



FINANCE DEPARTMENT

April Financial Report

June 15, 2020

Overview

The monthly financial report is directed at providing a snapshot of the General Fund revenues and expenditures, as well as other important financial information, through the month of **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 6/10/20, a current (FY 2019-20 authorized totals) Vacant Positions Report as of 6/5/20, 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. The Second Quarter Financial Report is the first one in which direct fiscal impact is illustrated in the accompanying statements.

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 April 30, General Fund revenues total \$49.7 million or 68.4% of total budgeted revenue. \$3.9 million was received during the month of April, the majority of which came from sales tax. Sales tax and property tax are the two largest sources of revenue for the General Fund, totaling 59.6% of all budgeted revenue. As of April 30, the majority of property tax revenue has been received.

License and Permit revenue collections through the month of April continue to trend over budget at \$3.2 million (72.6%). Fines and Forfeiture revenue was below budget through April, with collections at 43.9% (\$633,000) of the budgeted totals. Charges for Services totaled \$2.3 million (50.8%). Charges for Services are driven mainly by Ambulance Revenue Fees which are impacted by seasonality and one-time payments. Parks and Recreation revenue (net of Das Rec) totals \$318,000 through the month of April – 21.9% of budgeted revenue. Parks and Recreation is a very seasonal source of revenue but was also affected by the continued closure of Parks facilities and the suspension of all Parks programs due to COVID-19. Das Rec revenue remained below budget at \$1.5 million (49.7%) - an effect of its closure due to COVID-19. The effects of COVID-19 continue to have the most impact on sales tax, Parks and Recreation and Das Rec revenue, however it is possible that other revenue may still be affected as a result of this crisis.

General Fund Expenditures

As of April 30, General Fund expenditures and encumbrances total \$41.1 million or 55.3% 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 April, 54.8% 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 66.8% committed, reflecting encumbrances issued for one-time expenditures and/or annual contracts approved by City Council, along with additional expenditures for supplies related to the response to COVID-19. Attrition, operational and other cost deferment strategies, as well as the strong reserves of the General Fund will serve us well in mitigating the short-term impact to our various revenue sources.

Expenditure Category	Current Total Budget	Period Activity	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Fiscal YTD % of Budget
Employee Expenses	\$56,863,892	\$ 4,080,390	\$ 30,117,419	\$ 123,370	\$ 30,240,789	53.2%
Operating Expenses	14,215,159	710,086	5,991,330	3,499,209	9,490,539	66.8%
Capital Expenses	768,038	21,030	38,369	420,337	458,706	59.7%
Debt Service	352,585	-	275,317	-	275,317	78.1%
Interfund Transfers	1,926,480	(203,591)	654,455	-	654,455	34.0%
Contingencies	223,640	-	-	-	-	0.0%
Total	\$74,349,794	\$ 4,607,915	\$ 37,076,890	\$ 4,042,916	\$ 41,119,806	55.3%

Enterprise Funds

Airport Fund – Revenues through the month of April total \$1.5 million or 47.2% of total budgeted revenues, which is less than budget. The majority of these revenues are from fuel sales. Aviation has been one of the hardest hit industries of the COVID-19 crisis. The pandemic has resulted in a significant reduction in fuel revenue. Expenditures and encumbrances total \$1.5 million or 47.8% of budget, which is also less than budget. Airport employee expenditures are at 54.5% of budget, which is on target. The operating allocation is also below budget at 44.6%. The operating allocation is impacted by the cost to purchase fuel, which has a revenue offset.

Solid Waste Fund – Revenues through the month of April total \$5.9 million or 57.5% of total budgeted revenues. Solid Waste expenditures and encumbrances total \$6.2 million or 63.1% of budget. The percentage is impacted by purchase orders issued for refuse disposal and refuse containers, that are not yet paid. Employee expenditures are less than budget at 46.3%, a result of ongoing vacancies. Operating expenditures are over budget (82.6%) at the end of April, due to the above-mentioned purchase orders.

Golf Course Fund – Revenues through the month of April total \$786,000 or 46.3% of total budgeted revenues, which is less than budget. Revenue for the month of April was down 87.6% compared to April of last fiscal year – a direct result of COVID-19. The golf course closed completely on March 27 and didn't open until April 23. Due to this, there was an 88.2% decrease in rounds played compared to the same period last year. Golf Fund expenditures and encumbrances total \$975,000 or 63.5%, 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 50.1%. Operating expenditures are over budget at 77.3% 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 April total \$219,000 or 49.3% which is less than budget. COVID-19 started affecting rentals in March when executive orders limited the gathering of large groups and resulted in the postponement/cancellation of events. It was closed to rentals during the month of April. Expenditures and encumbrances in the fund total \$477,000 or 56.1%, which is 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 April 30, 2020.

Roadway Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 1,930,682	\$ 1,810,983	\$ 119,699
Service Area 2	236,758	232,979	3,779
Service Area 3	5,131,818	4,274,557	857,261
Service Area 4	975,212	24,020	951,192
Service Area 5	6,390,326	5,068,681	1,321,645
Service Area 6	3,586,496	1,288,619	2,297,877
Veramendi Traffic Impact Fees	323,276	209,107.00	114,169
Total	\$ 18,574,568	\$ 12,908,946	\$ 5,665,622

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 April 30, 2020.

Park Development Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance	Amount Eligible for Refunding
PARK DISTRICT 1	\$ 808,405	\$ 52,180	\$ 756,225	\$ 192,750
PARK DISTRICT 2	1,663,145	-	1,663,145	552,850
PARK DISTRICT 3	1,248,966	106,273	1,142,693	693,000
PARK DISTRICT 4	333,157	63,183	269,974	68,400
Total	\$ 4,053,673	\$ 221,637	\$ 3,832,036	\$ 1,507,000



FINANCE DEPARTMENT

City of New Braunfels
 Monthly Financial Summaries
 As of April 30, 2020

General Fund

	Current Total Budget	Period Activity April		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Taxes and Franchise Fees	\$ 53,869,431	\$ 1,725,479		\$ 39,382,188	73.1%
Licenses and Permits	4,428,748	334,064		3,216,507	72.6%
Intergovernmental/Contributions	716,160	8,179		101,176	14.1%
Charges for Services	4,488,740	579,497		2,282,454	50.8%
Fines and Forfeitures	1,443,623	60,752		633,248	43.9%
Interest Income	350,000	14,461		402,598	115.0%
Parks and Recreation	1,455,000	115,022		318,272	21.9%
Das Rec	2,990,045	(2,747)		1,485,480	49.7%
Miscellaneous	2,056,000	1,040,496		1,463,776	71.2%
Interfund Transfers	849,381	-		424,691	50.0%
Total General Fund Revenues	\$ 72,647,128	\$ 3,875,203		\$ 49,710,390	68.4%

	Current Total Budget	Period Activity April	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
City Council	\$ 33,350	\$ 2,500	\$ 12,741	\$ -	\$ 12,741	38.2%
City Attorney	975,673	58,067	414,196	279,964	694,160	71.1%
City Administration	1,604,931	177,668	830,859	73,165	904,024	56.3%
Information Technology	2,189,219	116,217	1,143,701	58,932	1,202,633	54.9%
Municipal Court	740,409	51,326	399,610	-	399,610	54.0%
Human Resources	991,269	63,005	522,322	41,927	564,249	56.9%
Finance	1,288,256	91,855	703,402	-	703,402	54.6%
Planning and Community Development	3,878,616	274,496	1,833,397	220,077	2,053,474	52.9%
Police	20,470,896	1,369,481	10,523,708	551,097	11,074,805	54.1%
Fire	19,358,451	1,329,751	10,356,740	326,611	10,683,351	55.2%
Public Works	7,832,454	543,675	3,578,648	1,289,639	4,868,287	62.2%
Parks	5,605,391	369,720	2,394,356	328,644	2,723,000	48.6%
Das Rec	2,716,294	181,156	1,335,611	104,454	1,440,065	53.0%
Library	2,479,605	162,770	1,262,369	22,294	1,284,663	51.8%
Non-Departmental	4,184,980	(183,772)	1,765,230	746,112	2,511,342	60.0%
Total General Fund Expenditures	\$ 74,349,794	\$ 4,607,915	\$ 37,076,890	\$ 4,042,916	\$ 41,119,806	55.3%

Airport Fund

	Current Total Budget	Period Activity April		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 2,937,550	\$ 151,630		\$ 1,385,963	47.2%
Intergovernmental	50,000	21,151		21,151	42.3%
Interfund Transfer	99,910	21,409		49,955	50.0%
Total Airport Revenues	\$ 3,087,460	\$ 194,190		\$ 1,457,069	47.2%

	Current Total Budget	Period Activity April	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 634,304	\$ 47,561	\$ 343,508	\$ 2,364	\$ 345,872	54.5%
Operation Expenses	1,879,723	68,090	810,365	27,591	837,956	44.6%
Capital Expenses	8,000	-	-	8,000	8,000	100.0%
Interfund Transfer	557,243	-	278,622	-	278,622	50.0%
Total Airport Fund Expenditures	\$ 3,079,270	\$ 115,651	\$ 1,432,495	\$ 37,955	\$ 1,470,450	47.8%

Solid Waste Fund

	Current Total Budget	Period Activity April		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 10,035,000	\$ 858,865		\$ 5,754,984	57.3%
Licenses & Permits	-	-		19,060	0.0%
Miscellaneous	83,000	1,560		60,746	73.2%
Interest Income	65,000	996		24,367	37.5%
Total Solid Waste Fund Revenues	\$ 10,183,000	\$ 861,421		\$ 5,859,157	57.5%

	Current Total Budget	Period Activity April	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 4,017,771	\$ 287,161	\$ 2,146,126	\$ -	\$ 2,146,126	53.4%
Operation Expenses	3,767,957	354,867	1,836,416	1,275,214	3,111,630	82.6%
Capital Expenses	7,700	-	7,068	-	7,068	91.8%
Interfund Transfer	2,107,441	-	984,721	-	984,721	46.7%
Total Solid Waste Fund Expenditures	\$ 9,900,869	\$ 642,028	\$ 4,974,331	\$ 1,275,214	\$ 6,249,545	63.1%

Golf Fund

	Current Total Budget	Period Activity April		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 1,661,632	\$ 24,969		\$ 768,157	46.2%
Miscellaneous	35,000	200		17,651	50.4%
Total Golf Fund Revenues	\$ 1,696,632	\$ 25,169		\$ 785,808	46.3%

	Current Total Budget	Period Activity April	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 822,993	\$ 56,690	\$ 412,135	\$ -	\$ 412,135	50.1%
Operation Expenses	484,200	32,036	275,146	98,971	374,117	77.3%
Capital Expenses	152,500	-	150,895	-	150,895	98.9%
Interfund Transfer	75,025	-	37,513	-	37,513	50.0%
Total Golf Fund Expenditures	\$ 1,534,718	\$ 88,726	\$ 875,689	\$ 98,971	\$ 974,660	63.5%

Civic/Convention Center Fund

	Current Total Budget	Period Activity April		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 445,000	\$ (565)		\$ 219,478	49.3%
Interfund Transfers	445,127	-		-	0.0%
Miscellaneous	-	73		318	0.0%
Total Civic/Convention Center Fund Revenues	\$ 890,127	\$ (492)		\$ 219,796	24.7%

	Current Total Budget	Period Activity April	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures*						
Employee Expenses	\$ 511,211	\$ 37,478	\$ 264,631	\$ -	\$ 264,631	51.8%
Operation Expenses	287,080	12,552	166,919	12,758	179,677	62.6%
Capital Expenses	12,672	-	12,724	-	12,724	100.4%
Interfund Transfer	40,548	-	20,274	-	20,274	50.0%
Total Civic/Convention Center Fund Expenditures	\$ 851,511	\$ 50,030	\$ 464,548	\$ 12,758	\$ 477,306	56.1%

*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 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
Other Funds											
Debt Service Fund	\$ 19,917,365	\$ (617,595)	\$ 19,245,052	96.6%		\$ 19,916,818	\$ 875	\$ 15,854,663	\$ -	\$ 15,854,663	79.6%
Self Insurance Fund	\$ 7,053,500	\$ 556,356	\$ 4,274,809	60.6%		\$ 6,925,000	\$ 384,032	\$ 2,674,591	\$ 84,409	\$ 2,759,000	39.8%
Special Revenue Funds											
CDBG Fund *	\$ 354,166	\$ 9,076	\$ 173,208	48.9%		\$ 354,166	\$ 15,444	\$ 200,391	\$ 153,900	\$ 354,291	100.0%
Grant Fund *	\$ 528,091	\$ 2,570	\$ 126,531	24.0%		\$ 682,339	\$ 1,860	\$ 272,522	\$ 27,928	\$ 300,450	44.0%
Special Revenue Fund	\$ 200,000	\$ 8,928	\$ 219,340	109.7%		\$ 455,000	\$ 17,515	\$ 142,614	\$ 16,007	\$ 158,621	34.9%
River Activities Fund	\$ 1,322,470	\$ 3,060	\$ 33,732	2.6%		\$ 1,322,470	\$ 23,971	\$ 124,336	\$ 153,432	\$ 277,768	21.0%
Court Security Fund	\$ 30,000	\$ 868	\$ 13,613	45.4%		\$ 31,000	\$ 1,860	\$ 13,119	\$ -	\$ 13,119	42.3%
Judicial Efficiency Fund	\$ 7,500	\$ 187	\$ 2,660	35.5%		\$ 13,701	\$ -	\$ 2,340	\$ 1,492	\$ 3,832	28.0%
Court Technology Fund	\$ 41,000	\$ 879	\$ 15,869	38.7%		\$ 42,000	\$ 1,158	\$ 21,937	\$ -	\$ 21,937	52.2%
Child Safety Fund	\$ 137,500	\$ 1,367	\$ 11,512	8.4%		\$ 186,000	\$ 4,771	\$ 96,693	\$ 68,515	\$ 165,208	88.8%
Stormwater Development Fund	\$ 65,000	\$ -	\$ 337,387	519.1%		\$ 316,000	\$ 160,946	\$ 160,946	\$ 95,000	\$ 255,946	81.0%
Truancy Fund Revenues	\$ 60,000	\$ 1,210	\$ 22,648	37.7%		\$ 79,750	\$ 5,459	\$ 41,669	\$ -	\$ 41,669	52.2%
Cable Franchise Fund (PEG)	\$ 177,500	\$ 11,629	\$ 57,803	32.6%		\$ 490,000	\$ 197,079	\$ 487,408	\$ -	\$ 487,408	99.5%
Equipment Replacement Fund	\$ 1,170,000	\$ 363	\$ 614,458	52.5%		\$ 1,503,987	\$ 391,131	\$ 768,158	\$ 467,869	\$ 1,236,027	82.2%
Federal Court Awards Fund	\$ -	\$ -	\$ 21,556	0.0%		\$ 100,000	\$ -	\$ 59,762	\$ 4,000	\$ 63,762	63.8%
Non-Federal Court Awards Fund	\$ -	\$ -	\$ 24,769	0.0%		\$ 68,000	\$ (250)	\$ 4,399	\$ -	\$ 4,399	6.5%

* Driven by End-of-Year accrual entries.

Revenues

Expenditures

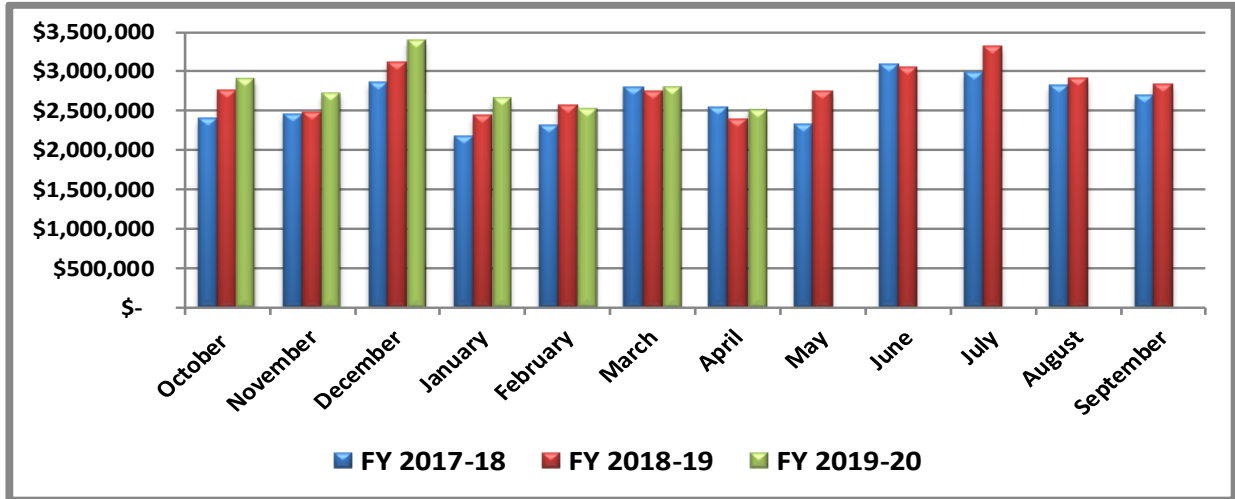
	Current Total Budget	Period Activity April	Total Fiscal YTD	Fiscal YTD % of budget		Current Total Budget	Period Activity April	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Special Revenue Funds - continued											
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,451,410	\$ 1,947	\$ 716,160	49.3%		\$ 1,999,718	\$ -	\$ -	\$ 1,699,456	\$ 1,699,456	85.0%
Fire Apparatus Replacement Maintenance Fund	\$ 280,000	\$ 30,080	\$ 112,214	40.1%		\$ 138,703	\$ 3,249	\$ 130,837	\$ 7,900	\$ 138,737	100.0%
Edwards Aquifer Habitat Conservation Plan Fund *	\$ 1,255,500	\$ 19,890	\$ 290,859	23.2%		\$ 1,255,500	\$ 60,628	\$ 272,400	\$ 474,835	\$ 747,235	59.5%
Faust Library Fund	\$ -	\$ -	\$ 127	0.0%		\$ 1,500	\$ -	\$ -	\$ -	\$ -	0.0%
Rec Center Improvements & Op Revenues Fund	\$ 1,250	\$ -	\$ 143	11.4%		\$ -	\$ -	\$ 236	\$ -	\$ 236	0.0%
Development Services Fund	\$ 931,475	\$ 73,209	\$ 663,424	71.2%		\$ 795,500	\$ 97,407	\$ 379,010	\$ 242,977	\$ 621,987	78.2%
Cemetery Improvements Fund	\$ 5,000	\$ 25	\$ 13,077	261.5%		\$ 198,000	\$ -	\$ 19,260	\$ 9	\$ 19,269	9.7%
Hotel/Motel Tax Fund *	\$ 4,005,000	\$ 108,970	\$ 1,180,713	29.5%		\$ 4,377,508	\$ 40,869	\$ 1,784,826	\$ 354,923	\$ 2,139,749	48.9%

* Driven by End-of-Year accrual entries.

ECONOMIC DATA

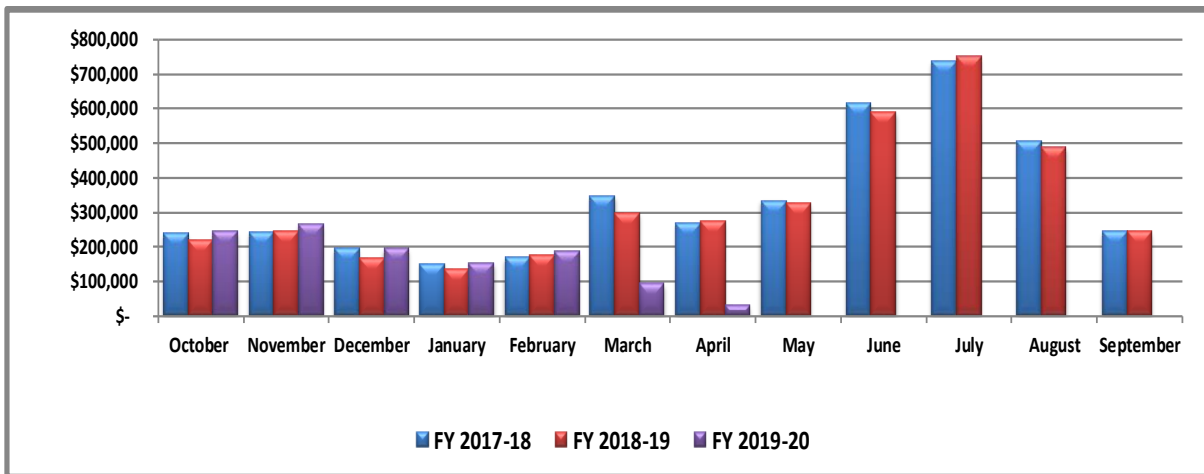
Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the April 2020 sales tax payment. The April 2020 payment was up 4.9% when compared to April of the previous fiscal year, and up 5.3% fiscal year to date. While it appears that sales tax was up compared to April of last year, there was a negative audit adjustment of over \$300,000 in April of 2019. Without that audit adjustment, sales tax for April 2020 was actually down 8% in comparison to April of 2019, due to the effects of COVID-19.



Hotel/Motel Tax Collection

As shown in the graph below, April Hotel/Motel collections were down 88.6% when compared to April of last fiscal year, and down 22.8% fiscal year to date. 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. The lack of hotel and short-term rental property tenants due to COVID-19 and this policy change continue to have a direct effect on collections for April.



CAPITAL PROJECT STATUS as of 6/10/2020

Infrastructure		Quality of Life		Growth and Development		Public Safety					
Funding Source	Project	Sub-project & Limits	Description	Budget	Professional Services		ROW	Construction	Total	Status	Overall Completion
					Expensed	Expensed	Expensed	Remaining			
2013 Bond	Citywide Streets			\$ 10,000,000	\$ 1,478,020		N/A	\$ 7,803,340	\$ 718,640		93%
		<i>Union Avenue (Common Street to Austin)</i>	<i>Project moved to 2019 Bond Year 3</i>		\$ 53,415		N/A	\$ -		<i>On Hold</i>	
		<i>San Antonio Street (Academy to Walnut)</i>	<i>Construction underway- complete mid-spring</i>		\$ 81,346		N/A	\$ 652,158		<i>Completed</i>	<i>20-Mar</i>
		<i>Common Street (Gruene Road to Hanz Drive)</i>	<i>Working on punch list items</i>		\$ 46,211		N/A	\$ 918,678		<i>Construction Phase</i>	
		<i>San Antonio (Spur to Krueger)</i>	<i>Utility work underway</i>		\$ 140,707		N/A	\$ 428,744		<i>Construction Phase</i>	
2013 Bond	Klein Road Phase 1	FM 1044 to Walnut Avenue	Drainage and roadway work ongoing on all phases.	\$ 10,531,000	\$ 1,375,485	\$ 757,288	\$ 3,900,344	\$ 4,497,884		Construction Phase	57%
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-Roadway and Drainage.Morningside-waterline & drainage work.	\$ 16,364,000	\$ 2,068,972	\$ 1,523,292	\$ 3,516,644	\$ 9,255,091		Construction Phase	43%
2013 Bond/RIF	Alves Lane	Hwy 46 to Barbarossa Road	Final paving complete. Working on punch list and finalizing TxDOT tie-in	\$ 12,486,236	\$ 1,260,567	\$ 737,203	\$ 7,047,288	\$ 3,441,178		Construction Phase	72%
2013 Bond/2013 CoFO	Live Oak/Katy Street		Roadway is open. Final completion in progress.	\$ 5,894,110	\$ 1,041,692	\$ 103,636	\$ 2,903,658	\$ 1,845,123		Construction Phase	69%
2013 Bond	Panther Canyon		Additional revegetation and trail improvement plans being developed.	\$ 424,000	\$ 91,707	N/A	\$ 168,870	\$ 163,423		Construction Phase	61%
2013 Bond	Wood Road/Landa Street		Design of localized improvements pending funding.	\$ 2,111,341	\$ 884,035	N/A	\$ -	\$ 1,227,306		Design Phase	42%
2019 Bond	Citywide Streets			\$ 15,000,000	\$ 798,886		\$ 549,854	\$ 13,654,260			9%
		<i>California Boulevard (Loop 337 to Gazebo Circle)</i>	<i>Project substantially complete</i>		\$ 163,122		N/A	\$ 549,854		<i>Construction Phase</i>	
		<i>Kerlick Lane (Walnut Avenue to Mission Hills Drive)</i>	<i>Sidewalk work underway. Expected to complete Fall 2020 on schedule</i>		\$ 59,833		N/A	\$ -		<i>Construction Phase</i>	
		<i>San Antonio Street (Spur to Krueger Avenue)</i>	<i>Utility work underway</i>		\$ -		N/A	\$ -		<i>Construction Phase</i>	
		<i>Oak Run Sidewalks (Oak Glen from Oakrun Pkwy to Timber Hollow & Timber Hollow from Oak Glen to Crown Ridge)</i>	<i>Construction started March 26th. Anticipated completion Fall 2020.</i>		\$ 22,418		N/A	\$ -		<i>Construction Phase</i>	
		<i>Carl Shurz Streets (Coll St from Magazine Ave to Guether Ave & Magazine Ave from Coll St to Butcher St & Butcher St from Magazine Ave to Guenther Ave & Guenther Ave from Butcher St to Coll St)</i>	<i>Project slated for year 2</i>		\$ 46,116		N/A	\$ -		<i>On Hold</i>	
		<i>Lamar Streets (North St from Union Ave to Grant Ave & Grant Ave from North St to Common St & Central Ave from North St to Commerce St & Central from Main St to Common St & Commerce from Houston Ave to Veramendi Ave & Houston Ave from Commerce St to Main St & Veramendi Ave from Commerce St to Common St & Main St from Houston Ave to Veramendi Ave)</i>	<i>Project slated for year 2</i>		\$ 153,224		N/A	\$ -		<i>On Hold</i>	
		<i>Lakeview Boulevard</i>	<i>Project slated for year 2</i>		\$ 117,720		N/A	\$ -		<i>On Hold</i>	
		<i>Union Avenue</i>	<i>Project slated for year 3</i>		\$ -		N/A	\$ -		<i>On Hold</i>	
		<i>Comal Avenue</i>	<i>Project slated for year 3</i>		\$ 33,450		N/A	\$ -		<i>On Hold</i>	
		<i>County Line Road</i>	<i>Project slated for year 3</i>		\$ 58,380		N/A	\$ -		<i>On Hold</i>	
		<i>Peach/Plum/Grape</i>	<i>Project slated for year 3</i>		\$ 63,605		N/A	\$ -		<i>On Hold</i>	
		<i>Central Avenue</i>	<i>Project slated for year 4</i>		\$ 11,450		N/A	\$ -		<i>On Hold</i>	
		<i>Grant Street</i>	<i>Project slated for year 4</i>		\$ 11,450		N/A	\$ -		<i>On Hold</i>	
		<i>South Street</i>	<i>Project slated for year 6</i>		\$ 48,600		N/A	\$ -		<i>On Hold</i>	

CAPITAL PROJECT STATUS as of 6/10/2020

Infrastructure		Quality of Life		Growth and Development		Public Safety				
Funding Source	Project	Sub-project & Limits	Description	Budget	Professional	ROW	Construction	Total	Status	Overall Completion
					Services Expended	Expended	Expended	Remaining		
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 June 6th	\$ 13,000,800	\$ 1,156,515	N/A	\$ -	\$ 11,844,285	Design Phase	9%
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 June.	\$ 17,897,150	\$ 165,018	N/A	\$ -	\$ 17,732,132	Design Phase	1%
2019 Bond	Business 81 & FM 306 Extensions		Project on hold until after prop 1 projects are complete	\$ 2,514,540	\$ 745,695	N/A	\$ -	\$ 1,768,845	Design Phase	30%
NBEDC	Bridge Street Parking Lot		Project finalized April 2020	\$ 150,000	\$ 25,447	N/A	\$ 97,683	\$ 26,870	Project Closeout	82%
NBEDC & 2013 Bond	Citywide Pedestrian Enhancements (AAMPO)		Sidwalk construction underway on San Antonio St & Seele	\$ 1,794,828	\$ 284,991	N/A	\$ 319,381	\$ 1,190,456	Construction Phase	34%
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	\$ 152,765	N/A	\$ -	\$ 46,708	Design Phase	77%
RIF	FM 306 Extension PER (Barbarosa)	FM 1101 to FM 758	Assessing new alignment with City Management. Organizing two virtual property owners meetings.	\$ 359,388	\$ 7,738	N/A	\$ -	\$ 351,650	Scope Development	2%
RIF	Kowald PER	IH 35 to FM 1101	Reviewing scope & fee	\$ -		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	35,765	N/A	\$ -	\$ 126,235	Design Phase	22%
RIF	Saengerhalle/Mary Intersection	Hwy 46	Reviewing scope & fee	TBD		N/A	\$ -	\$ -	Scope Development	0%
2019 Bond & NBEDC	Sports Complex Phase 1		Finalizing Sewer connection design; all other phases under design; submitted for grant from TX parks & Wildlife; design completion expected September 2020	\$ 25,784,920	\$ 901,384	N/A	\$ -	\$ 24,883,536	Design Phase	3%
2013, 2019 Bonds & Grant	All Abilities Park Enhancements		Morningside complete. Landa Park in progress	\$ 700,000	\$ 380,299	N/A	\$ -	\$ 319,701	Construction Phase	54%
2007 CoFo & 2019 Bond	Comal Cemetery Wall Improvements		Construction ongoing	\$ 4,500,000	\$ 105,491	N/A	\$ 120,709	\$ 4,394,509	Construction Phase	5%
Hotel Motel Tax	Comal River Improvements		Preliminary design underway	\$ 350,473	\$ -	N/A	\$ -	\$ 350,473	Design Phase	0%
2013 Bond	Hinman Island Restrooms		Project substantially complete	\$ 250,000		N/A	\$ 105,876	\$ 144,124	Construction Phase	42%
2011 CoFo & Contribution from Mainstreet Partner	Downtown Restrooms Façade Improvements		Co-Op partnership procuring bids for repairs	\$ 50,000	\$ -	N/A	\$ -	\$ 50,000	Design Phase	0%
	Golf Course Deck Addition		Coordinating with Golf / Engineering	TBD		N/A	\$ -	\$ -	On Hold	0%
NBEDC & Seguin 4A	CTTC HVAC replacement		PO issued. Coordinating with contractor	\$ 250,000		N/A	\$ -	\$ -	Bid Phase	0%
Endowment	Library Space Assessment		waiting on Library staff	TBD		N/A	\$ -	\$ -	On Hold	0%
2019 Bond	Westside Community Library Center		Final design in progress.	\$ 5,525,340	\$ 106,817	N/A	\$ -	\$ 5,418,523	Design Phase	2%
2019 Bond	Fire Station #2		Final design in progress. Pending permit review.	\$ 7,367,500	\$ 462,185	N/A	\$ -	\$ 6,905,315	Design Phase	6%
2019 Bond	Fire Station #3		Final design in progress. Pending permit review. Headwaters site prep underway	\$ 6,736,000	\$ 344,894	N/A	\$ 1,250	\$ 6,389,856	Design Phase	5%
Creekside TIRZ	Firestation #7		Master plan scope in progress.	\$ 2,928,000	\$ 1,647,817	N/A	\$ -	\$ 1,280,183	Design Phase	56%
2019 Bond	Police Department Facility/Veterans Memorial		50% design documents received, Veterans Memorial image selection committee being organized	\$ 36,311,250	\$ 579,499	\$ 1,793,831	\$ -	\$ 33,937,920	Design Phase	7%

RIF = Roadway Impact Fees

CoFo = Certificates of Obligation

NBEDC = New Braunfels Economic Development Corporation

VACANT POSITIONS REPORT
as of 6/5/20

Department	FY2019-20 # Authorized Positions	# Vacant Positions (FTE)	Notes
AIRPORT FUND	9.00	-	
CAPITAL PROGRAMS	5.00	-	
CITY ATTORNEY	4.00	-	
CITY ADMINISTRATION	4.00	-	
ECONOMIC AND COMMUNITY DEVELOPMENT	2.00	-	
COMMUNICATION AND COMMUNITY DEVELOPMENT	4.00	-	
CITY SECRETARY	3.75	1.00 0.75	City Secretary - Resigned 06/03/2020, pending posting Administrative Secretary - Resigned 06/03/2020, holding off posting until City Secretary position filled
CIVIC/CONVENTION CENTER	9.00	-	
FINANCE	12.00	-	
FIRE	13.00 1.00 124.00 Total FTE 138.00	- - 1.00 1.00	Fire Captain - Pending promotional process to fill vacancy; test for Captain scheduled for 7/27/2020
GOLF FUND	15.00	1.00	Maintenance Worker - Pending CMO approval for posting
HUMAN RESOURCES	8.00	1.00	Safety and Training Coordinator - Currently posted
INFORMATION TECHNOLOGY	14.00	1.00	Service Desk Technician - Currently reposted; was filled 4/6/2020 but applicant resigned 4/10/2020
LIBRARY	27.00	1.00 0.50 0.50	Assistant Library Director - Currently posted; interviews pending due to COVID Library Aide (2 @ 20 hrs/wk) (1 @ 19hrs/wk) - Currently in interview process WCC - Program Specialist - Pending posting due to COVID
MUNICIPAL COURT	9.00	1.00	Deputy Court Clerk - Pending posting
PARKS AND RECREATION	7.00 3.25 5.50 1.00 2.00 2.50 26.00 12.00 94.00 Total FTE 153.25	- 0.50 - - - - 1.00 1.00 1.00 1.00 6.50 5.50 1.00 7.00 1.50 1.00 1.50 1.00 0.50 31.50	Recreation Instructor (9 @ 20 hours) - Currently posted Park Ranger (3 @ 20 hours) - Currently posted Urban Forester - Posting paused; pending interviews due to COVID Maintenance Worker - Pending posting due to COVID; CMO to review/approve Assistant Aquatics Supervisor - Pending reposting due to COVID Assistant Manager Slide/Party Attendant (15 @ 19 hours) - Pending title change to Party Attendant and redistribution of FTE's to add Party Manager Guest Services Representatives (21 @ 19 hours) - Currently posted Guest Services Leads (8 @ 19 hours) - Currently posted Lifeguard/Water Safety Instructor (44 @ 19 hours) - Currently posted Fitness and Athletics Specialist (2 @ 29 hours) Fitness Instructors (32 @ 19 hours) - Currently posted Recreation/Program Instructors (5 @ 29.5 hours) - Pending posted Kinder Care Lead (6 @ 19 hours) - Currently posted Fitness/Gym Attendant (13 @ 19 hours)
PLANNING AND COMMUNITY DEVELOPMENT	15.00 14.00 10.00 Total FTE 39.00	- 1.00 1.00 2.00	Senior Code Enforcement Officer - Currently posted Planning and Community Development Assistant Director - Pending posting
POLICE	14.00 28.50 98.00 33.50 Total FTE 174.00	1.00 1.00 11.00 3.00 17.00	Police Records Clerk - Pending reposting Emergency Dispatcher - Recent new hire resigned; Pending reposting Police Officer - 6 to start 06/29/2020 Police Officer - 6 to start 06/29/2020
PUBLIC WORKS	20.00 22.00 12.00 8.00 Total FTE 62.00	- 2.00 - - 2.00	Equipment Operator I - Currently posted
SOLID WASTE FUND	8.00 12.00 13.00 15.00 9.00 Total FTE 57.00	- 2.00 - - - 2.00	Solid Waste Operator - Currently posted
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	750.00	63.25	
City-wide Staffing Level	91.57%		