



CITY OF GAINESVILLE

**2nd Quarter Report
FY 2013-14
January – March 2014**



ADMINISTRATION

Admin

Human Resources

Utility – Customer Service

Finance

**QUARTERLY REPORT
JANUARY 2014 – MARCH 2014**

**DEPARTMENT: ADMINISTRATION
DIVISION: CITY SECRETARY**

ACTIVITY	DESCRIPTION	QTR ENDING March 2014
City Council Agendas	City Council meetings & workshop agendas prepared & posted in accordance with Local Government Code. Media packets provided	8
Council Activity Reports following Council Meetings	Council Action Reports transmitted to Department Heads, City Staff, & City Boards	6
Council Minutes	Minutes recorded, prepared, approved, archived	8
Ordinances	Ordinances written, processed, published	7
	Number of Ordinances forwarded to Code Company for Code Supplement	7
Resolutions	Resolutions written & processed	21
Proclamations/Recognitions	Proclamations & Recognitions, written & presented	5
Boards & Commissions appointments	Board appointments implemented & completed, appointments recorded	3
Contracts & Agreements	Contracts & Agreements approved & executed	7
Elections Administration	Elections ordered & administered. Candidate materials distributed.	2
Deeds / Easements	Deeds / Easements executed & recorded	1
Liens, Releases, and Assessments	Liens, Releases & Assessments prepared & recorded	8
Alcohol Permits	Alcohol permits certificated or renewed	7
Cemetery Deeds	Cemetery deeds and transfers recorded	11
Vendor / Solicitor Permits	Vendor Solicitor applications processed for permits	0
Bids	Bids advertised, received, tabulated, awarded, recorded	1
Records Management Program	Cubic feet of documents accessioned to storage in accordance with retention schedule	56
	Cubic feet of documents destroyed in accordance with records retention schedule	0
Professional Development Training	Certification/training courses completed per Texas Registered Municipal Clerk Certification	1
Open Records Requests	Number of Open Records Requests processed (within 10 days as required)	7
Research and Requests for Information	Research and Requests for information or services & responses provided	4
Insurance Claims	Number of claims processed	8

Administration Performance Measures: 2013-2014

Description	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr
Council Agenda Packets prepared & delivered to Council Wednesday preceding Council meeting	6	6		
Response to Open Records within 10 days	15	7		
Response to citizen requests within 10 days	6	4		
Unqualified opinion for annual financial audit obtained	no	yes		
Council action reports delivered to media day after council meeting	6	6		

Human Resources Department
Quarterly Report
 2nd qtr 2013-2014
 Data for October 2013 through March 2014

Performance Measures	ACTUAL 2014	
Continue to provide New Hire Orientation, Employee and Supervisory Training	Training NHO Employee Supervisory	5 4
Monitor and analyze turnover	2%	
	Separations Dismissals Resignations Retirements Death	2 16 3 1
Ensure Timely Performance Assessments	71%	
	Assessments On time Late	67 27
Maintain and evaluate City's compensation program	Compensation/Salary Survey All employees Police/Fire	
Maintain and evaluate City's benefits	RFP for Group Benefits	

Workload/Demand	ACTUAL 2014
New Hires	26
Separations	22
Other Personnel Changes	234
Accident/Incident Reports	32
Workers' Compensation Claims (filed w/Carrier)	9
Safety Advisory Committee Meetings	3
Job Postings	26
Applications Received	313
Applications Forwarded to Depts	168

Projects:

Website Content [ongoing]
 Online Training for Employees [ongoing]
 Employment Application Packet Review
 Solid Waste division reorganization [completed]
 Pay Surveys
 Audit payroll data [ongoing]
 Safety Program Review [completed]
 City of Gainesville Leadership Academy Employee Program [ongoing]
 Supervisory Training Program for new supervisors [ongoing]
 New Hire Orientation expansion [ongoing]
 NIMS training compliance – HR Database [completed]
 Implement new providers for dental and life coverage [completed]
 Policy Review [review completed; implementation in progress]
 Job Description Review [completed]
 Forms Review [in progress]
 Flex Education Training and Open Enrollment [completed]
 Accident/Incident Forms review and changes [in progress]
 Administrative Regulations review [in progress]
 Zoo reorganization [in progress]
 Set up City of Gainesville University for FY 14-15
 No Complaining Rule continuation/reminders [in progress]
 Incentive Card Program to departments
 Sexual Harassment Prevention Training for employees

**Customer Service
Quarterly Report to the City Manager**

	1st Quarter Dec. 31, 2013	2nd Quarter Mar. 31, 2014	3rd Quarter June 30, 2014	4th Quarter Sep. 30, 2014	FY2014 Totals	FY 2014 Budget
Performance Measures						
Total Radio Routes	16	16			16	16
Customers on Draft Payments	622	624			624	650
Credit Card Payments	1,261	1,377			2,638	5,800
Flyer Inserts on Payments	2	2			4	8

Workload/Demand

Number of Customers	6,143	6,121			6,121	6,200
New Connects	333	345			678	1,500
Disconnects	328	351			679	1,450
Transfers	122	139			261	570
Rereads	78	77			155	280
Bills Generated Annually	18,436	18,401			36,837	73,500

Sales/Customers

	2014	2013	Increase(Decrease)
Water Sales	\$923,125	\$889,655	\$33,470
Sewer Sales	\$722,267	\$699,724	\$22,543
Solid Waste Sales	\$907,594	\$919,994	(\$12,400)
Drainage Sales	\$245,841	\$252,058	(\$6,217)
Number of Customers	6,121	6,149	(28)
Inside City Limits	6,099	6,128	(29)
Outside City Limits	22	21	1

New Connects	345	(78 realtors, 267 residents)	
Garbage Customers	5,869	5,007 residential 380 commercial 482 dumpsters	
Late Charges-Current Accoun	\$16,950.29		

**Finance Department
Quarterly Report to the City Manager**

	1st Quarter Dec. 31, 2013	2nd Quarter Mar. 31, 2014	3rd Quarter June 30, 2014	4th Quarter Sep. 30, 2014	FY2014 Totals	FY2014 Budget
Performance Measures						
Distribute Budget Spreadsheets to Departments	N/A	n/a				Yes
Distribute Monthly Revenue/Expense Reports by 10th of the next month	3	3			6	12
Complete Payroll 2 Days Before Pay Day *	6	7			13	26
GFOA CAFR Award	N/A	N/A				Yes
GFOA Budget Award	N/A	N/A				Yes
Surprise Cash Audits	0	3			3	12
Payables Audit	5	2			7	2
Receivables Audit	3	1			4	4

Workload/Demand

Financial Reports to Council	3	3			6	12
Payrolls Processed	7	7			14	26
Invoices Paid	1980	1332			3312	6700
Purchase Orders Processed	43	47			90	130
Misc. AR Invoices Billed	300	401			701	1200
Seminars/Training Sessions Attended *	0	6			6	

Karen Dixon

1/13/2014 Federal Management Institute: Introduction to Incident Command System IS 100b

Federal Management Institute: National Incident Management System IS 700a

1/14/2014 Federal Management Institute: ICS for Single Resource and Initial Action Incident ICS-200

Federal Management Institute: National Response Framework, An Introduction IS 800b

1/15/14 Texas Dept of Public Safety: Recovery From Disaster: The local government role G 270.4

1/16/14 Texas Dept of Public Safety: Rapid Needs Assessment G 557

Dan Parker

Investment Training - FT Worth

Cathy Huddleston - OTJ training STW Finance

Leadership Gainesville Customer service



COMMUNITY SERVICES

Building Department

Code Enforcement

Substandard Structures

Planning and Zoning

City of Gainesville
2013-2014 2nd Quarterly Report

Performance Measures

	Annual Goal by Percentage	Annual Estimated by Units	Actual Units 2 nd Quarter	Units to Standard 2 nd Quarter	Percentage to Goal 2 nd Quarter
Commercial plans reviewed within 10 business days	90%	12 sets	9 sets	9 sets	100%
Residential plans reviewed within 5 business days	95%	45 sets	14	14	100%
Inspections performed by next business	95%	2500	466	466	100%
Certificate of Occupancy Inspections completed within 3 business days	90%	160	40	40	100%
Percentage of Code Enforcement cases brought into voluntary compliance (within 10 days)	80%	1700	252	216	86%
Total cases that complied before judicial action	80%	1700	252	248	98%

Workload Demand Summary

Building Inspections	440
Building Re-inspections	66
Code Enforcement Cases (New)	61
Code Enforcement Cases (Ongoing)	17
Case Related Inspections	100
Alcohol Site Inspections	7

Permit Summary

Building Permits	42
Electrical Permits	39
Plumbing Permits	37
Mechanical Permits	19
Sign Permits	77
Miscellaneous Permits	46
Total Permits	260
Permit Fees	\$51,001.15

Major Project Summary

	Units	Square Footage	Estimated Valuation
Commercial New Construction	2	19,848	1,231,080
Residential New Construction	4	Approx. 5,000	314,000 +
Commercial Remodel	7		
Residential Remodel	10		
Commercial Accessory Building	0		
Residential Accessory Building	22		

Building and Standards Summary

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Structures on Demo List	22	22		
Structures Demolished	10	39		
Cases Pending	3	1		
Cases with BSC	0	1		

License and Registration Summary

	On File	Active	2 nd Quarter Registration/Renewals	Fees Collected 2 nd Quarter	
Alcohol	53	28	6 - \$987.50	Contractor	\$5,700.00
Contractor	573	338	73 - \$5,700.00	Annual	\$6,322.50
Alarm	473	274	250 - \$3,825.00		
Moss Lake Boat Dock	200	123	22 - \$1,210.00		
Moss Lake Pump	15	7	0		
Billboards	63	60	1 - \$300.00		

Planning & Zoning Actions Summary

Board of Appeals Applications	BOA Actions
None for this quarter	None for this quarter
Planning & Zoning Applications	P & Z Actions
<p>PZ Meeting February 11, 2014 Rezoning—Rezoning of 811 East Highway 82 from General Commercial to Outdoor Commercial.—Amendment of the zoning map. — The official zoning map will reflect the rezoning to Outdoor Commercial from General Commercial.</p>	Approved
<p>PZ Meeting March 3, 2014 Cargo Containers—Containers located in any nonresidential zoning district shall not be larger than ten (10) feet in height, ten (10) feet in width, and forty (40) feet in length, unless approved by City Council with the recommendation of the Planning and Zoning Commission.</p>	Approved
<p>PZ Meeting March 3, 2014 Industrial Provisions—All accessory buildings constructed or placed in Commercial Zoning Districts must have written permission of the property owner if it is not owned by the permit applicant. — All accessory buildings exceeding (100) square feet of floor area must mimic the architectural style of the principle structure. — A portable commercial trailer will also meet additional requirements: Provide a site plan, a scaled drawing to illustrate structure is secure to prevent wind uplift, a photo or drawing of base of the structure to compliment the principle structure, and to obtain a certificate of occupancy.</p>	Approved
	City Council Actions

City Council Application	
City Council 2-14-2014	
Industrial Provisions—All accessory buildings constructed or placed in Commercial Zoning Districts must have written permission of the property owner if it is not owned by the permit applicant. — All accessory buildings exceeding (100) square feet of floor area must mimic the architectural style of the principle structure. — A portable commercial trailer will also meet additional requirements: Provide a site plan, a scaled drawing to illustrate structure is secure to prevent wind uplift, a photo or drawing of base of the structure to compliment the principle structure, and to obtain a certificate of occupancy.	Approved
February 18, 2014 (Rezoning of 811 East Hwy 82 from General Commercial to Outdoor Commercial)	Approved
March 4, 2014 (Cargo Containers and Portable Commercial Trailers)	Approved

Code Enforcement Summary

	Complaints Filed	Inspector Based Cases	Total Inspections	10 Day Voluntary Compliance	Courtesy Notices Left	Courtesy Notice - Compliance	Courtesy Notice - to Case
Inoperable Motor Vehicle	0	2	25	0	5	5	0
Non-Motorized Vehicle	0	1	2	0	0	NA	NA
Illegal Fence	1	2	11	2	1	1	0
Tall Grass and Weeds	0	0	2	0	0	NA	NA
Lot Visibility	3	0	6	0	1	1	0
Trash and Debris	9	8	84	6	12	12	0
Illegal Sign	0	1	3	1	0	NA	NA
View Obstructions					0	NA	NA
Construction Without a Permit	3	1	11	1	2	2	0
Dilapidated/Substandard Structure	2	10	56	8	1	1	0
Illegal Structure	1	0	2	0	1	1	0
Property Maintenance	0	0	2	0	13	13	0
Totals	19	25	204	18	36	36	0



GAINESVILLE ECONOMIC
DEVELOPMENT CORPORATION

Gainesville Economic Development Corporation
Quarterly Update: April, 2014

To: Barry Sullivan, City Manager
From: Kent Sharp, Exec. Dir.

January through March of 2014

Kent Sharp
Executive Director
Gainesville Economic Development Corporation

Gateway Industrial Park Update

Eikon Engineering has bid out the Phase I infrastructure, utilities and entrance for the industrial park. The bids were structured in such a way that the GEDC will have the option to do the entire Phase I (most expensive option) or just the entrance (the cheapest option). Once the bids are opened and pricing evaluated, the GEDC will approve which option is best and seek approval from the City Council to move forward.

The new CR 444 extension has been completed by Cooke County and the old CR 444 cutting through the industrial park has been abandoned. We are still working with the County Attorney to quit claim the deed on that abandoned portion to the GEDC. As summer arrives, the County will chip seal CR 444 from FM 1202 going south along the western border to Gateway Industrial Park.

Water Shop Property

The GEDC entered into a six month development agreement with a development team from the DFW area. This development agreement ends April 28, 2014. Although it was anticipated that this group would be able to finally bring at least one full service restaurant to the site, at this time they have had no success in securing an agreement with anyone. We anticipate the agreement expiring on April 28 with little or no success from the group.

Sales Tax

January 2014 sales tax receipts for the GEDC were up 52%, reversing a negative trend which occurred in the previous three months. February was negative at -34% while March 2014 sales tax was up almost 28% over the previous February. Six months receipts (Oct 2013 through March 2014) are \$585,846. Annualized we anticipate reaching \$1,200,000.00 for the fiscal year.



GENERAL SERVICES

Airport

Fleet Services

Solid Waste

Cemetery



PERFORMANCE MEASURES

FY: 2013 – 2014 Quarter: 2

DEPARTMENT: AIRPORT

Fuel Sales (in gallons):	<u>Current Year</u>	<u>Prior Year</u>
For 3 months ending Mar. 31:	57,858	53,174
Year to date:	121,012	101,750
Fuel Revenue:	<u>Current Year</u>	<u>Prior Year</u>
For 3 months ending Mar. 31:	\$219,396	\$213,465
Year to date:	\$462,542	\$424,953
Profit per Gallon Sold:	<u>Current Year</u>	<u>Prior Year</u>
For 3 months ending Mar. 31:	10.34%	13.3%
Year to date:	15.38%	13.2%

Hangars: All city-owned hangars and offices are leased. One account is in arrears with a payment plan in place, the rest are paid in full to date.

Ground Leases: All paid in full to date.

Notables:

- The Experimental Aircraft Association held their first meeting and cook-out this quarter. Attendance was strong and enthusiastic. Plans are in the works for several community events to be held at the airport to share the excitement of aviation with our area residents of all ages.
- The maintenance/avionics shop on the field closed. This was a large disappointment to the airport and its users.
- A local business purchased an existing hangar for their soon to be acquired turbine aircraft.
- Fuel sales have exceeded last year's numbers except for the last week in March. The weather played a factor in that time period and hopefully spring will calm down for our local aviators.



Performance Measures

Classification	FY11-12 Actual	FY12-13 Actual	FY13-14 Estimated	FY13-14 Year to Date
Net Fuel Sales (\$)	\$128,624	\$113,891	\$115,000	\$48,032
100LL (gals.)	72,989	66,632	70,000	22,259
Jet A (gals.)	163,824	150,103	180,000	98,753
Community Event Participation	6940	16,530	15,000	300
Water & Sewer Infrastructure (feet)	0	0	600'	0
Airport Business Tenants	8	9	10	8
Rehabilitate Airport Surfaces (feet)	0	0	4,500'	0

CITY OF GAINESVILLE - FLEET SERVICES QUARTERLY REPORT

January 1, 2014 to March 31, 2014

# OF VEHICLES PM* IN-HOUSE	# OF VEHICLES PM OUTSOURCED (OIL CHANGES)	# OF EQUIPMENT PM IN-HOUSE	# OF VEHICLES & EQUIPMENT (TIRES/TIRE REPAIR)	# OF VEHICLES ANNUAL INSPECTION	# OF VEHICLES REPAIRED IN-HOUSE	# OF EQUIPMENT REPAIRED IN-HOUSE	# OF VEHICLES REPAIRED OUTSOURCED	# OF EQUIPMENT REPAIRED OUTSOURCED
7	44	2	60	23	75	60	7	7

CITY OF GAINESVILLE - FLEET MAINTENANCE QUARTERLY TOTALS 1/1/14 to 3/31/14

CLASS CODE	LABOR HOURS**	LABOR COST**	PARTS/OUTSIDE COST***	MISC. SHOP PARTS	TOTAL
04 - EQUIPMENT	307.00	\$ 5,930.71	\$ 50,919.18	\$ 476.18	\$ 57,326.07
05 - VEHICLES	293.00	\$ 6,100.65	\$ 16,376.82	\$ 57.66	\$ 22,535.13
TOTALS	600.00	\$ 12,031.36	\$ 67,296.00	\$ 533.84	\$ 79,861.20

**PM* refers to Preventative Maintenance. These numbers refer only to APMs, or full service oil changes.

**Labor Hours are the hours that Fleet Services Staff actually spend repairing vehicles/equipment.

**Labor Costs reflect the hours that are "Labor Hours" and the costs (hourly wages, health insurance, workers' comp, TMRS, longevity, OASDI, Medicare, life insurance, and any allowances) that are incurred by the city to pay Fleet Services Staff.

***Outside Costs are costs for any outside vendors' parts and/or labor performed on any part of any vehicle/equipment. (Tires, Wrecker Service, Transmission)



GENERAL SERVICE DEPARTMENT

SOLID WASTE DIVISION 2013-2014

YTD Statistics - 2013/2014

PERFORMANCE MEASURES		Budgeted 2013-2014	First Quarterly Oct - Dec	Second Quarterly Jan - Mar	Third Quarterly Apr - Jun	Fourth Quarterly Jul - Sep	TOTAL 2013-2014
Transfer Station rebuild will have the final inspection on Mon., Jan. 13, 2014; should be in full operation by Wed., Jan.15th.							
Actual Roll-Off Information	Average number of daily roll-off customers	8.75	8	9			8.5
	Rentals of roll-off customers	55	30	31			61
	Roll-off containers pulled	1,100	509	582			1,091
	Number of roll-off containers for deliveries	55	30	31			61
	Number of roll-off customers per year	150	54	72			126
Recycling Information	Average number for recycling materials hailed to Recycling Center	150 Tons	34.18 Tons	0.00 Tons	0.00 Tons	0.00 Tons	34.18 Tons
Provide public outreach	Public Outreach	26	5	5			10.00
Residential Information	Number of tons for residential customer per year	7,100	1,913.41	1,916.79	0.00	0.00	3,830.20
Commercial Information	Number of tons for commercial customers per year	16,245	3,985.40	5,416.80	0.00	0.00	9,402.20
TASWA Information	Number of trips to TASWA Landfill per year	2,156	440	577	0	0	1,017
	Number of tons hauled to TASWA Landfill per year	24,240	5,821.58	7,241.08	0.00	0.00	13,062.66
	Number of trucks loaded per year	1,046	233	287	0	0	520

Detailed Report for Solid Waste Tonnage

January 2014 INCOMING MATERIAL		
TRUE		
City of Gainesville Residential Trucks		
Route	Loads	Tons
North Residential Truck		
South Residential Truck		
TOTAL	0	0.00
Customers on Yard		
City Residents		
County Residents		
TOTAL	0	0.00
City of Gainesville Commercial Trucks		
Route	Loads	Tons
Downtown Commercial Truck		
Highway Commercial Truck		
Saturday Commercial Truck		
Roll-Off Truck		
Other City of Gainesville Depts.		
TOTAL	0	0.00
Other Commercial Customers		
Commercial Private Haulers		
TOTAL	0	0.00
Citizen Station Pulls		
Municipal		
Construction		
Industrial		
Landscape		
TOTAL	0.00	
OUTGOING MATERIAL		
Pratt Recycling Tonnage		
Other Recycling Tonnage		
Trips To TASWA		
Tons To TASWA		
Longhaul Trucks Loaded		

February 2014 INCOMING MATERIAL		
TRUE		
City of Gainesville Residential Trucks		
Route	Loads	Tons
North Residential Truck		
South Residential Truck		
TOTAL	0	0.00
Customers on Yard		
City Residents		
County Residents		
TOTAL	0	0.00
City of Gainesville Commercial Trucks		
Route	Loads	Tons
Downtown Commercial Truck		
Highway Commercial Truck		
Saturday Commercial Truck		
Roll-Off Truck		
Other City of Gainesville Depts.		
TOTAL	0	0.00
Other Commercial Customers		
Commercial Private Haulers		
TOTAL	0	0.00
Citizen Station Pulls		
Municipal		
Construction		
Industrial		
Landscape		
TOTAL	0.00	
OUTGOING MATERIAL		
Pratt Recycling Tonnage		
Homestead Metals Recycling Tonnage		
Trips To TASWA		
Tons To TASWA		
Longhaul Trucks Loaded		

March 2014 INCOMING MATERIAL		
TRUE		
City of Gainesville Residential Trucks		
Route	Loads	Tons
North Residential Truck		
South Residential Truck		
TOTAL	0	0.00
Customers on Yard		
City Residents		
County Residents		
TOTAL	0	0.00
City of Gainesville Commercial Trucks		
Route	Loads	Tons
Downtown Commercial Truck		
Highway Commercial Truck		
Saturday Commercial Truck		
Roll-Off Truck		
Other City of Gainesville Depts.		
TOTAL	0	0.00
Other Commercial Customers		
Commercial Private Haulers		
TOTAL	0	0.00
Citizen Station Pulls		
Municipal		
Construction		
Industrial		
Landscape		
TOTAL	0.00	
OUTGOING MATERIAL		
Pratt Recycling Tonnage		
Other Recycling Tonnage		
Trips To TASWA		
Tons To TASWA		
Longhaul Trucks Loaded		

Incoming loads include brush in the Brush Pile that is not in Outgoing loads.
 Loads coming in at the end of a month may not become an outgoing load until the next month.

DEPARTMENT NAME: General Services

DIVISION NAME: CEMETERY

PERFORMANCE MEASURES		2013-2014 2nd Quarter January - March
Total number of internments	Pavilion	13
	At Grave	24
Number of growing season cuttings, trimmings and cleanings		0
Total number of spaces sold		24
Total number of spaces available		871
Total number of hours mowing and weed eating		0

Workload Demand

	Actual 2010	Actual 2011	Actual 2012	Actual 2013	Estimated 2014
Interments	169	169	151	180	180
Spaces Sold	71	72	104	102	80
Mowing & Trimming Hours	2481	2100	2950	2146	2700
Mowing & Trimming Days/Cycles	34	23	34	20	30



MUNICIPAL COURT

Gainesville Municipal Court Quarterly Report

January - March 2014

Cases Filed:	Traffic:	Penal:	City Ord.:	Parking:	Other:	
M1: +	258	56	17	2	35	
M2: +	184	41	20	5	30	
M3: +	260	36	18	4	17	
	<u>702</u>	<u>133</u>	<u>55</u>	<u>11</u>	<u>82</u>	Total: 983

No. of Warnings:

M1: +	575	
M2: +	499	
M3: +	<u>655</u>	Total: 1,729

Trials/Hearings:

	Pre-Trials	Bench	Jury	
M1:	40	0	0	
M2:	16	0	0	
M3:	38	0	0	Total: 94

Dispositions:

	Paid:	Time Served:	Dismissed:	Appealed:	
M1:	165	81	493	0	
M2:	219	87	124	0	
M3:	278	101	97	0	Total: 1,645

Warrants:

	Issued:	Recalled:	Served	Amt Collected:
M1:	290	55	137	\$ 40,224.39
M2:	151	103	144	\$ 43,797.63
M3:	198	128	168	\$ 46,646.99

Tot. Outstanding Class C: 310 Capias-Pro-Fines with value of: \$111,209.46
 1,412 Warrants with value of: \$557,477.46

Felony Warrants Signed: 9 Class A & B Warrants Signed: 4
 Juvenile Magistrations: 3

Financials:

	State Costs:	City Costs:	Fines:	Technology:	Building:	
M1: +	\$13,956.75	\$8,965.80	\$20,882.48	\$778.40	\$583.32	
M2: +	\$14,058.59	\$11,409.62	\$24,773.23	\$779.86	\$585.09	
M3: +	\$19,397.10	\$16,741.46	\$30,932.30	\$1,045.66	\$783.82	
	<u>\$47,412.44</u>	<u>\$37,116.88</u>	<u>\$76,588.01</u>	<u>\$2,603.92</u>	<u>\$1,952.23</u>	Tot: \$165,673.48

School/Training:

Cypert January Judge School Addison
 Rigsby February Chief School Tyler

Violations Written From Jan 1, 2014 through Mar 31, 2014

Violation	Number of Violations
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY	144
FAILURE TO APPEAR	108
SPEEDING = TO OR > THAN 10% ABOVE POSTED LIMIT	103
DL (NO DRIVERS LICENSE WHEN UNLICENSED)	94
DISPLAY (EXPIRED MVI/ FICTITIOUS OR NONE)	64
DWLI	48
DISPLAY (EXPIRED LICENSE PLATES/REGISTRATION)	44
DOG (FAIL TO REGISTER)	32
DISREGARD STOP SIGN	30
DOG (RUNNING AT LARGE/RESTRAINT)	29
SPEEDING	27
NO SEATBELT (DRIVER)	22
POSS. OF DRUG PARAPHERNALIA	19
FAIL TO REPORT CHANGE OF ADDRESS/NAME	19
DL (EXPIRED OPERATOR LICENSE)	17
PUBLIC INTOXICATION	17
DISREGARD RED LIGHT	11
FAILURE TO APPEAR (COURT)	10
DL - FAIL TO DISPLAY	10
ALCOHOL (OPEN CONTAINER IN VEHICLE)	10
FAILURE TO ATTEND SCHOOL	9
DOG (IMPROPER RESTRAINT)	9
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY -SUBSEQU	8
FAIL TO DIM HEADLIGHTS (MEETING)	6
SPEED 15MPH OR MORE OVER POSTED LIMIT	6
CO - SOLICITATION WITHOUT A PERMIT	5
NO SEATBELT (PASSENGER)	4
DROVE WITHOUT LIGHTS (WHEN REQUIRED)	4
PARKED WITHOUT LOCKING IGNITION &/ OR REMOVING KEY	3
CO - PARKED VEHICLE ON UNIMPROVED SURFACE	3
FAIL TO SIGNAL TURN	2
WRONG WAY ON ONE WAY ROADWAY	2
MINOR - IN POSSESSION OF ALCOHOL	2
2 HOUR PARKING	2
DEFECTIVE EQUIPMENT	2
NO SEATBELT (UNRESTRAINED CHILD U 8 yr or 4 ft 9	2
THEFT UNDER \$50.00	2
NO SEATBELT (UNRESTRAINED CHILD U 17)	2
DEFECTIVE STOP LAMPS	2
FAIL TO STOP-DESIGNATED POINT-STOP SIGN	2
PARKED IN FIRE LANE	2
LIVESTOCK - KEEPING UNDER 5 ACRES	2
FAIL TO YROW (AT YIELD INTERSECTION)	2
RECKLESS DRIVING	2
DISORDERLY CONDUCT (LANGUAGE)	2
PERMIT UNLICENSED OPERATOR TO DRIVE/NON-GUARDIAN	2
DROVE ON WRONG SIDE OF DIVIDED HIGHWAY	2
FAIL TO REPORT CHANGE OF ADDRESS OR NAME(CDL)	2

OPERATE TAXI WITHOUT FRANCHISE	2
ANIMAL (TRESSPASSING/DESTRUCTION OF PROP)	1
DEFECTIVE HEADLAMPS	1
DISREGARD TRAFFIC CONTROL DEVICE	1
ANIMAL FAILURE TO VACCINATE FOR RABIES 1st OFFENSE	1
FAIL TO YROW (TURNING ON RED SIGNAL)	1
CUT ACROSS DRIVEWAY TO MAKE TURN	1
FAIL TO DIM HEADLIGHTS (FOLLOWING)	1
FAILURE TO APPEAR (SUMMONS)	1
CO - FARM / RANCH IN CITY LIMITS (MUST BE 5 ACRES	1
PARKED IN HANDICAPPED	1
CO - Animal Tethered within 5ft of Public Sidewa	1
INTERFERENCE WITH RR PROPERTY	1
NO LICENSE PLATE LIGHT	1
OVERWEIGHT TRUCK PARKED IN RES. AREA	1
DISPLAY (UNCLEAN/OBSCURED LICENSE PLATES)	1
FAIL TO YROW	1
CO - DISTURBING THE PEACE	1
CO - LOUD NOISE/MUSIC	1
COMPULSORY SCHOOL ATTENDANCE	1
WALKED ON HIGHWAY WITH TRAFFIC-NO SIDEWALKS	1
UNNECESSARY USE OF HORN SEC. 547.501	1
ILLEGAL WINDOW TINT	1
CO - SLEEPING IN PUBLIC PLACES	1
DISPLAY (FICTITIOUS LICENSE PLATES/REGISTRATION)	1
ANIMAL OVER LIMITDOG, CAT,RABBIT, FERET COMBINATIO	1
ILLEGAL BACKING	1
SPEEDING SCHOOL ZONE	1
OPERATE MOTOR VEHICLE WITHOUT LICENSE PLATES OR WI	1
MINOR - IN CONSUMPTION OF ALCOHOL	1
NO SEATBELT (UNRESTRAINED CHILD UNDER TWO)	1
TOTAL:	983



PARKS & RECREATION DEPT

Civic Center

Golf Course

Main Street

Parks & Recreation

Zoo



Gainesville Municipal Golf Course

Second Quarter 2013-2014

Maintenance Projects

- January: Completed annual equipment maintenance
- February: Completed irrigation maintenance
- March: Aerification and topdressing of greens; purchased greens mower.

2nd Quarter 2013 - 2014

	Rounds	Green Fees	Carts	Programs	Retail
January	240	\$4,397.54	\$1,697.67	\$370.00	\$433.75
February	261	\$4,447.00	\$1,868.88	\$740.00	\$451.75
March	553	\$8,466.00	\$3,872.82	\$555.00	\$1,008.78

2nd Quarter 2012 – 2013

	Rounds	Green Fees	Carts	Programs	Retail
January	241	\$3,379.00	\$1,376.64	\$175.00	\$473.48
February	274	\$3,578.00	\$1,762.00	\$350.00	\$650.86
March	474	\$5,608.00	\$3,082.66	\$525.00	\$876.64

Marketing Programs:

We are currently in the process of developing a website through Course Trends. The URL will be www.gainesvilletxgolf.com. This will enable us to keep the Pro Shop open 24 hours a day. This is a free trial for a one year period.

We will also have an ad in the Community Welcome paper. This ad will be in 20,000 papers that will be sent to homes and businesses around Cooke, Denton, Grayson, and Collin counties.

We are also using the Community Corkboard through the Gainesville Chamber of Commerce.

We will be using the Digital Advertising signs with local banks.

Main Street Program

Jan.-Mar. 2014

Lynette G. Pettigrew, Main Street manager

Gainesville Main Street Historic Preservation committee completed three Main Street façade grants. Otts Furniture (115 S. Commerce) and Kinne's Jewelers (210 E. California), and the Biffle buildings (301 & 303 E. California) all completed the façade improvements and the GEDC funded the grants. The projects totaled \$23561.94. Texas Main Street advised the Otts Furniture and the Kinne's Jewelers on how to best deal with the problem of deteriorating brick/mortar, awning recommendations, windows and color choices.

Filling board positions for Main Street Advisory Board. Currently have two openings. Gina Dill is the new chairman.

Summer Sounds musicians have been selected and scheduled for the last Friday in May, June and July. This will mark the fifth season of Summer Sounds.

Downtown Ladies Night is scheduled for May 1st.

Attended the Wichita Falls home and garden show and distributed 1250 Brochures for Gainesville Main Street, the City of Gainesville and the Frank Buck Zoo

Held Monthly meetings with Main Street and Medal of Honor Host City Program. Posted agendas and prepared minutes and packets for Main Street meetings.

Prepared deposits, processed invoices and completed financial reports for Main Street and Medal of Honor Host City Program.

Prepared and entered payroll biweekly for Main Street/Chamber of Commerce/GEDC

Prepared and forwarded monthly reports required of the state Main Street Program.



2nd Quarterly Report 2013-2014

Visitors up 4% from the same quarter in 2013 (during the month of March the zoo was closed three days due to ice and temps.) Admission revenue up 4% from same quarter in 2013. Although visitors were down slightly in March due to weather, admission revenue was up 7% (in March) due to \$2 Frank Buck B-day celebration not falling on Spring Break). Annual pass revenues were up 23% over same quarter in 2013, primarily in the month of March when the temporary dinosaur exhibit arrived. Merchandise revenue up 14% from same quarter in 2013. Educational programs up 5% from same quarter in 2013, this is primarily giraffe and goat feeding interaction. Party (Food) revenues were up 100% (I believe this is due to the addition of the secretary position and online request system as program inquiries were quickly and efficiently responded to and booked, successfully addressing the previous customer service gap.) Overall revenues up 9% from same quarter in 2013.

2nd 2014	#Visitors	\$Admissions	\$Passes	\$Retail	\$Programs	\$Food	
Jan.	2,447	\$11,357	\$1,040	\$4,005	\$951	0	\$17,353
Feb.	2,647	\$6,926	\$1,030	\$5,552	\$1,239	0	\$14,747
Mar.	12,979	\$61,470	\$4,910	\$28,760	\$4,030	\$1,138	\$100,308
total	18,073	\$79,753	\$6,980	\$38,317	\$6,220	\$1,138	\$132,408
2nd 2013	#Visitors	\$Admissions	\$Passes	\$Retail	\$Programs	\$Food	
Jan.	1,645	\$7,471	\$960	\$2,720	\$643	0	\$11,794
Feb.	2,519	\$12,179	\$1,230	\$4,438	\$436	0	\$18,283
Mar.	13,185	\$57,244	\$3,195	\$25,693	\$4,835	0	\$90,967
total	17,349	\$76,894	\$5,385	\$32,851	\$5,914		\$121,044

January:

Director attended annual Texas Aquarium & Zoo Educator's meeting hosted by Fort Worth Zoo this year.
 Director participated in Lean Six Sigma meter project.
 Director attended Chamber Rise & Shine networking & Ribbon Cuttings.
 Secretary attended Chamber Welcome Wagon stops.
 Secretary attended monthly Leadership Gainesville class.
 Fire Dept. conducted Fire extinguisher training on-site with zoo staff.
 Director & Secretary attended Chamber banquet.
 Director & Secretary participated in Lean Six Sigma forms project.
 Director conducted two bird of prey capture and restraint classes with animal care staff.
 Director attended Zoological Society Board meeting.

February:

Director presented plan, to host a temporary animatronic dinosaur exhibit, to City Council.
 Zoo staff attended on-site, interpretive training class.
 Director presented paid outreach program for Lake Kiowa Women's Club.
 Operations Manager attended Pesticide Recertification training.
 Director developed branding (Dino Walk) and marketing campaign for dinosaur exhibit.
 Animal transports performed in preparation for Dinosaur exhibit.
 Tree service performed in preparation for Dinosaur exhibit.
 Dinosaurs were delivered.
 Director participated in Lean Six Sigma meter project.
 Director attended Chamber Rise & Shine networking & Ribbon Cuttings.
 Secretary attended Chamber Welcome Wagon stops.

Secretary attended monthly Leadership Gainesville class.
Director & Secretary participated in Lean Six Sigma forms project.
Director attended Zoological Society Board meeting.

March:

Weekend birthday party season bookings began.
Frank Buck's Birthday, lightly attended due to not falling during Spring Break this year.
Dino Walk exhibit set-up.
Student Volunteers from GHS AVID groups assisted with Dino Walk "staging".
Zoo staff received interpretive training from Dr. Dino for Dino Walk exhibit.
Dino Walk exhibit Ribbon Cutting.
Animal Care staff member Hodge Cherry recognized as City of Gainesville Employee of the Month.
Director participated in Lean Six Sigma meter project.
Director attended Chamber Rise & Shine networking & Ribbon Cuttings.
Secretary attended Chamber Welcome Wagon stops.
Secretary attended monthly Leadership Gainesville class.
Grounds personnel attended pipeline training.
Director & Secretary participated in Lean Six Sigma forms project.
Director attended Zoological Society Board meeting.
Director hosted Chamber Rise & Shine to promote Dino Walk.
Director & Secretary manned booth at DFW Family Expo @ Dallas Market Hall to promote Dino Walk.
Hosted NCTC student volunteer group.
Hosted Events & Adventure adult volunteer group out of Dallas.
Operations Manager interviewed summer intern applicants.

New Animals:

2 Mini Zebu Heifers
1 Mini Potbellied Pig
3 Chickens (for Dino Walk exhibit)
4 ducks for water exhibit

New Exhibit/feature:

Opened temporary Dino Walk exhibit in former deer and aoudad exhibit.
Green Aracari (bird) on exhibit in South America section.
Mini Horses and Mini Zebu on exhibit in former bison exhibit.
Broke ground on Alligator exhibit, in former elk exhibit (funded by Frank Buck Zoological Society).
Potbellied pig in Petting Zoo formerly mini horse exhibit.



PUBLIC SAFETY

Fire

Police



Gainesville Fire-Rescue

201 Santa Fe

Gainesville, Tx 76240

www.gainesville.tx.us

Memo

To: Barry Sullivan, City Manager
From: Wally Cox, Interim Fire Chief
Date: 04/08/14
Re: Quarterly Performance Measures – 2013/2014 2nd Quarter

Incident Responses

- ✓ 201 Total Fire responses
- ✓ 175 of these responses were in the City; 26 were outside the City, and 0 were outside the County/State
- ✓ Total dollar loss saved \$2,709,106 (81.25% of original value)

Training

- ✓ 2818.53 Total Fire Department Training Hours
- ✓ Reached 71 adults and 569 children through 9 Fire Department special events.

Inspection Program

- ✓ Completed 235 on-shift inspection and Pre-Fire Plans on commercial, business & industrial properties
- ✓ Fire Inspector conducted 406 inspections and acceptance testing, including annual inspection of commercial and public assembly locations, post fire inspections, foster home and adoption inspections, courtesy home inspections, acceptance testing and routine inspections on fire protection systems. 256.4 staff contact hours were required to complete these inspections.
- ✓ 406 hazards identified during Firefighter on-shift inspections; 481 hazards corrected
- ✓ 28 Compliance worksheets returned
- ✓ Fire Inspector conducted 44 Certificate of Occupancy inspections
- ✓ Fire Marshal had 182 contacts (247 hours) for fire code/life safety inspections related to development and new construction projects.

Arson Task Force

- ✓ 30 hours spent on 3 new investigations by Fire Marshal
- ✓ 0 new Task Force investigations conducted by Fire Marshal within Gainesville
- ✓ 0 Arson Task Force investigation/response within Gainesville
- ✓ 0 hours spent on 0 Task Force investigations/ responses to by Fire Marshal out of Gainesville

Storm Spotter Activity

- ✓ 0 storm spotter activations this quarter with 0 staff members responding

Apparatus/Equipment

- ✓ Performed all routine apparatus and equipment maintenance as scheduled

Emergency Management

- ✓ Completed quarterly EMPG application, requirements and documentation (Emergency Management Program Grant)
- ✓ Administration of Homeland Security Grants
- ✓ Presidential Disaster Declaration for Winter Weather Ice Storm was denied due to State of Texas being unable to meet dollar loss threshold.
- ✓ Hosted two Emergency Management courses in January, 2014 -Recovery From Disaster & The Local Government Role & Rapid Assessment Workshop
- ✓ Attended Web EOC User Forum in Ft. Worth
- ✓ HSG 2012 was completed. Equipment and Training for the Underwater Search and Recovery team was purchased. Total \$17,200.
- ✓ HSG 2013 has begun with ordering laptops for EOC staff. Total grant amount is \$14,687. The EOC laptop computer project is \$6,192. Additional funds will be used to purchase EOC equipment including a white board and other computer peripheral equipment.
- ✓ HSG 2014 project justification has been provided to the Regional level. We will be purchasing mobile repeater communications equipment for Police & Fire.
- ✓ Attended monthly Emergency Management & Homeland Security Advisory meetings (TCOG)
- ✓ Hosted annual Sky Warn Storm Spotter training.
- ✓ Began upgrade process to new Code Red software.

Miscellaneous

- ✓ AFG 2012 grant was completed with purchase of Extrication Equipment and Air Lift bags. Total \$30,090. Federal share was \$28,586. Local 5% match was \$1,504.
- ✓ Continued work on developing a FD Succession Plan.
- ✓ Replacement small fleet vehicle for the Fire Marshal's Office has been ordered.
- ✓ Utilizing City's Facebook page for Public Education;
- ✓ Continuing F.I.R.E. (Frequent Information on Risk Elimination) monthly safety articles in both GDR and Cooke County Weekly News
- ✓ Requirements of the Texas Commission on Fire Protection standards are up-to-date
- ✓ Firemen as Role Models (FARM) Program in place at Edison Elementary to mentor children and provide positive role models in the lives of children. We have also gained the approval of the Mayor and City Manager to involve other departments throughout the City.
- ✓ Dive Team equipment was purchased with HSG. Coordinating additional Rescue Diver class for May.
- ✓ Attended Local pipeline class for critical emergency response planning.
- ✓ Hosted a vertical Rescue Technician class March 22nd. Nine additional GFD personnel are now certified as Vertical Rescue Techs.
- ✓ Coordinated and planned Chief Boone's retirement ceremony.
- ✓ Fire Marshal attended Texas Fire and Arson Investigators Seminar for required CE training
- ✓ Fire Inspector completed required Code Enforcement CE training
- ✓ Multiple personnel participating in Gainesville Leadership Academy.

Fire Department – Performance Measures (Budget)

	Estimated 2014	Actual – 2nd quarter 03/31/14
Loss of life from fires	0	0
Fire Safety Inspections	<i>Fire Safety Inspection program</i>	100%
Required Training	100%	100%
Equipment Maintenance	100%	100%
Response time inside City limits	6 min.	Call dispatched to arrival averaged 6:29 minutes; Total call 9:50 minutes

Emergency Management – Performance Measures (Budget)

	Estimated 2014	Actual –2nd quarter 03/31/14
Public Education Press Releases	15	5
Emergency Management & Homeland Security Meetings Attended	16	4
Number of EM Classes taken	6	3
Grants Administered	5	3



Gainesville Police Department 2013-2014 2nd Quarter Report

The Gainesville Police Department Communications Division processed and routed a total of 11,938 calls for service this quarter. The monthly calls for service totals were: January - 3974, February - 3638 and March - 4326.

During the 2nd quarter of the 2014 reporting period there were 423 cases assigned to Investigators of the Criminal Investigations Division from January 1, 2014 until March 31, 2014. There were 4 cases closed, 5 cases unfounded, 137 cases filed with the County Attorney, 75 cases filed with the District Attorney, 17 cases filed with the Municipal Court, 8 cases referred to Juvenile Probation, 14 cases cleared exceptionally, 3 cases transferred to another agency, and 130 cases suspended. Investigators have a total of 221 open cases. CID executed 5 search warrants and obtained 14 arrest warrants during this period.

The division completed an inventory of the evidence room within the main public safety building the previous quarter. The evidence/property clerks are working meticulously to dispose of unneeded evidence/property. During this quarter they have disposed or destroyed more than 420 items. The evidence room has taken in 422 new items this quarter, 134 items have been released on chain of custody to the prosecutors etc. and 39 items have been permanently released. This continues to be a work in process that will continue throughout the year.

The Criminal Investigation Division continued to work diligently throughout the quarter. Considerable resources and time have been expended in several significant investigations and the investigation of a homicide that occurred late last quarter.

The GPD Canine Unit competed in the United States Police Canine Association's (USPCA), Region 25, Narcotic Detector Dog and Patrol Dog I & II seminar and certification from March 23-29, 2014. Officer Young and Sita competed against 18 canine teams. The teams were each certified in the areas of patrol work, narcotics detection, and tracking. Officer Young and Sita took 1st place in patrol work which consisted of 5 exercises: article search, suspect apprehension, box searches (simulated building searches) obedience, and agility. The canine team certified in narcotics detection and tracking as well as their success in patrol work.

This quarter also brought about several staff changes within the Police Department – Emerson Hart joined the Patrol Division on 01/23/2014 followed by Edward Veracruz III on 01/27/2014, Investigator Christopher Garner was promoted to CID Sergeant on 03/03/2014, Officer Christopher Jones was promoted to Police Corporal on 03/10/2014, and Interim Chief of Police Kevin Phillips was promoted to Police Chief on 03/24/2014.

The Department also implemented monthly Criminal Activity Intelligence Meetings with the first meeting being held on Friday, March 21, 2014. The purpose of these meetings is to bring representatives from each of the shifts and CID to discuss persons of interest and problem areas. This information collected in these meetings is being disseminated back through Patrol and CID to increase operational awareness regarding criminal activity in the community so personnel can focus enforcement efforts.

Performance Measures: Gainesville Police Department – 1st Quarter FY 2013-2014

OPERFORMANCE OBJECTIVES	PERFORMANCE MEASURES		October	November	December	January	February	March	April	May	June	July	August	September	Yearly Totals
		Estimated	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
Improve delivery of service to and communication with the citizens of the community	Maintain response times at or below current levels. (Pri-1)	5-6 min	4 M 28 S	3 M 45 S	4 M 36 S	4M 18S	4M 41S	4M 07S							
	Maintain or decrease the number of citizen complaints received. (1A & A1)	10	0	1	3	1	0	0							
	Number of directives and procedures reviewed & evaluated	108	0	0	1	0	0	0							
Reduce the number of Index Crimes	Maintain the number of Index Crimes at or below the number reported in the previous month.	1,092	98	97	92	86	73	101							
Strengthen relations with citizens through interaction with Police Department personnel	Number of Gang and Drug related public education presentations	6	0	0	0	0	0	2							
	Number of Animal Control related press releases posted	2	0	0	0	0	0	0							
	Number of senior citizen outreach programs held	50	0	0	0	1	0	0							
	Number of youth outreach programs held	4	7	0	3	0	2	0							

Gainesville Police Department 2013-2014 Summary of All Arrests (UCR)

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st	2nd	3rd	4th	13-14
Adult Males	37	32	25	45	37	29							94	111	0	0	205
Juvenile Males	10	11	3	2	4	3							33	9	0	0	42
Adult Females	17	22	16	16	18	18							55	52	0	0	107
Juvenile Females	0	1	0	0	0	2							3	2	0	0	5
Totals	64	66	44	63	59	52							174	174	0	0	348

Gainesville Police Department 2013-2014 Summary of Narcotic Arrests

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st	2nd	3rd	4th	13-14
Adult Males	6	4	11	5	2	3							21	10	0	0	31
Juvenile Males	0	0	0	1	0	0							0	1	0	0	1
Adult Females	1	3	2	2	2	2							6	6	0	0	12
Juvenile Females	0	0	0	0	0	0							0	0	0	0	0
Totals	7	7	13	8	4	5							27	17	0	0	44

* Narcotics arrest totals are included in previous table titled "All Arrests"

Gainesville Police Department 2013-2014 Citations Summary

	1st	2nd	3rd	4th	13-14
Citations Issued	830	987			1817
Warnings Issued	1220	1725			2945
Totals	2050	2712	0	0	4762

**Gainesville Police Department
Support Services
Quarterly Report for January, February and March 2014**

January

Communications

- The Communications Division processed and routed a total of 3,974 calls for service in January. 9-1-1 calls received 1,931.

Community Services

- Worked on Phase II of the WildFire camera project
- Attended and prepared for the Gainesville Citizen Police Academy Alumni monthly meeting.

Training

- 5 employees attended training classes for a total of 88 training hours.

Animal Control

- See spreadsheet for monthly activities.

Gainesville Public Safety Building Maintenance

- Performed various building maintenance projects.

February

Communications

- The Communications Division processed and routed a total of 3,638 calls for service in February. 9-1-1 calls received 1,811

Community Services

- Worked on Phase II of the WildFire camera project
- The Citizen Police Academy started a new class this month. Class #114 held its first class on the 11th with 20 attendees.
- Attended and prepared for the Gainesville Citizen Police Academy Alumni monthly meeting.

Training

- 53 employees attended training classes for a total of 272 training hours.

Animal Control

- See spreadsheet for monthly activities.

Gainesville Public Safety Building Maintenance

- Performed various building maintenance projects.

March

Communications

- The Communications Division processed and routed a total of 4,326 calls for service in March. 9-1-1 calls received 2,000
- Warrant Roundup

Community Services

- Worked on Phase II of the WildFire camera project
- Held and prepared for four sessions of Citizen Police Academy.
- The Gainesville Citizen Police Academy Alumni Association (GCPAAA) has 53 paid and active members.

Training

- 27 employees attended training classes for a total of 256 training hours.

Animal Control

- See spreadsheet for monthly activities.

Gainesville Public Safety Building Maintenance

- Performed various building maintenance projects.



PUBLIC SERVICES

Streets

Storm Water Drainage

Water Distribution

Wastewater Collection

Water Production

Wastewater Treatment

Industrial Waste

Moss Lake

Construction Inspections



CITY OF GAINESVILLE
2013/2014 QUARTERLY REPORT - 2nd QUARTER

PUBLIC SERVICES DEPARTMENT - DIVISIONS

Streets

Storm Water Drainage

Water Distribution

Wastewater Collections

Water Production

Wastewater Treatment

Industrial Waste

Moss Lake

Construction Inspections

**Public Services Department - Street & Storm Water Divisions
FY 2013/2014 - 2nd Quarter Report**



Job Description	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1ST Qtr	2nd Qtr	3rd Qtr	4th Qtr	Oct.13 - Sept. 14
Pot Hole Repairs	759	469	236	177	218	643							1,464	1,038			
Street Cut Repairs	18	11	0	0	0	0							29	0			
Inlet Boxes Cleaned	8	14	0	13	10	8							22	31			
Inlet Boxes Checked	84	107	0	52	76	31							191	159			
Traffic Signs Installed/Replaced	0	0	5	6	2	8							5	16			
Street Signs Installed/Replaced	0	0	26	18	4	2							26	24			
Mowed City Lots (Code Enforcement)	72	0	0	0	0	0							72	0			
Mowed Private Lots (Code Enforcement)	2	4	0	0	0	0							6	0			
Clean-up Lots (Code Enforcement)	2	0	1	0	0	0							3	0			
Demolitions (City)	3	2	0	2	5	5							5	12			
Demolitions (Babes) - Clean-up Lots by City	1	0	2	2	0	5							3	7			

Number of Miles Swept in Quad	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1ST Qtr	2nd Qtr	3rd Qtr	4th Qtr	Oct.13 - Sept. 14
Southwest Quadrant	9.5	67.9	108.8	9.5	6.9	24.9							186	41			
Southeast Quadrant	33.2	22	26.9	8.6	0	4.8							82	13			
Northeast Quadrant	30	21.4	38.4	31.7	1	4							90	37			
Northwest Quadrant	57.8	60.7	37.6	76.4	0	19.76							156	96			
Downtown	4.7	0	6.4	0	0	5.8							11	6			

2nd Quarter Projects

January	February	March
General Street Maintenance	General Street Maintenance	General Street Maintenance
General Drainage Maintenance	General Drainage Maintenance	General Drainage Maintenance
General Sign Maintenance	General Sign Maintenance	General Sign Maintenance
Demolitions 1. 1521 Mill - 100% Complete (BABES) 2. 710 N Howeth - 100% Complete (BABES) 3. 1326 Lindsay - 100% Complete (CITY) 4. 1003 Foreman - 100% Complete (CITY) 5. 329 N. Clements - 60% Complete (CITY)	Demolitions 1. 329 N. Clements - 100% Complete (CITY) 2. 513 Throckmorton - 100% Complete (CITY) 3. 1130 N. Commerce - 100% Complete (CITY) 4. 326 N. Howeth - 100% Complete (CITY) 5. 1406 Jean - 100% Complete (CITY)	Demolitions 1. 1704 W. Highway 82 - 100% Complete (BABES) 2. 119 Haight - 100% Complete (BABES) 3. 1707 Refinery - 100% Complete (BABES) 4. 309 Throckmorton - 100% Complete (BABES) 5. 1101 N Morris - 100% Complete (BABES) 6. 518 Gladys - 100% Complete (CITY) 7. 1519 Harris - 100% Complete (CITY) 8. 1304 Throckmorton - 100% Complete (CITY) 9. 815 Hancock - 100% Complete (CITY) 10. 323 N. Rusk - 100% Complete (CITY)
Shadowood Creek Maintenance	Hauling for Various Departments	
Old Landfill Maintenance	Old Landfill Maintenance	
Hauling for Various Departments	Moss Lake Maintenance	

Public Services Department - Water & Wastewater Collection Divisions

FY 2013/2014 Quarterly Report - 2nd Quarter

Job Description	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Oct. 12 - Sept. 13
Fire Hydrants Repaired	1	1	1	0	0	2							3	2			
Fire Hydrant Replacements	3	1	0	1	0	0							4	1			
Preventative Maint. (Fire Hydrants)	3	1	0	0	1	0							4	1			
Preventative Maint. (Valves)	0	0	0	1	0	0							0	1			
Repair Water Service Lines	0	0	5	1	0	1							5	2			
Water Main Repairs	12	6	18	16	10	15							36	41			
Water Meter Sets/Replacements	1	6	2	3	2	1							9	6			
Water Meter Tests	0	0	0	0	0	0							0	0			
Water Tap Installations	1	0	2	0	0	0							3	0			
Sewer Main Repair	0	0	0	0	0	0							0	0			
Preventative Maint. (Hot Spots)	37	76	91	71	43	109							204	223			
Cleanout Installations	0	0	0	0	0	0							0	0			
Sewer Main Blockages	34	49	68	66	96	71							151	233			
Sewer Service Line Repairs	0	0	1	2	2	1							1	5			
Sewer Service Line Backups	0	0	0	0	0	0							0	0			
Sewer Tap Installations	0	1	0	1	0	1							1	2			

City Of Gainesville Public Services Department
Wastewater Treatment / Industrial Waste Pretreatment Division
Quarterly Summary Report for FY 2013/2014
2nd Quarter

Monthly Flow Gallons Treated Wastewater Reused

January	48,018,000	0
February	45,722,000	0
March	48,624,000	0

Annual Flows Daily Average Monthly Total

JAN 2014	1,600,600	48,018,000
FEB 2014	1,693,407	45,722,000
MAR 2014	1,620,800	48,624,000
APR 2014		
MAY 2014		
JUN 2014		
JUL 2014		
AUG 2014		
SEP 2014		
OCT 2013	1,505,200	45,156,000
NOV 2013	1,570,655	45,549,000
DEC 2013	1,943,903	58,317,100
Average/Total	1,666,793	291,386,100

INDUSTRIAL WASTE / PRETREATMENT

	Permit Issued	SIU Inspections Performed	Traps Inspected
January	2	0	9
February	0	0	6
March	3	0	12
	Sampling Events	NOV's Issued	Backflow Inspections
January	0	0	12
February	0	0	32
March	1	0	8
	Wastehauler Permits		
January	1		
February	1		
March	1		

Notes:

**City of Gainesville Public Services Department-Water Production & Moss Lake - Lift Stations
 FY 2013/2014 - 2nd Quarter Report**

Job Description	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Oct. 13 - Sept. 14
Hours Checking Lift Stations	200	200	200	200	200	200							600	600			
Hours of General Maintenance	20	20	20	20	20	20							60	60			
Lift Station Maintenance Cost	\$0.00	\$805.00	\$92.00	0	0	0							\$897.00	0			

**City of Gainesville Public Services Department-Water Production & Moss Lake - Water Pumpage
FY 2013/2014 - 2nd Quarter Report**

Job Description	OCT	NOV	DEC	JAN	FEB	MAR	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Oct. 13 - Sept. 14
Total Well Production	65,517,000	57,336,000	62,010,000	60,101,000	58,562,000	61,520,000	184,863,000	180,183,000			
Total Surface Water Production	0	0	0	0	0	0	0	0			
Total Water Production	65,517,000	57,336,000	62,010,000	60,101,000	58,562,000	61,520,000	184,863,000	180,183,000			
Bacteriological Samples Taken	17	17	17	17	17	17	51	51			
Bacteriological Samples Passed	17	17	17	17	17	17	51	51			
Well and SWTP Maintenance Cost	\$103,362.69	\$3,353.98	\$1,047.55	\$47,945.45	\$1,162.45	\$140.00	\$107,764.22	\$49,247.90			
Gallons Lost Due to Leaks/ Line Flushing	1,931,904	1,438,071	3,159,630	1,806,406	1,595,221	742,609	6,529,605	4,144,236			
Estimated water loss percentage	3%	2%	5%	3%	3%	1%	3%	2%			

Note Estimated water loss is included water sold through the meter.

Public Services Department Construction Inspections

FY 2013/2014 Quarterly Report - 2nd Quarter

Various Jobs Summary

Inspection Description	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Oct. 13 - Sept. 14
DRC Meetings	1	1	1		1	1							3	2			
Plan Reviews	2	3	2	4	2	3							7	9			
Bid Openings			1										1	1			
Preconstruction Meetings				1		1							0	1			
Progress Meetings	2	2	2	5	4	3							6	9			
Water Main Installations (LF)	5,972	2,805	5,480	712	712	2,327							14,257	8,997			
Fire Hydrant Installations	4	3	2	1	1	3							9	6			
Valve Installations	7	4	4	3	2	3							15	11			
Fire Main Installations													0	0			
Water Main Tie-Ins					1	1							0	0			
Water Samples						12							0	0			
Hydrostatic Tests					6	6							0	0			
Sewer Main Installations (LF)													0	0			
Sewer Manhole Installations			1										1	1			
Sewer Cleanout Installations													0	0			
Sewer Main Tests													0	0			
Sewer Manhole Tests													0	0			
Storm Sewer Main Installation (LF)													0	0			
Storm Sewer Inlet Box Installations													0	0			
Subgrade Construction													0	0			
Subgrade Tests	3	2	1										6	3			
Concrete Street Construction													0	0			
Asphalt Street Construction													0	0			
Bridge Steel Inspections													0	0			
Bridge Concrete Inspections													0	0			
Bad Weather Days	2	3	2	1	1	2							7	6			