



## FINANCE DEPARTMENT

# May Financial Report

July 15, 2020

### 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 **May**, with 66.7% 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 is an updated Capital Project Status Report as of 7/13/20, a current (FY 2019-20 authorized totals) Vacant Positions Report as of 7/6/20, 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 2019-20 Operating Budget and Plan of Municipal Services, and the Comprehensive Annual Financial Report (CAFR). To view these documents, as well as other financial information produced by the Finance Department, please click on the link below. All of these documents can be found on the City website.

- [City of New Braunfels Financial Documents](#)



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## General Fund Revenues

As of May 31, General Fund revenues total \$53.6 million or 73.8% of total budgeted revenue. \$3.8 million was received during the month of May, 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 59.6% of all budgeted revenue. As of May 31, the majority of property tax revenue has been received.

License and Permit revenue collections through the month of May continue to trend over budget at \$3.6 million (80.8%). Fines and Forfeiture revenue was below budget through May, with collections at 48.0% (\$693,000) of the budgeted totals. Staff anticipates this revenue source to continue to be impacted by COVID-19 related variables through the remainder of the fiscal year. Charges for Services totaled \$2.4 million (54.6%). 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 \$347,000 through the month of May – 23.9% of budgeted revenue. Parks and Recreation is a very seasonal source of revenue but has also been affected by the closure of Parks facilities and the suspension of Parks programs due to COVID-19. Das Rec revenue remained below budget at \$1.5 million (49.5%) - an effect of its closure due to COVID-19, and the related loss of memberships. The immediate effects of COVID-19 continue to impact Parks and Recreation, Das Rec revenue, interest earnings, and fines and forfeitures, however staff is confident that other revenue sources will eventually be affected as a result of this crisis.

## General Fund Expenditures

As of May 31, General Fund expenditures and encumbrances total \$46.2 million or 62.1% 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 May, 62.5% 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 71.7% committed, reflecting encumbrances issued for one-time expenditures and/or annual contracts approved by City Council, along with additional expenditures for supplies related to the response to COVID-19. Attrition, operational and other cost deferment strategies, as well as the strong reserves of the General Fund continue to serve us well in mitigating the short-term impact of COVID-19 to our various revenue sources.

Expenditure Category	Current Total Budget	Period Activity	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Fiscal YTD % of Budget
Employee Expenses	\$56,848,892	\$ 4,164,078	\$ 34,281,498	\$ 113,924	\$ 34,395,422	60.5%
Operating Expenses	14,215,159	809,354	6,816,777	3,381,378	10,198,155	71.7%
Capital Expenses	783,038	112,950	151,319	407,574	558,893	71.4%
Debt Service	352,585	71,757	347,074	-	347,074	98.4%
Interfund Transfers	1,926,480	4,556	659,011	-	659,011	34.2%
Contingencies	223,640	-	-	-	-	0.0%
<b>Total</b>	<b>\$74,349,794</b>	<b>\$ 5,162,695</b>	<b>\$ 42,255,679</b>	<b>\$ 3,902,876</b>	<b>\$ 46,158,555</b>	<b>62.1%</b>

## Enterprise Funds

**Airport Fund** – Revenues through the month of May total \$1.6 million or 52.7% of total budgeted revenues, which is less than budget. The majority of these revenues are from fuel sales. Aviation has been one of the hardest hit industries of the COVID-19 crisis. The pandemic has resulted in a significant reduction in fuel revenue. Expenditures and encumbrances total \$1.6 million or 51.2% of budget, which is also less than budget. Airport employee expenditures are at 61.8% of budget, which is below target, due to vacancies. The operating allocation is also below budget at 47.7%. The operating allocation is impacted by the cost to purchase fuel, which is the offset to the decrease in fuel sales.

**Solid Waste Fund** – Revenues through the month of May total \$7.0 million or 68.6% of total budgeted revenues. Solid Waste expenditures and encumbrances total \$6.7 million or 67.3% of budget. The percentage is impacted by purchase orders issued for refuse disposal and refuse containers, that are not yet paid. Employee expenditures are less than budget at 60.4%, a result of ongoing vacancies. Operating expenditures are over budget (86.2%) at the end of May, due to the above-mentioned purchase orders.

**Golf Course Fund** – Revenues through the month of May total \$927,000 or 54.7% of total budgeted revenues, which is less than budget. Revenue for the month of May was down 11.6% compared to May of last fiscal year – still reflecting the effects of COVID-19. While the course was open again, there were limited tee times and single rider carts and there were no tournaments hosted. Golf Fund expenditures and encumbrances total \$1.1 million or 68.9%, which is greater than budget. The overage is primarily driven by purchase orders for merchandise and chemicals and janitorial services that have been issued, but not yet paid. Employee expenditures are below budget at 57.3%. Operating expenditures are over budget at 82.0% due to the above-mentioned purchase orders.

**Civic/Convention Center Fund** – Charges for Services revenues through the Civic/Convention Center Fund at the end of the month of May total \$225,000 or 50.5% which is less than budget. COVID-19 started affecting rentals in March when executive orders limited the gathering of large groups and resulted in the postponement/cancellation of events. Expenditures and encumbrances in the fund total \$527,000 or 61.9%, which is below budget due to the decreased number of events held. The capital expenditures category is 100% committed, however this is entirely for a floor scrubbing machine that was included in the adopted 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 May 31, 2020.

Roadway Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 1,939,388	\$ 1,810,983	\$ 128,406
Service Area 2	243,302	232,979	10,323
Service Area 3	5,187,472	4,274,557	912,915
Service Area 4	975,212	24,020	951,192
Service Area 5	6,452,902	5,068,681	1,384,221
Service Area 6	3,629,036	1,288,619	2,340,417
Veramendi Traffic Impact Fees	363,490	292,217	71,274
<b>Total</b>	<b>\$ 18,790,804</b>	<b>\$ 12,992,056</b>	<b>\$ 5,798,748</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 May 31, 2020.

Park Development Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance	Amount Eligible for Refunding
PARK DISTRICT 1	\$ 889,005	\$ 52,180	\$ 836,825	\$ 192,750
PARK DISTRICT 2	1,663,145	-	1,663,145	552,850
PARK DISTRICT 3	1,370,466	106,273	1,264,193	693,000
PARK DISTRICT 4	287,357	63,183	224,174	68,400
<b>Total</b>	<b>\$ 4,209,974</b>	<b>\$ 221,637</b>	<b>\$ 3,988,337</b>	<b>\$ 1,507,000</b>



FINANCE DEPARTMENT

**General Fund**

	Current Total Budget	Period Activity May	Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>				
Taxes and Franchise Fees	\$ 53,869,431	\$ 2,929,208	\$ 42,311,396	78.5%
Licenses and Permits	4,428,748	360,302	3,576,809	80.8%
Intergovernmental/Contributions	716,160	275,908	377,084	52.7%
Charges for Services	4,488,740	145,457	2,448,986	54.6%
Fines and Forfeitures	1,443,623	59,991	693,240	48.0%
Interest Income	350,000	8,794	411,392	117.5%
Parks and Recreation	1,455,000	28,541	347,383	23.9%
Das Rec	2,990,045	(4,456)	1,480,990	49.5%
Miscellaneous	2,056,000	42,132	1,505,907	73.2%
Interfund Transfers	849,381	-	424,691	50.0%
<b>Total General Fund Revenues</b>	<b>\$ 72,647,128</b>	<b>\$ 3,845,877</b>	<b>\$ 53,577,878</b>	<b>73.8%</b>

	Current Total Budget	Period Activity May	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
City Council	\$ 33,350	\$ 1,945	\$ 14,685	\$ -	\$ 14,685	44.0%
City Attorney	975,673	59,027	473,223	236,060	709,283	72.7%
City Administration	1,604,931	131,352	962,212	64,509	1,026,721	64.0%
Information Technology	2,189,219	100,110	1,243,810	191,710	1,435,520	65.6%
Municipal Court	740,409	60,581	460,191	-	460,191	62.2%
Human Resources	991,269	61,215	583,537	40,880	624,417	63.0%
Finance	1,288,256	94,123	797,526	-	797,526	61.9%
Planning and Community Development	3,878,616	249,533	2,082,931	205,365	2,288,296	59.0%
Police	20,470,896	1,488,134	12,011,841	520,377	12,532,218	61.2%
Fire	19,358,451	1,530,670	11,903,504	342,505	12,246,009	63.3%
Public Works	7,832,454	517,631	4,096,279	1,302,740	5,399,019	68.9%
Parks	5,605,391	377,845	2,772,201	284,742	3,056,943	54.5%
Das Rec	2,716,294	155,626	1,491,237	102,020	1,593,257	58.7%
Library	2,479,605	161,902	1,424,271	19,801	1,444,072	58.2%
Non-Departmental	4,184,980	173,001	1,938,231	592,167	2,530,398	60.5%
<b>Total General Fund Expenditures</b>	<b>\$ 74,349,794</b>	<b>\$ 5,162,695</b>	<b>\$ 42,255,679</b>	<b>\$ 3,902,876</b>	<b>\$ 46,158,555</b>	<b>62.1%</b>

### Airport Fund

	Current Total Budget	Period Activity May		Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>					
Charges for Services	\$ 2,937,550	\$ 169,167		\$ 1,555,130	52.9%
Intergovernmental	50,000	-		21,151	42.3%
Interfund Transfer	99,910	-		49,955	50.0%
<b>Total Airport Revenues</b>	<b>\$ 3,087,460</b>	<b>\$ 169,167</b>		<b>\$ 1,626,236</b>	<b>52.7%</b>

	Current Total Budget	Period Activity May	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 634,304	\$ 46,598	\$ 390,106	\$ 1,883	\$ 391,989	61.8%
Operation Expenses	1,879,723	52,637	863,002	34,251	897,253	47.7%
Capital Expenses	8,000	-	-	8,000	8,000	100.0%
Interfund Transfer	557,243	-	278,622	-	278,622	50.0%
<b>Total Airport Fund Expenditures</b>	<b>\$ 3,079,270</b>	<b>\$ 99,235</b>	<b>\$ 1,531,730</b>	<b>\$ 44,134</b>	<b>\$ 1,575,864</b>	<b>51.2%</b>

### Solid Waste Fund

	Current Total Budget	Period Activity May		Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>					
Charges for Services	\$ 10,035,000	\$ 848,289		\$ 6,593,694	65.7%
Licenses & Permits	-	6,020		25,080	0.0%
Miscellaneous	83,000	279,690		340,436	410.2%
Interest Income	65,000	607		24,974	38.4%
<b>Total Solid Waste Fund Revenues</b>	<b>\$ 10,183,000</b>	<b>\$ 1,134,606</b>		<b>\$ 6,984,184</b>	<b>68.6%</b>

	Current Total Budget	Period Activity May	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 4,017,771	\$ 282,086	\$ 2,428,212	\$ -	\$ 2,428,212	60.4%
Operation Expenses	3,767,957	291,136	2,127,552	1,119,894	3,247,446	86.2%
Capital Expenses	7,700	-	7,068	-	7,068	91.8%
Interfund Transfer	2,107,441	-	984,721	-	984,721	46.7%
<b>Total Solid Waste Fund Expenditures</b>	<b>\$ 9,900,869</b>	<b>\$ 573,222</b>	<b>\$ 5,547,553</b>	<b>\$ 1,119,894</b>	<b>\$ 6,667,447</b>	<b>67.3%</b>

**Golf Fund**

	Current Total Budget	Period Activity May		Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>					
Charges for Services	\$ 1,661,632	\$ 141,776		\$ 909,933	54.8%
Miscellaneous	35,000	(297)		17,354	49.6%
<b>Total Golf Fund Revenues</b>	<b>\$ 1,696,632</b>	<b>\$ 141,479</b>		<b>\$ 927,287</b>	<b>54.7%</b>

	Current Total Budget	Period Activity May	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 822,993	\$ 59,230	\$ 471,365	\$ -	\$ 471,365	57.3%
Operation Expenses	484,200	27,217	302,363	94,666	397,029	82.0%
Capital Expenses	152,500	-	150,895	-	150,895	98.9%
Interfund Transfer	75,025	-	37,513	-	37,513	50.0%
<b>Total Golf Fund Expenditures</b>	<b>\$ 1,534,718</b>	<b>\$ 86,447</b>	<b>\$ 962,136</b>	<b>\$ 94,666</b>	<b>\$ 1,056,802</b>	<b>68.9%</b>

**Civic/Convention Center Fund**

	Current Total Budget	Period Activity May		Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>					
Charges for Services	\$ 445,000	\$ 5,265		\$ 224,743	50.5%
Interfund Transfers	445,127	-		-	0.0%
Miscellaneous	-	-		318	0.0%
<b>Total Civic/Convention Center Fund Revenues</b>	<b>\$ 890,127</b>	<b>\$ 5,265</b>		<b>\$ 225,061</b>	<b>25.3%</b>

	Current Total Budget	Period Activity May	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures*</b>						
Employee Expenses	\$ 511,159	\$ 37,904	\$ 302,535	\$ -	\$ 302,535	59.2%
Operation Expenses	287,080	11,818	178,736	12,641	191,377	66.7%
Capital Expenses	12,724	-	12,724	-	12,724	100.0%
Interfund Transfer	40,548	-	20,274	-	20,274	50.0%
<b>Total Civic/Convention Center Fund Expenditures</b>	<b>\$ 851,511</b>	<b>\$ 49,722</b>	<b>\$ 514,269</b>	<b>\$ 12,641</b>	<b>\$ 526,910</b>	<b>61.9%</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.

FINANCE DEPARTMENT

Revenues

Expenditures

	Current Total Budget	Period Activity May	Total Fiscal YTD	Fiscal YTD % of budget		Current Total Budget	Period Activity May	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Other Funds</b>											
Debt Service Fund	\$ 19,917,365	\$ (39,842)	\$ 19,205,210	96.4%		\$ 19,916,818	\$ 26,937	\$ 15,881,600	\$ -	\$ 15,881,600	79.7%
Self Insurance Fund	\$ 7,053,500	\$ 567,512	\$ 4,842,321	68.7%		\$ 6,925,000	\$ 602,871	\$ 3,277,462	\$ 88,995	\$ 3,366,457	48.6%
<b>Special Revenue Funds</b>											
CDBG Fund *	\$ 354,166	\$ 16,365	\$ 189,573	53.5%		\$ 354,166	\$ 7,833	\$ 208,224	\$ 146,000	\$ 354,224	100.0%
Grant Fund *	\$ 528,091	\$ -	\$ 126,531	24.0%		\$ 682,339	\$ (260)	\$ 272,262	\$ 27,928	\$ 300,190	44.0%
Special Revenue Fund	\$ 200,000	\$ 3,850	\$ 223,190	111.6%		\$ 455,000	\$ 2,119	\$ 144,733	\$ 21,072	\$ 165,805	36.4%
River Activities Fund	\$ 1,322,470	\$ 84,789	\$ 118,521	9.0%		\$ 1,322,470	\$ 43,349	\$ 167,686	\$ 116,760	\$ 284,446	21.5%
Court Security Fund	\$ 30,000	\$ 1,335	\$ 14,948	49.8%		\$ 31,000	\$ 1,586	\$ 14,705	\$ -	\$ 14,705	47.4%
Judicial Efficiency Fund	\$ 7,500	\$ 148	\$ 2,808	37.4%		\$ 13,701	\$ -	\$ 2,340	\$ 1,492	\$ 3,832	28.0%
Court Technology Fund	\$ 41,000	\$ 1,274	\$ 17,142	41.8%		\$ 42,000	\$ 376	\$ 22,313	\$ -	\$ 22,313	53.1%
Child Safety Fund	\$ 137,500	\$ 135,015	\$ 146,527	106.6%		\$ 186,000	\$ -	\$ 96,693	\$ 68,515	\$ 165,208	88.8%
Stormwater Development Fund	\$ 65,000	\$ -	\$ 337,387	519.1%		\$ 316,000	\$ -	\$ 160,946	\$ 95,000	\$ 255,946	81.0%
Truancy Fund Revenues	\$ 60,000	\$ 1,706	\$ 24,354	40.6%		\$ 79,750	\$ 5,709	\$ 47,378	\$ -	\$ 47,378	59.4%
Cable Franchise Fund (PEG)	\$ 177,500	\$ 34,295	\$ 92,098	51.9%		\$ 490,000	\$ -	\$ 487,408	\$ -	\$ 487,408	99.5%
Equipment Replacement Fund	\$ 1,170,000	\$ 1,811	\$ 616,269	52.7%		\$ 1,503,987	\$ 257,407	\$ 1,025,565	\$ 263,353	\$ 1,288,918	85.7%
Federal Court Awards Fund	\$ -	\$ -	\$ 21,556	0.0%		\$ 100,000	\$ -	\$ 59,762	\$ 4,000	\$ 63,762	63.8%
Non-Federal Court Awards Fund	\$ -	\$ 4,556	\$ 29,325	0.0%		\$ 68,000	\$ -	\$ 4,399	\$ -	\$ 4,399	6.5%

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



FINANCE DEPARTMENT

Revenues

Expenditures

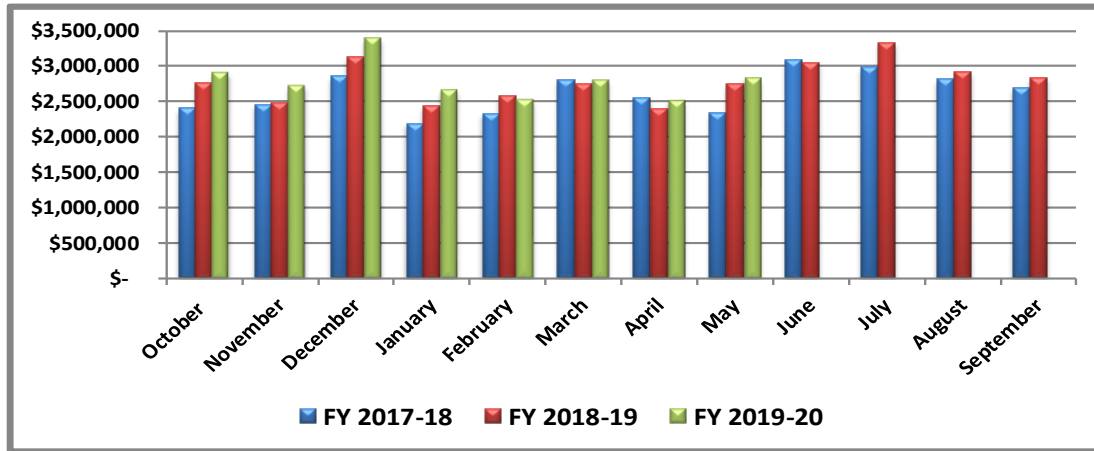
	Current Total Budget	Period Activity May	Total Fiscal YTD	Fiscal YTD % of budget		Current Total Budget	Period Activity May	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Special Revenue Funds - continued</b>											
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,451,410	\$ 1,123	\$ 717,283	49.4%		\$ 1,999,718	\$ -	\$ -	\$ 1,999,174	\$ 1,999,174	100.0%
Fire Apparatus Replacement Maintenance Fund	\$ 280,000	\$ 7,365	\$ 119,579	42.7%		\$ 138,703	\$ 421	\$ 131,258	\$ 2,307	\$ 133,565	96.3%
Edwards Aquifer Habitat Conservation Plan Fund *	\$ 1,255,500	\$ 41,765	\$ 332,624	26.5%		\$ 1,255,500	\$ 32,362	\$ 304,762	\$ 452,403	\$ 757,165	60.3%
Faust Library Fund	\$ -	\$ -	\$ 127	0.0%		\$ 1,500	\$ -	\$ -	\$ -	\$ -	0.0%
Rec Center Improvements & Op Revenues Fund	\$ 1,250	\$ -	\$ 143	11.4%		\$ -	\$ -	\$ 236	\$ -	\$ 236	0.0%
Development Services Fund	\$ 931,475	\$ 86,658	\$ 750,082	80.5%		\$ 1,005,500	\$ 40,179	\$ 419,189	\$ 324,036	\$ 743,225	73.9%
Cemetery Improvements Fund	\$ 5,000	\$ 8,000	\$ 21,077	421.5%		\$ 198,000	\$ -	\$ 19,260	\$ 9	\$ 19,269	9.7%
Hotel/Motel Tax Fund *	\$ 4,005,000	\$ 83,990	\$ 1,264,703	31.6%		\$ 4,377,508	\$ 4,054	\$ 1,788,880	\$ 353,423	\$ 2,142,303	48.9%

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

## ECONOMIC DATA

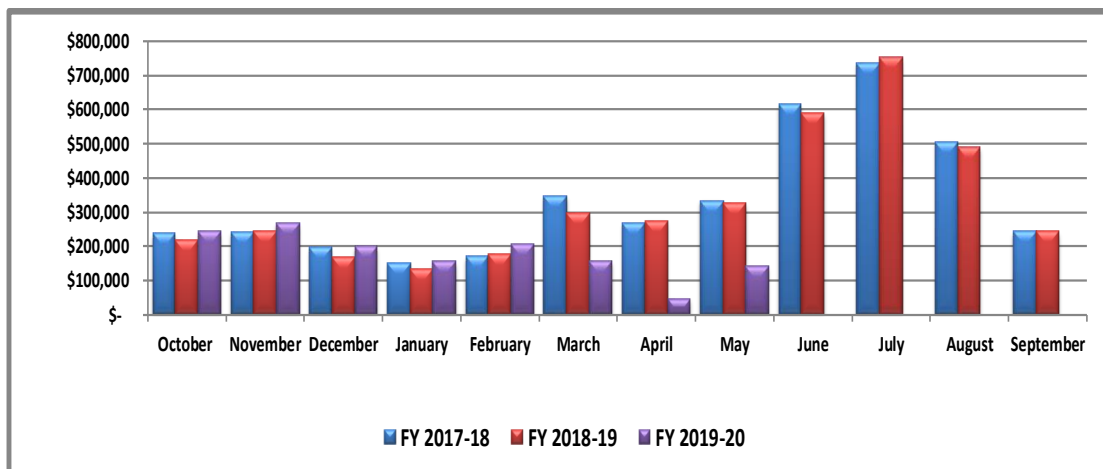
### Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the May 2020 sales tax payment. The May 2020 payment was up 2.9% when compared to May of the previous fiscal year, and up 5.0% fiscal year to date. In May 2019, there was a positive audit adjustment of over \$100,000. Without that audit adjustment, sales tax for May 2020 was actually up 6.9% in comparison to May of 2019.



### Hotel/Motel Tax Collection

As shown in the graph below, May Hotel/Motel collections were down 56.7% when compared to May of last fiscal year, and down 22.8% fiscal year to date. The City has suspended failure to file penalties for all overnight rental properties. This has provided a 90-day grace period for remission of occupancy taxes. The lack of hotel and short-term rental property tenants due to COVID-19 and this policy change continue to have a direct effect on collections for May, as property owners are filing, but not remitting the taxes.



## CAPITAL PROJECT STATUS as of 7/13/2020

Infrastructure		Quality of Life		Growth and Development		Public Safety				
Funding Source	Project	Sub-project & Limits	Description	Budget	Professional Services Expended	ROW Expended	Construction Expended	Total Remaining	Status	Overall Completion
		<i>Union Avenue (Common Street to Austin)</i>	<i>Project moved to 2019 Bond Year 3</i>		\$ 53,415	N/A	\$ -			<i>On Hold</i>
		<i>Common Street (Gruene Road to Hanz Drive)</i>	<i>Working on punch list items</i>		\$ 46,211	N/A	\$ 918,678			<i>Construction Phase</i>
		<i>San Antonio (Spur to Krueger)</i>	<i>Utility work underway</i>		\$ 140,707	N/A	\$ 428,744			<i>Construction Phase</i>
2013 Bond	Klein Road Phase 1	FM 1044 to Walnut Avenue	Drainage and roadway work ongoing on all phases	\$ 10,531,000	\$ 1,375,485	\$ 757,288	\$ 3,900,344	\$ 4,497,884	Construction Phase	57%
2013 Bond/RIF	Solms/Morningside/Rueckle	Solms Road from IH 35 Frontage to Morningside Drive & Morningside Drive from Solms Road to IH 35 Frontage & Reuckle from IH 35 Frontage to Morningside	Solms- final pave to begin; Rueckle-final pave & striping. Morningside-waterline & drainage work	\$ 16,364,000	\$ 2,068,972	\$ 1,523,292	\$ 3,516,644	\$ 9,255,091	Construction Phase	43%
2013 Bond/RIF	Alves Lane	Hwy 46 to Barbarossa Road	Final paving complete. Working on punch list and finalizing TxDOT tie-in	\$ 12,486,236	\$ 1,260,567	\$ 737,203	\$ 7,047,288	\$ 3,441,178	Construction Phase	72%
2013 Bond/2013 CofO	Live Oak/Katy Street		Roadway is open. Final completion in progress.	\$ 5,894,110	\$ 1,041,692	\$ 103,636	\$ 2,903,658	\$ 1,845,123	Construction Phase	69%
2013 Bond	Panther Canyon		Additional revegetation and trail improvement plans being developed.	\$ 424,000	\$ 91,707	N/A	\$ 168,870	\$ 163,423	Construction Phase	61%
2013 Bond	Wood Road/Landa Street		Design of localized improvements pending funding	\$ 2,111,341	\$ 884,035	N/A	\$ -	\$ 1,227,306	Design Phase	42%
2019 Bond	Citywide Streets			\$ 15,000,000	\$ 897,013		\$ 1,207,629	\$ 12,895,358		14%
		<i>California Boulevard (Loop 337 to Gazebo Circle)</i>	<i>Project substantially complete</i>		\$ 169,765	N/A	\$ 959,274			<i>Construction Phase</i>
		<i>Kerlick Lane (Walnut Avenue to Mission Hills Drive)</i>	<i>Sidewalk work underway. Expected to complete Fall 2020 on schedule</i>		\$ 63,503	N/A	\$ 170,716			<i>Construction Phase</i>
		<i>San Antonio Street (Spur to Krueger Avenue)</i>	<i>Utility work underway</i>		\$ 2,315	N/A	\$ -			<i>Construction Phase</i>
		<i>Oak Run Sidewalks (Oak Glen from Oakrun Pkwy to Timber Hollow &amp; Timber Hollow from Oak Glen to Crown Ridge)</i>	<i>Construction started March 26th. Anticipated completion Fall 2020.</i>		\$ 22,418	N/A	\$ 77,639			<i>Construction Phase</i>
		<i>Carl Shurz Streets (Coll St from Magazine Ave to Guether Ave &amp; Magazine Ave from Coll St to Butcher St &amp; Butcher St from Magazine Ave to Guenther Ave &amp; Guenther Ave from Butcher St to Coll St)</i>	<i>Project slated for year 2</i>		\$ 46,116	N/A	\$ -			<i>On Hold</i>
		<i>Lamar Streets (North St from Union Ave to Grant Ave &amp; Grant Ave from North St to Common St &amp; Central Ave from North St to Commerce St &amp; Central from Main St to Common St &amp; Commerce from Houston Ave to Veramendi Ave &amp; Houston Ave from Commerce St to Main St &amp; Veramendi Ave from Commerce St to Common St &amp; Main St from Houston Ave to Veramendi Ave)</i>	<i>Project slated for year 2</i>		\$ 153,224	N/A	\$ -			<i>On Hold</i>
		<i>Lakeview Boulevard</i>	<i>Project slated for year 2</i>		\$ 143,626	N/A	\$ -			<i>On Hold</i>
		<i>Union Avenue</i>	<i>Project slated for year 3</i>		\$ -	N/A	\$ -			<i>On Hold</i>
		<i>Comal Avenue</i>	<i>Project slated for year 3</i>		\$ 33,450	N/A	\$ -			<i>On Hold</i>
		<i>County Line Road</i>	<i>Project slated for year 3</i>		\$ 58,380	N/A	\$ -			<i>On Hold</i>
		<i>Peach/Plum/Grape</i>	<i>Project slated for year 3</i>		\$ 63,605	N/A	\$ -			<i>On Hold</i>
		<i>Central Avenue</i>	<i>Project slated for year 4</i>		\$ 11,450	N/A	\$ -			<i>On Hold</i>
		<i>Grant Street</i>	<i>Project slated for year 4</i>		\$ 11,450	N/A	\$ -			<i>On Hold</i>
		<i>South Street</i>	<i>Project slated for year 6</i>		\$ 48,600	N/A	\$ -			<i>On Hold</i>

## CAPITAL PROJECT STATUS as of 7/13/2020

Infrastructure		Quality of Life		Growth and Development		Public Safety				
Funding Source	Project	Sub-project & Limits	Description	Budget	Professional Services				Status	Overall Completion
					Expensed	ROW Expensed	Construction Expensed	Total Remaining		
2019 Bond/RIF	Klein Road Phase 2	FM 725 to Walnut Avenue	Engineering review& comments underway for 90% plan. Utility coordination meeting in July.	\$ 13,000,800	\$ 1,203,490	N/A	\$ -	\$ 11,797,310	Design Phase	9%
2019 Bond	Goodwin/Conrad Lane	Goodwin Lane from FM 306 to Conrad Lane & Conrad Lane from Goodwin to IH 35 Frontage	Surveying underway- expect utility coordination in July.	\$ 17,897,150	\$ 165,018	N/A	\$ -	\$ 17,732,132	Design Phase	1%
2019 Bond	Business 81 & FM 306 Extensions		Project on hold until after prop 1 projects are complete	\$ 2,514,540	\$ 782,372	N/A	\$ -	\$ 1,732,168	Design Phase	31%
NBEDC & 2013 Bond	Citywide Pedestrian Enhancements (AAMPO)		San Antonio Complete.Seele & Fredericksburg underway.	\$ 1,794,828	\$ 291,731	N/A	\$ 768,979	\$ 734,118	Construction Phase	59%
RIF	FM 1863 Extension PER	Hwy 46 to Veramendi Subdivision	PER Complete; Stakeholder meetings held to insert comments/concerns; follow up will be needed.	\$ 199,473	\$ 152,765	N/A	\$ -	\$ 46,708	Design Phase	77%
RIF	FM 306 Extension PER (Barbarosa)	FM 1101 to FM 758	Assessing new alignment with City Management. Organizing two virtual property owners meetings.	\$ 359,388	\$ 7,738	N/A	\$ -	\$ 351,650	Scope Development	2%
RIF	Kowald PER	IH 35 to FM 1101	Reviewing scope & fee	\$ -	\$ -	N/A	\$ -	\$ -	Scope Development	0%
TxDot	Airport Detention Pond		TXDOT soliciting bids	\$ -	\$ -	N/A	\$ -	\$ -	Bid Phase	0%
NBEDC	Elizabeth Street Parking Realignment		Coordination with adjacent project in progress	\$ 162,000	\$ 35,765	N/A	\$ -	\$ 126,235	Design Phase	22%
RIF	Saengerhalle/Mary Intersection	Hwy 46	Reviewing scope & fee	TBD	\$ -	N/A	\$ -	\$ -	Scope Development	0%
RIF	Water Way Lane		Reviewing scope & fee	TBD	\$ -	N/A	\$ -	\$ -	Scope Development	0%
RIF	Old FM 306 /Common Intersection		Reviewing scope & fee	TBD	\$ -	N/A	\$ -	\$ -	Scope Development	0%
RIF	FM 1044/ Klein intersection		Reviewing scope & fee	TBD	\$ -	N/A	\$ -	\$ -	Scope Development	0%
2019 Bond & NBEDC	Sports Complex Phase 1		Finalizing Sewer connection design;all other phases under design; submitted for grant from TX parks & Wildlife;design completion expected September 2020	\$ 25,784,920	\$ 950,868	N/A	\$ 148,799	\$ 24,685,253	Design Phase	4%
2013, 2019 Bonds & Grant	All Abilities Park Enhancements		Morningside complete. Landa Park in progress	\$ 700,000	\$ 378,912	N/A	\$ -	\$ 321,088	Construction Phase	54%
2007 Cofo & 2019 Bond	Comal Cemetery Wall Improvements		Construction ongoing	\$ 4,500,000	\$ 180,979	N/A	\$ 534,691	\$ 4,319,021	Construction Phase	16%
Hotel Motel Tax	Comal River Improvements		Preliminary design underway	\$ 350,473	\$ -	N/A	\$ -	\$ 350,473	Design Phase	0%
2013 Bond	Hinman Island Restrooms		Project substantially complete	\$ 250,000		N/A	\$ 105,876	\$ 144,124	Construction Phase	42%
2011 Cofo & Contribution from Mainstreet Partner	Downtown Restrooms Façade Improvements		Project kick off meeting mid-July	\$ 50,000	\$ -	N/A	\$ -	\$ 50,000	Design Phase	0%
NBEDC & Seguin 4A	CTTC HVAC replacement		Materials ordered. 12 week lead time; expected late August	\$ 250,000	\$ -	N/A	\$ -	\$ -	Bid Phase	0%
Endowment	Library Space Assessment		Proposal received. Reviewing with Stakeholders	TBD	\$ -	N/A	\$ -	\$ -	On Hold	0%
2019 Bond	Westside Community Library Center		Final design in progress.	\$ 5,525,340	\$ 399,338	N/A	\$ -	\$ 5,126,002	Design Phase	7%
Park Impr. Fees	Mission Hills Park		Scope development;evaluating funding	TBD	\$ -	N/A	\$ -	\$ -	Scope Development	
NBEDC & MPO	Dry Comal Creek		Design plan underway; evaluating funding	TBD	\$ -	N/A	\$ -	\$ -	Scope Development	
2019 Bond	Fire Station #2		CSP expected in July	\$ 7,367,500	\$ 477,262	N/A	\$ -	\$ 6,890,238	Design Phase	6%
2019 Bond	Fire Station #3		Move to temporary site beginning of July, CSP release in July.	\$ 6,736,000	\$ 359,277	N/A	\$ 1,250	\$ 6,375,473	Design Phase	5%
Creekside TIRZ	Firestation #7		Master plan scope in progress.Phase II environment	\$ 2,928,000	\$ 1,668,317	N/A	\$ -	\$ 1,259,683	Design Phase	57%
2019 Bond	Police Department Facility/Veterans Memorial		Finalizing furnishings, exterior finishes and appliance selections. Finalizing design.	\$ 36,311,250	\$ 678,898	\$ 1,793,831	\$ -	\$ 33,838,521	Design Phase	7%

RIF = Roadway Impact Fees

CoFo = Certificates of Obligation

NBEDC = New Braunfels Economic Development Corporation

**VACANT POSITIONS REPORT  
as of 7/6/20**

Department	FY2019-20 # Authorized Positions	# Vacant Positions (FTE)	Notes
AIRPORT FUND	9.00	-	
CAPITAL PROGRAMS	5.00	-	
CITY ATTORNEY	4.00	-	
CITY ADMINISTRATION	4.00	-	
ECONOMIC AND COMMUNITY DEVELOPMENT	2.00	-	
COMMUNICATION AND COMMUNITY ENGAGEMENT	4.00	-	
CITY SECRETARY	3.75	1.00 0.75	City Secretary - Posted Administrative Secretary - Pending posting until City Secretary filled
CIVIC/CONVENTION CENTER	9.00	-	
FINANCE	12.00	-	
FIRE	Support Services 13.00 Emergency Management 1.00 Operations 124.00 Total FTE 138.00	- - 1.00 1.00	Fire Captain - Pending promotional process to fill vacancy; test for Captain scheduled for 7/27/2020
GOLF FUND	15.00	2.00	Maintenance Worker - Pending CMO approval for posting
HUMAN RESOURCES	9.00	1.00	HR and Training Coordinator - Title and job description change - Pending CMO approval for repost
INFORMATION TECHNOLOGY	14.00	1.00	Service Desk Technician - Currently reposted; was filled 4/6/2020 but applicant resigned 4/10/2020
LIBRARY	27.00	1.00 0.50 0.50 0.50	Assistant Library Director - Currently posted; interviews pending due to COVID Library Aide (2 @ 20 hrs/wk) (1@ 19hrs/wk) - Interviews complete, pending approval of offer due to COVID Library Clerk (2 @ 19 hrs/wk) - Resigned 7/3/20, pending reposting approval WCC - Program Specialist - Interviews complete, pending approval of offer due to COVID
MUNICIPAL COURT	9.00	2.00	Deputy Court Clerk - Pending interviews
PARKS AND RECREATION	Administration 7.00 Recreation - Fischer Park 3.25 Recreation - Landa Park 1.00 Athletics 1.00 Aquatics 2.00 Rangers 2.50 Operations 26.00 Das Rec - Full Time 12.00 Das Rec - Part Time 94.00 Total FTE 153.25	- 0.50 0.50 - - 1.00 1.00 2.00 1.00 1.00 2.00 2.00 2.00 1.50 2.25 1.00 6.50	Recreation Instructor (3 @ 20 hours) - Pending posting approval Recreation Instructor (9 @ 20 hours) - Pending posting approval Park Ranger (3 @ 20 hours) - Currently posted Urban Forester - Posting pending CMO approval Maintenance Worker - Posting pending CMO approval Assistant Aquatics Supervisor - Pending posting approval from CMO Assistant Manager - Pending interviews Kinder Care Attendant (12 @ 19 hours) - Currently posted Guest Services Representatives (21 @ 19 hours) - Currently posted Guest Services Leads (8 @ 19 hours) - Currently posted Lifeguard/Water Safety Instructor (44 @ 19 hours) - Currently posted Fitness Instructors (32 @ 19 hours) - Currently posted Recreation/Program Instructors (5 @ 29.5 hours) - Pending posting approval Kinder Care Lead (6 @ 19 hours) - Currently posted Slide/Party Attendant (15 @ 19 hours) - Pending title change to Party Attendant and redistribution of FTE's to add Party Manager
PLANNING AND COMMUNITY DEVELOPMENT	Building Inspections 15.00 Environmental Services 14.00 Planning 10.00 Total FTE 39.00	- 1.00 1.00 2.00	Senior Code Enforcement Officer - Currently posted Planning and Community Development Assistant Director - Currently posted
POLICE	Administration 14.00 Support Services 28.50 Patrol 98.00 Criminal Investigation 33.50 Total FTE 174.00	1.00 1.00 3.00 3.00 9.00	Police Officer - Police Officer entry level test pending approval for Sep't. 19 Police Records Clerk - Pending reposting Emergency Dispatcher - Posted Police Officer - Police Officer entry level test pending approval for Sep't. 19 Police Officer - Police Officer entry level test pending approval for Sep't. 19
PUBLIC WORKS	Engineering 20.00 Streets 22.00 Drainage 12.00 Facilities Maintenance 8.00 Total FTE 62.00	- 1.00 - - 1.00	Equipment Operator I - Currently posted
SOLID WASTE FUND	Support Services 8.00 Residential Collection 12.00 Commercial Collection 15.00 Recycling Collection 15.00 Fleet Services 9.00 Total FTE 59.00	- 1.00 - - - 2.00	Solid Waste Operator - Pending interviews Refuse Collector - Currently posted
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	-	
<b>TOTAL FTE</b>	<b>753.00</b>	<b>52.50</b>	
<b>City-wide Staffing Level</b>	<b>93.03%</b>		