



FINANCE DEPARTMENT

July Financial Report

September 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 **July**, with 83.3% 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 9/5/19, a current (FY 2018-19 authorized totals) Vacant Positions Report as of 9/12/19, 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](#)



For more information contact:

Jared Werner
Chief Financial Officer
jwerner@nbtexas.org

Sandy Paulos
Assistant Director of Finance
spaulos@nbtexas.org

General Fund Revenues

As of July 31, General Fund revenues total \$60.5 million or 88.8% of total budgeted revenue. \$5.5 million was received during the month of July, the majority of which came from sales tax. Sales tax and property tax are the two largest sources of revenue for the General Fund, totaling 60.5% of all budgeted revenue. The majority of the property tax revenue for the year has been received.

License and Permit revenue collections through the month of July were well above budget at \$4.2 million (104.9%). Fines and Forfeiture revenue was below budget through July, with collections at 70.1% (\$1.2 million) of the budgeted totals. Charges for Services totaled \$2.6 million (62.7%). 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 \$3.7 million through the month of July – 104.1% of budgeted revenue. The majority of these revenues were related to Das Rec (\$2.6 million – 123.3% of budget). Das Rec revenues continue to exceed expectations. The remaining revenue sources include one-time payments and quarterly payments that will be received and recorded over the remaining months of the fiscal year.

General Fund Expenditures

As of July 31, General Fund expenditures and encumbrances total \$52.2 million or 76.0% 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 July, 78.1% 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	\$53,632,007	\$ 4,066,185	\$ 40,373,764	\$ 49,478	\$ 40,423,242	75.4%
Operating Expenses	13,179,027	943,115	8,785,823	1,620,977	10,406,800	79.0%
Capital Expenses	466,020	(12,823)	295,650	170,304	465,954	100.0%
Debt Service	352,585	-	347,074	-	347,074	98.4%
Interfund Transfers	829,910	-	507,051	-	507,051	61.1%
Contingencies	195,000	-	-	-	-	0.0%
Total	\$68,654,549	\$ 4,996,477	\$ 50,309,362	\$ 1,840,759	\$ 52,150,121	76.0%

Enterprise Funds

Airport Fund – Revenues through the month of July total \$2.4 million or 85.1% of total budgeted revenues, which is slightly greater than budget. The majority of these revenues are from fuel sales, which is a somewhat seasonal source of revenue. Fuel revenue has increased by 10.0%

in comparison to last fiscal year. Expenditures and encumbrances total \$2.4 million or 85.5% of budget, which is also slightly above budget. Airport employee expenditures are at 79.1% of budget. The operating allocation is above budget at 93.7%. The operating allocation is impacted by the cost to purchase fuel, which has a revenue offset. Capital expenditures are 100.0% committed, due to additional expenses related to the airport renovations that were originally budgeted in FY 2017-18.

Solid Waste Fund – Revenues through the month of July total \$7.5 million or 78.4% 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 \$8.0 million or 85.1% of budget (above budget), due to purchase orders issued for refuse disposal, that are not yet paid. Employee expenditures are just slightly over budget at 78.7%. Operating expenditures are over budget (92.2%) at the end of July, due to the above-mentioned purchase orders.

Golf Course Fund – Revenues through the month of July total \$1.5 million or 91.3% of total budgeted revenues, which is above budget. Revenue for the month of July was up 21.8% compared to July of last fiscal year. There was a 23.1% increase in rounds played compared to the same period last year. There was minimal rain in July, and that resulted in the increase in rounds played and revenue, and the hosting of 6 tournaments. Golf Fund expenditures and encumbrances total \$1.1 million or 86.5%, which is slightly greater than budget, primarily due to purchase orders for merchandise and chemicals, and a mower that have been issued, but not yet paid. Employee expenditures are at 77.5% through July, which is below budget. The Golf Fund goals of positive cash flow and building reserves continue to be met this fiscal year.

Civic/Convention Center Fund – Charges for Services revenues through the Civic/Convention Center Fund at the end of the month of July total \$401,000 or 83.5% which is just slightly over budget. Expenditures and encumbrances in the fund total \$551,000 or 77.0%, which is below budget.

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, with the recent addition of the Veramendi Traffic Impact Fees area. The table below represents by area, all revenues and expenditures from inception through July 31, 2019.

	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 1,850,199	\$ 1,545,440	\$ 304,760
Service Area 2	225,314	110,315	114,999
Service Area 3	4,451,121	617,426	3,833,695
Service Area 4	960,876	17,828	943,048
Service Area 5	6,151,805	1,559,448	4,592,357
Service Area 6	3,365,221	870,310	2,494,911
Veramendi Traffic Impact Fees	48,255	-	48,255
Total	\$ 17,052,791	\$ 4,720,766	\$ 12,332,024

General Fund

	Current Total Budget	Period Activity July	Total Fiscal YTD	Fiscal YTD % of Budget
Revenues				
Taxes and Franchise Fees	\$ 51,011,474	\$ 3,339,592	\$ 46,602,284	91.4%
Licenses and Permits	3,985,990	631,481	4,179,348	104.9%
Intergovernmental	627,247	199,376	537,498	85.7%
Charges for Services	4,148,100	536,876	2,599,157	62.7%
Fines and Forfeitures	1,672,400	121,358	1,172,536	70.1%
Interest Income	200,000	51,790	425,426	212.7%
Parks and Recreation	3,601,376	630,881	3,748,006	104.1%
Miscellaneous	2,045,264	20,289	582,439	28.5%
Interfund Transfers	866,511	-	649,883	75.0%
Total General Fund Revenues	\$ 68,158,362	\$ 5,531,643	\$ 60,496,577	88.8%

	Current Total Budget	Period Activity July	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
City Council	\$ 34,421	\$ 1,361	\$ 28,139	\$ -	\$ 28,139	81.7%
City Attorney	927,458	73,229	527,310	128,848	656,158	70.7%
City Administration	1,674,795	130,298	1,126,270	-	1,126,270	67.2%
Information Technology	2,018,394	87,744	1,488,084	62,099	1,550,183	76.8%
Municipal Court	688,202	54,731	540,497	541	541,038	78.6%
Human Resources	845,703	80,721	647,966	11,428	659,394	78.0%
Finance	1,158,894	91,300	898,262	-	898,262	77.5%
Planning and Community Development	3,468,556	257,235	2,557,179	137,683	2,694,862	77.7%
Police	18,917,863	1,378,625	14,138,973	264,569	14,403,542	76.1%
Fire	18,648,814	1,355,192	14,402,735	79,917	14,482,652	77.7%
Public Works	7,383,688	571,549	4,517,540	591,072	5,108,612	69.2%
Parks	7,753,117	710,220	5,626,214	301,202	5,927,416	76.5%
Library	2,370,984	170,534	1,744,283	68,472	1,812,755	76.5%
Non-Departmental	2,763,660	33,738	2,065,910	194,928	2,260,838	81.8%
Total General Fund Expenditures	\$ 68,654,549	\$ 4,996,477	\$ 50,309,362	\$ 1,840,759	\$ 52,150,121	76.0%

Airport Fund

	Current Total Budget	Period Activity July		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 2,690,000	\$ 278,544		\$ 2,342,885	87.1%
Intergovernmental	50,000	-		-	0.0%
Interfund Transfer	99,910	-		74,933	75.0%
Total Airport Revenues	\$ 2,839,910	\$ 278,544		\$ 2,417,818	85.1%

	Current Total Budget	Period Activity July	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 600,466	\$ 47,062	\$ 473,821	\$ 1,129	\$ 474,950	79.1%
Operation Expenses	1,595,392	145,719	1,474,919	20,631	1,495,550	93.7%
Capital Expenses	19,478	-	19,479	-	19,479	100.0%
Debt Service	39,240	-	9,961	-	9,961	25.4%
Interfund Transfer	498,383	-	353,912	-	353,912	71.0%
Total Airport Fund Expenditures	\$ 2,752,959	\$ 192,781	\$ 2,332,092	\$ 21,760	\$ 2,353,852	85.5%

Solid Waste Fund

	Current Total Budget	Period Activity July		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 9,440,054	\$ 812,961		\$ 7,338,655	77.7%
Licenses & Permits	-	-		23,000	0.0%
Miscellaneous	118,200	5,634		92,365	78.1%
Interest Income	36,935	5,234		52,662	142.6%
Interfund Transfer	-	-		15,000	0.0%
Total Solid Waste Fund Revenues	\$ 9,595,189	\$ 823,829		\$ 7,521,682	78.4%

	Current Total Budget	Period Activity July	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 3,757,494	\$ 297,080	\$ 2,955,425	\$ -	\$ 2,955,425	78.7%
Operation Expenses	4,644,567	168,394	3,488,038	792,745	4,280,783	92.2%
Capital Expenses	87,000	-	86,937	-	86,937	99.9%
Interfund Transfer	938,301	-	703,726	-	703,726	75.0%
Total Solid Waste Fund Expenditures	\$ 9,427,362	\$ 465,474	\$ 7,234,126	\$ 792,745	\$ 8,026,871	85.1%

Golf Fund

	Current Total Budget	Period Activity July		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 1,556,277	\$ 179,829		\$ 1,424,305	91.5%
Miscellaneous	32,288	3,660		26,400	81.8%
Total Golf Fund Revenues	\$ 1,588,565	\$ 183,489		\$ 1,450,705	91.3%

	Current Total Budget	Period Activity July	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 761,650	\$ 65,487	\$ 589,917	\$ -	\$ 589,917	77.5%
Operation Expenses	498,559	38,893	406,860	48,788	455,648	91.4%
Capital Expenses	-	-	-	44,634	44,634	0.0%
Total Golf Fund Expenditures	\$ 1,260,209	\$ 104,380	\$ 996,777	\$ 93,422	\$ 1,090,199	86.5%

Civic/Convention Center Fund

	Current Total Budget	Period Activity July		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 480,271	\$ 32,487		\$ 400,850	83.5%
Interfund Transfers	257,572	-		193,179	75.0%
Miscellaneous	-	50		438	0.0%
Total Civic/Convention Center Fund Revenues	\$ 737,843	\$ 32,537		\$ 594,467	80.6%

	Current Total Budget	Period Activity July	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures*						
Employee Expenses	\$ 460,537	\$ 35,125	\$ 345,380	\$ -	\$ 345,380	75.0%
Operation Expenses	221,013	15,005	172,621	7,625	180,246	81.6%
Interfund Transfer	34,077	-	25,558	-	25,558	75.0%
Total Civic/Convention Center Fund Expenditures	\$ 715,627	\$ 50,130	\$ 543,559	\$ 7,625	\$ 551,184	77.0%

*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 July	Total Fiscal YTD	Fiscal YTD % of budget		Current Total Budget	Period Activity July	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	\$ 94,764	\$ 15,593,626	89.3%		\$ 17,252,185	\$ 3,286,297	\$ 16,561,305	\$ -	\$ 16,561,305	96.0%
Self Insurance Fund	\$ 6,903,500	\$ 540,816	\$ 5,821,894	84.3%		\$ 6,550,000	\$ 505,682	\$ 4,439,560	\$ 63,428	\$ 4,502,988	68.7%
Special Revenue Funds											
CDBG Fund *	\$ 393,459	\$ 30,392	\$ 144,596	36.7%		\$ 455,103	\$ 20,877	\$ 230,199	\$ 191,998	\$ 422,197	92.8%
Grant Fund *	\$ 726,444	\$ 55,808	\$ 184,667	25.4%		\$ 726,444	\$ 20,063	\$ 234,376	\$ -	\$ 234,376	32.3%
Special Revenue Fund	\$ 200,000	\$ 167,347	\$ 385,277	192.6%		\$ 447,000	\$ 41,736	\$ 202,332	\$ 137,273	\$ 339,605	76.0%
River Activities Fund	\$ 1,338,200	\$ 370,911	\$ 826,764	61.8%		\$ 1,315,553	\$ 317,964	\$ 755,202	\$ 92,470	\$ 847,672	64.4%
Court Security Fund	\$ 31,000	\$ 4,230	\$ 27,278	88.0%		\$ 30,000	\$ 2,403	\$ 24,888	\$ -	\$ 24,888	83.0%
Judicial Efficiency Fund	\$ 8,000	\$ 675	\$ 6,581	82.3%		\$ 15,000	\$ -	\$ 128	\$ -	\$ 128	0.9%
Court Technology Fund	\$ 39,000	\$ 5,640	\$ 36,370	93.3%		\$ 40,000	\$ 1,478	\$ 25,263	\$ -	\$ 25,263	63.2%
Child Safety Fund	\$ 142,500	\$ 1,639	\$ 19,693	13.8%		\$ 204,000	\$ 6,523	\$ 163,007	\$ 15,315	\$ 178,322	87.4%
Stormwater Development Fund	\$ 135,000	\$ -	\$ 49,199	36.4%		\$ 250,000	\$ -	\$ 100,000	\$ -	\$ 100,000	40.0%
Juvenile Case Manager Fund	\$ 58,000	\$ 7,886	\$ 53,152	91.6%		\$ 108,000	\$ 7,813	\$ 79,475	\$ -	\$ 79,475	73.6%
Cable Franchise Fund (PEG)	\$ 167,000	\$ 11,968	\$ 100,676	60.3%		\$ 350,000	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Replacement Fund	\$ 671,348	\$ 8,593	\$ 643,600	95.9%		\$ 572,511	\$ -	\$ 235,360	\$ 8,500	\$ 243,860	42.6%
Federal Court Awards Fund	\$ -	\$ 925	\$ 3,326	0.0%		\$ 149,000	\$ 107	\$ 29,129	\$ 97,257	\$ 126,386	84.8%
Non-Federal Court Awards Fund	\$ -	\$ -	\$ 10,573	0.0%		\$ 110,000	\$ 1,029	\$ 20,278	\$ -	\$ 20,278	18.4%

* Driven by End-of-Year accrual entries.

Revenues

Expenditures

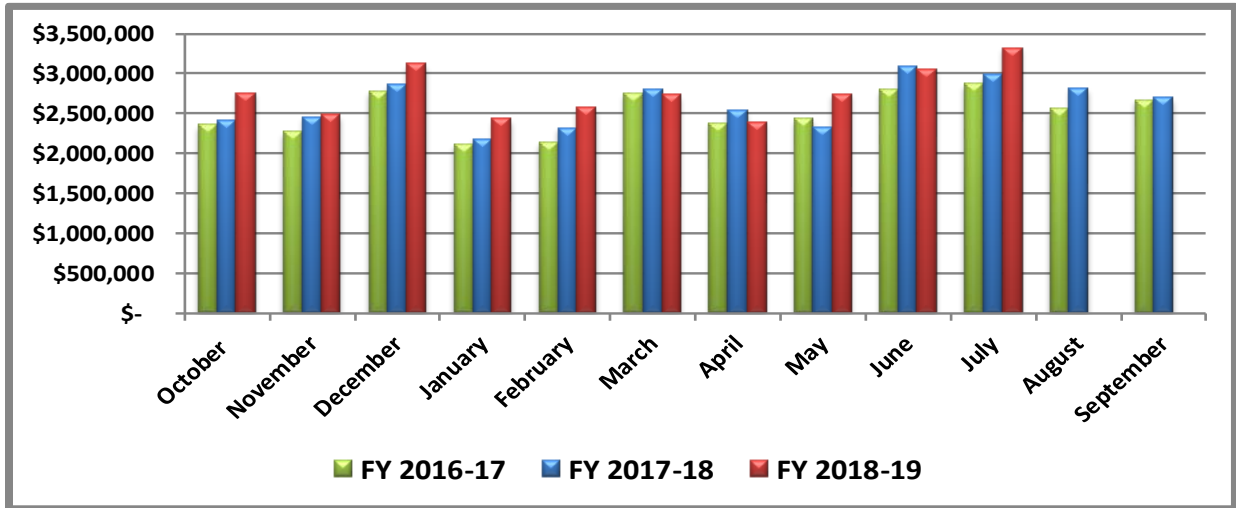
	Revenues				Expenditures						
	Current Total Budget	Period Activity July	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity July	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget	
Special Revenue Funds - continued											
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,527,910	\$ 10,468	\$ 1,189,711	77.9%	\$ 1,750,040	\$ 6,162	\$ 1,230,784	\$ 560,629	\$ 1,791,413	102.4%	
Fire Apparatus Replacement Maintenance Fund	\$ 180,000	\$ 31,245	\$ 189,652	105.4%	\$ 138,702	\$ -	\$ 132,428	\$ -	\$ 132,428	95.5%	
Edwards Aquifer Habitat Conservation Plan Fund *	\$ 1,287,000	\$ 70,022	\$ 316,891	24.6%	\$ 1,287,000	\$ 43,440	\$ 404,593	\$ 499,998	\$ 904,591	70.3%	
Faust Library Fund	\$ -	\$ -	\$ 187	0.0%	\$ 1,333	\$ -	\$ -	\$ -	\$ -	0.0%	
Rec Center Improvements & Op Revenues Fund	\$ 25,000	\$ 3	\$ 2,062	8.2%	\$ 75,000	\$ 94	\$ 38,513	\$ -	\$ 38,513	51.4%	
Development Services Fund	\$ 902,500	\$ 90,601	\$ 843,265	93.4%	\$ 902,500	\$ 42,028	\$ 192,309	\$ 187,770	\$ 380,079	42.1%	
Cemetery Improvements Fund	\$ 9,000	\$ 7,112	\$ 48,948	543.9%	\$ 218,000	\$ -	\$ 742	\$ -	\$ 742	0.3%	
Hotel/Motel Tax Fund	\$ 4,274,328	\$ 621,262	\$ 2,477,573	58.0%	\$ 4,337,228	\$ 163,145	\$ 2,347,954	\$ 74,472	\$ 2,422,426	55.9%	

* Driven by End-of-Year accrual entries.

ECONOMIC DATA

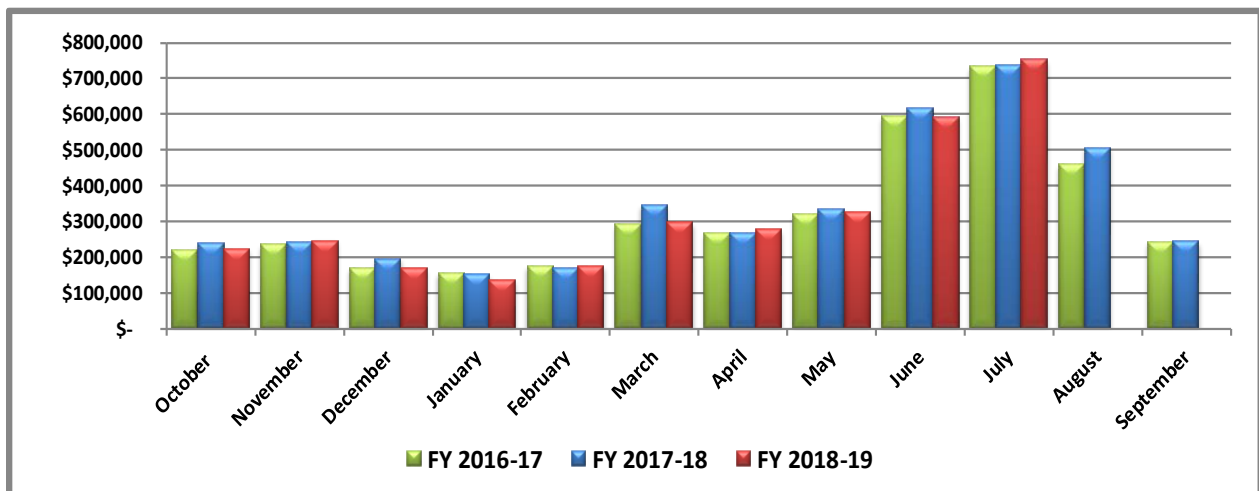
Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the July 2019 sales tax payment. The July 2019 payment was up 11.5% when compared to July of the previous fiscal year, and up 6.4% fiscal year to date. The weather in July was ideal for increased tourism activity, which certainly played a role in the increase in collections.



Hotel/Motel Tax Collection

As shown in the graph below, July Hotel/Motel collections were up 2.0% when compared to July of last fiscal year, and down 3.2% fiscal year to date. There are still a number of delinquent accounts that have not submitted July occupancy taxes. Therefore, staff is confident that the July number should improve slightly.



CAPITAL PROJECT STATUS as of 9/5/2019

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	\$ 1,296,209	\$ 137,123	\$ (1,184)	63%	Construction in progress	Adam Michie
	Land		\$ 1,311,800	\$ 751,422	\$ -	\$ 560,378			
	Construction		\$ 9,807,288	\$ 6,199,892	\$ 3,577,196	\$ 30,200			
	Totals		\$ 12,551,236	\$ 8,247,523	\$ 3,714,319	\$ 589,393			
Citywide Street Improvements	Professional Services & Construction	2013 Bond	\$ 10,000,000	\$ 7,089,790	\$ 154,860	\$ 2,755,349	71%	Final projects: San Antonio Street & Common Street reviewing bids	Josh Niles
	Totals		\$ 10,000,000	\$ 7,089,790	\$ 154,860	\$ 2,755,349			
Klein Road Reconstruction	Professional Services	2013 Bond	\$ 1,611,769	\$ 1,336,218	\$ 174,148	\$ 101,403	33%	Construction in progress	Nate Garza
	Land		\$ 842,281	\$ 757,288	\$ -	\$ 84,993			
	Construction		\$ 8,076,950	\$ 2,662,178	\$ 5,414,772	\$ -			
	Totals		\$ 10,531,000	\$ 4,755,683	\$ 5,588,920	\$ 186,396			
Live Oak/Katy Improvements	Professional Services	2013 C of O & 2013 Bond	\$ 1,137,226	\$ 1,009,645	\$ 127,581	\$ -	44%	Construction in progress	Adam Michie
	Land		\$ 107,000	\$ 103,636	\$ 3,364	\$ -			
	Construction		\$ 3,444,774	\$ 1,510,999	\$ 1,893,939	\$ 39,836			
	Totals		\$ 4,689,000	\$ 2,624,281	\$ 2,024,883	\$ 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	\$ 578,818			
Panther Canyon Erosion Control	Professional Services	2013 Bond	\$ 94,810	\$ 91,175	\$ 3,008	\$ 628	0%	Construction of rain gardens being scheduled	Adam Michie
	Land		\$ 39,450	\$ 24,624	\$ -	\$ 14,826			
	Construction		\$ 289,740	\$ 266	\$ -	\$ 289,474			
	Totals		\$ 424,000	\$ 116,065	\$ 3,008	\$ 304,928			
Solms Road/Morningside Drive/Rueckle Road Reconstruction	Professional Services	2013 Bond & Roadway Impact Fees	\$ 2,150,101	\$ 2,010,689	\$ 139,412	\$ -	23%	Construction in progress	Nate Garza
	Land		\$ 1,698,632	\$ 1,527,292	\$ -	\$ 171,340			
	Construction		\$ 12,515,267	\$ 2,872,935	\$ 9,642,332	\$ -			
	Totals		\$ 16,364,000	\$ 6,410,916	\$ 9,781,744	\$ 171,340			

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>									
Wood Road/Landa Street Drainage Improvements Preliminary Design	Professional Services	2013 Bond	\$ 1,494,014	\$ 875,633	\$ 91,072	\$ 527,309	FD	Design of localized improvements in progress	Adam Michie
	Totals		\$ 1,494,014	\$ 875,633	\$ 91,072	\$ 527,309			
Westside Pedestrian Enhancement Project	Professional Services	2007, 2008, 2011, 2012 C of O's & 2015 Tax Note	\$ 195,670	\$ 182,581	\$ -	\$ 13,089	91%	Project substantially complete. Additional TXDoT items to be added; Awaiting costs	Nate Garza
	Construction		\$ 1,370,937	\$ 1,243,143	\$ 127,793	\$ -			
	Totals		\$ 1,566,607	\$ 1,425,724	\$ 127,793	\$ 13,089			
MPO City Wide Sidewalks	Professional Services	4B	\$ 450,000	\$ 249,774	\$ 101,655.29	\$ 98,571	FD	Bid and award fall of 2019	Nate Garza
	Totals		\$ 450,000	\$ 249,774	\$ 101,655	\$ 98,571			
Klein Road Phase II	Professional Services & Construction	2019 Bond Program	\$ 13,105,686	\$ 213,503	\$ 1,318,136	\$ 11,574,047	FD	Right Of Entry (ROE) letters have been sent to residents to begin survey of Right Of Way (ROW) and topography	Nate Garza
	Totals		\$ 13,105,686	\$ 213,503	\$ 1,318,136	\$ 11,574,047			
Goodwin Lane/Conrads Lane	Professional Services & Construction	2019 Bond Program	\$ 21,564,610	\$ -	\$ 3,895	\$ 21,560,715	FD	Design Contract in Negotiations	Adam Michie
	Totals		\$ 21,564,610	\$ -	\$ 3,895	\$ 21,560,715			
FM 306 Extension and Business 81	Professional Services & Construction	2019 Bond Program	\$ 3,251,387	\$ 145,402	\$ 148	\$ 3,105,837	LA	Right Of Way (ROW) acquisition contract in progress (Business 81)	Jennifer Cain
	Totals		\$ 3,251,387	\$ 145,402	\$ 148	\$ 3,105,837			
Citywide Street & Sidewalk Improvements	Professional Services & Construction	2019 Bond Program	\$ 15,201,937	\$ 775,844	\$ 68,593	\$ 14,357,500	FD	Scheduling bidding on Kerlick Lane, California Boulevard, and Oak Run Sidewalks	Josh Niles
	Totals		\$ 15,201,937	\$ 775,844	\$ 68,593	\$ 14,357,500			
<i>Parks and Recreation</i>									
Comal Cemetery	Professional Services & Construction	2019 Bond Program	\$ 5,622,184	\$ 301,931	\$ -	\$ 5,320,253	FD	Final Design in Progress	Adam Michie
	Totals		\$ 5,622,184	\$ 301,931	\$ -	\$ 5,320,253			
Sports Field Complex	Professional Services & Construction	2019 Bond Program	\$ 26,153,805	\$ 382,853	\$ 1,686,236	\$ 24,084,716	FD	Property field survey and soil borings ongoing. Begin Utility design	Nate Garza
	Totals		\$ 26,153,805	\$ 382,853	\$ 1,686,236	\$ 24,084,716			
All Abilities Park Enhancements	Professional Services & Construction	2019 Bond Program	\$ 561,836	\$ 61,836	\$ -	\$ 500,000	0%	Playground equipment ordered for Morningside & Landa and flatwork contracted with D&M. Site prep for equipment arrival in 3-4 weeks.	Adam Michie
	Totals		\$ 561,836	\$ 61,836	\$ -	\$ 500,000			

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
<i>Municipal Improvement Projects</i>									
Airport Taxilane Extension & Access Road	Professional Services	4B & TxDOT	\$ 362,000	\$ 204,920	\$ 49,574	\$ 107,506	90%	Final Pay app will be submitted week of 9/16 to complete project	Jennifer Cain
	Construction		\$ 2,038,000	\$ 1,824,102	\$ -	\$ 213,898			
	Construction		\$ 2,400,000	\$ 2,029,022	\$ 49,574	\$ 321,404			
Fire Station #2	Professional Services & Construction	2019 Bond Program	\$ 7,472,300	\$ 104,800	\$ 501,334	\$ 6,866,166	FD	Design development in progress	Adam Michie
	Totals		\$ 7,472,300	\$ 104,800	\$ 501,334	\$ 6,866,166			
Fire Station #3	Professional Services & Construction	2019 Bond Program	\$ 6,804,320	\$ 68,320	\$ 392,660	\$ 6,343,340	FD	Design development in progress	Adam Michie
	Totals		\$ 6,804,320	\$ 68,320	\$ 392,660	\$ 6,343,340			
Fire Station #7	Professional Services	TIRZ	\$ 1,370,000	\$ -	\$ -	\$ 1,370,000	PD	Conceptual design in progress	Adam Michie
	Totals		\$ 1,370,000	\$ -	\$ -	\$ 1,370,000			
Police Department Facility	Professional Services	2019 Bond Program	\$ 36,364,399	\$ 79,705	\$ 3,000	\$ 36,281,695	LA	Design contract taken to council July 22,2019	Josh Niles
			\$ 36,364,399	\$ 79,705	\$ 3,000	\$ 36,281,695			
New Braunfels Public Library Westside Community Center Branch	Professional Services & Construction	2019 Bond Program	\$ 5,606,001	\$ -	\$ -	\$ 5,606,001	FD	On hold until funds become available to proceed with final design	Josh Niles
	Totals		\$ 5,606,001	\$ -	\$ -	\$ 5,606,001			

*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 9/12/19

Department	FY2018-19 # Authorized Positions	# Vacant Positions (FTE)	Notes
Airport	9.00	1.00	Airport Maintenance Technician - Pending interview process
Capital Programs	5.00	1.00	Assistant Project Manager - Applicant currently in background
City Attorney's Office	4.00	-	
City Manager's Office	7.00	1.00	Economic Development Coordinator - Applicant selected; pending offer/background process
City Secretary	3.75	-	
Civic Center	9.00	0.50	Lead Event Attendant - Currently in interview process
Finance	12.00	1.00	Staff Accountant - Currently posted; funded 10/1
Fire	138.00	1.00 1.00	Fire Chief - Currently finalizing interview process Firefighter - Pending entry level testing
Golf Course	15.00	-	
Human Resources	8.00	1.00	Human Resources Analyst - Currently posted, funded 10/1
Information Technology	14.00	1.00	Systems Administrator - Currently posted
Library	27.00	1.00	Library Technical Services Specialist - Pending posting
Municipal Court	9.00	-	
Parks & Recreation	99.00	3.50 0.50 1.00 0.50 2.00 1.00	Lifeguard/Water Safety Instructor (44 @ 19 hours) - Currently posted Slide/Party Attendant (15 @ 19 hours) - Currently posted Fitness/and Athletics Specialist (1 @ 29.5 hours) - pending posting Fitness Instructors (21 @ 19 hours) - Currently posted Guest Services Representatives (21 @ 19 hours) - Currently posted Fitness/Gym Attendant (13 @ 19 hours) - Currently posted
<i>Das Rec</i>			
<i>Parks and Recreation</i>	46.75	1.00	Recreation Instructor (9 @ 20 hours) - Currently posted
<i>Total FTE</i>	145.75	9.50	
Planning & Comm Dev	38.00	1.00 1.00 2.00 1.00	Senior Plans Examiner - Currently posted Building Official - Currently posted Code Enforcement Officer - Currently posted Planning Technician - Currently posted
Police	168.00	1.00 1.00 4.00 1.00 1.00	Police Sergeant - Pending promotional examination Emergency Dispatcher - Pending interview process Police Officer - Pending entry level test in November; currently posted for Cadet and Certified Officers Police Records Clerk - Currently in interview process Evidence and Property Technician - Pending posting
Public Works	57.00	1.00 1.00 1.00	Solid Waste Operator - Currently posted Clerical Specialist - Applicant currently in background Container Maintenance Worker - Pending posting
<i>Solid Waste</i>			
<i>Public Works</i>	62.00	1.00 1.00 1.00 1.00	Equipment Operator I - Currently posted Equipment Operator II - Currently posted Graduate Engineer - Re-classed to Engineering Coordinator; pending offer Custodian - Pending interview process
<i>Total FTE</i>	119.00	7.00	
Juvenile Case Manager Fund	1.00	-	
River Activities Fund	2.00	-	
Edwards Aquifer Habitat Conservation Plan/WPP Fund	1.00	-	
Development Services Fund	3.00	1.00	Development Engineer - Pending offer
TOTAL FTE		738.50	40.00
City-wide Staffing Level		94.58%	