



FINANCE DEPARTMENT

Second Quarter Financial Report

May 15, 2019

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% 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 5/8/19, a current (FY 2018-19 authorized totals) Vacant Positions Report as of 5/8/19, an Economic Data Report and a report reflecting roadway impact fee service area balances.

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 are 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 2018-19 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 go to the Finance section of the City website at:

<http://www.nbtexas.org/108/Finance>

and click on the applicable links below:

- [Financial Transparency](#)
- [Financial Reports](#)



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General Fund Revenues

As of March 31, General Fund revenues total \$43.3 million or 63.5% of total budgeted revenue. \$4.9 million was received during the month of March, the majority of which came from sales tax and property tax. Sales tax and property tax are the two largest sources of revenue for the General Fund, totaling 60.5% of all budgeted revenue. As of March 31, the vast majority of budgeted property tax revenue has been collected.

License and Permit revenue collections for the month of March were above budget at \$2.8 million (71.3%). Fines and Forfeiture revenue was below budget through March, with collections at 39.0% (\$652,000) of the budgeted totals. Charges for Services totaled \$1.4 million (34.4%). Charges for Services are driven mainly by Ambulance Revenue Fees which are impacted by seasonality and one-time revenue payments. Parks and Recreation revenue totaled \$1.7 million through the month of March – 47.4% of budgeted revenue. The majority of these revenues were related to Das Rec (\$1.4 million – 69.6% of budget). Das Rec revenues continue to exceed expectations. The remaining Parks revenues are seasonal in nature; we will begin to see more activity regarding this revenue source as program and facility registrations/reservations increase in advance of the summer season.

General Fund Expenditures

As of March 31, General Fund expenditures and encumbrances total \$32.1 million or 46.8% 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, 47.4% of the total payroll for the fiscal year has transpired. The table below is broken down by total General Fund expenditures and encumbrances within each expenditure category.

Expenditure Category	Current Total Budget	Period Activity	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Fiscal YTD % of Budget
Employee Expenses	\$53,677,684	\$ 3,855,450	\$ 24,082,859	\$ 55,277	\$ 24,138,136	45.0%
Operating Expenses	13,531,612	902,715	5,226,462	2,214,788	7,441,250	55.0%
Capital Expenses	420,343	-	154,879	72,824	227,703	54.2%
Interfund Transfers	829,910	167,478	334,955	-	334,955	40.4%
Contingencies	195,000	-	-	-	-	0.0%
Total	\$68,654,549	\$ 4,925,643	\$ 29,799,155	\$ 2,342,889	\$ 32,142,044	46.8%

Enterprise Funds

Airport Fund – Revenues through the month of March total \$1.4 million or 48.2% of total budgeted revenues, which is less than budget. The majority of these revenues are from fuel sales. Fuel revenue has increased by 12.0% in comparison to last fiscal year. Expenditures and encumbrances total \$1.4 million or 51.3% of budget, which is slightly greater than budget. Airport employee expenditures are at 47.0% of budget. The operating allocation is above

budget at 53.4%. Capital expenditures are 100.0% committed, due to additional expenses related to the airport renovations that were budgeted in FY 2017-18.

Solid Waste Fund – Revenues through the month of March total \$4.2 million or 43.4% of total budgeted revenues. A large portion of the revenues received in October and November were accrued back to FY 2017-18 to accurately reflect the revenues in the period they were earned. These adjustments are being reflected in the fiscal year-to-date revenue total. Solid Waste expenditures and encumbrances total \$5.7 million or 60.7% of budget, due to purchase orders issued for refuse disposal, that are not yet paid. Employee expenditures are right on budget at 47.4%. Operating expenditures are over budget (72.7%) at the end of March, due to the above-mentioned purchase orders.

Golf Course Fund – Revenues through the month of March total \$729,000 or 45.9% of total budgeted revenues, which is less than budget. Revenue for the month of March was down 0.4% compared to March of last fiscal year. There was a 3.4% increase in rounds played, but a decrease in cart fees and memberships compared to the same period last year. The weather in March was good for the most part and allowed for the hosting of 13 tournaments. Golf Fund expenditures and encumbrances total \$656,000 or 52.0%, which is greater than budget, primarily due to purchase orders for merchandise and chemicals that have been issued, but not yet paid. Employee expenditures are at 40.6% through March, which is below budget. Half way through the fiscal year, the Golf Fund remains positioned to cash flow positive and continues to build reserves, which were the primary goals of the FY 2018-19 budget.

Civic/Convention Center Fund – Charges for Services revenues through the Civic/Convention Center Fund at the end of the month of March total \$259,000 or 53.9% which is slightly over budget. Expenditures and encumbrances in the fund total \$329,000 or 46.0%, which is less than budget - a result of vacancies within the department.

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 6 service areas. The table below represents by area, all revenues and expenditures from inception through March 31, 2019.

	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 1,823,300	\$ 1,543,231	\$ 280,069
Service Area 2	215,698	108,107	107,592
Service Area 3	4,171,198	615,218	3,555,980
Service Area 4	921,501	15,620	905,881
Service Area 5	5,913,580	1,557,239	4,356,340
Service Area 6	2,968,090	868,102	2,099,988
Total	\$ 16,013,367	\$ 4,707,516	\$ 11,305,850

General Fund

	Current Total Budget	Period Activity March	Total Fiscal YTD	Fiscal YTD % of Budget
Revenues				
Taxes and Franchise Fees	\$ 51,011,474	\$ 3,200,888	\$ 35,616,647	69.8%
Licenses and Permits	3,985,990	718,115	2,843,048	71.3%
Intergovernmental	627,247	37,075	106,393	17.0%
Charges for Services	4,148,100	136,232	1,428,513	34.4%
Fines and Forfeitures	1,672,400	185,853	652,292	39.0%
Interest Income	200,000	66,689	188,170	94.1%
Parks and Recreation	3,601,376	330,096	1,707,502	47.4%
Miscellaneous	2,045,264	43,237	332,051	16.2%
Interfund Transfers	866,511	216,628	433,255	50.0%
Total General Fund Revenues	\$ 68,158,362	\$ 4,934,813	\$ 43,307,871	63.5%

	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 Council	\$ 34,421	\$ 2,410	\$ 17,838	\$ -	\$ 17,838	51.8%
City Attorney	927,458	59,892	291,860	123,705	415,565	44.8%
City Administration	1,674,795	95,486	608,415	-	608,415	36.3%
Information Technology	2,018,394	99,141	1,025,111	48,594	1,073,705	53.2%
Municipal Court	688,202	56,431	327,649	455	328,104	47.7%
Human Resources	845,703	50,208	307,866	44,664	352,530	41.7%
Finance	1,158,894	91,937	526,533	-	526,533	45.4%
Planning and Community Development	3,468,556	245,065	1,509,396	128,721	1,638,117	47.2%
Police	18,917,863	1,325,674	8,483,387	211,096	8,694,483	46.0%
Fire	18,648,814	1,368,717	8,715,079	191,006	8,906,085	47.8%
Public Works	7,383,688	405,034	2,444,175	687,535	3,131,710	42.4%
Parks	7,753,117	544,827	2,982,519	468,702	3,451,221	44.5%
Library	2,370,984	158,120	1,034,304	32,884	1,067,188	45.0%
Non-Departmental	2,763,660	422,701	1,525,023	405,527	1,930,550	69.9%
Total General Fund Expenditures	\$ 68,654,549	\$ 4,925,643	\$ 29,799,155	\$ 2,342,889	\$ 32,142,044	46.8%

Airport Fund

	Current Total Budget	Period Activity March		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 2,690,000	\$ 246,447		\$ 1,304,192	48.5%
Intergovernmental	50,000	-		-	0.0%
Licenses & Permits	-	-		14,954	0.0%
Interfund Transfer	99,910	24,978		49,955	50.0%
Total Airport Revenues	\$ 2,839,910	\$ 271,425		\$ 1,369,101	48.2%

	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	\$ 600,466	\$ 46,329	\$ 279,467	\$ 2,821	\$ 282,288	47.0%
Operation Expenses	1,634,632	210,068	849,939	23,251	873,190	53.4%
Capital Expenses	19,478	-	19,479	-	19,479	100.0%
Interfund Transfer	498,383	117,971	235,942	-	235,942	47.3%
Total Airport Fund Expenditures	\$ 2,752,959	\$ 374,368	\$ 1,384,827	\$ 26,072	\$ 1,410,899	51.3%

Solid Waste Fund

	Current Total Budget	Period Activity March		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 9,440,054	\$ 809,161		\$ 4,060,543	43.0%
Licenses & Permits	-	6,000		21,000	0.0%
Miscellaneous	118,200	12,008		47,124	39.9%
Interest Income	36,935	5,440		32,198	87.2%
Total Solid Waste Fund Revenues	\$ 9,595,189	\$ 832,609		\$ 4,160,865	43.4%

	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	\$ 3,757,494	\$ 282,238	\$ 1,781,310	\$ -	\$ 1,781,310	47.4%
Operation Expenses	4,657,867	624,549	2,112,326	1,272,669	3,384,995	72.7%
Capital Expenses	73,700	-	59,842	27,424	87,266	118.4%
Interfund Transfer	938,301	234,575	469,151	-	469,151	50.0%
Total Solid Waste Fund Expenditures	\$ 9,427,362	\$ 1,141,362	\$ 4,422,629	\$ 1,300,093	\$ 5,722,722	60.7%

Golf Fund

	Current Total Budget	Period Activity March		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 1,556,277	\$ 147,053		\$ 721,320	46.3%
Miscellaneous	32,288	307		7,579	23.5%
Total Golf Fund Revenues	\$ 1,588,565	\$ 147,360		\$ 728,899	45.9%

	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	\$ 836,650	\$ 52,106	\$ 339,838	\$ -	\$ 339,838	40.6%
Operation Expenses	423,559	47,377	258,772	57,235	316,007	74.6%
Total Golf Fund Expenditures	\$ 1,260,209	\$ 99,483	\$ 598,610	\$ 57,235	\$ 655,845	52.0%

Civic/Convention Center Fund

	Current Total Budget	Period Activity March		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 480,271	\$ 58,441		\$ 258,734	53.9%
Interfund Transfers	257,572	64,393		128,786	50.0%
Miscellaneous	-	31		269	0.0%
Total Civic/Convention Center Fund Revenues	\$ 737,843	\$ 122,865		\$ 387,789	52.6%

	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	\$ 460,537	\$ 33,552	\$ 203,395	\$ -	\$ 203,395	44.2%
Operation Expenses	221,013	12,950	92,514	16,195	108,709	49.2%
Interfund Transfer	34,077	8,519	17,039	-	17,039	50.0%
Total Civic/Convention Center Fund Expenditures	\$ 715,627	\$ 55,021	\$ 312,948	\$ 16,195	\$ 329,143	46.0%

*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

	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
Other Funds											
Debt Service Fund	\$ 17,466,415	\$ 429,544	\$ 15,521,150	88.9%		\$ 17,252,185	\$ -	\$ 13,273,881	\$ -	\$ 13,273,881	76.9%
Self Insurance Fund	\$ 6,903,500	\$ 538,164	\$ 3,344,957	48.5%		\$ 6,550,000	\$ 643,986	\$ 2,383,742	\$ 78,195	\$ 2,461,937	37.6%
Special Revenue Funds											
CDBG Fund *	\$ 393,459	\$ 45,377	\$ 78,795	20.0%		\$ 393,459	\$ 5,600	\$ 99,791	\$ 165,287	\$ 265,078	67.4%
Grant Fund *	\$ 726,444	\$ -	\$ 48,349	6.7%		\$ 726,444	\$ 25,505	\$ 94,365	\$ 26,471	\$ 120,836	16.6%
Special Revenue Fund	\$ 200,000	\$ 21,534	\$ 115,275	57.6%		\$ 447,000	\$ 18,944	\$ 80,747	\$ 15,855	\$ 96,602	21.6%
River Activities Fund	\$ 1,338,200	\$ 42,487	\$ 113,422	8.5%		\$ 1,315,553	\$ 29,690	\$ 92,999	\$ 156,240	\$ 249,239	18.9%
Court Security Fund	\$ 31,000	\$ 3,677	\$ 13,167	42.5%		\$ 30,000	\$ 2,413	\$ 14,911	\$ -	\$ 14,911	49.7%
Judicial Efficiency Fund	\$ 8,000	\$ 1,020	\$ 3,676	46.0%		\$ 15,000	\$ -	\$ 128	\$ -	\$ 128	0.9%
Court Technology Fund	\$ 39,000	\$ 4,903	\$ 17,556	45.0%		\$ 40,000	\$ 183	\$ 17,006	\$ -	\$ 17,006	42.5%
Child Safety Fund	\$ 142,500	\$ 2,487	\$ 11,471	8.0%		\$ 204,000	\$ 20,082	\$ 89,331	\$ 66,633	\$ 155,964	76.5%
Stormwater Development Fund	\$ 135,000	\$ -	\$ 1,111	0.8%		\$ 250,000	\$ -	\$ 100,000	\$ -	\$ 100,000	40.0%
Juvenile Case Manager Fund	\$ 58,000	\$ 7,324	\$ 26,017	44.9%		\$ 108,000	\$ 7,351	\$ 47,498	\$ -	\$ 47,498	44.0%
Cable Franchise Fund (PEG)	\$ 167,000	\$ -	\$ 44,000	26.3%		\$ 350,000	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Replacement Fund	\$ 671,348	\$ 146,378	\$ 337,551	50.3%		\$ 572,511	\$ 3,650	\$ 23,128	\$ 1,000	\$ 24,128	4.2%
Federal Court Awards Fund	\$ -	\$ -	\$ -	0.0%		\$ 149,000	\$ 1,774	\$ 13,005	\$ -	\$ 13,005	8.7%
Non-Federal Court Awards Fund	\$ -	\$ -	\$ 6,353	0.0%		\$ 110,000	\$ -	\$ 11,879	\$ -	\$ 11,879	10.8%

* Driven by End-of-Year accrual entries.

FINANCE DEPARTMENT

Revenues

Expenditures

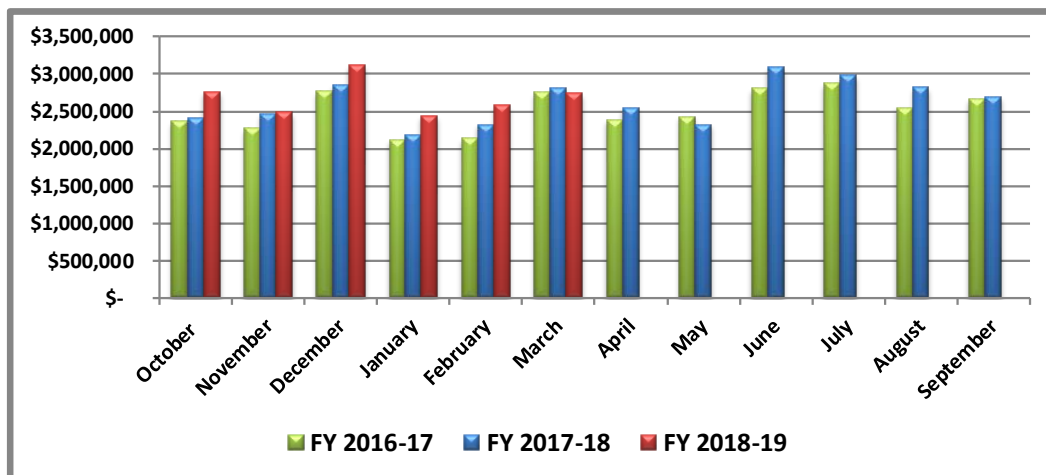
	Current Total Budget	Period Activity March	Total Fiscal YTD	Fiscal YTD % of budget		Current Total Budget	Period Activity March	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Special Revenue Funds - continued											
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,527,910	\$ 371,583	\$ 785,434	51.4%		\$ 1,750,040	\$ -	\$ 35,864	\$ 1,749,397	\$ 1,785,261	102.0%
Fire Apparatus Replacement Maintenance Fund	\$ 180,000	\$ 16,203	\$ 63,691	35.4%		\$ 138,702	\$ 4,746	\$ 129,602	\$ 9,100	\$ 138,702	100.0%
Edwards Aquifer Habitat Conservation Plan Fund *	\$ 1,287,000	\$ 7,711	\$ 107,867	8.4%		\$ 1,287,000	\$ 48,741	\$ 195,424	\$ 685,579	\$ 881,003	68.5%
Faust Library Fund	\$ -	\$ 54	\$ 135	0.0%		\$ 1,333	\$ -	\$ -	\$ -	\$ -	0.0%
Rec Center Improvements & Op Revenues Fund	\$ 25,000	\$ 113	\$ 1,486	5.9%		\$ 75,000	\$ 12,500	\$ 25,000	\$ -	\$ 25,000	33.3%
Development Services Fund	\$ 902,500	\$ -	\$ -	0.0%		\$ 902,500	\$ 16,365	\$ 93,078	\$ 159,284	\$ 252,362	28.0%
Cemetery Improvements Fund	\$ 9,000	\$ 5,150	\$ 28,711	319.0%		\$ 218,000	\$ -	\$ 742	\$ -	\$ 742	0.3%
Hotel/Motel Tax Fund	\$ 4,274,328	\$ 185,760	\$ 985,378	23.1%		\$ 4,337,228	\$ 235,299	\$ 1,221,611	\$ 83,375	\$ 1,304,986	30.1%

* Driven by End-of-Year accrual entries.

ECONOMIC DATA

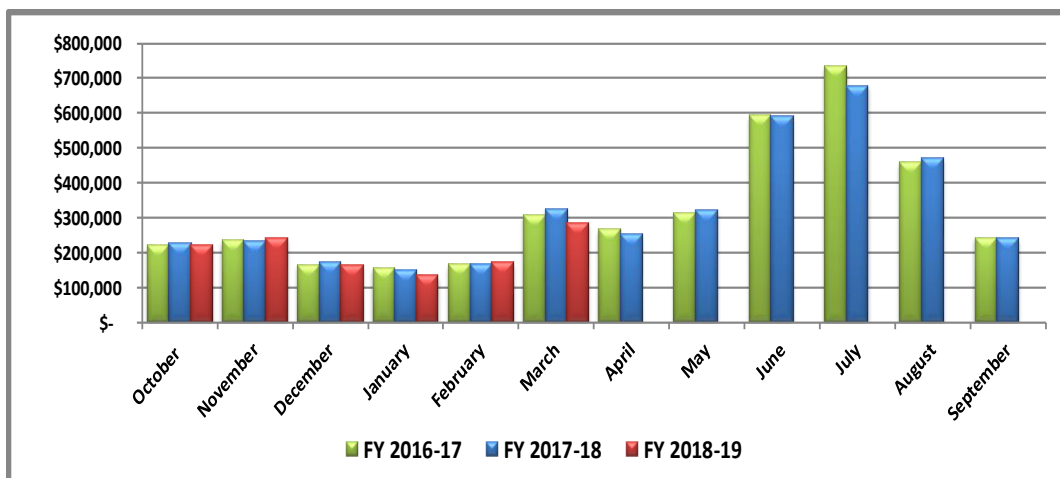
Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the March 2019 sales tax payment. The March 2019 payment was down 2.3% when compared to March of the previous fiscal year, and up 7.2% fiscal year to date. Staff recently discovered that the City had been receiving sales tax from a business outside the city limits, which is one of the reasons why the March payment was down. We anticipate that the June/July payment will include an adjustment to remove all sales taxes collected by this business from October – February. Even after we adjust our sales tax collections for this error, sales taxes are still projected to hit budget for FY 2018-19.



Hotel/Motel Tax Collection

As shown in the graph below, March Hotel/Motel collections are down 12.5% when compared to March of last fiscal year, and down 4.0% fiscal year to date. Staff believes that the implementation of LodgingRevs could have impacted March collections but is hoping that this new system will result in an improvement in this revenue source prior to the summer season.



CAPITAL PROJECT STATUS as of 5/8/2019

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
<i>Streets and Drainage Projects</i>									
Alves Lane Improvements	Professional Services	2013 Bond & Roadway Impact Fees	\$ 1,432,148	\$ 1,258,126	\$ 172,296	\$ 1,726	45%	Construction in progress	Adam Michie
	Land		\$ 1,311,800	\$ 751,422	\$ -	\$ 560,378			
	Construction		\$ 13,031,665	\$ 4,412,883	\$ 5,364,205	\$ 3,254,577			
	Totals	\$ 15,775,613	\$ 6,422,431	\$ 5,536,501	\$ 3,816,680				
Citywide Street Improvements	Professional Services & Construction	2013 Bond	\$ 10,000,000	\$ 6,983,736	\$ 218,366	\$ 2,797,898	70%	Final projects: Union Avenue, San Antonio Street & Common Street design ongoing	Josh Niles
	Totals	\$ 10,000,000	\$ 6,983,736	\$ 218,366	\$ 2,797,898				
Klein Road Reconstruction	Professional Services	2013 Bond	\$ 1,596,764	\$ 1,330,165	\$ 181,580	\$ 85,019	25%	Notice To Proceed - June 2018; Relocation of dry utilities ongoing; Remobilization of drainage and roadway work underway	Nate Garza
	Land		\$ 857,286	\$ 757,288	\$ 99,998	\$ -			
	Construction		\$ 8,076,950	\$ 2,024,564	\$ 6,052,386	\$ -			
	Totals	\$ 10,531,000	\$ 4,112,017	\$ 6,333,964	\$ 85,019				
Live Oak/Katy Improvements	Professional Services	2013 C of O & 2013 Bond	\$ 1,021,370	\$ 920,603	\$ 100,767	\$ -	8%	Construction in progress	Adam Michie
	Land		\$ 107,000	\$ 103,636	\$ 3,364	\$ -			
	Construction		\$ 3,560,630	\$ 300,478	\$ 3,220,315	\$ 39,836			
	Totals	\$ 4,689,000	\$ 1,324,718	\$ 3,324,446	\$ 39,836				
North Tributary Flood Control Project	Professional Services	2004, 2008 & 2012 C of O's	\$ 980,379	\$ 900,984	\$ 12,510	\$ 66,885	91%	In litigation; Site maintenance ongoing	Jennifer Cain
	Land		\$ 972,635	\$ 924,024	\$ -	\$ 48,611			
	Construction		\$ 5,732,414	\$ 4,796,934	\$ 472,158	\$ 463,322			
	Totals	\$ 7,685,428	\$ 6,621,942	\$ 484,668	\$ 578,819				
Panther Canyon Erosion Control	Professional Services	2013 Bond	\$ 94,810	\$ 89,898	\$ 3,413	\$ 1,500	9%	Clearing & Seeding complete; Rain gardens and pedestrian improvements under staff review	Adam Michie
	Land		\$ 39,450	\$ -	\$ -	\$ 39,450			
	Construction		\$ 289,740	\$ 24,708	\$ -	\$ 265,032			
	Totals	\$ 424,000	\$ 114,606	\$ 3,413	\$ 305,982				
Solms Road/Morningside Drive/Rueckle Road Reconstruction	Professional Services	2013 Bond & Roadway Impact Fees	\$ 2,150,101	\$ 1,997,482	\$ 152,619	\$ -	17%	Notice To Proceed - July 2018: Dry utility relocation ongoing; Sewer, water and drainage installation ongoing	Nate Garza
	Land		\$ 1,699,136	\$ 1,515,228	\$ -	\$ 183,908			
	Construction		\$ 12,514,763	\$ 2,076,382	\$ 10,438,381	\$ -			
	Totals	\$ 16,364,000	\$ 5,589,091	\$ 10,591,000	\$ 183,909				
Wood Road/Landa Street Drainage Improvements Preliminary Design	Professional Services	2013 Bond	\$ 2,643,514	\$ 810,335	\$ 156,370	\$ 1,676,809	PD	Conceptual design phase on hold. Draft conceptual phase alternatives reviewed; pending bond budgets	Adam Michie
	Totals	\$ 2,643,514	\$ 810,335	\$ 156,370	\$ 1,676,809				
Westside Pedestrian Enhancement Project	Professional Services	2007, 2008, 2011, 2012 C of O's & 2015 Tax Note	\$ 200,000	\$ 182,581	\$ -	\$ 17,419	91%	Additional TXDoT items to be added. Waiting costs	Nate Garza
	Construction	\$ 1,350,219	\$ 1,230,752	\$ 10,065	\$ 109,402				
	Totals	\$ 1,550,219	\$ 1,413,333	\$ 10,065	\$ 126,821				

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
<i>Parks and Recreation</i>									
Comal Cemetery	Professional Services	2007 C of O's	\$ 359,684	\$ 301,931	\$ 56,552	\$ 1,201	FD	95% construction documents filed; Final design to commence with 2019 Bond Projects	Adam Michie
	Construction		\$ -	\$ -	\$ -	\$ -			
	Totals		\$ 359,684	\$ 301,931	\$ 56,552	\$ 1,201			
<i>Municipal Improvement Projects</i>									
Downtown Improvements Phase 1	Professional Services	4B & 2012 C of O's	\$ 608,339	\$ 578,938	\$ 29,401	\$ -	85%	Project closeout in progress	Adam Michie
	Construction		\$ 2,172,612	\$ 1,846,708	\$ 325,903	\$ -			
	Totals		\$ 2,780,951	\$ 2,425,647	\$ 355,304	\$ -			
Airport Taxilane Extension & Access Road	Professional Services	4B & TxDOT	\$ 362,000	\$ 152,920	\$ 70,098	\$ 138,982	68%	Construction in progress	Jennifer Cain
	Construction		\$ 2,038,000	\$ 1,377,442	\$ 543,923	\$ 116,635			
	Totals		\$ 2,400,000	\$ 1,530,362	\$ 614,021	\$ 255,617			

*SD=Scope Development in Progress PD=Preliminary Design in Progress FD=Final Design In Progress LA=Land Acquisition In Progress Construction=0%-100%

VACANT POSITIONS REPORT
as of 5/8/19

Department	FY2018-19 # Authorized Positions	# Vacant Positions (FTE)	Notes
Airport	9.00	-	
Capital Programs	5.00	1.00	Capital Project Manager - Currently in interview process
City Attorney's Office	4.00	-	
City Manager's Office	7.00	1.00	Economic Development Manager - Currently in process of reposting the position
City Secretary	3.50	-	
Civic Center	8.50	0.50	Lead Event Attendant - Currently in interview process
Finance	12.00	-	
Fire	138.00	1.00	Fire Chief - Pending posting
Golf Course	15.00	-	
Human Resources	8.00	-	
Information Technology	14.00	1.00 1.00	Network Administrator - Newly authorized position FY 18-19; pending posting (funded for July 1) GIS Manager - Currently posted
Library	27.75	0.50	Library Clerk (1 @ 19.5 hrs/wk - Currently posted
Municipal Court	9.00	-	
Parks & Recreation			
	<i>Das Rec</i>	98.00	6.00 Lifeguard/Water Safety Instructor (44 @ 19 hours) - Currently posted 1.50 Slide/Party Attendant (15 @ 19 hours) - Currently posted 2.00 Kinder Care Attendant (12 @ 19 hours) - Currently posted 0.50 Kinder Care Lead (6 @ 19 hours) - Currently posted 3.00 Guest Services Representatives (21 @ 19 hours) - Currently posted 0.50 Recreation/Program Instructor (12 @ 19 hours) - Currently posted - Fitness Instructors (21 @ 19 hours) - Currently posted - hiring 3 additional temporary positions - Head Coach - Swim Team (1 @ 29.5 hours) - Seeking contract services - Assistant Head Coach - Swim Team (1 @ 19 hours) - Seeking contract services - Assistant Coach - Swim Team (6 @ 19 hours) - Seeking contract services
	<i>Parks and Recreation</i>	46.50	2.00 Recreation Instructor (9 @ 20 hours) - Currently in interview process 1.00 Foreman - Currently in interview process
	<i>Total FTE</i>	144.50	16.50
Planning & Comm Dev	37.00	1.00 1.00 1.00 -	Permit Technician - Applicant currently in background process Lead Building Inspector - Pending posting Sanitarian I - Applicant currently in background process Planning Technician - Currently posting - upcoming vacancy effective June 1
Police	168.00	1.00 1.00 14.00	Police Records Clerk - Currently in interview process Emergency Dispatcher - Currently in interview process Police Officer - 14 current vacancies - 12 scheduled to start June 3.
Public Works			
	<i>Solid Waste</i>	57.00	1.00 Solid Waste Operator - Currently posted
	<i>Public Works</i>	65.00	1.00 Engineering Technician - Currently in interview process 1.00 Facilities Maintenance Technician - Pending posting 1.00 Permit Technician - Currently posted
	<i>Total FTE</i>	122.00	4.00
JUVENILE CASE MANAGER FUND	1.00	-	
RIVER ACTIVITIES FUND	2.00	-	
EDWARDS AQUIFER HABITAT CONSERVATION PLAN/WPP FUND	1.00	-	

TOTAL FTE	736.25	45.50
City-wide Staffing Level	93.82%	