



FINANCE DEPARTMENT

Second Quarter Financial Report

May 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 **March**, with 50.0% 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 5/11/20, a current (FY 2019-20 authorized totals) Vacant Positions Report as of 5/7/20, 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 March 31, General Fund revenues total \$45.8 million or 63.1% of total budgeted revenue. \$4.2 million was received during the month of March, 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 March 31, the majority of property tax revenue has been received.

License and Permit revenue collections through the month of March continue to trend over budget at \$2.9 million (65.1%). Fines and Forfeiture revenue was below budget through March, with collections at 39.7% (\$572,000) of the budgeted totals. Charges for Services totaled \$1.7 million (37.9%). 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 \$203,000 through the month of March – 14.0% of budgeted revenue. Parks and Recreation is a very seasonal source of revenue but was also affected by the closure of Parks facilities and the suspension of all Parks programs during the month of March, due to COVID-19. Das Rec revenue was slightly below budget at \$1.5 million (49.8%) for the first time – an effect of its closure due to COVID-19. The immediate effects of COVID-19 will be best illustrated in sales tax, Parks and Recreation and Das Rec revenue, however staff anticipates that nearly all General Fund revenues will be impacted at some point as a result of this crisis.

General Fund Expenditures

As of March 31, General Fund expenditures and encumbrances total \$36.0 million or 48.4% 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 March, 47.1% 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 58.6% 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	\$56,870,320	\$ 4,226,520	\$ 26,037,029	\$ 131,602	\$ 26,168,631	46.0%
Operating Expenses	14,215,159	925,957	5,281,243	3,048,053	8,329,296	58.6%
Capital Expenses	761,610	6,460	17,340	329,025	346,365	45.5%
Debt Service	352,585	-	275,317	-	275,317	78.1%
Interfund Transfers	1,926,480	429,023	858,046	-	858,046	44.5%
Contingencies	223,640	-	-	-	-	0.0%
Total	\$74,349,794	\$ 5,587,960	\$ 32,468,975	\$ 3,508,680	\$ 35,977,655	48.4%

Enterprise Funds

Airport Fund – Revenues through the month of March total \$1.3 million or 40.9% 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. Since the pandemic started, we have experienced a significant reduction in fuel revenue. Expenditures and encumbrances total \$1.3 million or 43.8% of budget, which is also less than budget. Airport employee expenditures are at 47.1% of budget, which is on target. The operating allocation is also below budget at 41.0%. The operating allocation is impacted by the cost to purchase fuel, which has a revenue offset.

Solid Waste Fund – Revenues through the month of March total \$5.0 million or 49.1% of total budgeted revenues. Solid Waste expenditures and encumbrances total \$5.9 million or 59.5% 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 46.3%, a result of ongoing vacancies. Operating expenditures are over budget (80.6%) at the end of March, due to the above-mentioned purchase orders.

Golf Course Fund – Revenues through the month of March total \$761,000 or 44.8% of total budgeted revenues, which is less than budget. Revenue for the month of March was down 21.5% compared to March of last fiscal year – a direct result of COVID-19. The golf course went to single rider carts on March 23 and closed completely on March 27. There was a 19.4% decrease in rounds played compared to the same period last year. Golf Fund expenditures and encumbrances total \$899,000 or 58.6%, 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 43.2%. Operating expenditures are over budget at 73.4% 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 March total \$220,000 or 49.4% which is slightly 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. Expenditures and encumbrances in the fund total \$428,000 or 50.3%, which is just 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 March 31, 2020.

Roadway Impact Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 1,937,563	\$ 1,729,647	\$ 207,915
Service Area 2	239,533	136,340	103,193
Service Area 3	5,231,221	4,123,059	1,108,162
Service Area 4	995,216	23,461	971,755
Service Area 5	6,536,605	5,065,082	1,471,523
Service Area 6	3,557,664	959,069	2,598,595
Veramendi Traffic Impact Fees	304,605	203,745.92	100,859
Total	\$ 18,802,406	\$ 12,240,403	\$ 6,562,003

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 March 31, 2020.

Park Development Fees	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance	Amount Eligible for Refunding
PARK DISTRICT 1	\$ 870,405	\$ 52,180	\$ 818,225	\$ 174,150
PARK DISTRICT 2	1,663,145	-	1,663,145	552,850
PARK DISTRICT 3	1,231,866	106,273	1,125,593	641,400
PARK DISTRICT 4	287,357	63,183	224,174	68,400
Total	\$ 4,052,774	\$ 221,637	\$ 3,831,137	\$ 1,436,800



FINANCE DEPARTMENT

General Fund

	Current Total Budget	Period Activity March	Total Fiscal YTD	Fiscal YTD % of Budget
Revenues				
Taxes and Franchise Fees	\$ 53,869,431	\$ 2,924,012	\$ 37,656,340	69.9%
Licenses and Permits	4,428,748	406,661	2,882,443	65.1%
Intergovernmental/Contributions	716,160	51,122	92,997	13.0%
Charges for Services	4,488,740	183,239	1,702,957	37.9%
Fines and Forfeitures	1,443,623	94,783	572,497	39.7%
Interest Income	350,000	53,431	388,137	110.9%
Parks and Recreation	1,455,000	1,388	203,250	14.0%
Das Rec	2,990,045	233,184	1,488,226	49.8%
Miscellaneous	2,056,000	38,599	423,280	20.6%
Interfund Transfers	849,381	212,345	424,691	50.0%
Total General Fund Revenues	\$ 72,647,128	\$ 4,198,764	\$ 45,834,818	63.1%

	Current Total Budget	Period Activity March	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
City Council	\$ 33,350	\$ 1,281	\$ 10,241	\$ -	\$ 10,241	30.7%
City Attorney	975,673	77,730	356,129	235,841	591,970	60.7%
City Administration	1,604,931	108,569	653,192	30,931	684,123	42.6%
Information Technology	2,189,219	116,418	1,027,483	64,652	1,092,135	49.9%
Municipal Court	740,409	57,874	348,284	9,659	357,943	48.3%
Human Resources	991,269	82,354	459,317	39,429	498,746	50.3%
Finance	1,288,256	99,837	611,548	1	611,549	47.5%
Planning and Community Development	3,878,616	301,743	1,558,901	257,356	1,816,257	46.8%
Police	20,470,896	1,467,511	9,154,226	488,387	9,642,613	47.1%
Fire	19,358,451	1,487,246	9,026,990	355,978	9,382,968	48.5%
Public Works	7,832,454	527,829	3,034,973	749,173	3,784,146	48.3%
Parks	5,605,391	376,901	2,024,636	361,600	2,386,236	42.6%
Das Rec	2,716,294	183,428	1,154,455	107,290	1,261,745	46.5%
Library	2,479,605	195,337	1,099,598	16,864	1,116,462	45.0%
Non-Departmental	4,184,980	503,902	1,949,002	791,519	2,740,521	65.5%
Total General Fund Expenditures	\$ 74,349,794	\$ 5,587,960	\$ 32,468,975	\$ 3,508,680	\$ 35,977,655	48.4%

Airport Fund

	Current Total Budget	Period Activity March		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 2,937,550	\$ 244,796		\$ 1,234,333	42.0%
Intergovernmental	50,000	-		-	0.0%
Interfund Transfer	99,910	14,273		28,546	28.6%
Total Airport Revenues	\$ 3,087,460	\$ 259,069		\$ 1,262,879	40.9%

	Current Total Budget	Period Activity March	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 634,304	\$ 47,268	\$ 295,947	\$ 2,850	\$ 298,797	47.1%
Operation Expenses	1,879,723	123,513	742,275	27,591	769,866	41.0%
Capital Expenses	8,000	-	-	-	-	0.0%
Interfund Transfer	557,243	139,311	278,622	-	278,622	50.0%
Total Airport Fund Expenditures	\$ 3,079,270	\$ 310,092	\$ 1,316,844	\$ 30,441	\$ 1,347,285	43.8%

Solid Waste Fund

	Current Total Budget	Period Activity March		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 10,035,000	\$ 827,245		\$ 4,896,120	48.8%
Licenses & Permits	-	9,520		19,060	0.0%
Miscellaneous	83,000	4,688		59,186	71.3%
Interest Income	65,000	1,224		23,371	36.0%
Total Solid Waste Fund Revenues	\$ 10,183,000	\$ 842,677		\$ 4,997,737	49.1%

	Current Total Budget	Period Activity March	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 4,017,771	\$ 296,029	\$ 1,858,965	\$ -	\$ 1,858,965	46.3%
Operation Expenses	3,767,957	207,472	1,481,549	1,553,911	3,035,460	80.6%
Capital Expenses	7,700	-	7,068	-	7,068	91.8%
Interfund Transfer	2,107,441	492,360	984,721	-	984,721	46.7%
Total Solid Waste Fund Expenditures	\$ 9,900,869	\$ 995,861	\$ 4,332,303	\$ 1,553,911	\$ 5,886,214	59.5%

Golf Fund

	Current Total Budget	Period Activity March		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 1,661,632	\$ 134,544		\$ 745,810	44.9%
Miscellaneous	35,000	3,494		14,829	42.4%
Total Golf Fund Revenues	\$ 1,696,632	\$ 138,038		\$ 760,639	44.8%

	Current Total Budget	Period Activity March	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures						
Employee Expenses	\$ 822,993	\$ 57,880	\$ 355,445	\$ -	\$ 355,445	43.2%
Operation Expenses	484,200	34,681	243,111	112,299	355,410	73.4%
Capital Expenses	152,500	83,330	150,895	-	150,895	98.9%
Interfund Transfer	75,025	18,756	37,513	-	37,513	50.0%
Total Golf Fund Expenditures	\$ 1,534,718	\$ 194,647	\$ 786,964	\$ 112,299	\$ 899,263	58.6%

Civic/Convention Center Fund

	Current Total Budget	Period Activity March		Total Fiscal YTD	Fiscal YTD % of Budget
Revenues					
Charges for Services	\$ 445,000	\$ 31,184		\$ 220,043	49.4%
Interfund Transfers	445,127	-		-	0.0%
Miscellaneous	-	78		245	0.0%
Total Civic/Convention Center Fund Revenues	\$ 890,127	\$ 31,262		\$ 220,288	24.7%

	Current Total Budget	Period Activity March	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Expenditures*						
Employee Expenses	\$ 511,159	\$ 36,239	\$ 227,153	\$ -	\$ 227,153	44.4%
Operation Expenses	287,080	18,789	154,367	13,658	168,025	58.5%
Capital Expenses	12,724	-	12,724	-	12,724	100.0%
Interfund Transfer	40,548	10,137	20,274	-	20,274	50.0%
Total Civic/Convention Center Fund Expenditures	\$ 851,511	\$ 65,165	\$ 414,518	\$ 13,658	\$ 428,176	50.3%

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



FINANCE DEPARTMENT

Revenues

Expenditures

	Current Total Budget	Period Activity March	Total Fiscal YTD	Fiscal YTD % of budget		Current Total Budget	Period Activity March	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	\$ 550,209	\$ 19,862,647	99.7%		\$ 19,916,818	\$ -	\$ 15,853,788	\$ -	\$ 15,853,788	79.6%
Self Insurance Fund	\$ 7,053,500	\$ 560,071	\$ 3,718,453	52.7%		\$ 6,925,000	\$ 563,187	\$ 2,290,559	\$ 89,247	\$ 2,379,806	34.4%
Special Revenue Funds											
CDBG Fund *	\$ 354,166	\$ 22,667	\$ 164,132	46.3%		\$ 354,166	\$ 29,394	\$ 184,947	\$ 169,340	\$ 354,287	100.0%
Grant Fund *	\$ 528,091	\$ 10,000	\$ 123,961	23.5%		\$ 682,339	\$ 26,979	\$ 270,662	\$ 27,928	\$ 298,590	43.8%
Special Revenue Fund	\$ 200,000	\$ 25,894	\$ 210,411	105.2%		\$ 455,000	\$ 14,092	\$ 125,099	\$ 16,007	\$ 141,106	31.0%
River Activities Fund	\$ 1,322,470	\$ 7,387	\$ 30,672	2.3%		\$ 1,322,470	\$ 15,617	\$ 100,365	\$ 161,142	\$ 261,507	19.8%
Court Security Fund	\$ 30,000	\$ 2,479	\$ 12,746	42.5%		\$ 31,000	\$ 1,860	\$ 11,259	\$ -	\$ 11,259	36.3%
Judicial Efficiency Fund	\$ 7,500	\$ 469	\$ 2,688	35.8%		\$ 13,701	\$ 1,770	\$ 2,340	\$ -	\$ 2,340	17.1%
Court Technology Fund	\$ 41,000	\$ 2,378	\$ 14,990	36.6%		\$ 42,000	\$ 353	\$ 20,780	\$ -	\$ 20,780	49.5%
Child Safety Fund	\$ 137,500	\$ 1,407	\$ 10,145	7.4%		\$ 186,000	\$ 19,175	\$ 91,922	\$ 73,286	\$ 165,208	88.8%
Stormwater Development Fund	\$ 65,000	\$ 66,600	\$ 337,387	519.1%		\$ 316,000	\$ -	\$ -	\$ 234,946	\$ 234,946	74.4%
Truancy Fund Revenues	\$ 60,000	\$ 3,179	\$ 21,438	35.7%		\$ 79,750	\$ 5,476	\$ 36,210	\$ -	\$ 36,210	45.4%
Cable Franchise Fund (PEG)	\$ 177,500	\$ -	\$ 46,174	26.0%		\$ 490,000	\$ 4,500	\$ 290,330	\$ 197,079	\$ 487,409	99.5%
Equipment Replacement Fund	\$ 1,170,000	\$ 282,839	\$ 614,096	52.5%		\$ 1,503,987	\$ 195,731	\$ 377,027	\$ 696,912	\$ 1,073,939	71.4%
Federal Court Awards Fund	\$ -	\$ -	\$ 21,556	0.0%		\$ 100,000	\$ -	\$ 59,762	\$ 4,000	\$ 63,762	63.8%
Non-Federal Court Awards Fund	\$ -	\$ 4,021	\$ 24,769	0.0%		\$ 68,000	\$ -	\$ 4,649	\$ -	\$ 4,649	6.8%

* Driven by End-of-Year accrual entries.



FINANCE DEPARTMENT

Revenues

Expenditures

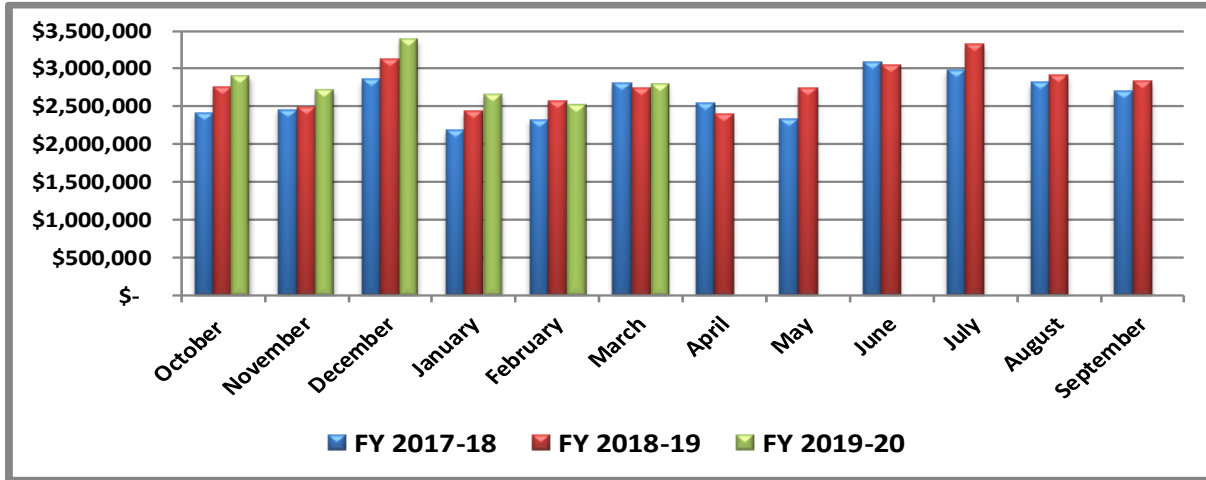
	Revenues				Expenditures					
	Current Total Budget	Period Activity March	Total Fiscal YTD	Fiscal YTD % of budget	Current Total Budget	Period Activity March	Total Fiscal YTD Expenditures	Total Fiscal YTD Encumbrances	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of Budget
Special Revenue Funds - continued										
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,451,410	\$ 338,690	\$ 714,213	49.2%	\$ 1,999,718	\$ -	\$ -	\$ 1,699,456	\$ 1,699,456	85.0%
Fire Apparatus Replacement Maintenance Fund	\$ 280,000	\$ 13,512	\$ 82,134	29.3%	\$ 138,703	\$ 11,685	\$ 127,588	\$ 22,118	\$ 149,706	107.9%
Edwards Aquifer Habitat Conservation Plan Fund *	\$ 1,255,500	\$ 77,329	\$ 270,969	21.6%	\$ 1,255,500	\$ 47,140	\$ 211,773	\$ 535,056	\$ 746,829	59.5%
Faust Library Fund	\$ -	\$ 58	\$ 127	0.0%	\$ 1,500	\$ -	\$ -	\$ -	\$ -	0.0%
Rec Center Improvements & Op Revenues Fund	\$ 1,250	\$ (21)	\$ 143	11.4%	\$ -	\$ -	\$ 236	\$ -	\$ 236	0.0%
Development Services Fund	\$ 931,475	\$ 86,102	\$ 590,215	63.4%	\$ 795,500	\$ 67,472	\$ 281,603	\$ 313,079	\$ 594,682	74.8%
Cemetery Improvements Fund	\$ 5,000	\$ 5,100	\$ 13,052	261.0%	\$ 198,000	\$ -	\$ 19,260	\$ 9	\$ 19,269	9.7%
Hotel/Motel Tax Fund *	\$ 4,005,000	\$ 182,308	\$ 1,071,743	26.8%	\$ 4,377,508	\$ 1,197,951	\$ 1,743,957	\$ 412,239	\$ 2,156,196	49.3%

* Driven by End-of-Year accrual entries.

ECONOMIC DATA

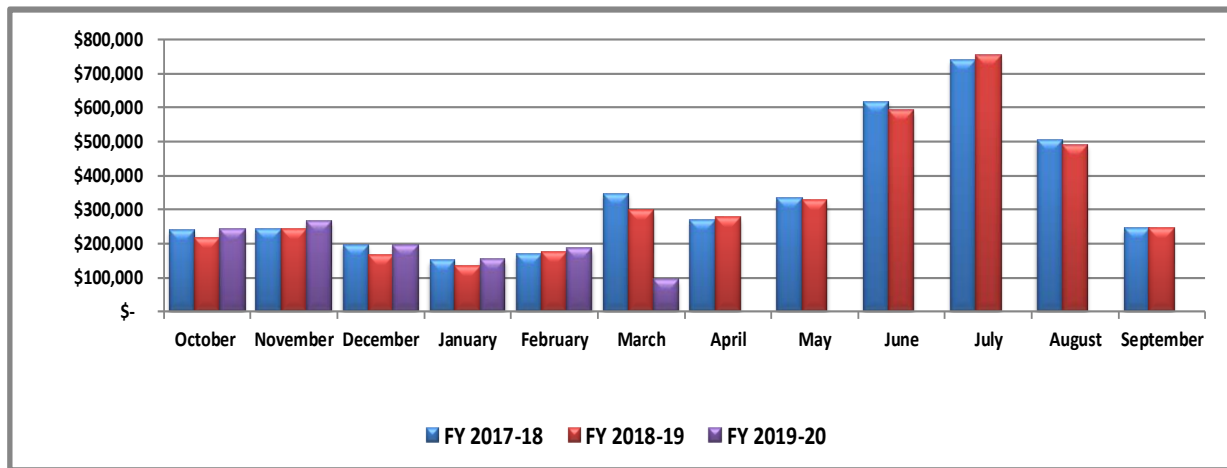
Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the March 2020 sales tax payment. The March 2020 payment was up 1.9% when compared to March of the previous fiscal year, and up 5.3% fiscal year to date. Compared to the increase in sales tax for the prior months in FY 2019-20, this is a much smaller increase - another effect of COVID-19 as businesses suspended operations and the comptroller began waiving late fees and allowing companies to establish payment plans for sales tax collections.



Hotel/Motel Tax Collection

As shown in the graph below, March Hotel/Motel collections were down 68.5% when compared to March of last fiscal year, and down 8.1% 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 had a direct effect on collections for March.



CAPITAL PROJECT STATUS as of 5/11/2020

Infrastructure		Quality of Life		Growth and Development		Public Safety						
Funding Source	Project	Sub-project & Limits	Description	Budget	Professional Services Expensed	ROW Expensed	Construction Expensed	Total Remaining	Status	Overall Completion		
2013 Bond	Citywide Streets			\$ 10,000,000	\$ 1,478,020	N/A	\$ 7,718,355	\$ 803,625				92%
		<i>Union Avenue (Common Street to Austin)</i>	<i>Project moved to 2019 Bond Year 3</i>		\$ 53,415	N/A	\$ -				On Hold	
		<i>San Antonio Street (Academy to Walnut)</i>	<i>Construction underway- complete mid-spring</i>		\$ 75,006	N/A	\$ 652,158				Completed	20-Mar
		<i>Common Street (Gruene Road to Hanz Drive)</i>	<i>Construction underway - intersection under construction. Complete mid-spring. On schedule. Ramps repaired.</i>		\$ 43,657	N/A	\$ 813,840				Construction Phase	
		<i>San Antonio (Spur to Krueger)</i>	<i>Centerpoint relocation ongoing;- joint bid construction to follow late spring.</i>		\$ 138,711	N/A	\$ 428,744				Construction Phase	
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 in progress. Flatwork and final paving in progress. Anticipate completion in spring 2020.	\$ 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	\$ 804,551		\$ 351,870	\$ 13,843,580				8%
		<i>California Boulevard (Loop 337 to Gazebo Circle)</i>	<i>Continuing sidewalk and curb installation.Milling begun on hill.</i>		\$ 168,853	N/A	\$ 351,870				Construction Phase	
		<i>Kerlick Lane (Walnut Avenue to Mission Hills Drive)</i>	<i>First block of sidewalk complete. Expected to complete Fall 2020.</i>		\$ 36,660	N/A					Construction Phase	
		<i>San Antonio Street (Spur to Krueger Avenue)</i>	<i>Centerpoint gas relocate work underway- construction to follow late spring. Tentative May17th.</i>		\$ -	N/A					Construction Phase	
		<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					Construction Phase	
		<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					On Hold	
		<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					On Hold	
		<i>Lakeview Boulevard</i>	<i>Project slated for year 2</i>		\$ 117,720	N/A					On Hold	
		<i>Union Avenue</i>	<i>Project slated for year 3</i>		\$ -	N/A					On Hold	
		<i>Comal Avenue</i>	<i>Project slated for year 3</i>		\$ 33,450	N/A					On Hold	
		<i>County Line Road</i>	<i>Project slated for year 3</i>		\$ 58,380	N/A					On Hold	
		<i>Peach/Plum/Grape</i>	<i>Project slated for year 3</i>		\$ 63,605	N/A					On Hold	
		<i>Central Avenue</i>	<i>Project slated for year 4</i>		\$ 11,450	N/A					On Hold	
		<i>Grant Street</i>	<i>Project slated for year 4</i>		\$ 11,450	N/A					On Hold	
		<i>South Street</i>	<i>Project slated for year 6</i>		\$ 48,600	N/A					On Hold	

CAPITAL PROJECT STATUS as of 5/11/2020

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	Expensed	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 mid-May.	\$ 13,000,800	\$ 1,109,540		N/A	\$ -	\$ 11,891,260	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	\$ 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	\$ 745,527		N/A	\$ -	\$ 1,769,013	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	\$ 280,846		N/A	\$ 319,381	\$ 1,194,600	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	\$ 152,765		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.	\$ 410,798	\$ 7,738		N/A	\$ -	\$ 403,060	Scope Development	2%
RIF	Kowald PER	IH 35 to FM 1101	Developing Scope to statement of qualifications from Engineers.	TBD			N/A	\$ -	\$ -	Scope Development	0%
TxDot	Airport Detention Pond		TXDOT soliciting bids	TBD			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.	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 August 2020.	\$ 25,784,920	\$ 740,811		N/A	\$ 116,698	\$ 24,927,411	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	\$ -	\$ 4,394,509	Construction 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		New restroom installed by the end of May.	\$ 250,000			N/A	\$ 105,876	\$ 144,124	Construction Phase	42%
2011 CoFo & Contribution from Mainstreet Partner	Downtown Restrooms Façade Improvements		Funds received from mainstreet partner; waiting for approval for Seidel Construction under CoOp Partnership.	\$ 50,000	\$ -		N/A	\$ -	\$ 50,000	Design Phase	0%
	Golf Course Deck Addition		Coordinating with Golf / Enigneering.	TBD			N/A	\$ -	\$ -	On Hold	0%
NBEDC & Seguin 4A	CTTC HVAC replacement		Contract in negotiation.	TBD			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	\$ 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	\$ 427,423		N/A	\$ -	\$ 6,940,077	Design Phase	6%
2019 Bond	Fire Station #3		Final design in progress. Pending permit review.	\$ 6,736,000	\$ 344,304		N/A	\$ 1,250	\$ 6,390,446	Design Phase	5%
Creekside TIRZ	Firestation #7		Master plan scope in progress.	\$ 2,928,000	\$ 1,632,200		N/A	\$ -	\$ 1,295,800	Design Phase	56%
2019 Bond	Police Department Facility/Veterans Memorial		50% design documents received, Veterans Memorial image selection committee being organized.	\$ 36,311,250	\$ 129,307	\$ 1,793,831	\$ -	\$ -	\$ 34,388,112	Design Phase	5%

RIF = Roadway Impact Fees

CoFo = Certificates of Obligation

NBEDC = New Braunfels Economic Development Corporation

VACANT POSITIONS REPORT
as of 5/7/20

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 1.00 123.00 Total FTE 139.00	1.00	Fire Captain - Pending promotional process to fill vacancy; test for Captain scheduled for 7/27/2020
<i>Support Services</i>			
<i>Emergency Management</i>			
<i>Operations</i>			
Golf Course	15.00	-	
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 & Recreation	8.00 3.25 4.00 1.00 2.00 2.50 26.00 12.00 92.50 Total FTE 151.25	- 0.50 0.50 - - 0.50 1.00 2.00 1.00 6.50 5.00 0.50 3.50 2.00 1.00 1.50 1.00 26.50	Recreation Specialist (1 @ 29.5 hours) - Currently posted 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 Slide/Party Attendant (15 @ 19 hours) - Currently posted; pending title change to Party Attendant and redistribution of FTEs 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 Kinder Care Attendant (12 @ 19 hours) - Currently posted Fitness Instructors (32 @ 19 hours) - Currently posted Recreation/Program Instructors (5 @ 29.5 hours) - Pending posted Kinder Care Lead (6 @ 19 hours) - Currently posted
<i>Administration</i>			
<i>Recreation - Fischer Park</i>			
<i>Recreation - Landa Park</i>			
<i>Athletics</i>			
<i>Aquatics</i>			
<i>Rangers</i>			
<i>Operations</i>			
<i>Das Rec - Full Time</i>			
<i>Das Rec - Part Time</i>			
<i>Total FTE</i>			
Planning & Comm Dev	15.00 16.00 14.00 Total FTE 45.00	- 1.00 1.00 2.00	Senior Code Enforcement Officer - Currently posted Planning and Community Development Assistant Director - Pending posting
<i>Building Inspections</i>			
<i>Environmental Services</i>			
<i>Planning</i>			
<i>Total FTE</i>			
Police	12.00 29.50 93.00 33.50 168.00 Total FTE 168.00	- 1.00 13.00 - 14.00	Police Records Clerk - Pending reposting Police Officer - 1 new hire started 5/4/2020; other 8 that have cleared background tentatively scheduled to start 6/27/2020. 2 additional vacancies from last report due to one non-certified resigning and one promotion to Detective effective 5/2/2020
<i>Administration</i>			
<i>Support Services</i>			
<i>Patrol</i>			
<i>Criminal Investigation</i>			
<i>Total FTE</i>			
Public Works	21.00 22.00 12.00 8.00 63.00 Total FTE 63.00	- 2.00 - - 2.00	Equipment Operator I - Currently posted
<i>Engineering</i>			
<i>Streets</i>			
<i>Drainage</i>			
<i>Facilities Maintenance</i>			
<i>Total FTE</i>			
Solid Waste	8.00 12.00 13.00 15.00 9.00 57.00 Total FTE 57.00	- 2.00 1.00 - 1.00 4.00	Solid Waste Operator - Currently posted Refuse Collector - Currently posted Fleet Technician I - Currently posted
<i>Support Services</i>			
<i>Residential Collection</i>			
<i>Commercial Collection</i>			
<i>Recycling Collection</i>			
<i>Fleet Services</i>			
<i>Total FTE</i>			
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	54.50	
City-wide Staffing Level	92.76%		