



FINANCE DEPARTMENT

October Financial Report

December 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 **October**, with 8.3% 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 12/11/19, a current (FY 2019-20 authorized totals) Vacant Positions Report as of 12/6/19, an Economic Data Report and a report reflecting Roadway Impact Fee and Park Development 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 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](#)



For more information contact:

Jared Werner
Chief Financial Officer
jwerner@nbtexas.org

Sandy Paulos
Assistant Chief Financial Officer
spaulos@nbtexas.org

General Fund Revenues

As of October 31, General Fund revenues total \$3.3 million or 4.5% of total budgeted revenue. \$3.3 million was received during the month of October, 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.

License and Permit revenue collections through the month of October were above budget at \$448,000 (10.1%). Fines and Forfeiture revenue was below budget through October, with collections at 6.1% (\$88,000) of the budgeted totals. Charges for Services totaled \$182,000 (4.0%). 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 \$23,000 through the month of October – 1.6% of budgeted revenue. Parks and Recreation is a very seasonal source of revenue. Das Rec revenue was slightly below budget at \$237,000 (7.9%).

General Fund Expenditures

As of October 31, General Fund expenditures and encumbrances total \$6.4 million or 8.6% 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 October, 4.8% 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 24 percent committed, driven entirely by new encumbrances or ones rolled over from the previous fiscal year.

Expenditure Category	Current Total Budget	Period Activity	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Fiscal YTD % of Budget
Employee Expenses	\$56,870,321	\$ 2,649,964	\$ 2,649,964	\$ 80,303	\$ 2,730,267	4.8%
Operating Expenses	14,203,308	753,118	753,118	2,658,086	3,411,204	24.0%
Capital Expenses	747,101	-	-	12,842	12,842	1.7%
Debt Service	352,585	176,398	176,398	39,750	216,148	61.3%
Interfund Transfers	1,926,480	-	-	-	-	0.0%
Contingencies	250,000	-	-	-	-	0.0%
Total	\$74,349,795	\$ 3,579,480	\$ 3,579,480	\$ 2,790,981	\$ 6,370,461	8.6%

Enterprise Funds

Airport Fund – Revenues through the month of October total \$181,000 or 5.8% of total budgeted revenues, which is less than budget. The majority of these revenues are from fuel sales. Expenditures and encumbrances total \$132,000 or 4.3% of budget, which is less than budget. Airport employee expenditures are at 5.1% of budget. The operating allocation is below budget at 5.3%. The operating allocation is impacted by the cost to purchase fuel, which has a revenue offset.

Solid Waste Fund – Revenues through the month of October total \$679,000 or 6.7% of total budgeted revenues. Solid Waste expenditures and encumbrances total \$2.6 million or 26.4%

of budget. The percentage is impacted by purchase orders issued for refuse disposal, that are not yet paid. Employee expenditures are just slightly less than budget at 4.6%. Operating expenditures are over budget (64.3%) at the end of October, due to the above-mentioned purchase orders.

Golf Course Fund – Revenues through the month of October total \$131,000 or 7.9% of total budgeted revenues, which is less than budget. Revenue for the month of October was up 6.8% compared to October of last fiscal year. There was a 24.1% increase in rounds played compared to the same period last year. Golf Fund expenditures and encumbrances total \$437 thousand or 28.4%. The overage is primarily driven by purchase orders for merchandise and chemicals that have been issued, but not yet paid.

Civic/Convention Center Fund – Charges for Services revenues through the Civic/Convention Center Fund at the end of the month of October total \$32,000 or 7.3% which is less than budget. Expenditures and encumbrances in the fund total \$123,000 or 14.4%, which is above budget due to purchase orders for electronic systems and landscaping 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 October 31, 2019. Service area 3 and 5 will provide \$8 million to support the 2019 bond program projects. In October, the first \$7 million (\$3.5 million from district 3/5) of that commitment was transferred to the 2019 bond program fund and is reflected in the table below.

Roadway Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 1,883,254	\$ 1,582,217	\$ 301,037
Service Area 2	231,745	113,548	118,197
Service Area 3	4,838,175	4,120,659	717,516
Service Area 4	985,591	21,061	964,530
Service Area 5	6,307,327	5,062,682	1,244,645
Service Area 6	3,449,002	873,545	2,575,457
Veramendi Traffic Impact Fees	166,213	-	166,213
Total	\$ 17,861,306	\$ 11,773,711	\$ 6,087,595

Park Development Impact Fees

Revenue from these fees must be used only to complete park improvements in the quadrant area in which the funds were generated. The City is divided into 4 quadrant areas. The table below represents by area, all revenues and expenditures from inception through October 31, 2019.

Park Development Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
PQUAD1	\$ 838,611	\$ 52,180	\$ 786,431
PQUAD2	1,202,375	-	1,202,375
PQUAD3	1,168,136	106,273	1,061,863
PQUAD4	444,811	63,183	381,628
Total	\$ 3,653,933	\$ 221,637	\$ 3,432,296



FINANCE DEPARTMENT

General Fund

	Current Total Budget	Period Activity October		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Taxes and Franchise Fees	\$ 53,869,431	\$ 2,214,039		\$ 2,214,039	4.1%
Licenses and Permits	4,428,748	448,398		448,398	10.1%
Intergovernmental/Contributions	716,160	-		-	0.0%
Charges for Services	4,488,740	181,514		181,514	4.0%
Fines and Forfeitures	1,443,623	87,535		87,535	6.1%
Interest Income	350,000	62,819		62,819	17.9%
Parks and Recreation	1,455,000	22,810		22,810	1.6%
Das Rec	2,990,045	237,378		237,378	7.9%
Miscellaneous	2,056,000	1,330		1,330	0.1%
Interfund Transfers	849,381	-		-	0.0%
Total General Fund Revenues	\$ 72,647,128	\$ 3,255,823		\$ 3,255,823	4.5%

	Current Total Budget	Period Activity October	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
City Council	\$ 33,350	\$ 2,022	\$ 2,022	\$ -	\$ 2,022	6.1%
City Attorney	975,673	29,223	29,223	239,804	269,027	27.6%
City Administration	1,604,930	62,988	62,988	-	62,988	3.9%
Information Technology	2,189,219	160,349	160,349	231,134	391,483	17.9%
Municipal Court	740,409	37,108	37,108	541	37,649	5.1%
Human Resources	991,269	39,554	39,554	17,680	57,234	5.8%
Finance	1,288,258	60,668	60,668	-	60,668	4.7%
Planning and Community Development	3,878,616	130,045	130,045	326,145	456,190	11.8%
Police	20,470,896	892,659	892,659	335,448	1,228,107	6.0%
Fire	19,358,451	961,900	961,900	237,919	1,199,819	6.2%
Public Works	7,832,454	322,546	322,546	738,520	1,061,066	13.5%
Parks	5,605,391	170,975	170,975	471,082	642,057	11.5%
Das Rec	2,716,294	90,643	90,643	101,329	191,972	7.1%
Library	2,479,605	112,277	112,277	32,742	145,019	5.8%
Non-Departmental	4,184,980	506,523	506,523	58,637	565,160	13.5%
Total General Fund Expenditures	\$ 74,349,795	\$ 3,579,480	\$ 3,579,480	\$ 2,790,981	\$ 6,370,461	8.6%

Airport Fund

	Current Total Budget	Period Activity October		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 2,937,550	\$ 180,606		\$ 180,606	6.1%
Intergovernmental	50,000	-		-	0.0%
Interfund Transfer	99,910	-		-	0.0%
Total Airport Revenues	\$ 3,087,460	\$ 180,606		\$ 180,606	5.8%

	Current Total Budget	Period Activity October	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 634,304	\$ 27,555	\$ 27,555	\$ 4,912	\$ 32,467	5.1%
Operation Expenses	1,887,723	96,209	96,209	3,362	99,571	5.3%
Interfund Transfer	557,243	-	-	-	-	0.0%
Total Airport Fund Expenditures	\$ 3,079,270	\$ 123,764	\$ 123,764	\$ 8,274	\$ 132,038	4.3%

Solid Waste Fund

	Current Total Budget	Period Activity October		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 10,035,000	\$ 667,763		\$ 667,763	6.7%
Licenses & Permits	-	-		-	0.0%
Miscellaneous	83,000	4,278		4,278	5.2%
Interest Income	65,000	7,012		7,012	10.8%
Total Solid Waste Fund Revenues	\$ 10,183,000	\$ 679,053		\$ 679,053	6.7%

	Current Total Budget	Period Activity October	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 4,017,771	\$ 186,402	\$ 186,402	\$ -	\$ 186,402	4.6%
Operation Expenses	3,767,957	102,316	102,316	2,319,402	2,421,718	64.3%
Capital Expenses	7,700	-	-	7,068	7,068	91.8%
Interfund Transfer	2,107,441	-	-	-	-	0.0%
Total Solid Waste Fund Expenditures	\$ 9,900,869	\$ 288,718	\$ 288,718	\$ 2,326,470	\$ 2,615,188	26.4%

Golf Fund

	Current Total Budget	Period Activity October		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 1,661,632	\$ 130,689		\$ 130,689	7.9%
Miscellaneous	35,000	5		5	0.0%
Total Golf Fund Revenues	\$ 1,696,632	\$ 130,694		\$ 130,694	7.7%

	Current Total Budget	Period Activity October	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 822,993	\$ 38,922	\$ 38,922	\$ -	\$ 38,922	4.7%
Operation Expenses	484,200	14,821	14,821	231,977	246,798	51.0%
Capital Expenses	152,500	-	-	150,895	150,895	0.0%
Interfund Transfer	75,025	-	-	-	-	0.0%
Total Golf Fund Expenditures	\$ 1,534,718	\$ 53,743	\$ 53,743	\$ 382,872	\$ 436,615	28.4%

Civic/Convention Center Fund

	Current Total Budget	Period Activity October		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 445,000	\$ 32,438		\$ 32,438	7.3%
Interfund Transfers	445,127	-		-	0.0%
Total Civic/Convention Center Fund Revenues	\$ 890,127	\$ 32,438		\$ 32,438	3.6%

	Current Total Budget	Period Activity October	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures*						
Employee Expenses	\$ 511,211	\$ 23,185	\$ 23,185	\$ -	\$ 23,185	4.5%
Operation Expenses	287,080	21,404	21,404	65,726	87,130	30.4%
Capital Expenses	12,672	-	-	12,724	12,724	100.4%
Interfund Transfer	40,548	-	-	-	-	0.0%
Total Civic/Convention Center Fund Expenditures	\$ 851,511	\$ 44,589	\$ 44,589	\$ 78,450	\$ 123,039	14.4%

*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 October	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity October	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	\$ 31,231	\$ 31,231	0.2%	\$ 19,916,818	\$ 338,309	\$ 338,309	\$ -	\$ 338,309	1.7%
Self Insurance Fund	\$ 7,053,500	\$ 543,733	\$ 543,733	7.7%	\$ 6,925,000	\$ 197,292	\$ 197,292	\$ 100,698	\$ 297,990	4.3%
Special Revenue Funds										
CDBG Fund *	\$ 354,166	\$ 14,641	\$ 14,641	4.1%	\$ 354,166	\$ 142	\$ 142	\$ 103,247	\$ 103,389	29.2%
Grant Fund *	\$ 528,091	\$ 1,496	\$ 1,496	0.3%	\$ 682,339	\$ 2,625	\$ 2,625	\$ -	\$ 2,625	0.4%
Special Revenue Fund	\$ 200,000	\$ 733	\$ 733	0.4%	\$ 455,000	\$ 17,467	\$ 17,467	\$ 48,440	\$ 65,907	14.5%
River Activities Fund	\$ 1,322,470	\$ 16,651	\$ 16,651	1.3%	\$ 1,322,470	\$ 11,496	\$ 11,496	\$ 155,975	\$ 167,471	12.7%
Court Security Fund	\$ 30,000	\$ 2,088	\$ 2,088	7.0%	\$ 31,000	\$ 1,074	\$ 1,074	\$ -	\$ 1,074	3.5%
Judicial Efficiency Fund	\$ 7,500	\$ 554	\$ 554	7.4%	\$ 13,701	\$ -	\$ -	\$ -	\$ -	0.0%
Court Technology Fund	\$ 41,000	\$ 2,785	\$ 2,785	6.8%	\$ 42,000	\$ 417	\$ 417	\$ -	\$ 417	1.0%
Child Safety Fund	\$ 137,500	\$ 1,821	\$ 1,821	1.3%	\$ 186,000	\$ -	\$ -	\$ -	\$ -	0.0%
Stormwater Development Fund	\$ 65,000	\$ 84,600	\$ 84,600	130.2%	\$ 316,000	\$ -	\$ -	\$ -	\$ -	0.0%
Truancy Fund Revenues	\$ 60,000	\$ 4,053	\$ 4,053	6.8%	\$ 79,750	\$ 4,263	\$ 4,263	\$ -	\$ 4,263	5.3%
Cable Franchise Fund (PEG)	\$ 177,500	\$ -	\$ -	0.0%	\$ 490,000	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Replacement Fund	\$ 1,170,000	\$ 3,769	\$ 3,769	0.3%	\$ 1,503,987	\$ -	\$ -	\$ 25,978	\$ 25,978	1.7%
Federal Court Awards Fund	\$ -	\$ -	\$ -	0.0%	\$ 100,000	\$ 8,658	\$ 8,658	\$ 84,784	\$ 93,442	93.4%
Non-Federal Court Awards Fund	\$ -	\$ 7,065	\$ 7,065	0.0%	\$ 68,000	\$ 592	\$ 592	\$ -	\$ 592	0.9%

* Driven by End-of-Year accrual entries.

FINANCE DEPARTMENT

Revenues

Expenditures

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

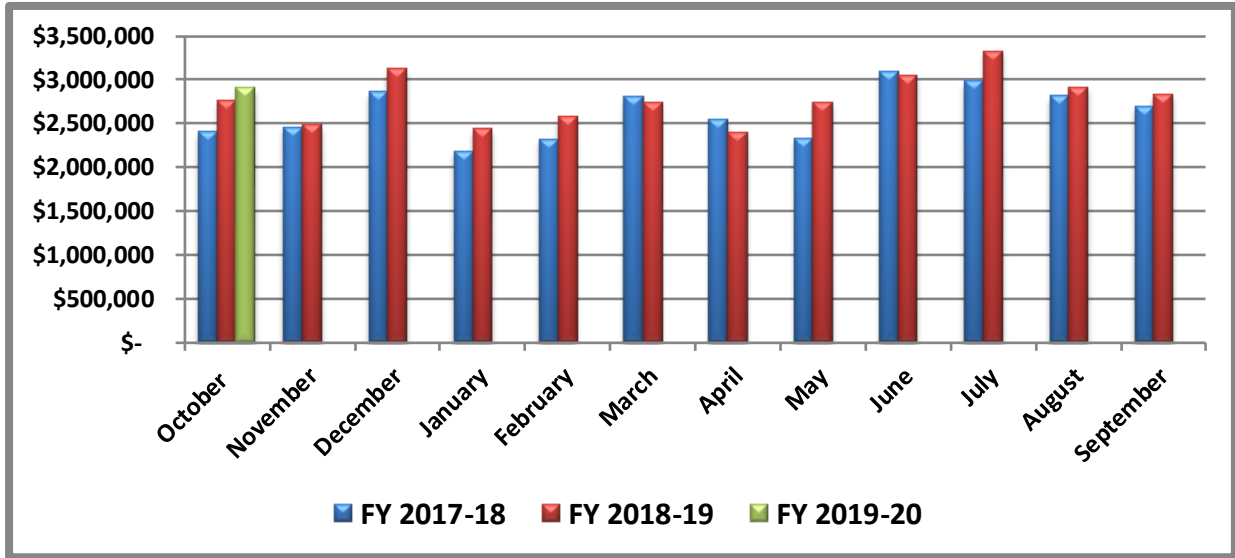
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,451,410	\$ 8,547	\$ 8,547	0.6%	\$ 1,700,000	\$ -	\$ -	\$ 1,699,456	\$ 1,699,456	100.0%
Fire Apparatus Replacement Maintenance Fund	\$ 280,000	\$ -	\$ -	0.0%	\$ 138,703	\$ -	\$ -	\$ 31,995	\$ 31,995	23.1%
Edwards Aquifer Habitat Conservation Plan Fund *	\$ 1,255,500	\$ 1,106	\$ 1,106	0.1%	\$ 1,255,500	\$ 4,438	\$ 4,438	\$ 292,902	\$ 297,340	23.7%
Faust Library Fund	\$ -	\$ -	\$ -	0.0%	\$ 1,500	\$ -	\$ -	\$ -	\$ -	0.0%
Rec Center Improvements & Op Revenues Fund	\$ 1,250	\$ (9)	\$ (9)	-0.7%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Development Services Fund	\$ 931,475	\$ 95,839	\$ 95,839	10.3%	\$ 795,500	\$ 9,020	\$ 9,020	\$ 100,356	\$ 109,376	13.7%
Cemetery Improvements Fund	\$ 5,000	\$ 2,532	\$ 2,532	50.6%	\$ 198,000	\$ 1,384	\$ 1,384	\$ 15,616	\$ 17,000	8.6%
Hotel/Motel Tax Fund *	\$ 4,005,000	\$ (22,507)	\$ (22,507)	-0.6%	\$ 4,377,508	\$ 39,273	\$ 39,273	\$ 109,218	\$ 148,491	3.4%

* Driven by End-of-Year accrual entries.

ECONOMIC DATA

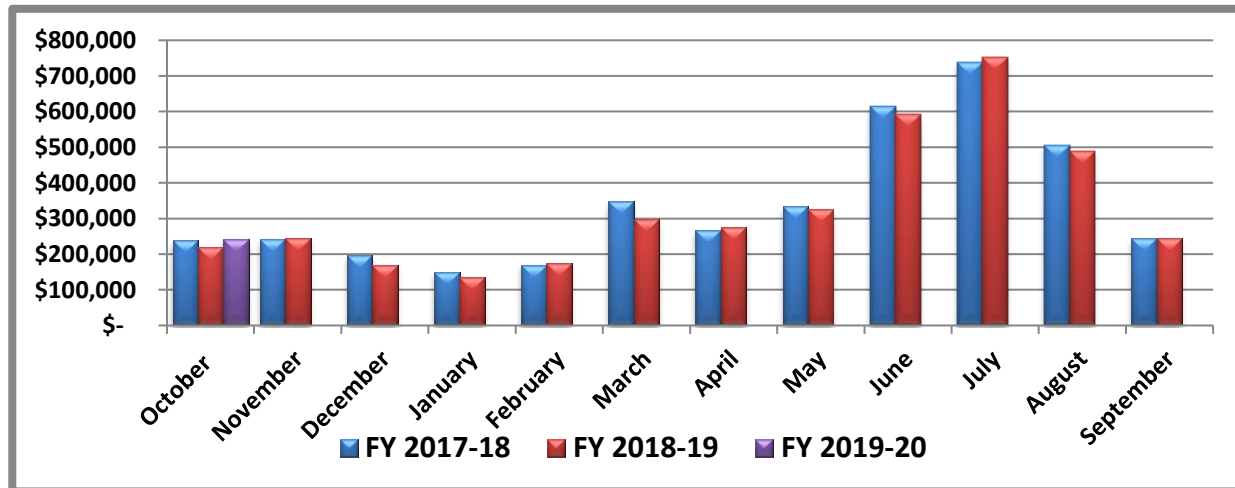
Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the October 2019 sales tax payment. The October 2019 payment was up 4.9% when compared to October of the previous fiscal year.



Hotel/Motel Tax Collection

As shown in the graph below, October Hotel/Motel collections were up 11.1% when compared to October of last fiscal year. There are still several accounts that have yet to remit, therefore these figures could continue to improve.



CAPITAL PROJECT STATUS as of 12/11/2019

Infrastructure		Quality of Life		Growth and Development		Public Safety					
Funding Source	Project	Sub-project & Limits	Description	Professional Services			ROW Expended	Construction Expended	Total Remaining	Status	Overall Completion
				Budget	Expended	Expended					
2013 Bond	Citywide Streets			\$ 10,000,000	\$ 811,480	N/A	\$ 6,208,951	\$ 2,979,569			70%
		<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>		\$ 4,045	N/A	\$ -				<i>Construction Phase</i>
		<i>Common Street (Gruene Road to Hanz Drive)</i>	<i>Construction underway</i>		\$ 33,339	N/A	\$ -				<i>Construction Phase</i>
		<i>San Antonio (Spur to Krueger)</i>	<i>Utility work underway - construction to follow late spring</i>		\$ 137,526	N/A	\$ 405,193				<i>Bid Phase</i>
2013 Bond	Klein Road Phase 1	FM 1044 to Walnut Avenue	Drainage and roadway work ongoing	\$ 10,531,000	\$ 1,341,134	\$ 757,288	\$ 3,317,928	\$ 5,114,651	Construction Phase		51%
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;traffic switch after holidays.	\$ 16,364,000	\$ 2,049,911	\$ 1,523,292	\$ 3,306,763	\$ 9,484,033	Construction Phase		42%
2013 Bond/RIF	Alves Lane	Hwy 46 to Barbarossa Road	East side complete;basework ongoing west side-anticipate completion in Spring 2020	\$ 12,486,236	\$ 1,253,749	\$ 751,422	\$ 6,812,980	\$ 3,668,085	Construction Phase		71%
2013 Bond/2013 CofO	Live Oak/Katy Street		Bridge rail underway;Roadway work ongoing; anticipate completion in Spring 2020	\$ 5,894,110	\$ 1,036,136	\$ 103,636	\$ 2,580,624	\$ 2,173,715	Construction Phase		63%
2013 Bond	Panther Canyon		Substantially complete; closeout underway	\$ 424,000	\$ 91,441	N/A	\$ 24,624	\$ 307,935	Construction Phase		27%
2013 Bond	Wood Road/Landa Street		Design of localized improvements pending funding	\$ 966,705	\$ 884,035	N/A	\$ -	\$ 82,670	Design Phase		91%
2019 Bond	Citywide Streets			\$ 15,000,000	\$ 699,299	N/A	\$ -	\$ 14,300,701			5%
		<i>California Boulevard (Loop 337 to Gazebo Circle)</i>	<i>Meeting with Parks re:tree removal- begin early January</i>		\$ 127,470	N/A	\$ -				<i>Bid Phase</i>
		<i>Kerlick Lane (Walnut Avenue to Mission Hills Drive)</i>	<i>bid to be released in December- selection late January</i>		\$ 48,220	N/A	\$ -				<i>Bid Phase</i>
		<i>San Antonio Street (Spur to Krueger Avenue)</i>	<i>Utility work underway - construction to follow late spring</i>		\$ -	N/A	\$ -				<i>Bid Phase</i>
		<i>Oak Run Sidewalks (Oak Glen from Oakrun Pkwy to Timber Hollow & Timber Hollow from Oak Glen to Crown Ridge)</i>	<i>Final design complete; finishing bid package for release- anticipate January 2020</i>		\$ 4,243	N/A	\$ -				<i>Bid 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>		\$ 36,808	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>		\$ 128,745	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 12/11/2019

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 60% plan	\$ 13,000,800	\$ 469,687	N/A	\$ -	\$ 12,531,113	Design Phase	4%
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 January	\$ 17,897,150	\$ 163,565	N/A	\$ -	\$ 17,733,585	Design Phase	1%
2019 Bond	Business 81 & FM 306 Extensions		surveying and righ of entry letters going out; geotech work ongoing	\$ 2,514,540	\$ 145,402	N/A	\$ -	\$ 2,369,138	Design Phase	6%
NBEDC	Bridge Street Parking Lot		Substantially complete; finalizing electrical	\$ 134,749	\$ 25,447	N/A	\$ 49,264	\$ 60,038	Construction Phase	55%
2013 Bond	Das Rec Parking Expansion		Substantially complete; vegetation work by parks	\$ 182,463	\$ 1,863	N/A	\$ 152,094	\$ 28,506	Project Closeout	84%
2007, 2008, 2011, 2012 CofO's & 2015 Tax Note	Westside Pedestrian Enhancements (AAMPO)		Project substantially complete; closeout underway	\$ 1,578,326	\$ 220,871	N/A	\$ 1,204,853	\$ 152,602	Construction Phase	90%
NBEDC & 2013 Bond	Citywide Pedestrian Enhancements (AAMPO)		MAC Inc selected as contractor	\$ 1,794,828	\$ 259,211	N/A	\$ -	\$ 1,535,616	Construction Phase	14%
	Safe Routes to Schools		Design at 60% waiting for TxDOT award (January '20)			N/A			Design Phase	
NBEDC & TXDOT	Airport Taxilane Extension		Project complete	\$ 2,400,000	\$ 413,451	N/A	\$ 1,824,102	\$ 162,447	Project Closeout	100%
RIF	FM 1863 Extension PER	Hwy 46 to Veramendi Subdivision	30% plans underway	\$ 199,473	\$ 86,363		\$ -	\$ 113,110	Scope Development	43%
RIF	FM 306 Extension PER	FM 1101 to FM 758	contract awarded to Moeller & Associates at Council 10/28; PER expected September, 2020	\$ 359,388	\$ 86,363		\$ -	\$ 273,025	Scope Development	24%
RIF	Kowald PER	IH 35 to FM 1101	Pending review				\$ -	\$ -	Scope Development	
RIF	Saengerhalle/Mary Intersection	Hwy 46	Pending review				\$ -	\$ -	Scope Development	
2019 Bond & NBEDC	Sports Complex Phase 1		Finalizing Sewer connection design; submitted for grant from Tx Parks & Wildlife	\$ 25,784,920	\$ 325,516	N/A	\$ -	\$ 25,459,404	Design Phase	1%
2013, 2019 Bonds & Grant	All Abilities Park Enhancements		Site work underway at Morningside; equipment	\$ 700,000	\$ 325,603	N/A	\$ -	\$ 374,397	Construction Phase	47%
2007 CofO & 2019 Bond	Comal Cemetery Wall Improvements		Reviewing 100% plan	\$ 4,500,000	\$ 65,210	N/A	\$ -	\$ 4,434,790	Design Phase	1%
2019 Bond	Westside Community Library Center		30% plan due December 20th. Geotech kickoff underway	\$ 5,525,340	\$ 80,661	N/A	\$ -	\$ 5,444,679	Design Phase	1%
2019 Bond	Fire Station #2		Final design in progress. Anticipate Spring bid.	\$ 7,367,500	\$ 296,891	N/A	\$ -	\$ 7,070,609	Design Phase	4%
2019 Bond	Fire Station #3		Final design in progress. Anticipate Spring bid.	\$ 6,736,000	\$ 225,734	N/A	\$ -	\$ 6,510,266	Design Phase	3%
2019 Bond	Police Department Facility/Veterans Memorial		Working on final floorplan; public meeting expected mid-March for memorial	\$ 36,311,250	\$ 152,941	\$ 1,783,506	\$ -	\$ 34,374,804	Design Phase	5%

RIF = Roadway Impact Fees

CofO = Certificates of Obligation

NBEDC = New Braunfels Economic Development Corporation

VACANT POSITIONS REPORT
as of 12/6/19

Department	FY2018-19 # 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	1.00 1.00	Economic Development Coordinator - Candidate scheduled to start January 2020 Director of Communications and Community Engagement - Currently posted
City Secretary	3.75	-	
Civic Center	9.00	-	
Finance	12.00	-	
Fire	138.00	4.00	Firefighter - Pending entry level testing 1/31/20 & 2/1/20
Golf Course	15.00	0.50	Golf Cart Porter (PT) - Currently in Interview Process
Human Resources	8.00	1.00	Human Resources Manager - Currently Interviewing
Information Technology	14.00	-	
Library	27.00	-	
Municipal Court	9.00	-	
Parks & Recreation			
Administration	8.00	-	
Recreation - Fischer Park	3.25	1.00	Recreation Instructor (3 @ 20 hours) - Currently posted
Recreation - Landa Park	5.50	1.50	Recreation Instructor (9 @ 20 hours) - Currently posted
Athletics	1.00	-	
Aquatics	2.00	-	
Rangers	2.50	-	
Operations	26.00	1.00	Maintenance Worker - Currently posted
Das Rec - Full Time	12.00	-	Lifeguard/Water Safety Instructor (44 @ 19 hours) - Currently posted
Das Rec - Part Time	89.00	1.00	Slide/Party Attendant (15 @ 19 hours) - Currently posted
		6.50	Fitness Instructors (32 @ 19 hours) - Currently posted
		0.50	Guest Services Representatives (21 @ 19 hours) - Currently posted
		2.50	Lifeguard/Water Safety Instructor (44 @ 19 hours) - Currently posted
Total FTE	149.25	14.00	
Planning & Comm Dev			
Building Inspections	15.00	1.00 1.00 1.00	Building Inspector - Currently posted Permit Technician - Currently Posted Assistant Building Official
Environmental Services	13.00	-	
Planning	11.00	-	
Total FTE	39.00	3.00	
Police			
Administration	12.00	-	
Support Services	29.50	1.00 1.00	Emergency Dispatcher - Currently in interview process Police Records Clerk - Currently in interview process
Patrol	93.00	13.00	Pending background process; entry-level test was 11/16/19
Criminal Investigation	33.50	-	
Total FTE	168.00	15.00	
Public Works			
Engineering	21.00	1.00	Development Engineer/Ass't City Engineer - Currently posted
Streets	22.00	-	
Drainage	12.00	-	
Facilities Maintenance	8.00	-	
Total FTE	63.00	1.00	
Soloid Waste			
Support Services	8.00	-	
Residential Collection	12.00	2.00	Solid Waste Operator - Currently posted
Commercial Collection	13.00	2.00	Solid Waste Operator - Currently posted
Recycling Collection	15.00	-	
Fleet Services	9.00	1.00	Equipment Technician - Pending posting
		1.00	Fleet Technician I - Currently in interview process
Total FTE	57.00	6.00	
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	1.00	Development Engineer - Pending offer

TOTAL FTE	744.00	47.50
City-wide Staffing Level	93.62%	