



FINANCE DEPARTMENT

January Financial Report

March 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 **January**. 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 January 31, General Fund revenues total \$20,443,452 or 37.7% of total budgeted revenues. This is again significant increase from the prior month. This is almost entirely driven by property taxes and sales taxes received during the month of January. \$6.2 million in taxes and franchise fees were collected, which includes the sales tax payment from November sales activity (received in January). 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 January, having already collected 42.6% (\$1,250,791) of the budgeted totals. Fines and forfeitures are below budget at the end of January (27.0%). However, looking ahead in the second quarter, the Court has been offering additional warrant round ups and night court events that are closing the gap between actual to budget. Ambulance revenue is the largest source of revenue in the charges for services category. However, the quarterly payment for ESD #7 was received in January, which is why such a large amount of revenue was collected within this category for the month (\$388,706). As a reminder, the majority of the City's revenue sources are impacted by seasonality and one time and/or quarterly payments.

General Fund Expenditures

As of January 31, General Fund expenditures and encumbrances total \$17,421,481 or 31.5% of the total budget. 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 34.4% 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 January, 8 out of 26 payrolls have been posted, which represent 30.8% 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	Total Fiscal YTD Expenditures and Encumbrances	Fiscal YTD % of Budget
Employee Expenses	\$40,065,364	\$ 3,284,437	\$ 12,661,016	31.6%
Operating Expenses	11,868,312	652,850	4,472,259	37.7%
Capital Expenses	39,000	-	25,574	65.6%
Interfund Transfers	1,397,205	-	262,632	18.8%
Contingencies*	1,949,500	-	-	0%
Total	\$55,319,381	\$ 3,937,287	\$ 17,421,481	31.5%

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 January). 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). Once City Hall and moving and FFE costs are finalized, a budget transfer will be required to move those funds in the operating and capital expenditure allocation.

Enterprise Funds

Airport Fund – Revenues through the month of January total \$742,117 or approximately 25.6% of total budgeted revenues, the majority of which are from fuel sales. Typically, flight operations begin to decrease during winter. However, lower costs of fuel impacts gross fuel sale revenue as well; therefore the below budget revenue(s) continue to not be a concern. Expenditures and encumbrances total \$719,002 or 24.1% 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 – currently at 28.3% of the budget. Capital expenditures are at 35.9% committed, reflective of the purchase of the Ground Power Unit (GPU) that was approved by City Council earlier in the fiscal year.

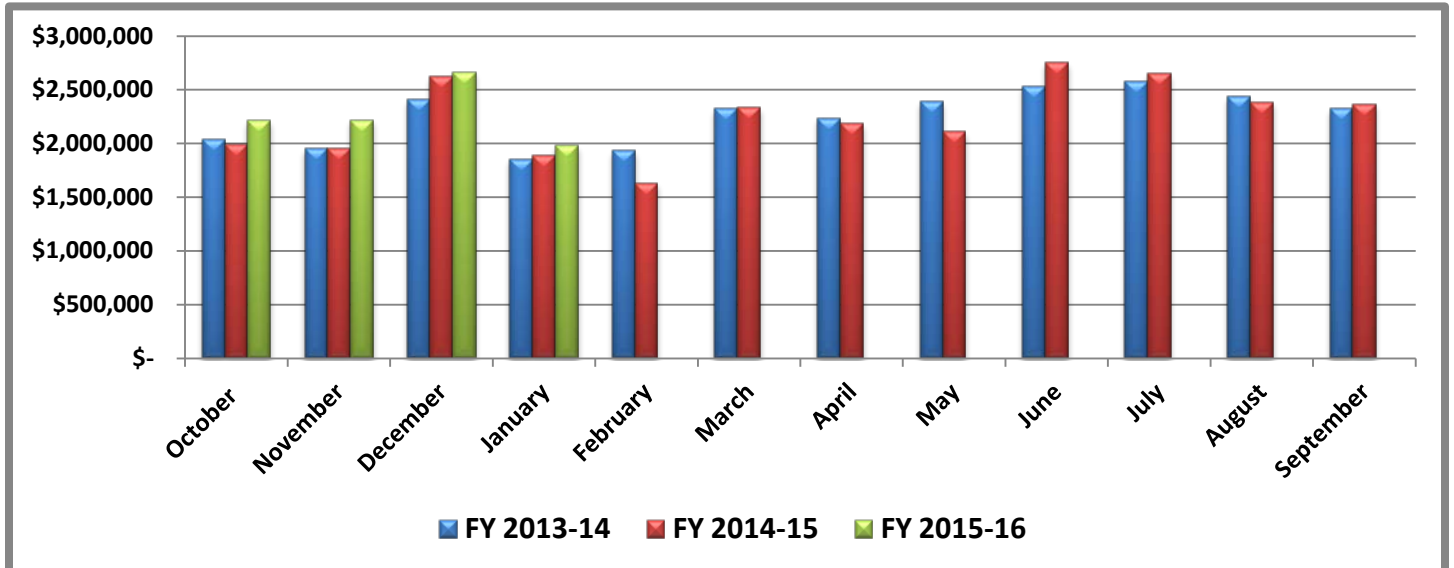
Solid Waste Fund – Revenues through the month of January total \$2,724,193 or 32.9% of total budgeted revenues. Revenues are slightly below budget when forecasting against total budgeted revenues. Solid Waste expenditures and encumbrances total \$2,497,347 or 29.5% of budget. Employee expenditures are right on budget as of January 31. Operating expenditures are still below budget (29.5%) at the end of January.

Golf Course Fund – Charges for Services revenues through the month of January total \$407,760 or 23.6% of total budgeted revenues, below the budgeted parameter. However, rounds played in January were up 40% in comparison to last fiscal year. As of January 31, Golf Fund expenditures and encumbrances total \$554,728 or 29.3%, under budgeted parameters. Operating expenditures are over budget (34.6%); however this is driven by encumbrances for commodities such as fertilizer and the janitorial services contract. Employee expenditures are under budget (30.1%) as a result of holding two seasonal vacancies open to generate additional savings.

Civic/Convention Center Fund – Charges for Services revenues through the Civic/Convention Center Fund in the month of January total \$150,844 or 33.5%, slightly above budget. January was a good month for bookings as revenue within this fund had been slightly below budget through the first quarter. Expenditures in the fund total \$216,523 or 30.6%. There are several encumbrances for operating expenses that make the figures look slightly inflated (42.1%). Vacancy savings are also a factor to the budget variance through January (26.1%).

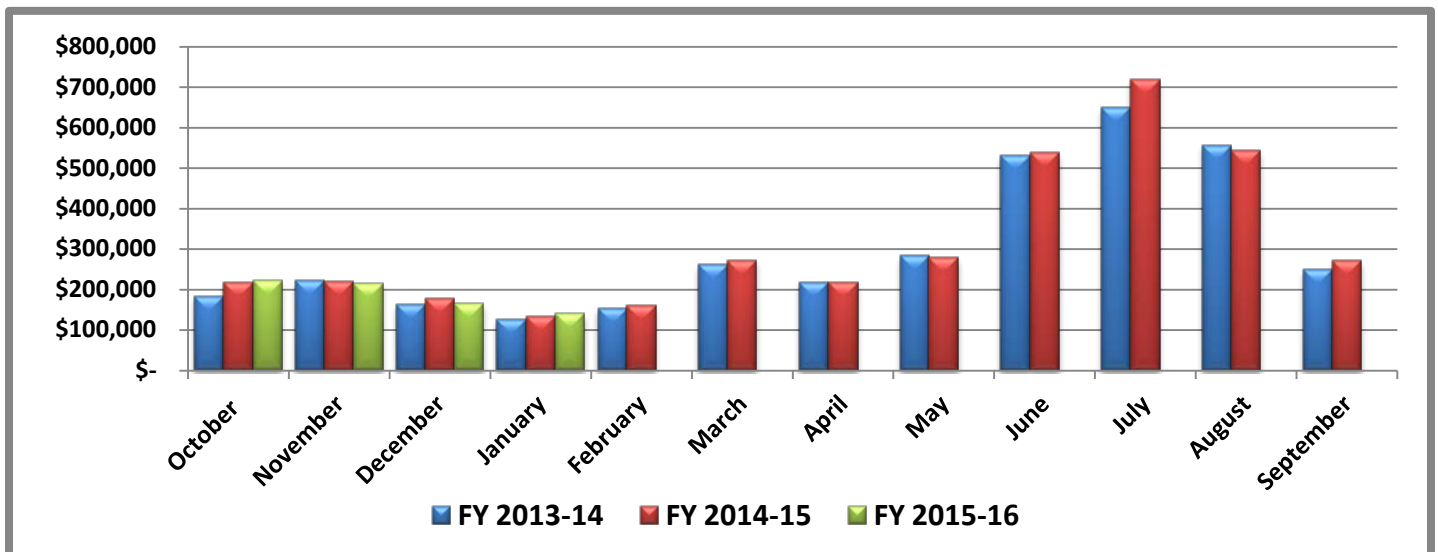
Sales Tax Collection

As a reminder, sales tax is received approximately six weeks after the month has ended. However, the graph below includes the October - January 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%. January was up 5.1% Fiscal year to date, sales tax collection is up 7.4%.



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 do not reflect hotel activity for through month of January. However, the graph below does include hotel/motel collections for the months of Oct-Jan, again to provide the latest information. January Hotel/Motel tax collections were up (4.3%) when compared to the previous fiscal year. Fiscal year to date, Hotel/Motel collections are down slightly (-.8%) when compared to the previous fiscal year





FINANCE DEPARTMENT

City of New Braunfels
 Monthly Financial Summaries
 As of January 31, 2016

General Fund

	Current Total Budget	Period Activity January	Total Fiscal YTD	Fiscal YTD % of budget
Revenues				
Taxes and Franchise Fees	\$ 42,524,467	\$ 6,176,225	\$ 17,447,578	41.0%
Licenses and Permits	2,936,155	283,880	1,250,791	42.6%
Intergovernmental	45,000	-	48,332	107.4%
Charges for Services	3,214,800	388,706	810,049	25.2%
Fines and Forfeitures	1,411,800	90,191	381,387	27.0%
Interest Income	70,000	-	-	0.0%
Parks and Recreation	1,242,242	36,293	103,079	8.3%
Miscellaneous	1,992,600	54,737	211,171	10.6%
Interfund Transfers	764,259	-	191,065	25.0%
Total General Fund Revenues	\$ 54,201,323	\$ 7,030,032	\$ 20,443,452	37.7%

	Current Total Budget	Period Activity January	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Expenditures				
City Council	\$ 40,350	\$ 1,052	\$ 9,504	23.6%
City Attorney	788,455	94,884	349,022	44.3%
City Administration	2,877,163	269,591	908,118	31.6%
Human Resources	690,141	50,397	225,009	32.6%
Finance	961,706	70,664	269,605	28.0%
Planning and Community Development	2,930,657	204,854	1,011,236	34.5%
Police	14,286,119	1,156,421	4,657,815	32.6%
Fire	15,023,190	1,276,080	5,167,505	34.4%
Public Works	6,065,786	326,760	1,796,001	29.6%
Parks	4,827,841	275,144	1,459,545	30.2%
Library	2,017,409	145,446	646,396	32.0%
Non-Departmental	4,810,564	65,994	921,725	19.2%
Total General Fund Expenditures	\$ 55,319,381	\$ 3,937,287	\$ 17,421,481	31.5%

Airport Fund	Current Total Budget	Period Activity January	Total Fiscal YTD	Fiscal YTD % of budget
Revenues				
Charges for Services	\$ 2,845,224	\$ 153,486	\$ 742,117	26.1%
Intergovernmental	50,000	-	-	0.0%
Total Airport Revenues	\$ 2,895,224	\$ 153,486	\$ 742,117	25.6%

	Current Total Budget	Period Activity January	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Expenditures				
Employee Expenses	\$ 460,361	\$ 33,874	\$ 130,112	28.3%
Operation Expenses	1,905,515	88,852	434,583	22.8%
Capital Expenses	159,500	-	57,275	35.9%
Interfund Transfer	434,126	-	97,032	22.4%
Contingencies	26,010	-	-	0.0%
Total Airport Fund Expenditures	\$ 2,985,512	\$ 122,726	\$ 719,002	24.1%

Solid Waste Fund	Current Total Budget	Period Activity January	Total Fiscal YTD	Fiscal YTD % of budget
Revenues				
Charges for Services	\$ 8,125,006	\$ 669,619	\$ 2,660,693	32.7%
Miscellaneous	165,856	16,627	\$ 63,500	38.3%
Interest Income	800	-	-	0.0%
Total Solid Waste Fund Revenues	\$ 8,291,662	\$ 686,246	\$ 2,724,193	32.9%

	Current Total Budget	Period Activity January	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Expenditures				
Employee Expenses	\$ 3,047,935	\$ 249,776	\$ 960,417	31.5%
Operation Expenses	4,402,168	224,744	1,298,242	29.5%
Capital Expenses	6,300	-	6,114	97.0%
Interfund Transfer	930,295	-	232,574	25.0%
Contingencies	73,781	-	-	0.0%
Total Solid Waste Fund Expenditures	\$ 8,460,479	\$ 474,520	\$ 2,497,347	29.5%

Golf Fund	Current Total Budget	Period Activity January	Total Fiscal YTD	Fiscal YTD % of budget
Revenues				
Charges for Services	\$ 1,724,396	\$ 71,051	\$ 407,760	23.6%
Contributions	176,000	-	-	0.0%
Miscellaneous	36,750	496	8,383	22.8%
Total Golf Fund Revenues	\$ 1,937,146	\$ 71,547	\$ 416,143	21.5%
Expenditures				
Employee Expenses	\$ 788,634	\$ 58,907	\$ 237,072	30.1%
Operation Expenses	557,543	20,933	193,000	34.6%
Interfund Transfer	498,625	-	124,656	25.0%
Contingencies	47,998	-	-	0.0%
Total Golf Fund Expenditures	\$ 1,892,800	\$ 79,840	\$ 554,728	29.3%
Civic/Convention Center Fund				
	Current Total Budget	Period Activity January	Total Fiscal YTD	Fiscal YTD % of budget
Revenues				
Charges for Services	\$ 449,754	\$ 49,237	\$ 150,844	33.5%
Interfund Transfers	279,708	-	-	0.0%
Miscellaneous	-	46	170	0.0%
Total Civic/Convention Center Fund Revenues	\$ 729,462	\$ 49,283	\$ 151,014	20.7%
Expenditures*				
Employee Expenses	\$ 390,517	\$ 24,605	\$ 101,947	26.1%
Operation Expenses	232,688	12,971	97,934	42.1%
Interfund Transfer	66,568	-	16,642	25.0%
Contingencies	17,943	-	-	0.0%
Total Civic/Convention Center Fund Expenditures	\$ 707,716	\$ 37,576	\$ 216,523	30.6%

*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.



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City of New Braunfels
 Monthly Financial Summaries
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Revenues

Expenditures

	Current Total Budget	Period Activity January	Total Fiscal YTD	Fiscal YTD of budget	%		Current Total Budget	Period Activity January	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Debt Service Fund	\$ 14,532,487	\$ 3,661,552	\$ 10,593,246		72.9%		\$ 14,463,977	\$ 7,755,202	\$ 8,247,821	57.0%
Self Insurance Fund	\$ 6,199,462	\$ 458,600	\$ 1,941,430		31.3%		\$ 6,100,000	\$ 483,843	\$ 2,309,879	37.9%
Special Revenue Funds										
CDBG Fund	\$ 930,199	\$ -	\$ 134,190		14.4%		\$ 930,199	\$ 3,000	\$ 500,836	53.8%
Grant Fund	\$ 1,865,000	\$ 35,114	\$ 66,301		3.6%		\$ 1,865,000	\$ 8,057	\$ 175,335	9.4%
Special Revenue Fund	\$ 100,000	\$ 2,145	\$ 11,972		12.0%		\$ 232,500	\$ 4,031	\$ 19,726	8.5%
River Activities Fund	\$ 1,280,502	\$ 2,636	\$ 87,331		6.8%		\$ 1,234,703	\$ 7,681	\$ 177,287	14.4%
Court Security Fund	\$ 36,500	\$ 2,067	\$ 9,117		25.0%		\$ 50,887	\$ 2,885	\$ 2,885	5.7%
Judicial Efficiency Fund	\$ 8,138	\$ 717	\$ 3,086		37.9%		\$ 21,750	\$ -	\$ -	0.0%
Court Technology Fund	\$ 40,215	\$ 2,768	\$ 12,172		30.3%		\$ 64,000	\$ 182	\$ 16,728	26.1%
Child Safety Fund	\$ 139,010	\$ 1,978	\$ 9,118		6.6%		\$ 166,000	\$ 7,883	\$ 103,870	62.6%
Stormwater Development Fund	\$ 70,000	\$ -	\$ 5,821		8.3%		\$ 171,000	\$ -	\$ 58,125	34.0%
Juvenile Case Manager Fund	\$ 64,155	\$ 4,072	\$ 17,783		27.7%		\$ 113,451	\$ 7,317	\$ 27,935	24.6%
Cable Franchise Fund (PEG)	\$ 213,250	\$ -	\$ 49,429		23.2%		\$ 760,000	\$ -	\$ 750,000	98.7%
Equipment Replacement Fund	\$ 493,000	\$ -	\$ 138,433		28.1%		\$ 2,257,000	\$ 772,506	\$ 1,569,036	69.5%



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Revenues

Expenditures

	Current Total Budget	Period Activity January	Total Fiscal YTD	Fiscal YTD of budget	%	Current Total Budget	Period Activity January	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Special Revenue Funds - continued									
Enterprise Maintenance and Equipment Replacement Fund	\$ 1,832,984	\$ 1,709	\$ 462,059		25.2%	\$ 308,408	\$ -	\$ 278,655	90.4%
Edwards Aquifer Habitat Conservation Plan Fund	\$ 1,892,674	\$ 113,126	\$ 298,733		15.8%	\$ 1,892,674	\$ 26,306	\$ 406,440	21.5%
Faust Library Fund	\$ -	\$ 64	\$ 178		0.0%	\$ 7,604	\$ -	\$ -	0.0%
Cemetery Improvements Fund*	\$ 550	\$ 185	\$ (6,145)		-1117.3%	\$ 86,500	\$ -	\$ -	0.0%
Hotel/Motel Tax Fund	\$ 4,090,129	\$ 173,268	\$ 557,637		13.6%	\$ 4,567,599	\$ 1,280	\$ 672,527	14.7%

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	\$ 1,268,570	\$ 1,066,222	\$ 202,348	\$ 1	FD	Final Design underway; 95% submittal under review; ROW acquisition initiated & utility coordination in progress	Adam Michie
	Land		\$ 1,311,800	\$ 38,008	\$ 340,915	\$ 932,876			
	Construction		\$ 5,249,630	\$ -	\$ -	\$ 5,249,630			
	Totals		\$ 7,830,000	\$ 1,104,230	\$ 543,263	\$ 6,182,507			
Blieders/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	\$ 2,526,689	\$ 398,644	\$ 7,074,667	25%	Landa Park Dr. substantially complete pending pavement spot repairs; Walnut Ave. cross gutters, grate inlets, sidewalks and curbing complete, paving to begin	Josh Niles
	Totals		\$ 10,000,000	\$ 2,526,689	\$ 398,644	\$ 7,074,667			
Klein Road Reconstruction	Professional Services	2013 Bond	\$ 1,268,066	\$ 860,496	\$ 407,570	\$ 0	FD	90% design phase underway; working on Guadalupe County Rd agreement, and utility agreements; working on task order for additional ROW services	Eric Navarrete
	Land		\$ 1,664,000	\$ 12,324	\$ 5,751	\$ 1,645,925			
	Construction		\$ 8,598,934	\$ -	\$ -	\$ 8,598,934			
	Totals		\$ 11,531,000	\$ 872,819	\$ 413,321	\$ 10,244,859			
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	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	\$ 551,552	\$ 511,934			
Panther Canyon Erosion Control	Professional Services	2013 Bond	\$ 94,810	\$ 42,124	\$ 52,687	\$ -	FD	Final design phase underway; coordinating w/NBISD	Adam Michie
	Land		\$ 39,450	\$ -	\$ -	\$ 39,450			
	Construction		\$ 390,900	\$ -	\$ -	\$ 390,900			
	Totals		\$ 525,160	\$ 42,124	\$ 52,687	\$ 430,350			
Railroad Quiet Zones-Phase 1 & 2	Professional Services	2008 & 2012 C of O's	\$ 354,604	\$ 349,347	\$ 5,257	\$ (0)	99%	Phase 1 completed; Phase 2 CONB construction complete; Gruene Rd. crossing established; preparing notice of establishment paperwork	Jennifer Cain
	Construction		\$ 1,955,153	\$ 1,489,701	\$ 458,793	\$ 6,659			
	Totals		\$ 2,309,757	\$ 1,839,048	\$ 464,050	\$ 6,659			
Solms Road/Morningside Drive/Rueckle Road Reconstruction	Professional Services	2013 Bond	\$ 1,692,647	\$ 1,087,371	\$ 605,276	\$ -	FD	95% design phase underway; working on task order for additional ROW services	Eric Navarrete
	Land		\$ 4,162,000	\$ 67,792	\$ 408	\$ 4,093,800			
	Construction		\$ 9,509,353	\$ -	\$ -	\$ 9,509,353			
	Totals		\$ 15,364,000	\$ 1,155,163	\$ 605,684	\$ 13,603,153			

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
Wood Road/Landa Street Drainage Improvements Preliminary Design	Professional Services	2013 Bond	\$ 2,700,000	\$ 602,953	\$ 393,062	\$ 1,703,984	PD	Coordinating design development scope with Urban Civil and Freese & Nichols	Adam Michie
	Totals		\$ 2,700,000	\$ 602,953	\$ 393,062	\$ 1,703,984			
Landa Street Transportation Enhancement Project	Professional Services	2011 C of O's	\$ 197,740	\$ 81,548	\$ 116,192	\$ -	PD	100% Design to be submitted to TxDOT & CONB April 2016	Eric Navarrete
	Construction		\$ 277,260	\$ 6,628	\$ -	\$ 270,632			
	Totals		\$ 475,000	\$ 88,176	\$ 116,192	\$ 270,632			
Westside Pedestrian Enhancement Project	Professional Services	2007, 2008, 2011, 2012 C of O's & 2015 Tax Note	\$ 200,000	\$ -	\$ -	\$ 200,000	SD	N/A	Eric Navarrete
	Construction		\$ 200,000	\$ -	\$ -	\$ 200,000			
	Totals		\$ 400,000	\$ -	\$ -	\$ 400,000			
Parks and Recreation									
Comal Cemetery	Professional Services	2007 C of O's	\$ 358,483	\$ 290,540	\$ 67,943	\$ -	FD	95% construction documents received; Final design pending CIP Planning	Adam Michie
	Construction		\$ -	\$ -	\$ -	\$ -			
	Totals		\$ 358,483	\$ 290,540	\$ 67,943	\$ -			
Community Recreation Center	Professional Services	2011 C of O, 2013 Bond (incl. \$628k in Contingencies), NBIDC, NBISD	\$ 2,021,290	\$ 508,142	\$ 1,473,786	\$ 39,362	FD	Council update 3/7; design development complete; CMAR currently pricing the documents	Jennifer Cain
	Land		\$ 77,157	\$ 3,563	\$ 1,437	\$ 72,157			
	Construction		\$ 21,421,233	\$ 7,500	\$ 17,500	\$ 21,396,233			
	Totals		\$ 23,519,680	\$ 519,205	\$ 1,492,723	\$ 21,507,752			
Fischer Park	Professional Services	2007, 2012 & 2013 C of O's	\$ 884,500	\$ 884,500	\$ -	\$ -	93%	Project completed	Jennifer Cain
	Land		\$ 2,284,077	\$ 2,284,077	\$ -	\$ -			
	Construction		\$ 8,499,269	\$ 8,306,273	\$ 111,622	\$ 81,374			
	Totals		\$ 11,667,846	\$ 11,474,850	\$ 111,622	\$ 81,374			
Golf Course Development	Professional Services	2014 C of O's	\$ 1,056,663	\$ 1,056,093	\$ 570	\$ (0)	99%	Project completed	Jennifer Cain
	Construction		\$ 6,680,671	\$ 6,648,679	\$ -	\$ 31,992			
	Totals		\$ 7,737,334	\$ 7,704,772	\$ 570	\$ 31,992			
Land acquisition for Future Sports Complex Development	Land	2013 Bond	\$ 2,500,000	\$ 19,881	\$ 134	\$ 2,479,985	1%	Possible sites identified; Reviewing appraisals and evaluations	Bryan Woods
	Totals		\$ 2,500,000	\$ 19,881	\$ 134	\$ 2,479,985			
Morningside Park Development	Professional Services	2012 C of O, 2013 Bond & Park Improvement Fund	\$ 106,100	\$ 98,066	\$ 8,034	\$ (0)	0%	Notice to Proceed issued on 3/21	Eric Navarrete
	Construction		\$ 1,030,773	\$ -	\$ 1,030,773	\$ -			
	Totals		\$ 1,136,873	\$ 98,066	\$ 1,038,807	\$ -			

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
Municipal Improvement Projects									
Central Texas Technology Center (CTTC)	Professional Services	4B, IDF, Seguin (4A), & 2013 Bond	\$ 516,982	\$ 419,302	\$ 80,327	\$ 17,353	39%	Construction began on 8/24/15. Slab pour occurred on 11/24/15; interior framing is ongoing	Jennifer Cain
	Construction		\$ 6,319,018	\$ 2,467,128	\$ 3,851,890	\$ -			
	Totals		\$ 6,836,000	\$ 2,886,430	\$ 3,932,217	\$ 17,353			
Police Department Improvements	Professional Services	2009 & 2012 C of O's	\$ 91,430	\$ 62,909	\$ 28,521	\$ 0	SD	Programming and feasibility study underway	Jennifer Cain
	Construction		\$ 353,570	\$ 306,115	\$ -	\$ 47,455			
	Totals		\$ 445,000	\$ 369,024	\$ 28,521	\$ 47,455			
City Hall Renovation	Professional Services	2008, 2009, 2013, & 2015 C of O's, PEG Fund	\$ 913,756	\$ 758,849	\$ 154,907	\$ 0	16%	Construction began on 1/4/16; interior framing is ongoing	Jennifer Cain
	Land		\$ 2,650,732	\$ 2,650,732	\$ -	\$ -			
	Construction		\$ 8,744,027	\$ 1,395,473	\$ 7,347,805	\$ 749			
	Totals		\$ 12,308,515	\$ 4,805,053	\$ 7,502,712	\$ 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			
Public Works/Fire Training Facility	Professional Services	2008 C of O's	\$ 844,377	\$ 311,393	\$ 466,607	\$ 66,377	FD	Continuing Review of design & cost estimates	Bryan Woods
	Land		\$ 1,120,711	\$ 1,120,711	\$ -	\$ -			
	Construction		\$ -	\$ -	\$ -	\$ -			
	Totals		\$ 1,965,088	\$ 1,432,104	\$ 466,607	\$ 66,377			
Fire Station #1	Professional Services	2007, 2009 & 2012 C of O's	\$ 119,600	\$ 18,000	\$ 101,600	\$ -	SD	Schematic design under review	Adam Michie
	Construction		\$ 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	\$ 2,324,277	\$ 983,898	\$ 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	\$ 2,324,277	\$ 983,898	\$ 3,825			
Fire Station #2 Design	Professional Services	2015 Tax Note	\$ 150,000	\$ -	\$ -	\$ 150,000	SD	N/A	TBD
	Totals		\$ 150,000	\$ -	\$ -	\$ 150,000			
Tube Chute & Last Tubers Exit Design	Professional Services	Hotel/Motel Tax Funds	\$ 250,000	\$ -	\$ -	\$ 250,000	SD	N/A	TBD
	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 March 22, 2016

Department/ Vacant Position	# Authorized Positions	# Vacant Positions (FTE)	Notes
Airport	7	0	
Capital Programs	9	1	
<i>SENIOR CONSTRUCTION INSPECTOR</i>			N/A
City Attorney's Office	4	0	
City Manager's Office	6	0	
City Secretary	3	0	
Finance	11	0	
Fire (Uniform/Non-Uniform)	130/4	0/0	
Human Resources	7	0	
Information Technology	10	0	
Library	27.25	1	
<i>LIBRARIAN I</i>			N/A
Municipal Court	10	1	
<i>DEPUTY COURT CLERK</i>			N/A
Parks & Recreation	73.5	4	
<i>SPECIALIST, REC/ATHLETICS-PT</i>			Interviews in progress
<i>RECREATION INSTRUCTOR-PT</i>			Interviews in progress
<i>GOLF CART PORTER-PT</i>			Offer extended
<i>CUSTODIAN-PT (CIVIC CENTER)</i>			Offer extended
<i>TWO FACILITY SPECIALISTS (CIVIC CENTER)</i>			Interviews in progress
Planning & Community Development	34	0	
Police (Uniform/Non-Uniform)	116/31	2/0	
<i>TWO POLICE OFFICERS</i>			Entry-level exam scheduled for 5/21/16
Public Works	104	6	
<i>ASSISTANT DIRECTOR, PUBLIC WORKS</i>			N/A
<i>WATERSHED INSPECTOR</i>			Interviews in progress
<i>PARTS TECHNICIAN</i>			Interviews in progress
<i>LEAD CUSTODIAN</i>			Offer extended
<i>MAINTENANCE WORKER - FACILITIES</i>			N/A
<i>REFUSE COLLECTOR (SOLID WASTE)</i>			Interviews in progress

TOTAL	586.75	15
City-wide Staffing Level	97.4%	