				\$ 302,626 15.9%

	Current Total Budget	Period Activity November	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 897,687	\$ 62,069	\$ 94,667	\$ 6,954	\$ 101,621	11.3%
Operation Expenses	494,200	36,313	90,063	88,837	178,900	36.2%
Capital Expenses	404,798	-	-	374,798	374,798	92.6%
Interfund Transfer	184,781	-	-	-	-	0.0%
Total Golf Fund Expenditures	\$ 1,981,466	\$ 98,382	\$ 184,730	\$ 470,589	\$ 655,319	33.1%

Civic/Convention Center Fund

	Current Total Budget	Period Activity November			Total Fiscal YTD	Fiscal YTD % of Budget
Revenues						
Charges for Services	\$ 465,000	\$ 45,655			\$ 87,311	18.8%
Interfund Transfers	412,463	-			-	0.0%
Miscellaneous	125	67			91	72.8%
Total Civic/Convention Center Fund Revenues	\$ 877,588	\$ 45,722			\$ 87,402	10.0%

	Current Total Budget	Period Activity November	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures*						
Employee Expenses	\$ 536,569	\$ 31,918	\$ 48,592	\$ -	\$ 48,592	9.1%
Operation Expenses	257,065	15,869	42,154	2,615	44,769	17.4%
Interfund Transfer	35,178	-	-	-	-	0.0%
Total Civic/Convention Center Fund Expenditures	\$ 828,812	\$ 47,787	\$ 90,746	\$ 2,615	\$ 93,361	11.3%

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

FINANCE DEPARTMENT

Revenues

Expenditures

	Revenues				Expenditures					
	Current Total Budget	Period Activity November	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity November	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 **	\$ 25,215,558	\$ 1,163,768	\$ 1,163,768	4.6%	\$ 25,033,058	\$ -	\$ 343,042	\$ -	\$ 343,042	1.4%
Self Insurance Fund *	\$ 7,583,500	\$ 564,960	\$ 1,116,018	14.7%	\$ 7,500,000	\$ 853,934	\$ 956,977	\$ 96,617	\$ 1,053,594	14.0%
<u>Special Revenue Funds</u>										
CDBG Fund	\$ 486,739	\$ 77,106	\$ 77,106	15.8%	\$ 486,739	\$ -	\$ -	\$ 384,976	\$ 384,976	79.1%
Grant Fund	\$ 9,765,477	\$ 6,805	\$ 6,805	0.1%	\$ 14,793,547	\$ 4,759	\$ 6,098	\$ 258,416	\$ 264,514	1.8%
Special Revenue Fund	\$ 200,000	\$ 15,157	\$ 16,857	8.4%	\$ 700,000	\$ 5,168	\$ 3,849	\$ 17,075	\$ 20,924	3.0%
River Activities Fund	\$ 1,221,600	\$ 6,794	\$ 18,168	1.5%	\$ 1,236,685	\$ 8,886	\$ 15,814	\$ 7,875	\$ 23,689	1.9%
Court Security Fund	\$ 30,000	\$ 2,917	\$ 6,279	20.9%	\$ 40,000	\$ 2,544	\$ 4,009	\$ -	\$ 4,009	10.0%
Judicial Efficiency Fund	\$ 7,000	\$ 827	\$ 1,224	17.5%	\$ 13,500	\$ -	\$ -	\$ -	\$ -	0.0%
Court Technology Fund	\$ 30,000	\$ 2,442	\$ 5,243	17.5%	\$ 75,000	\$ 613	\$ 613	\$ -	\$ 613	0.8%
Child Safety Fund	\$ 151,000	\$ 1,312	\$ 2,889	1.9%	\$ 158,000	\$ -	\$ -	\$ 125,000	\$ 125,000	79.1%
Stormwater Development Fund	\$ 80,000	\$ -	\$ 91,000	113.8%	\$ 100,000	\$ -	\$ -	\$ -	\$ -	0.0%
Truancy Fund	\$ 50,000	\$ 3,091	\$ 6,631	13.3%	\$ 45,000	\$ 3,858	\$ 5,999	\$ -	\$ 5,999	13.3%

FINANCE DEPARTMENT

Revenues

Expenditures

	Current Total Budget	Period Activity November	Total Fiscal YTD	Fiscal YTD % of budget		Current Total Budget	Period Activity November	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	\$ 43,979	\$ 8,740	4.8%		\$ 350,000	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Replacement Fund	\$ 3,626,500	\$ 2,205	\$ 2,205	0.1%		\$ 1,464,427	\$ 28,523	\$ 28,523	\$ 691,832	\$ 720,355	49.2%
Federal Court Awards Fund	\$ -	\$ -	\$ -	0.0%		\$ 84,000	\$ -	\$ -	\$ -	\$ -	0.0%
Non-Federal Court Awards Fund	\$ -	\$ 2,372	\$ 22,815	0.0%		\$ 120,000	\$ -	\$ 726	\$ 17,970	\$ 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	\$ -	\$ -	\$ 2,607,994	\$ 2,607,994	92.9%
Fire Apparatus Replacement Maintenance Fund	\$ 230,000	\$ -	\$ 11,261	4.9%		\$ 506,702	\$ 64,099	\$ 64,099	\$ 305,000	\$ 369,099	72.8%
Edwards Aquifer Habitat Conservation Plan Fund	\$ 868,593	\$ 17,657	\$ 17,657	2.0%		\$ 868,593	\$ 18,034	\$ 44,307	\$ 204,418	\$ 248,725	28.6%
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	\$ 83,029	\$ 208,713	18.2%		\$ 1,744,000	\$ 26,324	\$ 32,232	\$ 1,177,339	\$ 1,209,571	69.4%
Cemetery Improvements Fund	\$ 5,000	\$ 500	\$ 7,730	154.6%		\$ 188,000	\$ (34)	\$ 34	\$ 2,548	\$ 2,582	1.4%
Hotel/Motel Tax Fund *	\$ 4,371,968	\$ 298,825	\$ (11,052)	-0.3%		\$ 4,321,262	\$ 117	\$ 2,690	\$ 157,620	\$ 160,310	3.7%

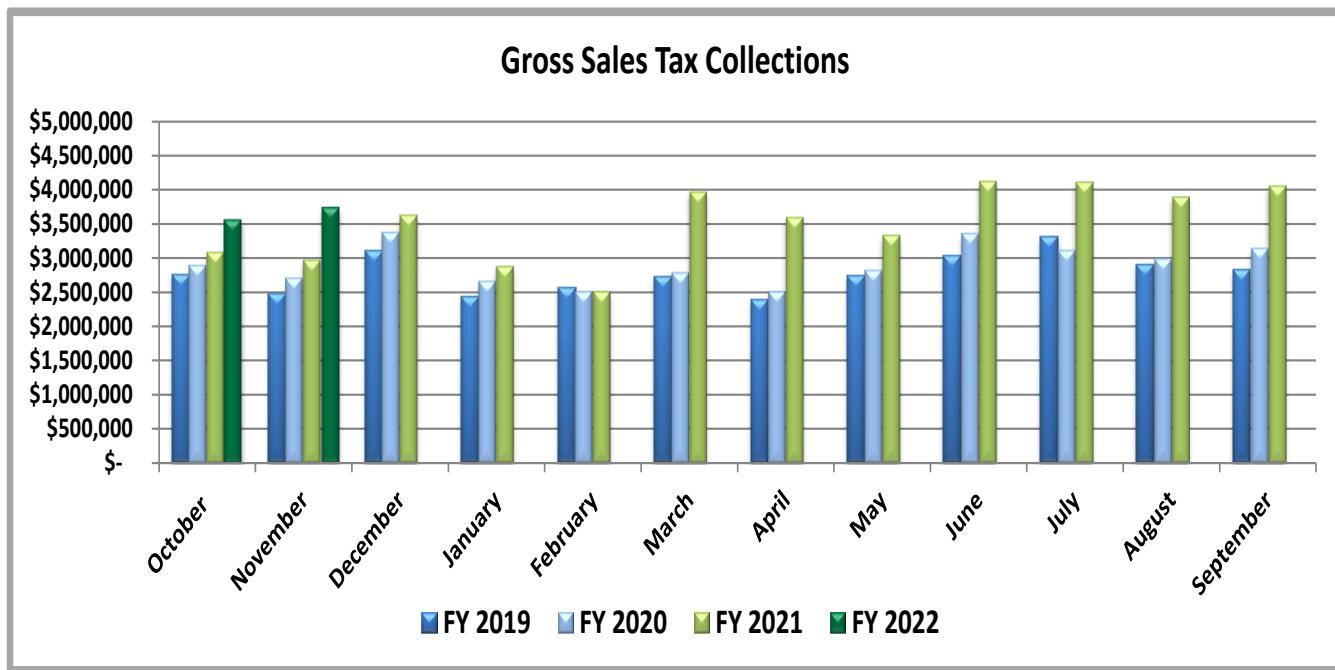
* Driven by End-of-Year accrual entries.

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

ECONOMIC DATA

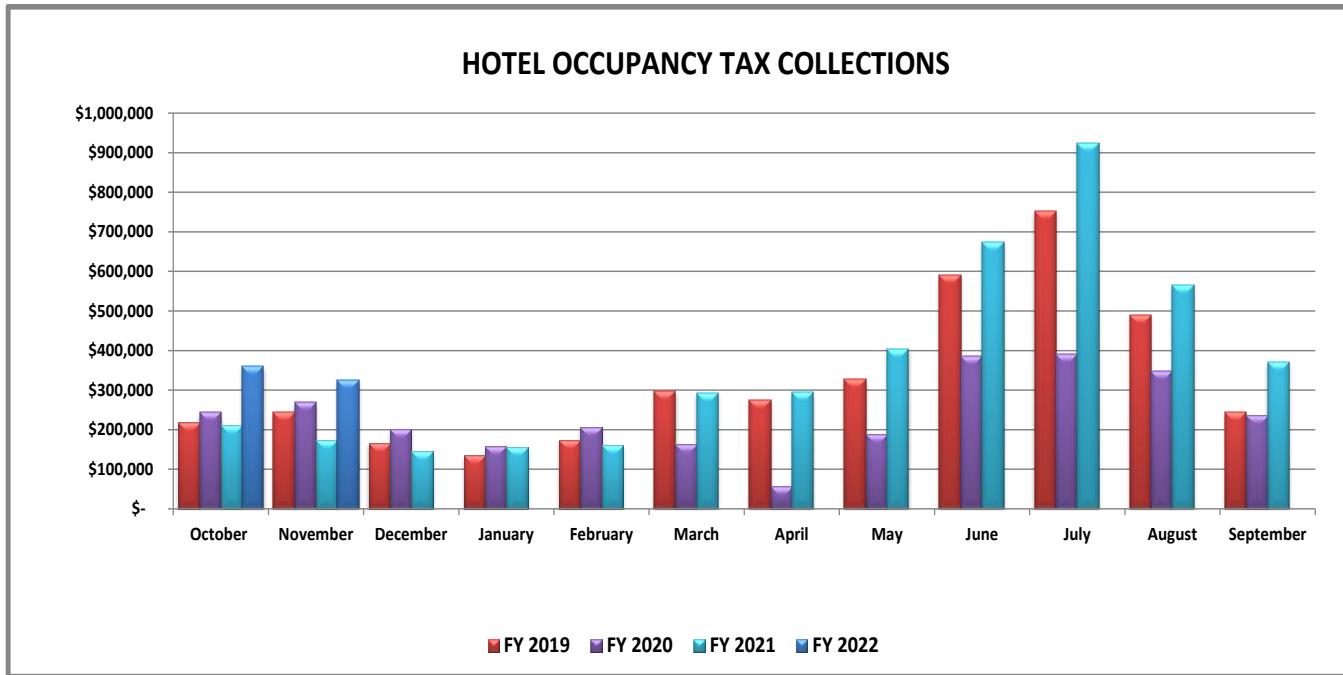
Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the November 2021 sales tax payment. The November 2021 payment was up 25.9% when compared to November of the previous fiscal year, reflecting the positive impact of the reopening of Wurstfest, along with early shopping for the holiday season. Sales tax collections through November were up 20.6% fiscal year to date compared to FY 2021.



Hotel Occupancy Tax Collection

As shown in the graph below, November Hotel Occupancy Tax collections were up 87.1% when compared to November of last fiscal year and 21.3% when compared to November of 2019. They reflected a 78.3% increase fiscal year to date (through November) compared to FY 2021. This comparison includes current, actual collections due for November 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, again, likely due to the reopening of Wurstfest this year, along with renewed willingness to travel for the Thanksgiving holidays. The B & B sector reflected an increase well over 100% when compared to November of last year.



CAPITAL PROJECT STATUS as of 1/12/2022



Funding Source	Project	Sub-project & Limits	Description	Budget	Total Remaining	Status	Overall Completion
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	Final Pavement complete. Additional retaining walls and punch list underway.	\$ 16,364,000	\$ 1,674,911	Construction Phase	90%
2013 Bond	Panther Canyon		Complete	\$ 269,071	\$ -	Completed	100%
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 (Spur to Krueger Avenue)</i>	Project Complete			Completed	
		<i>Carl Shurz Streets (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)</i>	Year 3 project- On hold			On Hold	
		<i>Lamar Streets (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</i>	Roadwork and sidewalks underway on Veramendi, Central, Main and Houston, addressing additional base on Veramendi			Construction Phase	
		<i>Lakeview Boulevard</i>	Paving complete - Project closeout underway			Project Closeout	
		<i>Union Avenue</i>	Complete			Project Closeout	
		<i>Comal Avenue</i>	Project closeout 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>	Construction started - Addressing waterline conflict			Construction Phase	
		<i>Grant Street</i>	Paving to be complete on final block after lamar streets			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 under way - Dry utility design underway	\$ 13,000,800	\$ 10,950,935	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 held	\$ 17,897,150	\$ 16,456,216	Design Phase	8%
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 1/12/2022

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	\$ 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	\$ 831,180	Construction Phase	50%
Edwards Aquifer Habitat Conservation Plan	*Elizabeth Water Quality Pond		Construction underway	\$ 101,439	\$ 28,948	Construction Phase	71%
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	\$ -	Design Phase	100%
TxDot/Roadway Impact Fees	Hanz Drive Signalization	Hanz Drive @Gruene Road	Design underway	\$ 13,738	\$ -	Design Phase	100%
TxDot/Roadway Impact Fees	S. Walnut Signalization	South Walnut @ County Line Road	Design underway	\$ 39,328	\$ 37,401	Design Phase	5%
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	\$ 25,063,691	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	\$ 88,154	Design Phase	75%
2019 Bond	Westside Community Library Center		Construction underway	\$ 5,525,340	\$ 4,062,483	Construction Phase	26%
Parks Operating/Multiple Sources	Mission Hills Park		Expect construction bid award at 1/24 Council Meeting	\$ 237,000	\$ 224,574	Design Phase	5%
NBEDC & MPO	Dry Comal Creek		Design underway	\$ 375,000	\$ 375,000	Design Phase	0%
Parks Foundation	Cypress Bend Restrooms		On hold	\$ 300,000	\$ 261,668	On Hold	13%
2019 Bond	Fire Station #2		Construction underway	\$ 7,367,500	\$ 2,688,921	Construction Phase	64%
2019 Bond	Fire Station #3		Construction underway	\$ 6,736,000	\$ 2,013,723	Construction Phase	70%
Creekside TIRZ & 2020 CofO	Firestation #7		Preparing for bid	\$ 14,928,000	\$ 13,672,378	Design Phase	8%
2019 Bond	Police Department Facility/Veterans Memorial		Construction ongoing	\$ 36,311,250	\$ 19,363,991	Construction Phase	47%
General Fund	Five Year CIP Development		Departmental project development underway / Survey underway	\$ 300,000	\$ 230,767	Design Phase	23%

CofO = Certificates of Obligation

NBEDC = New Braunfels Economic Development Corporation

VACANT POSITIONS REPORT

as of 2/8/22

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	-		
CITY MANAGER	4.00	-		
ECONOMIC AND COMMUNITY DEVELOPMENT	2.75	-		
COMMUNICATIONS AND COMMUNITY ENGAGEMENT	4.00	-		
CITY SECRETARY	4.00	1.00	Administrative Assistant - Currently using a Temp	
CIVIC/CONVENTION CENTER	9.00	1.00 0.50	Customer Service Specialist - Currently Posted Internally Event Attendant PT - Currently Posted	
FINANCE	13.75	1.00 1.00	Accounting Manager - Currently Posted Contract Administrator - Offer accepted and then declined - Pending Reposting	
FIRE				
	Support Services	14.00	1.00 1.00 1.00 -	Fire Chief - Recruitment Plan in Process with External Firm Fire Captain - Promotional Process in Feb. 2022 Fire Lieutenant - Promotional Process in Feb. 2022
	Emergency Management Operations	1.00 129.00	4.00 1.00	Firefighter - Entry Level Exam Given in January - Interviews scheduled Fire Engineer - Promotional Process in Feb. 2022
	Total FTE	144.00	8.00	
GOLF FUND	18.00	1.00 1.00	Maintenance Worker - Currently Posted Golf Marketing Coordinator - No Plan to Post	
HUMAN RESOURCES	10.00	1.00 1.00	Learning & Development Coordinator - New Hire Starting 3/7/22 Human Resources Assistant - Currently Posted	
INFORMATION TECHNOLOGY	16.00	-		
LIBRARY	28.50	1.00 1.00 1.00 1.00 1.50	Assistant Library Director - No Current Plan to Post Youth Services Technician - Currently Posted Librarian I/II/III - Newly Funded in FY2022 Budget - Approved to Fill 4/1/22 - Currently Posted Library Aide PTR (5@20hrs) - Newly Funded Position in FY 22 Budget - Approved to fill 4/1/22 Library Assistant I/II/III PTR (8 @ 29.5 hrs) - New Funded Positions in FY 22 Budget - Approved to fill 4/1/22	
MUNICIPAL COURT	9.00	-		
PLANNING AND DEVELOPMENT SERVICES				
	Building Safety	15.00	1.00	Permit Technician - Internal Transfer - 2/19/22
	Neighborhood Services	14.00	1.00	Administrative Assistant - Currently Posted
	Development Planning	7.00	-	
	Comprehensive Planning	3.00	1.00	Assistant Planner - Posting Expired
	Total FTE	39.00	3.00	
POLICE				
	Administration Support Services	21.00 29.50	- 1.00 2.00	Emergency Dispatcher - Currently Posted Police Records Clerk - Posting Expired
	Patrol Criminal Investigation	101.00 32.50	11.00 -	Police Officer - 4 FTE Newly Funded in FY2022 Budget - Approved to Fill 1/1/22 - Entry Level Test in Feb. 2022
	Total FTE	184.00	14.00	

VACANT POSITIONS REPORT (Cont'd)
as of 2/8/22

Department	FY2022 # Authorized Positions	# Vacant Positions (FTE)	Notes
PARKS AND RECREATION			
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 - Position No Longer Posted
		2.00	Maintenance Worker - Currently Posted - 1 Internal Transfer 2/5/22
Das Rec - Full Time	13.00	1.00	Assistant Guest Services Supervisor - Not Posted
		1.00	Assistant Manager - No Current Plans to Post
Das Rec - Part Time	87.25	7.50	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
		1.50	Lead Kinder Care Attendant (6 @ 19 hours) - Currently Posted
		5.50	Party Attendant (15 @ 19 hours) - Currently Posted
		1.50	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) - Not Posted
		4.00	Guest Services Representatives (17 @ 19 hours) - Currently Posted
		0.75	Guest Services Specialist PTR (2 @ 29.5 hours) - Internal Transfer 2/5/22
<i>Total FTE</i>	147.50	35.25	
PUBLIC WORKS			
Engineering	20.00	1.00	Assistant City Engineer - Currently Posted
		1.00	Engineer - Currently Posted
		1.00	First Assistant City Engineer - Not Currently Posted
Streets	20.00	-	
Drainage	14.00	3.00	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>	69.00	8.00	
SOLID WASTE FUND			
Support Services	8.00	1.00	Container Maintenance Worker - Pending Posting
Residential Collection	16.00	1.00	Recycling Coordinator - Reclassifying to Assistant Solid Waste Manager
		3.00	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	2.00	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	-	
<i>Total FTE</i>	66.00	9.00	
TRUANCY FUND	1.00	-	
RIVER ACTIVITIES FUND	2.75	-	
EDWARDS AQUIFER HABITAT CONSERVATION PLAN/WPP FUND	1.00	-	
DEVELOPMENT SERVICES FUND	4.00	-	
TOTAL FTE	795.25	92.25	
City-wide Staffing Level	88.40%		