



## FINANCE DEPARTMENT

# April Financial Report

June 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 **April**, with 58.3% 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 6/12/19, a current (FY 2018-19 authorized totals) Vacant Positions Report as of 6/6/19, 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 April 30, General Fund revenues total \$47.1 million or 69.1% of total budgeted revenue. \$4.3 million was received during the month of April, 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. The majority of the property tax revenue for the year has been received, but the remaining taxes and franchise fees monthly collection totals should increase as we move into the summer months, mostly due to monthly sales tax payments.

License and Permit revenue collections for the month of April were above budget at \$2.8 million (70.3%). Fines and Forfeiture revenue was below budget through April, with collections at 47.0% (\$786,000) of the budgeted totals. Charges for Services totaled \$1.6 million (39.5%). 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 \$2.3 million through the month of April – 62.7% of budgeted revenue. The majority of these revenues were related to Das Rec (\$1.7 million – 82.6% of budget). Das Rec revenues continue to exceed expectations. The remaining Parks revenues are seasonal in nature, as demonstrated by the large increase in recreation revenue (\$219,000 for the month of April – 80.2% of total budgeted revenue) due to the opening of summer camp registration.

## General Fund Expenditures

As of April 30, General Fund expenditures and encumbrances total \$37.2 million or 54.1% 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 April, 55.1% 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	\$53,677,684	\$ 4,221,975	\$ 28,304,834	\$ 43,495	\$ 28,348,329	52.8%
Operating Expenses	13,179,027	890,020	6,116,482	1,936,162	8,052,644	61.1%
Capital Expenses	420,343	1,925	156,804	262,470	419,274	99.7%
Debt Service	352,585	-	-	-	-	0.0%
Interfund Transfers	829,910	4,220	339,175	-	339,175	40.9%
Contingencies	195,000	-	-	-	-	0.0%
<b>Total</b>	<b>\$68,654,549</b>	<b>\$ 5,118,140</b>	<b>\$ 34,917,295</b>	<b>\$ 2,242,127</b>	<b>\$ 37,159,422</b>	<b>54.1%</b>

## Enterprise Funds

**Airport Fund** – Revenues through the month of April total \$1.6 million or 56.9% of total budgeted revenues, which is slightly less than budget. The majority of these revenues are from fuel sales, which is a somewhat seasonal source of revenue. Fuel revenue has increased by 10.4% in comparison to last fiscal year. Expenditures and encumbrances total \$1.6 million or 59.0% of

budget, which is slightly greater than budget, driven mainly by fuel purchases. Airport employee expenditures are at 56.2% of budget. The operating allocation is above budget at 64.7%. 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 April total \$5.0 million or 52.0% 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 \$6.2 million or 65.6% of budget, due to purchase orders issued for refuse disposal, that are not yet paid. Employee expenditures are slightly below budget at 55.8%. Operating expenditures are over budget (75.8%) at the end of April, due to the above-mentioned purchase orders.

**Golf Course Fund** – Revenues through the month of April total \$920,000 or 57.9% of total budgeted revenues, which is right on target. Revenue for the month of April was up 6.8% compared to April of last fiscal year. There was a 3.6% increase in rounds played compared to the same period last year. The weather in April was good and allowed for the hosting of 19 tournaments. Golf Fund expenditures and encumbrances total \$780,000 or 61.9%, 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 48.6% through April, which is below budget. The Golf Fund continues to cash flow positive and build reserves, which were the primary goals of the FY 2018-19 budget.

**Civic/Convention Center Fund** – Charges for Services revenues through the Civic/Convention Center Fund at the end of the month of April total \$287,000 or 59.9% which is slightly over budget. Expenditures and encumbrances in the fund total \$377,000 or 52.7%, 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 April 30, 2019.

	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 1,828,069	\$ 1,543,231	\$ 284,838
Service Area 2	217,991	108,107	109,885
Service Area 3	4,267,156	615,218	3,651,938
Service Area 4	947,751	15,620	932,131
Service Area 5	5,984,511	1,557,239	4,427,271
Service Area 6	2,977,465	868,102	2,109,363
<b>Total</b>	<b>\$ 16,222,943</b>	<b>\$ 4,707,516</b>	<b>\$ 11,515,426</b>

**General Fund**

	Current Total Budget	Period Activity April		Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>					
Taxes and Franchise Fees	\$ 51,011,474	\$ 2,568,250		\$ 38,184,898	74.9%
Licenses and Permits	3,985,990	415,389		2,801,827	70.3%
Intergovernmental	627,247	196,205		302,599	48.2%
Charges for Services	4,148,100	211,481		1,639,993	39.5%
Fines and Forfeitures	1,672,400	133,393		785,685	47.0%
Interest Income	200,000	61,371		249,542	124.8%
Parks and Recreation	3,601,376	550,066		2,257,568	62.7%
Miscellaneous	2,045,264	134,798		466,848	22.8%
Interfund Transfers	866,511	-		433,255	50.0%
<b>Total General Fund Revenues</b>	<b>\$ 68,158,362</b>	<b>\$ 4,270,953</b>		<b>\$ 47,122,215</b>	<b>69.1%</b>

	Current Total Budget	Period Activity April	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
City Council	\$ 34,421	\$ 2,165	\$ 20,003	\$ -	\$ 20,003	58.1%
City Attorney	927,458	54,928	346,788	116,184	462,972	49.9%
City Administration	1,674,795	129,982	738,397	5,888	744,285	44.4%
Information Technology	2,018,394	99,766	1,124,877	57,823	1,182,700	58.6%
Municipal Court	688,202	51,389	379,038	455	379,493	55.1%
Human Resources	845,703	96,804	404,670	38,970	443,640	52.5%
Finance	1,158,894	96,896	623,429	-	623,429	53.8%
Planning and Community Development	3,468,556	282,752	1,792,148	105,849	1,897,997	54.7%
Police	18,917,863	1,486,731	9,970,118	294,019	10,264,137	54.3%
Fire	18,648,814	1,473,703	10,188,783	126,588	10,315,371	55.3%
Public Works	7,383,688	557,848	3,002,023	568,419	3,570,442	48.4%
Parks	7,753,117	549,087	3,531,606	517,888	4,049,494	52.2%
Library	2,370,984	166,286	1,200,590	30,584	1,231,174	51.9%
Non-Departmental	2,763,660	69,803	1,594,825	379,460	1,974,285	71.4%
<b>Total General Fund Expenditures</b>	<b>\$ 68,654,549</b>	<b>\$ 5,118,140</b>	<b>\$ 34,917,295</b>	<b>\$ 2,242,127</b>	<b>\$ 37,159,422</b>	<b>54.1%</b>

### Airport Fund

	Current Total Budget	Period Activity April		Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>					
Charges for Services	\$ 2,690,000	\$ 262,932		\$ 1,567,125	58.3%
Intergovernmental	50,000	-		-	0.0%
Interfund Transfer	99,910	-		49,955	50.0%
<b>Total Airport Revenues</b>	<b>\$ 2,839,910</b>	<b>\$ 262,932</b>		<b>\$ 1,617,080</b>	<b>56.9%</b>

	Current Total Budget	Period Activity April	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 600,466	\$ 55,485	\$ 334,951	\$ 2,400	\$ 337,351	56.2%
Operation Expenses	1,595,392	167,786	1,017,724	14,241	1,031,965	64.7%
Capital Expenses	19,478	-	19,479	-	19,479	100.0%
Debt Service	39,240	-	-	-	-	0.0%
Interfund Transfer	498,383	-	235,942	-	235,942	47.3%
<b>Total Airport Fund Expenditures</b>	<b>\$ 2,752,959</b>	<b>\$ 223,271</b>	<b>\$ 1,608,096</b>	<b>\$ 16,641</b>	<b>\$ 1,624,737</b>	<b>59.0%</b>

### Solid Waste Fund

	Current Total Budget	Period Activity April		Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>					
Charges for Services	\$ 9,440,054	\$ 814,491		\$ 4,875,034	51.6%
Licenses & Permits	-	-		21,000	0.0%
Miscellaneous	118,200	6,520		53,644	45.4%
Interest Income	36,935	5,240		37,438	101.4%
<b>Total Solid Waste Fund Revenues</b>	<b>\$ 9,595,189</b>	<b>\$ 826,251</b>		<b>\$ 4,987,116</b>	<b>52.0%</b>

	Current Total Budget	Period Activity April	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 3,757,494	\$ 313,515	\$ 2,094,825	\$ -	\$ 2,094,825	55.8%
Operation Expenses	4,657,867	283,347	2,395,673	1,133,315	3,528,988	75.8%
Capital Expenses	73,700	-	59,842	27,424	87,266	118.4%
Interfund Transfer	938,301	-	469,151	-	469,151	50.0%
<b>Total Solid Waste Fund Expenditures</b>	<b>\$ 9,427,362</b>	<b>\$ 596,862</b>	<b>\$ 5,019,491</b>	<b>\$ 1,160,739</b>	<b>\$ 6,180,230</b>	<b>65.6%</b>

### Golf Fund

	Current Total Budget	Period Activity April		Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>					
Charges for Services	\$ 1,556,277	\$ 182,454		\$ 903,774	58.1%
Miscellaneous	32,288	8,457		16,036	49.7%
<b>Total Golf Fund Revenues</b>	<b>\$ 1,588,565</b>	<b>\$ 190,911</b>		<b>\$ 919,810</b>	<b>57.9%</b>

	Current Total Budget	Period Activity April	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 836,650	\$ 66,807	\$ 406,645	\$ -	\$ 406,645	48.6%
Operation Expenses	423,559	27,469	286,241	87,217	373,458	88.2%
<b>Total Golf Fund Expenditures</b>	<b>\$ 1,260,209</b>	<b>\$ 94,276</b>	<b>\$ 692,886</b>	<b>\$ 87,217</b>	<b>\$ 780,103</b>	<b>61.9%</b>

### Civic/Convention Center Fund

	Current Total Budget	Period Activity April		Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>					
Charges for Services	\$ 480,271	\$ 28,752		\$ 287,485	59.9%
Interfund Transfers	257,572	-		128,786	50.0%
Miscellaneous	-	-		347	0.0%
<b>Total Civic/Convention Center Fund Revenues</b>	<b>\$ 737,843</b>	<b>\$ 28,752</b>		<b>\$ 416,618</b>	<b>56.5%</b>

	Current Total Budget	Period Activity April	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures*</b>						
Employee Expenses	\$ 460,537	\$ 35,448	\$ 238,843	\$ -	\$ 238,843	51.9%
Operation Expenses	221,013	11,004	103,518	17,799	121,317	54.9%
Interfund Transfer	34,077	-	17,039	-	17,039	50.0%
<b>Total Civic/Convention Center Fund Expenditures</b>	<b>\$ 715,627</b>	<b>\$ 46,452</b>	<b>\$ 359,400</b>	<b>\$ 17,799</b>	<b>\$ 377,199</b>	<b>52.7%</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 April	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity April	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	\$ 17,466,415	\$ 101,959	\$ 15,623,108	89.4%	\$ 17,252,185	\$ 1,127	\$ 13,275,008	\$ -	\$ 13,275,008	76.9%
Self Insurance Fund	\$ 6,903,500	\$ 849,008	\$ 4,193,965	60.8%	\$ 6,550,000	\$ 572,912	\$ 2,956,655	\$ 76,111	\$ 3,032,766	46.3%
<b>Special Revenue Funds</b>										
CDBG Fund *	\$ 393,459	\$ 8,990	\$ 87,785	22.3%	\$ 393,459	\$ 16,090	\$ 115,881	\$ 194,712	\$ 310,593	78.9%
Grant Fund *	\$ 726,444	\$ -	\$ 48,349	6.7%	\$ 726,444	\$ 24,311	\$ 118,676	\$ 34,410	\$ 153,086	21.1%
Special Revenue Fund	\$ 200,000	\$ 17,443	\$ 132,719	66.4%	\$ 447,000	\$ 4,254	\$ 85,002	\$ 25,705	\$ 110,707	24.8%
River Activities Fund	\$ 1,338,200	\$ 5,630	\$ 119,052	8.9%	\$ 1,315,553	\$ 37,413	\$ 130,412	\$ 163,490	\$ 293,902	22.3%
Court Security Fund	\$ 31,000	\$ 2,975	\$ 16,142	52.1%	\$ 30,000	\$ 2,413	\$ 17,324	\$ -	\$ 17,324	57.7%
Judicial Efficiency Fund	\$ 8,000	\$ 756	\$ 4,432	55.4%	\$ 15,000	\$ -	\$ 128	\$ -	\$ 128	0.9%
Court Technology Fund	\$ 39,000	\$ 3,967	\$ 21,523	55.2%	\$ 40,000	\$ 772	\$ 17,777	\$ -	\$ 17,777	44.4%
Child Safety Fund	\$ 142,500	\$ 2,294	\$ 13,765	9.7%	\$ 204,000	\$ 8,245	\$ 97,575	\$ 62,021	\$ 159,596	78.2%
Stormwater Development Fund	\$ 135,000	\$ -	\$ 1,111	0.8%	\$ 250,000	\$ -	\$ 100,000	\$ -	\$ 100,000	40.0%
Juvenile Case Manager Fund	\$ 58,000	\$ 5,925	\$ 31,942	55.1%	\$ 108,000	\$ 7,615	\$ 55,113	\$ -	\$ 55,113	51.0%
Cable Franchise Fund (PEG)	\$ 167,000	\$ 71,900	\$ 115,900	69.4%	\$ 350,000	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Replacement Fund	\$ 671,348	\$ 60,535	\$ 398,086	59.3%	\$ 572,511	\$ 2,183	\$ 25,311	\$ 149,366	\$ 174,677	30.5%
Federal Court Awards Fund	\$ -	\$ -	\$ -	0.0%	\$ 149,000	\$ 1,557	\$ 14,562	\$ -	\$ 14,562	9.8%
Non-Federal Court Awards Fund	\$ -	\$ 4,220	\$ 10,573	0.0%	\$ 110,000	\$ 2,025	\$ 13,904	\$ -	\$ 13,904	12.6%

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



FINANCE DEPARTMENT

Revenues

Expenditures

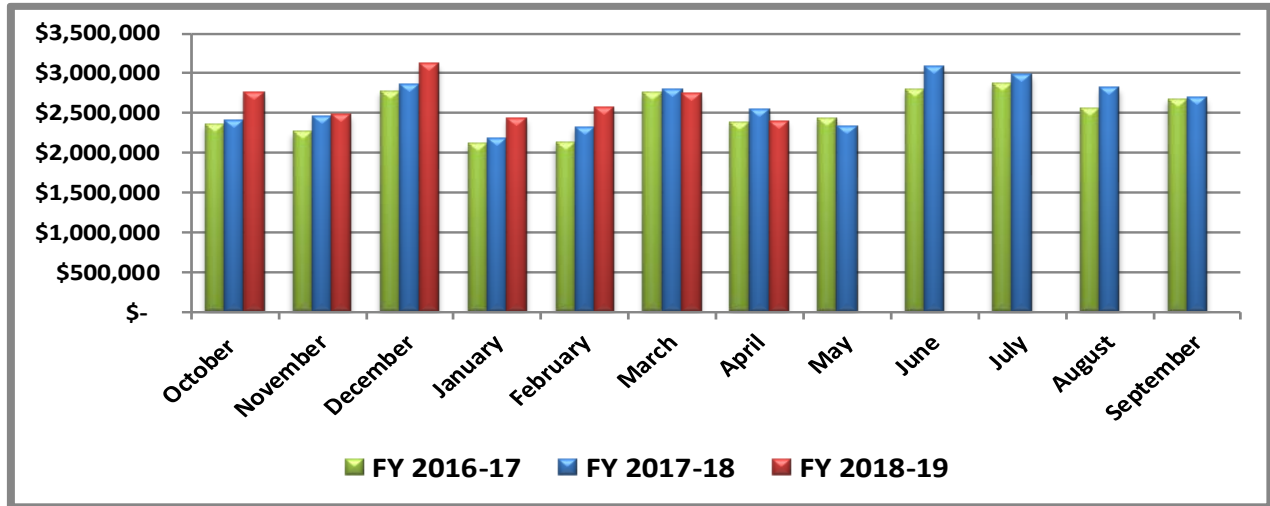
	Current Total Budget	Period Activity April	Total Fiscal YTD	Fiscal YTD % of budget		Current Total Budget	Period Activity April	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Special Revenue Funds - continued</b>											
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,527,910	\$ 11,607	\$ 797,041	52.2%		\$ 1,750,040	\$ -	\$ 35,864	\$ 1,749,397	\$ 1,785,261	102.0%
Fire Apparatus Replacement Maintenance Fund	\$ 180,000	\$ 54,212	\$ 117,904	65.5%		\$ 138,702	\$ 1,441	\$ 132,428	\$ 5,312	\$ 137,740	99.3%
Edwards Aquifer Habitat Conservation Plan Fund *	\$ 1,287,000	\$ 39,393	\$ 147,259	11.4%		\$ 1,287,000	\$ 56,893	\$ 252,317	\$ 638,476	\$ 890,793	69.2%
Faust Library Fund	\$ -	\$ -	\$ 135	0.0%		\$ 1,333	\$ -	\$ -	\$ -	\$ -	0.0%
Rec Center Improvements & Op Revenues Fund	\$ 25,000	\$ 3	\$ 1,489	6.0%		\$ 75,000	\$ -	\$ 25,000	\$ -	\$ 25,000	33.3%
Development Services Fund	\$ 902,500	\$ 112,441	\$ 569,051	63.1%		\$ 902,500	\$ 5,731	\$ 98,809	\$ 172,004	\$ 270,813	30.0%
Cemetery Improvements Fund	\$ 9,000	\$ 5,500	\$ 34,211	380.1%		\$ 218,000	\$ -	\$ 742	\$ -	\$ 742	0.3%
Hotel/Motel Tax Fund	\$ 4,274,328	\$ 278,204	\$ 1,263,582	29.6%		\$ 4,337,228	\$ 532,747	\$ 1,754,358	\$ 83,375	\$ 1,837,733	42.4%

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

## ECONOMIC DATA

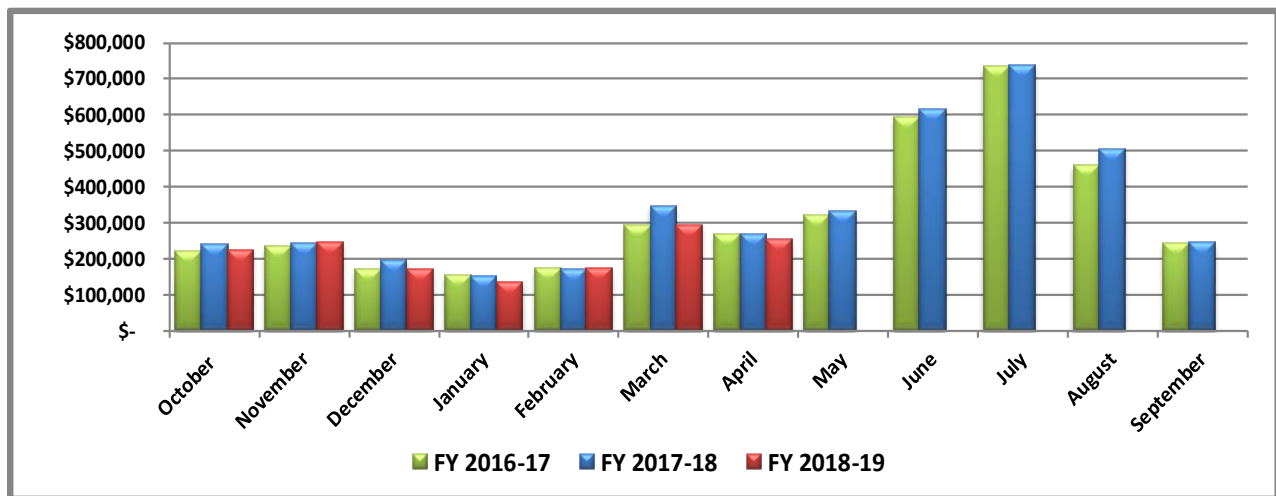
### Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the April 2019 sales tax payment. The April 2019 payment was down 5.7% when compared to April of the previous fiscal year, and up 5.3% fiscal year to date. As mentioned in the Second Quarter Financial Report, this payment included an adjustment to remove all sales tax collected from October – February by a business outside the city limits. Even with this adjustment, sales tax collections are up fiscal year to date compared to the previous year.



### Hotel/Motel Tax Collection

As shown in the graph below, April Hotel/Motel collections are down 4.6% when compared to April of last fiscal year, and down 6.9% fiscal year to date. The implementation of LodgingRevs has been successful so far and has received positive reviews from the hotel occupancy tax payers.



## CAPITAL PROJECT STATUS as of 6/12/2019

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
<b>Streets and Drainage Projects</b>									
Alves Lane Improvements	Professional Services	2013 Bond & Roadway Impact Fees	\$ 1,432,148	\$ 1,271,499	\$ 158,923	\$ 1,725	60%	Construction in progress	Adam Michie
	Land		\$ 1,311,800	\$ 751,422	\$ -	\$ 560,378			
	Construction		\$ 13,031,665	\$ 5,873,943	\$ 3,903,145	\$ 3,254,577			
	<b>Totals</b>	<b>\$ 15,775,613</b>	<b>\$ 7,896,864</b>	<b>\$ 4,062,068</b>	<b>\$ 3,816,680</b>				
Citywide Street Improvements	Professional Services & Construction	2013 Bond	\$ 10,000,000	\$ 7,016,515	\$ 187,837	\$ 2,795,648	70%	Final projects: San Antonio Street & Common Street design ongoing	Josh Niles
	<b>Totals</b>	<b>\$ 10,000,000</b>	<b>\$ 7,016,515</b>	<b>\$ 187,837</b>	<b>\$ 2,795,648</b>				
Klein Road Reconstruction	Professional Services	2013 Bond	\$ 1,510,366	\$ 1,345,343	\$ 165,023	\$ -	26%	Notice To Proceed June 2018; Relocation of dry utilities ongoing; Drainage and roadway work ongoing	Nate Garza
	Land		\$ 857,286	\$ 757,288	\$ 99,998	\$ -			
	Construction		\$ 8,163,348	\$ 2,157,712	\$ 5,919,238	\$ 86,398			
	<b>Totals</b>	<b>\$ 10,531,000</b>	<b>\$ 4,260,342</b>	<b>\$ 6,184,260</b>	<b>\$ 86,398</b>				
Live Oak/Katy Improvements	Professional Services	2013 C of O & 2013 Bond	\$ 1,021,370	\$ 925,333	\$ 96,037	\$ -	21%	Construction in progress	Adam Michie
	Land		\$ 107,000	\$ 103,636	\$ 3,364	\$ -			
	Construction		\$ 3,560,630	\$ 763,529	\$ 2,757,265	\$ 39,836			
	<b>Totals</b>	<b>\$ 4,689,000</b>	<b>\$ 1,792,499</b>	<b>\$ 2,856,666</b>	<b>\$ 39,836</b>				
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			
	<b>Totals</b>	<b>\$ 7,685,428</b>	<b>\$ 6,621,942</b>	<b>\$ 484,668</b>	<b>\$ 578,819</b>				
Panther Canyon Erosion Control	Professional Services	2013 Bond	\$ 94,810	\$ 89,898	\$ 3,413	\$ 1,500	9%	Bidding & contract negotiations in progress for rain gardens	Adam Michie
	Land		\$ 39,450	\$ -	\$ -	\$ 39,450			
	Construction		\$ 289,740	\$ 24,708	\$ -	\$ 265,032			
	<b>Totals</b>	<b>\$ 424,000</b>	<b>\$ 114,606</b>	<b>\$ 3,413</b>	<b>\$ 305,982</b>				
Solms Road/Morningside Drive/Rueckle Road Reconstruction	Professional Services	2013 Bond & Roadway Impact Fees	\$ 2,150,101	\$ 2,003,857	\$ 146,244	\$ -	21%	Notice To Proceed July 2018: Dry utility relocation ongoing; Sewer, water and drainage installation ongoing; Roadwork to begin June 2019	Nate Garza
	Land		\$ 1,699,136	\$ 1,515,228	\$ -	\$ 183,908			
	Construction		\$ 12,514,763	\$ 2,567,229	\$ 9,947,534	\$ -			
	<b>Totals</b>	<b>\$ 16,364,000</b>	<b>\$ 6,086,313</b>	<b>\$ 10,093,778</b>	<b>\$ 183,909</b>				
Wood Road/Landa Street Drainage Improvements Preliminary Design	Professional Services	2013 Bond	\$ 2,643,514	\$ 846,275	\$ 120,430	\$ 1,676,809	FD	Design of localized improvements in progress	Adam Michie
	<b>Totals</b>	<b>\$ 2,643,514</b>	<b>\$ 846,275</b>	<b>\$ 120,430</b>	<b>\$ 1,676,809</b>				

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
Westside Pedestrian Enhancement Project	Professional Services	2007, 2008, 2011, 2012 C of O's & 2015 Tax Note	\$ 200,000	\$ 182,581	\$ -	\$ 17,419	92%	Project substantially complete. Additional TXDOT items to be added; Awaiting costs	Nate Garza
	Construction		\$ 1,350,219	\$ 1,243,143	\$ 10,065	\$ 97,011			
	<b>Totals</b>		<b>\$ 1,550,219</b>	<b>\$ 1,425,724</b>	<b>\$ 10,065</b>	<b>\$ 114,430</b>			
MPO City Wide Sidewalks	Professional Services	4B	\$ 450,000	\$ 185,404	\$ 136,323	\$ 128,273	FD	Bid and award end of summer 2019	Nate Garza
	Construction		\$ -	\$ -	\$ -	\$ -			
	<b>Totals</b>		<b>\$ 450,000</b>	<b>\$ 185,404</b>	<b>\$ 136,323</b>	<b>\$ 128,273</b>			
Klein Road Phase II	Professional Services & Construction	2019 Bond Program	\$ 13,105,686	\$ 104,886	\$ -	\$ 13,000,800	FD	Taking Pape Dawson final design proposal to Council June 24, 2019	Nate Garza
			\$ -	\$ -	\$ -	\$ -			
	<b>Totals</b>		<b>\$ 13,105,686</b>	<b>\$ 104,886</b>	<b>\$ -</b>	<b>\$ 13,000,800</b>			
Goodwin Lane/Conrads Lane	Professional Services & Construction	2019 Bond Program	\$ 21,564,610	\$ -	\$ -	\$ 21,564,610	FD	Evaluating next steps and final design proposal	Adam Michie
			\$ -	\$ -	\$ -	\$ -			
	<b>Totals</b>		<b>\$ 21,564,610</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 21,564,610</b>			
FM 306 Extension and Business 81	Professional Services & Construction	2019 Bond Program	\$ 3,251,387	\$ 136,847	\$ -	\$ 3,114,540	LA	Right Of Way acquisition contract in progress (Business 81)	Jennifer Cain
			\$ -	\$ -	\$ -	\$ -			
	<b>Totals</b>		<b>\$ 3,251,387</b>	<b>\$ 136,847</b>	<b>\$ -</b>	<b>\$ 3,114,540</b>			
Citywide Street & Sidewalk Improvements	Professional Services & Construction	2019 Bond Program	\$ 15,850,787	\$ 734,091	\$ -	\$ 15,116,696	FD	Taking CSP delivery method for Kerlick Lane, California Boulevard, and Oak Run Sidewalks to Council June 24, 2019	Josh Niles
	<b>Totals</b>		<b>\$ 15,850,787</b>	<b>\$ 734,091</b>	<b>\$ -</b>	<b>\$ 15,116,696</b>			
<b>Parks and Recreation</b>									
Comal Cemetery	Professional Services & Construction	2019 Bond Program	\$ 5,622,184	\$ 301,931	\$ 56,552	\$ 5,263,701	FD	Taking Freese & Nichols final design proposal to Council June 24, 2019	Adam Michie
			\$ -	\$ -	\$ -	\$ -			
	<b>Totals</b>		<b>\$ 5,622,184</b>	<b>\$ 301,931</b>	<b>\$ 56,552</b>	<b>\$ 5,263,701</b>			
Sports Field Complex	Professional Services & Construction	2019 Bond Program	\$ 26,153,805	\$ 301,026	\$ -	\$ 25,852,779	FD	Taking Norris Design final design proposal to Council June 24, 2019	Nate Garza
			\$ -	\$ -	\$ -	\$ -			
	<b>Totals</b>		<b>\$ 26,153,805</b>	<b>\$ 301,026</b>	<b>\$ -</b>	<b>\$ 25,852,779</b>			
All Abilities Park Enhancements	Professional Services & Construction	2019 Bond Program	\$ 561,836	\$ 61,836	\$ -	\$ 500,000	PD	Staff development of design strategies in progress	Adam Michie
			\$ -	\$ -	\$ -	\$ -			
	<b>Totals</b>		<b>\$ 561,836</b>	<b>\$ 61,836</b>	<b>\$ -</b>	<b>\$ 500,000</b>			

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>									
Downtown Improvements Phase 1	Professional Services	4B & 2012 C of O's	\$ 608,339	\$ 578,938	\$ 29,401	\$ -	85%	Contract closeout in progress	Adam Michie
	Construction		\$ 2,172,612	\$ 1,846,708	\$ 325,903	\$ -			
	<b>Totals</b>		<b>\$ 2,780,951</b>	<b>\$ 2,425,647</b>	<b>\$ 355,304</b>	<b>\$ -</b>			
Airport Taxilane Extension & Access Road	Professional Services	4B & TxDOT	\$ 362,000	\$ 152,920	\$ 70,098	\$ 138,982	68%	Project substantially complete	Jennifer Cain
	Construction		\$ 2,038,000	\$ 1,377,442	\$ 543,923	\$ 116,635			
	<b>Construction</b>		<b>\$ 2,400,000</b>	<b>\$ 1,530,362</b>	<b>\$ 614,021</b>	<b>\$ 255,617</b>			
Fire Station #2	Professional Services & Construction	2019 Bond Program	\$ 7,472,300	\$ 104,800	\$ -	\$ 7,367,500	FD	Taking BRW final design proposal to Council June 24, 2019	Adam Michie
			\$ -	\$ -	\$ -	\$ -			
			\$ -	\$ -	\$ -	\$ -			
	<b>Totals</b>	<b>\$ 7,472,300</b>	<b>\$ 104,800</b>	<b>\$ -</b>	<b>\$ 7,367,500</b>				
Fire Station #3	Professional Services & Construction	2019 Bond Program	\$ 6,804,320	\$ 68,320	\$ -	\$ 6,736,000	FD	Taking BRW final design proposal to Council June 24, 2019	Adam Michie
			\$ -	\$ -	\$ -	\$ -			
			\$ -	\$ -	\$ -	\$ -			
	<b>Totals</b>	<b>\$ 6,804,320</b>	<b>\$ 68,320</b>	<b>\$ -</b>	<b>\$ 6,736,000</b>				
Fire Station #7	Professional Services	TIRZ	\$ 1,370,000	\$ -	\$ -	\$ 1,370,000	PD	Taking BRW final design proposal to Council June 24, 2019	Adam Michie
	Construction		\$ -	\$ -	\$ -	\$ -			
	<b>Totals</b>		<b>\$ 1,370,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,370,000</b>			
Police Department Facility	Professional Services	2019 Bond Program	\$ 36,364,399	\$ 50,150	\$ -	\$ 36,314,250	LA	Property aquired at Council June 10, 2019. Evaluating next steps and final design proposal	Josh Niles
	Land		\$ -	\$ -	\$ -	\$ -			
	Construction		\$ -	\$ -	\$ -	\$ -			
	<b>Totals</b>	<b>\$ 36,364,399</b>	<b>\$ 50,150</b>	<b>\$ -</b>	<b>\$ 36,314,250</b>				
New Braunfels Public Library Westside Community Center Branch	Professional Services & Construction	2019 Bond Program	\$ 5,606,001	\$ 80,661	\$ -	\$ 5,525,340	FD	On hold until funds become available to proceed with final design	Josh Niles
	<b>Totals</b>		<b>\$ 5,606,001</b>	<b>\$ 80,661</b>	<b>\$ -</b>	<b>\$ 5,525,340</b>			

\*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 6/6/19

Department	FY2018-19 # Authorized Positions	# Vacant Positions (FTE)	Notes
Airport	9.00	-	
Capital Programs	5.00	1.00	Assistant Project Manager - Currently posted
City Attorney's Office	4.00	-	
City Manager's Office	7.00	1.00	Economic Development Manager - Currently in interview process
City Secretary	3.50	-	
Civic Center	8.50	0.50	Lead Event Attendant - Currently in interview process
Finance	12.00	-	
Fire	138.00	1.00	Fire Chief - Currently posted
Golf Course	15.00	-	
Human Resources	8.00	-	
Information Technology	14.00	1.00 1.00	Network Administrator - Currently posted GIS Manager - Applicant currently in background; scheduled to start 7/1
Library	27.75	-	
Municipal Court	9.00	-	
Parks & Recreation	98.00	4.50 1.50 1.00 0.50 5.50 - 1.00 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 Instructors (21 @ 19 hours) - Currently posted - hiring 3 additional temporary positions Fitness/Gym Attendant (13 @ 19 hours) - Currently paused; will ask Parks if they want to unpaue Recreation/Program Instructor (12 @ 19 hours) - Currently posted - Head Coach - Swim Team (1 @ 29.5 hours) - Seeking contract services - Assistant Head Coach - Swim Team (1 @ 19 hours) - Seeking contract services - Assistant Coach - Swim Team (6 @ 19 hours) - Seeking contract services Field Technician - Currently posted Foreman - Applicant scheduled to start 6/17
<i>Das Rec</i>			
<i>Parks and Recreation</i>	46.50	1.00	
<i>Total FTE</i>	144.50	18.00	
Planning & Comm Dev	37.00	1.00	Building Inspector - Pending posting
Police	168.00	1.00 1.00 2.00	Police Sergeant - Pending promotional examination Emergency Dispatcher - Currently in interview process Police Officer - Hired 7 certified and 5 non-certified officers 6/3
Public Works	57.00	2.00	Solid Waste Operator - Currently posted
<i>Solid Waste</i>			
<i>Public Works</i>	65.00	1.00 1.00 1.00	Engineering Technician - Currently in background process Facilities Maintenance Technician - Pending posting Permit Technician - Applicant scheduled to start 6/17
<i>Total FTE</i>	122.00	5.00	
JUVENILE CASE MANAGER FUND	1.00	-	
RIVER ACTIVITIES FUND	2.00	-	
EDWARDS AQUIFER HABITAT CONSERVATION PLAN/WPP FUND	1.00	-	
<b>TOTAL FTE</b>	<b>736.25</b>	<b>33.50</b>	
City-wide Staffing Level	95.45%		