



FINANCE DEPARTMENT

Second Quarter Financial Report

May 31, 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 through the month of **March**. 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 March 31, General Fund revenues total \$29,818,733 or 55.0% of total budgeted revenues. \$3.8 million was collected during the month of March, the majority of which came from property taxes and sales taxes. For the remainder of the fiscal year, a much smaller amount of property tax revenue will be received. However, the taxes and franchise fees revenue category will still generate the majority of monthly collections, due to the monthly franchise payment from NBU and monthly sales tax payments which typically increase during the summer months.

License and permit revenue continue to trend positively through March, having already collected 61.9% (\$1,816,012) of the budgeted totals. Fines and forfeitures are below budget at the end of March (47.2 %). However, monthly revenues were well over budget for the second month in a row, reflecting the additional efforts of the court (night court, warrant round ups). Parks and Recreation revenue is beginning to pick up as registration for summer camp and other programs/facility reservations are occurring. Another significant increase is expected next month as well and through the remainder of the year, which will allow this revenue source to “catch up” and hopefully get on track to meet or exceed the budget. Payments stemming from non-annexation agreements will be received in the March-May time period, which will bring the miscellaneous revenue category back in line with budget.

General Fund Expenditures

As of March 31, General Fund expenditures and encumbrances total \$27,890,557 or 50.3% of the total budget. The majority of the departments are over the 50 percent threshold. However, this could be driven by a number of different factors, such as one time costs that occurred early in fiscal year, compensation increase funding (explained below) as well as encumbrances. Many of the departments encumber funds at the beginning and middle of the year for expenditures that are billed regularly or planned for later in the year.

At the end of March, 13 out of 26 payrolls have been posted, which represent 50.0% 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 | \$ 4,861,925 | \$ 20,751,094 | 51.8% |
| Operating Expenses | 11,934,812 | 888,909 | 6,562,597 | 55.0% |
| Capital Expenses | 72,500 | 22,993 | 51,601 | 71.2% |
| Interfund Transfers | 1,397,205 | 262,632 | 525,265 | 37.6% |
| Contingencies* | 1,949,500 | - | - | 0% |
| Total | \$55,419,381 | \$ 6,036,459 | \$ 27,890,557 | 50.3% |

Contingencies include all funding allocated for the FY 2015-16 compensation increases as well the adjustment for turnover savings (which is primarily why employee expenses are over budget through March). 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 allocation also includes funds 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 March total \$1,066,417 or 36.8% of total budgeted revenues, the majority of which are from fuel sales. The continued low 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 \$1,149,167 or 38.5% 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 47.5% of the budget. Capital expenditures are at 94.5% committed, reflective of the purchase and encumbrance of various maintenance equipment and construction improvements.

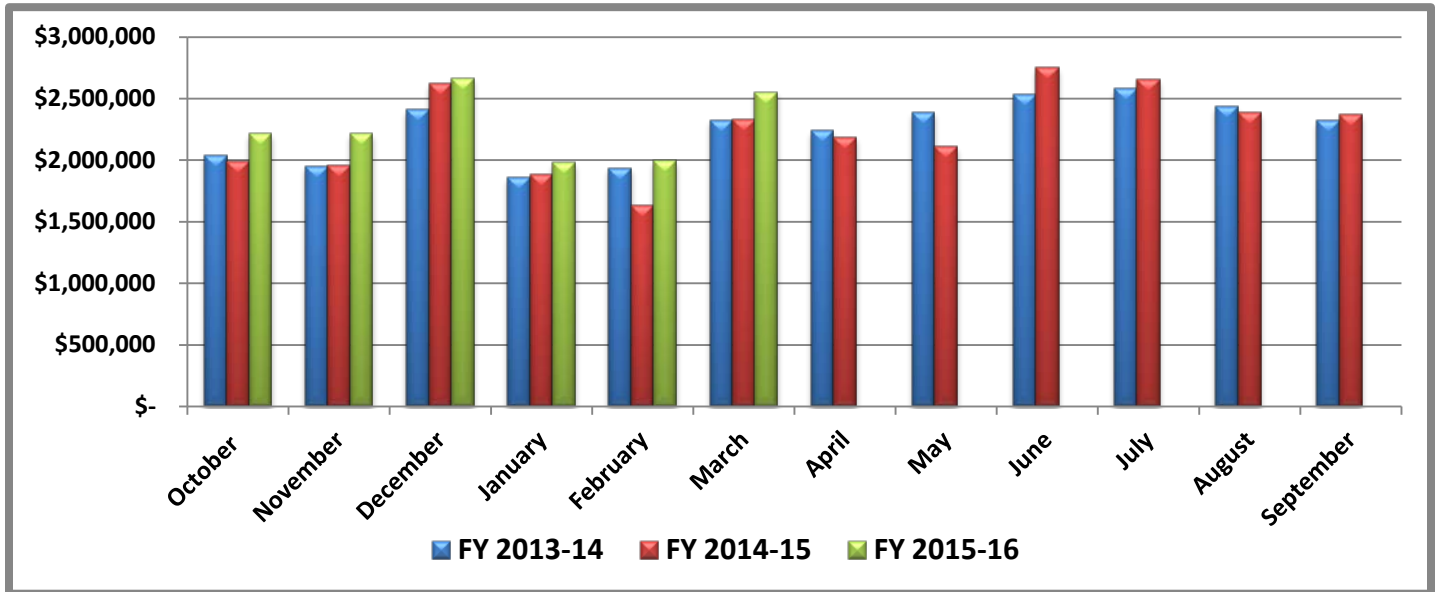
Solid Waste Fund – Revenues through the month of March total \$3,449,252 or 41.6% of total budgeted revenues. Revenues are below budget when forecasting against total budgeted revenues due to a timing issue, revenues should be back on budget in the April Financial Report. Solid Waste expenditures and encumbrances total \$4,175,027 or 49.3% of budget. Employee expenditures are slightly over budget as of March 31. However, like the General Fund, Solid Waste has \$73,781 allocated in contingencies to cover the overage in employee expenditures related to the implementation of the compensation increases. Operating expenditures are slightly below budget (49.3%) at the end of March.

Golf Course Fund – Charges for Services revenues through the month of March total \$657,332 or 33.9% of total budgeted revenues, below the budgeted parameter. However, rounds played in March were up 30% in comparison to last fiscal year. As of March 31, Golf Fund expenditures and encumbrances total \$885,351 or 46.8%, under budgeted parameters. Employee expenditures are under budget (49.3%) 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 March total \$228,299 or 50.8%, above budget. January-March have been exceptionally positive months as it relates for bookings. Revenue within this fund had been were below budget through the first quarter. Expenditures in the fund total \$318,857 or 45.1%. There are several encumbrances for operating expenses that make the figures look slightly inflated (52.0%). Vacancy savings are also a factor to the budget variance through March (42.1%).

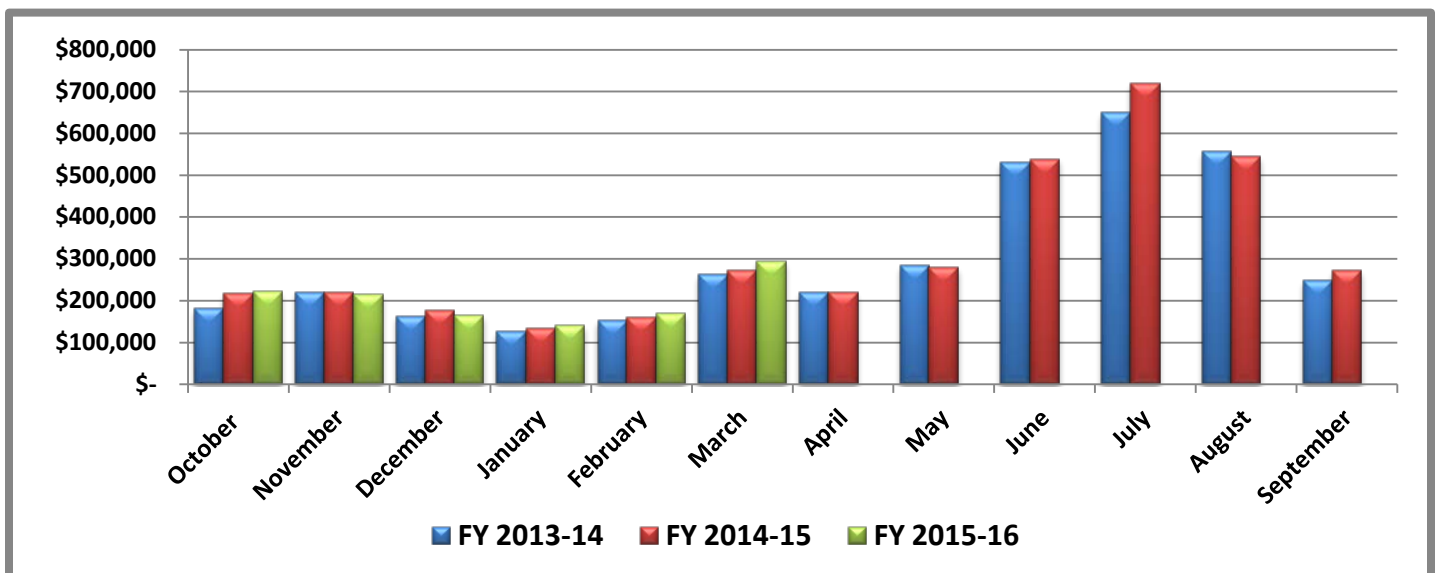
Sales Tax Collection

As a reminder, sales tax is received approximately six weeks after the month has ended. However, the graph below includes the October - March sales tax payments in an effort to provide the most up to date information regarding sales tax collections. The March payment was up 9.4%, when compared to the previous fiscal year. Fiscal year to date, collections are up 9.7%



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 March. However, the graph below does include hotel/motel collections for the months of Oct-March, again to provide the latest information. March Hotel/Motel tax collections were up 7.8% when compared to the previous fiscal year. Fiscal year to date, Hotel/Motel collections are up slightly (2.1%) when compared to the previous fiscal year





FINANCE DEPARTMENT

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

General Fund

| | Current Total Budget | Period Activity March | Total Fiscal YTD | Fiscal YTD % of budget |
|------------------------------------|-------------------------|--------------------------|----------------------|---------------------------|
| Revenues | | | | |
| Taxes and Franchise Fees | \$ 42,524,467 | \$ 2,780,171 | \$ 25,150,970 | 59.1% |
| Licenses and Permits | 2,936,155 | 280,421 | 1,816,012 | 61.9% |
| Intergovernmental | 45,000 | 9,736 | 58,068 | 129.0% |
| Charges for Services | 3,214,800 | 215,704 | 1,182,207 | 36.8% |
| Fines and Forfeitures | 1,411,800 | 140,308 | 665,717 | 47.2% |
| Interest Income | 70,000 | 8,215 | 8,215 | 11.7% |
| Parks and Recreation | 1,242,242 | 76,336 | 234,981 | 18.9% |
| Miscellaneous | 1,992,600 | 90,588 | 320,433 | 16.1% |
| Interfund Transfers | 764,259 | 191,065 | 382,130 | 50.0% |
| Total General Fund Revenues | \$ 54,201,323 | \$ 3,792,544 | \$ 29,818,733 | 55.0% |

| | Current Total Budget | Period Activity March | Total Fiscal YTD Expenditures and Encumbrances | Total Fiscal YTD Committed as % of budget |
|--|-------------------------|--------------------------|--|---|
| Expenditures | | | | |
| City Council | \$ 40,350 | \$ 4,016 | \$ 17,719 | 43.9% |
| City Attorney | 888,455 | 77,293 | 525,163 | 59.1% |
| City Administration | 2,877,163 | 302,161 | 1,471,953 | 51.2% |
| Human Resources | 690,141 | 71,550 | 343,796 | 49.8% |
| Finance | 961,706 | 109,137 | 442,590 | 46.0% |
| Planning and Community Development | 2,930,657 | 322,034 | 1,533,508 | 52.3% |
| Police | 14,286,119 | 1,698,940 | 7,716,228 | 54.0% |
| Fire | 15,023,190 | 1,801,352 | 8,211,547 | 54.7% |
| Public Works | 6,065,786 | 522,497 | 2,712,952 | 44.7% |
| Parks | 4,827,841 | 469,433 | 2,334,101 | 48.3% |
| Library | 2,017,409 | 191,604 | 976,207 | 48.4% |
| Non-Departmental | 4,810,564 | 466,442 | 1,604,793 | 33.4% |
| Total General Fund Expenditures | \$ 55,419,381 | \$ 6,036,459 | \$ 27,890,557 | 50.3% |

| Airport Fund | Current Total Budget | Period Activity March | Total Fiscal YTD | Fiscal YTD % of budget |
|--|-------------------------|--------------------------|--|---|
| Revenues | | | | |
| Charges for Services | \$ 2,845,224 | \$ 142,507 | \$ 991,152 | 34.8% |
| Intergovernmental | 50,000 | - | - | 0.0% |
| Interfund Transfer | - | 37,632 | 75,265 | 0.0% |
| Total Airport Revenues | \$ 2,895,224 | \$ 180,139 | \$ 1,066,417 | 36.8% |
| | Current Total Budget | Period Activity March | Total Fiscal YTD Expenditures and Encumbrances | Total Fiscal YTD Committed as % of budget |
| Expenditures | | | | |
| Employee Expenses | \$ 460,361 | \$ 55,191 | \$ 218,598 | 47.5% |
| Operation Expenses | 1,905,515 | 85,155 | 585,731 | 30.7% |
| Capital Expenses | 159,500 | - | 150,775 | 94.5% |
| Interfund Transfer | 434,126 | 97,032 | 194,063 | 44.7% |
| Contingencies | 26,010 | - | - | 0.0% |
| Total Airport Fund Expenditures | \$ 2,985,512 | \$ 237,378 | \$ 1,149,167 | 38.5% |
| | Current Total Budget | Period Activity March | Total Fiscal YTD | Fiscal YTD % of budget |
| Solid Waste Fund | | | | |
| Revenues | | | | |
| Charges for Services | \$ 8,125,006 | \$ 43,878 | \$ 3,365,507 | 41.4% |
| Miscellaneous | 165,856 | 8,915 | 81,279 | 49.0% |
| Interest Income | 800 | 2,466 | 2,466 | 308.3% |
| Total Solid Waste Fund Revenues | \$ 8,291,662 | \$ 55,259 | \$ 3,449,252 | 41.6% |
| | Current Total Budget | Period Activity March | Total Fiscal YTD Expenditures and Encumbrances | Total Fiscal YTD Committed as % of budget |
| Expenditures | | | | |
| Employee Expenses | \$ 3,047,935 | \$ 346,212 | \$ 1,544,810 | 50.7% |
| Operation Expenses | 4,402,168 | 616,588 | 2,158,955 | 49.0% |
| Capital Expenses | 6,300 | - | 6,114 | 97.0% |
| Interfund Transfer | 930,295 | 232,574 | 465,148 | 50.0% |
| Contingencies | 73,781 | - | - | 0.0% |
| Total Solid Waste Fund Expenditures | \$ 8,460,479 | \$ 1,195,374 | \$ 4,175,027 | 49.3% |



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

| Golf Fund | Current Total Budget | Period Activity March | Total Fiscal YTD | Fiscal YTD % of budget |
|--|----------------------|-----------------------|-------------------|------------------------|
| Revenues | | | | |
| Charges for Services | \$ 1,724,396 | \$ 126,782 | \$ 645,057 | 37.4% |
| Contributions | 176,000 | - | - | 0.0% |
| Miscellaneous | 36,750 | 2,366 | 12,275 | 33.4% |
| Total Golf Fund Revenues | \$ 1,937,146 | \$ 129,148 | \$ 657,332 | 33.9% |
| Expenditures | | | | |
| Employee Expenses | \$ 788,634 | \$ 93,204 | \$ 388,870 | 49.3% |
| Operation Expenses | 557,543 | 34,068 | 247,168 | 44.3% |
| Interfund Transfer | 498,625 | 124,656 | 249,313 | 50.0% |
| Contingencies | 47,998 | - | - | 0.0% |
| Total Golf Fund Expenditures | \$ 1,892,800 | \$ 251,928 | \$ 885,351 | 46.8% |
| Civic/Convention Center Fund | | | | |
| | Current Total Budget | Period Activity March | Total Fiscal YTD | Fiscal YTD % of budget |
| Revenues | | | | |
| Charges for Services | \$ 449,754 | \$ 40,172 | \$ 228,299 | 50.8% |
| Interfund Transfers | 279,708 | - | - | 0.0% |
| Miscellaneous | - | 294 | 465 | 0.0% |
| Total Civic/Convention Center Fund Revenues | \$ 729,462 | \$ 40,466 | \$ 228,764 | 31.4% |
| Expenditures* | | | | |
| Employee Expenses | \$ 390,517 | \$ 35,744 | \$ 164,533 | 42.1% |
| Operation Expenses | 232,688 | 12,584 | 121,040 | 52.0% |
| Interfund Transfer | 66,568 | 16,642 | 33,284 | 50.0% |
| Contingencies | 17,943 | - | - | 0.0% |
| Total Civic/Convention Center Fund Expenditures | \$ 707,716 | \$ 64,970 | \$ 318,857 | 45.1% |

*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 March 31, 2016

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 and Encumbrances | Total Fiscal YTD Committed as % of budget |
|------------------------------|----------------------|-----------------------|------------------|----------------------|-------|--|----------------------|-----------------------|--|---|
| Debt Service Fund | \$ 14,532,487 | \$ 550,928 | \$ 12,389,641 | | 85.3% | | \$ 14,463,977 | \$ 190,919 | \$ 10,982,846 | 75.9% |
| Self Insurance Fund | \$ 6,199,462 | \$ 774,164 | \$ 3,174,551 | | 51.2% | | \$ 6,100,000 | \$ 653,602 | \$ 3,569,848 | 58.5% |
| Special Revenue Funds | | | | | | | | | | |
| CDBG Fund | \$ 930,199 | \$ - | \$ 134,190 | | 14.4% | | \$ 930,199 | \$ 3,638 | \$ 483,772 | 52.0% |
| Grant Fund | \$ 1,865,000 | \$ 25,435 | \$ 146,037 | | 7.8% | | \$ 1,865,000 | \$ 131,878 | \$ 1,451,959 | 77.9% |
| Special Revenue Fund | \$ 100,000 | \$ 9,480 | \$ 72,455 | | 72.5% | | \$ 232,500 | \$ 2,605 | \$ 58,903 | 25.3% |
| River Activities Fund | \$ 1,280,502 | \$ 36,152 | \$ 127,588 | | 10.0% | | \$ 1,234,703 | \$ 55,603 | \$ 295,735 | 24.0% |
| Court Security Fund | \$ 36,500 | \$ 2,692 | \$ 14,279 | | 39.1% | | \$ 50,887 | \$ 8,104 | \$ 16,532 | 32.5% |
| Judicial Efficiency Fund | \$ 8,138 | \$ 961 | \$ 4,939 | | 60.7% | | \$ 21,750 | \$ 1,395 | \$ 1,395 | 6.4% |
| Court Technology Fund | \$ 40,215 | \$ 3,594 | \$ 19,059 | | 47.4% | | \$ 64,000 | \$ 271 | \$ 17,370 | 27.1% |
| Child Safety Fund | \$ 139,010 | \$ 2,792 | \$ 14,557 | | 10.5% | | \$ 166,000 | \$ 8,446 | \$ 103,870 | 62.6% |
| Stormwater Development Fund | \$ 70,000 | \$ 49,200 | \$ 55,044 | | 78.6% | | \$ 171,000 | \$ - | \$ 66,625 | 39.0% |
| Juvenile Case Manager Fund | \$ 64,155 | \$ 5,433 | \$ 28,045 | | 43.7% | | \$ 113,451 | \$ 10,836 | \$ 45,977 | 40.5% |
| Cable Franchise Fund (PEG) | \$ 213,250 | \$ - | \$ 128,143 | | 60.1% | | \$ 760,000 | \$ - | \$ 750,000 | 98.7% |
| Equipment Replacement Fund | \$ 493,000 | \$ 121,178 | \$ 259,611 | | 52.7% | | \$ 2,257,000 | \$ 23,722 | \$ 1,851,876 | 82.1% |



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 Monthly Financial Summaries
 As of March 31, 2016

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 and Encumbrances | Total Fiscal YTD Committed as % of budget |
|---|----------------------|-----------------------|------------------|----------------------|-----------|----------------------|-----------------------|--|---|
| Special Revenue Funds - continued | | | | | | | | | |
| Enterprise Maintenance and Equipment Replacement Fund | \$ 1,832,984 | \$ 460,620 | \$ 923,741 | | 50.4% | \$ 308,408 | \$ 22,727 | \$ 280,055 | 90.8% |
| Edwards Aquifer Habitat Conservation Plan Fund | \$ 1,892,674 | \$ - | \$ 300,289 | | 15.9% | \$ 1,892,674 | \$ 97,755 | \$ 854,582 | 45.2% |
| Faust Library Fund | \$ - | \$ - | \$ 250 | | 0.0% | \$ 7,604 | \$ - | \$ - | 0.0% |
| Cemetery Improvements Fund* | \$ 50 | \$ 92 | \$ (5,928) | | -11856.0% | \$ 86,500 | \$ - | \$ - | 0.0% |
| Hotel/Motel Tax Fund | \$ 4,090,129 | \$ 148,232 | \$ 858,333 | | 21.0% | \$ 4,567,599 | \$ 505,117 | \$ 1,394,317 | 30.5% |

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 |
|---|--------------------------------------|----------------------------|--|---------------------|-------------------|----------------------|---------------------------------|--|-----------------|
| Streets and Drainage Projects | | | | | | | | | |
| Alves Lane Improvements | Professional Services | 2013 Bond | \$ 1,268,570 | \$ 1,067,549 | \$ 201,020 | \$ 1 | LA | Final Design underway; 95% submittal under review; ROW acquisition initiated & utility coordination in progress | Adam Michie |
| | Land | | \$ 1,311,800 | \$ 133,397 | \$ 671,207 | \$ 507,196 | | | |
| | Construction | | \$ 5,249,630 | \$ - | \$ - | \$ 5,249,630 | | | |
| | Totals | | \$ 7,830,000 | \$ 1,200,946 | \$ 872,227 | \$ 5,756,827 | | | |
| 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 | \$ 3,259,195 | \$ 75,744 | \$ 6,665,061 | 33% | Landa Park Dr. drainage fixes underway; Negotiating year 3 design scope & fees with engineers | Josh Niles |
| | Totals | | \$ 10,000,000 | \$ 3,259,195 | \$ 75,744 | \$ 6,665,061 | | | |
| Klein Road Reconstruction | Professional Services | 2013 Bond | \$ 1,268,066 | \$ 953,426 | \$ 314,640 | \$ 0 | FD | 90% design submitted on May 13; working on Guadalupe County Rd agreement, and utility agreements; NTP for ROW issued | Eric Navarrete |
| | Land | | \$ 1,664,000 | \$ 12,324 | \$ 150,262 | \$ 1,501,415 | | | |
| | Construction | | \$ 8,598,934 | \$ - | \$ - | \$ 8,598,934 | | | |
| | Totals | | \$ 11,531,000 | \$ 965,749 | \$ 464,902 | \$ 10,100,349 | | | |
| Live Oak/Katy Improvements | Professional Services | 2013 C of O & 2013 Bond | \$ 977,331 | \$ 237,856 | \$ 739,475 | \$ 0 | FD | Finalizing contracts; Acquiring TROE's for surveying | Adam Michie |
| | Land | | \$ 36,000 | \$ 33,409 | \$ 2,591 | \$ - | | | |
| | Construction | | \$ 3,675,669 | \$ - | \$ - | \$ 3,675,669 | | | |
| | Totals | | \$ 4,689,000 | \$ 271,265 | \$ 742,066 | \$ 3,675,669 | | | |
| 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 & TCEQ | Adam Michie |
| | Land | | \$ 39,450 | \$ - | \$ - | \$ 39,450 | | | |
| | Construction | | \$ 289,740 | \$ - | \$ - | \$ 289,740 | | | |
| | Totals | | \$ 424,000 | \$ 42,124 | \$ 52,687 | \$ 329,190 | | | |
| Railroad Quiet Zones-Phase 1 & 2 | Professional Services | 2008 & 2012 C of O's | \$ 354,604 | \$ 354,079 | \$ 526 | \$ - | 100% | Phase 1 completed; Phase 2 completed, 21 day implementation begins June 2016 | Jennifer Cain |
| | Construction | | \$ 1,948,723 | \$ 1,923,001 | \$ 25,492 | \$ 229 | | | |
| | Totals | | \$ 2,303,327 | \$ 2,277,080 | \$ 26,018 | \$ 229 | | | |
| Solms Road/Morningside Drive/Rueckle Road Reconstruction | Professional Services | 2013 Bond | \$ 1,692,647 | \$ 1,152,526 | \$ 540,121 | \$ - | FD | 95% design phase underway; NTP for ROW issued | Eric Navarrete |
| | Land | | \$ 4,162,000 | \$ 67,792 | \$ 405,260 | \$ 3,688,948 | | | |
| | Construction | | \$ 9,509,353 | \$ - | \$ - | \$ 9,509,353 | | | |
| | Totals | | \$ 15,364,000 | \$ 1,220,318 | \$ 945,381 | \$ 13,198,301 | | | |
| Wood Road/Landa Street Drainage Improvements Preliminary Design | Professional Services | 2013 Bond | \$ 2,700,000 | \$ 602,953 | \$ 359,376 | \$ 1,737,671 | PD | Finalizing contracts with Urban Civil and Freese & Nichols | Adam Michie |
| | Totals | | \$ 2,700,000 | \$ 602,953 | \$ 359,376 | \$ 1,737,671 | | | |
| Landa Street Transportation Enhancement Project | Professional Services | 2011 C of O's | \$ 224,440 | \$ 180,020 | \$ 44,420 | \$ - | FD | 100% Design submitted to TxDOT & CONB April 2016; TxDOT will Let in August | Eric Navarrete |
| | Construction | | \$ 250,560 | \$ 6,628 | \$ - | \$ 243,932 | | | |
| | Totals | | \$ 475,000 | \$ 186,648 | \$ 44,420 | \$ 243,932 | | | |

| Project Name | Phase | Funding Source(s) | Current Project Budget/ Category Expenditure Estimates | Expensed | Encumbered | Uncommitted | *Percent Complete Total Project | Status | Project Manager |
|--|-----------------------|--|--|---------------------|----------------------|--------------|---------------------------------|---|-----------------|
| Westside Pedestrian Enhancement Project | Professional Services | 2007, 2008, 2011, 2012 C of O's & 2015 | \$ 200,000 | \$ - | \$ - | \$ 200,000 | SD | Currently in design contract negotiations | Eric Navarrete |
| | Construction | | \$ 200,000 | \$ - | \$ - | \$ 200,000 | | | |
| | Totals | \$ 400,000 | \$ - | \$ - | \$ 400,000 | | | | |
| <i>Parks and Recreation</i> | | | | | | | | | |
| 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), | \$ 2,021,290 | \$ 797,549 | \$ 1,184,379 | \$ 39,362 | FD | Construction documents are underway | Jennifer Cain |
| | Land | | \$ 77,157 | \$ 3,563 | \$ 1,437 | \$ 72,157 | | | |
| | Construction | \$ 21,421,233 | \$ 15,000 | \$ 10,000 | \$ 21,396,233 | | | | |
| | Totals | \$ 23,519,680 | \$ 816,112 | \$ 1,195,816 | \$ 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 | \$ 8,357,561 | \$ 40,000 | \$ 101,708 | | | |
| | Totals | \$ 11,667,846 | \$ 11,526,138 | \$ 40,000 | \$ 101,708 | | | | |
| Golf Course Development | Professional Services | 2014 C of O's | \$ 1,056,663 | \$ 1,056,378 | \$ 285 | \$ (0) | 99% | Project completed | Jennifer Cain |
| | Construction | | \$ 6,680,671 | \$ 6,648,679 | \$ - | \$ 31,992 | | | |
| | Totals | \$ 7,737,334 | \$ 7,705,057 | \$ 285 | \$ 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 | \$ 106,100 | \$ 98,066 | \$ 8,034 | \$ (0) | 13% | Project currently in construction | Eric Navarrete |
| | Construction | | \$ 1,030,773 | \$ 138,688 | \$ 892,085 | \$ - | | | |
| | Totals | \$ 1,136,873 | \$ 236,753 | \$ 900,120 | \$ - | | | | |
| <i>Municipal Improvement Projects</i> | | | | | | | | | |
| Central Texas Technology Center (CTTC) | Professional Services | 4B, IDF, Seguin (4A), & 2013 Bond | \$ 513,818 | \$ 434,094 | \$ 62,371 | \$ 17,353 | 71% | Construction began on August 2015 and is on-going | Jennifer Cain |
| | Construction | | \$ 6,322,182 | \$ 4,497,910 | \$ 1,824,272 | \$ - | | | |
| | Totals | \$ 6,836,000 | \$ 4,932,004 | \$ 1,886,643 | \$ 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 has been completed | 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 | \$ 830,506 | \$ 83,250 | \$ 0 | 38% | Construction began on January 2016 and is ongoing | Jennifer Cain |
| | Land | | \$ 2,650,732 | \$ 2,650,732 | \$ - | \$ - | | | |
| | Construction | | \$ 8,744,027 | \$ 3,333,531 | \$ 5,409,747 | \$ 749 | | | |
| | Totals | \$ 12,308,515 | \$ 6,814,769 | \$ 5,492,997 | \$ 749 | | | | |
| Downtown Improvements Phase 1 | Professional Services | 4B & 2012 C of O's | \$ 313,052 | \$ 292,349 | \$ 20,703 | \$ 0 | FD | Coordinating with utilities, UPRR & 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 | | | | |
| | Professional Services | 2007, 2009 & 2012 | \$ 119,600 | \$ 18,000 | \$ 101,600 | \$ - | SD | | |

| Project Name | Phase | Funding Source(s) | Current Project Budget/ Category Expenditure Estimates | Expensed | Encumbered | Uncommitted | *Percent Complete Total Project | Status | Project Manager |
|--------------------------------------|-----------------------|----------------------|--|---------------------|-------------------|-------------------|---------------------------------|--|-----------------|
| Fire Station #1 | Construction | C of O's | \$ 514,343 | | | \$ 514,343 | SD | Schematic design | Adam Michie |
| | Totals | | \$ 633,943 | \$ 18,000 | \$ 101,600 | \$ 514,343 | | | |
| Airport Improvements | Construction | Airport General Fund | \$ 3,312,000 | \$ 2,724,638 | \$ 583,537 | \$ 3,825 | 56% | Quonset hut completed, Hangar 1806 & 1654 Substantially complete | Josh Niles |
| | Totals | | \$ 3,312,000 | \$ 2,724,638 | \$ 583,537 | \$ 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 May 25, 2016

Vacant Positions

| Department/ Vacant Position | # Authorized Positions | (FTE) | Notes |
|---------------------------------------|------------------------|-------|---|
| Airport | 7 | 0 | |
| Capital Programs | 9 | 1 | |
| SENIOR CONSTRUCTION INSPECTOR | | | N/A |
| City Attorney's Office | 4 | 0 | |
| City Manager's Office | 6 | 0 | |
| City Secretary | 3 | 0 | |
| Finance | 11 | 1 | |
| ACCOUNTING MANAGER | | | Reviewing Applications |
| Fire (Uniform/Non-Uniform) | 130/4 | 0/0 | |
| Human Resources | 7 | 0 | |
| Information Technology | 11 | 0 | |
| Library | 27.25 | 2 | |
| SPECIALIST, LIBRARY SYSTEM | | | N/A |
| LIBRARIAN I | | | Offer being made |
| Municipal Court | 10 | 2 | |
| COUTY SUPERVISOR | | | N/A |
| DEPUTY COURT CLERK | | | Interviews in progress |
| Parks & Recreation | 73.5 | 7 | |
| PARK DEVELOPMENT MANAGER | | | N/A |
| SPECIALIST, REC/ATHLETICS-PT | | | Interviews in progress |
| RECREATION INSTRUCTOR-PT | | | Interviews in progress |
| RANGER-PT | | | N/A |
| MAINTENANCE WORKER (2) | | | N/A |
| ATTENDANT, EVENT - PT (CIVIC CENTER) | | | Interviews in progress |
| CIVIC CENTER FACILITY SPECIALISTS (2) | | | N/A |
| Planning & Comm Dev | 34 | 0 | |
| Police (Uniform/Non-Uniform) | 116/31 | 2/0 | |
| POLICE OFFICER (2) | | | # Authorized includes -2 authorizations transferred to IT Entry-level exam scheduled for 5/21/16 |
| Public Works | 104 | 6 | |
| ASSISTANT CITY ENGINEER | | | Reclassified from Assistant Director, Public Works |
| ENGINEER | | | N/A |
| CONSTRUCTION INSPECTOR | | | N/A |
| FOREMAN (STREETS) | | | N/A |
| TRAFFIC SIGNAL TECHNICIAN | | | N/A |
| EQUIPMENT OPERATOR | | | Interviews in progress |

| | | |
|---------------------------------|---------------|-----------|
| TOTAL | 586.75 | 21 |
| City-wide Staffing Level | 96.4% | |