



CITY OF GAINESVILLE

**2nd Quarter Report
FY 2014/2015
January – March 2015**



ADMINISTRATION

Admin

Human Resources

Utility – Customer Service

Finance

**QUARTERLY REPORT
JANUARY 2015 – MARCH 2015**

**DEPARTMENT: ADMINISTRATION
DIVISION: CITY SECRETARY**

ACTIVITY	DESCRIPTION	QTR ENDING March 2015
City Council Agendas	City Council meetings & workshop agendas prepared & posted in accordance with Local Government Code. Media packets provided	6
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	6
Ordinances	Ordinances written, processed, published	6
	Number of Ordinances forwarded to Code Company for Code Supplement	6
Resolutions	Resolutions written & processed	23
Proclamations/Recognitions	Proclamations & Recognitions, written & presented	2
Boards & Commissions appointments	Board appointments implemented & completed, appointments recorded	9
Contracts & Agreements	Contracts & Agreements approved & executed	4
Elections Administration	Elections ordered & administered.	0
	Candidate materials distributed.	3
Deeds / Easements	Deeds / Easements, executed & recorded	1
Liens, Releases, and Assessments	Liens, Releases & Assessments prepared & recorded	4
Alcohol Permits	Alcohol permits certificated or renewed	1
Cemetery Deeds	Cemetery deeds and transfers recorded	6
Vendor / Solicitor Permits	Vendor Solicitor applications processed for permits	8
Bids	Bids advertised, received, tabulated, awarded, recorded	1
Records Management Program	Cubic feet of documents accessioned to storage in accordance with retention schedule	31
	Cubic feet of documents destroyed in accordance with records retention schedule	196
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)	30
Research and Requests for Information	Research and Requests for information or services & responses provided	5
Insurance Claims	Number of claims processed	13

Administration Performance Measures: 2014-2015

Description	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Council Agenda Packets prepared & delivered to Council Wednesday preceding Council meeting	6	6		
Response to Open Records within 10 days	24	25		
Response to citizen requests within 10 days	2	5		
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 2014-2015

Data for October 2014 through March 2015

Performance Measures	ACTUAL 2015												
Continue to provide New Hire Orientation, Employee and Supervisory Training	<table border="1"> <tr><td>Training</td><td>2</td></tr> <tr><td>NHO</td><td>3</td></tr> <tr><td>Employee</td><td>3</td></tr> <tr><td>Supervisory</td><td>2</td></tr> </table>	Training	2	NHO	3	Employee	3	Supervisory	2				
Training	2												
NHO	3												
Employee	3												
Supervisory	2												
Monitor and analyze turnover	<table border="1"> <tr><td>11%</td><td></td></tr> <tr><td>Separations this FY</td><td></td></tr> <tr><td>Dismissals</td><td>0</td></tr> <tr><td>Resignations</td><td>18</td></tr> <tr><td>Retirements</td><td>5</td></tr> <tr><td>Death</td><td>0</td></tr> </table>	11%		Separations this FY		Dismissals	0	Resignations	18	Retirements	5	Death	0
11%													
Separations this FY													
Dismissals	0												
Resignations	18												
Retirements	5												
Death	0												
Ensure Timely Performance Assessments	77%												
Maintain and evaluate City's compensation program	<table border="1"> <tr><td>Compensation/Salary Survey</td><td></td></tr> <tr><td>All employees</td><td></td></tr> <tr><td>Police</td><td>1</td></tr> <tr><td>Fire</td><td>1</td></tr> </table>	Compensation/Salary Survey		All employees		Police	1	Fire	1				
Compensation/Salary Survey													
All employees													
Police	1												
Fire	1												
Maintain and evaluate City's benefits	<table border="1"> <tr><td>RFP for Group Benefits</td><td></td></tr> <tr><td></td><td>1</td></tr> </table>	RFP for Group Benefits			1								
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	1												

Workload/Demand	ACTUAL 2015
New Hires	27
Separations	27
Other Personnel Changes	171
Performance Assessments	86
Accident/Incident Reports	46
Workers' Compensation Claims (filed w/Carrier)	9
Safety Advisory Committee Meetings	3
Job Postings	23
Applications Received	236
Applications Forwarded to Depts	164

Projects:

Website Content [administration ongoing]
 Employment Application Packet Review [completed]
 Audit payroll data [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 [ongoing]
 Implement new providers for block [completed]
 Job Description Review [completed]
 Accident/Incident Forms review and changes [completed]
 Administrative Regulations review [completed; changes in progress]
 City of Gainesville University for FY 14-15 [completed set up; administration ongoing]
 No Complaining Rule continuation/reminders [in progress]
 Sexual Harassment Prevention Training for employees
 Personnel Pay Plan for FY 14-15 [completed]
 Payroll Budgeting for FY 14-15 [completed]
 WC Payroll Audit
 Apply Pay Plan Changes for employees [completed]
 Open Enrollment for Sec 125 FSA
 Employee Disciplinary Review [completed]
 Complaint Investigation [completed]
 Employee Grievance-Investigation [completed]
 Stanford House Executive Director position [completed]

Safety Advisory Committee administration [ongoing]
 Lean Six Sigma program administration [ongoing]
 Wellness Program [completed]
 Employee of the Month program administration [ongoing]
 Close out payroll/benefit hours/billing for FY 13-14 [in progress]
 Open Enrollment, Plan Education, Employee Notices, etc. [completed]
 Open Enrollment changes, elections, documentation [completed]
 Retirement processing [completed]
 Public Information Request for extensive personnel documents/files [completed]
 Online Application implementation
 Supervisory Training Program
 Problem Solving (complaints, grievances, disciplinary review)
 Records/Database [in progress]
 HR Procedures review
 DOT Supervisory training
 File Conversion
 HR Coordinator new hire training
 New Hire processing protocol changes
 Accrual Accounts Audit
 Time Card and Time Sheet entry review and changes
 HR 5S [ongoing]

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

	1st Quarter Dec. 31, 2014	2nd Quarter Mar. 31, 2015	3rd Quarter June 30, 2015	4th Quarter Sep. 30, 2015	FY2015 Totals	FY 2015 Budget
Performance Measures						
Total Radio Routes	16	16			16	17
Customers on Draft Payments	641	649			649	670
Credit Card Payments	1,828	1,793			3,621	6,000
Flyer Inserts on Payments	2	2			4	8

Workload/Demand

Number of Customers	6,180	6,158			6,158	6,200
New Connects	310	296			606	1,500
Disconnects	344	312			656	1,450
Transfers	110	113			223	570
Rereads	74	78			152	275
Bills Generated Annually	18,560	18,467			37,027	73,775

Sales/Customers - 2nd QTR

	2015	2014	Increase(Decrease)
Water Sales	\$934,750	\$923,125	\$11,625
Sewer Sales	\$746,733	\$722,267	\$24,466
Solid Waste Sales	\$935,356	\$907,594	\$27,762
Drainage Sales	\$252,290	\$245,841	\$6,449
Number of Customers	6,158	6,121	37
Inside City Limits	6,136	6,099	37
Outside City Limits	22	22	0

New Connects	296	(55 realtors, 241 residents)
Garbage Customers	5,855	5,099 residential 297 commercial 459 dumpsters
Late Charges-Current Accoun	\$18,011.60	

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

	1st Quarter Dec. 31, 2014	2nd Quarter Mar. 31, 2015	3rd Quarter June 30, 2015	4th Quarter Sep. 30, 2015	FY2015 Totals	FY2015 Budget
Performance Measures						
Distribute Budget Spreadsheets to Departments	N/A	N/A			Yes	Yes
Distribute Monthly Revenue/Expense Reports by 10th of the next month	3	3			6	12
Complete Payroll 2 Days Before Pay Day *	7	6			13	26
GFOA CAFR Award FY 2013	N/A	Yes				Yes
GFOA Budget Award FY 2014	Yes	Yes				Yes
Surprise Cash Audits	0	8			12	12
Payables Audit	5	3			3	2
Receivables Audit	3	0			4	4
Workload/Demand						
Financial Reports to Council	3	3			6	12
Payrolls Processed	7	6			13	26
Invoices Paid	1980	1744			3724	6700
Purchase Orders Processed	43	40			83	130
Misc. AR Invoices Billed	300	320			620	1200
Seminars/Training Sessions Attended *	0	0			0	
Training*						
Karen Dixon					0	
October Employee Relations 101		8			8	
TML IRB Are we following the rules		4			4	
TML IRB Risk Management Essentials for Supervisors		4			4	
Lean Six Sigma Initiatives and goals- all staff		4			4	
Dan Parker						
Oct Univ of Gainesville Training Sessions (2)						
Stephanie Payeur						
Oct STW Fixed Assets	2 day				16	

dated 4/7/2015



COMMUNITY SERVICES

Building Department

Code Enforcement

Substandard Structures

Planning and Zoning

CITY OF GAINESVILLE

Community Services Department
 2014-2015 Second Quarterly Report
 January 1, 2015 through March 31, 2015



PERFORMANCE MEASURES

	Annual Goal by Percentage	Annual Estimated by Units	Actual Units 2nd Quarter	Units to Standard 2nd Quarter	Percentage to Goal 2nd Quarter
Percentage of large commercial construction permits that included DRC review	80%	35	0	0	NA
Certificate of Occupancy inspections completed within 3 business days	90%	150	4	4	100%
Percentage of Code Enforcement cases brought into voluntary compliance within 10 days	80%	1300	130	110	100%
% of Cases brought to BSC (not resolved voluntarily or after issuance of citation)	5%	≤65	3	NA	100%
Percentage of cases brought to compliance via citations (not courtesy notices) but before BSC	15%	≤195	4	4:49	100%

WORKLOAD DEMAND SUMMARY

Building Inspections	198
Building Re-inspections	17
Code Enforcement Case (New)	157
Code Enforcement Cases (On-going)	50
Case Related Inspections	400
Alcohol Site Inspections	0

PERMIT SUMMARY

Building Permits	58
Electrical Permits	56
Plumbing Permits	39
Mechanical Permits	25
Sign Permits	6
Miscellaneous Permits	34
TOTAL PERMITS	218
TOTAL PERMIT FEES	\$26,814

MAJOR PROJECT SUMMARY

	Units	Square Footage	Estimated Valuation
Commercial New Construction	0	0	0
Residential New Construction (incl. Moss Lake Boat Docks, Mobile Homes)	20	39,894	\$2,078,129
Commercial Remodel	4	8,398	\$112,500
Residential Remodel	10	17,807	\$59,977
Commercial Accessory Building	0	0	0
Residential Accessory Building	7	740	\$18,160

BUILDING AND STANDARDS SUMMARY

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Structures Demolished (complete through lot cleanup)	21	22		
Structures Signed Up for Voluntary Demolition	4	5		
BSC Ordered Structure Abatements	5	3		
Structures Ready for Demolishing	48	35		

PLANNING & ZONING SUMMARY

APPLICATION TYPE	2 ND QUARTER	FEES COLLECTED
Rezoning	2	\$1,000
Subdivision Plat	1	\$1,000
Sign Variance	1	\$0
Alley Abandonment	1	\$500
TOTAL	5	\$2,500

LICENSE AND REGISTRATION SUMMARY

TYPE	ON FILE	ACTIVE	2 ND QUARTER REGISTRATIONS/ RENEWALS	2 ND QUARTER FEES COLLECTED
Alcohol	61	35	3	\$2,660
Contractor	901	252	47	\$6,500
Alarm	609	230	60	\$1,050
Moss Lake Boat Dock	206	103	101	\$5,765
Moss Lake Boat Permits	NA	NA	55	\$1,925
Moss Lake Pump	16	9	2	\$600
Billboards	65	58	40	\$11,250

Q2 FY 14-15 FEE SUMMARY

	TOTAL ISSUED	TOTAL AMOUNT COLLECTED
Permits	218	\$26,814
Annual Licenses Registrations/Renewals	308	\$29,750
Planning & Zoning Applications	5	\$2,500
TOTAL	531	\$59,064

COUNCIL, BOARDS AND COMMISSIONS ACTION SUMMARY

BOARD OF APPEALS	ACTION
No BOA meetings 2 nd quarter 2014-2015	NA

PLANNING & ZONING COMMISSION	ACTIONS
P&Z Meeting 13-Jan-15	
Minutes from P&Z Meeting held on December 9, 2014	Approved
CONSIDERATION OF A REQUEST FOR REZONING CASON, FULTON, JARVIS and TATER PROPERTIES Open hearing to consider a zoning change from SF-2 (Single Family Two District) to C-3 (Outdoor Commercial District) and I (Industrial District) for the contiguous properties owned by Cason, Fulton, Jarvis and Tater Properties and to make a recommendation to City Council.	Approved
CONSIDERATION OF VARIANCE AND FINAL PLAT FOR PHASE ONE BLACK HILL FARM Open hearing to consider the final plat for phase one (43 residential, single family lots) of Black Hill Farm with a variance for access and to make a recommendation to City Council.	Approved
P&Z Meeting 10-Feb-15	
Minutes from P&Z Meeting held on January 13, 2015	Approved
CONSIDERATION OF PROPOSED VARIANCE FROM SIGN ORDINANCE To consider a request for a variance from the City of Gainesville sign ordinance with respect to the setback requirement for an on-premise pole sign proposed for the Absolute Urgent Care facility at 820 Highway 82 W, Gainesville, TX, submitted by Abdul N Kahn, owner.	Approved
P&Z Meeting 10-Feb-15	
CONSIDERATION OF PROPOSED VARIANCE FROM SIGN ORDINANCE To consider a request for a variance from the City of Gainesville sign ordinance with respect to the construction requirement that off-premise signs be designed as a monopole sign. The variance is requested by the City for the proposed City of Gainesville LED gateway sign to be located at 1000 W California and I-35 at Leonard Park.	Approved

BUILDING & STANDARDS COMMISSION	ACTIONS
BSC Meeting 15-Jan-15	
Minutes from BSC Hearing held on December 18, 2014.	Approved
BSC CASE #13-00149 – 1410 O’NEAL and 1016 RITCHEY (O’NEAL PROFESSIONAL CENTER ADDITION LOTS 1 AND 2) BSC convened an executive session to discuss and consider nuisance abatement order issued on 4-25-2013 with attorney Victoria Thomas. The Commission moved to rescind Order #13-00149 and prohibit any enforcement related to said order.	Ordered
BSC Meeting 19-Feb-15	
Minutes from BSC Hearing held on January 15, 2015	Approved
BSC CASE #14-00644 – 1433 GRIBBLE Substandard Structure. Staff recommends the Commission finds that the structure located at 1433 Gribble is dilapidated/substandard and therefore a nuisance. Staff recommends that the Commission order the owner to abate the nuisance by demolishing the structure within 60 days. If the owner fails to abate the nuisance within 60 days, the City shall demolish the structure and clean and grade the lot.	Ordered Abatement
Staff also recommended that the Commission issue an order to vacate to all persons occupying the dilapidated/substandard structure located at 1433 Gribble within 60 days from the date of the hearing.	Ordered

BSC Meeting 19-Feb-15 continued	
BSC CASE #14-00580 – 703 RITCHEY Substandard Structure. Staff recommends the Commission finds that the structure located at 703 Ritchey is dilapidated/substandard and therefore a nuisance. Staff recommends that the Commission order the owner to abate the nuisance by demolishing the structure within 30 days. If the owner fails to abate the nuisance within 30 days, the City shall demolish the structure and clean and grade the lot.	Ordered Abatement
BSC CASE #14-00725 – 327 N TAYLOR Substandard Structure. Staff advises that the owners signed a voluntary agreement prior to the hearing and asked that the case be removed from the agenda.	Case Removed
BSC Meeting 19-March-15	
Minutes from BSC Hearing held on February 19, 2015	Approved
BSC CASE #13-00973 – 511 CULBERSON Substandard Structure. Staff recommends the Commission finds that the structure located at 511 Culberston is dilapidated/substandard and therefore a nuisance. Staff recommends that the Commission order the owners to abate the nuisance by demolishing the structure within 30 days. If the owner fails to abate the nuisance within 30 days, the City shall demolish the structure and clean and grade the lot.	Ordered Abatement
BSC CASE #15-00036 – 606 RAILROAD Dilapidated/Substandard Structure. Staff asks to remove this item from the agenda so that staff may further review current ordinances.	Case Removed
BSC CASE #15-00037 – 530 RAILROAD Dilapidated/Substandard Structure. Staff asks to remove this item from the agenda so that staff may further review current ordinances.	Case Removed

CITY COUNCIL	ACTIONS
City Council Meeting 06-Jan-15	
ORDINANCE 1358-01-2015. AMENDING PART II – CODE OF ORDINANCES, CHAPTER 5 – BUILDINGS AND BUILDING REGULATIONS, ARTICLE IV, SECTION 5-178 – LOCATION AND HEIGHT REQUIREMENTS FOR ON-PREMISES SIGNS Amended Chapter 5 – Building and Building Regulations, Section 5-178 – Location and Height Requirements for on-premise signs along the I-35 and Highway 82 corridors. Allows signs to be 35 feet from traffic lane, instead of 35 feet from the ground.	Adopted
CITY COUNCIL	ACTIONS
City Council Meeting 03-Feb-15	
RESOLUTION 02-03-2015 C. BLACK HILL FARM PLANNED DEVELOPMENT VARIANCE Consideration of a variance from the City of Gainesville Fire Code for ingress/egress related to the final plat for phase one of the Black Hill Farm planned development, Lots 1 through 5, Block C; Lots 1-6, Block E; Lots 1-12, 18 and HOA 1X, Block G; and Lots 1-19, Block H, and located west of Blacks Hill Farm Road; being 19.54 acres in the E. Yeaman survey, Abstract 228. Council approved a variance for the final plat for Phase One of the Black Hill Farm Planned Development. The variance is from the Fire Code which requires that any development of more than 30 lots have two points of ingress/egress; the submittal shows one access point for 43 lots. The variance was provided because the pre-existing infrastructure created a site condition that makes it difficult to develop the area without a variance. The Gainesville Fire Department has tested their apparatus in the area and recommended approval of the proposed variance.	Approved

City Council Meeting 03-Feb-15 continued

ORDINANCE 1360-02-2015. AMENDING THE CODE OF ORDINANCES OF THE CITY OF GAINESVILLE, BY AMENDING APPENDING A – ZONING , SECTION 3.3.03 ALLOWABLE SPECIAL USES AND CONDITIONS; SECTION 4.1 DEFINITIONS OF ARTICLE IV GENERAL DEFINITIONS TO INCLUDE PERMANENT MAKEUP

Council approved third reading consideration and adoption of an ordinance to amend Appendix A – Zoning, Section 4.1 Definitions “Beauty Salon” of Article IV General Definitions to include “Permanent Make-Up” as a cosmetology service, adding the definition “Permanent Cosmetics” to the same section. This ordinance requires a special use permit for tattoo parlors and piercing studios. Per Council recommendation, the SUP is limited to zones C-2 (General Commercial District), C-3 (Outdoor Commercial District), and I (Industrial District), and, not within a 500 feet of a church, public or private elementary or secondary school, boundary of a residential district, or a public park adjacent to a residential district/use.

Adopted

ORDINANCE 1361-02-2015. AMENDING THE CODE OF ORDINANCES OF THE CITY OF GAINESVILLE, BY AMENDING CHAPTER 5, ARTICLE III, DIVISION 3 “SUBSTANDARD BUILDINGS” AND DIVISION 5, “BUILDING AND STANDARDS COMMISSION” BY AMENDING SECTIONS 5-111, 5-143 AND 5-145

Adopted an ordinance amending the Code of Ordinances of the City of Gainesville, by Amending Chapter 5, Article III, Division 3 “Substandard Buildings” and Division 5, “Building and Standards Commission” by amending Sections 5-111, 5-143 and 5-145 by providing provisions for determining substandard buildings; providing for a penalty of fine not to exceed the sum of two thousand dollars (\$2,000.00) for each offense; and providing an effective date. This ordinance includes simple changes and better defines substandard buildings.

Adopted

City Council Meeting 3-Mar-15

CONSIDERATION OF AND ACTION ON FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL, OF THE CITY OF GAINESVILLE, TEXAS, AMENDING ORDINANCE 1219-12-2008

The proposed ordinance to amend Ordinance 1219-12-2008 received first reading approval. The request is to change 701 E Broadway from Single Family-2 District (SF-2) to Outdoor Commercial District (C-3); and eight properties addressed as 700, 708, and 709 E Scott and 314, 508, and 512 N Denison from Single Family-2 (SF-2) to Industrial District (I).

Approved

City Council Meeting 17-Mar-15

CONSIDERATION OF AND ACTION ON A SECOND READING OF AN ORDINANCE OF THE CITY COUNCIL, OF THE CITY OF GAINESVILLE, TEXAS, AMENDING ORDINANCE 1219-12-2008

Disapproved adoption of a proposed ordinance to change the zoning districts for 701 E Broadway from Single Family-2 District (SF-2) to Outdoor Commercial District (C-3); and eight properties addressed as 700, 708, and 709 E Scott and 314, 508, and 512 N Denison from Single Family-2 (SF-2) to Industrial District (I).

Disapproved

CODE ENFORCEMENT SUMMARY

	Inspector Based Cases	Complaints Filed	Total Inspections	10-Day Voluntary Compliance	Courtesy Notices Left	Courtesy Notice Compliance	Courtesy Notice to Case
Inoperable Motor Vehicle, Junk Vehicle	20	0	51	19	10	10	0
Inoperable Vehicle (non-motorized)	0	1	2	1	1	1	0
Stop, Standing, Parking Violation	21	0	50	21	18	18	0
Dilapidated or Illegal Fences	1	1	5	2	0	0	0
High Grass and Weeds	3	0	8	0	2	2	0
Lot Visibility or View Obstructions	0	0	0	0	0	0	0
Stagnant Water	2	0	5	2	1	1	0
Trash and Debris ^④	24	3	71	26	16	16	0
Unsafe Plumbing	0	1	3	0	0	0	0
Dilapidated or Illegal Signs	3	0	27 ^⑤	3	0	0	0
Construction without a Permit	4	0	9	4	1	1	0
Dilapidated/Substandard Structure ^④	21	0	117	1	2	2	0
Illegal Structure	2	1	10	3	0	0	0
Property Maintenance ^③	22	1	66	22	15	15	0
Zoning Violations	0	1	1	NA ^①	0	0	0
Permit-Related Inspections ^②	25	NA	51	25	NA	NA	NA
TOTALS	148	9	476	130^⑥	66	66	0

① 10-day timeframe for re-inspection had not yet passed at the time of this report.

② Permit-related inspections are counted as “cases” in order to track the number of inspections and are counted as voluntary compliance closures.

③ Property maintenance includes cases relating to: dilapidated roofs, vacant structures, furniture, appliances, accessory structures, protective treatments, premise identification, odors, and trees, plants and shrubs.

④ Inspections are high due to the number of open, ongoing cases as well as any new cases that were generated. The ongoing cases are not represented in this chart—except in the Inspections column.

⑤ Inspections are high due to a 30-day window for compliance and case extensions; inspections were completed every 10 days.

⑥ The difference between the 10-day compliance and the number of cases that went to BSC/citation are the cases that were closed as “No Violation” or are still ongoing.



GAINESVILLE ECONOMIC
DEVELOPMENT CORPORATION

Gainesville Economic Development Corporation
Quarterly Update: April 2015

To: Barry Sullivan, City Manager

From: Arleene Loyd, Director GEDC

Re: January – March 2015

Gateway Industrial Park Update

The Gateway Industrial Park construction, which began in November, is moving forward slowly due to weather. Power lines have been moved and utilities designs were completed and pipe is ready to be laid. The design of the sign for the entrance is in the final revision stages.

Rib Crib Inc/Water Shop Property

The 4.567 acre lot on the corner of I-35 and West California is still under contract with The Rib Crib BBQ, Inc. The due diligence period was extended in March for another 120 days with two additional 30 day extensions, if needed. Correspondence between TCEQ and the Rib Crib are on-going and a resolution is expected. The Rib Crib is charged with adding two additional restaurants to the site and they expect to report on at least one of those this month. The Rib Crib states that "interest has been good" from restaurants considering Gainesville for a location. The preliminary drawing for the site actually includes three additional restaurants. TXDoT is reviewing access points for the corner development and Barry may have additional information on that.

Marketing

Site Location Partners represented Gainesville EDC at the National Plastics Expo in Florida March 23-27, 2015. A six-foot pull up was designed for the show and flyers were available for interested parties, providing more information about Gainesville. A list of potential companies that visited the booth will be mailed additional information.

Black Hill Farm Housing Development

The first 43 lots for single family homes have been staked. Lot sales will begin in April. GEDC completed the purchase of the house located at 1514 W California Street that could become the entrance to the Black Hill Farm Development. The evacuation of the house was extended 45 days to give the family enough time remove the family's belongings. A couple has expressed

interest in relocating and setting up the house at another location and the board is awaiting an official proposal for them.

Sales Tax

Sales tax receipts increased 17% in January, 145% in February and decreased 9% in March. GEDC has collected 85% of the anticipated revenue from sales tax during the first 6 months of this fiscal year.

Projects

Application for location expansion has been submitted and reviewed.

Project Clark – Visit from site selector seeking 150-300 acres for scrap metal melting company. Referred company to other sources for locations in Cooke County.

GEDC's Annual Report has been published.

Partners in Progress

The following companies were featured in the Gainesville Register by the GEDC:

Zodiac
Enhanced Powder Coating
Nortex

Director Activities

Traveled to Austin with Leadership Gainesville, Feb 11th

Spoke to Rotary Club, Eagles Republican Club.

Submitted application to BNSF to purchase right of way off I-35 and Hwy 82.

Met Rep. Drew Springer in Austin to discuss his HB 2192 that amends the Sales Tax Code to include incentives for market rate housing. Rep Springer agreed to pull the bill once he understood there is a way to fund housing in the current tax law.

Spoke to Cooke County Commissioners Court as a proponent of tax incentives for Own Energy's second wind farm in Muenster.



GENERAL SERVICES

Airport

Fleet Services

Solid Waste

Cemetery



Performance Measures

Classification	FY12-13 Actual	FY13-14 Actual	FY14-15 Estimated	FY14-15 Year to Date
Net Fuel Sales (\$)	\$113,891	\$144,341	\$117,500	\$46,676
100LL (gals.)	66,632	65,829	60,000	28,661
Jet A (gals.)	150,103	195,177	200,000	91,585
Community Event Participation	16,530	11,500	18,000	4,970
Water & Sewer Infrastructure (feet)	0	0	600'	0
Airport Business Tenants	9	8	9	8
Rehabilitate Airport Surfaces (feet)	0	0	9,000'	0



PERFORMANCE MEASURES

FY: 2014 – 2015 Quarter: 2

DEPARTMENT: AIRPORT

Fuel Sales (in gallons):	<u>Current Year</u>	<u>Prior Year</u>
For 3 months ending Mar. 31:	49,399	57,858
Year to date:	120,245	121,012
Fuel Revenue:	<u>Current Year</u>	<u>Prior Year</u>
For 3 months ending Mar. 31:	\$145,817	\$219,396
Year to date:	\$386,433	\$462,542
Profit per Gallon Sold:	<u>Current Year</u>	<u>Prior Year</u>
For 3 months ending Mar. 31:	10.76%	10.34%
Year to date:	15.94%	15.38%

Hangars: All city-owned hangars and offices are leased.

Ground Leases: All paid in full to date.

Notables:

- The airport hosted a Free Flight Competition (20 people); a Zodiac Seats departmental cook-out (60 attendees); St. Mary's School 7th grade Field Trip (15 people) and the Fruit of Grace Home School Ministry toured the airport and airplanes with 125 kids and adults taking part.
- A maintenance/avionics shop will once again be on the field. A proposal was accepted by the Airport Board for the shop to be housed in the Multi-Use Hangar.
- A local corporation (LLC) is in the permitting process to construct a hangar at the airport. Groundbreaking should begin next quarter.
- Fuel sales have not kept pace with last year's numbers for the quarter. The weather and crude oil prices were major causes for this downturn. Our local aviators maintained last year's Avgas numbers with all the gallons lost coming from the Jet A customers.

CITY OF GAINESVILLE - FLEET SERVICES QUARTERLY REPORT

January 1, 2015 to March 31, 2015

# 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
4	40	0	66	20	90	70	4	17

CITY OF GAINESVILLE - FLEET MAINTENANCE QUARTERLY TOTALS 01/01/2015 to 03/31/2015

CLASS CODE	LABOR HOURS**	LABOR COST**	PARTS/OUTSIDE COST***	MISC. SHOP PARTS	TOTAL
04 - EQUIPMENT	240.50	\$ 4,593.75	\$ 67,295.87	\$ 467.23	\$ 72,356.85
05 - VEHICLES	377.00	\$ 7,386.98	\$ 12,478.55	\$ 327.90	\$ 20,193.43
TOTALS	617.50	\$ 11,980.73	\$ 79,774.42	\$ 795.13	\$ 92,550.28

**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 2014-2015

YTD Statistics - 2014/2015

PERFORMANCE MEASURES		Budgeted 2014-2015	First Quarterly Oct - Dec	Second Quarterly Jan - Mar	Third Quarterly Apr - Jun	Fourth Quarterly Jul - Sep	TOTAL 2013-2014
Actual Roll-Off Information							
	Average number of daily roll-off customers	8.75	8	8			
	Rentals of roll-off customers	55	23	18			
	Roll-off containers pulled	1,100	509	499			
	Number of roll-off containers for deliveries	55	23	18			
	Number of roll-off customers per year	150	73	63			
Recycling Information	Average number for recycling materials hailed to Recycling Center	150 Tons	30.430 Tons	39.400 Tons	0.000 Tons	0.000 Tons	69.830 Tons
Provide public outreach	Public Outreach	10	3.00	5.00			
Residential Information	Number of tons for residential customer per year	7,100	1,998.98	1,959.56	0.00	0.00	3,958.54
Commercial Information	Number of tons for commercial customers per year	16,245	4,093.94	4,140.06	0.00	0.00	8,234.00
TASWA Information	Number of trips to TASWA Landfill per year	2,156	420	450	0	0	870
	Number of tons hauled to TASWA Landfill per year	24,240	5,879.37	6,068.44	0.00	0.00	11,947.81
	Number of trucks loaded per year	1,046	304	250	0	0	554

DEPARTMENT NAME: General Services

DIVISION NAME: CEMETERY

PERFORMANCE MEASURES		2014-2015 2nd Quarter January - March
Total number of internments	Pavilion	21
	At Grave	29
Number of growing season cuttings, trimmings and cleanings		1
Total number of spaces sold		11
Total number of spaces available		829
Total number of hours mowing and weed eating		225

Workload Demand

	Actual 2011	Actual 2012	Actual 2013	Actual 2014	Estimated 2015
Interments	169	151	180	136	180
Spaces Sold	72	104	102	85	100
Mowing & Trimming Hours	2100	2950	2146	2114	3000
Mowing & Trimming Days/Cycles	23	34	20	29	30



MUNICIPAL COURT

Gainesville Municipal Court Quarterly Report

January thru March 2015

Cases Filed:	Traffic:	Penal:	City Ord.:	Parking:	Other:	
M1: +	283	59	24	1	21	
M2: +	260	40	15	53	33	
M3: +	234	59	21	7	22	
	<u>777</u>	<u>158</u>	<u>60</u>	<u>61</u>	<u>76</u>	Total: 1,132

No. of Warnings:

M1: +	691	
M2: +	747	
M3: +	<u>749</u>	Total: 2,187

Trials/Hearings:

	Pre-Trials	Bench	Jury	
M1:	47	5	0	
M2:	38	0	0	
M3:	38	2	0	Total: 134

Dispositions:

	Paid:	Time Served:	Dismissed:	Appealed:	
M1:	180	73	152	3	
M2:	191	61	226	0	
M3:	192	59	110	1	Total: 1,249

Warrants:

	Issued:	Recalled:	Served	Amt Collected:
M1:	242	80	51	\$ 17,198.75
M2:	138	116	68	\$ 22,122.02
M3:	167	95	77	\$ 24,676.43

Tot. Outstanding Class C: 251 Capias-Pro-Fines with value of: \$ 90,688.60
 881 Warrants with value of: \$ 340,580.50

Felony Warrants Signed: 17 Class A & B Warrants Signed: 6

Juvenile Magistrations: 0

Financials:

	State Costs:	City Costs:	Fines:	Technology:	Building:	
M1: +	\$14,484.41	\$10,271.49	\$19,930.22	\$838.11	\$628.47	
M2: +	\$13,790.06	\$13,445.98	\$24,777.83	\$851.28	\$638.73	
M3: +	\$14,546.62	\$14,883.41	\$24,392.17	\$910.42	\$682.46	
	<u>\$42,821.09</u>	<u>\$38,600.88</u>	<u>\$69,100.22</u>	<u>\$2,599.81</u>	<u>\$1,949.66</u>	Tot: \$ 155,071.66

School/Training:

Cypert	Judge School	Addison	February		
Murrillo	Clerk School	Addison	February	Certification	March
Garcia	Clerk School	Houston	March		



PARKS & RECREATION DEPT

Civic Center

Golf Course

Main Street

Parks & Recreation

Zoo



Gainesville Municipal Golf Course

Second Quarter 2014-2015

Maintenance Projects

- January: Completed annual equipment maintenance. The 5S program was started with the first phase.
- February: The 5S program stages 2 and 3 were completed. Sprayed greens for fungicide control. Attended TDA Pesticide symposium.
- March: Sprayed fairways and tees for weed control, and greens for grub control.
- 2nd Quarter 2014 - 2015

	Rounds	Green Fees	Carts	Programs
January	211	\$3,398.00	\$1,273.00	\$0.00
February	234	\$4,216.00	\$1,459.78	\$2,390.00
March	255	\$3,911.54	\$1,714.56	\$935.00

February through March we had the course closed for 17 days due to icy or very wet conditions.

2nd Quarter 2013 – 2014

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

Marketing Programs:

Burco Scorecards are currently in production with the new scorecards for the course at no cost to us. They went around to local businesses to sell advertisements for the card.

Benchcraft company is also working on hole markers for the course at no cost to us. These hole markers are going to be placed at the tee boxes with hole numbers and yardages.

We are currently marketing the Sherman and Denton area with ads in the local papers.

In the Sherman paper we had one ad in March with our Memberships and weekly specials. We will do ads with them every other month.

In the Denton paper we have ran ads in January, February and March with Memberships and weekly specials. Our ad runs the first Wednesday of every month.

In March we had a booth set up for the Cooke County Adventures promoting the First Tee and the golf course.

Main Street Program

Jan.-Mar. 2015

Lynette G. Pettigrew, Main Street manager

Gainesville Main Street had purchased 12 wrought iron planters and seven benches to be installed in the downtown. At present the planters have been installed by the Parks Department. The benches will be installed when Parks has time for installation.

Filling board positions for Main Street Advisory Board. Currently have one opening. Joanie Jones 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 sixth season of Summer Sounds.

Downtown Ladies Night is scheduled for April 23rd.

Attended the Wichita Falls home and garden show and distributed 1000 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.

Gainesville Parks & Recreation

January, February & March 2015

Gainesville Parks & Recreation Department (GPARD) maintains 226 acres of parkland. This past quarter the Parks & Recreation Department has 140 hours of mowing; weed eating, and bed maintenance, 275 hrs of litter removal, 130 hrs of Christmas decoration tear down.

Conducted inspection of Leonard Park Playground & Forsythe Skate Park once every two weeks
Staff Safety Meetings: 2

Projects

- Frankie Schmitz Express Train: complete train inspection, replaced bearings and roller plates, complete inspection of the FSE train from top to bottom and front to back.
- Renovated the final (4th) youth softball fields in Leonard Park, i.e. backstops, dirt infield, fence and gates
- Registration for Adult spring softball
- 265 kids attended GPARD Kids Trout Fishing Derby
- Starting registration for Adult Volleyball league
- Starting Registration for Adult Softball league
- Preparing for Spring Fling
- Preparation of Keneteso Park Soccer fields for spring season, and overseeding the south half
- Worked with contractor for the LED sign in front of Leonard Park

Athletics – 1,282 participants using Parks & Recreation Facilities this quarter

- Adult Men's Soccer – Season started in February with 100 participants, Playing in Keneteso and Edison Park
- Leonard and Edison Baseball (5) Fields– 650 participating in Boys Baseball of Cooke County season starts March 28, 2015
- Youth Soccer -372 participating in Cooke County Soccer Association, season started March 21, 2015
- Spring Men's Adult softball - Parks & Recreation Department Adult Fall softball league – 10 teams in league play (160 members).

Frankie Schmitz Train

- Opening day March 14th
- 3,366 riders for March

Leonard Park Pavilion

- Available for rental Friday, Saturday & Sunday
- Half day rental \$50 per time segment or \$100 all day
- January Thru March rental \$2,350



2nd Quarterly Report 2014-2015

Visitors down 24% from the same quarter in 2014. Admission revenue down 29% from same quarter in 2014. Zoo was closed due to winter weather and ice for 8 days in March. Annual pass revenues down 33% over same quarter in 2014. Merchandise revenue down 36 % from same quarter in 2014 due to decreased attendance. Educational programs up 28% from same quarter in 2014 as with the online registration people were able to register their kids for camp and pay in March. Party revenues down 100 % due to inclement weather we were unable to start out birthday party season in March, those that were booked had to be cancelled. Overall revenues down 23% from same quarter in 2014. First and second quarter revenues combined down 11% over 2014. Weather has been a huge factor. Flooding we are currently experiencing had us closed today 4/13 and certainly for the next few days as well. We are doing our best to reschedule programs and fieldtrips.

2nd 2015	#Visitors	\$Admissions	\$Passes	\$Retail	\$Programs	\$Food	
Jan.	2,405	10,259	1,135	4,141	959	0	16,494
Feb.	2,746	13,522	490	4,348	947	0	19,307
Mar.	8,596	40,118	3,040	15,983	6,682	0	65,823
total	13,747	63,899	4,665	24,472	8,588	0	101,624
2nd 2014	#Visitors	\$Admissions	\$Passes	\$Retail	\$Programs	\$Food	
Jan.	2,447	11,357	1,040	4,005	951	0	17,353
Feb.	2,647	16,926	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	89,753	6,980	38,317	6,220	1,138	142,408

January:

Director & Secretary attended Cooke County Expo planning meeting
 Exhibit Manager attended Safety meeting.
 Horticulture Manager met with Cooke County Master Gardeners.
 Horticulture Manager attended Leadership Gainesville.
 Lean Six 5S project tool shed cleanup.
 Lean Six 5S project green shed cleanup.
 Zoological Society Board meeting.
 Zoo Van received new vinyl.

February:

Director & Secretary attended Chamber banquet.
 Director & Secretary Cooke County Expo planning meeting.
 Director did KXII segment.
 Horticulture Manager attended Leadership Gainesville.
 Mascot participated in Stanford House Style Show.
 New Point Of Sales (POS) training (Secretary & Entry staff).
 Staff Development, Interpretive training.
 Zoo Society fundraiser with Butterfield stage "Mystery Night".
 Zoological Society Board meeting.

March:

Hosted Zoological Association of America's Education Committee mid-year meeting 3/1-3/4.

Attendees came from CA, KS, KY, MA & NH. Attendees stayed at Hampton Inn, Gainesville. Meeting was held at First State Bank Conference Center.

Director did and interview for Denton Community television at UNT campus.

Director met and visited with new ZAA Executive Director who was visiting Dallas.

Director presented program for Senior Saints and Singles, First Christian Church.

Exhibit Manager attended safety meeting.

Exhibit Manager attended Wicked Minds Animal Training Seminar at UNT.

Exhibit New Point Of Sales (POS) training (Secretary & Entry staff).

Frank Buck's Birthday event.

Grounds staff attended Pipeline safety training.

Horticulture Manager conducted horticulture training for all animal care staff.

Horticulture Manager/Camp Director promoted zoo summer camps at Kiwanis meeting.

Horticulture Manager worked with Events and Adventures volunteer team out of Dallas laying new sod.

Staff development training, animal handling for keeper chats.

Staff development training, Bird of Prey (BOP) capture, restraint and husbandry.

New Animals:

Madagascar Hissing cockroaches

(3) Cane toads

(2) Chilean beautiful tarantulas

Crested gecko

Emperor Scorpion

(3) Tokay geckos

Pueblan Milksnake

(5) Pygmy goats

(4) Prairie Dogs

New Exhibit/feature:

Muntjac Exhibit (funded by the Zoological Society)

Ongoing Projects:

Developing new signage for zoo.



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, Fire Chief
Date: 04/10/15
Re: Quarterly Performance Measures – 2014/2015 2nd Quarter

Incident Responses

- ✓ 223 Total Fire responses
- ✓ 188 of these responses were in the City; 35 were outside the City
- ✓ Total dollar loss saved \$1,305,536 (67.22% of original value)

Training

- ✓ 2,194.98 Total Fire Department Training Hours
- ✓ Reached 44 adults and 86 children through 5 Fire Department special events.

Inspection Program

- ✓ Completed 106 on-shift inspection and Pre-Fire Plans on commercial, business & industrial properties
- ✓ Fire Inspector conducted 230 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. 104.3 staff contact hours were required to complete these inspections.
- ✓ 127 hazards identified during Firefighter on-shift inspections; 95 hazards corrected
- ✓ 14 Compliance worksheets returned
- ✓ Fire Inspector conducted 18 Certificate of Occupancy inspections
- ✓ Fire Marshal had 95 contacts (372.5 hours) for fire code/life safety inspections related to development and new construction projects.

Arson Task Force

- ✓ 11 hours spent on 2 new investigations by Fire Marshal
- ✓ 1 new Task Force investigations conducted by Fire Marshal within Gainesville
- ✓ 0 Arson Task Force investigation/response within Gainesville
- ✓ 6 hours spent on 1 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 reports, requirements and documentation (Emergency Management Program Grant)
- ✓ Administration of Homeland Security Grants
- ✓ Completed installation and reimbursement process for EOC technology upgrades
- ✓ Attended monthly Emergency Management & Homeland Security Advisory meetings (TCOG)
- ✓ Completed Homeland Security Audit
- ✓ Started Five Year update of Emergency Management Plan
- ✓ Attended TCOG Homeland Security Committee Meetings
- ✓ Closing Out 2013 Homeland Security Grant
- ✓ FEMA 2007 Flood Presidential Disaster Declaration Closed—Final Check Received
- ✓ Began Initial Filings for 2015 Homeland Security Grant
- ✓ Workshop exercise with North Texas Medical Center representatives to conduct Active Shooter Exercise at NTMC
- ✓ Tamara Sieger appointed to the TDEM Region 1 Critical Information Systems (CIS) Regional Advisory Group
- ✓ Hosted the annual Skywarn Storm Spotter course for approximately 150 people

Miscellaneous

- ✓ Utilizing City's Facebook & Twitter page for Public Education;
- ✓ Multiple personnel participating in Gainesville Leadership Academy.
- ✓ Continuation of FARM Program at Edison
- ✓ Continuing F.I.R.E. (Frequent Information on Risk Elimination) monthly safety articles in both GDR and Cooke County Weekly News
- ✓ Continuing City-wide 5-S program
- ✓ Completed Incident Response Directive
- ✓ Hired new Firefighter
- ✓ Tyler Rains obtain a Class B Licenses
- ✓ Relocated all Rescue tools from R-1 to L-1
- ✓ Completed 5S at all Three Stations
- ✓ Completed monthly Task Force equipment check offs
- ✓ Flushed sixty hydrants
- ✓ Ross Pilcher completed District One/Two training
- ✓ All personnel on A Shift submitted a budget request
- ✓ Repaired bunker gear dryer (Replaced control board)
- ✓ ISO Re-rating Inspection Complete
- ✓ Held Largest Badge Pinning Ceremony in Department history for new employees and promoted personnel
- ✓ Fire Marshal attended National Fire Academy for Fire/Arson Investigator class
- ✓ Inspection program reorganized to allow engine companies more time for training
- ✓ Fire Marshal attended Arson conference
- ✓ Fire Marshal finishing preliminary steps for Police Field Training Officer (FTO) Program.

Fire Department – Performance Measures (Budget)

	Estimated 2015	Actual –2nd quarter 03/31/15
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.	5:55 Dispatch to Arrival; 7:44 Call Receive to Arrival

Emergency Management – Performance Measures (Budget)

	Estimated 2015	Actual –2 nd quarter 03/31/15
Public Education Press Releases	15	1
Emergency Management & Homeland Security Meetings Attended	16	2
Number of EM Classes taken	6	0
Grants Administered	5	3



Gainesville Police Department 2014-2015 2nd Quarter Report

The Gainesville Police Department Communications Division processed and routed a total of 8,009 calls for service during the second quarter of FY 2014-2015. The monthly calls for service totals were: January – 2,616, February – 2,599, and March – 2,794. Communications Operators also handled a total of 5,036 9-1-1 calls during this quarter. The monthly totals were: January – 1,776, February – 1,502, and March – 1,758.

During the 2nd quarter of the 2015 reporting period there were 526 cases assigned to Investigators of the Criminal Investigations Division. There were 3 cases closed, 11 cases unfounded, 205 cases filed with the County Attorney, 75 cases filed with the District Attorney, 21 cases filed with the Municipal Court, 9 cases referred to Juvenile Probation, 15 cases cleared exceptionally, 7 cases transferred to another agency, and 146 cases suspended. Investigators have a total of 155 open cases. The division executed 2 search warrants and 24 arrest warrants during this period.

The evidence/property clerks are still working to dispose of unneeded evidence/property. During this quarter they have disposed/destroyed or researched in preparation for disposal more than 52 items that were submitted prior to 2009 and the transition to Crimes RMS. The evidence room has taken in 344 new items this quarter that are still in storage, 124 items have been released by chain of custody, 81 items have been permanently released to the prosecutors etc. and 85 items were disposed. The evidence/property clerks finished last quarter with a successful audit reviewing more than 500 items. This quarter they were able resolve and correct 53 of the 57 items found to deficient from the audit.

The Criminal Investigation Division continued to work diligently throughout the quarter reducing the open caseload in spite of some significant cases that required many hours of work and reduced personnel, due to the retirement of Investigator Morris, training and time away from work for various reasons.

Staff changes this quarter included new hires Lori Painter - Communications Operator (January) and Officer Justin Patterson (February), the resignation of Officer James Hooks (February) and the retirement of Investigator Mike Morris in February after serving over 20 years with the Department. Officer Michael Young was promoted to Investigator effective March 16, 2015. The Department currently has five vacancies although we are processing several applicants.

Note: Calls for service numbers have been adjusted to reflect primary responding units only to provide a more accurate reflection of the actual individual calls for service which will result in lower numbers. In previous years, the backup units were included in the numbers which reflected the additional units responding to each call for service as well.

Performance Measures: Gainesville Police Department - 2nd Quarter FY 2014-2015

Performance Objectives	Performance Measures	Estimated	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
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 Minutes	4:32	4:15	4:03	4:11	4:28	4:32							4:20
	Maintain or decrease the number of citizen complaints received.(AI)	10	0	1	0	0	0	0							1
	Respond to 100% of calls for service the same day as the call is received.*	47,500	2,483	2,382	2,622	2,616	2,599	2,794							15,496
	Number of directives and procedures reviewed & evaluated	60	0	1	0	1	1	1							4
Reduce the number of Index Crimes	Maintain Index Crimes at or below the number reported in the previous month.	1,150	75	91	97	116	51	65							495
Strengthen relations with citizens through interaction with Police Department personnel	Number of Gang and Drug related public education presentations.	10	0	0	0	0	0	2							2
	Number of community outreach programs held	35	2	3	1	0	0	0							6
	Number of youth outreach programs held	25	3	1	0	2	0	2							8

* Calls For Service numbers have been adjusted to reflect primary responding units only to provide a more accurate reflection of the actual calls for service which will result in lower numbers than previously reported.

Gainesville Police Department 2014-2015 Animal Control Activity Summary

Animal Control Calls	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st	2nd	3rd	4th	14-15
Total Calls	268	70	204	193	257	232							542	682	0	0	1224

Animal Control Actions	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st	2nd	3rd	4th	14-15
Verbal Warnings	129	39	89	83	143	126							257	352	0	0	609
Written Warnings	24	4	35	25	8	16							63	49	0	0	112
Notices Left at Residences	0	0	0	1	2	0							0	3	0	0	3
Citations Issued	29	4	15	23	12	14							48	49	0	0	97
Animal Bite Reports	2	2	1	2	6	7							5	15	0	0	20
Dangerous Dog Notice	0	0	0	0	0	0							0	0	0	0	0
Assist Patrol Division	2	0	2	0	0	0							4	0	0	0	4
Assist Other Agency	3	0	0	0	0	0							3	0	0	0	3

**Gainesville Police Department
Support Services
Quarterly Report for January, February and March 2015**

January

Communications

- The Communications Division processed and routed a total of 2,616 calls for service in January. 9-1-1 calls received 1,776.

Community Services

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

Training

- 15 employees attended training classes for a total of 292 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 2,599 calls for service in February. 9-1-1 calls received 1,502

Community Services

- Worked on Phase II of the WildFire camera project
- The Citizen Police Academy started a new class this month. Class #115 held its first class on the 10th with 16 attendees.
- Attended and prepared for the Gainesville Citizen Police Academy Alumni monthly meeting.

Training

- 12 employees attended training classes for a total of 172 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 2,794 calls for service in March. 9-1-1 calls received 1,758
- Warrant Roundup

Community Services

- Worked on Phase II of the WildFire camera project
- Held and prepared for five sessions of Citizen Police Academy.
- The Gainesville Citizen Police Academy Alumni Association (GCPAAA) has 59 paid and active members.

Training

- 13 employees attended training classes for a total of 308 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
2014\2015 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 2014/2015 - 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.14 - Sept. 15
Pot Hole Repairs	536	116	1124	253	887	1035							1,776	2,175			
Street Cut Repairs	21	2	0	7	1	34							23	42			
Inlet Boxes Cleaned	8	10	11	7	13	36							29	56			
Inlet Boxes Checked	21	30	9	25	28	105							60	158			
Traffic Signs Installed/Replaced	11	2	2	0	0	0							15	0			
Street Signs Installed/Replaced	2	0	0	2	8	2							2	12			
Mowed Private Lots (Code Enforcement)	10	9	0	0	1	0							19	1			
Demolitions (City)	0	0	0	1	9	0							0	10			
Demolitions (Babes) - Clean-up Lots by City	0	4	7	11	0	0							11	11	0	0	22
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.14 - Sept. 15
Southwest Quadrant	37.3	55.5	78.6	27.8	9.4	27.9							171	65			
Southeast Quadrant	27	39.8	13.5	17.6	39.6	0							80	57			
Northeast Quadrant	49.4	2.6	57.4	17.5	14.9	4.3							109	37			
Northwest Quadrant	52	0	33.6	30.1	28	17.3							86	75			
Downtown	9	0	0	0	0	0							9	0			

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	Hauling for various departments	Hauling for various departments
Hauling various departments	General Sign Maintenance	General Sign Maintenance
Removed brush at various locations	Removed brush at various locations	Removed brush at various locations
		Raking & Leveling at Medal of Honor Park

Public Services Department - Water & Wastewater Collection Divisions

FY 2014/2015 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. 14 - Sept. 15
Fire Hydrants Repaired	3	0	1	0	0	0							4	0			
Fire Hydrant Replacements	1	0	1	0	1	0							2	1			
Preventative Maint. (Fire Hydrants)	0	0	0	0	0	0							0	0			
Preventative Maint. (Valves)	0	0	0	0	0	0							0	0			
Repair Water Service Lines	3	1	1	3	2	1							5	6			
Water Main Repairs	14	10	10	12	4	3							34	19			
Water Meter Sets/Replacements	3	1	0	0	1	0							4	1			
Water Meter Tests	0	0	0	0	0	0							0	0			
Water Tap Installations	7	1	0	0	0	1							8	1			
Sewer Main Repair	0	0	0	0	0	0							0	0			
Preventative Maint. (Hot Spots)	0	0	0	0	0	0							0	0			
Cleanout Installations	0	0	0	0	0	0							0	0			
Sewer Main Blockages	42	47	24	26	16	21							113	63			
Sewer Service Line Repairs	0	0	1	2	0	0							1	2			
Sewer Service Line Backups	0	0	0	0	0	0							0	0			
Sewer Tap Installations	2	1	0	0	0	0							3	0			

City Of Gainesville Public Services Department
Wastewater Treatment / Industrial Waste Pretreatment Division
Quarterly Summary Report for FY 2014/2015
2nd Quarter

Monthly Flow Gallons Treated Wastewater Reused

January	46,691,000	0
February	46,141,000	0
March	63,530,000	0

Annual Flows Daily Average Monthly Total

January	1,656,367	49,691,000
February	1,589,414	46,141,000
March	2,117,667	63,530,000

Average/Total	1,787,816	159,362,000
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INDUSTRIAL WASTE / PRETREATMENT

	Permit Issued	SIU Inspections Performed	Traps Inspected
January	2	0	8
February	1	0	18
March	2	0	6

	Sampling Events	NOV's Issued	Backflow Inspections
January	0	0	8
February	0	0	12
March	0	0	9

	Wastehauler Permits
January	1
February	2
March	1

Notes:

**City of Gainesville Public Services Department-Water Production & Moss Lake - Lift Stations
 FY 2014/2015 - 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. 14 - Sept. 15
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	\$240.97	\$0.00	\$0.00	\$0.00	\$0.00							\$240.97	\$0.00			
Weber Fire Protection Repair Cost	\$0	\$0.00	\$557.46	\$0	\$0	\$750.00							\$557.46	\$750.00			

City of Gainesville Public Services Department-Water Production & Moss Lake - Water Pumpage

FY 2014/2015 - 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. 14 - Sept. 15
Total Well Production	63,296,000	56,226,000	56,713,000	61,206,000	53,208,977	59,388,423							176,235,000	173,803,400			
Bacteriological Samples Ta	17	17	17	17	17	17							51	51			
Bacteriological Samples Pa	100%	100%	100%	100%	100%	100%							100%	100%			
Well and SWTP Maintenanc	\$1,734.36	\$6,231.80	\$1,604.20	\$23,102.31	\$3,057.43	\$2,560.66							\$9,570.36	\$28,720.04			
Gallons Lost Due to Leaks/	5,436,000	5,500,000	6,480,000	7,821,881	12,193,971	6,558,054							17,416,000	26,573,886			
Estimated water loss perce	8%	10%	11%	13%	23%	11%							10%	15%			

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

Public Services Department Construction Inspections

FY 2014/2015 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. 14 - Sept. 15
DRC Meetings	2	3	2	2	2	2							7	6			
Plan Reviews	1	2	2	1	2	2							5	5			
Bid Openings	1	0	0	0	0	0							1	0			
Preconstruction Meetings	0	1	0	0	1	0							1	1			
Progress Meetings	2	3	2	1	1	1							7	3			
Water Main Installations (LF)	625	625	0	0	400	450							1250	850			
Fire Hydrant Installations	2	1	0	0	0	0							3	0			
Valve Installations	4	0	0	0	0	4							4	4			
Fire Main Installations	0	0	2	1	0	0							2	1			
Water Main Tie-Ins	0	2	0	0	0	2							2	2			
Water Samples	0	1	0	0	1	0							1	1			
Hydrostatic Tests	0	1	2	1	1	0							3	2			
Sewer Main Installations (LF)	400	400	0	0	2,420	1,870							800	4290			
Sewer Manhole Installations	2	0	0	0	8	6							2	14			
Sewer Cleanout Installations	2	0	3	0	3	20							5	23			
Sewer Main Tests	0	0	1	0	0	5							1	5			
Sewer Manhole Tests	2	0	0	0	0	0							2	0			
Storm Sewer Main Installation (LF)	0	1156	1156	180	740	0							2312	920			
Storm Sewer Inlet Box Installations	11	11	0	0	8	7							22	15			
Subgrade Construction	1	0	0	1	0	1							1	2			
Subgrade Tests	1	0	0	1	0	1							1	2			
Concrete Street Construction	0	0	0	0	1	1							0	2			
Asphalt Street Construction	0	0	0	0	0	0							0	0			
Bridge Steel Inspections	0	0	0	0	0	0							0	0			
Bridge Concrete Inspections	0	0	0	0	0	0							0	0			
Bad Weather Days	1	3	4	2	7	4							8	13			