



FINANCE DEPARTMENT

February Financial Report

April 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 **February**, with 42% 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 4/9/19, a current (FY 2018-19 authorized totals) Vacant Positions Report as of 4/9/19, an Economic Data Report and a report reflecting roadway impact fee service area balances.

In the financial summaries, the General Fund revenues are consolidated into major groups such as Taxes and Franchise Fees, as well as Licenses and Permits. General Fund expenditures are shown by department. The financial summary for the remaining City funds are broken down by total revenues and total expenditures.

As indicated, this financial report and accompanying financial summaries are focused on monthly and year to date activity. Additional detailed financial information can be found within the City's FY 2018-19 Operating Budget and Plan of Municipal Services, and the Comprehensive Annual Financial Report (CAFR). To view these documents, as well as other financial information produced by the Finance Department, please go to the Finance section of the City website at:

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

and click on the applicable links below:

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



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General Fund Revenues

As of February 28, General Fund revenues total \$38.4 million or 56.3% of total budgeted revenue. \$4.9 million was received during the month of February, the majority of which came from sales tax and property tax. Sales tax and property tax are the two largest sources of revenue for the General Fund, totaling 60.5% of all budgeted revenue. As of February 28, nearly all budgeted property tax revenue has been collected.

License and Permit revenue collections for the month of February were above budget at \$2.1 million (53.3%). Fines and Forfeiture revenue was below budget through February, with collections at 26.9% (\$449,000) of the budgeted totals. Charges for Services totaled \$1.3 million (31.1%). Charges for Services are driven mainly by Ambulance Revenue Fees which are impacted by seasonality and one-time revenue payments. Parks and Recreation revenue totaled \$1.4 million through the month of February – 38.2% of budgeted revenue. The majority of these revenues were related to Das Rec (\$1.2 million – 56.8% of budget). Das Rec revenues continue to exceed expectations. The remaining Parks revenues are seasonal in nature.

General Fund Expenditures

As of February 28, General Fund expenditures and encumbrances total \$27.4 million or 40.0% 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 February, 11 out of 26 payrolls have been posted, which represents 39.7% of the total payroll for the fiscal year. The table below is broken down by total General Fund expenditures and encumbrances within each expenditure category.

Expenditure Category	Current Total Budget	Period Activity	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Fiscal YTD % of Budget
Employee Expenses	\$53,677,684	\$ 3,903,725	\$ 20,227,409	\$ 61,215	\$ 20,288,624	37.8%
Operating Expenses	13,531,612	746,984	4,323,747	2,407,678	6,731,425	49.7%
Capital Expenses	420,343	124,664	170,371	72,824	243,195	57.9%
Interfund Transfers	829,910	-	167,478	-	167,478	20.2%
Contingencies	195,000	-	-	-	-	0.0%
Total	\$68,654,549	\$ 4,775,373	\$ 24,889,005	\$ 2,541,717	\$ 27,430,722	40.0%

Enterprise Funds

Airport Fund – Revenues through the month of February total \$1.1 million or 38.7% of total budgeted revenues, which is less than budget. The majority of these revenues are from fuel sales. Fuel revenue has increased by 13.5% in comparison to last fiscal year. Expenditures and encumbrances total \$1.0 million or 37.7% of budget, which is also less than budget. Airport employee expenditures are

at 39.4% of budget. The operating allocation is below budget at 40.6%. Capital expenditures are 100.0% committed, due to additional expenses related to the airport renovations that were budgeted in FY 2017-18.

Solid Waste Fund – Revenues through the month of February total \$3.3 million or 34.7% 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 \$4.7 million or 50.3% of budget, due to purchase orders issued for refuse disposal, that are not yet paid. Employee expenditures are below budget at 39.9%. Operating expenditures are over budget (62.7%) at the end of February, due to the above-mentioned purchase orders.

Golf Course Fund – Revenues through the month of February total \$577,000 or 36.3% of total budgeted revenues, which is less than budget. Revenue for the month of February was up 49.9% compared to February of last fiscal year. This was due to a 32.9% increase in rounds played compared to the same period last year. The weather in February was fair and allowed for the hosting of 9 tournaments and a middle school golf team tryout. Golf Fund expenditures and encumbrances total \$585,000 or 46.5%, which is greater than budget, primarily due to purchase orders for merchandise and chemicals that have been issued, but not yet paid. Employee expenditures are at 34.4% through February, which is below budget.

Civic/Convention Center Fund – Charges for Services revenues through the Civic/Convention Center Fund at the end of the month of February total \$200,000 or 41.6% which is right on target. Expenditures and encumbrances in the fund total \$274,000 or 38.2%, which is less than budget - a result of vacancies within the department.

Roadway Development Impact Fees

Revenue from these fees must be used only to complete roadway improvements in the service area in which the funds were generated. The City is divided into 6 service areas. The table below represents by area, all revenues and expenditures from inception through February 28, 2019.

	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 1,785,769	\$ 1,541,123	\$ 244,646
Service Area 2	214,980	105,998	108,982
Service Area 3	4,077,266	623,024	3,454,241
Service Area 4	912,126	13,512	898,615
Service Area 5	5,770,218	1,555,131	4,215,087
Service Area 6	2,946,781	865,993	2,080,788
Total	\$ 15,707,140	\$ 4,704,781	\$ 11,002,359



FINANCE DEPARTMENT

City of New Braunfels
 Monthly Financial Summaries
 As of February 28, 2019

General Fund

	Current Total Budget	Period Activity February	Total Fiscal YTD	Fiscal YTD % of Budget
Revenues				
Taxes and Franchise Fees	\$ 51,011,474	\$ 3,770,707	\$ 32,415,759	63.5%
Licenses and Permits	3,985,990	405,691	2,124,932	53.3%
Intergovernmental	627,247	-	69,319	11.1%
Charges for Services	4,148,100	224,017	1,291,334	31.1%
Fines and Forfeitures	1,672,400	111,495	449,060	26.9%
Interest Income	200,000	41,317	121,301	60.7%
Parks and Recreation	3,601,376	285,457	1,377,368	38.2%
Miscellaneous	2,045,264	42,197	288,782	14.1%
Interfund Transfers	866,511	-	216,628	25.0%
Total General Fund Revenues	\$ 68,158,362	\$ 4,880,881	\$ 38,354,483	56.3%

	Current Total Budget	Period Activity February	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
City Council	\$ 34,421	\$ 2,406	\$ 15,429	\$ -	\$ 15,429	44.8%
City Attorney	927,458	47,949	231,968	108,926	340,894	36.8%
City Administration	1,674,795	87,722	512,929	-	512,929	30.6%
Information Technology	2,018,394	120,550	925,970	28,500	954,470	47.3%
Municipal Court	688,202	52,588	271,218	510	271,728	39.5%
Human Resources	845,703	51,580	257,658	48,292	305,950	36.2%
Finance	1,158,894	86,313	434,596	-	434,596	37.5%
Planning and Community Development	3,468,556	235,002	1,264,331	149,638	1,413,969	40.8%
Police	18,917,863	1,371,849	7,173,206	256,035	7,429,241	39.3%
Fire	18,648,814	1,463,963	7,346,362	126,742	7,473,104	40.1%
Public Works	7,383,688	431,895	2,039,140	735,112	2,774,252	37.6%
Parks	7,753,117	581,265	2,437,692	490,941	2,928,633	37.8%
Library	2,370,984	170,238	876,184	29,893	906,077	38.2%
Non-Departmental	2,763,660	72,053	1,102,322	567,128	1,669,450	60.4%
Total General Fund Expenditures	\$ 68,654,549	\$ 4,775,373	\$ 24,889,005	\$ 2,541,717	\$ 27,430,722	40.0%

Airport Fund

	Current Total Budget	Period Activity February		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 2,690,000	\$ 201,207		\$ 1,057,744	39.3%
Intergovernmental	50,000	-		-	0.0%
Licenses & Permits	-	-		14,954	0.0%
Interfund Transfer	99,910	-		24,978	25.0%
Total Airport Revenues	\$ 2,839,910	\$ 201,207		\$ 1,097,676	38.7%

	Current Total Budget	Period Activity February	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 600,466	\$ 45,068	\$ 233,137	\$ 3,240	\$ 236,377	39.4%
Operation Expenses	1,634,632	49,446	639,871	24,077	663,948	40.6%
Capital Expenses	19,478	-	19,479	-	19,479	100.0%
Interfund Transfer	498,383	-	117,971	-	117,971	23.7%
Total Airport Fund Expenditures	\$ 2,752,959	\$ 94,514	\$ 1,010,458	\$ 27,317	\$ 1,037,775	37.7%

Solid Waste Fund

	Current Total Budget	Period Activity February		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 9,440,054	\$ 831,381		\$ 3,251,383	34.4%
Licenses & Permits	-	-		15,000	0.0%
Miscellaneous	118,200	6,066		35,115	29.7%
Interest Income	36,935	5,469		26,758	72.4%
Total Solid Waste Fund Revenues	\$ 9,595,189	\$ 842,916		\$ 3,328,256	34.7%

	Current Total Budget	Period Activity February	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 3,757,494	\$ 285,474	\$ 1,499,072	\$ -	\$ 1,499,072	39.9%
Operation Expenses	4,657,867	265,227	1,487,777	1,431,026	2,918,803	62.7%
Capital Expenses	73,700	22,392	59,842	27,424	87,266	118.4%
Interfund Transfer	938,301	-	234,575	-	234,575	25.0%
Total Solid Waste Fund Expenditures	\$ 9,427,362	\$ 573,093	\$ 3,281,266	\$ 1,458,450	\$ 4,739,716	50.3%

Golf Fund

	Current Total Budget	Period Activity February		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 1,556,277	\$ 131,397		\$ 569,614	36.6%
Miscellaneous	32,288	1,153		7,272	22.5%
Total Golf Fund Revenues	\$ 1,588,565	\$ 132,550		\$ 576,886	36.3%

	Current Total Budget	Period Activity February	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 836,650	\$ 55,578	\$ 287,732	\$ -	\$ 287,732	34.4%
Operation Expenses	423,559	33,472	211,395	86,277	297,672	70.3%
Total Golf Fund Expenditures	\$ 1,260,209	\$ 89,050	\$ 499,127	\$ 86,277	\$ 585,404	46.5%

Civic/Convention Center Fund

	Current Total Budget	Period Activity February		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 480,271	\$ 44,294		\$ 199,892	41.6%
Interfund Transfers	257,572	-		64,393	25.0%
Miscellaneous	-	49		238	0.0%
Total Civic/Convention Center Fund Revenues	\$ 737,843	\$ 44,343		\$ 264,523	35.9%

	Current Total Budget	Period Activity February	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures*						
Employee Expenses	\$ 460,537	\$ 33,893	\$ 169,843	\$ -	\$ 169,843	36.9%
Operation Expenses	221,013	16,947	79,564	15,729	95,293	43.1%
Interfund Transfer	34,077	-	8,519	-	8,519	25.0%
Total Civic/Convention Center Fund Expenditures	\$ 715,627	\$ 50,840	\$ 257,926	\$ 15,729	\$ 273,655	38.2%

*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 February	Total Fiscal YTD	Fiscal YTD % of budget		Current Total Budget	Period Activity February	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	\$ 1,091,699	\$ 15,091,605	86.4%		\$ 17,252,185	\$ 638,083	\$ 13,273,881	\$ -	\$ 13,273,881	76.9%
Self Insurance Fund	\$ 6,903,500	\$ 530,355	\$ 2,806,794	40.7%		\$ 6,550,000	\$ 483,007	\$ 1,739,739	\$ 78,195	\$ 1,817,934	27.8%
Special Revenue Funds											
CDBG Fund *	\$ 393,459	\$ 5,884	\$ 33,418	8.5%		\$ 393,459	\$ 45,754	\$ 94,191	\$ 170,887	\$ 265,078	67.4%
Grant Fund *	\$ 726,444	\$ 27,381	\$ 48,349	6.7%		\$ 726,444	\$ 23,135	\$ 68,860	\$ 29,813	\$ 98,673	13.6%
Special Revenue Fund	\$ 200,000	\$ 57,312	\$ 93,661	46.8%		\$ 447,000	\$ 21,981	\$ 61,803	\$ 15,855	\$ 77,658	17.4%
River Activities Fund	\$ 1,338,200	\$ 4,174	\$ 70,030	5.2%		\$ 1,315,553	\$ 10,804	\$ 63,310	\$ 152,115	\$ 215,425	16.4%
Court Security Fund	\$ 31,000	\$ 2,219	\$ 9,178	29.6%		\$ 30,000	\$ 2,413	\$ 12,498	\$ -	\$ 12,498	41.7%
Judicial Efficiency Fund	\$ 8,000	\$ 690	\$ 2,537	31.7%		\$ 15,000	\$ -	\$ 128	\$ -	\$ 128	0.9%
Court Technology Fund	\$ 39,000	\$ 2,959	\$ 1,237	3.2%		\$ 40,000	\$ -	\$ 16,823	\$ -	\$ 16,823	42.1%
Child Safety Fund	\$ 142,500	\$ 3,435	\$ 8,908	6.3%		\$ 204,000	\$ 17,848	\$ 69,249	\$ 63,753	\$ 133,002	65.2%
Stormwater Development Fund	\$ 135,000	\$ -	\$ 1,111	0.8%		\$ 250,000	\$ -	\$ 100,000	\$ -	\$ 100,000	40.0%
Juvenile Case Manager Fund	\$ 58,000	\$ 4,405	\$ 18,075	31.2%		\$ 108,000	\$ 7,164	\$ 40,147	\$ -	\$ 40,147	37.2%
Cable Franchise Fund (PEG)	\$ 167,000	\$ 44,000	\$ 44,000	26.3%		\$ 350,000	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Replacement Fund	\$ 671,348	\$ 10,898	\$ 191,173	28.5%		\$ 572,511	\$ 15,129	\$ 19,478	\$ -	\$ 19,478	3.4%
Federal Court Awards Fund	\$ -	\$ -	\$ -	0.0%		\$ 149,000	\$ -	\$ 11,231	\$ -	\$ 11,231	7.5%
Non-Federal Court Awards Fund	\$ -	\$ -	\$ 6,353	0.0%		\$ 110,000	\$ -	\$ 11,879	\$ -	\$ 11,879	10.8%

FINANCE DEPARTMENT

Revenues

Expenditures

Current Total Budget	Period Activity February	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity February	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
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Special Revenue Funds - continued

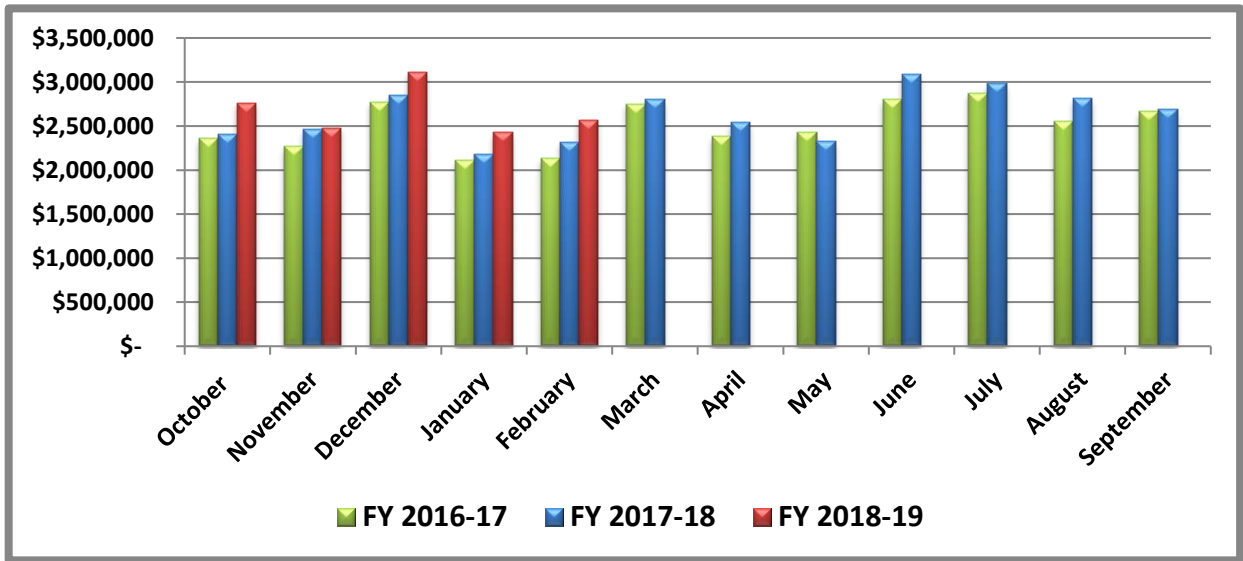
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,527,910	\$ 10,363	\$ 413,836	27.1%	\$ 1,750,040	\$ 4,905	\$ 35,864	\$ 1,749,397	\$ 1,785,261	102.0%
Fire Apparatus Replacement Maintenance Fund	\$ 180,000	\$ 18,505	\$ 47,488	26.4%	\$ 138,702	\$ 24,214	\$ 126,240	\$ 13,960	\$ 140,200	101.1%
Edwards Aquifer Habitat Conservation Plan Fund *	\$ 1,287,000	\$ -	\$ 100,156	7.8%	\$ 1,287,000	\$ 26,407	\$ 146,683	\$ 726,969	\$ 873,652	67.9%
Faust Library Fund	\$ -	\$ 81	\$ 81	0.0%	\$ 1,333	\$ -	\$ -	\$ -	\$ -	0.0%
Rec Center Improvements & Op Revenues Fund	\$ 25,000	\$ 1,382	\$ 1,373	5.5%	\$ 75,000	\$ -	\$ 12,500	\$ -	\$ 12,500	16.7%
Development Services Fund	\$ 902,500	\$ -	\$ -	0.0%	\$ 902,500	\$ 18,761	\$ 76,713	\$ 111,496	\$ 188,209	20.9%
Cemetery Improvements Fund	\$ 9,000	\$ 8,901	\$ 23,561	261.8%	\$ 218,000	\$ -	\$ 742	\$ -	\$ 742	0.3%
Hotel/Motel Tax Fund	\$ 4,274,328	\$ 137,268	\$ 799,618	18.7%	\$ 4,337,228	\$ 21,923	\$ 986,313	\$ 19,875	\$ 1,006,188	23.2%

* Driven by End-of-Year accrual entries.

ECONOMIC DATA

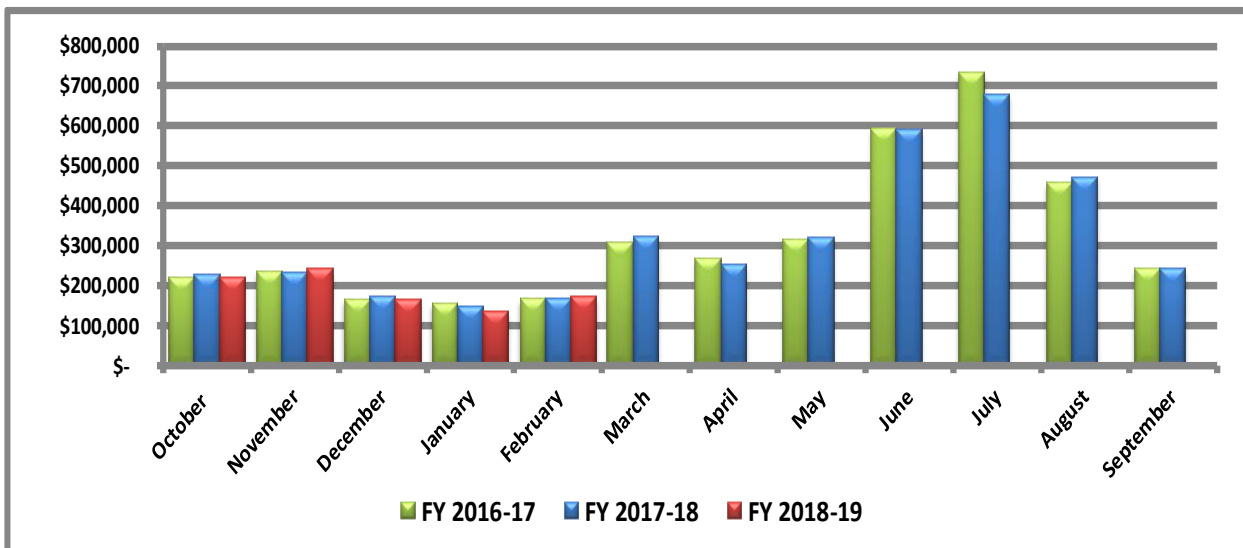
Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the February 2019 sales tax payments, along with the previous two years payments. The February 2019 payment was up 10.8% when compared to February of the previous fiscal year, and up 9.4% fiscal year to date. Sales tax is the single largest revenue source for the City's General Fund.



Hotel/Motel Tax Collection

As shown in the graph below, February Hotel/Motel collections are up 4.1% when compared to February of last fiscal year, and down 1.08% fiscal year to date.



CAPITAL PROJECT STATUS as of 4/9/2019

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
<i>Streets and Drainage Projects</i>									
Alves Lane Improvements	Professional Services	2013 Bond & Roadway Impact Fees	\$ 1,432,148	\$ 1,258,126	\$ 172,296	\$ 1,726	45%	Construction in progress	Adam Michie
	Land		\$ 1,311,800	\$ 751,422	\$ -	\$ 560,378			
	Construction		\$ 13,031,665	\$ 4,412,883	\$ 5,364,205	\$ 3,254,577			
	Totals	\$ 15,775,613	\$ 6,422,431	\$ 5,536,501	\$ 3,816,680				
Citywide Street Improvements	Professional Services & Construction	2013 Bond	\$ 10,000,000	\$ 6,983,736	\$ 218,366	\$ 2,797,898	70%	Final projects: Union Avenue, San Antonio Street & Common Street design ongoing	Josh Niles
	Totals	\$ 10,000,000	\$ 6,983,736	\$ 218,366	\$ 2,797,898				
Klein Road Reconstruction	Professional Services	2013 Bond	\$ 1,268,066	\$ 1,330,165	\$ 181,580	\$ (243,679)	24%	Notice To Proceed June 2018; Relocation of dry utilities ongoing; Remobilization of drainage and roadway work underway	Nate Garza
	Land		\$ 1,664,000	\$ 757,288	\$ 99,998	\$ 806,714			
	Construction		\$ 8,598,934	\$ 2,024,564	\$ 6,052,386	\$ 521,984			
	Totals	\$ 11,531,000	\$ 4,112,017	\$ 6,333,964	\$ 1,085,019				
Live Oak/Katy Improvements	Professional Services	2013 C of O & 2013 Bond	\$ 977,331	\$ 920,603	\$ 100,767	\$ (44,039)	8%	Construction in progress	Adam Michie
	Land		\$ 36,000	\$ 103,636	\$ 3,364	\$ (71,000)			
	Construction		\$ 3,675,669	\$ 300,478	\$ 3,220,315	\$ 154,875			
	Totals	\$ 4,689,000	\$ 1,324,718	\$ 3,324,446	\$ 39,836				
North Tributary Flood Control Project	Professional Services	2004, 2008 & 2012 C of O's	\$ 980,379	\$ 900,984	\$ 12,510	\$ 66,885	91%	In litigation; Site maintenance ongoing	Jennifer Cain
	Land		\$ 972,635	\$ 924,024	\$ -	\$ 48,611			
	Construction		\$ 5,732,414	\$ 4,796,934	\$ 472,158	\$ 463,322			
	Totals	\$ 7,685,428	\$ 6,621,942	\$ 484,668	\$ 578,819				
Panther Canyon Erosion Control	Professional Services	2013 Bond	\$ 94,810	\$ 89,898	\$ 3,413	\$ 1,500	FD	Clearing & Seeding complete; Rain gardens and pedestrian improvements under staff review	Adam Michie
	Land		\$ 39,450	\$ -	\$ -	\$ 39,450			
	Construction		\$ 289,740	\$ 24,708	\$ -	\$ 265,032			
	Totals	\$ 424,000	\$ 114,606	\$ 3,413	\$ 305,982				
Solms Road/Morningside Drive/Rueckle Road Reconstruction	Professional Services	2013 Bond & Roadway Impact Fees	\$ 2,150,101	\$ 1,997,482	\$ 152,619	\$ -	19%	Notice To Proceed July 2018: Dry utility relocation ongoing; Sewer, water and drainage installation ongoing	Nate Garza
	Land		\$ 3,280,135	\$ 1,515,228	\$ -	\$ 1,764,907			
	Construction		\$ 10,933,764	\$ 2,076,382	\$ 10,438,381	\$ (1,580,999)			
	Totals	\$ 16,364,000	\$ 5,589,091	\$ 10,591,000	\$ 183,909				
Wood Road/Landa Street Drainage Improvements Preliminary Design	Professional Services	2013 Bond	\$ 2,643,514	\$ 810,335	\$ 156,370	\$ 1,676,809	PD	Conceptual design phase on hold. Draft conceptual phase alternatives reviewed; pending bond budgets	Adam Michie
	Totals	\$ 2,643,514	\$ 810,335	\$ 156,370	\$ 1,676,809				
Westside Pedestrian Enhancement Project	Professional Services	2007, 2008, 2011, 2012 C of O's & 2015 Tax Note	\$ 200,000	\$ 182,581	\$ -	\$ 17,419	91%	Additional TXDoT items to be added. Waiting costs.	Nate Garza
	Construction		\$ 1,350,219	\$ 1,230,752	\$ 10,065	\$ 109,402			
	Totals	\$ 1,550,219	\$ 1,413,333	\$ 10,065	\$ 126,821				

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

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

VACANT POSITIONS REPORT
as of 4/9/19

Department	FY2018-19 # Authorized Positions	# Vacant Positions (FTE)	Notes
Airport	9.00	-	
Capital Programs	5.00	1.00	Capital Project Manager - Currently in interview process
City Attorney's Office	4.00	-	
City Manager's Office	7.00	1.00 1.00	Economic Development Manager - Currently in interview process Webmaster/Digital Content Specialist - Scheduled to start 4/22
City Secretary	3.50	-	
Civic Center	8.50	0.50 0.50	Custodian - PTR - Currently in interview process Lead Event Attendant - Currently posted
Finance	12.00	-	
Fire	138.00	-	
Golf Course	15.00	-	
Human Resources	8.00	-	
Information Technology	14.00	1.00 1.00	Network Administrator - Newly authorized position FY 18-19; pending posting (funded in April) GIS Manager - Currently in interview process
Library	27.75	0.50	Facility Specialist - Applicant currently in background process
Municipal Court	9.00	-	
Parks & Recreation	98.00	5.50 1.00 2.00 1.50 5.00 0.50 0.50 0.50 2.00 1.00 1.00	Lifeguard/Water Safety Instructor (44 @ 19 hours) - Currently posted Slide/Party Attendant (15 @ 19 hours) - Currently posted Kinder Care Attendant (12 @ 19 hours) - Currently posted Kinder Care Lead (6 @ 19 hours) - Currently posted Guest Services Representatives (21 @ 19 hours) - Currently posted Fitness/Gym Attendant (13 @ 19 hours) - Currently in interview process Fitness Instructors (21 @ 19 hours) - Currently in interview process Recreation/Program Instructor (12 @ 19 hours) - Currently posted Recreation Instructor (9 @ 20 hours) - Currently in interview process Foreman - Currently in interview process Maintenance Worker - Currently in interview process
<i>Das Rec</i>			
<i>Parks and Recreation</i>	46.50		
<i>Total FTE</i>	144.50	20.50	
Planning & Comm Dev	37.00	1.00 1.00	Permit Technician - Currently posted Sanitarian I - Currently posted
Police	168.00	1.00 1.00 13.00	Police Records Clerk - Currently in interview process Emergency Dispatcher - Currently in interview process Police Officer - Entry Level Test took place on 3/30 and Eligibility List was approved on 4/8. Applicants are in background from approved Eligibility List to fill 13 current vacancies.
Public Works	57.00	1.00	Solid Waste Operator - Currently posted
<i>Solid Waste</i>			
<i>Public Works</i>	65.00	1.00 1.00	Engineering Technician - Currently in interview process Facilities Maintenance Technician - Pending posting
<i>Total FTE</i>	122.00	3.00	
JUVENILE CASE MANAGER FUND	1.00	-	
RIVER ACTIVITIES FUND	2.00	-	
EDWARDS AQUIFER HABITAT CONSERVATION PLAN/WPP FUND	1.00	-	
TOTAL FTE	736.25	47.00	
City-wide Staffing Level	93.62%		