



FINANCE DEPARTMENT

May Financial Report

July 24, 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 **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 7/18/19, a current (FY 2018-19 authorized totals) Vacant Positions Report as of 7/9/19, 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](#)
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General Fund Revenues

As of May 31, General Fund revenues total \$50.5 million or 74.1% of total budgeted revenue. \$3.4 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 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 May were above budget at \$3.2 million (82.3%). Fines and Forfeiture revenue was below budget through May, with collections at 54.8% (\$917,000) of the budgeted totals. Charges for Services totaled \$1.9 million (45.3%). 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 \$2.7 million through the month of May – 73.7% of budgeted revenue. The majority of these revenues were related to Das Rec (\$2.0 million – 95.0% of budget). Das Rec revenues continue to exceed expectations. The remaining Parks revenues are seasonal in nature and will increase during the remaining months of the fiscal year.

General Fund Expenditures

As of May 31, General Fund expenditures and encumbrances total \$42.1 million or 61.3% 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, 62.7% 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	\$53,666,007	\$ 3,955,085	\$ 32,259,919	\$ 60,330	\$ 32,320,249	60.2%
Operating Expenses	13,179,027	979,923	7,096,405	1,824,613	8,921,018	67.7%
Capital Expenses	432,020	102,974	235,278	195,673	430,951	99.8%
Debt Service	352,585	71,757	71,757	-	71,757	20.4%
Interfund Transfers	829,910	-	339,175	-	339,175	40.9%
Contingencies	195,000	-	-	-	-	0.0%
Total	\$68,654,549	\$ 5,109,739	\$ 40,002,534	\$ 2,080,616	\$ 42,083,150	61.3%

Enterprise Funds

Airport Fund – Revenues through the month of May total \$1.9 million or 65.3% of total budgeted revenues, which is right on target. The majority of these revenues are from fuel sales, which is a somewhat seasonal source of revenue. Fuel revenue has increased by 11.1% in comparison to last fiscal year. Expenditures and encumbrances total \$1.8 million or 66.6% of budget - also right on target. Airport employee expenditures are at 63.6% of budget. The operating allocation is above budget at 75.0%. Capital expenditures are 100.0% committed, due to

additional expenses related to the airport renovations that were originally budgeted in FY 2017-18.

Solid Waste Fund – Revenues through the month of May total \$5.8 million or 60.9% 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 \$6.7 million or 70.8% of budget, due to purchase orders issued for refuse disposal, that are not yet paid. Employee expenditures are slightly below budget at 63.1%. Operating expenditures are over budget (80.5%) at the end of May, due to the above-mentioned purchase orders.

Golf Course Fund – Revenues through the month of May total \$1.1 million or 68.9% of total budgeted revenues, which is slightly above budget. Revenue for the month of May was up 4.35% compared to May of last fiscal year. There was a 9.5% increase in rounds played compared to the same period last year. May experienced 8 days of rain, which affected revenue and rounds played, but 12 tournaments were still hosted. Golf Fund expenditures and encumbrances total \$870,000 or 69.0%, which is just slightly greater than budget, primarily due to purchase orders for merchandise and chemicals that have been issued, but not yet paid. Employee expenditures are at 55.5% through May, which is below budget. The Golf Fund continues to meet the primary goals of positive cash flow and building reserves set in 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 May total \$329,000 or 68.5% which is slightly over budget. Expenditures and encumbrances in the fund total \$438,000 or 61.3%, which is below budget.

Roadway Development Impact Fees

Revenue from these fees must be used only to complete roadway improvements in the service area in which the funds were generated. The City is divided into 7 service areas, with the recent addition of the Traffic Impact Fees being paid for the Veramendi Development. The table below represents by area, all revenues and expenditures from inception through May 31, 2019.

	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 1,840,136	\$ 1,544,481	\$ 295,654
Service Area 2	220,336	109,357	110,979
Service Area 3	4,399,366	616,468	3,782,899
Service Area 4	959,001	16,870	942,131
Service Area 5	6,070,055	1,558,489	4,511,565
Service Area 6	2,995,962	869,352	2,126,610
Veramendi Traffic Impact Fees	32,172	-	32,172
Total	\$ 16,517,027	\$ 4,715,016	\$ 11,802,011



FINANCE DEPARTMENT

General Fund

	Current Total Budget	Period Activity May	Total Fiscal YTD	Fiscal YTD % of Budget
Revenues				
Taxes and Franchise Fees	\$ 51,011,474	\$ 2,033,351	\$ 40,218,249	78.8%
Licenses and Permits	3,985,990	478,652	3,280,479	82.3%
Intergovernmental	627,247	511	303,109	48.3%
Charges for Services	4,148,100	240,050	1,880,043	45.3%
Fines and Forfeitures	1,672,400	131,569	917,254	54.8%
Interest Income	200,000	69,111	318,652	159.3%
Parks and Recreation	3,601,376	397,801	2,655,369	73.7%
Miscellaneous	2,045,264	28,190	495,038	24.2%
Interfund Transfers	866,511	-	433,255	50.0%
Total General Fund Revenues	\$ 68,158,362	\$ 3,379,235	\$ 50,501,448	74.1%

	Current Total Budget	Period Activity May	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
City Council	\$ 34,421	\$ 4,349	\$ 24,352	\$ -	\$ 24,352	70.7%
City Attorney	927,458	57,251	404,039	145,640	549,679	59.3%
City Administration	1,674,795	139,964	878,360	-	878,360	52.4%
Information Technology	2,018,394	100,712	1,225,589	106,262	1,331,851	66.0%
Municipal Court	688,202	54,572	433,610	-	433,610	63.0%
Human Resources	845,703	90,479	495,149	31,093	526,242	62.2%
Finance	1,158,894	93,301	716,730	-	716,730	61.8%
Planning and Community Development	3,468,556	259,472	2,051,621	82,127	2,133,748	61.5%
Police	18,917,863	1,424,700	11,394,818	276,082	11,670,900	61.7%
Fire	18,648,814	1,504,868	11,693,650	104,077	11,797,727	63.3%
Public Works	7,383,688	465,223	3,467,246	487,651	3,954,897	53.6%
Parks	7,753,117	626,734	4,158,340	466,519	4,624,859	59.7%
Library	2,370,984	185,488	1,386,079	32,650	1,418,729	59.8%
Non-Departmental	2,763,660	102,626	1,672,951	348,515	2,021,466	73.1%
Total General Fund Expenditures	\$ 68,654,549	\$ 5,109,739	\$ 40,002,534	\$ 2,080,616	\$ 42,083,150	61.3%

Airport Fund

	Current Total Budget	Period Activity May		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 2,690,000	\$ 237,023		\$ 1,804,147	67.1%
Intergovernmental	50,000	-		-	0.0%
Licenses & Permits	-	-		900	0.0%
Interfund Transfer	99,910	-		49,955	50.0%
Total Airport Revenues	\$ 2,839,910	\$ 237,023		\$ 1,855,002	65.3%

	Current Total Budget	Period Activity May	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 600,466	\$ 45,201	\$ 380,152	\$ 1,969	\$ 382,121	63.6%
Operation Expenses	1,595,392	165,581	1,183,306	13,526	1,196,832	75.0%
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%
Total Airport Fund Expenditures	\$ 2,752,959	\$ 210,782	\$ 1,818,879	\$ 15,495	\$ 1,834,374	66.6%

Solid Waste Fund

	Current Total Budget	Period Activity May		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 9,440,054	\$ 831,404		\$ 5,706,438	60.4%
Licenses & Permits	-	1,000		23,000	0.0%
Miscellaneous	118,200	7,261		60,904	51.5%
Interest Income	36,935	5,222		42,660	115.5%
Interfund Transfer	-	15,000		15,000	0.0%
Total Solid Waste Fund Revenues	\$ 9,595,189	\$ 859,887		\$ 5,848,002	60.9%

	Current Total Budget	Period Activity May	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 3,757,494	\$ 274,436	\$ 2,369,261	\$ -	\$ 2,369,261	63.1%
Operation Expenses	4,657,867	259,305	2,654,977	1,095,860	3,750,837	80.5%
Capital Expenses	73,700	27,095	86,937	-	86,937	118.0%
Interfund Transfer	938,301	-	469,151	-	469,151	50.0%
Total Solid Waste Fund Expenditures	\$ 9,427,362	\$ 560,836	\$ 5,580,326	\$ 1,095,860	\$ 6,676,186	70.8%

Golf Fund

	Current Total Budget	Period Activity May		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 1,556,277	\$ 171,343		\$ 1,075,117	69.1%
Miscellaneous	32,288	3,310		19,345	59.9%
Total Golf Fund Revenues	\$ 1,588,565	\$ 174,653		\$ 1,094,462	68.9%

	Current Total Budget	Period Activity May	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 836,650	\$ 57,969	\$ 464,614	\$ -	\$ 464,614	55.5%
Operation Expenses	423,559	43,597	329,838	75,679	405,517	95.7%
Total Golf Fund Expenditures	\$ 1,260,209	\$ 101,566	\$ 794,452	\$ 75,679	\$ 870,131	69.0%

Civic/Convention Center Fund

	Current Total Budget	Period Activity May		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 480,271	\$ 41,325		\$ 328,810	68.5%
Interfund Transfers	257,572	-		128,786	50.0%
Miscellaneous	-	9		357	0.0%
Total Civic/Convention Center Fund Revenues	\$ 737,843	\$ 41,334		\$ 457,953	62.1%

	Current Total Budget	Period Activity May	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures*						
Employee Expenses	\$ 460,537	\$ 36,348	\$ 275,191	\$ -	\$ 275,191	59.8%
Operation Expenses	221,013	22,300	125,818	20,301	146,119	66.1%
Interfund Transfer	34,077	-	17,039	-	17,039	50.0%
Total Civic/Convention Center Fund Expenditures	\$ 715,627	\$ 58,648	\$ 418,048	\$ 20,301	\$ 438,349	61.3%

*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
Other Funds											
Debt Service Fund	\$ 17,466,415	\$ (557,882)	\$ 15,065,226	86.3%		\$ 17,252,185	\$ -	\$ 13,275,008	\$ -	\$ 13,275,008	76.9%
Self Insurance Fund	\$ 6,903,500	\$ 543,666	\$ 4,737,631	68.6%		\$ 6,550,000	\$ 525,045	\$ 3,481,700	\$ 73,461	\$ 3,555,161	54.3%
Special Revenue Funds											
CDBG Fund *	\$ 393,459	\$ 18,440	\$ 106,225	27.0%		\$ 455,103	\$ 17,640	\$ 133,520	\$ 321,583	\$ 455,103	100.0%
Grant Fund *	\$ 726,444	\$ 64,713	\$ 113,062	15.6%		\$ 726,444	\$ 81,483	\$ 200,159	\$ 3,226	\$ 203,385	28.0%
Special Revenue Fund	\$ 200,000	\$ 52,083	\$ 184,801	92.4%		\$ 447,000	\$ 27,411	\$ 112,413	\$ 34,472	\$ 146,885	32.9%
River Activities Fund	\$ 1,338,200	\$ 89,466	\$ 208,518	15.6%		\$ 1,315,553	\$ 54,612	\$ 185,024	\$ 144,271	\$ 329,295	25.0%
Court Security Fund	\$ 31,000	\$ 3,303	\$ 19,446	62.7%		\$ 30,000	\$ 2,748	\$ 20,072	\$ -	\$ 20,072	66.9%
Judicial Efficiency Fund	\$ 8,000	\$ 770	\$ 5,202	65.0%		\$ 15,000	\$ -	\$ 128	\$ -	\$ 128	0.9%
Court Technology Fund	\$ 39,000	\$ 4,404	\$ 25,927	66.5%		\$ 40,000	\$ 5,545	\$ 23,323	\$ -	\$ 23,323	58.3%
Child Safety Fund	\$ 142,500	\$ 2,491	\$ 16,255	11.4%		\$ 204,000	\$ 29,068	\$ 126,643	\$ 38,916	\$ 165,559	81.2%
Stormwater Development Fund	\$ 135,000	\$ 43,586	\$ 44,697	33.1%		\$ 250,000	\$ -	\$ 100,000	\$ -	\$ 100,000	40.0%
Juvenile Case Manager Fund	\$ 58,000	\$ 6,506	\$ 38,448	66.3%		\$ 108,000	\$ 8,498	\$ 63,611	\$ -	\$ 63,611	58.9%
Cable Franchise Fund (PEG)	\$ 167,000	\$ (27,193)	\$ 88,707	53.1%		\$ 350,000	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Replacement Fund	\$ 671,348	\$ 61,692	\$ 459,778	68.5%		\$ 572,511	\$ 181,218	\$ 206,528	\$ 1,000	\$ 207,528	36.2%
Federal Court Awards Fund	\$ -	\$ -	\$ -	0.0%		\$ 149,000	\$ 8,610	\$ 23,172	\$ -	\$ 23,172	15.6%
Non-Federal Court Awards Fund	\$ -	\$ -	\$ 10,573	0.0%		\$ 110,000	\$ 2,456	\$ 16,361	\$ -	\$ 16,361	14.9%

* Driven by End-of-Year accrual entries.

FINANCE DEPARTMENT

Revenues

Expenditures

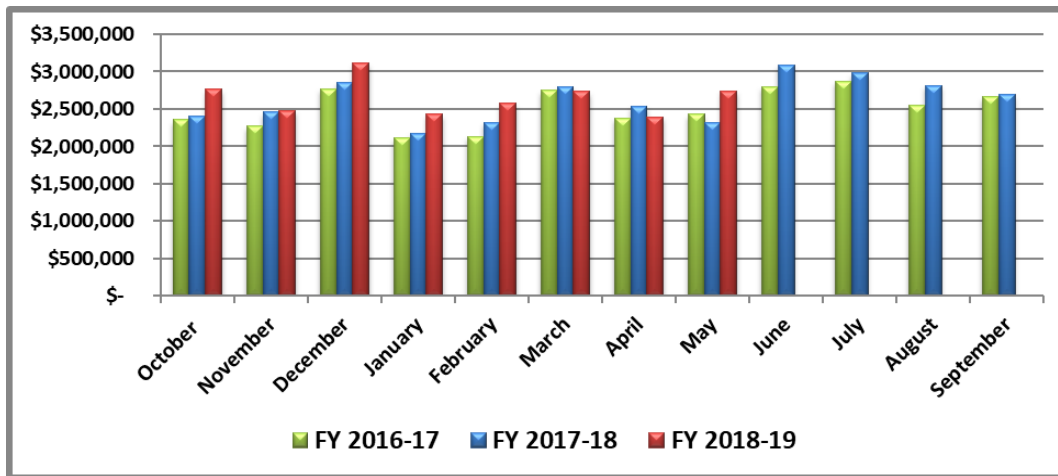
	Current Total Budget	Period Activity May	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity May	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Special Revenue Funds - continued										
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,527,910	\$ 11,074	\$ 808,115	52.9%	\$ 1,750,040	\$ 668,643	\$ 704,507	\$ 1,080,744	\$ 1,785,251	102.0%
Fire Apparatus Replacement Maintenance Fund	\$ 180,000	\$ 27,850	\$ 145,753	81.0%	\$ 138,702	\$ -	\$ 132,428	\$ -	\$ 132,428	95.5%
Edwards Aquifer Habitat Conservation Plan Fund *	\$ 1,287,000	\$ -	\$ 147,259	11.4%	\$ 1,287,000	\$ 55,663	\$ 307,980	\$ 596,242	\$ 904,222	70.3%
Faust Library Fund	\$ -	\$ 52	\$ 187	0.0%	\$ 1,333	\$ -	\$ -	\$ -	\$ -	0.0%
Rec Center Improvements & Op Revenues Fund	\$ 25,000	\$ 562	\$ 2,051	8.2%	\$ 75,000	\$ 671	\$ 25,671	\$ -	\$ 25,671	34.2%
Development Services Fund	\$ 902,500	\$ 118,769	\$ 687,820	76.2%	\$ 902,500	\$ 36,365	\$ 135,174	\$ 135,640	\$ 270,814	30.0%
Cemetery Improvements Fund	\$ 9,000	\$ 5,100	\$ 39,311	436.8%	\$ 218,000	\$ -	\$ 742	\$ -	\$ 742	0.3%
Hotel/Motel Tax Fund	\$ 4,274,328	\$ 270,635	\$ 1,534,218	35.9%	\$ 4,337,228	\$ 186,510	\$ 1,940,868	\$ 65,693	\$ 2,006,561	46.3%

* Driven by End-of-Year accrual entries.

ECONOMIC DATA

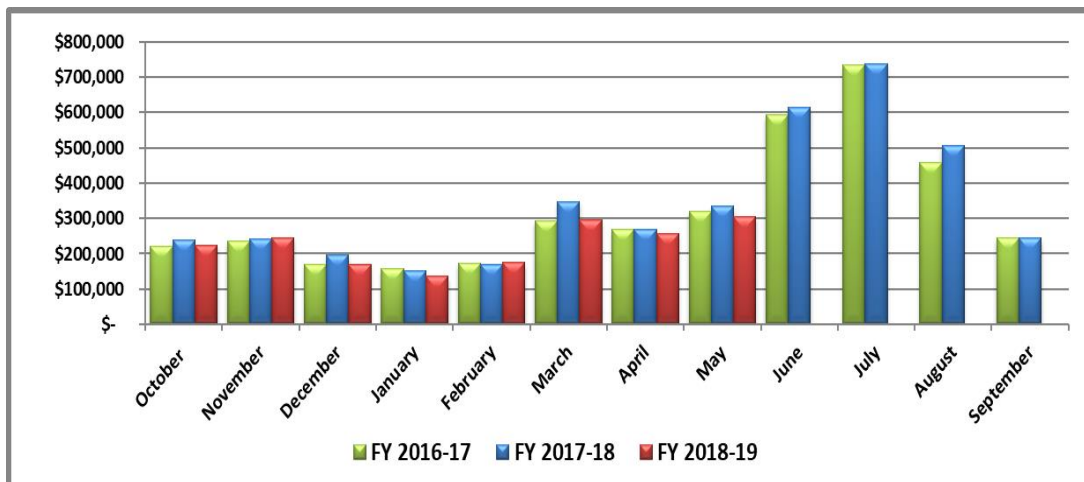
Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the May 2019 sales tax payment. The May 2019 payment was up 18.0% when compared to May of the previous fiscal year, and up 6.8% fiscal year to date. A positive \$100,000 audit adjustment in May, combined with a negative \$300,000 audit adjustment last May contributed to the 18% increase for the month.



Hotel/Motel Tax Collection

As shown in the graph below, May Hotel/Motel collections are down 8.5% when compared to May of last fiscal year, and down 7.1% fiscal year to date.



CAPITAL PROJECT STATUS as of 7/18/2019

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
Streets and Drainage Projects									
Alves Lane Improvements	Professional Services	2013 Bond & Roadway Impact Fees	\$ 1,432,148	\$ 1,272,382	\$ 158,040	\$ 1,725	61%	Construction in progress	Adam Michie
	Land		\$ 1,311,800	\$ 751,422	\$ -	\$ 560,378			
	Construction		\$ 9,807,288	\$ 5,992,271	\$ 3,784,817	\$ 30,200			
	Totals			\$ 12,551,236	\$ 8,016,075	\$ 3,942,857	\$ 592,303		
Citywide Street Improvements	Professional Services & Construction	2013 Bond	\$ 10,000,000	\$ 7,057,796	\$ 125,635	\$ 2,816,569	71%	Final projects: San Antonio Street & Common Street design ongoing	Josh Niles
	Totals			\$ 10,000,000	\$ 7,057,796	\$ 125,635	\$ 2,816,569		
Klein Road Reconstruction	Professional Services	2013 Bond	\$ 1,611,769	\$ 1,333,314	\$ 177,052	\$ 101,403	27%	Notice To Proceed June 2018; Relocation of dry utilities ongoing; Drainage and roadway work ongoing	Nate Garza
	Land		\$ 842,281	\$ 757,288	\$ -	\$ 84,993			
	Construction		\$ 8,076,950	\$ 2,157,712	\$ 5,919,238	\$ -			
	Totals			\$ 10,531,000	\$ 4,248,314	\$ 6,096,290	\$ 186,397		
Live Oak/Katy Improvements	Professional Services	2013 C of O & 2013 Bond	\$ 1,137,226	\$ 975,961	\$ 161,265	\$ -	21%	Construction in progress	Adam Michie
	Land		\$ 107,000	\$ 103,636	\$ 3,364	\$ -			
	Construction		\$ 3,444,774	\$ 712,901	\$ 2,692,037	\$ 39,836			
	Totals			\$ 4,689,000	\$ 1,792,499	\$ 2,856,666	\$ 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	\$ 91,441	\$ 3,008	\$ 362	8%	Contract negotiations in progress for rain gardens	Adam Michie
	Land		\$ 39,450	\$ -	\$ -	\$ 39,450			
	Construction		\$ 289,740	\$ 24,624	\$ -	\$ 265,116			
	Totals			\$ 424,000	\$ 116,065	\$ 3,008	\$ 304,928		

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
Streets and Drainage Projects									
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 ongoing	Nate Garza
	Land		\$ 1,515,392	\$ 1,515,392	\$ -	\$ -			
	Construction		\$ 12,698,507	\$ 2,724,818	\$ 9,802,349	\$ 171,340			
	Totals	\$ 16,364,000	\$ 6,244,067	\$ 9,948,593	\$ 171,340				
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
	Totals	\$ 2,643,514	\$ 846,275	\$ 120,430	\$ 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	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			
	Totals	\$ 1,550,219	\$ 1,425,724	\$ 10,065	\$ 114,430				
MPO City Wide Sidewalks	Professional Services	4B	\$ 450,000	\$ 185,404	\$ 136,323	\$ 128,273	FD	Bid and award fall of 2019	Nate Garza
	Construction		\$ -	\$ -	\$ -	\$ -			
	Totals	\$ 450,000	\$ 185,404	\$ 136,323	\$ 128,273				
Klein Road Phase II	Professional Services & Construction	2019 Bond Program	\$ 13,105,686	\$ 104,886	\$ -	\$ 13,000,800	FD	Right Of Entry letters have been sent to residents to begin survey of Right Of Way and topography	Nate Garza
	Totals	\$ 13,105,686	\$ 104,886	\$ -	\$ 13,000,800				
Goodwin Lane/Conrads Lane	Professional Services & Construction	2019 Bond Program	\$ 21,564,610	\$ 163,565	\$ 3,895	\$ 21,397,150	FD	Evaluating next steps and final design proposal.	Adam Michie
	Totals	\$ 21,564,610	\$ 163,565	\$ 3,895	\$ 21,397,150				
FM 306 Extension and Business 81	Professional Services & Construction	2019 Bond Program	\$ 3,251,387	\$ 145,402	\$ 148	\$ 3,105,837	LA	Right Of Way acquisition contract in progress (Business 81)	Jennifer Cain
	Totals	\$ 3,251,387	\$ 145,402	\$ 148	\$ 3,105,837				
Citywide Street & Sidewalk Improvements	Professional Services & Construction	2019 Bond Program	\$ 15,850,787	\$ 759,269	\$ 94,803	\$ 14,996,715	FD	Scheduling bidding on Kerlick Lane, California Boulevard, and Oak Run Sidewalks	Josh Niles
	Totals	\$ 15,850,787	\$ 759,269	\$ 94,803	\$ 14,996,715				
Parks and Recreation									
Comal Cemetery	Professional Services & Construction	2019 Bond Program	\$ 5,622,184	\$ 301,931	\$ -	\$ 5,320,253	FD	Taking Freese & Nichols final design proposal to Council June 24, 2019	Adam Michie
	Totals	\$ 5,622,184	\$ 301,931	\$ -	\$ 5,320,253				
Sports Field Complex	Professional Services & Construction	2019 Bond Program	\$ 26,153,805	\$ 301,026	\$ 67,859	\$ 25,784,920	FD	Survey and field findings began July 2019	Nate Garza
	Totals	\$ 26,153,805	\$ 301,026	\$ 67,859	\$ 25,784,920				
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
	Totals	\$ 561,836	\$ 61,836	\$ -	\$ 500,000				

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
Municipal Improvement Projects									
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	\$ -			
	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%	Project substantially complete	Jennifer Cain
	Construction		\$ 2,038,000	\$ 1,377,442	\$ 543,923	\$ 116,635			
	Construction			\$ 2,400,000	\$ 1,530,362	\$ 614,021	\$ 255,617		
Fire Station #2	Professional Services & Construction	2019 Bond Program	\$ 7,472,300	\$ 104,800	\$ -	\$ 7,367,500	FD	Design development in progress	Adam Michie
	Totals			\$ 7,472,300	\$ 104,800	\$ -	\$ 7,367,500		
Fire Station #3	Professional Services & Construction	2019 Bond Program	\$ 6,804,320	\$ 68,320	\$ -	\$ 6,736,000	FD	Design development in progress	Adam Michie
	Totals			\$ 6,804,320	\$ 68,320	\$ -	\$ 6,736,000		
Fire Station #7	Professional Services	TIRZ	\$ 1,370,000	\$ -	\$ -	\$ 1,370,000	PD	Conceptual design in progress	Adam Michie
	Construction		\$ -	\$ -	\$ -	\$ -			
	Totals			\$ 1,370,000	\$ -	\$ -	\$ 1,370,000		
Police Department Facility	Professional Services	2019 Bond Program	\$ 36,364,399	\$ 79,705	\$ 3,000	\$ 36,281,695	LA	Property aquired at Council June 10, 2019. Evaluating next steps and final design proposal	Josh Niles
	Land		\$ -	\$ -	\$ -	\$ -			
	Construction		\$ -	\$ -	\$ -	\$ -			
	Totals			\$ 36,364,399	\$ 79,705	\$ 3,000	\$ 36,281,695		
New Braunfels Public Library Westside Community Center Branch	Professional Services & Construction	2019 Bond Program	\$ 5,606,001	\$ 80,661	\$ -	\$ 5,525,340	FD	On hold until funds become available to proceed with final design	Josh Niles
	Totals			\$ 5,606,001	\$ 80,661	\$ -	\$ 5,525,340		

*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 7/9/19

Department	FY2018-19 # Authorized Positions	# Vacant Positions (FTE)	Notes
Airport	9.00	-	
Capital Programs	5.00	1.00	Assistant Project Manager - Pending posting
City Attorney's Office	4.00	-	
City Manager's Office	7.00	1.00	Economic Development Manager - Currently posted
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 in interview process GIS Manager - Applicant currently in background; scheduled to start 7/15
Library	27.75	-	
Municipal Court	9.00	-	
Parks & Recreation	98.00	2.50 1.50 1.50 0.50 3.00 1.00 1.50 2.00 0.50 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 Custodian - Currently in interview process Fitness/Gym Attendant (13 @ 19 hours) - Currently paused; will ask Parks if they want to unpause Recreation/Program Instructor (12 @ 19 hours) - Currently posted Pool Managers (8 @ 19 hours) - Pending internal promotion Field Technician - Currently in background
<i>Das Rec</i>			
<i>Parks and Recreation</i>	46.50		
<i>Total FTE</i>	144.50	15.00	
Planning & Comm Dev	37.00	1.00	Building Inspector - Currently posted
Police	168.00	1.00 1.00 2.00	Police Sergeant - Pending promotional examination Emergency Dispatcher - Applicant scheduled to start 7/15 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 1.00	Administrative Assistant - Currently in interview process Administrative Secretary - Currently in interview process Graduate Engineer - Currently posted Facilities Maintenance Technician - Pending posting
<i>Total FTE</i>	122.00	6.00	
JUVENILE CASE MANAGER FUND	1.00	-	
RIVER ACTIVITIES FUND	2.00	-	
EDWARDS AQUIFER HABITAT CONSERVATION PLAN/WPP FUND	1.00	-	

TOTAL FTE	736.25	31.50
City-wide Staffing Level	95.72%	