



## FINANCE DEPARTMENT

# First Quarter Financial Report

February 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 **December**, with 25.0% 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 2/6/20, a current (FY 2019-20 authorized totals) Vacant Positions Report as of 2/12/20, 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](mailto:jwerner@nbtexas.org)

**Sandy Paulos**  
Assistant Chief Financial Officer  
[spaulos@nbtexas.org](mailto:spaulos@nbtexas.org)

## General Fund Revenues

As of December 31, General Fund revenues total \$23.9 million or 33.0% of total budgeted revenue. \$15.8 million was received during the month of December, the majority of which came from property tax and 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 December 31, 60.7% of budgeted property tax has been collected.

License and Permit revenue collections through the month of December were above budget at \$1.5 million (33.6%). Fines and Forfeiture revenue was below budget through December, with collections at 18.7% (\$270,000) of the budgeted totals. Charges for Services totaled \$467,000 (10.4%). Charges for Services are driven mainly by Ambulance Revenue Fees which are impacted by seasonality and one-time payments. A transition to a new ambulance fee collection vendor is a major factor in the first quarter figures. The transition resulted in a 60-day lag in collections. We anticipate normalization of this revenue source by the end of the second quarter. Parks and Recreation revenue (net of Das Rec) totals \$106,000 through the month of December – 7.3% of budgeted revenue. Parks and Recreation is a very seasonal source of revenue. Das Rec revenue was on target at \$743,000 (24.9%).

## General Fund Expenditures

As of December 31, General Fund expenditures and encumbrances total \$18.5 million or 24.8% 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 December, 20.3% 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 43.5% committed, due primarily to new encumbrances for one time 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	\$56,870,321	\$ 4,214,936	\$ 11,143,514	\$ 105,127	\$ 11,248,641	19.8%
Operating Expenses	14,203,308	950,777	2,632,917	3,548,834	6,181,751	43.5%
Capital Expenses	747,101	-	-	322,808	322,808	43.2%
Debt Service	352,585	-	275,317	-	275,317	78.1%
Interfund Transfers	1,926,480	429,023	429,023	-	429,023	22.3%
Contingencies	250,000	-	-	2,670	2,670	1.1%
<b>Total</b>	<b>\$74,349,795</b>	<b>\$ 5,594,736</b>	<b>\$ 14,480,771</b>	<b>\$ 3,979,439</b>	<b>\$ 18,460,210</b>	<b>24.8%</b>

## Enterprise Funds

**Airport Fund** – Revenues through the month of December total \$595,000 or 19.3% 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, however the loss of a hangar tenant (and the large volume of related fuel sales) also affected these first quarter numbers. Expenditures and encumbrances total \$643,000 or 20.9% of budget, which is also less than budget. Airport employee expenditures are at 18.8% of budget, which is below budget, due to a vacancy that has now been filled. The operating allocation is also below budget at 20.4%. The operating allocation is impacted by the cost to purchase fuel, which has a revenue offset.

**Solid Waste Fund** – Revenues through the month of December total \$2.4 million or 23.8% of total budgeted revenues. Solid Waste expenditures and encumbrances total \$3.9 million or 39.6% 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 19.4%. Operating expenditures are over budget (70.0%) at the end of December, due to the above-mentioned purchase orders.

**Golf Course Fund** – Revenues through the month of December total \$376,000 or 22.2% of total budgeted revenues, which is less than budget. Revenue for the month of December was up 21.8% compared to December of last fiscal year – the largest December revenues in course history. There was a 19.2% increase in rounds played compared to the same period last year. Golf Fund expenditures and encumbrances total \$620,000 or 40.4%, which is greater than budget. The overage is primarily driven by purchase orders for capital equipment and merchandise and chemicals that have been issued, but not yet paid. Employee expenditures are below budget at 18.7%. Operating expenditures are significantly over budget at 61.1% 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 December total \$95,000 or 21.3% which is less than budget. Expenditures and encumbrances in the fund total \$244,000 or 28.7%, 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 December 31, 2019.

Roadway Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 1,921,049	\$ 1,661,570	\$ 259,479
Service Area 2	236,836	134,665	102,171
Service Area 3	5,021,867	4,121,384	900,483
Service Area 4	989,591	21,786	967,805
Service Area 5	6,384,155	5,063,407	1,320,748
Service Area 6	3,477,502	874,270	2,603,232
Veramendi Traffic Impact Fees	211,789	117,959.36	93,829
<b>Total</b>	<b>\$ 18,242,788</b>	<b>\$ 11,995,040</b>	<b>\$ 6,247,748</b>

## 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 December 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	1,274,375	-	1,274,375
PQUAD3	1,173,108	106,273	1,066,835
PQUAD4	444,811	63,183	381,628
<b>Total</b>	<b>\$ 3,730,905</b>	<b>\$ 221,637</b>	<b>\$ 3,509,268</b>



FINANCE DEPARTMENT

**City of New Braunfels**  
 Monthly Financial Summaries  
 As of December 31, 2019

**General Fund**

	Current Total Budget	Period Activity December	Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>				
Taxes and Franchise Fees	\$ 53,869,431	\$ 14,316,682	\$ 20,249,471	37.6%
Licenses and Permits	4,428,748	535,689	1,490,074	33.6%
Intergovernmental/Contributions	716,160	41,875	41,875	5.8%
Charges for Services	4,488,740	138,989	467,421	10.4%
Fines and Forfeitures	1,443,623	95,186	269,824	18.7%
Interest Income	350,000	91,916	226,699	64.8%
Parks and Recreation	1,455,000	14,346	105,887	7.3%
Das Rec	2,990,045	249,999	743,470	24.9%
Miscellaneous	2,056,000	70,730	130,992	6.4%
Interfund Transfers	849,381	212,345	212,345	25.0%
<b>Total General Fund Revenues</b>	<b>\$ 72,647,128</b>	<b>\$ 15,767,757</b>	<b>\$ 23,938,058</b>	<b>33.0%</b>

	Current Total Budget	Period Activity December	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
City Council	\$ 33,350	\$ 1,107	\$ 6,638	\$ -	\$ 6,638	19.9%
City Attorney	975,673	56,676	133,607	243,466	377,073	38.6%
City Administration	1,604,930	111,881	276,849	-	276,849	17.2%
Information Technology	2,189,219	316,784	626,197	16,832	643,029	29.4%
Municipal Court	740,409	55,651	150,132	15,541	165,673	22.4%
Human Resources	991,269	61,620	178,756	67,349	246,105	24.8%
Finance	1,288,258	97,209	259,823	-	259,823	20.2%
Planning and Community Development	3,878,616	250,265	622,962	546,812	1,169,774	30.2%
Police	20,470,896	1,435,252	4,030,076	526,232	4,556,308	22.3%
Fire	19,358,451	1,431,460	3,921,216	212,153	4,133,369	21.4%
Public Works	7,832,454	550,367	1,361,661	753,444	2,115,105	27.0%
Parks	5,605,391	320,224	889,676	445,288	1,334,964	23.8%
Das Rec	2,716,294	177,152	466,514	146,073	612,587	22.6%
Library	2,479,605	175,683	466,206	31,249	497,455	20.1%
Non-Departmental	4,184,980	553,405	1,090,458	975,000	2,065,458	49.4%
<b>Total General Fund Expenditures</b>	<b>\$ 74,349,795</b>	<b>\$ 5,594,736</b>	<b>\$ 14,480,771</b>	<b>\$ 3,979,439</b>	<b>\$ 18,460,210</b>	<b>24.8%</b>

**Airport Fund**

	Current Total Budget	Period Activity December	Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>				
Charges for Services	\$ 2,937,550	\$ 172,814	\$ 580,485	19.8%
Intergovernmental	50,000	-	-	0.0%
Interfund Transfer	99,910	14,273	14,273	14.3%
<b>Total Airport Revenues</b>	<b>\$ 3,087,460</b>	<b>\$ 187,087</b>	<b>\$ 594,758</b>	<b>19.3%</b>

	Current Total Budget	Period Activity December	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 634,304	\$ 45,293	\$ 115,170	\$ 4,256	\$ 119,426	18.8%
Operation Expenses	1,887,723	101,694	336,724	48,054	384,778	20.4%
Interfund Transfer	557,243	139,311	139,311	-	139,311	25.0%
<b>Total Airport Fund Expenditures</b>	<b>\$ 3,079,270</b>	<b>\$ 286,298</b>	<b>\$ 591,205</b>	<b>\$ 52,310</b>	<b>\$ 643,515</b>	<b>20.9%</b>

**Solid Waste Fund**

	Current Total Budget	Period Activity December	Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>				
Charges for Services	\$ 10,035,000	\$ 832,281	\$ 2,370,761	23.6%
Licenses & Permits	-	520	1,520	0.0%
Miscellaneous	83,000	26,319	37,576	45.3%
Interest Income	65,000	3,650	14,301	22.0%
<b>Total Solid Waste Fund Revenues</b>	<b>\$ 10,183,000</b>	<b>\$ 862,770</b>	<b>\$ 2,424,158</b>	<b>23.8%</b>

	Current Total Budget	Period Activity December	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 4,017,771	\$ 300,824	\$ 780,122	\$ -	\$ 780,122	19.4%
Operation Expenses	3,767,957	361,105	706,883	1,929,363	2,636,246	70.0%
Capital Expenses	7,700	7,068	7,068	-	7,068	91.8%
Interfund Transfer	2,107,441	492,360	492,360	-	492,360	23.4%
<b>Total Solid Waste Fund Expenditures</b>	<b>\$ 9,900,869</b>	<b>\$ 1,161,357</b>	<b>\$ 1,986,433</b>	<b>\$ 1,929,363</b>	<b>\$ 3,915,796</b>	<b>39.6%</b>

### Golf Fund

	Current Total Budget	Period Activity December		Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>					
Charges for Services	\$ 1,661,632	\$ 130,954		\$ 371,636	22.4%
Miscellaneous	35,000	2,114		4,445	12.7%
<b>Total Golf Fund Revenues</b>	<b>\$ 1,696,632</b>	<b>\$ 133,068</b>		<b>\$ 376,081</b>	<b>22.2%</b>

	Current Total Budget	Period Activity December	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures</b>						
Employee Expenses	\$ 822,993	\$ 57,240	\$ 153,812	\$ -	\$ 153,812	18.7%
Operation Expenses	484,200	27,240	126,755	169,301	296,056	61.1%
Capital Expenses	152,500	67,565	67,565	83,330	150,895	98.9%
Interfund Transfer	75,025	18,756	18,756	-	18,756	25.0%
<b>Total Golf Fund Expenditures</b>	<b>\$ 1,534,718</b>	<b>\$ 170,801</b>	<b>\$ 366,888</b>	<b>\$ 252,631</b>	<b>\$ 619,519</b>	<b>40.4%</b>

### Civic/Convention Center Fund

	Current Total Budget	Period Activity December		Total Fiscal YTD	Fiscal YTD % of Budget
<b>Revenues</b>					
Charges for Services	\$ 445,000	\$ 30,713		\$ 94,951	21.3%
Interfund Transfers	445,127	-		-	0.0%
Miscellaneous	-	43		86	0.0%
<b>Total Civic/Convention Center Fund Revenues</b>	<b>\$ 890,127</b>	<b>\$ 30,756</b>		<b>\$ 95,037</b>	<b>10.7%</b>

	Current Total Budget	Period Activity December	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Expenditures*</b>						
Employee Expenses	\$ 511,211	\$ 37,894	\$ 98,912	\$ -	\$ 98,912	19.3%
Operation Expenses	287,080	18,344	59,231	62,969	122,200	42.6%
Capital Expenses	12,672	-	12,724	-	12,724	100.4%
Interfund Transfer	40,548	10,137	10,137	-	10,137	25.0%
<b>Total Civic/Convention Center Fund Expenditures</b>	<b>\$ 851,511</b>	<b>\$ 66,375</b>	<b>\$ 181,004</b>	<b>\$ 62,969</b>	<b>\$ 243,973</b>	<b>28.7%</b>

\*The debt service associated with the renovation of the Civic/Convention Center is not budgeted within this fund. That expense is fully budgeted in the Hotel/Motel Tax Fund as that is the revenue source that supports the debt entirely.





FINANCE DEPARTMENT

Revenues

Expenditures

	Revenues				Expenditures						
	Current Total Budget	Period Activity December	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity December	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget	
<b>Other Funds</b>											
Debt Service Fund	\$ 19,917,365	\$ 9,194,865	\$ 12,304,993	61.8%	\$ 19,916,818	\$ 800	\$ 339,109	\$ -	\$ 339,109	1.7%	
Self Insurance Fund	\$ 7,053,500	\$ 550,181	\$ 1,642,550	23.3%	\$ 6,925,000	\$ 241,257	\$ 711,574	\$ 98,781	\$ 810,355	11.7%	
<b>Special Revenue Funds</b>											
CDBG Fund *	\$ 354,166	\$ 23,700	\$ 129,561	36.6%	\$ 354,166	\$ 545	\$ 114,328	\$ 136,393	\$ 250,721	70.8%	
Grant Fund *	\$ 528,091	\$ 13,294	\$ 31,147	5.9%	\$ 682,339	\$ 3,723	\$ 10,092	\$ 71,658	\$ 81,750	12.0%	
Special Revenue Fund	\$ 200,000	\$ 24,115	\$ 58,343	29.2%	\$ 455,000	\$ 46,259	\$ 72,290	\$ 111,722	\$ 184,012	40.4%	
River Activities Fund	\$ 1,322,470	\$ 3,878	\$ 27,088	2.0%	\$ 1,322,470	\$ 10,148	\$ 51,075	\$ 132,890	\$ 183,965	13.9%	
Court Security Fund	\$ 30,000	\$ 1,644	\$ 5,586	18.6%	\$ 31,000	\$ 1,935	\$ 4,866	\$ -	\$ 4,866	15.7%	
Judicial Efficiency Fund	\$ 7,500	\$ 520	\$ 1,648	22.0%	\$ 13,701	\$ 570	\$ 570	\$ -	\$ 570	4.2%	
Court Technology Fund	\$ 41,000	\$ 2,192	\$ 7,449	18.2%	\$ 42,000	\$ 287	\$ 19,038	\$ -	\$ 19,038	45.3%	
Child Safety Fund	\$ 137,500	\$ 1,373	\$ 5,087	3.7%	\$ 186,000	\$ 20,881	\$ 40,164	\$ 123,858	\$ 164,022	88.2%	
Stormwater Development Fund	\$ 65,000	\$ 68,748	\$ 238,540	367.0%	\$ 316,000	\$ -	\$ -	\$ -	\$ -	0.0%	
Truancy Fund Revenues	\$ 60,000	\$ 3,244	\$ 10,931	18.2%	\$ 79,750	\$ 6,407	\$ 16,899	\$ -	\$ 16,899	21.2%	
Cable Franchise Fund (PEG)	\$ 177,500	\$ -	\$ -	0.0%	\$ 490,000	\$ 5,696	\$ 5,696	\$ 477,213	\$ 482,909	98.6%	
Equipment Replacement Fund	\$ 1,170,000	\$ 281,329	\$ 328,399	28.1%	\$ 1,503,987	\$ 104,545	\$ 107,494	\$ 740,491	\$ 847,985	56.4%	
Federal Court Awards Fund	\$ -	\$ -	\$ 21,556	0.0%	\$ 100,000	\$ -	\$ 21,131	\$ 72,312	\$ 93,443	93.4%	
Non-Federal Court Awards Fund	\$ -	\$ 3,226	\$ 10,291	0.0%	\$ 68,000	\$ 789	\$ 2,076	\$ -	\$ 2,076	3.1%	

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



Revenues

Expenditures

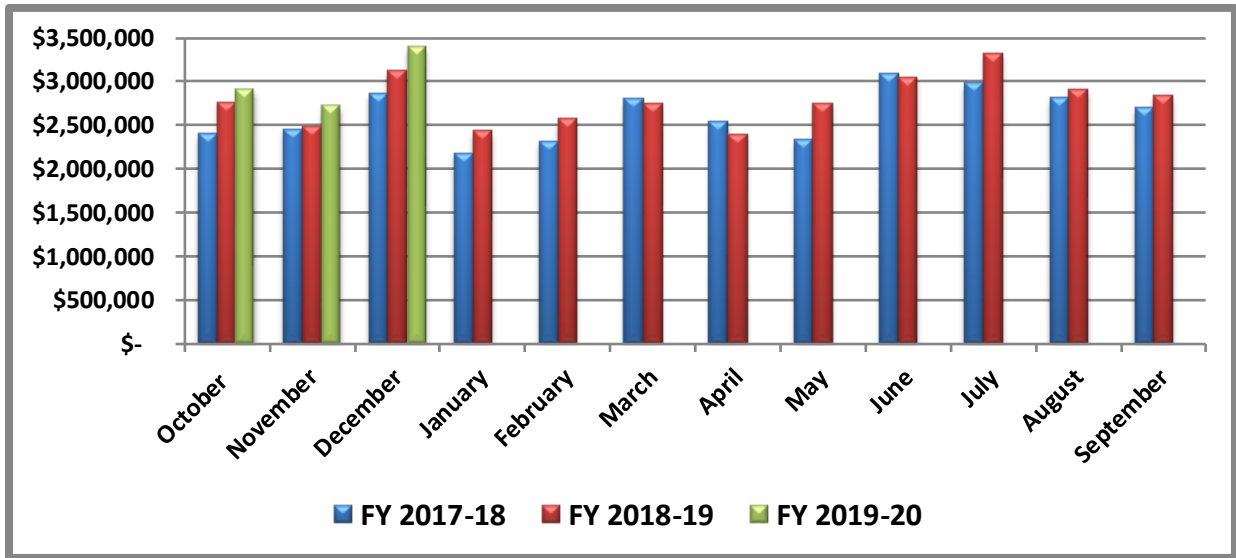
	Revenues				Expenditures					
	Current Total Budget	Period Activity December	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity December	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
<b>Special Revenue Funds - continued</b>										
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,451,410	\$ 342,781	\$ 359,170	24.7%	\$ 1,700,000	\$ -	\$ -	\$ 1,699,456	\$ 1,699,456	100.0%
Fire Apparatus Replacement Maintenance Fund	\$ 280,000	\$ 10,809	\$ 19,976	7.1%	\$ 138,703	\$ 9,413	\$ 80,530	\$ 55,882	\$ 136,412	98.3%
Edwards Aquifer Habitat Conservation Plan Fund *	\$ 1,255,500	\$ 82,387	\$ 117,644	9.4%	\$ 1,255,500	\$ 53,074	\$ 98,132	\$ 208,837	\$ 306,969	24.4%
Faust Library Fund	\$ -	\$ 69	\$ 69	0.0%	\$ 1,500	\$ -	\$ -	\$ -	\$ -	0.0%
Rec Center Improvements & Op Revenues Fund	\$ 1,250	\$ 129	\$ 145	11.6%	\$ -	\$ 150	\$ 236	\$ -	\$ 236	0.0%
Development Services Fund	\$ 931,475	\$ 80,501	\$ 287,093	30.8%	\$ 795,500	\$ 87,646	\$ 121,664	\$ 240,031	\$ 361,695	45.5%
Cemetery Improvements Fund	\$ 5,000	\$ 5,210	\$ 7,802	156.0%	\$ 198,000	\$ -	\$ 8,763	\$ 10,506	\$ 19,269	9.7%
Hotel/Motel Tax Fund *	\$ 4,005,000	\$ 297,478	\$ 538,335	13.4%	\$ 4,377,508	\$ 333,508	\$ 374,285	\$ 443,791	\$ 818,076	18.7%

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

## ECONOMIC DATA

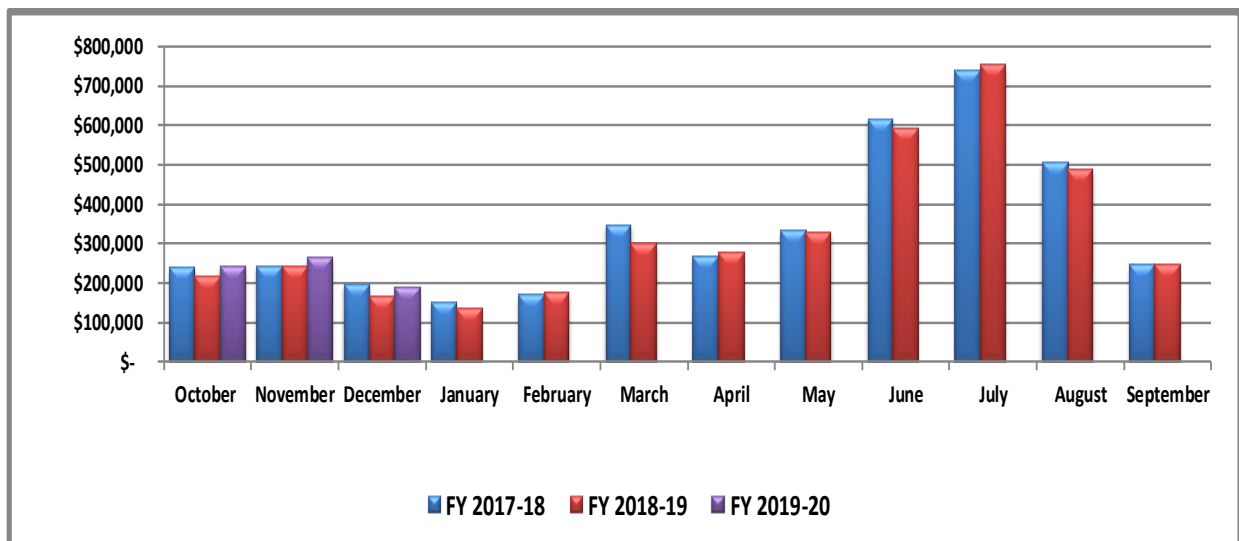
### Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the December 2019 sales tax payment. The December 2019 payment was up 8.5% when compared to December of the previous fiscal year, and up 7.6% fiscal year to date.



### Hotel/Motel Tax Collection

As shown in the graph below, December Hotel/Motel collections were up 12.9% when compared to December of last fiscal year, and up 10.9% fiscal year to date. A new penalty structure for delinquent taxes and returns was implemented for the December taxes due in January. This may have had some impact on the increased collections.



**CAPITAL PROJECT STATUS as of 2/6/2020**

Infrastructure		Quality of Life		Growth and Development		Public Safety			Overall Completion (Financial)	
Funding Source	Project	Sub-project & Limits	Description	Budget	Professional Services Expended	ROW Expended	Construction Expended	Total Remaining	Status	Overall Completion (Financial)
2013 Bond	Citywide Streets			\$ 10,000,000	\$ 887,745	N/A	\$ 7,249,914	\$ 1,862,341		81%
		<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>		\$ 68,331	N/A	\$ 328,027			<i>Construction Phase</i>
		<i>Common Street (Gruene Road to Hanz Drive)</i>	<i>Construction underway - intersection under construction. Complete mid-spring.</i>		\$ 37,299	N/A	\$ 665,183			<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	\$ 1,375,485	\$ 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; Road and Drainage work on Rueckle.	\$ 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	East side complete;basework ongoing west side-anticipate completion in Spring 2020	\$ 12,486,236	\$ 1,260,567	\$ 751,422	\$ 7,058,926	\$ 3,415,321	Construction Phase	73%
2013 Bond/2013 CofO	Live Oak/Katy Street		Bridge rail underway;Roadway work ongoing; anticipate completion in Spring 2020	\$ 5,894,110	\$ 1,041,692	\$ 103,636	\$ 2,903,658	\$ 1,845,123	Construction Phase	69%
2013 Bond	Panther Canyon		Construction Substantially complete; vegetation plan 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	\$ 734,103			\$ 14,265,897		5%
		<i>California Boulevard (Loop 337 to Gazebo Circle)</i>	<i>Sidewalk entering Landa Park off California 50 % complete.</i>		\$ 155,302	N/A				<i>Construction Phase</i>
		<i>Kerlick Lane (Walnut Avenue to Mission Hills Drive)</i>	<i>project to be rebid 2/2- new due date 2/18/20</i>		\$ 59,435	N/A				<i>Bid Phase</i>
		<i>San Antonio Street (Spur to Krueger Avenue)</i>	<i>Centerpoint gas relocate 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 &amp; Timber Hollow from Oak Glen to Crown Ridge)</i>	<i>Anticipate council approval 2/10/20</i>		\$ -	N/A				<i>Bid Phase</i>
		<i>Carl Shurz Streets (Coll St from Magazine Ave to Guether Ave &amp; Magazine Ave from Coll St to Butcher St &amp; Butcher St from Magazine Ave to Guenther Ave &amp; 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 &amp; Grant Ave from North St to Common St &amp; Central Ave from North St to Commerce St &amp; Central from Main St to Common St &amp; Commerce from Houston Ave to Veramendi Ave &amp; Houston Ave from Commerce St to Main St &amp; Veramendi Ave from Commerce St to Common St &amp; 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 2/6/2020

Infrastructure		Quality of Life		Growth and Development		Public Safety			Overall Completion (Financial)	
Funding Source	Project	Sub-project & Limits	Description	Budget	Professional Services Expensed	ROW Expensed	Construction Expensed	Total Remaining		Status
2013 Bond	Klein Road Phase 1	FM 1044 to Walnut Avenue	Drainage and roadway work ongoing	\$ 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 & Rueckle from IH 35 Frontage to Morningside	Solms- working on Sidewalks, manholes; Road and Drainage work on Rueckle.	\$ 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	East side complete;basework ongoing west side-anticipate completion in Spring 2020	\$ 12,486,236	\$ 1,260,567	\$ 751,422	\$ 7,058,926	\$ 3,415,321	Construction Phase	73%
2013 Bond/2013 CofO	Live Oak/Katy Street		Bridge rail underway;Roadway work ongoing; anticipate completion in Spring 2020	\$ 5,894,110	\$ 1,041,692	\$ 103,636	\$ 2,903,658	\$ 1,845,123	Construction Phase	69%
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	\$ 1,743,122	N/A	\$ -	\$ 11,257,678	Design Phase	13%
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 March	\$ 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%
2013 Bond	Das Rec Parking Expansion		Substantially complete; vegetation work by parks	\$ 182,463	\$ 2,541.40	N/A	\$ 152,094.48	\$ 27,827.54	Project Closeout	85%
2007, 2008, 2011, 2012 CofO's & 2015 Tax Note	Westside Pedestrian Enhancements (AAMPO)		Project substantially complete; closeout underway	\$ 1,578,326	\$ 220,871.00	N/A	\$ 1,204,853	\$ 152,602	Construction Phase	90%
NBEDC & 2013 Bond	Citywide Pedestrian Enhancements (AAMPO)		Sidwalk construction underway	\$ 1,794,828	\$ 268,019	N/A	\$ -	\$ 1,526,809	Construction Phase	15%
TXDOT Grant and/or 2019 Bond	Safe Routes to Schools		Design at 60% TxDOT notification received. Projects not selected.			N/A	\$ -		Design Phase	
RIF	FM 1863 Extension PER	Hwy 46 to Veramendi Subdivision	30% plans underway	\$ 199,473	\$ 152,765	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	\$ 359,388	\$ 7,738	N/A	\$ -	\$ 351,650	Scope Development	2%
RIF	Kowald PER	IH 35 to FM 1101	Pending review			N/A	\$ -		Scope Development	
RIF	Saengerhalle/Mary Intersection	Hwy 46	Pending review			N/A	\$ -		Scope Development	
2019 Bond & NBEDC	Sports Complex Phase 1		Finalizing Sewer connection design;submitted for grant from Tx Parks & Wildlife; design completion expected August 2020	\$ 25,784,920	\$ 386,457	N/A	\$ -	\$ 25,398,463	Design Phase	1%
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		Bid Solicitation issued	\$ 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	Fischer Park Dam		Substantially complete-closeout in progress	\$ 330,000	\$ 4,182	N/A	\$ 169,338	\$ 325,818	Project Closeout	53%
2013 Bond	Hinman Island Restrooms		Project delayed until after summer to avoid conflicts with river season operations	\$ 250,000		N/A	\$ 105,876	\$ 250,000	Construction Phase	42%
2019 Bond	Westside Community Library Center		Received Geotech report; 60% plans due by end of the month.	\$ 5,525,340	\$ 163,307	N/A	\$ -	\$ 5,362,033	Design Phase	3%
2019 Bond	Fire Station #2		Final design in progress.Anticipate Spring bid.	\$ 7,367,500	\$ 415,830	N/A	\$ -	\$ 6,951,670	Design Phase	6%
2019 Bond	Fire Station #3		Final design in progress.Anticipate Spring bid.	\$ 6,736,000	\$ 311,578	N/A	\$ -	\$ 6,424,422	Design Phase	5%
2019 Bond	Police Department Facility/Veterans Memorial		Working on final floorplan; public meeting expected mid-March for memorial	\$ 36,311,250	\$ 122,746	\$ 1,781,331	\$ -	\$ 34,407,173	Design Phase	5%

RIF = Roadway Impact Fees

CofO = Certificates of Obligation

NBEDC = New Braunfels Economic Development Corporation

VACANT POSITIONS REPORT  
as of 2/12/20

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	1.00	Director of Communications and Community Engagement - Currently in interview process
City Secretary	3.75	-	
Civic Center	9.00	-	
Finance	12.00	-	
Fire	14.00 1.00 123.00 Total FTE 138.00	1.00 - 6.00 7.00	Battalion Chief - Pending potential reclass to second Assistant Fire Chief Firefighter - Pending entry level testing 1/31/20 & 2/1/20
Golf Course	15.00	1.00	Maintenance Worker - Currently posted
Human Resources	8.00	1.00	Human Resources Manager - Applicant scheduled to start 2/24/20
Information Technology	14.00	-	
Library	27.00	1.00 1.00	Library Clerk (4 @ 29.5 hrs/wk) - Currently in interview process Program Specialist - Pending posting
Municipal Court	9.00	-	
Parks & Recreation	8.00 3.25 4.00 1.00 2.00 2.50 26.00 12.00 92.50 Total FTE 151.25	- 0.75 1.00 - - 0.50 1.00 - 1.00 5.50 2.00 4.50 0.50 16.75	Recreation Specialist (1 @ 29.5 hours) - Currently posted Recreation Instructor (9 @ 20 hours) - Currently posted Park Ranger (3 @ 20 hours) - Currently posted Urban Forester - Currently posted Slide/Party Attendant (15 @ 19 hours) - Currently posted Fitness Instructors (32 @ 19 hours) - Currently posted Guest Services Representatives (21 @ 19 hours) - Currently posted Lifeguard/Water Safety Instructor (44 @ 19 hours) - Currently posted Fitness/Gym Attendant (13 @ 19 hours) - Currently posted
Planning & Comm Dev	15.00 14.00 13.00 Total FTE 42.00	1.00 1.00 1.00 3.00	Building Inspector - Currently in selection process Senior Code Enforcement Officer - Pending posting Planning Technician - Pending posting
Police	12.00 29.50 93.00 33.50 Total FTE 168.00	- - 1.00 1.00 11.00	Emergency Dispatcher - Currently in interview process Police Records Clerk - Pending posting Pending background for additional applicants on current eligibility list. Future entry level test pending discussion with PD and commission approval
Public Works	21.00 22.00 12.00 8.00 Total FTE 63.00	- 1.00 - - 1.00	Equipment Operator II - Currently posted
Soloid Waste	8.00 12.00 13.00 15.00 9.00 Total FTE 57.00	- 2.00 1.00 1.00 - 1.00 6.00	Solid Waste Operator - Applicants currently in background process Refuse Collector - Currently posted Solid Waste Operator - Currently posted Equipment Technician - Pending posting Fleet Technician I - Currently in interview process
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	749.00	49.75
City-wide Staffing Level	93.36%	