



FINANCE DEPARTMENT

October Financial Report

December 15, 2018

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**. 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 12/13/18, a current (FY 2018-19 authorized totals) Vacant Positions Report as of 11/20/18, an Economic Data Report and a report reflecting roadway 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 2018-19 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. These documents can be found on the City website.

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



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General Fund Revenues

As of October 31, General Fund revenues total \$3,931,785 or 5.8% of total budgeted revenue. \$3.9 million was received during the month of October, the majority of which came from sales tax, property tax, and franchise fee payments (\$2.9 million). Sales tax and property tax are the two largest sources of revenue for the General Fund, totaling 60.5% of all budgeted revenue. The majority of property tax revenue is collected during the months of December – March.

License and Permit revenue collections for the month of October were above budget at \$406,176 (10.2%). Fines and Forfeiture revenue was below budget through October, with collections at 6.2% (\$103,586) of the budgeted totals, while Charges for Services totaled \$186,617. Charges for Services are driven mainly by Ambulance Revenue Fees. Parks and Recreation revenue totaled \$248,586 through the month of October – 6.9% of budgeted revenue. The majority of these revenues were related to Das Rec (\$221,249). The remaining Parks revenues are seasonal in nature.

General Fund Expenditures

As of October 31, General Fund expenditures and encumbrances total \$4,287,367 or 6.2% 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, 2 out of 26 payrolls have been posted, which represents 5.2% of the total payroll for the fiscal year. The table below is broken down by total General Fund expenditures and encumbrances within each expenditure category.

Expenditure Category	Current Total Budget	Period Activity	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Fiscal YTD % of Budget
Employee Expenses	\$53,663,737	\$ 2,626,490	\$ 2,626,490	\$ 53,779	\$ 2,680,269	5.0%
Operating Expenses	13,474,059	487,125	487,125	1,098,593	1,585,718	11.8%
Capital Expenses	436,843	-	-	21,380	21,380	4.9%
Interfund Transfers	829,910	-	-	-	-	0.0%
Contingencies	250,000	-	-	-	-	0.0%
Total	\$68,654,549	\$ 3,113,615	\$ 3,113,615	\$ 1,173,752	\$ 4,287,367	6.2%

Enterprise Funds

Airport Fund – Revenues through the month of October total \$223,135 or 7.9% of total budgeted revenues, which is less than budget. The majority of these revenues are from fuel sales. Expenditures and encumbrances total \$122,571 or 4.5% of budget, which is also less than budget. Airport employee expenditures are at 5.5% of budget. The operating allocation is below budget at 4.4%. Capital expenditures are 223.9% committed, due to additional expenses related to the airport renovations that were budgeted in FY 2017-18. These additional expenses will be covered by budget transfers.

Solid Waste Fund – Revenues through the month of October total \$0.00. Revenues received in October were accrued back to FY 2017-18 to accurately reflect the revenues in the period they were earned. Solid Waste expenditures and encumbrances total \$2,282,727 or 24.2% of budget, due to purchase orders issued for refuse disposal, that are not yet paid. Employee expenditures are 5.0% of budget. Operating expenditures are over budget (44.5%) at the end of October, due to the above-mentioned purchase orders.

Golf Course Fund – Revenues through the month of October total \$133,683 or 8.4% of total budgeted revenues, which is right on target. Revenue for the month of October was down 15.3% compared to October of last fiscal year. This was due to a 16.3% decrease in rounds played compared to the same period last year. October was a very wet month, with 12 rain days that produced over 7 inches of rain. Golf Fund expenditures and encumbrances total \$129,090 or 10.2%, which is greater than budget, primarily due to purchase orders for equipment, merchandise and golf course 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 totals \$35,821 or 7.5% which is less than budget. Expenditures and encumbrances in the fund total \$28,823 or 4.0%, which is also less than budget - a result of vacancies within the department.

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 6 service areas. The table below represents by Area all revenues and expenditures from inception through October 31, 2018.

	Revenues (Inception to Date)	Expenditures and Encumbrances (Inception to Date)	Balance
Service Area 1	\$ 1,771,293	\$ 1,472,990	\$ 298,303
Service Area 2	212,136	98,165	113,971
Service Area 3	3,915,319	504,026	3,411,293
Service Area 4	882,501	5,678	876,823
Service Area 5	5,592,658	1,547,298	4,045,360
Service Area 6	2,922,781	858,160	2,064,621
Total	\$ 15,296,687	\$ 4,486,317	\$ 10,810,371



FINANCE DEPARTMENT

City of New Braunfels
 Monthly Financial Summaries
 As of October 31, 2018

General Fund

	Current Total Budget	Period Activity October		Total Fiscal YTD	Fiscal YTD % of budget
Revenues					
Taxes and Franchise Fees	\$ 51,011,474	\$ 2,928,470		\$ 2,928,470	5.7%
Licenses and Permits	3,985,990	406,176		406,176	10.2%
Intergovernmental	627,247	998		998	0.2%
Charges for Services	4,148,100	186,617		186,617	4.5%
Fines and Forfeitures	1,672,400	103,586		103,586	6.2%
Interest Income	200,000	8,471		8,471	4.2%
Parks and Recreation	3,601,376	248,586		248,586	6.9%
Miscellaneous	2,045,264	48,881		48,881	2.4%
Interfund Transfers	866,511	-		-	0.0%
Total General Fund Revenues	\$ 68,158,362	\$ 3,931,785		\$ 3,931,785	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						
City Council	\$ 34,421	\$ 3,263	\$ 3,263	\$ -	\$ 3,263	9.5%
City Attorney	927,458	24,012	24,012	55,847	79,859	8.6%
City Administration	1,674,795	76,542	76,542	14,721	91,263	5.4%
Information Technology	2,018,394	140,663	140,663	46,292	186,955	9.3%
Municipal Court	688,202	35,523	35,523	3,000	38,523	5.6%
Human Resources	845,703	31,327	31,327	16,241	47,568	5.6%
Finance	1,158,894	50,785	50,785	-	50,785	4.4%
Planning and Community Development	3,413,556	146,712	146,712	-	146,712	4.3%
Police	18,917,863	983,570	983,570	152,061	1,135,631	6.0%
Fire	18,648,814	953,005	953,005	87,919	1,040,924	5.6%
Public Works	7,383,688	275,461	275,461	528,239	803,700	10.9%
Parks	7,753,117	256,459	256,459	196,834	453,293	5.8%
Library	2,370,984	100,277	100,277	24,293	124,570	5.3%
Non-Departmental	2,818,660	36,016	36,016	48,305	84,321	3.0%
Total General Fund Expenditures	\$ 68,654,549	\$ 3,113,615	\$ 3,113,615	\$ 1,173,752	\$ 4,287,367	6.2%

Airport Fund	Current Total Budget	Period Activity October		Total Fiscal YTD	Fiscal YTD % of budget
Revenues					
Charges for Services	\$ 2,690,000	\$ 223,135		\$ 223,135	8.3%
Intergovernmental	50,000	-		-	0.0%
Interfund Transfer	99,910	-		-	0.0%
Total Airport Revenues	\$ 2,839,910	\$ 223,135		\$ 223,135	7.9%

	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	\$ 600,466	\$ 28,043	\$ 28,043	\$ 4,906	\$ 32,949	5.5%
Operation Expenses	1,646,610	52,920	52,920	19,912	72,832	4.4%
Capital Expenses	7,500	4,908	4,908	11,882	16,790	223.9%
Interfund Transfer	498,383	-	-	-	-	0.0%
Total Airport Fund Expenditures	\$ 2,752,959	\$ 85,871	\$ 85,871	\$ 36,700	\$ 122,571	4.5%

Solid Waste Fund	Current Total Budget	Period Activity October		Total Fiscal YTD	Fiscal YTD % of budget
Revenues					
Charges for Services	\$ 9,440,054	\$ -		\$ -	0.0%
Miscellaneous	118,200	8,338		8,338	7.1%
Interest Income	36,935	4,688		4,688	12.7%
Total Solid Waste Fund Revenues	\$ 9,595,189	\$ 13,026		\$ 13,026	0.1%

	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	\$ 3,757,494	\$ 187,219	\$ 187,219	\$ -	\$ 187,219	5.0%
Operation Expenses	4,657,867	78,582	78,582	1,994,534	2,073,116	44.5%
Capital Expenses	73,700	-	-	22,392	22,392	0.0%
Interfund Transfer	938,301	-	-	-	-	0.0%
Total Solid Waste Fund Expenditures	\$ 9,427,362	\$ 265,801	\$ 265,801	\$ 2,016,926	\$ 2,282,727	24.2%

Golf Fund	Current Total Budget	Period Activity October			Total Fiscal YTD	Fiscal YTD % of budget
Revenues						
Charges for Services	\$ 1,556,277	\$ 132,801			\$ 132,801	8.5%
Miscellaneous	32,288	882			882	2.7%
Total Golf Fund Revenues	\$ 1,588,565	\$ 133,683			\$ 133,683	8.4%
Expenditures						
	Current Total Budget	Period Activity October	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Employee Expenses	\$ 836,650	\$ 38,181	\$ 38,181	\$ -	\$ 38,181	4.6%
Operation Expenses	423,559	27,798	27,798	63,111	90,909	21.5%
Total Golf Fund Expenditures	\$ 1,260,209	\$ 65,979	\$ 65,979	\$ 63,111	\$ 129,090	10.2%
Civic/Convention Center Fund						
	Current Total Budget	Period Activity October			Total Fiscal YTD	Fiscal YTD % of budget
Revenues						
Charges for Services	\$ 480,271	\$ 35,821			\$ 35,821	7.5%
Interfund Transfers	257,572	-			-	0.0%
Miscellaneous	-	85			85	0.0%
Total Civic/Convention Center Fund Revenues	\$ 737,843	\$ 35,906			\$ 35,906	4.9%
Expenditures*						
	Current Total Budget	Period Activity October	Expenditures YTD	Encumbrances YTD	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Employee Expenses	\$ 460,537	\$ 20,493	\$ 20,493	\$ -	\$ 20,493	4.4%
Operation Expenses	221,013	8,330	8,330	-	8,330	3.8%
Interfund Transfer	34,077	-	-	-	-	0.0%
Total Civic/Convention Center Fund Expenditures	\$ 715,627	\$ 28,823	\$ 28,823	\$ -	\$ 28,823	4.0%

*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
Debt Service Fund	\$ 17,466,415	\$ 12,879	\$ 12,879		0.1%	\$ 17,252,185	\$ 225	\$ 225	\$ -	\$ 225	0.0%
Self Insurance Fund	\$ 6,903,500	\$ 532,282	\$ 532,282		7.7%	\$ 6,550,000	\$ 72,469	\$ 71,468	\$ 31,973	\$ 103,441	1.6%
Special Revenue Funds											
CDBG Fund	\$ 393,459	\$ -	\$ -		0.0%	\$ 393,459	\$ -	\$ -	\$ 45,533	\$ 45,533	11.6%
Grant Fund	\$ 726,444	\$ -	\$ -		0.0%	\$ 726,444	\$ 1,684	\$ 1,684	\$ -	\$ 1,684	0.2%
Special Revenue Fund	\$ 200,000	\$ 13,276	\$ 13,276		6.6%	\$ 447,000	\$ 1,434	\$ 1,434	\$ 15,250	\$ 16,684	3.7%
River Activities Fund	\$ 1,338,200	\$ 11,212	\$ 11,212		0.8%	\$ 1,315,553	\$ 7,662	\$ 7,662	\$ 137,958	\$ 145,620	11.1%
Court Security Fund	\$ 31,000	\$ 2,501	\$ 2,501		8.1%	\$ 30,000	\$ 1,674	\$ 1,674	\$ -	\$ 1,674	5.6%
Judicial Efficiency Fund	\$ 8,000	\$ 542	\$ 542		6.8%	\$ 15,000	\$ -	\$ -	\$ -	\$ -	0.0%
Court Technology Fund	\$ 39,000	\$ 3,335	\$ 3,335		8.6%	\$ 40,000	\$ -	\$ -	\$ 16,447	\$ 16,447	41.1%
Child Safety Fund	\$ 142,500	\$ 958	\$ 958		0.7%	\$ 204,000	\$ 437	\$ 437	\$ 132,000	\$ 132,437	64.9%
Stormwater Development Fund	\$ 135,000	\$ -	\$ -		0.0%	\$ 250,000	\$ -	\$ -	\$ -	\$ -	0.0%
Juvenile Case Manager Fund	\$ 58,000	\$ 4,860	\$ 4,860		8.4%	\$ 108,000	\$ 5,678	\$ 5,678	\$ -	\$ 5,678	5.3%
Cable Franchise Fund (PEG)	\$ 167,000	\$ -	\$ -		0.0%	\$ 350,000	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Replacement Fund	\$ 671,348	\$ 3,341	\$ 3,341		0.5%	\$ 572,511	\$ -	\$ -	\$ -	\$ -	0.0%
Federal Court Awards Fund	\$ -	\$ -	\$ -		0.0%	\$ 149,000	\$ -	\$ -	\$ -	\$ -	0.0%
Non-Federal Court Awards Fund	\$ -	\$ 1,616	\$ 1,616		0.0%	\$ 110,000	\$ 6,770	\$ 6,770	\$ -	\$ 6,770	6.2%



FINANCE DEPARTMENT

Revenues

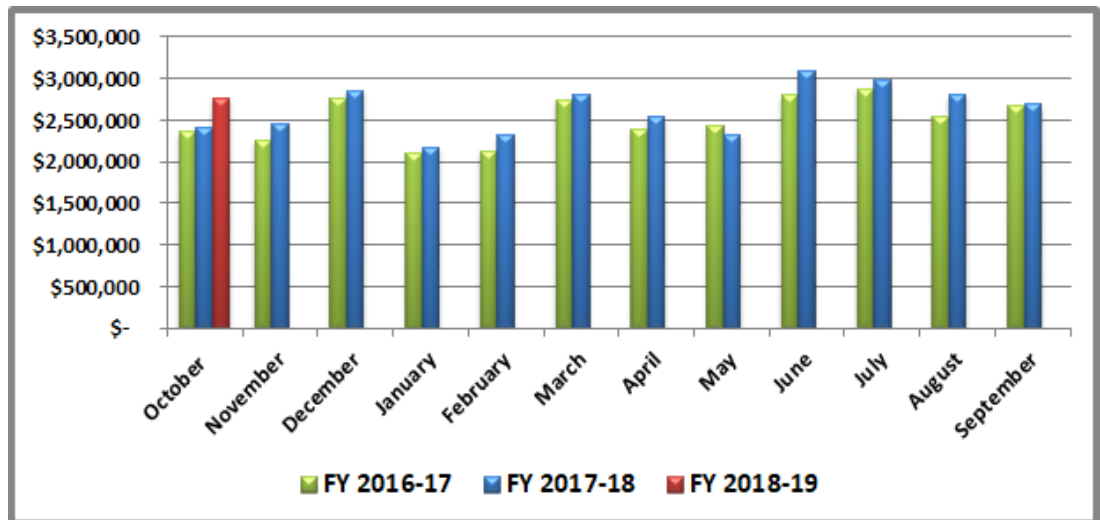
Expenditures

	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
Special Revenue Funds - continued											
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,527,910	\$ 9,950	\$ 9,950	0.7%		\$ 1,750,040	\$ -	\$ -	\$ 1,745,412	\$ 1,745,412	99.7%
Fire Apparatus Replacement Maintenance Fund	\$ 180,000	\$ -	\$ -	0.0%		\$ 138,702	\$ -	\$ -	\$ -	\$ -	0.0%
Edwards Aquifer Habitat Conservation Plan Fund	\$ 1,287,000	\$ 32,678	\$ 32,678	2.5%		\$ 1,287,000	\$ 4,331	\$ 4,331	\$ 177,090	\$ 181,421	14.1%
Faust Library Fund	\$ -	\$ 73	\$ 266	0.0%		\$ 1,333	\$ -	\$ -	\$ -	\$ -	0.0%
Rec Center Improvements & Op Revenues Fund	\$ 25,000	\$ -	\$ -	0.0%		\$ 75,000	\$ -	\$ -	\$ -	\$ -	0.0%
Development Services Fund	\$ 902,500	\$ -	\$ -	0.0%		\$ 902,500	\$ -	\$ -	\$ -	\$ -	0.0%
Cemetery Improvements Fund	\$ 9,000	\$ 1,150	\$ 1,150	12.8%		\$ 218,000	\$ 212	\$ 212	\$ -	\$ 212	0.1%
Hotel/Motel Tax Fund	\$ 4,274,328	\$ 26,248	\$ 26,248	0.6%		\$ 4,337,228	\$ 7,231	\$ 7,231	\$ 51,989	\$ 59,220	1.4%

ECONOMIC DATA

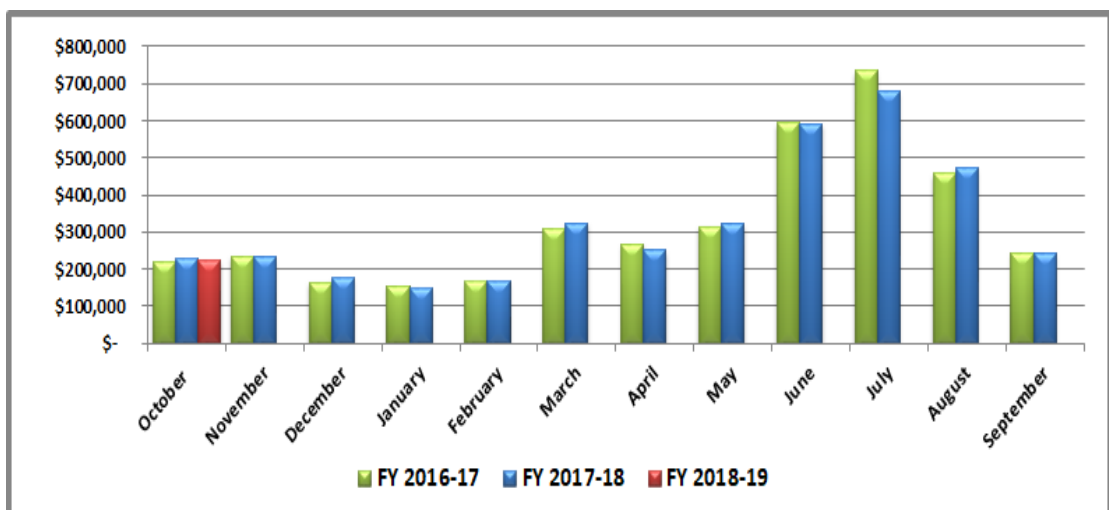
Total Sales Tax Collections – General Fund and NBEDC

Sales tax is received approximately six weeks after the month has ended. The graph below includes the October 2018 sales tax payments, along with the previous two years payments. The October 2018 payment was up 14.9% when compared to October of the previous fiscal year. This growth is a positive start to the fiscal year as it relates to sales tax collections. Sales tax is the single largest revenue source for the City's General Fund.



Hotel/Motel Tax Collection

As shown in the graph below, October Hotel/Motel collections are down 2.1% when compared to October of last fiscal year.



CAPITAL PROJECT STATUS as of 12/13/2018

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
Streets and Drainage Projects									
Alves Lane Improvements	Professional Services	2013 Bond	\$ 1,432,148	\$ 1,224,733	\$ 207,414	\$ 1	40%	Construction in progress	Adam Michie
	Land		\$ 1,311,800	\$ 751,422	\$ -	\$ 560,378			
	Construction		\$ 13,031,665	\$ 3,899,516	\$ 5,870,019	\$ 3,262,129			
	Totals		\$ 15,775,613	\$ 5,875,671	\$ 6,077,434	\$ 3,822,507			
Blieders/German Creek Watershed Improvements	Professional Services	2013 Bond	\$ 632,873	\$ 576,387	\$ -	\$ 56,486	PD	Project on hold pending Veramendi	Adam Michie
	Land		\$ 35,000	\$ 35,000	\$ -	\$ -			
	Totals		\$ 667,873	\$ 611,387	\$ -	\$ 56,486			
Citywide Street Improvements	Professional Services & Construction	2013 Bond	\$ 10,000,000	\$ 6,793,923	\$ 1,840,997	\$ 1,365,080	68%	Final projects: Union Avenue, San Antonio Street & Common Street design begun; Post Road under construction	Josh Niles
	Totals		\$ 10,000,000	\$ 6,793,923	\$ 1,840,997	\$ 1,365,080			
Klein Road Reconstruction	Professional Services	2013 Bond	\$ 1,268,066	\$ 1,316,647	\$ 189,928	\$ (238,510)	16%	Notice To Proceed June 2018; Relocation of dry utilities ongoing; Drainage and road construction ongoing	Nate Garza
	Land		\$ 1,664,000	\$ 757,888	\$ 99,398	\$ 806,714			
	Construction		\$ 8,598,934	\$ 1,345,584	\$ 6,226,893	\$ 1,026,458			
	Totals		\$ 11,531,000	\$ 3,420,119	\$ 6,516,219	\$ 1,594,662			
Live Oak/Katy Improvements	Professional Services	2013 C of O & 2013 Bond	\$ 977,331	\$ 891,213	\$ 167,374	\$ (81,256)	1%	Construction to begin January 2019	Adam Michie
	Land		\$ 36,000	\$ 103,636	\$ -	\$ (67,636)			
	Construction		\$ 3,675,669	\$ 49,567	\$ 3,398,305	\$ 227,797			
	Totals		\$ 4,689,000	\$ 1,044,416	\$ 3,565,679	\$ 78,905			
North Tributary Flood Control Project	Professional Services	2004, 2008 & 2012 C of O's	\$ 980,379	\$ 900,984	\$ 12,510	\$ 66,885	91%	Staff pursuing design and repair options concurrent with litigation; Site maintenance ongoing	Bryan Woods
	Land		\$ 972,635	\$ 924,024	\$ -	\$ 48,611			
	Construction		\$ 5,732,414	\$ 4,796,934	\$ 472,158	\$ 463,322			
	Totals		\$ 7,685,428	\$ 6,621,942	\$ 484,668	\$ 578,819			
Panther Canyon Erosion Control	Professional Services	2013 Bond	\$ 94,810	\$ 90,164	\$ 4,647	\$ -	FD	Clearing & Seeding portion of the project to begin January 2019; Rain gardens and pedestrian improvements under staff review	Adam Michie
	Land		\$ 39,450	\$ -	\$ -	\$ 39,450			
	Construction		\$ 289,740	\$ -	\$ -	\$ 289,740			
	Totals		\$ 424,000	\$ 90,164	\$ 4,647	\$ 329,190			
Solms Road/Morningside Drive/Rueckle Road Reconstruction	Professional Services	2013 Bond	\$ 2,150,101	\$ 1,983,132	\$ 166,969	\$ -	3%	Conceptual phase alternatives under review for further development	Nate Garza
	Land		\$ 3,280,135	\$ 1,121,328	\$ 88,672	\$ 2,070,135			
	Construction		\$ 9,933,764	\$ 285,272	\$ 9,648,492	\$ -			
	Totals		\$ 15,364,000	\$ 3,389,731	\$ 9,904,134	\$ 2,070,135			
Wood Road/Landa Street Drainage Improvements Preliminary Design	Professional Services	2013 Bond	\$ 2,643,514	\$ 800,960	\$ 165,745	\$ 1,676,809	PD	Conceptual design phase on hold. Draft conceptual phase alternatives reviewed; pending bond budgets	Adam Michie
	Totals		\$ 2,643,514	\$ 800,960	\$ 165,745	\$ 1,676,809			
Westside Pedestrian Enhancement Project	Professional Services	2007, 2008, 2011, 2012 C of O's & 2015 Tax Note	\$ 200,000	\$ 182,581	\$ 0	\$ 17,419	89%	Construction underway; 90% complete	Nate Garza
	Construction		\$ 1,350,219	\$ 1,196,984	\$ 10,541	\$ 142,695			
	Totals		\$ 1,550,219	\$ 1,379,565	\$ 10,541	\$ 160,113			

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
<i>Parks and Recreation</i>									
Comal Cemetery	Professional Services	2007 C of O's	\$ 359,684	\$ 301,931	\$ 56,552	\$ 1,201	FD	95% construction documents filed; Final design pending CIP Planning - Potential 2019 Bond Project	Adam Michie
	Construction		\$ -	\$ -	\$ -	\$ -			
	Totals		\$ 359,684	\$ 301,931	\$ 56,552	\$ 1,201			
<i>Municipal Improvement Projects</i>									
Police Department Improvements	Construction	2012, 2013, 2015 C of O's & GF	\$ 533,337	\$ 493,957	\$ 39,380	\$ -	93%	Project closeout in progress	Josh Niles
	Totals		\$ 533,337	\$ 493,957	\$ 39,380	\$ -			
Downtown Improvements Phase 1	Professional Services	4B & 2012 C of O's	\$ 475,853	\$ 578,938	\$ 29,401	\$ (132,487)	69%	Project closeout in progress	Adam Michie
	Construction		\$ 2,172,612	\$ 1,499,576	\$ 673,035	\$ -			
	Totals		\$ 2,648,464	\$ 2,078,514	\$ 702,436	\$ (132,487)			
Airport Taxilane Extension & Access Road	Professional Services	4B & TxDOT	\$ 362,000	\$ 253,012	\$ 108,833	\$ 155	68%	Construction in progress	Ryan Perry
	Construction		\$ 2,038,000	\$ 1,377,442	\$ 543,923	\$ 116,635			
	Construction		\$ 2,400,000	\$ 1,630,455	\$ 652,755	\$ 116,790			
Tube Chute & Last Tubers Exit Design	Professional Services	Funds	\$ 250,000	\$ -	\$ -	\$ 250,000	SD	Preliminary Assessments/Design is underway	Jennifer Cain
	Totals		\$ 250,000	\$ -	\$ -	\$ 250,000			

*SD=Scope Development in Progress PD=Preliminary Design in Progress FD=Final Design In Progress LA=Land Acquisition In Progress Construction=0%-100%

VACANT POSITIONS REPORT
as of 11/20/18

Department	FY2018-19 # Authorized Positions	# Vacant Positions (FTE)	Notes
Airport	9.00	1.00	Maintenance Worker - Newly authorized position FY 18-19; funded in January
Capital Programs	5.00	1.00	Capital Project Manager - Currently in interview process
City Attorney's Office	4.00	1.00	Paralegal - Scheduled to start 12/3/18
City Manager's Office	7.00	1.00	Economic Development Manager - Currently posted
City Secretary	3.50	0.50	Administrative Secretary - Scheduled to start 12/3/18
Civic Center	8.50	-	
Finance	12.00	1.00	Accounting Technician - Currently posted
Fire	138.00	-	Buyer - Hired Purchasing Specialist in place of the Buyer - Currently in interview process
Golf Course	15.00	-	
Human Resources	8.00	1.00	Director of Human Resources - Reposting
Information Technology	14.00	1.00	Network Administrator - Newly authorized position FY 18-19; funded in April
Library	27.25	1.00	Service Desk Technician - Newly authorized position FY 18-19; funded in April
Municipal Court	9.00	-	
Parks & Recreation	94.25	0.50	Pool Managers (8 @ 19 hours) - Currently posted
		1.50	Lifeguard/Water Safety Instructor (44 @ 19 hours) - Currently posted
		0.50	Water Safety Instructor (5 @ 19 hours) - Currently posted
		1.00	Slide/Party Attendant (15 @ 19 hours) - Currently posted
		0.50	Fitness/Gym Attendant (13 @ 19 hours) - Currently posted
		1.00	Kinder Care Attendant (9 @ 19 hours) - Currently posted
		0.50	Fitness Instructors (21 @ 19 hours) - Currently posted
		0.50	Recreation/Program Instructors (12 @ 19 hours) - Currently posted
		1.00	Head Coach - Swim Team (1 @ 29.5 hours) - Currently posted
		1.00	Assistant Head Coach - Swim Team (1 @ 19 hours) - Currently posted
		3.00	Assistant Coach - Swim Team (6 @ 19 hours) - Currently posted
	46.50	1.00	Recreation Programs Supervisor - Currently posted (Nature Center)
		1.00	Aquatics Specialist - Currently in interview process
<i>Total FTE</i>	140.75	13.00	
Planning & Comm Dev	37.00	1.00	Code Enforcement Officer - Currently posted
		1.00	Senior Planner - Currently in interview process
Police	168.00	1.00	Emergency Dispatcher - Currently in background process
		14.00	Police Officer - 5 current vacancies; applicants currently in background process. Other 9 FTEs are authorized for January or April 2019
Public Works	57.00	1.00	Container Maintenance Worker - Newly authorized position FY 18-19; funded in April
		1.00	Refuse Collector - Currently posted
	65.00	1.00	Fleet Technician II - Newly authorized position FY 18-19; funded in April
		1.00	Permit Technician - Newly authorized position FY 18-19; funded in January
		1.00	Chief Construction Inspector - Currently posted
		1.00	Senior Construction Inspector - Currently posted
		1.00	Equipment Operator I - Currently in background process
		1.00	Facilities Maintenance Technician - Pending posting
<i>Total FTE</i>	122.00	8.00	
JUVENILE CASE MANAGER FUND	1.00	-	
RIVER ACTIVITIES FUND	2.00	1.00	Assistant Park Ranger Superintendent - Currently in interview process
EDWARDS AQUIFER HABITAT CONSERVATION PLAN/W	1.00	-	

TOTAL FTE	732.00	50.50
City-wide Staffing Level	93.10%	