



FINANCE DEPARTMENT

July Financial Report

October 5, 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 **July**. 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 link below. All of these documents can be found on the City website.

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



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General Fund Revenues

As of July 31, General Fund revenues total \$43,135,692 or 79.6% of total budgeted revenues. \$4.38 million was collected during the month of July, more than half of which came from sales taxes and Franchise payments. 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. Sales tax is the single largest revenue source in the General Fund.

License and permit revenue continue to trend positively and above budget through July, having already collected 102.7% (\$3,014,850) of the budgeted totals. Fines and forfeitures are slightly above budget at the end of July (83.8%). This revenue source had been slightly trailing under budget all fiscal year. However, as expected it is now in line with budget, reflective of the Court's collection efforts and events. Charges for services remains below budget (80.2%), however this revenue source is impacted by quarterly and one time payments received at the end of the fiscal year. Parks and Recreation revenue totaled \$266,236 in the month of July, the largest monthly revenue total this fiscal year. This revenue source is now slightly exceeding budget; however, this revenue category will slow down once again as school begins and summer programming ends.

General Fund Expenditures

As of July 31, General Fund expenditures and encumbrances total \$45,674,945 or 81.1% of the total budget. The expenditure category budget(s) below reflect the latest budget transfers and amendments approved by City Council. Budget transfers and potentially amendments will be required as the City goes through the process of closing out the fiscal year. At the end of July, 21 out of 26 payrolls have been posted, which represent 80.8% of the total payrolls for the fiscal year. As you can see in the table below, employee expenditures are right on budget at the end of July. 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	\$41,854,364	\$ 3,296,573	\$ 33,833,872	80.8%
Operating Expenses	11,867,812	1,314,323	10,528,685	88.7%
Capital Expenses	650,000	-	398,601	61.3%
Interfund Transfers	1,932,525	-	913,787	47.3%
Contingencies*	-	-	-	0%
Total	\$56,304,701	\$ 4,610,896	\$ 45,674,945	81.1%

Enterprise Funds

Airport Fund – Revenues through the month of July total \$1,862,736 or 64.3% 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. However, the summer is the busiest time of year for the Airport, so we expect the Airport to continue to sell a significant volume of fuel as flight operations increase.

Expenditures and encumbrances total \$1,854,677 or 61.8% 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 79.1% of the budget. Capital expenditures are at 94.5% committed reflective of the purchase and encumbrance of maintenance equipment and construction improvements.

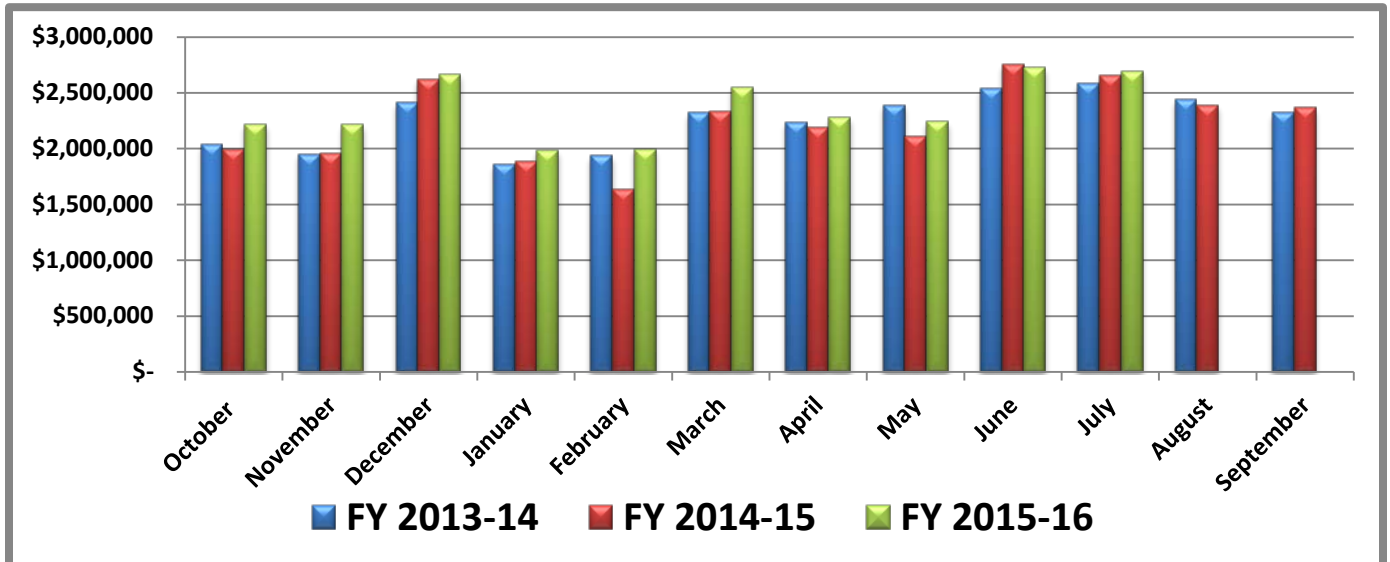
Solid Waste Fund – Revenues through the month of July total \$6,888,660 or 83.1% of total budgeted revenues. Revenues are right on budget through the end of July. Solid Waste expenditures and encumbrances total \$6,734,580 or 79.1% of budget. Employee expenditures are right on budget. Operating expenditures are below slightly below budget (80.3%) at the end of July.

Golf Course Fund – Charges for Services revenues through the month of July total \$1,176,853 or 68.2% of total budgeted revenues, below the budgeted parameter. Rounds played in July were also down in comparison to last fiscal year. However, rain impacted play in July as did the higher than average summer temperatures. Golf Fund expenditures and encumbrances total \$1,560,051 or 82.4%, in line with budget parameters. Employee expenditures are in line with budget (80.2%).

Civic/Convention Center Fund – Charges for Services revenues through the Civic/Convention Center Fund in the month of July total \$359,164 or 79.9%, slightly below budget. Civic/Convention center revenues have fluctuated throughout the fiscal year, however staff is confident revenues will end the year close to budgeted levels. Staff will continue to monitor this revenue source closely. Expenditures in the fund total \$485,003 or 68.5%. Vacancy savings are the main contributing factor to the budget variance through July (66.6%), which are well below budget.

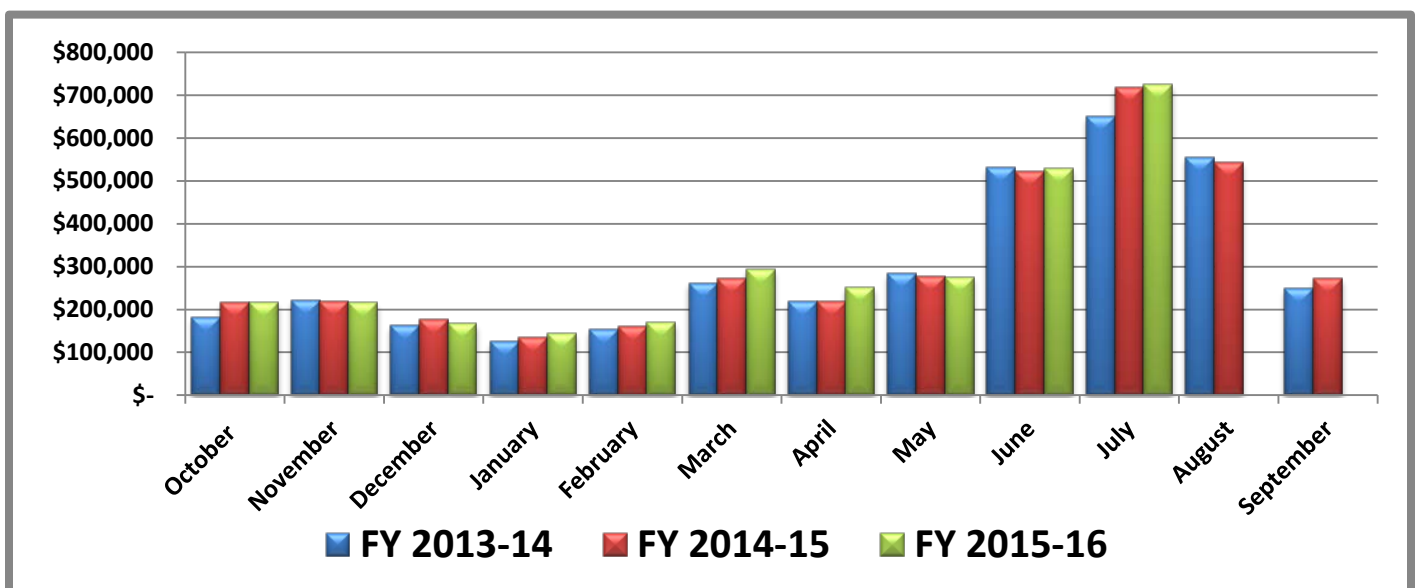
Sales Tax Collection

As a reminder, sales tax is received approximately six weeks after the month has ended. However, the graph below includes the October – July sales tax payments in an effort to provide the most up to date information regarding sales tax collections. The July payment was up 1.5%, when compared to the previous fiscal year. Fiscal year to date, collections are up 6.5%



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-July, again to provide the latest information. July Hotel/Motel tax collections were up 1.0% when compared to the previous fiscal year. Fiscal year to date, Hotel/Motel collections are up 2.4% when compared to the previous fiscal year.





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City of New Braunfels
 Monthly Financial Summaries
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General Fund

	Current Total Budget	Period Activity July	Total Fiscal YTD	Fiscal YTD % of budget
Revenues				
Taxes and Franchise Fees	\$ 42,524,467	\$ 2,306,028	\$ 33,245,530	78.2%
Licenses and Permits	2,936,155	298,130	3,014,850	102.7%
Intergovernmental	45,000	-	71,239	158.3%
Charges for Services	3,214,800	482,726	2,579,250	80.2%
Fines and Forfeitures	1,411,800	111,350	1,183,617	83.8%
Interest Income	70,000	-	11,385	16.3%
Parks and Recreation	1,242,242	266,236	1,103,805	88.9%
Miscellaneous	1,992,600	914,500	1,352,822	67.9%
Interfund Transfers	764,259	-	573,194	75.0%
Total General Fund Revenues	\$ 54,201,323	\$ 4,378,970	\$ 43,135,692	79.6%

	Current Total Budget	Period Activity July	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Expenditures				
City Council	\$ 54,350	\$ 5,469	\$ 31,941	58.8%
City Attorney	992,555	121,962	898,401	90.5%
City Administration	2,939,163	216,514	2,354,664	80.1%
Human Resources	698,941	47,075	562,759	80.5%
Finance	912,706	69,659	729,629	79.9%
Planning and Community Development	2,953,657	240,730	2,444,488	82.8%
Police	14,710,619	1,193,824	12,216,221	83.0%
Fire	16,071,690	1,216,191	13,133,316	81.7%
Public Works	6,043,786	743,805	5,170,760	85.6%
Parks	4,958,441	571,525	4,066,480	82.0%
Library	1,977,409	147,109	1,580,823	79.9%
Non-Departmental	3,991,384	37,033	2,485,463	62.3%
Total General Fund Expenditures	\$ 56,304,701	\$ 4,610,896	\$ 45,674,945	81.1%

Airport Fund	Current Total Budget	Period Activity July	Total Fiscal YTD	Fiscal YTD % of budget
Revenues				
Charges for Services	\$ 2,845,224	\$ 218,868	\$ 1,699,839	59.7%
Intergovernmental	50,000	-	50,000	100.0%
Interfund Transfer	-	-	112,897	0.0%
Total Airport Revenues	\$ 2,895,224	\$ 218,868	\$ 1,862,736	64.3%
	Current Total Budget	Period Activity July	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Expenditures				
Employee Expenses	\$ 460,361	\$ 35,124	\$ 364,123	79.1%
Operation Expenses	1,905,515	130,077	1,046,684	54.9%
Capital Expenses	159,500	11,244	150,775	94.5%
Interfund Transfer	450,792	-	293,095	65.0%
Contingencies	26,010	-	-	0.0%
Total Airport Fund Expenditures	\$ 3,002,178	\$ 176,445	\$ 1,854,677	61.8%
	Current Total Budget	Period Activity July	Total Fiscal YTD	Fiscal YTD % of budget
Solid Waste Fund				
Revenues				
Charges for Services	\$ 8,125,006	\$ 681,317	\$ 6,753,018	83.1%
Miscellaneous	165,856	11,544	\$ 130,814	78.9%
Interest Income	800	-	4,828	603.5%
Total Solid Waste Fund Revenues	\$ 8,291,662	\$ 692,861	\$ 6,888,660	83.1%
	Current Total Budget	Period Activity July	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Expenditures				
Employee Expenses	\$ 3,062,935	\$ 241,195	\$ 2,480,474	81.0%
Operation Expenses	4,402,168	325,779	3,536,021	80.3%
Capital Expenses	6,300	-	6,114	97.0%
Interfund Transfer	979,795	-	711,971	72.7%
Contingencies	58,781	-	-	0.0%
Total Solid Waste Fund Expenditures	\$ 8,509,979	\$ 566,974	\$ 6,734,580	79.1%



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Golf Fund	Current Total Budget	Period Activity July	Total Fiscal YTD	Fiscal YTD % of budget
Revenues				
Charges for Services	\$ 1,724,396	\$ 123,708	\$ 1,176,853	68.2%
Contributions	176,000	-	-	0.0%
Miscellaneous	36,750	279	24,313	66.2%
Total Golf Fund Revenues	\$ 1,937,146	\$ 123,987	\$ 1,201,166	62.0%
Expenditures				
Employee Expenses	\$ 793,634	\$ 64,486	\$ 636,875	80.2%
Operation Expenses	592,543	22,544	545,957	92.1%
Interfund Transfer	498,625	-	377,219	75.7%
Contingencies	7,998	-	-	0.0%
Total Golf Fund Expenditures	\$ 1,892,800	\$ 87,030	\$ 1,560,051	82.4%
Civic/Convention Center Fund				
	Current Total Budget	Period Activity July	Total Fiscal YTD	Fiscal YTD % of budget
Revenues				
Charges for Services	\$ 449,754	\$ 21,097	\$ 359,164	79.9%
Interfund Transfers	279,708	-	-	0.0%
Miscellaneous	-	46	1,305	0.0%
Total Civic/Convention Center Fund Revenues	\$ 729,462	\$ 21,143	\$ 360,469	49.4%
Expenditures*				
Employee Expenses	\$ 390,517	\$ 24,558	\$ 260,109	66.6%
Operation Expenses	232,688	21,506	173,218	74.4%
Interfund Transfer	66,568	-	51,676	77.6%
Contingencies	17,943	-	-	0.0%
Total Civic/Convention Center Fund Expenditures	\$ 707,716	\$ 46,064	\$ 485,003	68.5%

*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.



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Revenues

Expenditures

	Current Total Budget	Period Activity July	Total Fiscal YTD	Fiscal YTD of budget	%		Current Total Budget	Period Activity July	Total Fiscal YTD Expenditures and Encumbrances	Total Fiscal YTD Committed as % of budget
Debt Service Fund	\$ 14,532,487	\$ 40,669	\$ 12,523,222		86.2%		\$ 14,463,977	\$ 2,308,886	\$ 13,292,232	91.9%
Self Insurance Fund	\$ 6,199,462	\$ 449,447	\$ 5,593,544		90.2%		\$ 7,383,045	\$ 622,635	\$ 6,091,987	82.5%
Special Revenue Funds										
CDBG Fund	\$ 930,199	\$ 19	\$ 134,430		14.5%		\$ 930,199	\$ 14	\$ 507,988	54.6%
Grant Fund	\$ 1,865,000	\$ 231,032	\$ 388,483		20.8%		\$ 1,865,000	\$ 299,696	\$ 1,539,331	82.5%
Special Revenue Fund	\$ 100,000	\$ 610	\$ 114,279		114.3%		\$ 232,500	\$ 10,657	\$ 116,004	49.9%
River Activities Fund	\$ 1,280,502	\$ 217,322	\$ 535,055		41.8%		\$ 1,284,203	\$ 350,706	\$ 883,631	68.8%
Court Security Fund	\$ 36,500	\$ 3,094	\$ 25,052		68.6%		\$ 50,887	\$ 7,554	\$ 42,705	83.9%
Judicial Efficiency Fund	\$ 8,138	\$ 727	\$ 7,979		98.0%		\$ 21,750	\$ 1,547	\$ 3,672	16.9%
Court Technology Fund	\$ 40,215	\$ 4,125	\$ 33,430		83.1%		\$ 64,000	\$ 2,989	\$ 22,757	35.6%
Child Safety Fund	\$ 139,010	\$ 1,566	\$ 129,314		93.0%		\$ 166,000	\$ 6,793	\$ 117,750	70.9%
Stormwater Development Fund	\$ 70,000	\$ -	\$ 57,724		82.5%		\$ 171,000	\$ 81,965	\$ 164,290	96.1%
Juvenile Case Manager Fund	\$ 64,155	\$ 5,847	\$ 49,090		76.5%		\$ 113,451	\$ 11,202	\$ 68,808	60.6%
Cable Franchise Fund (PEG)	\$ 213,250	\$ 47,214	\$ 224,259		105.2%		\$ 830,000	\$ 170,049	\$ 750,219	90.4%
Equipment Replacement Fund	\$ 493,000	\$ -	\$ 90,509		18.4%		\$ 2,257,000	\$ 160,996	\$ 1,904,039	84.4%



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Revenues

Expenditures

	Current Total Budget	Period Activity July	Total Fiscal YTD	Fiscal YTD of budget	%	Current Total Budget	Period Activity July	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	\$ 213	\$ 1,387,915		75.7%	\$ 308,408	\$ -	\$ 280,055	90.8%
Edwards Aquifer Habitat Conservation Plan Fund	\$ 1,892,674	\$ 225,060	\$ 730,189		38.6%	\$ 1,892,674	\$ 189,396	\$ 1,657,956	87.6%
Faust Library Fund	\$ -	\$ -	\$ 368		0.0%	\$ 7,604	\$ -	\$ 7,604	100.0%
Cemetery Improvements Fund*	\$ 500	\$ 50	\$ (5,754)		-1150.8%	\$ 86,500	\$ -	\$ 78,773	91.1%
Hotel/Motel Tax Fund	\$ 4,090,129	\$ 300,261	\$ 1,973,793		48.3%	\$ 4,567,599	\$ 4,234	\$ 2,384,522	52.2%

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	\$ 1,293,470	\$ 1,024,549	\$ 268,920	\$ 1	LA	100% submittal under review; ROW acquisition & utility coordination in progress	Adam Michie
	Land		\$ 1,311,800	\$ 377,790	\$ 426,814	\$ 507,196			
	Construction		\$ 5,224,730	\$ -	\$ -	\$ 5,224,730			
	Totals	\$ 7,830,000	\$ 1,402,339	\$ 695,734	\$ 5,731,927				
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	\$ 3,436,917	\$ 230,156	\$ 6,332,928	34%	Landa Park Dr. waterline adjustment being scheduled. Year 3 projects in design	Josh Niles
	Totals		\$ 10,000,000	\$ 3,436,917	\$ 230,156	\$ 6,332,928			
Klein Road Reconstruction	Professional Services	2013 Bond	\$ 1,268,066	\$ 1,133,388	\$ 134,677	\$ 0	FD	90% design submitted on May 13; working on Guadalupe County Rd agreement, and utility agreements; notice to proceed for ROW issued, ROW exhibits imminent	Nate Garza
	Land		\$ 1,664,000	\$ 16,200	\$ 146,385	\$ 1,501,415			
	Construction		\$ 8,598,934	\$ -	\$ -	\$ 8,598,934			
	Totals	\$ 11,531,000	\$ 1,149,589	\$ 281,062	\$ 10,100,349				
Live Oak/Katy Improvements	Professional Services	2013 C of O & 2013 Bond	\$ 977,331	\$ 294,318	\$ 683,013	\$ 0	FD	Surveying for final design in progress; coordinating with NBU for utilities	Adam Michie
	Land		\$ 36,000	\$ 33,409	\$ 2,591	\$ -			
	Construction		\$ 3,675,669	\$ -	\$ -	\$ 3,675,669			
	Totals	\$ 4,689,000	\$ 327,727	\$ 685,604	\$ 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				
Solms Road/Morningside Drive/Rueckle Road Reconstruction	Professional Services	2013 Bond	\$ 1,778,382	\$ 1,566,116	\$ 212,266	\$ -	FD	95% plans submitted on 7/25, ROW exhibits imminent	Nate Garza
	Land		\$ 4,162,000	\$ 67,792	\$ 405,260	\$ 3,688,948			
	Construction		\$ 9,423,618	\$ -	\$ -	\$ 9,423,618			
	Totals	\$ 15,364,000	\$ 1,633,908	\$ 617,526	\$ 13,112,566				
Wood Road/Landa Street Drainage Improvements Preliminary Design	Professional Services	2013 Bond	\$ 2,700,000	\$ 619,519	\$ 342,810	\$ 1,737,671	PD	Design/study underway	Adam Michie
	Totals		\$ 2,700,000	\$ 619,519	\$ 342,810	\$ 1,737,671			
Landa Street Transportation Enhancement Project	Professional Services	2011 C of O's & 4B	\$ 260,727	\$ 210,396	\$ 50,331	\$ -	FD	100% Design submitted to TxDOT & CONB April 2016; TxDOT will Let in August, waiting on NBU agreement	Nate Garza
	Construction		\$ 414,273	\$ 6,628	\$ 247,435	\$ 160,210			
	Totals		\$ 675,000	\$ 217,024	\$ 297,766	\$ 160,210			
Westside Pedestrian Enhancement Project	Professional Services	2007, 2008, 2011,	\$ 200,000	\$ -	\$ 169,382	\$ 30,618	PD	Design beginning 10/16; PSA and PO issued	Nate Garza
	Construction	2012 C of O's & 2015	\$ 200,000	\$ -	\$ -	\$ 200,000			
	Totals		\$ 400,000	\$ -	\$ 169,382	\$ 230,618			

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
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),	\$ 2,071,708	\$ 1,670,210	\$ 401,498	\$ -	FD	GMP approved by council on 9/12; notice to proceed pending contract execution and permit	Jennifer Cain
	Land		\$ 77,157	\$ 3,563	\$ 1,437	\$ 72,157			
	Construction		\$ 21,370,815	\$ 25,000	\$ -	\$ 21,345,815			
	Totals		\$ 23,519,680	\$ 1,698,773	\$ 402,935	\$ 21,417,972			
Golf Course Development	Professional Services	2014 C of O's	\$ 1,062,938	\$ 1,062,653	\$ 285	\$ (0)	99%	Project completed	Jennifer Cain
	Construction		\$ 6,674,396	\$ 6,648,679	\$ -	\$ 25,717			
	Totals		\$ 7,737,334	\$ 7,711,332	\$ 285	\$ 25,717			
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)	44%	Project currently in construction; waiting on bathrooms and playground equipment	Nate Garza
	Construction		\$ 1,030,773	\$ 452,054	\$ 578,719	\$ -			
	Totals		\$ 1,136,873	\$ 550,120	\$ 586,753	\$ -			
Municipal Improvement Projects									
Central Texas Technology Center (CTTC)	Professional Services	4B, IDF, Seguin (4A), & 2013 Bond	\$ 513,818	\$ 466,423	\$ 30,042	\$ 17,353	95%	Project Complete	Jennifer Cain
	Construction		\$ 6,322,182	\$ 6,007,494	\$ 314,688	\$ (0)			
	Totals		\$ 6,836,000	\$ 6,473,917	\$ 344,730	\$ 17,353			
Police Department Improvements	Professional Services	2009 & 2012 C of O's	\$ 91,924	\$ 91,924	\$ 0	\$ (0)	SD	Programming and feasibility study has been completed	Jennifer Cain
	Construction		\$ 353,076	\$ 306,115	\$ 14,420	\$ 32,540			
	Totals		\$ 445,000	\$ 398,040	\$ 14,420	\$ 32,540			
City Hall Renovation	Professional Services	2008, 2009, 2013, & 2015 C of O's, PEG Fund	\$ 913,756	\$ 910,785	\$ 2,970	\$ 0	82%	Project substantially complete; punch list is ongoing	Jennifer Cain
	Land		\$ 2,650,732	\$ 2,650,732	\$ -	\$ -			
	Construction		\$ 8,784,027	\$ 7,219,003	\$ 1,536,033	\$ 28,992			
	Totals		\$ 12,348,515	\$ 10,780,520	\$ 1,539,003	\$ 28,992			
Downtown Improvements Phase 1	Professional Services	4B & 2012 C of O's	\$ 465,916	\$ 395,038	\$ 70,877	\$ 0	FD	Bids under review	Adam Michie
	Construction		\$ 2,023,136	\$ 38,808	\$ -	\$ 1,984,328			
	Totals		\$ 2,489,052	\$ 433,846	\$ 70,877	\$ 1,984,329			
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	\$ 47,120	\$ 72,480	\$ -	PD	Schematic design complete; Design development in progress	Adam Michie
	Construction		\$ 514,343	\$ -	\$ -	\$ 514,343			
	Totals		\$ 633,943	\$ 47,120	\$ 72,480	\$ 514,343			
Airport Improvements	Construction	2014 C of O's & Airport General Fund	\$ 3,312,000	\$ 3,084,780	\$ 223,395	\$ 3,825	83%	C of O issued for Hangars 1806, 1654, 1740, 1732, Quonset hut, T-hangars & hailsheds. Punch list is ongoing	Josh Niles
	Totals	\$ 3,312,000	\$ 3,084,780	\$ 223,395	\$ 3,825				

Project Name	Phase	Funding Source(s)	Current Project Budget/ Category Expenditure Estimates	Expensed	Encumbered	Uncommitted	*Percent Complete Total Project	Status	Project Manager
Fire Station #2 Design	Professional Services	2015 Tax Note	\$ 150,000	\$ -	\$ -	\$ 150,000	SD	Design to commence Fall 2016	
	Totals		\$ 150,000	\$ -	\$ -	\$ 150,000			
Tube Chute & Last Tubers Exit Design	Professional Services	Funds	\$ 250,000	\$ -	\$ -	\$ 250,000	SD	RFQ has been received and is under review	Bryan Woods
	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 September 30, 2016**

Department/ Vacant Position	FY 2015-16 # 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	3/0	
<i>FIREFIGHTER x3</i>			N/A
Human Resources	7	0	
Information Technology	11	0	
Library	27.25	0	
Municipal Court	10	2	
<i>MUNICIPAL COURT ADMINISTRATOR</i>			N/A
<i>DEPUTY COURT CLERK</i>			N/A
Parks & Recreation	73.5	5	
<i>RECREATION INSTRUCTOR-PT x1</i>			Interviews in progress
<i>RANGER-PT x2</i>			N/A
<i>ATHLETICS PROGRAM SUPERVISOR</i>			N/A
<i>MAINTENANCE WORKER</i>			N/A
<i>CUSTODIAN-PT (CIVIC CENTER)</i>			Interviews in progress
<i>GOLF SERVICES COORDINATOR</i>			Interviews in progress
Planning & Comm Dev	34	3	
<i>SANITARIAN I x2</i>			N/A
<i>PERMIT TECHNICIAN</i>			N/A
Police (Uniform/Non-Uniform)	116/31	0/2	
<i>POLICE RECORDS CLERK</i>			N/A
<i>EMERGENCY DISPATCHER</i>			N/A
Public Works	104	5	
<i>WATERSHED PROGRAM MANAGER</i>			N/A
<i>SOLID WASTE OPERATOR x2</i>			N/A
<i>MAINTENANCE WORKER (STREETS)</i>			N/A
<i>FOREMAN (STREETS)</i>			N/A
TOTAL	586.75	21	
City-wide Staffing Level	96.4%		