



FINANCE DEPARTMENT

First Quarter Financial Report

February 29, 2016

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 for the month of **December**. 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 and current vacancy report.

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 2015-16 Operating Budget and Plan of Municipal Services as well as 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 links below. All of these documents can be found on the City website.

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



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General Fund Revenues

As of December 31, General Fund revenues total \$13,421,237 or 24.8% of total budgeted revenues. This is a significant increase from November. This is almost entirely driven by property taxes and sales taxes received during the month of December. \$9.4 million in taxes and franchise fees were collected, which includes the sales tax payment from October sales activity (received in December). However, the majority of that revenue stems from property taxes collected. The majority of property taxes are collected from December-March. As a reminder, property and sales taxes account for 70 percent of all budgeted General Fund revenue.

License and permit revenue continue to trend positively through December, having already collected 32.9% (\$966,911) of the budgeted totals. Ambulance revenue is the largest source of revenue in the charges for services category. Ambulance related revenue is impacted by seasonality and one time payments that are received at the end of the fiscal year. The majority of the City's revenue sources are impacted by seasonality and one time and/or quarterly payments. Interfund transfer revenue was booked during the month of December. Interfund transfers are currently made quarterly, which is entirely why this revenue source is at 25% at the end of the first quarter.

General Fund Expenditures

As of December 31, General Fund expenditures and encumbrances total \$13,672,491 or 24.7% of the total budget. As a reminder, encumbrances allow for funds to be committed at the beginning of the year for earmarked expenditures such as software licenses and maintenance, copier rentals, EMS supplies and landscape services. For example, the Fire Department is currently at 26.2% committed. However, this is driven by encumbrances for items such as EMS supplies, an annual payment for defibrillators and the monthly rental payment for the fire training/EOC facility.

At the end of December, 6 out of 26 payrolls have been posted, which represent 23.1% of the total payrolls 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	Fiscal YTD Expenditures	Fiscal YTD % of Budget
Employee Expenses	\$40,065,364	\$ 3,184,285	\$ 9,386,764	23.4%
Operating Expenses	11,838,312	634,469	4,023,095	34.0%
Capital Expenses	39,000	-	-	0.0%
Interfund Transfers	1,397,205	262,632	262,632	18.8%
Contingencies*	1,949,500	-	-	0%
Total	\$55,289,381	\$ 4,081,386	\$ 13,672,491	24.7%

Contingencies include all funding allocated for the FY 2015-16 compensation increases as well the adjustment for turnover savings (which is entirely why employee expenses are slightly over budget through December). This allocation will be transferred to departments'

employee expense appropriation towards the end of the fiscal year if and when the funds are needed. For FY 2015-16, the contingencies funding also includes contingencies for moving costs and furniture fixtures and equipment associated with the new City Hall (\$345,000).

Enterprise Funds

Airport Fund – Revenues through the month of December total \$588,630 or approximately 20.3% of total budgeted revenues, the majority of which are from fuel sales. Typically, flight operations begin to decrease as the fall begins. However, the lower cost of fuel also impacts gross fuel sale revenue as well; therefore the December revenue continue to not be a concern. Expenditures and encumbrances total \$606,447 or 21.0% of budget. Similar to revenue, fuel purchase for resale represent the majority of Airport expenditures. Therefore, expenditures are below budget as a result of the lower than projected cost to purchase fuel for resale. Vacancy savings are also a factor to the budget to actual variance. Capital expenditures remain at 86.8% committed, reflective of the encumbrance for the Ground Power Unit (GPU) that was approved by City Council earlier in the fiscal year.

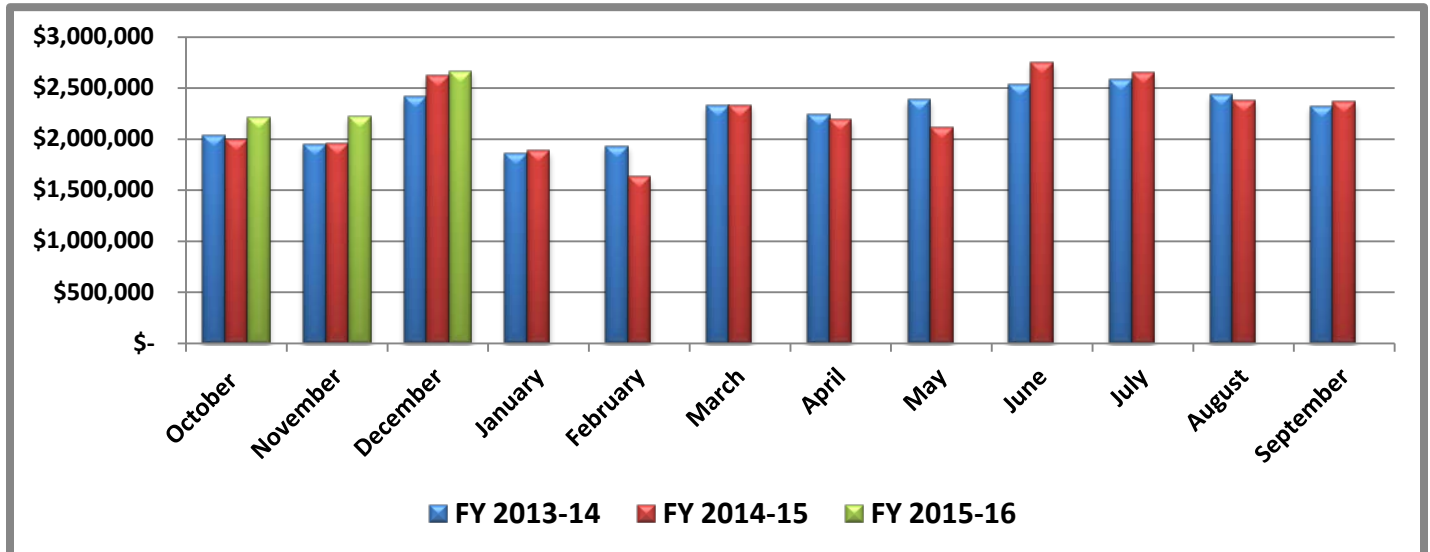
Solid Waste Fund – Revenues through the month of December total \$2,037,947 or 24.6% of total budgeted revenues. Revenues are right on line when forecasting against total budgeted revenues. Solid Waste expenditures and encumbrances total \$2,027,176 or 24.0% of budget. Interfund transfers were posted in the month of December (\$232,574). Vacancy savings are also a factor to the budget to actual variance. The expenditures committed in the capital expense appropriation (97.0%) are for the purchase of a commercial air compressor.

Golf Course Fund – Charges for Services revenues through the month of December total \$336,709 or 19.5% of total budgeted revenues, below the budgeted parameter. However, rounds played in December were up 29% in comparison to last fiscal year. As of December 31, Golf Fund expenditures and encumbrances total 477,575 or 25.2% right in line with the budgeted parameters. Operating expenditures are well over budget (31.3%); however this is driven by encumbrances for commodities such as fertilizer and pro shop supplies.

Civic/Convention Center Fund – Charges for Services revenues through the Civic/Convention Center Fund in the month of December total \$101,607 or 22.6%, slightly below the budget parameter. Expenditures in the fund total \$180,229 or 25.5%. There are several encumbrances for operating expenses such as some air conditioning repairs that make the figures look slightly inflated (37.1%). Vacancy savings are also a factor to the budget variance through December.

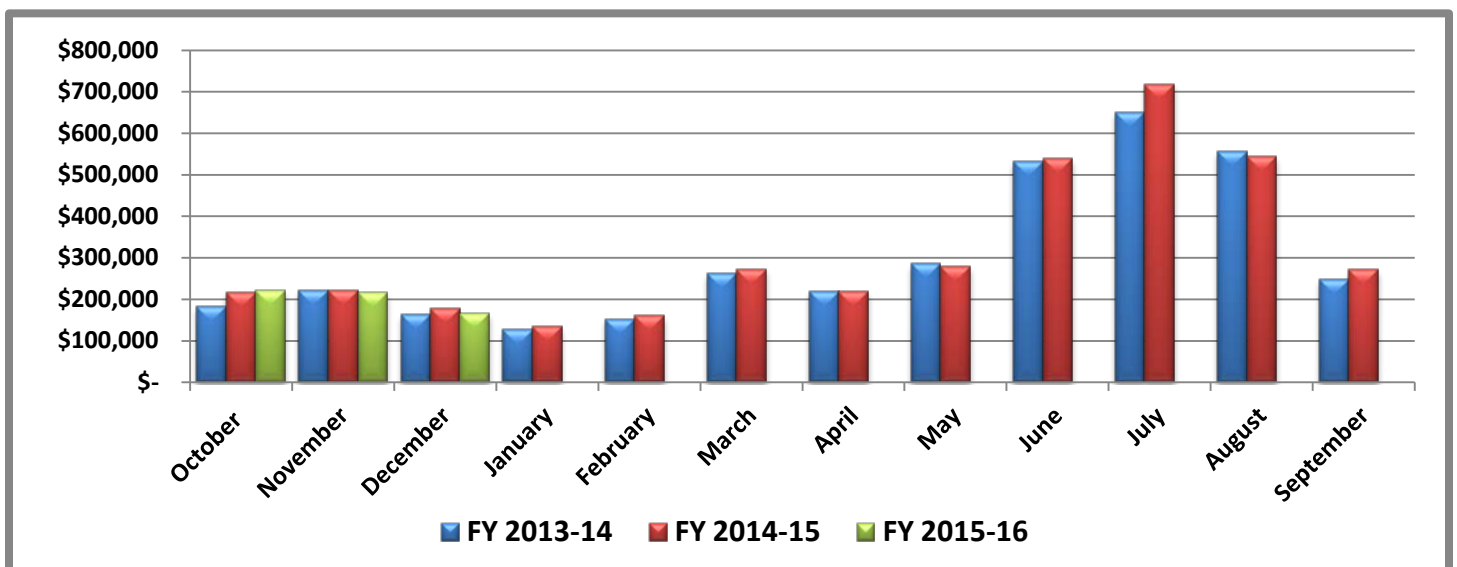
Sales Tax Collection

As a reminder, sales tax is received approximately six weeks after the month has ended. However, the graph below includes the October - December sales tax payments in an effort to provide the most up to date information regarding sales tax collections. The October sales tax payment was up 11.2% when compared to the previous year. The November payment was up 13.3%. December was up 1.7%. Fiscal year to date, sales tax collection is up 8.1%.



Hotel/Motel Tax Collection

Hotel Motel tax collections are another revenue source that is typically received 30-45 days after a month has ended. Therefore, the financial summaries does not reflect hotel activity for the month of December. However, the graph below does include hotel/motel collections for the months of Oct-Dec, again to provide the latest information. December Hotel/Motel tax collections were down (6.6%) when compared to the previous fiscal year.





FINANCE DEPARTMENT

City of New Braunfels
 Monthly Financial Summaries
 As of December 31, 2015

General Fund

	Current Total Budget	Period Activity December	Total Fiscal YTD	Fiscal YTD % of budget
Revenues				
Taxes and Franchise Fees	\$ 42,524,467	\$ 9,404,935	\$ 11,306,764	26.6%
Licenses and Permits	2,936,155	309,716	966,911	32.9%
Intergovernmental	45,000	38,054	48,332	107.4%
Charges for Services	3,214,800	126,055	421,343	13.1%
Fines and Forfeitures	1,411,800	104,622	291,196	20.6%
Interest Income	70,000	-	-	0.0%
Parks and Recreation	1,242,242	9,488	66,786	5.4%
Miscellaneous	1,992,600	95,812	128,840	6.5%
Interfund Transfers	764,259	191,065	191,065	25.0%
Total General Fund Revenues	\$ 54,201,323	\$ 10,279,747	\$ 13,421,237	24.8%

	Current Total Budget	Period Activity December	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Expenditures				
City Council	\$ 40,350	\$ 3,621	\$ 8,452	20.9%
City Attorney	758,455	98,182	255,105	33.6%
City Administration	2,877,163	203,575	627,369	21.8%
Human Resources	690,141	51,273	174,612	25.3%
Finance	961,706	66,281	201,394	20.9%
Planning and Community Development	2,930,657	205,775	825,863	28.2%
Police	14,286,119	1,143,930	3,493,295	24.5%
Fire	15,023,190	1,225,762	3,937,497	26.2%
Public Works	6,065,786	340,138	1,505,769	24.8%
Parks	4,827,841	309,792	1,210,628	25.1%
Library	2,017,409	147,025	506,848	25.1%
Non-Departmental	4,810,564	286,032	925,659	19.2%
Total General Fund Expenditures	\$ 55,289,381	\$ 4,081,386	\$ 13,672,491	24.7%

Airport Fund	Current Total Budget	Period Activity December	Total Fiscal YTD	Fiscal YTD % of budget
Revenues				
Charges for Services	\$ 2,845,224	\$ 214,167	\$ 588,630	20.7%
Intergovernmental	50,000	-	-	0.0%
Total Airport Revenues	\$ 2,895,224	\$ 214,167	\$ 588,630	20.3%

	Current Total Budget	Period Activity December	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Expenditures				
Employee Expenses	\$ 460,361	\$ 33,606	\$ 96,238	20.9%
Operation Expenses	1,905,515	118,454	355,902	18.7%
Capital Expenses	66,000	35,842	57,275	86.8%
Interfund Transfer	434,126	97,032	97,032	22.4%
Contingencies	26,010	-	-	0.0%
Total Airport Fund Expenditures	\$ 2,892,012	\$ 284,934	\$ 606,447	21.0%

Solid Waste Fund	Current Total Budget	Period Activity December	Total Fiscal YTD	Fiscal YTD % of budget
Revenues				
Charges for Services	\$ 8,125,006	\$ 664,746	\$ 1,991,074	24.5%
Miscellaneous	165,856	6,291	46,873	28.3%
Interest Income	800	-	-	0.0%
Total Solid Waste Fund Revenues	\$ 8,291,662	\$ 671,037	\$ 2,037,947	24.6%

	Current Total Budget	Period Activity December	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Expenditures				
Employee Expenses	\$ 3,047,935	\$ 251,010	\$ 710,640	23.3%
Operation Expenses	4,402,168	589,434	1,077,848	24.5%
Capital Expenses	6,300	-	6,114	97.0%
Interfund Transfer	930,295	232,574	232,574	25.0%
Contingencies	73,781	-	-	0.0%
Total Solid Waste Fund Expenditures	\$ 8,460,479	\$ 1,073,018	\$ 2,027,176	24.0%

Golf Fund	Current Total Budget	Period Activity December	Total Fiscal YTD	Fiscal YTD % of budget
Revenues				
Charges for Services	\$ 1,724,396	\$ 94,457	\$ 336,709	19.5%
Contributions	176,000	-	-	0.0%
Miscellaneous	36,750	2,031	7,887	21.5%
Total Golf Fund Revenues	\$ 1,937,146	\$ 96,488	\$ 344,596	17.8%
	Current Total Budget	Period Activity December	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Expenditures				
Employee Expenses	\$ 788,634	\$ 60,564	\$ 178,337	22.6%
Operation Expenses	557,543	19,682	174,582	31.3%
Interfund Transfer	498,625	124,656	124,656	25.0%
Contingencies	47,998	-	-	0.0%
Total Golf Fund Expenditures	\$ 1,892,800	\$ 204,902	\$ 477,575	25.2%
	Current Total Budget	Period Activity December	Total Fiscal YTD	Fiscal YTD % of budget
Civic/Convention Center Fund				
Revenues				
Charges for Services	\$ 449,754	\$ 26,219	\$ 101,607	22.6%
Interfund Transfers	279,708	-	-	0.0%
Miscellaneous	-	20	124	0.0%
Total Civic/Convention Center Fund Revenues	\$ 729,462	\$ 26,239	\$ 101,731	13.9%
	Current Total Budget	Period Activity December	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Expenditures*				
Employee Expenses	\$ 390,517	\$ 26,109	\$ 77,342	19.8%
Operation Expenses	232,688	19,175	86,245	37.1%
Interfund Transfer	66,568	16,642	16,642	25.0%
Contingencies	17,943	-	-	0.0%
Total Civic/Convention Center Fund Expenditures	\$ 707,716	\$ 61,926	\$ 180,229	25.5%

*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

City of New Braunfels
 Monthly Financial Summaries
 As of December 31, 2015

Revenues

Expenditures

	Current Total Budget	Period Activity December	Total Fiscal YTD	Fiscal YTD of budget	%		Current Total Budget	Period Activity December	Total Fiscal YTD	Total Fiscal YTD Committed as % of budget
Debt Service Fund	\$ 12,990,678	\$ 6,068,087	\$ 6,931,694		53.4%		\$ 14,463,977	\$ -	\$ 492,619	3.4%
Self Insurance Fund	\$ 6,199,462	\$ 595,363	\$ 1,483,143		23.9%		\$ 6,100,000	\$ 425,519	\$ 1,666,289	27.3%
Special Revenue Funds										
CDBG Fund	\$ 930,199	\$ 134,190	\$ 134,190		14.4%		\$ 930,199	\$ 14,226	\$ 503,837	54.2%
Grant Fund	\$ 1,865,000	\$ 8,974	\$ 31,187		1.7%		\$ 1,865,000	\$ 39,557	\$ 167,278	9.0%
Special Revenue Fund	\$ 100,000	\$ 6,895	\$ 9,827		9.8%		\$ 232,500	\$ 2,400	\$ 15,695	6.8%
River Activities Fund	\$ 1,280,502	\$ 34,769	\$ 84,695		6.6%		\$ 1,234,703	\$ 3,811	\$ 169,607	13.7%
Court Security Fund	\$ 36,500	\$ 2,130	\$ 7,050		19.3%		\$ 50,887	\$ -	\$ -	0.0%
Judicial Efficiency Fund	\$ 8,138	\$ 783	\$ 2,369		29.1%		\$ 21,750	\$ -	\$ -	0.0%
Court Technology Fund	\$ 40,215	\$ 2,839	\$ 9,404		23.4%		\$ 64,000	\$ -	\$ 16,547	25.9%
Child Safety Fund	\$ 139,010	\$ 2,131	\$ 7,139		5.1%		\$ 166,000	\$ 8,305	\$ 103,870	62.6%
Stormwater Development Fund	\$ 70,000	\$ 649	\$ 5,821		8.3%		\$ 171,000	\$ -	\$ 51,000	29.8%
Juvenile Case Manager Fund	\$ 64,155	\$ 4,181	\$ 13,711		21.4%		\$ 113,451	\$ 6,770	\$ 20,618	18.2%
Cable Franchise Fund (PEG)	\$ 213,250	\$ -	\$ 49,429		23.2%		\$ 760,000	\$ -	\$ 750,000	98.7%
Equipment Replacement Fund	\$ 493,000	\$ 120,858	\$ 138,433		28.1%		\$ 2,257,000	\$ -	\$ 670,113	29.7%



FINANCE DEPARTMENT

City of New Braunfels
 Monthly Financial Summaries
 As of December 31, 2015

Revenues

Expenditures

	Current Total Budget	Period Activity December	Total Fiscal YTD	Fiscal YTD of budget	%	Current Total Budget	Period Activity December	Total Fiscal YTD	Total Fiscal YTD Committed as % of budget
Special Revenue Funds - continued									
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,832,984	\$ 458,814	\$ 460,593		25.1%	\$ 308,408	\$ -	\$ 233,200	75.6%
Edwards Aquifer Habitat Conservation Plan Fund	\$ 1,892,674	\$ 68,986	\$ 185,607		9.8%	\$ 1,892,674	\$ 13,542	\$ 392,517	20.7%
Faust Library Fund	\$ -	\$ 64	\$ 178		0.0%	\$ 7,604	\$ -	\$ -	0.0%
Cemetery Improvements Fund*	\$ 550	\$ 50	\$ (6,330)		-1150.9%	\$ 86,500	\$ -	\$ -	0.0%
Hotel/Motel Tax Fund	\$ 4,090,129	\$ 217,334	\$ 384,344		9.4%	\$ 4,429,819	\$ 409,701	\$ 671,247	15.2%

Active Capital Projects

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
<i>Streets and Drainage Projects</i>									
Alves Lane Improvements	Professional Services	2013 Bond	\$ 1,267,242	\$ 952,472	\$ 314,770	\$ -	FD	Final Design underway; 95% submittal under review; ROW acquisition initiated & utility coordination in progress	Adam Michie
	Land		\$ 1,311,800	\$ 26,604	\$ 352,320	\$ 932,876			
	Construction		\$ 5,250,958	\$ -	\$ -	\$ 5,250,958			
	Totals	\$ 7,830,000	\$ 979,075	\$ 667,090	\$ 6,183,834				
Blieiders/German Creek Watershed Improvements	Professional Services	2013 Bond	\$ 855,700	\$ 576,387	\$ 56,486	\$ 222,827	PD	Project on hold pending Veramendi	Adam Michie
	Land		\$ 163,760	\$ 35,000	\$ -	\$ 128,760			
	Construction		\$ 7,537,540	\$ -	\$ -	\$ 7,537,540			
	Totals	\$ 8,557,000	\$ 611,387	\$ 56,486	\$ 7,889,127				
Citywide Street Improvements	Professional Services & Construction	2013 Bond	\$ 10,000,000	\$ 2,327,883	\$ 200,767	\$ 7,471,349	23%	Elizabeth Ave. & Garden St. complete; Landa Park Dr. substantially complete pending pavement spot repairs; Walnut Ave. construction underway	Josh Niles
	Totals		\$ 10,000,000	\$ 2,327,883	\$ 200,767	\$ 7,471,349			
Klein Road Reconstruction	Professional Services	2013 Bond	\$ 1,266,738	\$ 707,486	\$ 559,252	\$ (0)	FD	90% design phase underway; working on Guadalupe County Rd agreement, and utility agreement	Eric Navarrete
	Land		\$ 1,664,000	\$ 9,854	\$ 8,221	\$ 1,645,925			
	Construction		\$ 8,600,262	\$ -	\$ -	\$ 8,600,262			
	Totals	\$ 11,531,000	\$ 717,340	\$ 567,474	\$ 10,246,187				
Live Oak/Katy Improvements	Professional Services	2013 C of O & 2013 Bond	\$ 449,000	\$ 237,856	\$ -	\$ 211,144	FD	Coordinating final design scope & fee with P & M & CEC	Adam Michie
	Land		\$ 36,000	\$ 33,409	\$ 2,591	\$ -			
	Construction		\$ 4,204,000	\$ -	\$ -	\$ 4,204,000			
	Totals	\$ 4,689,000	\$ 271,265	\$ 2,591	\$ 4,415,144				
North Tributary Flood Control Project	Professional Services	2004, 2008 & 2012 C of O's	\$ 980,379	\$ 900,984	\$ 79,394	\$ 0	91%	Staff pursuing design and repair options concurrent with litigation; Site maintenance ongoing	Adam Michie
	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	\$ 551,552	\$ 511,934				
Panther Canyon Erosion Control	Professional Services	2013 Bond	\$ 44,230	\$ 42,124	\$ 2,107	\$ -	FD	Final design phase underway	Adam Michie
	Land		\$ 39,450	\$ -	\$ -	\$ 39,450			
	Construction		\$ 340,320	\$ -	\$ -	\$ 340,320			
	Totals	\$ 424,000	\$ 42,124	\$ 2,107	\$ 379,770				
Railroad Quiet Zones-Phase 1 & 2	Professional Services	2008 & 2012 C of O's	\$ 351,389	\$ 211,242	\$ -	\$ 140,148	60%	Phase 1 completed; Phase 2 CONB construction complete; waiting on UP Construction; Gruene Rd. crossing established	Jennifer Cain
	Construction		\$ 1,951,938	\$ 1,632,386	\$ 459,838	\$ (140,286)			
	Totals		\$ 2,303,327	\$ 1,843,628	\$ 459,838	\$ (139)			
Solms Road/Morningside Drive/Rueckle Road Reconstruction	Professional Services	2013 Bond	\$ 1,689,992	\$ 1,087,371	\$ 602,621	\$ -	FD	95% design phase underway	Eric Navarrete
	Land		\$ 4,162,000	\$ 67,792	\$ 408	\$ 4,093,800			
	Construction		\$ 9,512,008	\$ -	\$ -	\$ 9,512,008			
	Totals	\$ 15,364,000	\$ 1,155,163	\$ 603,029	\$ 13,605,808				
Wood Road/Landa Street Drainage	Professional Services	2013 Bond	\$ 2,700,000	\$ 599,138	\$ 19,302	\$ 2,081,560	PD	Coordinating design development scope	Adam Michie

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
Improvements Preliminary Design	Totals		\$ 2,700,000	\$ 599,138	\$ 19,302	\$ 2,081,560		with Urban Civil	Adam Michie
Landa Street Transportation Enhancement Project	Professional Services	2011 C of O's	\$ 197,740	\$ 81,548	\$ 116,192	\$ -	PD	90% design phase underway	Eric Navarrete
	Construction		\$ 277,260	\$ 6,628	\$ -	\$ 270,632			
	Totals		\$ 475,000	\$ 88,176	\$ 116,192	\$ 270,632			
Parks and Recreation									
Comal Cemetery	Professional Services	2007 C of O's	\$ 358,483	\$ 279,788	\$ 78,695	\$ -	FD	95% construction documents received; Final design pending CIP Planning	Adam Michie
	Construction		\$ -	\$ -	\$ -	\$ -			
	Totals		\$ 358,483	\$ 279,788	\$ 78,695	\$ -			
Community Recreation Center	Professional Services	2011 C of O, 2013 Bond(Incl. \$628K in Contingencies), NBIDC, NBISD	\$ 2,021,290	\$ 471,860	\$ 1,510,068	\$ 39,362	FD	Council update 3/7	Jennifer Cain
	Land		\$ 77,157	\$ 3,563	\$ 1,437	\$ 72,157			
	Construction		\$ 13,793,553	\$ 7,500	\$ 17,500	\$ 13,768,553			
	Totals		\$ 23,519,680	\$ 482,923	\$ 1,529,005	\$ 21,507,752			
Fischer Park	Professional Services	2007, 2012 & 2013 C of O's	\$ 884,500	\$ 884,500	\$ 35	\$ -	93%	Project completed	Jennifer Cain
	Land		\$ 2,284,077	\$ 2,284,077	\$ -	\$ -			
	Construction		\$ 8,499,269	\$ 8,306,543	\$ 111,622	\$ 81,104			
	Totals		\$ 11,667,846	\$ 11,475,120	\$ 111,657	\$ 81,069			
Golf Course Development	Professional Services	2014 C of O's	\$ 1,056,663	\$ 1,053,343	\$ 3,320	\$ (0)	99%	Project completed	Jennifer Cain
	Construction		\$ 6,680,671	\$ 6,648,679	\$ -	\$ 31,992			
	Totals		\$ 7,737,334	\$ 7,702,022	\$ 3,320	\$ 31,992			
Land acquisition for Future Sports Complex Development	Land	2013 Bond	\$ 2,500,000	\$ 20,784	\$ 1,816	\$ 2,477,400	1%	Possible sites identified; Reviewing appraisals and evaluations	Bryan Woods
	Totals		\$ 2,500,000	\$ 20,784	\$ 1,816	\$ 2,477,400			
Morningside Park Development	Professional Services	2012 C of O, 2013 Bond & Park Improvement Fund	\$ 106,100	\$ 98,066	\$ 8,034	\$ (0)	FD	Construction Contract has been awarded and moving into the construction phase	Eric Navarrete
	Construction		\$ 1,030,773	\$ -	\$ 1,030,773	\$ -			
	Totals		\$ 1,136,873	\$ 98,066	\$ 1,038,807	\$ -			
Municipal Improvement Projects									
Central Texas Technology Center (CTTC)	Professional Services	4B, IDF, Seguin (4A), & 2013 Bond	\$ 530,000	\$ 399,241	\$ 84,663	\$ 46,095	39%	Construction began on 8/24/15. Slab pour occurred on 11/24./15 Steel erection is complete.	Jennifer Cain
	Construction		\$ 6,306,000	\$ 2,467,128	\$ 3,851,890	\$ (13,018)			
	Totals		\$ 6,390,000	\$ 2,866,369	\$ 3,936,553	\$ (412,923)			
Police Department Improvements	Professional Services	2009 & 2012 C of O's	\$ 91,430	\$ 55,630	\$ 35,800	\$ 0	SD	Programming and feasibility study underway	Jennifer Cain
	Construction		\$ 353,570	\$ 306,115	\$ -	\$ 47,455			
	Totals		\$ 445,000	\$ 361,745	\$ 35,800	\$ 47,455			
City Hall Renovation	Professional Services	2008, 2009, 2013, & 2015 C of O's, PEG Fund	\$ 899,081	\$ 454,091	\$ 444,989	\$ -	2%	Construction began on 1/4/16.	Jennifer Cain
	Land		\$ 2,650,732	\$ 2,650,732	\$ -	\$ -			
	Construction		\$ 8,758,702	\$ 158,890	\$ 8,599,063	\$ 749			
	Totals		\$ 12,308,515	\$ 3,263,713	\$ 9,044,052	\$ 749			
Downtown Improvements Phase 1	Professional Services	4B & 2012 C of O's	\$ 313,052	\$ 292,349	\$ 20,703	\$ 0	FD	Coordinating with utilities & TxDOT; Final design development in progress with RPS Klotz & Assoc.	Adam Michie
	Construction		\$ 2,173,000	\$ 38,808	\$ -	\$ 2,134,192			
	Totals		\$ 2,486,052	\$ 331,157	\$ 20,703	\$ 2,134,192			
	Professional Services		\$ 844,377	\$ 311,393	\$ 466,607	\$ 66,377			

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
Public Works/Fire Training Facility	Land	2008 C of O's	\$ 1,120,711	\$ 1,120,711	\$ -	\$ -	FD	Continuing Review of design & cost estimates	Eugene Calvert
	Construction		\$ -	\$ -	\$ -	\$ -			
	Totals		\$ 1,965,088	\$ 1,432,104	\$ 466,607	\$ 66,377			
Fire Station #1	Professional Services	2007, 2009 & 2012	\$ 119,600	\$ 18,000	\$ 101,600	\$ -	SD	Schematic design under review	Adam Michie
	Construction	C of O's	\$ 514,343						
	Totals		\$ 633,943	\$ 18,000	\$ 101,600	\$ 514,343			
Airport Improvements	Construction	2014 C of O's & Airport General Fund	\$ 3,312,000	\$ 2,189,420	\$ 1,118,755	\$ 3,825	25%	Quonset hut completed, Office pads poured on Hangars 1806, 1746 & 1654 Painting T-hangars; Fuel tank removal on hold	Josh Niles
	Totals		\$ 3,312,000	\$ 2,189,420	\$ 1,118,755	\$ 3,825			
Fire Station #2 Design	Professional Services	2015 Tax Note	\$ 150,000	\$ -	\$ -	\$ 150,000	SD		
	Totals		\$ 150,000	\$ -	\$ -	\$ 150,000			
Tube Chute & Last Tubers Exit Design	Professional Services	Funds	\$ 250,000	\$ -	\$ -	\$ 250,000	SD		
	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%

Vacancy Listing by Department
as of February 25, 2016

Department	# Authorized Positions	# Vacant Positions (FTE)	Notes
Airport	7	0	
Capital Programs	9	1	<i>Senior Construction Inspector</i>
City Attorney's Office	4	0	
City Manager's Office	6	0	
City Secretary	3	0	
Finance	11	1	<i>Buyer</i>
Fire (Uniform/Non-Uniform)	130/4	0/0	
Human Resources	7	0	
Information Technology	10	0	<i># Authorized includes +2 authorizations transferred from PD</i>
Library	27.25	1	<i>Librarian I</i>
Municipal Court	10	0	
Parks & Recreation	73.5	3.0	<i>PT Recreation/Athletic Specialist, PT Custodian (Civic/Convention Center), Two Facility Specialists (Civic/Convention Center)</i>
Planning & Comm Development	34	0	
Police (Uniform/Non-Uniform)	116/31	1/1	<i>Police Officer/Crime Victim's Liaison</i>
Public Works	104	7	<i>Assistant Director of Public Works, Watershed Inspector, Parts Technician, Equipment Operator II (Streets), Lead Custodian, Two Refuse Collectors.</i>

TOTAL	586.75	15
City-wide Staffing Level	97.4%	