



FINANCE DEPARTMENT

February Financial Report

April 15, 2020

Overview

This financial report does not yet reflect the direct fiscal effects of COVID-19 on the City. It is expected that the March Financial Report (Second Quarter Report) will begin to reflect the onset of the adverse effects.

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 41.7% 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 4/8/20, a current (FY 2019-20 authorized totals) Vacant Positions Report as of 4/6/20, an Economic Data Report and a report reflecting Roadway Impact Fees and Park Development Fee balances by district.

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

As indicated, this financial report and accompanying financial summaries are focused on monthly and year to date activity. Additional detailed financial information can be found within the City's FY 2019-20 Operating Budget and Plan of Municipal Services, and the Comprehensive Annual Financial Report (CAFR). To view these documents, as well as other financial information produced by the Finance Department, please click on the link below. All of these documents can be found on the City website.

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



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General Fund Revenues

As of February 29, General Fund revenues total \$41.6 million or 57.3% of total budgeted revenue. \$6.7 million was received during the month of February, the majority of which came from property tax and sales tax. It is important to remember that the majority of property tax revenue is received from December-March. Sales tax and property tax are the two largest sources of revenue for the General Fund, totaling 59.6% of all budgeted revenue.

License and Permit revenue collections through the month of February continue to trend over budget at \$2.5 million (55.9%). Fines and Forfeiture revenue was below budget through February, with collections at 33.1% (\$478,000) of the budgeted totals. Charges for Services totaled \$1.5 million (33.9%). 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 \$202,000 through the month of February – 13.9% of budgeted revenue. Parks and Recreation is a very seasonal source of revenue. Das Rec revenue was again on target at \$1.3 million (42.0%).

General Fund Expenditures

As of February 29, General Fund expenditures and encumbrances total \$30.7 million or 41.3% 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 February, 39.5% of the total payroll for the fiscal year has elapsed. The table below is broken down by total General Fund expenditures and encumbrances within each expenditure category. Operating expenses are currently at 54.4% committed, reflecting encumbrances issued for one-time expenditures and/or annual contracts approved by City Council.

Expenditure Category	Current Total Budget	Period Activity	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Fiscal YTD % of Budget
Employee Expenses	\$56,870,320	\$ 4,564,189	\$ 21,814,418	\$ 139,737	\$ 21,954,155	38.6%
Operating Expenses	14,203,308	807,716	4,346,847	3,384,453	7,731,300	54.4%
Capital Expenses	747,101	-	10,880	317,074	327,954	43.9%
Debt Service	352,585	-	275,317	-	275,317	78.1%
Interfund Transfers	1,926,480	-	429,023	-	429,023	22.3%
Contingencies	250,000	-	-	-	-	0.0%
Total	\$74,349,794	\$ 5,371,905	\$ 26,876,485	\$ 3,841,264	\$ 30,717,749	41.3%

Enterprise Funds

Airport Fund – Revenues through the month of February total \$1.1 million or 34.9% of total budgeted revenues, which is less than budget. The majority of these revenues are from fuel sales. This revenue source is somewhat seasonal, with airport operations typically slowing down somewhat during the fall and winter months. The effects of the loss of a hangar tenant (and the large volume of related fuel sales) also continue to affect these figures through February. Expenditures and encumbrances total \$1.0 million or 34.0% of budget, which is also less than budget. Therefore, even with the reduced revenues, the Airport continues to cover their direct costs. Airport employee expenditures are at 39.7% of budget, which is on target. The operating allocation is also below budget at 34.8%. The operating allocation is impacted by the cost to purchase fuel, which has a revenue offset.

Solid Waste Fund – Revenues through the month of February total \$4.2 million or 40.8% of total budgeted revenues. Solid Waste expenditures and encumbrances total \$4.9 million or 49.8% of budget. The percentage is impacted by purchase orders issued for refuse disposal, that are not yet paid. Employee expenditures are less than budget at 38.9%, a result of ongoing vacancies. Operating expenditures are over budget (76.2%) at the end of February, due to the above-mentioned purchase orders.

Golf Course Fund – Revenues through the month of February total \$623,000 or 36.7% of total budgeted revenues, which is less than budget. Revenue for the month of February was up 6.2% compared to February of last fiscal year – the largest February revenues in course history. There was a 1.3% increase in rounds played compared to the same period last year. As a reminder, golf is a seasonal revenue source. Golf Fund expenditures and encumbrances total \$797,000 or 51.9%, which is greater than budget. The overage is primarily driven by purchase orders for merchandise and chemicals and janitorial services that have been issued, but not yet paid. Employee expenditures are below budget at 36.2%. Operating expenditures are over budget at 68.1% due to the above-mentioned purchase orders.

Civic/Convention Center Fund – Charges for Services revenues through the Civic/Convention Center Fund at the end of the month of February total \$189,000 or 42.4% which is greater than budget. Expenditures and encumbrances in the fund total \$364,000 or 42.7%, which is slightly above budget due to purchase orders for landscape services that were issued, but not yet paid. The capital expenditures category is 100% committed, however this is entirely for a floor scrubbing machine that was included in the adopted budget.

Roadway Development Impact Fees

Revenue from these fees must be used only to complete roadway improvements in the service area in which the funds were generated. The City is divided into 7 service areas, with the recent addition of the Veramendi Traffic Impact Fees area. The table below represents by area, all revenues and expenditures from inception through February 29, 2020.

Roadway Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 1,931,101	\$ 1,729,647	\$ 201,453
Service Area 2	238,075	136,340	101,735
Service Area 3	5,156,596	4,123,059	1,033,537
Service Area 4	995,216	23,461	971,755
Service Area 5	6,455,980	5,065,082	1,390,898
Service Area 6	3,527,002	883,683	2,643,319
Veramendi Traffic Impact Fees	293,881	203,745.92	90,135
Total	\$ 18,597,851	\$ 12,165,017	\$ 6,432,833

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 February 29, 2020.

Park Development Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance	Amount Eligible for Refunding
PARK DISTRICT 1	\$ 832,405	\$ 52,180	\$ 780,225	\$ 174,150
PARK DISTRICT 2	1,550,345	-	1,550,345	552,850
PARK DISTRICT 3	1,341,194	106,273	1,234,921	641,400
PARK DISTRICT 4	199,957	63,183	136,774	68,400
Total	\$ 3,923,902	\$ 221,637	\$ 3,702,265	\$ 1,436,800



FINANCE DEPARTMENT

City of New Braunfels
 Monthly Financial Summaries
 As of February 29, 2020

General Fund

	Current Total Budget	Period Activity February		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Taxes and Franchise Fees	\$ 53,869,431	\$ 5,008,584		\$ 34,732,328	64.5%
Licenses and Permits	4,428,748	452,154		2,475,782	55.9%
Intergovernmental/Contributions	716,160	-		41,875	5.8%
Charges for Services	4,488,740	615,032		1,519,718	33.9%
Fines and Forfeitures	1,443,623	103,357		477,713	33.1%
Interest Income	350,000	40,525		334,706	95.6%
Parks and Recreation	1,455,000	42,972		201,864	13.9%
Das Rec	2,990,045	256,496		1,255,042	42.0%
Miscellaneous	2,056,000	134,296		384,680	18.7%
Interfund Transfers	849,381	-		212,345	25.0%
Total General Fund Revenues	\$ 72,647,128	\$ 6,653,416		\$ 41,636,053	57.3%

	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	\$ 33,350	\$ 1,379	\$ 8,961	\$ -	\$ 8,961	26.9%
City Attorney	975,673	61,796	278,399	249,758	528,157	54.1%
City Administration	1,604,931	122,197	544,512	24,246	568,758	35.4%
Information Technology	2,189,219	119,400	910,842	54,491	965,333	44.1%
Municipal Court	740,409	55,723	290,410	9,660	300,070	40.5%
Human Resources	991,269	73,940	376,964	47,826	424,790	42.9%
Finance	1,288,256	104,502	511,711	-	511,711	39.7%
Planning and Community Development	3,878,616	302,862	1,256,609	318,658	1,575,267	40.6%
Police	20,470,896	1,595,702	7,686,251	521,070	8,207,321	40.1%
Fire	19,358,451	1,509,780	7,538,289	362,084	7,900,373	40.8%
Public Works	7,832,454	517,139	2,505,713	873,603	3,379,316	43.1%
Parks	5,605,391	347,560	1,647,524	433,954	2,081,478	37.1%
Das Rec	2,716,294	224,656	970,976	118,940	1,089,916	40.1%
Library	2,479,605	197,916	904,223	16,154	920,377	37.1%
Non-Departmental	4,184,980	137,353	1,445,101	810,820	2,255,921	53.9%
Total General Fund Expenditures	\$ 74,349,794	\$ 5,371,905	\$ 26,876,485	\$ 3,841,264	\$ 30,717,749	41.3%

Airport Fund

	Current Total Budget	Period Activity February		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 2,937,550	\$ 235,488		\$ 1,064,760	36.2%
Intergovernmental	50,000	-		-	0.0%
Interfund Transfer	99,910	-		14,273	14.3%
Total Airport Revenues	\$ 3,087,460	\$ 235,488		\$ 1,079,033	34.9%

	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	\$ 634,304	\$ 63,221	\$ 248,680	\$ 3,209	\$ 251,889	39.7%
Operation Expenses	1,887,723	164,741	618,751	38,523	657,274	34.8%
Interfund Transfer	557,243	-	139,311	-	139,311	25.0%
Total Airport Fund Expenditures	\$ 3,079,270	\$ 227,962	\$ 1,006,742	\$ 41,732	\$ 1,048,474	34.0%

Solid Waste Fund

	Current Total Budget	Period Activity February		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 10,035,000	\$ 866,238		\$ 4,068,875	40.5%
Licenses & Permits	-	1,807		9,347	0.0%
Miscellaneous	83,000	7,888		54,499	65.7%
Interest Income	65,000	3,695		22,147	34.1%
Total Solid Waste Fund Revenues	\$ 10,183,000	\$ 879,628		\$ 4,154,868	40.8%

	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	\$ 4,017,771	\$ 333,190	\$ 1,562,936	\$ -	\$ 1,562,936	38.9%
Operation Expenses	3,767,957	315,957	1,274,069	1,595,533	2,869,602	76.2%
Capital Expenses	7,700	-	7,068	-	7,068	91.8%
Interfund Transfer	2,107,441	-	492,360	-	492,360	23.4%
Total Solid Waste Fund Expenditures	\$ 9,900,869	\$ 649,147	\$ 3,336,433	\$ 1,595,533	\$ 4,931,966	49.8%

Golf Fund

	Current Total Budget	Period Activity February		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 1,661,632	\$ 131,853		\$ 611,266	36.8%
Miscellaneous	35,000	2,618		11,335	32.4%
Total Golf Fund Revenues	\$ 1,696,632	\$ 134,471		\$ 622,601	36.7%

	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	\$ 822,993	\$ 63,452	\$ 297,565	\$ -	\$ 297,565	36.2%
Operation Expenses	484,200	25,213	208,429	121,299	329,728	68.1%
Capital Expenses	152,500	-	67,565	83,330	150,895	98.9%
Interfund Transfer	75,025	-	18,756	-	18,756	25.0%
Total Golf Fund Expenditures	\$ 1,534,718	\$ 88,665	\$ 592,315	\$ 204,629	\$ 796,944	51.9%

Civic/Convention Center Fund

	Current Total Budget	Period Activity February		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 445,000	\$ 46,896		\$ 188,860	42.4%
Interfund Transfers	445,127	-		-	0.0%
Miscellaneous	-	49		166	0.0%
Total Civic/Convention Center Fund Revenues	\$ 890,127	\$ 46,945		\$ 189,026	21.2%

	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	\$ 511,211	\$ 38,045	\$ 190,914	\$ -	\$ 190,914	37.3%
Operation Expenses	287,080	59,360	135,578	14,488	150,066	52.3%
Capital Expenses	12,672	-	12,724	-	12,724	100.4%
Interfund Transfer	40,548	-	10,137	-	10,137	25.0%
Total Civic/Convention Center Fund Expenditures	\$ 851,511	\$ 97,405	\$ 349,353	\$ 14,488	\$ 363,841	42.7%

*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.

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	\$ 19,917,365	\$ 1,315,784	\$ 19,312,438	97.0%		\$ 19,916,818	\$ 550,741	\$ 15,853,788	\$ -	\$ 15,853,788	79.6%
Self Insurance Fund	\$ 7,053,500	\$ 959,314	\$ 3,158,382	44.8%		\$ 6,925,000	\$ 566,254	\$ 1,727,372	\$ 95,059	\$ 1,822,431	26.3%
Special Revenue Funds											
CDBG Fund *	\$ 354,166	\$ 1,111	\$ 141,465	39.9%		\$ 354,166	\$ 21,547	\$ 155,553	\$ 198,500	\$ 354,053	100.0%
Grant Fund *	\$ 528,091	\$ 82,815	\$ 113,961	21.6%		\$ 682,339	\$ 9,868	\$ 245,542	\$ -	\$ 245,542	36.0%
Special Revenue Fund	\$ 200,000	\$ 53,612	\$ 184,517	92.3%		\$ 455,000	\$ 19,128	\$ 111,008	\$ 122,506	\$ 233,514	51.3%
River Activities Fund	\$ 1,322,470	\$ (6,024)	\$ 23,285	1.8%		\$ 1,322,470	\$ 15,510	\$ 84,748	\$ 152,217	\$ 236,965	17.9%
Court Security Fund	\$ 30,000	\$ 2,419	\$ 10,267	34.2%		\$ 31,000	\$ 1,860	\$ 9,400	\$ -	\$ 9,400	30.3%
Judicial Efficiency Fund	\$ 7,500	\$ 469	\$ 2,688	35.8%		\$ 13,701	\$ -	\$ 570	\$ -	\$ 570	4.2%
Court Technology Fund	\$ 41,000	\$ 2,530	\$ 12,611	30.8%		\$ 42,000	\$ 505	\$ 20,426	\$ -	\$ 20,426	48.6%
Child Safety Fund	\$ 137,500	\$ 1,885	\$ 8,737	6.4%		\$ 186,000	\$ 18,270	\$ 72,747	\$ 91,416	\$ 164,163	88.3%
Stormwater Development Fund	\$ 65,000	\$ 1,647	\$ 270,787	416.6%		\$ 316,000	\$ -	\$ -	\$ 160,946	\$ 160,946	50.9%
Truancy Fund Revenues	\$ 60,000	\$ 3,533	\$ 18,259	30.4%		\$ 79,750	\$ 5,681	\$ 30,733	\$ -	\$ 30,733	38.5%
Cable Franchise Fund (PEG)	\$ 177,500	\$ 34,113	\$ 46,174	26.0%		\$ 490,000	\$ -	\$ 285,830	\$ 201,579	\$ 487,409	99.5%
Equipment Replacement Fund	\$ 1,170,000	\$ 1,346	\$ 331,257	28.3%		\$ 1,503,987	\$ 36,062	\$ 181,297	\$ 739,491	\$ 920,788	61.2%
Federal Court Awards Fund	\$ -	\$ -	\$ 21,556	0.0%		\$ 100,000	\$ 38,632	\$ 59,762	\$ 4,000	\$ 63,762	63.8%
Non-Federal Court Awards Fund	\$ -	\$ 3,681	\$ 20,748	0.0%		\$ 68,000	\$ 948	\$ 4,649	\$ -	\$ 4,649	6.8%

* Driven by End-of-Year accrual entries.



FINANCE DEPARTMENT

Revenues

Expenditures

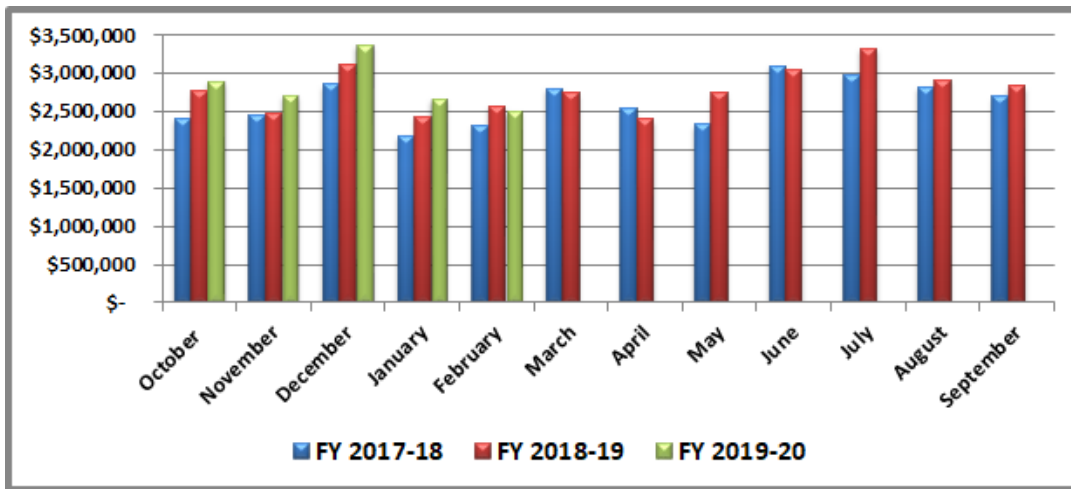
	Revenues				Expenditures						
	Current Total Budget	Period Activity February	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity February	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget	
Special Revenue Funds - continued											
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,451,410	\$ 7,991	\$ 375,523	25.9%	\$ 1,700,000	\$ -	\$ -	\$ 1,699,456	\$ 1,699,456	100.0%	
Fire Apparatus Replacement Maintenance Fund	\$ 280,000	\$ 16,798	\$ 68,621	24.5%	\$ 138,703	\$ 6,573	\$ 115,902	\$ 33,804	\$ 149,706	107.9%	
Edwards Aquifer Habitat Conservation Plan Fund *	\$ 1,255,500	\$ 16,483	\$ 193,639	15.4%	\$ 1,255,500	\$ 23,587	\$ 164,633	\$ 563,030	\$ 727,663	58.0%	
Faust Library Fund	\$ -	\$ 69	\$ 69	0.0%	\$ 1,500	\$ -	\$ -	\$ -	\$ -	0.0%	
Rec Center Improvements & Op Revenues Fund	\$ 1,250	\$ 23	\$ 164	13.1%	\$ -	\$ -	\$ 236	\$ -	\$ 236	0.0%	
Development Services Fund	\$ 931,475	\$ 117,948	\$ 504,113	54.1%	\$ 795,500	\$ 39,848	\$ 214,131	\$ 242,129	\$ 456,260	57.4%	
Cemetery Improvements Fund	\$ 5,000	\$ 75	\$ 7,952	159.0%	\$ 198,000	\$ 10,497	\$ 19,260	\$ 9	\$ 19,269	9.7%	
Hotel/Motel Tax Fund *	\$ 4,005,000	\$ 148,133	\$ 889,435	22.2%	\$ 4,377,508	\$ 2,820	\$ 546,006	\$ 452,991	\$ 998,997	22.8%	

* Driven by End-of-Year accrual entries.

ECONOMIC DATA

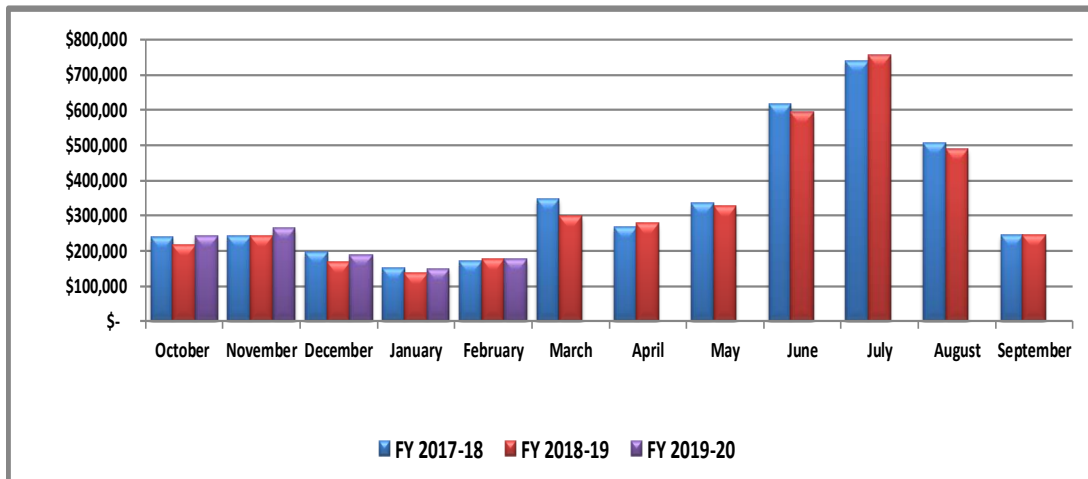
Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the February 2020 sales tax payment. The February 2020 payment was down 2.3% when compared to February of the previous fiscal year, and up 6.0% fiscal year to date. In 2019, the February payment included a “future period” payment of approximately \$200,000. The comptroller also began waiving late fees and allowing companies to establish payment plans for sales tax collections. These two factors played a significant role in the February numbers.



Hotel/Motel Tax Collection

As shown in the graph below, February Hotel/Motel collections were down 0.4% when compared to February of last fiscal year, and up 8.8% fiscal year to date. Again, the City has suspended failure to file penalties for all overnight rental properties. This provided a 90 day grace period for remission of occupancy taxes. This policy change had a direct affect on our collections for February.



CAPITAL PROJECT STATUS as of 4/8/2020

Infrastructure		Quality of Life		Growth and Development		Public Safety				
Funding Source	Project	Sub-project & Limits	Description	Budget	Professional			Total Remaining	Status	Overall Completion
					Services Expensed	ROW Expensed	Construction Expensed			
2013 Bond	Citywide Streets	Union Avenue (Common Street to Austin)	Project moved to 2019 Bond Year 3	\$ 10,000,000	\$ 1,653,716	N/A	\$ 7,829,847	\$ 516,437	On Hold	95%
		Common Street (Gruene Road to Hanz Drive)	Construction underway - intersection under construction. Complete mid-spring. On schedule. Ramps repoured.		\$ 43,657	N/A	\$ 813,840		Construction Phase	
		San Antonio (Spur to Krueger)	Centerpoint relocation ongoing;- joint bid construction to follow late spring.		\$ 138,711	N/A	\$ 428,744		Construction Phase	
2013 Bond	Klein Road Phase 1	FM 1044 to Walnut Avenue	Drainage and roadway work ongoing	\$ 10,531,000	\$ 1,383,052	\$ 757,288	\$ 4,268,693	\$ 4,121,968	Construction Phase	61%
2013 Bond/RIF	Solms/Morningside/Rueckle	Solms Road from IH 35 Frontage to Morningside Drive & Morningside Drive from Solms Road to IH 35 Frontage & Reuckle from IH 35 Frontage to Morningside	Solms- working on Sidewalks, manholes and roadway; Rueckle-Road and Drainage.Morningside-waterline work	\$ 16,364,000	\$ 2,088,131	\$ 1,523,292	\$ 4,288,871	\$ 8,463,706	Construction Phase	48%
2013 Bond/RIF	Alves Lane	Hwy 46 to Barbarossa Road	Initial paving complete. Flatwork and final paving in progress. Anticipate completion in Spring 2020	\$ 12,486,236	\$ 1,277,208	\$ 751,422	\$ 7,335,688	\$ 3,121,918	Construction Phase	75%
2013 Bond/2013 CofO	Live Oak/Katy Street		Roadway work ongoing;Utility work pending resolution;Anticipate completion in Spring 2020	\$ 5,894,110	\$ 1,054,209	\$ 103,636	\$ 3,340,471	\$ 1,395,794	Construction Phase	76%
2013 Bond	Panther Canyon		Additional revegetation and trail improvement plans being developed.	\$ 424,000	\$ 91,707	N/A	\$ 168,870.00	\$ 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	California Boulevard (Loop 337 to Gazebo Circle)	Continuing sidewalk and curb installation.		\$ 160,122	N/A	\$ 215,865		Construction Phase	
		Kerlick Lane (Walnut Avenue to Mission Hills Drive)	Tentative strt date April 13th.		\$ 59,833	N/A			Construction Phase	
		San Antonio Street (Spur to Krueger Avenue)	Centerpoint gas relocate work underway- construction to follow late spring.		\$ -	N/A			Bid Phase	
		Oak Run Sidewalks (Oak Glen from Oakrun Pkwy to Timber Hollow & Timber Hollow from Oak Glen to Crown Ridge)	Construction started March 26th. Anticipated completion late summer 2020.		\$ 790	N/A			Construction Phase	
		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)	Project slated for year 2		\$ 46,116	N/A			On Hold	
		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)	Project slated for year 2		\$ 153,224	N/A			On Hold	
		Lakeview Boulevard	Project slated for year 2		\$ 117,720	N/A			On Hold	
		Union Avenue	Project slated for year 3		\$ -	N/A			On Hold	
		Comal Avenue	Project slated for year 3		\$ 33,450	N/A			On Hold	
		County Line Road	Project slated for year 3		\$ 58,380	N/A			On Hold	
		Peach/Plum/Grape	Project slated for year 3		\$ 63,605	N/A			On Hold	
		Central Avenue	Project slated for year 4		\$ 11,450	N/A			On Hold	
		Grant Street	Project slated for year 4		\$ 11,450	N/A			On Hold	
		South Street	Project slated for year 6		\$ 48,600	N/A			On Hold	

CAPITAL PROJECT STATUS as of 4/8/2020

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
2019 Bond/RIF	Klein Road Phase 2	FM 725 to Walnut Avenue	100% plan expected June 2020. Engineering review & comments underway for 90% plan submittal.	\$ 13,000,800	\$ 926,392	N/A	\$ -	\$ 12,074,408	Design Phase	7%
2019 Bond	Goodwin/Conrad Lane	Goodwin Lane from FM 306 to Conrad Lane & Conrad Lane from Goodwin to IH 35 Frontage	Surveying underway- expect utility coordination in April	\$ 17,897,150	\$ 164,399	N/A	\$ -	\$ 17,732,751	Design Phase	1%
2019 Bond	Business 81 & FM 306 Extensions		Project on hold until after prop 1 projects are complete	\$ 2,514,540	\$ 145,530	N/A	\$ -	\$ 2,369,010	Design Phase	6%
NBEDC	Bridge Street Parking Lot		Substantially complete; finalizing signage	\$ 134,749	\$ 25,447.25	N/A	\$ 97,683.22	\$ 11,618.42	Construction Phase	91%
NBEDC & 2013 Bond	Citywide Pedestrian Enhancements (AAMPO)		Sidewalk construction underway	\$ 1,794,828	\$ 275,846.41	N/A	\$ 319,380.90	\$ 1,199,600.19	Construction Phase	33%
RIF	FM 1863 Extension PER	Hwy 46 to Veramendi Subdivision	PER Complete; Stakeholder meetings held to insert comments/concerns; follow up will be needed.	\$ 199,473	\$ 152,764.99	N/A	\$ -	\$ 46,708	Design Phase	77%
RIF	FM 306 Extension PER	FM 1101 to FM 758	Temporary right-of-entry letters mailed out to residents to begin surveying efforts, Public meeting March 17th.	\$ 359,388	\$ 7,738.00	N/A	\$ -	\$ 351,650	Scope Development	2%
RIF	Kowald PER	IH 35 to FM 1101	Developing Scope to statement of qualifications from Engineers			N/A	\$ -	\$ -	Scope Development	0%
TxDot	Airport Detention Pond		TXDOT soliciting bids			N/A	\$ -	\$ -	Bid Phase	0%
NBEDC	Elizabeth Street Parking Realignment		Coordination with adjacent project in progress	\$ 162,000		N/A	\$ -	\$ 162,000	Design Phase	0%
RIF	Saengerhalle/Mary Intersection	Hwy 46	Developing Scope to statement of qualifications from Engineers			N/A	\$ -	\$ -	Scope Development	0%
2019 Bond & NBEDC	Sports Complex Phase 1		Finalizing Sewer connection design;Finalizing TXDOT driveway access;submitted for grant from Tx Parks & Wildlife; design completion expected August 2020	\$ 25,784,920	\$ 702,080	N/A	\$ -	\$ 25,082,840	Design Phase	3%
2013, 2019 Bonds & Grant	All Abilities Park Enhancements		Equipment installation at Morningside. Landa to follow	\$ 700,000	\$ 379,467	N/A	\$ -	\$ 320,533	Construction Phase	54%
2007 CofO & 2019 Bond	Comal Cemetery Wall Improvements		Contract award in progress. NTP TBD	\$ 4,500,000	\$ 105,491	N/A	\$ -	\$ 4,394,509	Design Phase	2%
Hotel Motel Tax	Comal River Improvements		Preliminary design underway	\$ 350,473	\$ -	N/A	\$ -	\$ 350,473	Design Phase	0%
2013 Bond	Hinman Island Restrooms		Permit applications submitted, demo to finish end of April , New restroom installed in May	\$ 250,000		N/A	\$ 105,876	\$ 144,124	Construction Phase	42%
Contributions	Downtown Restrooms Façade Improvements		Funds received from mainstreet partner	\$ 75,000	\$ -	N/A	\$ -	\$ 75,000	Bid Phase	0%
	Golf Course Deck Addition		Coordinating with Golf / Engineering			N/A	\$ -	\$ -	On Hold	0%
NBEDC & Seguin 4A	CTTC HVAC replacement		Contract in negotiation			N/A	\$ -	\$ -	Bid Phase	0%
Endowment	Library Space Assessment		Waiting on Library staff			N/A	\$ -	\$ -	Scope Development	0%
2019 Bond	Westside Community Library Center		Final design in progress.	\$ 5,525,340	\$ 168,422	N/A	\$ -	\$ 5,356,918	Design Phase	3%
2019 Bond	Fire Station #2		Final design in progress.Pending permit review.	\$ 7,367,500	\$ 426,963	N/A	\$ -	\$ 6,940,537	Design Phase	6%
2019 Bond	Fire Station #3		Final design in progress.Pending permit review.	\$ 6,736,000	\$ 332,461	N/A	\$ -	\$ 6,403,539	Design Phase	5%
Creekside TIRZ	Firestation #7		Master plan scope in progress.	\$ 1,300,000	\$ -	N/A	\$ -	\$ 1,300,000	On Hold	0%
2019 Bond	Police Department Facility/Veterans Memorial		50% design documents received, Veterans Memorial public meeting scheduled for March 12th postponed.	\$ 36,311,250	\$ 128,582	\$ 1,781,331	\$ -	\$ 34,401,338	Design Phase	5%

RIF = Roadway Impact Fees

CofO = Certificates of Obligation

NBEDC = New Braunfels Economic Development Corporation

VACANT POSITIONS REPORT
as of 4/6/20

Department	FY2019-20 # Authorized Positions	# Vacant Positions (FTE)	Notes
Airport	9.00	-	
Capital Programs	5.00	-	
City Attorney's Office	4.00	-	
City Manager's Office	7.00	-	
City Secretary	3.75	-	
Civic Center	9.00	-	
Finance	12.00	-	
Fire	15.00	1.00	Fire Captain - Pending promotional process to fill vacancy
Support Services	1.00		
Emergency Management	123.00	6.00	Firefighter - Completing background, all tentatively scheduled to start 5/4/2020
Operations			
Total FTE	139.00	7.00	
Golf Course	15.00	0.50	Golf Cart Porter - Part-Time - Currently posted
Human Resources	8.00	1.00	Safety and Training Coordinator - Currently posted
Information Technology	14.00	-	
Library	27.00	1.00	Assistant Library Director - Currently posted
		0.50	Library Aide (2 @ 20 hrs/wk) (1@ 19hrs/wk) - Applicant pending background
		0.50	WCC - Program Specialist - Pending posting
Municipal Court	9.00	-	
Parks & Recreation	8.00	-	
Administration	3.25	0.50	Recreation Specialist (1 @ 29.5 hours) - Currently posted
Recreation - Fischer Park	4.00	0.50	Recreation Instructor (9 @ 20 hours) - Currently posted
Recreation - Landa Park	1.00	-	
Athletics	2.00	-	
Aquatics	2.50	0.50	Park Ranger (3 @ 20 hours) - Currently posted
Rangers	26.00	1.00	Urban Forester - Posting paused
Operations	12.00	1.00	Assistant Aquatics Supervisor - Pending posting
Das Rec - Full Time	92.50	1.00	Slide/Party Attendant (15 @ 19 hours) - Currently posted
Das Rec - Part Time		0.50	Fitness/Gym Attendant (13 @ 19 hours) - Currently posted
		3.00	Guest Services Representatives (21 @ 19 hours) - Currently posted
		4.00	Lifeguard/Water Safety Instructor (44 @ 19 hours) - Currently posted
		0.50	Kindergarten Care Attendant (12 @ 19 hours) - Currently posted
		5.00	Fitness Instructors (32 @ 19 hours) - Currently posted
		0.50	Recreation/Program Instructors (5 @ 19 hours) - Pending posted
		1.00	Kindergarten Care Lead (6 @ 19 hours) - Currently posted
	151.25	19.00	
Planning & Comm Dev	15.00	-	
Building Inspections	16.00	1.00	Senior Code Enforcement Officer - Currently posted
Environmental Services	14.00	1.00	Planning and Community Development Assistant Director - Pending posting
Planning			
Total FTE	45.00	2.00	
Police	12.00	-	
Administration	29.50	1.00	Emergency Dispatcher - Applicant selected, waiting to confirm start date
Support Services		1.00	Police Lieutenant - Pending promotional exam April 7th
		1.00	Police Records Clerk - Pending reposting
Patrol	93.00	12.00	Police Officer - Pending background process; entry-level test was 11/16/19; 5 awaiting formal offer and 4 pending psych exam
Criminal Investigation	33.50	-	
Total FTE	168.00	15.00	
Public Works	21.00	-	
Engineering	22.00	1.00	Equipment Operator II - Pending posting
Streets	12.00	-	
Drainage	8.00	-	
Facilities Maintenance			
Total FTE	63.00	1.00	
Solid Waste	8.00	-	
Support Services	12.00	2.00	Solid Waste Operator - Currently posted
Residential Collection		1.00	Refuse Collector - Currently posted
Commercial Collection	13.00	-	
Recycling Collection	15.00	-	
Fleet Services	9.00	1.00	Fleet Technician I - Pending offer
Total FTE	57.00	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	753.00	51.50	
City-wide Staffing Level	93.16%		