



FINANCE DEPARTMENT

July Financial Report

September 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 **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 9/15/20, a current (FY 2020 authorized totals) Vacant Positions Report as of 9/8/20, 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 2020 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](#)



For more information contact:

Jared Werner
Chief Financial Officer
jwerner@nbtexas.org

Sandy Paulos
Assistant Chief Financial Officer
spaulos@nbtexas.org

General Fund Revenues

As of July 31, General Fund revenues total \$62.1 million or 85.4% of total budgeted revenue. \$6.7 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 59.6% of all budgeted revenue. As of July 31, the majority of property tax revenue has been received.

License and Permit revenue collections through the month of July continue to trend over budget at \$4.5 million (101.3%). Fines and Forfeiture revenue was below budget through July, with collections at 61.2% (\$884,000) 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 \$3.1 million (69.8%). 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 \$467,000 through the month of July – 32.1% of budgeted revenue. Parks and Recreation is a very seasonal source of revenue that has been negatively affected by the closure of Parks facilities and the suspension of Parks programs due to COVID-19. Das Rec revenue remained below budget at \$1.7 million (57.3%) – a result of its closure due to COVID-19, and the related loss of memberships. COVID-19 continues to impact Parks and Recreation revenue, Das Rec revenue, interest earnings, and fines and forfeitures. It remains to be seen if other revenue sources will eventually be affected as a result of this crisis.

General Fund Expenditures

As of July 31, General Fund expenditures and encumbrances total \$58.8 million or 78.4% 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 July, 81.6% 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 77.9% 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. The control of costs through attrition, and other cost deferment strategies, in combination with the strong reserves of the General Fund, continue to mitigate the current fiscal impact of COVID-19.

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	\$ 6,367,906	\$ 45,074,171	\$ 93,572	\$ 45,167,743	79.5%
Operating Expenses	14,815,159	1,402,145	9,587,206	1,957,463	11,544,669	77.9%
Capital Expenses	783,038	47,567	235,067	414,026	649,093	82.9%
Debt Service	352,585	-	347,074	-	347,074	98.4%
Interfund Transfers	1,926,480	(1,358)	1,066,217	-	1,066,217	55.3%
Contingencies	223,640	-	-	-	-	0.0%
Total	\$74,949,794	\$ 7,816,260	\$ 56,309,735	\$ 2,465,061	\$ 58,774,796	78.4%

Enterprise Funds

Airport Fund – Revenues through the month of July total \$2.0 million or 65.1% of total budgeted revenues, which is less than budget. The majority of these revenues are from fuel sales. The pandemic has resulted in a significant reduction in fuel revenue. Expenditures and encumbrances also total \$2.0 million or 65.9% of budget, which is also less than budget. Airport employee expenditures are at 79.8% of budget, which is below budget, due to vacancies. The operating allocation is also below budget at 58.4%. 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 July total \$8.6 million or 84.7% of total budgeted revenues – higher than budget. Solid Waste expenditures and encumbrances total \$8.1 million or 82.2% of budget, which is less than budget. Employee expenditures are less than budget at 78.9%, a result of ongoing vacancies. Operating expenditures are over budget (92.4%) at the end of July, due to purchase orders issued for refuse disposal and refuse containers, that are not yet paid.

Golf Course Fund – Revenues through the month of July total \$1.3 million or 76.2% of total budgeted revenues, which is less than budget. Revenue for the month of July was up 28.0% compared to July of last fiscal year – a record month. Rounds of golf played increased 32.0% from the same month last year (5,512 rounds played) – also a record for the course. Eight tournaments were hosted. Operating expenditures are at 88.2% of budget – which is over budget. The Capital Expenditures budget was amended to allow for the replacement of golf carts by the end of the fiscal year. This replacement is not yet reflected in capital expenditures. 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 75.3%.

Civic/Convention Center Fund – Charges for Services Revenues through the end of the month of July total \$227,000 or 51.0% which is less than budget. Revenues are still reflecting the result of executive orders which limited the gathering of large groups and resulted in the postponement/cancellation of events, and the issuance of refunds. Expenditures and encumbrances in the fund total \$643,000 or 75.5%, which is below budget due to the decreased number of events held. The capital expenditures category is 100% committed, however this was 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 addition of the Veramendi Traffic Impact Fees area. The table below represents by area, all revenues and expenditures from inception through July 31, 2020.

Roadway Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 1,975,694	\$ 1,810,983	\$ 164,712
Service Area 2	251,314	232,979	18,335
Service Area 3	5,690,164	4,274,557	1,415,607
Service Area 4	1,026,428	24,020	1,002,408
Service Area 5	7,013,009	5,068,681	1,944,327
Service Area 6	3,697,663	1,288,619	2,409,044
Veramendi Traffic Impact Fees	450,010	292,217	157,793
Total	\$ 20,104,282	\$ 12,992,056	\$ 7,112,226

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 July 31, 2020.

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	\$ 865,005	\$ 52,180	\$ 812,825	\$ 277,350	\$ 535,475
PARK DISTRICT 2	1,715,945	-	1,715,945	624,250	1,091,695
PARK DISTRICT 3	1,391,466	106,273	1,285,193	765,600	519,593
PARK DISTRICT 4	295,157	86,683	208,474	68,400	140,074
Total	\$ 4,267,573	\$ 245,137	\$ 4,022,436	\$ 1,735,600	\$ 2,286,836



FINANCE DEPARTMENT

General Fund

	Current Total Budget	Period Activity July		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Taxes and Franchise Fees	\$ 53,869,431	\$ 5,340,117		\$ 48,311,046	89.7%
Licenses and Permits	4,428,748	562,543		4,488,031	101.3%
Intergovernmental/Contributions	716,160	40,245		459,204	64.1%
Charges for Services	4,488,740	529,473		3,133,488	69.8%
Fines and Forfeitures	1,443,623	78,132		883,659	61.2%
Interest Income	350,000	5,523		423,182	120.9%
Parks and Recreation	1,455,000	52,832		466,933	32.1%
Das Rec	2,990,045	118,596		1,713,798	57.3%
Miscellaneous	2,056,000	21,238		1,546,470	75.2%
Interfund Transfers	849,381	-		637,036	75.0%
Total General Fund Revenues	\$ 72,647,128	\$ 6,748,699		\$ 62,062,847	85.4%

	Current Total Budget	Period Activity July	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
City Council	\$ 33,350	\$ 1,438	\$ 17,939	\$ -	\$ 17,939	53.8%
City Attorney	975,673	89,292	610,349	212,118	822,467	84.3%
City Administration	1,604,931	181,146	1,250,002	51,411	1,301,413	81.1%
Information Technology	2,189,219	253,067	1,674,025	43,041	1,717,066	78.4%
Municipal Court	740,409	78,192	591,006	-	591,006	79.8%
Human Resources	991,269	92,764	740,374	30,803	771,177	77.8%
Finance	1,288,256	140,971	1,033,799	-	1,033,799	80.2%
Planning and Community Development	3,878,616	367,462	2,714,568	154,781	2,869,349	74.0%
Police	20,470,896	2,066,139	15,645,192	545,906	16,191,098	79.1%
Fire	19,358,451	2,212,760	15,615,030	297,920	15,912,950	82.2%
Public Works	7,832,454	982,633	6,053,541	484,385	6,537,926	83.5%
Parks	5,605,391	644,568	3,896,306	251,851	4,148,157	74.0%
Das Rec	2,716,294	237,562	1,894,553	91,022	1,985,575	73.1%
Library	2,479,605	257,298	1,844,009	12,186	1,856,195	74.9%
Non-Departmental	4,784,980	210,968	2,729,042	289,637	3,018,679	63.1%
Total General Fund Expenditures	\$ 74,949,794	\$ 7,816,260	\$ 56,309,735	\$ 2,465,061	\$ 58,774,796	78.4%

Airport Fund

	Current Total Budget	Period Activity July		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 2,937,550	\$ 160,340		\$ 1,884,829	64.2%
Intergovernmental	50,000	28,849		50,000	100.0%
Interfund Transfer	99,910	-		74,933	75.0%
Total Airport Revenues	\$ 3,087,460	\$ 189,189		\$ 2,009,762	65.1%

	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	\$ 634,304	\$ 68,091	\$ 505,362	\$ 1,113	\$ 506,475	79.8%
Operation Expenses	1,879,723	128,241	1,080,967	16,128	1,097,095	58.4%
Capital Expenses	8,000	8,000	8,000	-	8,000	100.0%
Interfund Transfer	557,243	-	417,932	-	417,932	75.0%
Total Airport Fund Expenditures	\$ 3,079,270	\$ 204,332	\$ 2,012,261	\$ 17,241	\$ 2,029,502	65.9%

Solid Waste Fund

	Current Total Budget	Period Activity July		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 10,035,000	\$ 808,120		\$ 8,229,575	82.0%
Licenses & Permits	-	80		25,180	0.0%
Miscellaneous	83,000	2,054		346,584	417.6%
Interest Income	65,000	471		25,918	39.9%
Total Solid Waste Fund Revenues	\$ 10,183,000	\$ 810,725		\$ 8,627,257	84.7%

	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	\$ 4,017,771	\$ 434,409	\$ 3,170,505	\$ -	\$ 3,170,505	78.9%
Operation Expenses	3,767,957	291,009	2,671,332	810,777	3,482,109	92.4%
Capital Expenses	7,700	-	7,068	-	7,068	91.8%
Interfund Transfer	2,107,441	-	1,477,081	-	1,477,081	70.1%
Total Solid Waste Fund Expenditures	\$ 9,900,869	\$ 725,418	\$ 7,325,986	\$ 810,777	\$ 8,136,763	82.2%

Golf Fund

	Current Total Budget	Period Activity July		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 1,661,632	\$ 212,889		\$ 1,275,718	76.8%
Miscellaneous	35,000	2,786		17,719	50.6%
Total Golf Fund Revenues	\$ 1,696,632	\$ 215,675		\$ 1,293,437	76.2%

	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	\$ 822,993	\$ 86,651	\$ 619,333	\$ -	\$ 619,333	75.3%
Operation Expenses	484,200	22,287	361,844	65,143	426,987	88.2%
Capital Expenses	537,500	-	150,895	-	150,895	28.1%
Interfund Transfer	75,025	-	56,269	-	56,269	75.0%
Total Golf Fund Expenditures	\$ 1,919,718	\$ 108,938	\$ 1,188,341	\$ 65,143	\$ 1,253,484	65.3%

Civic/Convention Center Fund

	Current Total Budget	Period Activity July		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 445,000	\$ (833)		\$ 226,802	51.0%
Interfund Transfers	445,127	-		-	0.0%
Miscellaneous	-	-		318	0.0%
Total Civic/Convention Center Fund Revenues	\$ 890,127	\$ (833)		\$ 227,120	25.5%

	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	\$ 511,159	\$ 46,502	\$ 383,642	\$ -	\$ 383,642	75.1%
Operation Expenses	287,080	12,630	206,615	9,913	216,528	75.4%
Capital Expenses	12,724	-	12,724	-	12,724	100.0%
Interfund Transfer	40,548	-	30,411	-	30,411	75.0%
Total Civic/Convention Center Fund Expenditures	\$ 851,511	\$ 59,132	\$ 633,392	\$ 9,913	\$ 643,305	75.5%

*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	\$ 19,917,365	\$ (31,011)	\$ 19,590,004	98.4%	\$ 19,916,818	\$ 3,448,614	\$ 19,330,214	\$ -	\$ 19,330,214	97.1%
Self Insurance Fund	\$ 7,053,500	\$ 560,172	\$ 5,960,573	84.5%	\$ 6,925,000	\$ 674,411	\$ 4,435,890	\$ 77,277	\$ 4,513,167	65.2%
Special Revenue Funds										
CDBG Fund *	\$ 354,166	\$ 205,478	\$ 244,693	69.1%	\$ 354,166	\$ 15,839	\$ 233,159	\$ 121,000	\$ 354,159	100.0%
Grant Fund *	\$ 528,091	\$ 940,535	\$ 1,166,917	221.0%	\$ 1,613,071	\$ 12,707	\$ 298,695	\$ 45,602	\$ 344,297	21.3%
Special Revenue Fund	\$ 200,000	\$ 17,904	\$ 315,473	157.7%	\$ 455,000	\$ 20,410	\$ 185,102	\$ 73,180	\$ 258,282	56.8%
River Activities Fund	\$ 1,322,470	\$ 107,213	\$ 502,711	38.0%	\$ 1,322,470	\$ 188,984	\$ 573,485	\$ 84,054	\$ 657,539	49.7%
Court Security Fund	\$ 30,000	\$ 3,460	\$ 22,723	75.7%	\$ 31,000	\$ 2,641	\$ 19,162	\$ -	\$ 19,162	61.8%
Judicial Efficiency Fund	\$ 7,500	\$ 265	\$ 3,782	50.4%	\$ 13,701	\$ -	\$ 2,340	\$ 1,492	\$ 3,832	28.0%
Court Technology Fund	\$ 41,000	\$ 2,993	\$ 23,859	58.2%	\$ 42,000	\$ 282	\$ 23,229	\$ -	\$ 23,229	55.3%
Child Safety Fund	\$ 137,500	\$ 1,689	\$ 149,703	108.9%	\$ 186,000	\$ 4,131	\$ 106,338	\$ 68,515	\$ 174,853	94.0%
Stormwater Development Fund	\$ 65,000	\$ -	\$ 337,387	519.1%	\$ 316,000	\$ 12,068	\$ 173,014	\$ 94,855	\$ 267,869	84.8%
Truancy Fund Revenues	\$ 60,000	\$ 6,042	\$ 35,169	58.6%	\$ 79,750	\$ 7,865	\$ 60,737	\$ -	\$ 60,737	76.2%
Cable Franchise Fund (PEG)	\$ 177,500	\$ -	\$ 92,098	51.9%	\$ 490,000	\$ -	\$ 487,408	\$ -	\$ 487,408	99.5%
Equipment Replacement Fund	\$ 1,170,000	\$ 171	\$ 896,613	76.6%	\$ 1,503,987	\$ 19,991	\$ 1,209,648	\$ 179,674	\$ 1,389,322	92.4%
Federal Court Awards Fund	\$ -	\$ -	\$ 21,556	0.0%	\$ 100,000	\$ -	\$ 63,762	\$ -	\$ 63,762	63.8%
Non-Federal Court Awards Fund	\$ -	\$ 6,745	\$ 36,070	0.0%	\$ 68,000	\$ -	\$ 4,149	\$ -	\$ 4,149	6.1%

* Driven by End-of-Year accrual entries.



FINANCE DEPARTMENT

Revenues

Expenditures

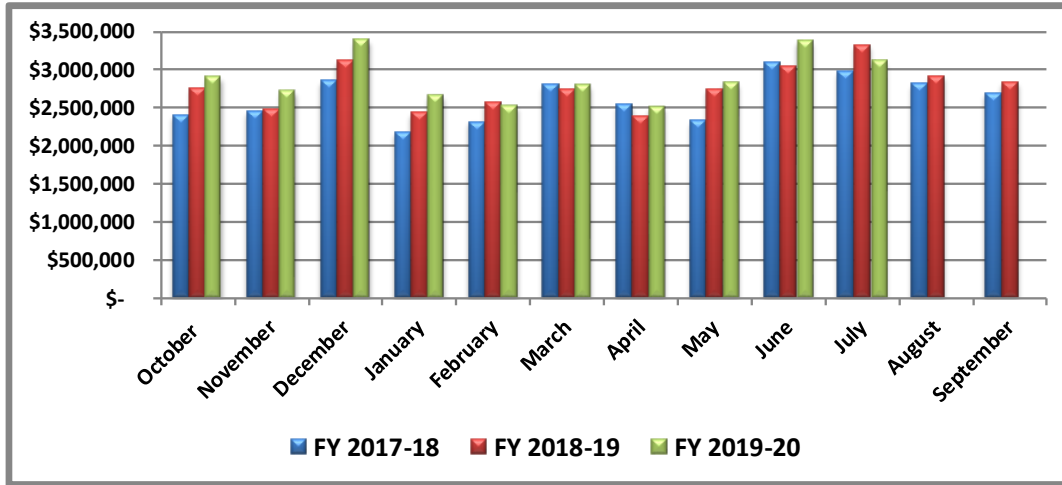
	Revenues				Expenditures					
	Current Total Budget	Period Activity July	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity July	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Special Revenue Funds - continued										
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,451,410	\$ 861	\$ 1,054,498	72.7%	\$ 1,999,718	\$ 613,431	\$ 613,431	\$ 1,385,743	\$ 1,999,174	100.0%
Fire Apparatus Replacement Maintenance Fund	\$ 280,000	\$ 29,062	\$ 152,398	54.4%	\$ 138,703	\$ -	\$ 136,650	\$ 2,100	\$ 138,750	100.0%
Edwards Aquifer Habitat Conservation Plan Fund *	\$ 1,255,500	\$ 25,625	\$ 433,911	34.6%	\$ 1,255,500	\$ 55,985	\$ 401,192	\$ 374,323	\$ 775,515	61.8%
Faust Library Fund	\$ -	\$ -	\$ 127	0.0%	\$ 1,500	\$ -	\$ -	\$ -	\$ -	0.0%
Rec Center Improvements & Op Revenues Fund	\$ 1,250	\$ 46	\$ 189	15.1%	\$ 125,000	\$ -	\$ 236	\$ -	\$ 236	0.2%
Development Services Fund	\$ 931,475	\$ 170,615	\$ 1,006,632	108.1%	\$ 1,005,500	\$ 111,992	\$ 600,271	\$ 325,839	\$ 926,110	92.1%
Cemetery Improvements Fund	\$ 5,000	\$ 110	\$ 21,217	424.3%	\$ 198,000	\$ -	\$ 19,260	\$ 9	\$ 19,269	9.7%
Hotel/Motel Tax Fund *	\$ 4,005,000	\$ 364,429	\$ 1,818,834	45.4%	\$ 4,377,508	\$ 335,289	\$ 2,326,864	\$ 274,236	\$ 2,601,100	59.4%

* Driven by End-of-Year accrual entries.

ECONOMIC DATA

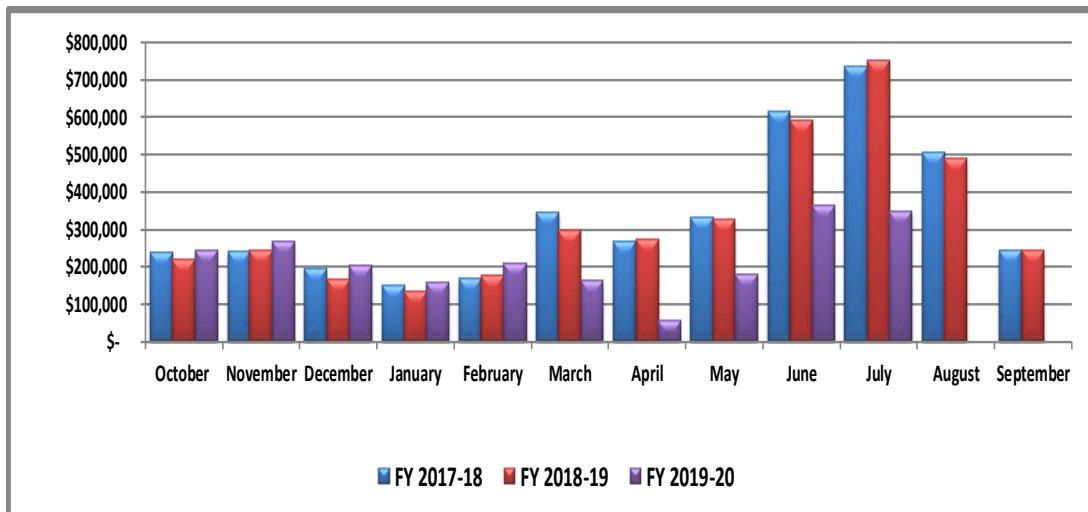
Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the July 2020 sales tax payment. The July 2020 payment was down 6.2% when compared to July of the previous fiscal year - a direct effect of the COVID-19 pandemic. However, sales tax is still up 4.2% fiscal year to date compared to FY 2019.



Hotel/Motel Tax Collection

As shown in the graph below, July Hotel/Motel collections were down 53.6% when compared to July of last fiscal year, and down 31.1% 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 remittance 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 July, as property owners are filing, but not remitting the taxes. Prior to the effects of COVID-19, collections were trending higher than in previous years.



CAPITAL PROJECT STATUS as of 9/15/2020

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
2013 Bond	Citywide Streets			\$ 10,000,000	\$ 913,174	N/A	\$ 8,165,539	\$ 921,287		91%
		<i>Union Avenue (Common Street to Austin)</i>	<i>Project moved to 2019 Bond Year 3.</i>		\$ 53,415	N/A	\$ -		On Hold	
		<i>Common Street (Grueene Road to Hanz Drive)</i>	<i>Working on punch list items.</i>		\$ 48,349	N/A	\$ 1,001,514		Construction Phase	
		<i>San Antonio (Spur to Krueger)</i>	<i>Utility work underway.</i>		\$ 141,308	N/A	\$ 485,648		Construction Phase	
2013 Bond	Klein Road Phase 1	FM 1044 to Walnut Avenue	Drainage and roadway work ongoing on all phases.	\$ 10,531,000	\$ 1,418,024	\$ 757,204	\$ 5,645,968	\$ 2,709,805	Construction Phase	74%
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	Utility work continuing on Morningside.	\$ 16,364,000	\$ 2,117,107	\$ 1,523,292	\$ 5,486,242	\$ 7,237,359	Construction Phase	56%
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	\$ 1,301,043	\$ 751,422	\$ 8,331,355	\$ 2,102,416	Construction Phase	83%
2013 Bond/2013 CofO	Live Oak/Katy Street		Roadway is open. Final completion in progress.	\$ 5,894,110	\$ 1,105,812	\$ 103,636	\$ 4,168,692	\$ 515,970	Construction Phase	91%
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		<i>California Boulevard (Loop 337 to Gazebo Circle)</i>	<i>Project complete.</i>		\$ 173,160	N/A	\$ 1,051,637		Completed
			<i>Kerlick Lane (Walnut Avenue to Mission Hills Drive)</i>	<i>Sidewalk work underway. Expected to complete Fall 2020 on schedule.</i>		\$ 63,683	N/A	\$ 326,471		Construction Phase
			<i>San Antonio Street (Spur to Krueger Avenue)</i>	<i>Utility work underway.</i>		\$ 4,257	N/A	\$ -		Construction Phase
			<i>Oak Run Sidewalks (Oak Glen from Oakrun Pkwy to Timber Hollow & Timber Hollow from Oak Glen to Crown Ridge)</i>	<i>Construction started March 26th. Anticipated completion Fall 2020. On schedule.</i>		\$ 25,956	N/A	\$ 77,639		Construction Phase
			<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>	<i>Project moved to future year.</i>		\$ 46,581	N/A	\$ -		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>	<i>Coordinating with NBISD to minimize project impact. Preparing bid documents.</i>		\$ 153,224	N/A	\$ -		Design Phase
			<i>Lakeview Boulevard</i>	<i>Preparing bid documents.</i>		\$ 22,218	N/A	\$ -		Design Phase
			<i>Union Avenue</i>	<i>Finalizing design for Fall bid.</i>		\$ -	N/A	\$ -		Design Phase
			<i>Comal Avenue</i>	<i>Preparing bid documents.</i>		\$ 33,450	N/A	\$ -		Design Phase
			<i>County Line Road</i>	<i>Project slated for year 3.</i>		\$ 58,888	N/A	\$ -		On Hold
			<i>Peach/Plum/Grape</i>	<i>Project slated for year 3.</i>		\$ 63,605	N/A	\$ -		On Hold
			<i>Central Avenue</i>	<i>Preparing bid documents.</i>		\$ 11,450	N/A	\$ -		Design Phase
			<i>Grant Street</i>	<i>Preparing bid documents.</i>		\$ 11,450	N/A	\$ -		Design Phase
			<i>South Street</i>	<i>Preparing bid documents.</i>		\$ 48,600	N/A	\$ -		Design Phase

CAPITAL PROJECT STATUS as of 9/15/2020

Infrastructure			Quality of Life			Growth and Development			Public Safety		
Funding Source	Project	Sub-project & Limits	Description	Budget	Professional	ROW	Construction	Total	Status	Overall	
					Services Expended	Expended	Expended	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	Design work continuing- 30% Review.	\$ 17,897,150	\$ 165,615	N/A	\$ -	\$ 17,731,535	Design Phase	1%	
2019 Bond	Business 81 & FM 306 Extensions		Project on hold until after Prop 1 projects are complete.	\$ 2,514,540	\$ 146,997	\$ 599,997	\$ 36,677	\$ 1,730,869	On Hold	7%	
NBEDC & 2013 Bond	Citywide Pedestrian Enhancements (AAMPO)		McQueeney sidewalks underway;all others complete.	\$ 1,794,828	\$ 291,731	N/A	\$ 1,041,225	\$ 461,872	Construction Phase	74%	
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	\$ 165,504	N/A	\$ -	\$ 33,969	Design Phase	83%	
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	\$ 267,605	N/A	\$ -	\$ 91,784	Scope Development	74%	
RIF	Kowald PER	IH 35 to FM 1101	Design KickOff Meeting 9/18/20.	\$ 248,631	\$ -	N/A	\$ -	\$ -	Design Phase	0%	
TxDot	Airport Detention Pond		TXDOT soliciting bids.	\$ -	\$ -	N/A	\$ -	\$ -	Bid Phase	0%	
NBEDC	Elizabeth Street Parking Realignment		Pending construction funding.	\$ 162,000	\$ 86,995	N/A	\$ -	\$ 75,005	Design Phase	54%	
RIF	Saengerhalle/Mary Intersection	Hwy 46	Design started.	\$ 47,905	\$ -	N/A	\$ -	\$ -	Design Phase	0%	
RIF	Water Way Lane		Reviewing scope & fee-narrowing scope.	\$ 86,495	\$ -	N/A	\$ -	\$ -	Scope Development	0%	
RIF	Old FM 306 /Common Intersection		PER underway.	\$ 47,125	\$ -	N/A	\$ -	\$ -	Scope Development	0%	
RIF	FM 1044/ Klein intersection		PER underway.	\$ 46,100	\$ -	N/A	\$ -	\$ -	Scope Development	0%	
2019 Bond & NBEDC	Sports Complex Phase 1		Finalizing sewer connection design;all other phases under design; received grant award from TX parks & Wildlife;design completion expected October 2020.	\$ 25,784,920	\$ 1,058,276	N/A	\$ 176,867	\$ 24,549,777	Design Phase	5%	
2013, 2019 Bonds & Grant	All Abilities Park Enhancements		Morningside complete. Landa Park in progress.	\$ 700,000	\$ 1,500	N/A	\$ 437,655	\$ 260,845	Construction Phase	63%	
2007 CoFo & 2019 Bond	Comal Cemetery Wall Improvements		Construction ongoing.	\$ 4,500,000	\$ 249,381	N/A	\$ 1,397,863	\$ 4,250,619	Construction Phase	37%	
Hotel Motel Tax	Comal River Improvements - Design		Preliminary design underway.	\$ 350,473	\$ 182,807	N/A	\$ -	\$ 167,666	Design Phase	52%	
2013 Bond	Hinman Island Restrooms		Project complete.	\$ 250,000	\$ -	N/A	\$ 243,831	\$ 6,169	Completed	98%	
2011 CoFo & Contribution from Mainstreet Partner	Downtown Restrooms Façade Improvements		Work underway.	\$ 50,000	\$ -	N/A	\$ -	\$ 50,000	Construction 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		Contractor selected. Library to source book sorter.	\$ 21,000	\$ -	N/A	\$ -	\$ -	Scope Development	0%	
2019 Bond	Westside Community Library Center		Plan submitted to Building for permitting.	\$ 5,525,340	\$ 422,915	N/A	\$ -	\$ 5,102,425	Design Phase	8%	
Park Impr. Fees	Mission Hills Park		Design plan underway.	\$ 23,500	\$ -	N/A	\$ -	\$ -	Design Phase	0%	
NBEDC & MPO	Dry Comal Creek		Design plan underway; evaluating funding.	TBD	\$ -	N/A	\$ -	\$ -	Scope Development	0%	
2019 Bond	Fire Station #2		Contract award pending.	\$ 7,367,500	\$ 513,989	N/A	\$ -	\$ 6,853,511	Design Phase	7%	
2019 Bond	Fire Station #3		Contract award pending.	\$ 6,736,000	\$ 426,530	N/A	\$ 182,300	\$ 6,127,170	Design Phase	9%	
Creekside TIRZ	Firestation #7 & Training Facility Design		Master plan scope in progress. Phase II environmental complete.	\$ 2,928,000	\$ 54,530	N/A	\$ -	\$ 2,873,470	Design Phase	2%	
2019 Bond	Police Department Facility/Veterans Memorial		Plan submitted to Building for permitting.	\$ 36,311,250	\$ 1,221,451	\$ 1,793,831	\$ -	\$ 33,295,968	Design Phase	8%	

RIF = Roadway Impact Fees

CoFo = Certificates of Obligation

NBEDC = New Braunfels Economic Development Corporation

VACANT POSITIONS REPORT

as of 9/8/20

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 - Not approved to hire - hiring freeze
CIVIC/CONVENTION CENTER	9.00	-	
FINANCE	13.00	-	
FIRE			
<i>Support Services</i>	13.00	-	
<i>Emergency Management</i>	1.00	-	
<i>Operations</i>	124.00	1.00	Fire Captain - Pending promotional process to fill vacancy; test for Captain scheduled for 7/27/2020; Waiting for approval of test results to promote
<i>Total FTE</i>	138.00	1.00	
GOLF FUND	15.00	1.00	Maintenance Worker - Not approved to hire - hiring freeze
HUMAN RESOURCES	9.00	1.00	HR and Training Coordinator - Not approved to post - hiring freeze
INFORMATION TECHNOLOGY	14.00	1.00	Service Desk Technician - Not approved to hire - hiring freeze
LIBRARY	27.00	1.00 1.00 0.50 0.50	Assistant Library Director - Not approved to hire - hiring freeze Library Aide (2 @ 20 hrs/wk) (1@ 19hrs/wk) - Not approved to hire - hiring freeze Library Clerk (2 @ 19 hrs/wk) - Not approved to hire - hiring freeze WCC - Program Specialist - Not approved to hire - hiring freeze
MUNICIPAL COURT	9.00	1.00	Deputy Court Clerk - Not approved to hire - hiring freeze
PARKS AND RECREATION			
<i>Administration</i>	7.00	-	
<i>Recreation - Fischer Park</i>	3.25	1.00	Recreation Instructor (3 @ 20 hours) - Currently posted
<i>Recreation - Landa Park</i>	5.50	2.00	Recreation Instructor (9 @ 20 hours) - Currently posted
<i>Athletics</i>	1.00	-	
<i>Aquatics</i>	2.00	-	
<i>Rangers</i>	2.50	1.50	Park Ranger (3 @ 20 hours) - Currently posted
<i>Operations</i>	26.00	1.00 3.00	Urban Forester - Not approved for hire - hiring freeze Maintenance Worker - Not approved for hire - hiring freeze
<i>Das Rec - Full Time</i>	12.00	1.00 1.00	Assistant Aquatics Supervisor - Not approved for hire - hiring freeze Assistant Manager - Not approved for hire - hiring freeze
<i>Das Rec - Part Time</i>	94.00	1.50 4.50 1.00 2.00 1.50 1.50 1.00 1.50 7.00	Kinder Care Attendant (12 @ 19 hours) - Not approved for hire - hiring freeze 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) - Not approved for hire - hiring freeze Recreation/Program Instructors (5 @ 19 hours) - Not approved for hire - hiring freeze Kinder Care Lead (6 @ 19 hours) - Not approved for hire - hiring freeze Slide/Party Attendant (15 @ 19 hours) - Pending title change to Party Attendant and redistribution of FTE's to add Party Manager
<i>Total FTE</i>	153.25	32.50	0.50 Fitness/Gym Attendant (13 @ 19 hours) - Currently posted

VACANT POSITIONS REPORT (Cont'd)
as of 9/8/20

Department	FY2019-20 # Authorized Positions	# Vacant Positions (FTE)	Notes
PLANNING AND DEVELOPMENT SERVICES			
<i>Building Inspections</i>	15.00	-	
<i>Environmental Services</i>	14.00	1.00	Senior Code Enforcement Officer - Not approved for hire - hiring freeze
<i>Planning</i>	10.00	1.00	Planning and Development Services Assistant Director - Not approved for hire - hiring freeze
<i>Total FTE</i>	39.00	2.00	
POLICE			
<i>Administration</i>	14.00	1.00	Police Officer - Currently posted - Police Officer Entry Level Test approved for Sep't. 19
<i>Support Services</i>	28.50	1.00	Emergency Dispatcher - Not approved for hire - hiring freeze
<i>Patrol</i>	98.00	3.00	Police Officer - Currently posted - Police Officer Entry Level Test approved for Sep't. 19
<i>Criminal Investigation</i>	33.50	3.00	Police Officer - Currently posted - Police Officer Entry Level Test approved for Sep't. 19
<i>Total FTE</i>	174.00	8.00	
PUBLIC WORKS			
<i>Engineering</i>	20.00	-	
<i>Streets</i>	22.00	-	
<i>Drainage</i>	12.00	-	
<i>Facilities Maintenance</i>	8.00	-	
<i>Total FTE</i>	62.00	-	
SOLID WASTE FUND			
<i>Support Services</i>	8.00	-	
<i>Residential Collection</i>	12.00	-	
<i>Commercial Collection</i>	15.00	1.00	Refuse Collector - Currently posted
		1.00	Solid Waste Operator - Pending posting
		1.00	Foreman - Pending posting
<i>Recycling Collection</i>	15.00	1.00	Refuse Collector - Pending posting
<i>Fleet Services</i>	9.00	-	
<i>Total FTE</i>	59.00	4.00	
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	-	
TOTAL FTE	754.00	56.25	
City-wide Staffing Level	92.54%		