



# **CITY OF GAINESVILLE**

**3<sup>rd</sup> Quarter Report  
FY 2016/2017  
April – June 2017**



# **ADMINISTRATION**

**Admin**

**Human Resources**

**Utility – Customer Service**

**Finance**

**QUARTERLY REPORT  
APRIL 2017 – JUNE 2017**

**DEPARTMENT: ADMINISTRATION  
DIVISION: CITY SECRETARY**

ACTIVITY	DESCRIPTION	QTR ENDING June 2017
City Council Agendas	City Council meetings & workshop agendas prepared & posted in accordance with Local Government Code. Media packets provided	<b>10</b>
Council Activity Reports following Council Meetings	Council Action Reports transmitted to Department Heads, City Staff, & City Boards	<b>6</b>
Council Minutes	Minutes recorded, prepared, approved, archived	<b>10</b>
Ordinances	Ordinances written, processed, published	<b>2</b>
	Number of Ordinances forwarded to Code Company for Code Supplement	<b>2</b>
Resolutions	Resolutions written & processed	<b>22</b>
Proclamations/Recognitions	Proclamations & Recognitions, written & presented	<b>7</b>
Boards & Commissions appointments	Board appointments implemented & completed, appointments recorded	<b>11</b>
Contracts & Agreements	Contracts & Agreements approved & executed	<b>3</b>
Elections Administration	Elections ordered & administered. Candidate materials distributed.	<b>0</b>
Deeds / Easements	Deeds / Easements, executed & recorded	<b>1</b>
Liens, Releases, and Assessments	Liens, Releases & Assessments prepared & recorded	<b>3</b>
Alcohol Permits	Alcohol permits certificated or renewed	<b>0</b>
Cemetery Deeds	Cemetery deeds and transfers recorded	<b>14</b>
Vendor / Solicitor Permits	Vendor Solicitor applications processed for permits	<b>55</b>
Bids	Bids advertised, received, tabulated, awarded, recorded	<b>2</b>
Records Management Program	Cubic feet of documents accessioned to storage in accordance with retention schedule	<b>21</b>
	Cubic feet of documents destroyed in accordance with records retention schedule	<b>0</b>
Professional Development Training	Certification/training courses completed per Texas Registered Municipal Clerk Certification	<b>0</b>
Open Records Requests	Number of Open Records Requests processed (within 10 days as required)	<b>32</b>
Research and Requests for Information	Research and Requests for information or services & responses provided	<b>10</b>
Insurance Claims	Number of claims processed	<b>13</b>

**Administration Performance Measures: 2016-2017**

Description	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr
Council Agenda Packets prepared & delivered to Council Wednesday preceding Council meeting	<b>7</b>	<b>5</b>	<b>10</b>	
Response to Open Records within 10 days	<b>25</b>	<b>27</b>	<b>31</b>	
Response to citizen requests within 10 days	<b>1</b>	<b>1</b>	<b>4</b>	
Unqualified opinion for annual financial audit obtained	<b>No</b>	<b>Yes</b>	<b>No</b>	
Council action reports delivered to media day after council meeting	<b>6</b>	<b>5</b>	<b>6</b>	

**Human Resources Department**  
**Quarterly Report**  
**3rd Quarter FY 16-17**  
(Data for October 2016 through June 2017)

Performance Measures	YTD FY 16-17	
Continue to provide New Hire Orientation, Employee and Supervisory Training	<u>Training</u> NHO Employee Supervisory	1 3
Monitor and analyze turnover (does not include temp/seasonal)	Avg 6%	
	1 <sup>st</sup> Qtr 10	5%
	2 <sup>nd</sup> Qtr 15	7%
	3 <sup>rd</sup> Qtr 14	6%
	4 <sup>th</sup> Qtr	
	<u>Separations this FY</u>	
	Dismissals	2
	Resignations	35
	Retirements	2
	Death	0
Ensure Timely Performance Assessments	83%	
Maintain and evaluate City's compensation program	<u>Compensation/Salary Survey</u> All employees Police Fire	1 1
Maintain and evaluate City's benefits	<u>RFP for Group Benefits</u>	1

Workload/Demand	YTD FY 16-17
New Hires	62
Separations	51
Other Personnel Changes	151
Performance Assessments	125
Accident/Incident Reports	70
Workers' Compensation Claims (medical or lost time)	22
Safety Advisory Committee Meetings	3
Job Postings	60
Applicants	506

**Projects**

- Open Enrollment changes, elections, documentation for Plan Year 16-17 [completed]
- Job Description updates/changes, position updates in Payroll/Payroll Budgeting for FY 16-17 [completed]
- Website Content [administration ongoing]
- Employment Application Translated to Spanish
- Applicant Tracking System Implementation [completed]
- Audit Payroll/Payroll Budgeting data [completed]
- Water Consulting Salary Survey data entered for FY 16-17 [completed]
- City of Gainesville Leadership Academy Employee Program [ongoing]
- Supervisory Training Program for new supervisors [in process]
- Job Description Review for FY 17-18 [in process]
- Administrative Regulations and Forms Manual [in process]
- Accident/Incident Forms review and changes implemented Administrative Regulations review [in process]
- Personnel Pay Plan for FY 16-17 [completed]
- Payroll Budgeting for FY 17-18 [in process]
- WC Payroll Audit [completed]
- Open Enrollment for Sec 125 FSA Calendar Year 2017 [completed]
- Safety Advisory Committee administration [ongoing]
- Wellness Program completion for Calendar Year 2016/Payroll 2017 [completed]
- Employee of the Month program administration [ongoing]
- Open Enrollment, Plan Education, Employee Notices, etc. for Plan Year 17-18
- Problem Solving (complaints, grievances, disciplinary review) [ongoing]
- Records/Archives Protocol
- HR Procedures review [in progress]
- Accrual Accounts Audit [completed]
- Time Card and Time Sheet entry review and changes [completed]

IRS Mandate ACA forms processing and submittal for Calendar Year 2016 [completed]  
Wellness Program & Incentive Plan tracking [ongoing]  
Tobacco Education Classes [in process]  
City of Gainesville University Employee Program Administration for Term FY 16-17 [ongoing]  
Personnel Policies and Procedures review  
100% Direct Deposit Implementation [completed]  
Volunteer Hours Tracking Project  
Update City and Department Organization Charts [completed]  
Review and update departmental staffing reports for budget [completed]  
Lean Sigma 5S Sustain [ongoing]  
Background Check/Adverse Action plan [in process]  
Temp Worker contract review [completed]  
GIS Data Request Form [completed]  
RFP for Contract Labor [completed]  
RFP for Group Benefits [completed]

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

	1st Quarter Dec. 31, 2016	2nd Quarter Mar. 31, 2017	3rd Quarter June 30, 2017	4th Quarter Sep. 30, 2017	FY2017 Totals	FY2017 Budget
<b>Performance Measures</b>						
Total Radio Routes	16	23	23		23	16
Customers on Draft Payments	688	653	709		653	685
Credit Card Payments	1,295	1,476	1,756		4,527	7,800
Flyer Inserts on Payments	2	0	0		2	8

**Workload/Demand**

Number of Customers	6,157	6,170	6,153		18,480	6,200
New Connects	311	352	330		993	1,500
Disconnects	291	306	341		938	1,480
Transfers	96	93	90		279	550
Rereads	277	156	158		591	460
Bills Generated Annually	18,471	18,188	18,767		55,426	74,700

Qtr to date

<b>Sales/Customers - 3rd QTR</b>	<b>2017</b>	<b>2016</b>	<b>Increase (Decrease)</b>
Water Sales	\$1,016,325	\$952,719	\$63,606
Sewer Sales	\$868,518	\$840,919	\$27,599
Solid Waste Sales	\$702,181	\$698,543	\$3,639
Drainage Sales	\$234,216	\$248,145	(\$13,929)
Number of Customers	6,153	6,178	(25)
Inside City Limits	6,115	6,145	(30)
Outside City Limits	38	33	5

New Connects	330	(53 realtors, 277 residents)
Garbage Customers	5020 residential	326 commercial 451 dumpsters
Late Charges-Current Accounts	\$36,227.89	

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

<b>Performance Measures</b>	<b>1st Quarter Dec. 31, 2016</b>	<b>2nd Quarter Mar. 31, 2017</b>	<b>3rd Quarter June 30, 2017</b>	<b>4th Quarter Sep. 30, 2017</b>	<b>FY 2017 Totals</b>	<b>FY 2017 Budget</b>
Distribute Budget Spreadsheets to Departments	N/A	n/a	Yes		Yes	Yes
Distribute Monthly Revenue/Expense Reports by 10th of the next month	3	2	3		8	12
Complete Payroll 2 Days Before Pay Day *	7	7	7		21	26
GFOA CAFR Award FY 2016	N/A	0	0		1	1
GFOA Budget Award FY 2016	Yes	Yes	Yes		1	1
Surprise Cash Audits	2	6	0		8	12
Payables Audit	1	7	0		8	2
Receivables Audit	1	1	0		2	4

**Workload/Demand**

Financial Reports to Council	3	3	3		9	12
Payrolls Processed	7	7	7		21	26
Invoices Paid	1588	1492	1596		4676	6700
Purchase Orders Processed	51	45	42		138	130
Misc. AR Invoices Billed	363	396	339		1098	1200
Seminars/Training Sessions Attended *	see below					

**\*Training**

**Hours**

<b>Finance Director</b>						
GFOA			22.5			
<b>Controller</b>						
University of Gainesville	24	24	24			
FEMA Community Preparedness		1	0			
PFIA Training 2/23-2/24		10	0			
Annual Budget meeting		1				
Civic HR training		1				
<b>Accounting Tech 1</b>						
STW Conference May 8 - May 11			28			
H.R. Safety Meeting June 16			15 minutes			
<b>Accounting Tech 2</b>						
STW Conference May 8 - May 10			24			
H.R. Safety Meeting June 16			15 minutes			

**Work load**

updated policies: NSF Check, Purchase Card
Reviewing purchasing procedures
Finalize Audit
Working on CAFR
Working on dept budgets for FY 18



# **COMMUNITY SERVICES**

**Building Department**

**Code Enforcement**

**Substandard Structures**

**Planning and Zoning**

**CITY OF GAINESVILLE**  
**Community Services Department**  
 2016-2017 Third Quarterly Report  
 April 1, 2017 through June 30, 2017



**WORKLOAD DEMAND SUMMARY**

Building Inspections	207
Building Re-inspections	5
Code Enforcement Cases (New)	506
Code Enforcement Cases (On-going)	160 <sup>1</sup>
Case Related Inspections	810
Alcohol Site Inspections	0

**PERMIT SUMMARY**

Building Permits <sup>2</sup>	78
Electrical Permits	26 permits (+12 validations)
Plumbing Permits	27 permits (+18 validations)
Mechanical Permits	14 permits (+17 validations)
Sign Permits	38
Certificate of Occupancy	15
Miscellaneous Permits <sup>3</sup>	22
<b>TOTAL PERMITS</b>	<b>267</b>
<b>TOTAL PERMIT FEES</b>	<b>\$93,568</b>

**MAJOR PROJECT SUMMARY**

	Units	Square Footage	Estimated Valuation
Commercial New Construction <i>(including new billboard construction)</i>	7	130,317	\$8,982,761
Residential New Construction <i>(incl. Moss Lake Boat Docks, Mobile Homes, Pools)</i>	9	7,631	\$353,076
Commercial Remodel <i>(incl. roofs)</i>	12	44,504	\$252,982
Residential Remodel <i>(incl. roofs)</i>	28	46,509	\$225,717
Commercial Accessory Building	0	0	\$0
Residential Accessory Building	6	972	\$21,293

**BUILDING AND STANDARDS SUMMARY**

	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
Structures Demolished (complete through lot cleanup)	27	23	22	
Structures Signed Up for Voluntary Demolition	4	7	5	
BSC Ordered Structure Abatements	0	1	0	
Structures Ready for Demolishing	42	26	8	

**PLANNING & ZONING SUMMARY**

APPLICATION TYPE	3 <sup>rd</sup> QUARTER	FEES COLLECTED
Zoning Variance	2	\$150
Sign Approval	1	\$150
Subdivision Plat Minor	2	\$2,000
<b>TOTAL</b>	<b>5</b>	<b>\$2,300</b>

## ANNUAL PERMIT AND REGISTRATION SUMMARY

TYPE	ON FILE	ACTIVE	3 <sup>rd</sup> QUARTER PERMITS/REGISTRATIONS/ RENEWALS	3 <sup>rd</sup> QUARTER FEES COLLECTED
Alcohol	70	37	8	\$2,250
Contractor	1329	309	64	\$9,800
Moss Lake Pump	34	24	18	\$9,000
Alarm	702	91	15	\$450
Moss Lake Boat Dock	234	155	155	\$31,574
Billboards	64	57	23	\$6,900

## Q3 FY 16-17 FEE SUMMARY

	TOTAL ISSUED	TOTAL AMOUNT COLLECTED
Permits	267	\$93,568
Annual Permits, Registrations, and Renewals	284	\$59,974
Planning & Zoning Applications	5	\$2,300
<b>TOTAL</b>	<b>556</b>	<b>\$155,842</b>

## COUNCIL, BOARDS AND COMMISSIONS ACTION SUMMARY

BOARD OF APPEALS	ACTION
<b>Meeting April 2017</b>	
No meeting	NA
<b>Meeting May 2017</b>	
No meeting	NA
<b>Meeting June 2017</b>	
No meeting	NA

PLANNING & ZONING COMMISSION	ACTIONS
<b>Meeting April 11, 2017</b>	
Approval of minutes from March 14, 2017	Approved
<p><b><u>PROPOSED REZONE FOR THREE CONTIGUOUS PARCELS AT MOSS STREET AND SOUTH GRAND AVENUE – 1207 S GRAND (PID 4670), 1200 S GRAND (PID 8800) AND 1122 S GRAND (PID 8119) FROM SINGLE FAMILY TWO DISTRICT (SF-2) TO OUTDOOR COMMERCIAL (C-3). CASE NO. SI7750960.</u></b></p> <p>To hear and take comments and consider and make a recommendation to City Council for a proposed rezoning for three contiguous parcels at Moss Street and South Grand Avenue from Single Family 2 (SF-2) to Outdoor Commercial (C-3).</p>	TABLED

<b>Meeting May 9, 2017</b>	
Approval of minutes from April 11, 2017	Approved
<p><b><u>WORK SESSION TO DISCUSS DIFFERENT COMMERCIAL ZONING USES AND WHERE BUSINESSES SHOULD BE ALLOWED.</u></b></p> <p>The Commission agreed to move retail nurseries to Restricted Commercial (C-1). Wholesale nurseries will be allowed in Outdoor Commercial (C-3) only. Small animal clinics (with no boarding) will be allowed in C-1. Small animal clinics with boarding will be allowed in C-3 districts. Convenience stores and laundry mats will be allowed in (C-1). Hospitals and labs will be allowed in General Commercial (C-2) districts. Car rental companies will be allowed in C-2 districts as well. Bus terminals will now be allowed in C-3 districts. Nursing homes and rest homes will be allowed in C-1. Crematoriums will only be allowed in Industrial (I) zoning districts. Pawn shops will be allowed in both Industrial (I) and Outdoor Commercial (C-3) districts.</p>	DISCUSSED
<b>Meeting June 13, 2017</b>	
Approval of minutes from May 9, 2017	Approved
<p><b><u>TO CONSIDER A REQUEST FOR A VARIANCE FROM THE CITY OF GAINESVILLE SIGN ORDINANCE WITH RESPECT TO THE PROHIBITION OF PERMITTING SIGNS ON BUILDING ELEVATIONS THAT DO NOT FACE A STREET FOR A PROPOSED SIGN FOR TACO BELL LOCATED AT 601 MEDAL OF HONOR BLVD. CASE NO. ZVR7872878.</u></b></p> <p>Request for sign variance was considered but not granted. Instead, the Commission decided to consider and make a recommendation to City Council to amend the sign ordinance with regard to total sign surface area oriented toward a particular street. If City Council amends the ordinance, it will relieve all business owners, including Taco Bell, of this restriction.</p>	VARIANCE NOT GRANTED/Ordinance Change Considered and Recommended
<p><b><u>PUBLIC HEARING TO TAKE COMMENTS ON CERTAIN CHANGES TO LAND USES PERMITTED IN RESTRICTED COMMERCIAL (C-1), GENERAL COMMERCIAL (C-2) AND OUTDOOR COMMERCIAL (C-3) ZONING DISTRICTS. CASE NO. SI7750960.</u></b></p> <p>To hear and take comments, consider, and make a recommendation to City Council the following changes in land use:</p> <p>① Small animal veterinary clinics that do not provide boarding facilities change to C-1 zoning. Vet clinics that accommodate large animals and facilities that provide boarding services, change from C2 to C3. ② Hospitals will move from C-1 to C-2 in order to match laboratory zoning as well as accommodate round the clock traffic. ③ Laundries move from C-2 to C-1 because of servicing residential neighborhoods. ④ Retail nurseries are recommended for C-1 zoning instead of C-3. Wholesale nurseries will remain in C-3. ⑤ Neighborhood convenience stores that do not offer gas or service were recommended for C-1 instead of C-2 zoning. ⑥ Automobile rental services in C-2 zoning. Not currently identified in city code. ⑦ Fraternal/Philanthropic uses will be changed to "Fraternal Uses" and moved from C-2 to C-1. ⑧ Extract crematoriums from "Mortuaries/Crematoriums" and move crematoriums to Industrial (I) zoning. Mortuaries will remain in C-2. ⑨ Move pawnshops from C-2 to C-3 and I. ⑩ Repair and storage garages moved from C-2 to C-3 and I. ⑪ Rental truck and trailer storage should also be moved from C-2 to C-3 and I.</p>	RECOMMENDED

BUILDING & STANDARDS COMMISSION	ACTIONS
<b>Hearing April 20, 2017</b>	
Approval of minutes from March 16, 2017	Approved
<b>CASE NO. 16-01058   515 N MORRIS</b> To hear and decide dilapidated/substandard structure case on 515 N Morris	Tabled 30 days; Owner subsequently signed a voluntary demolition agreement
<b>CASE NO. 17-00003   1630 FM 1306</b> To hear and decide dilapidated/substandard case on 1630 FM 1306	Tabled 30 days; Owner to find and present documentation that the United States Government would fund repairs and that the house had been declared historic by a U.S. President
<b>CASE NO. 17-00133   412 HANCOCK</b> To hear and decide dilapidated/substandard structure case on 412 Hancock	Pulled from agenda; Owner pulled a demolition permit prior to hearing)
<b>Hearing May 18, 2017</b>	
No hearing	NA
<b>Hearing June 15, 2017</b>	
Approval of minutes from April 20, 2017	Approved
<b>CASE 16-01042   1025 TENNIE DILAPIDATED SUBSTANDARD STRUCTURE</b>	Commission reaffirmed original finding that the structure was dilapidated/substandard and ordered the owner to continue with repairs of the structure to be completed within 90 days.
<b>CASE 16-00465   1117 HANCOCK DILAPIDATED SUBSTANDARD STRUCTURE</b>	Commission reaffirmed original finding that the structure was dilapidated/substandard. The Commission ordered the owner to continue with stated repairs and complete by 7/15/2017. If the final inspection has not PASSED by 7/15/2017, the City will abate the nuisance by demolishing the structure at the owner's expense.
<b>CASE 17-00132   521 HANNAH DILAPIDATED/SUBSTANDARD STRUCTURE</b>	Commission ordered the owner to abate the nuisance by repairing the structure and bring it up to current City codes within 90 days. If the owner fails to abate the nuisance, the City will demolish the structure and clean and grade the lot at the owner's expense.

CITY COUNCIL	ACTIONS
<b>City Council Meeting April 4, 2017</b>	
<b><u>RESOLUTION 04-04-2017 – MAKING APPOINTMENTS TO THE PLANNING AND ZONING COMMISSION.</u></b> Reappointed Emmanuel Albarado, Lynn Monden, Bill Williams, and Teresa McElreath to serve on the Planning and Zoning Commission. Their terms will expire April 2019.	REAPPOINTED
<b>City Council Meeting April 18, 2017</b>	
<b><u>RESOLUTION 04-18-2017 – MAKING APPOINTMENTS TO THE BUILDING AND STANDARDS COMMISSION.</u></b> Reappointed Jock Conner, Robbie Baugh, John Hendrik, and Michael Blake (Alternate) to serve on the Planning and Zoning Commission. Their terms will expire May 2019.	REAPPOINTED
<b>City Council Meeting May 2, 2017</b>	
<b><u>RESOLUTION 05-02-2017 – MAKING APPOINTMENTS TO THE BUILDING AND STANDARDS COMMISSION.</u></b> Appointed Jay Lambert (Alternate) to serve on the Building and Standards Commission. His term will expire May 2019.	APPOINTED

<b>City Council Meeting May 16, 2017</b>	
No agenda items	NA
<b>City Council Meeting June 6, 2017</b>	
No agenda items	NA
<b>City Council Meeting June</b>	
<b><u>ORDINANCE 1411-06-2017 – AMENDING THE CODE OF ORDINANCES, CHAPTER 5, ARTICLE IV SIGNS, SECTIONS 5-171 OFF-PREMISE SIGN REGULATIONS.</u></b> Adopted an ordinance amending off-premise sign regulations. Billboards will now be allowed on Grand Avenue from I-35 to 2,150 feet north of U.S. Highway 82 (just north of the entrance for Lee Intermediate School). This will allow billboards in most of the area north of US 82, which is open space and zoned general commercial (C2). The ordinance also deleted a section that prohibited billboards along I-35 and US 82 in parking lots of malls, shopping centers, strip centers, or other similar commercial developments. Finally, the ordinance deleted a section that required billboards on Broadway Street, California Street and Grand Avenue to remove the signs within three years from the effective date of the 2006 sign ordinance and will follow our current legal non-conforming requirements for removal.	ADOPTED

## CODE ENFORCEMENT SUMMARY

	Inspector Based Cases	Complaints Filed	Total Inspections	10-Day Voluntary Compliance	Courtesy Notices Left	Courtesy Notice Compliance	Courtesy Notice to Case
<b>Permit Reviews*</b>	30	0	34	NA	NA	NA	NA
<b>Vehicle/Parking Violations</b>							
Inoperable Motor Vehicle, Junk Vehicle	5	2	16	7	1	1	0
Stop, Standing, Parking Violation	13	1	17	14	8	8	0
<b>Building &amp; Building Standards Violations</b>							
Sign Violations <sup>4</sup>	54	0	97	52	28	28	
Substandard Buildings ( <i>incl. Minimum Standards violations</i> )	5	0	27	0	0	NA	NA
Moss Lake Violations <sup>5</sup>	1	0	2	0	0	NA	NA
<b>Property Maintenance Violations</b>							
High Grass and Weeds	255	19	415	267	83	80	3
Swimming Pools <sup>6</sup>	4	0	7	4	0	0	0
Miscellaneous Violations <sup>7</sup>	37	1	59	38	19	19	0
<b>Public Nuisance Violations</b>							
Trash and Debris/Sanitation	38	5	65	43	15	15	0
Miscellaneous Violations <sup>8</sup>	21	0	35	21	13	3	0
<b>Zoning Violations</b>							
Construction without a Permit	5	0	8	5	2	2	0
Home Business Occupations	0	0	0	0	0	0	0
Miscellaneous Violations <sup>9</sup>	9	1	28	0	4	4	0
<b>TOTALS</b>	<b>477</b>	<b>29</b>	<b>810</b>	<b>451</b>	<b>163</b>	<b>160</b>	<b>3</b>

- ❶ On-going cases will be dramatically increased going forward due to internal process change with regard to courtesy notice procedures.
- ❷ Building permits include those issued for: accessory structures, remodels, new construction, fences, roofing, siding, windows, flatwork, foundations, manufactured housing, swimming pools and Moss Lake docks.
- ❸ Miscellaneous permits include those issued for: animal business permits, communication towers and antennas, demolitions, irrigation, fire alarms and systems, site/dirt work, commercial mobile units, tents and moving structures.
- ❹ Sign violations include signs without proper permits, annual permitting violations for billboards, and illegal signs (garage sales).
- ❺ Moss Lake violations include those for private use of lake water (pumps without valid permit) or pumps that do not meet regulations; dilapidated docks; docks without annual permits.
- ❻ Swimming Pool cases include both enclosure and stagnant water cases combined.
- ❼ Property maintenance “Miscellaneous” violations include cases relating to: household appliances stored outside, exterior storage of household furniture, protective treatment for exterior walls and accessories, odors, premise identification, and vacant structures.
- ❽ Public nuisance “Miscellaneous” violations include the accumulation and placement of grass and yard clippings, grading and drainage, illegal dumping, stagnant water and trees, plants and shrubs (minimum clearances and removal of) cases.
- ❾ Zoning “Miscellaneous” violations include alcoholic beverage sales permits, cargo containers, illegal fences, lot visibility, prefab/metal carport cases and non-conforming use violations.

\* Beginning 4<sup>th</sup> Quarter 2017, permit reviews will no longer be handled by Code Enforcement and will not be shown on quarterly report.



**GAINESVILLE ECONOMIC**  
**DEVELOPMENT CORPORATION**

**Gainesville Economic Development Corporation**  
**Quarterly Update: July 2017**

**To: Barry Sullivan, City Manager**  
**From: Arleene Loyd, Director GEDC**  
**Re: April - June 2017**

**Gateway Industrial Park Update**

Continue to market site through Stream Realty, Loop Net, our website and our direct contact with site selectors. Mowing every two weeks. Entrance landscaping is not working, overgrown.

**Schlumberger** renewed their lease for two years. We are getting bids on upgrading their office space.

**I-35, HWY 82 Corridor Update**

First State Bank broke ground on their corporate headquarters.

QuikTrip Travel Center is underway.

Fairfield Inn by Marriott has cleared property and construction is underway. A fueling center will also be built and should include a Dickey's BBQ and Golden Chick restaurants.

**Dairy Queen** building on Hwy 51 and I-35 is nearing completion. Opening date has not been released.

**Marketing:**

North Star Branding is nearing completion. Meeting in July to finalize logo colors with discussions on marketing launch plans.

**Completed video of Gainesville with WEDA.** Has been sent to more than 2000 site selectors. Will be posting to our site and sending to our local data base. Will be modified to be our invitation to a site selector event in October.

**Sales Tax:**

For 2016-17, we budgeted \$850,000 in sales tax revenue, \$70,833 each month. As of the end of the third fiscal quarter we are \$140,569 above budget and <\$128,458> behind prior year.

1 <sup>st</sup> QTR	\$232,798
2 <sup>nd</sup> QTR	\$270,207
3 <sup>rd</sup> QTR	\$275,061
<u>4<sup>th</sup> QTR</u>	<u>\$</u>

**Projects:**

**Cary Albert Enterprises**

Cary Albert, Schlotzsky's franchise owner and developer, will open Schlotzsky's July 13. GEDC approved developer incentive of \$25,000 for additional infrastructure build out to meet GEDC required tenant development. Goes to Council for approval.

**Texas Trailer** is continuing work on their \$1.4 million expansion, several delays, should be finished in fall. The \$20,000 GEDC incentive will be paid upon receipt of Certificate of Occupancy.

**DEF Recycling** – GEDC approved incentive to share in the cost of Phase II environmental study for the Gainesville Foundry. GEDC cost is \$26,035 and will be part owner of the survey to determine future development opportunities. Goes to Council for approval.

**Dura line** – GEDC approved incentive for \$4,000 per job above required wage. They are quickly approaching the 40 new jobs added goal. GEDC supported their application as a Texas Enterprise Zone.

**Granite Industries, LLC** - GEDC approved an amendment to their grant for the construction of Red Barn Rd. The original grant was to be paid upon road completion. The amendment will trigger the payment of \$750,000 upon the receipt of a performance bond and receipt of project timeline for Red Barn Road and Phase II stand-alone townhomes.

**Gainesville Northtown Plaza** - dba as Liberty Crossings has requested a one million dollar incentive to be paid over 5 years for approved new business infrastructure improvements. A public hearing and vote will be conducted at the July meeting of the GEDC.

**Manufacturing Consortium:** New initiative created to help our manufacturers develop a pipeline for their future workforce needs. Twenty-two representatives serve on the committee including manufacturers, NCTC, GISD, Workforce Texoma and GEDC. Main focus is educating students and their parents of the opportunities with a career in the high tech manufacturing industry and to help educate the community at large about who our manufacturers are and what they do. Two meetings were held in the third quarter. Working on a campaign for Manufacturers Day in October.

**Business Education for Teachers:** Four teachers from GISD spent the week with Zodiac, Texas Trailer, MFG and Enhanced Powder Coating. Muenster also participated with two teachers. Program helps to develop advocates for manufacturing within our school system.

## **Prospects:**

We submitted several RFPs for new business locations. Most active proposals are:

**Project Artemis** –We continue to be in the final three sites under consideration. Working diligently with state to meet requirements to provide detailed incentive information from the state so that we remain a competitive site. Secured validated financial statements from Risever and had them translated from Chinese to English to meet the states requirements (only state requiring this for incentive consideration.) This project is a metal fabrication and assembly company needing 25 acres. Company will create 75 jobs and build a 175,000 sf building at Gateway

**Project Overland** – Original company inquiry decided not to merge. The Foley Company continued with their interest to build in Gainesville. This concrete pipe manufacturer specifically needed property in a new market tax credit area. We were able to secure 100 -200 acres from Cody Ortowski but could not get the land to build a new road for the concrete trucks to run to I-35. Project was 75 jobs increasing to 175 jobs. \$40 million capital investment.

**Project Laminate** - Completed application request by Governor's office. Plastics packaging company needing 15-20 acres shovel ready, greenfield site. Will start with 46 jobs, growing to 190. Fourteen million in capital investment.

## **Brewery/Winery**

**Sean Sutherland**, Master Brewer at Railhead in Corpus Christi is still interested in the Malaz Lounge location.



# **GENERAL SERVICES**

**Airport**

**Fleet Services**

**Solid Waste**

**Cemetery**



**PERFORMANCE MEASURES**  
**FY: 2016 – 2017 Quarter: 3**  
**DEPARTMENT: AIRPORT**

<b>Fuel Sales</b> (in gallons):	<u>Current Year</u>	<u>Prior Year</u>
For 3 months ending Mar. 31:	74,325	77,684
Year to date:	225,057	245,466
<b>Fuel Revenue:</b>	<u>Current Year</u>	<u>Prior Year</u>
For 3 months ending Mar. 31:	\$239,436	\$197,798
Year to date:	\$626,365	\$644,268
<b>Profit per Gallon Sold:</b>	<u>Current Year</u>	<u>Prior Year</u>
For 3 months ending Mar. 31:	19.0%	16.7%
Year to date:	18.4%	23.2%

**Hangars:** All city-owned hangars and offices are leased. All accounts are paid in full to date.

**Ground Leases:** All paid in full to date.

**Notables:**

- Fuel costs have been holding steady to slightly up this quarter. We are still meeting our margins.
- The “Sky’s the Limit” Balloon Festival will not be held this year due to extenuating circumstances.
- The 1976 Avgas truck produced a hole in the tank. A request for a used 750 gallon Avgas fuel truck was placed in FY 18’s budget.
- A lot of discussion has gone into hangar rates and hangar construction this quarter between the Airport Director, Airport Board, and the City Manager. A rate goal should be set before the new rate schedule goes into effect at the beginning of the new fiscal year.
- Several groups of school children visited the airport in the month of May. As always, smiles abound and that makes this a position, not a job.



**Performance Measures**

Classification	FY14-15 Actual	FY15-16 Actual	FY16-17 Estimated	FY16-17 Year to Date
Net Fuel Sales (\$)	\$123,536	\$182,172	\$157,000	\$126,842
100LL (gals.)	80,024	118,075	65,000	82,485
Jet A (gals.)	185,282	193,201	210,000	166,066
Community Event Participation	5,110	5,300	10,000	6,120
Water & Sewer Infrastructure (feet)	0	0	600'	0
Airport Business Tenants	9	10	11	10
Rehabilitate Airport Surfaces (feet)	0	0	11,000'	4,305

**CITY OF GAINESVILLE - FLEET SERVICES QUARTERLY REPORT**

April 1, 2017 to June 30, 2017

# 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	32	0	80	31	98	73	0	4

**CITY OF GAINESVILLE - FLEET MAINTENANCE QUARTERLY TOTALS 4/1/2017 to 6/30/2017**

CLASS CODE	LABOR HOURS**	LABOR COST**	PARTS/OUTSIDE COST***	MISC. SHOP PARTS	TOTAL
04 - EQUIPMENT	334.00	\$ 6,585.14	\$ 39,991.74	\$ 260.86	\$ 46,837.74
05 - VEHICLES	316.50	\$ 5,986.10	\$ 17,485.91	\$ 229.00	\$ 23,701.01
<b>TOTALS</b>	<b>650.50</b>	<b>\$ 12,571.24</b>	<b>\$ 57,477.65</b>	<b>\$ 489.86</b>	<b>\$ 70,538.75</b>

\*\*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 2016-2017

YTD Statistics - 2016/2017

PERFORMANCE MEASURES		Budgeted 2016-2017	First Quarterly Oct - Dec	Second Quarterly Jan - Mar	Third Quarterly Apr - Jun	Fourth Quarterly Jul - Sep	TOTAL 2016-2017
<b>Actual Roll-Off Information</b>							
	Average number of daily roll-off customers	8.75	7.92	8.00	11.00		15.92
	Rentals of roll-off customers	55	23	24	26		47
	Roll-off containers pulled	1,100	317	332	382	0	1,031
	Number of roll-off containers for deliveries	55	23	24	26		47
	Number of roll-off customers per year	150	48	61	66		109
<b>Recycling Information</b>	Average number for recycling materials hauled to Recycling Center	150 Tons	33.482 Tons	34.504 Tons	27.382 Tons	0.000 Tons	95.368 Tons
<b>Provide public outreach</b>	Public Outreach	9	3	2	2		
<b>Residential Information</b>	Number of tons for residential customer per year	7,100	2,352.47	2,374.30	2,586.68	0.00	7,313.45
<b>Commercial Information</b>	Number of tons for commercial customers per year	16,245	4,652.83	5,093.04	5,796.00	0.00	15,541.87
<b>TASWA Information</b>	Number of trips to TASWA Landfill per year	2,156	584	575	598	0	1,757
	Number of tons hauled to TASWA Landfill per year	24,240	6,847.96	7,192.42	8,176.69	0.00	22,217.07
	Number of trucks loaded per year	1,046	293	317	411	0	1021

**(Average number of daily roll-off customers does not include citizen station container pulls)**

## Detailed Report for Solid Waste Tonnage

April 2017		
INCOMING MATERIAL		
TRUE		
City of Gainesville Residential Trucks		
Route	Loads	Tons
North Residential Truck	35	269.01
South Residential Truck	31	222.60
Wednesday Residential Truck	3	15.48
<b>TOTAL</b>	<b>69</b>	<b>507.09</b>
<b>Customers on Yard</b>		
City Residents	383	226.64
County Residents	87	87.35
<b>TOTAL</b>	<b>470</b>	<b>313.99</b>
<b>City of Gainesville Commercial Trucks</b>		
Route	Loads	Tons
Downtown Commercial Truck	45	338.43
Highway Commercial Truck	49	323.37
Saturday Commercial Truck	5	10.73
Roll-Off Truck	115	539.82
Other City of Gainesville Depts.	40	81.22
<b>TOTAL</b>	<b>254</b>	<b>1293.57</b>
<b>Other Commercial Customers</b>		
Commercial Private Haulers	107	316.95
<b>TOTAL</b>	<b>107</b>	<b>316.95</b>
Citizen Station Pulls 92 estimated		
Municipal	1,419.33	
Construction	577.41	
Industrial	387.55	
Landscape	47.31	
<b>TOTAL</b>	<b>2,431.60</b>	

OUTGOING MATERIAL	
Pratt Recycling Tonnage	8.344
Other Recycling Tonnage	15.01
<b>Trips To TASWA</b>	
Trips To TASWA	170
<b>Tons To TASWA</b>	<b>2310.15</b>
Longhaul Trucks Loaded	123

May 2017		
INCOMING MATERIAL		
TRUE		
City of Gainesville Residential Trucks		
Route	Loads	Tons
North Residential Truck	31	244.93
South Residential Truck	37	278.67
Wednesday Residential Truck	5	17.96
<b>TOTAL</b>	<b>73</b>	<b>541.56</b>
<b>Customers on Yard</b>		
City Residents	372	236.90
County Residents	82	63.67
<b>TOTAL</b>	<b>454</b>	<b>300.57</b>
<b>City of Gainesville Commercial Trucks</b>		
Route	Loads	Tons
Downtown Commercial Truck	50	309.51
Highway Commercial Truck	68	424.88
Saturday Commercial Truck	4	9.30
Roll-Off Truck	123	593.98
Other City of Gainesville Depts.	79	108.32
<b>TOTAL</b>	<b>324</b>	<b>1445.99</b>
<b>Other Commercial Customers</b>		
Commercial Private Haulers	169	449.06
<b>TOTAL</b>	<b>169</b>	<b>449.06</b>
Citizen Station Pulls 106 estimated		
Municipal	1,597.47	
Construction	726.21	
Industrial	341.61	
Landscape	71.89	
<b>TOTAL</b>	<b>2,737.18</b>	

OUTGOING MATERIAL	
Pratt Recycling Tonnage	5.406
Other Recycling Tonnage	0.00
<b>Trips To TASWA</b>	
Trips To TASWA	199
<b>Tons To TASWA</b>	<b>2767.85</b>
Longhaul Trucks Loaded	144

June 2017		
INCOMING MATERIAL		
TRUE		
City of Gainesville Residential Trucks		
Route	Loads	Tons
North Residential Truck	36	262.94
South Residential Truck	36	283.59
Wednesday Residential Truck	5	13.96
<b>TOTAL</b>	<b>77</b>	<b>560.49</b>
<b>Customers on Yard</b>		
City Residents	416	309.87
County Residents	88	53.11
<b>TOTAL</b>	<b>504</b>	<b>362.98</b>
<b>City of Gainesville Commercial Trucks</b>		
Route	Loads	Tons
Downtown Commercial Truck	44	335.92
Highway Commercial Truck	58	388.73
Saturday Commercial Truck	4	9.98
Roll-Off Truck	144	791.07
Other City of Gainesville Depts.	71	361.29
<b>TOTAL</b>	<b>321</b>	<b>1886.99</b>
<b>Other Commercial Customers</b>		
Commercial Private Haulers	175	403.44
<b>TOTAL</b>	<b>175</b>	<b>403.44</b>
Citizen Station Pulls 110 estimated		
Municipal	1,603.18	
Construction	1,109.27	
Industrial	437.51	
Landscape	63.94	
<b>TOTAL</b>	<b>3,213.90</b>	

OUTGOING MATERIAL	
Pratt Recycling Tonnage	13.632
Other Recycling Tonnage	0.00
<b>Trips To TASWA</b>	
Trips To TASWA	229
<b>Tons To TASWA</b>	<b>3098.69</b>
Longhaul Trucks Loaded	144

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**

<b>PERFORMANCE MEASURES</b>		<b>2016-2017 3<sup>rd</sup> Quarter April – June</b>
Total number of internments	Pavilion	11
	At Grave	10
	Cremation	7
Number of growing season cuttings, trimmings and cleanings		13
Total number of spaces sold		18
Total number of spaces available		676
Total number of hours mowing and weed eating		869.25

**Workload Demand**

	<b>Actual 2013</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Estimated 2017</b>
Interments	180	136	154	153	150
Spaces Sold	102	85	43	74	65
Mowing & Trimming Hours	2146	2114	2348	2686	2250
Mowing & Trimming Days/Cycles	20	29	29	32	29



# MUNICIPAL COURT

# Gainesville Municipal Court Quarterly Report

April - June 2017

Cases Filed:	Traffic:	Penal:	City Ord.:	Parking:	Other:			
M1:	+	166	59	9	18	27	T: 279	
M2:	+	335	64	22	6	48	T: 475	
M3:	+	270	48	11	1	49	T: 379	
							<b>Total:</b>	<b>1,133</b>

## No. of Warnings:

M1:	+	469						
M2:	+	733						
M3:	+	687						
							<b>Total:</b>	<b>1,889</b>

## Trials/Hearings:

	Pre-Trials	Bench	Jury
M1:	46	1	0
M2:	38	2	0
M3:	55	2	1

## Dispositions:

	Paid:	Time Served:	Dismissed:	Appealed:		
M1:	166	65	157	3		
M2:	152	70	117	3		
M3:	178	73	131	1		
					<b>Total:</b>	<b>1,120</b>

## Warrants:

	Issued:	Recalled:	Served	Amt Collected:
M1:	159	28	45	\$ 18,566.48
M2:	134	16	71	\$ 25,057.12
M3:	100	30	84	\$ 29,654.98

Tot. Outstanding Class C:	264 Capias-Pro-Fines with value of:	\$96,192.17
	1,382 Warrants with value of:	\$532,249.80

Felony Warrants Signed:	15	Class A or B Warrants Signed:	2
Juvenile Magistrations:	1	Adult Mag of Class B or above:	244

## Financials:

	State Costs:	City Costs:	Fines:	Technology:	Building:		
M1:	+	\$12,446.21	\$9,656.99	\$17,434.47	\$730.91	\$544.81	T:\$ 40,813.39
M2:	+	\$12,804.13	\$10,580.64	\$18,843.70	\$789.07	\$591.53	T:\$ 43,609.07
M3:	+	\$17,719.16	\$11,197.30	\$19,783.46	\$928.57	\$695.98	T:\$ 50,324.47
							<b>Tot: \$ 134,746.93</b>

## School/Training:

Murillo	Juv Clerk	June	Austin
LaSalle	Ct Admin	June	Addison

<b>Violations Filed: April-June 2017</b>	
<b>FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY</b>	<b>124</b>
<b>DISPLAY (EXPIRED LICENSE PLATES/REGISTRATION)</b>	<b>118</b>
<b>POSS. OF DRUG PARAPHERNALIA</b>	<b>90</b>
<b>DL (NO DRIVERS LICENSE WHEN UNLICENSED)</b>	<b>89</b>
<b>FAILURE TO APPEAR</b>	<b>87</b>
<b>SPEEDING TO OR MORE THAN 10% ABOVE POSTED LIMIT</b>	<b>85</b>
<b>NO SEATBELT (DRIVER)</b>	<b>37</b>
<b>DWLI</b>	<b>37</b>
<b>SPEED 15MPH OR MORE OVER POSTED LIMIT</b>	<b>33</b>
<b>DISREGARD STOP SIGN</b>	<b>31</b>
<b>VIOLATE PROMISE TO APPEAR</b>	<b>29</b>
<b>ALCOHOL (OPEN CONTAINER IN VEHICLE)</b>	<b>28</b>
<b>PUBLIC INTOXICATION</b>	<b>22</b>
<b>DISREGARD RED LIGHT</b>	<b>22</b>
<b>DOG (FAIL TO REGISTER)</b>	<b>19</b>
<b>FAILURE TO APPEAR (COURT)</b>	<b>17</b>
<b>DL (EXPIRED OPERATOR LICENSE)</b>	<b>16</b>
<b>SPEEDING SCHOOL ZONE</b>	<b>16</b>
<b>FAIL TO REPORT CHANGE OF ADDRESS/NAME</b>	<b>14</b>
<b>2 HOUR PARKING</b>	<b>14</b>
<b>DOG (RUNNING AT LARGE/RESTRAINT)</b>	<b>12</b>
<b>DL - FAIL TO DISPLAY</b>	<b>11</b>
<b>OPERATE MOTOR VEHICLE WITHOUT LICENSE PLATES OR WI</b>	<b>10</b>
<b>FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY -SUBSEQU</b>	<b>8</b>
<b>SPEEDING</b>	<b>8</b>
<b>DISREGARD TRAFFIC CONTROL DEVICE</b>	<b>8</b>
<b>ASSAULT</b>	<b>7</b>
<b>MINOR - IN POSSESSION OF ALCOHOL</b>	<b>6</b>
<b>NO SEATBELT (PASSENGER)</b>	<b>6</b>
<b>CUT ACROSS DRIVEWAY TO MAKE TURN</b>	<b>6</b>
<b>ORGANIZED RETAIL THEFT LESS THAN \$100</b>	<b>5</b>
<b>FAIL TO SIGNAL TURN</b>	<b>4</b>
<b>FAIL TO YROW</b>	<b>3</b>
<b>LITTERING</b>	<b>3</b>
<b>DEFECTIVE STOP LAMPS</b>	<b>3</b>
<b>DROVE WITHOUT LIGHTS (WHEN REQUIRED)</b>	<b>3</b>
<b>PARKED FACING TRAFFIC</b>	<b>3</b>
<b>CO - PARKED IN THE STREET WITH EXPIRED REGISTRATIO</b>	<b>3</b>
<b>CO - LOUD NOISE/MUSIC</b>	<b>3</b>
<b>ILLEGAL PASS ON RIGHT</b>	<b>3</b>
<b>NO MOTOR CYCLE ENDORSEMENT ON BACK OF DR</b>	<b>3</b>
<b>NO RED LIGHTS ON BACK OF BICYCLE</b>	<b>2</b>

DOG (IMPROPER RESTRAINT)	2
VIOLATE D.L. RESTRICTION (SPECIFY)	2
FAIL TO STOP-DESIGNATED POINT-STOP SIGN	2
CO - PARKED VEHICLE ON UNIMPROVED SURFACE	2
WALKED ON HIGHWAY WITH TRAFFIC-NO SIDEWALKS	2
CO - VIOLATE CURFEW ORDINANCE	2
THEFT OF PROPERTY LESS THAN \$100	2
NO SEATBELT (UNRESTRAINED CHILD U 8 yr or 4 ft 9	2
MINOR - IN POSSESSION OF TOBACCO PRODUCT	2
FOLLOWING TO CLOSE	2
IMPEDE TRAFFIC	2
FAIL TO CONTROL SPEED	2
NO WHITE LIGHT / DEFECTIVE LIGHT ON FRONT OF BICYC	1
IMPROPER PASSING	1
NO BRAKES / DEFECTIVE BRAKE ON BICYCLE	1
CO - SIGNS (NO PORTABLE SIGNS)	1
PUBLIC INTOXICATION( 2ND CHARGE)	1
FAIL TO YROW (AT YIELD INTERSECTION)	1
DOG (BARKING)	1
ANIMAL (CARE)	1
DEFECTIVE TRAILER LIGHTS	1
PARKED WITHOUT LOCKING IGNITION &/ OR REMOVING KEY	1
DROVE ON WRONG SIDE ROAD	1
PARKED 18IN FROM CURB	1
MINOR - IN CONSUMPTION OF ALCOHOL	1
CO - ALLOW CHILD TO VIOLATE CURFEW VIOLATION	1
DROVE ON WRONG SIDE OF DIVIDED HIGHWAY	1
NO SEATBELT (UNRESTRAINED CHILD U 17)	1
WALKED ON ROADWAY WHERE SIDEWALKS PROVIDED	1
DISPLAY (UNCLEAN/OBSCURED LICENSE PLATES)	1
DISORDERLY CONDUCT (URINATING)	1
DISPLAY (FICTITIOUS LICENSE PLATES/REGISTRATION)	1
DROVE THROUGH SAFETY ZONE	1
FAIL TO DRIVE IN SINGLE MARKED LANE	1
FAIL TO YROW (PRIVATE DRIVE/ALLEY/BUILDING)	1
RECKLESS DAMAGE	1
FAIL TO YROW (EMERGENCY VEHICLE)	1
TURNED RIGHT TOO WIDE	1
LEAVE CHILD UNATTENDED IN VEHICLE	1
NO LICENSE PLATE ON TRAILER	1
FAIL TO SIGNAL DISTANCE BEFORE TURN	1
ALCOHOL (POSS. IN PARK)	1
WRONG WAY ON A ONE WAY ROADWAY	1
FAIL TO YROW (AT STOP INTERSECTION)	1

<b>ILLEGAL WINDOW TINT</b>	<b>1</b>
<b>STOPPING WHERE PROHIBITED</b>	<b>1</b>
<b>DRIVING ON IMPROVED SHOULDER</b>	<b>1</b>
<b>FAILURE TO APPEAR (PRB)</b>	<b>1</b>
<b>PERMIT UNLICENSED MINOR TO DRIVE-GUARDIAN</b>	<b>1</b>
<b>ANIMAL (KEEPING SWINE IN CITY)</b>	<b>1</b>



# **PARKS & RECREATION DEPT**

**Civic Center**

**Golf Course**

**Parks & Recreation**

**Zoo**





Gainesville Municipal Golf Course

Third Quarter 2016-2017

**Maintenance Projects:**

- April: Daily mowing programs. Weekly applications of fungicides and fertilizers on the greens. Spray all creeks and lakes to prevent over growth.
- May: Daily mowing programs. Weekly applications of fungicides and fertilizers on the greens. Applied 2 tons of fertilizer on the fairways.
- June: Daily mowing programs. Weekly applications of fungicides and fertilizers on the greens.

**3rd Quarter 2016 - 2017**

	Rounds	Green Fees	Carts	Programs
April	681	\$10,7325.40	\$4,216.98	\$1,870.01
May	945	\$15,675.62	\$6,172.44	\$1,852.95
June	766	\$11,981.36	\$4,596.30	\$932.00

**3<sup>rd</sup> Quarter 2015-2016**

	Rounds	Green Fees	Carts	Programs
April	604	\$10,371.00	\$4,406.68	\$2,332.00
May	442	\$7,027.54	\$3,002.28	\$1,799.00
June	549	\$9,063.10	\$3,376.96	\$946.00

### **Marketing Programs:**

We have started to advertise on SKYWAYFBO.com and FBOAIR.com.

Gainesville Chamber and the Steven K. Fleming tournaments held in May we were able to have more exposure in papers, radio and internet traffic.

Junior Golf Camp was held in June with 30 students in the camp.

### **Upcoming Programs:**

We will continue with Facebook

KGAF will also be advertising for all of upcoming events.

We will look at doing a Sizzling Summer Special- this will be a 2 for 1 special in the afternoons to help fill in our slower times.

# **Gainesville Parks & Recreation**

## **April, May, June 2017**

Gainesville Parks & Recreation Department (GPARD) maintains 266 acres of parkland. This past quarter the Parks & Recreation Department has 1440 hours of mowing; weed eating, and bed maintenance, 720 hours of litter removal, 295 hours of court appointed community service work completed in surrounding parks.

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

### **Projects**

- Opened the Leonard Park Aquatic Center for the 2017 Season
- Registration for Summer I Adult Softball league
- Registration for Summer I Adult Volleyball league
- Registration for Summer Adult Basketball league
- Repairs to playground in Leonard Park
- Sealed playground fence in Leonard Park
- Mowed interstate highway 35 and Hwy 82 - once
- Special Event Agreements 5
- Softball Tournaments 2

### **Athletics – 1,369 participants using Parks & Recreation Facilities this quarter**

- Summer I Men's Adult Softball - Parks & Recreation Department Adult Summer I softball league – 15 teams in league play (240 members).
- Summer Men's Adult Basketball - Parks & Recreation Department Adult Basketball league – 4 teams in league play (24 members).
- Summer I Co-Ed Adult Volleyball- Parks & Recreation Department Adult Summer I volleyball league – 9 teams in league play (108 members)

### **Frankie Schmitz Train**

- 5429 Riders for April
- 6047 Riders for May
- 3164 Riders for June

### **Leonard Park Pavilion**

- Available for rental Friday, Saturday & Sunday
- Half day rental \$60 per time segment or \$120 all day
- April Thru June rental \$3,180

### **Leonard Park Aquatic Center**

- April Thru June Revenue \$69,286.35
- Private Party Rentals
  - Level 1- 11
  - Level 2- 3
  - Level 3- 17
- Cabana Rentals – 9
- Swimming lesson registration 105



### 3rd Quarterly Report 2016-2017

Visitation is up 6.5% from the same quarter in 2015-16. Admission revenue is up 8% from same quarter in 2015-16. Annual pass revenues up 5% over same quarter in 2015-16. Merchandise revenue is up 5% from same quarter in 2015-16. Educational programs revenue down 39% from same quarter in 2015-16 (mostly due to the loss of giraffe feeding, which provided significant revenue). Party revenues (Food) down 28% from same quarter in 2015-16 again (mostly due to the loss of giraffe feeding, which was significant draw for parties). Overall revenues up 1% from same quarter in 2015-16 (this was due to staff working hard a finding alternatives to recapture lost giraffe feeding dollars).

<b>3rd 2017</b>	<b>#Visitors</b>	<b>\$Admissions</b>	<b>\$Passes</b>	<b>\$Retail</b>	<b>\$Programs</b>	<b>\$Food</b>	
April	13,410	59,316	1,996	28,829	7,454	1,331	98,926
May	14,277	64,357	4,038	29,812	9,608	949	108,764
June	8,057	38,930	1,750	18,117	5,055	487	64,339
total	35,744	162,603	7,784	76,758	22,117	2,767	272,029
<b>3rd 2016</b>	<b>#Visitors</b>	<b>\$Admissions</b>	<b>\$Passes</b>	<b>\$Retail</b>	<b>\$Programs</b>	<b>\$Food</b>	
April	12,551	55,771	2,045	25,081	9,512	1,885	94,294
May	13,170	59,006	2,446	30,466	17,922	918	110,758
June	7,344	34,883	2,910	17,166	8,796	1,026	64,781
total	33,065	149,660	7,401	72,713	36,230	3,829	269,833

#### April:

5/14 Appearance at Texas Travel Center  
 5/15 Zoo Eggstravaganza Egg Hunt  
 5/20 AAZK Cheetah Conservation Community Engagement event.  
 Bi-Weekly Red River AAZK Chapter mtgs. held.  
 Budget Preparation.  
 Grow Team horticulture volunteers.  
 Staff development- Animal Care Software new features explored.  
 Weekly Area meetings with Director & Operations.  
 Zoo Society Board meeting.

#### May:

5/6 Spring Fling  
 5/6 Appearance at Denton Welcome Center.  
 5/9 Appearance at Texas Travel Center for Tourism Week.  
 5/30 Eye Opener TV segment in Dallas.  
 Appearance at Denton Welcome Center.  
 Bi-Weekly Red River AAZK Chapter mtgs. held.  
 Budget Preparation.  
 Grow Team horticulture volunteers.  
 Meeting with Lone Oak Camp to discuss possible partnership.  
 On boarding of Camp Coordinator Assistant & Interns.  
 Staff development- Animal Care Software new features explored.  
 Weekly Area meetings with Director & Operations.  
 Zoo Society Board meeting.

**June:**

Bi-Weekly Red River AAZK Chapter mtgs. held.

Grow Team horticulture volunteers.

6/3 JZC teen volunteer orientation.

6/8 ZOO LA LA style show.

6/10 JZC teen volunteer team building at Lone Oak Ranch.

6/12-6/16 Session I of Summer Camp

6/19-6/23 Session II of Summer Camp

Staff Development, Director attended Contingency Planning for the Exotic Animal Industry in Buda, TX.

Weekly Area meetings with Director & Operations.

Zoo Society Board meeting.

**New Animals:**

Bennett Wallaby in pouch.

Litter of Tenrecs born headed to Busch Gardens Tampa & Houston.

Red Kangaroo in pouch.

Three Banded Armadillo born, headed to El Paso Zoo when weaned in August.

**New Exhibit/feature:**

Sidewalk to new Penguin building installed, (funding by Zoo Society).

Bear expansion erected (funding by Zoo Society).



# **PUBLIC SAFETY**

**Fire**

**Police**



## Gainesville Fire-Rescue

201 Santa Fe

Gainesville, Tx 76240

[www.gainesville.tx.us](http://www.gainesville.tx.us)

# Memo

To: Barry Sullivan, City Manager  
From: Wally Cox, Fire Chief  
Date: 07/07/17  
Re: Quarterly Performance Measures – 2016/2017 3rdQuarter

---

### Incident Responses

- ✓ 637 Total Fire responses
- ✓ 605 of these responses were in the City; 32 were outside the City
- ✓ Total dollar loss saved \$338,634 (53.88 % of original value)

### Training

- ✓ 1,124.24 Total Fire Department Training Hours
- ✓ Reached 201 adults and 700 children through 9 Fire Department special events.

### Inspection Program

- ✓ Completed 51 on-shift inspection and Pre-Fire Plans on commercial, business & industrial properties
- ✓ Fire Inspector had 220 contacts (123.5 hours) for 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 - staff contact hours were required to complete these inspections.
- ✓ 161 hazards identified during Firefighter on-shift inspections; 171 hazards corrected
- ✓ 33 Compliance worksheets returned
- ✓ Fire Inspector conducted 20 Certificate of Occupancy inspections
- ✓ Fire Marshal had 9 contacts (82 hours) for fire code/life safety inspections related to development and new construction projects.

### Fire Investigations

- ✓ 17 hours spent on 5 new investigations by Fire Marshal within Gainesville
- ✓ 0 new Task Force investigations/Responses within Gainesville
- ✓ 4 hours spent on 1 Task Force investigation by Fire Marshal outside of Gainesville

### Storm Spotter Activity

- ✓ 1 storm spotter activations this quarter with 6 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
- ✓ Attended monthly Emergency Management & Homeland Security Advisory meetings (TCOG)
- ✓ Attended TCOG Homeland Security Committee Meetings
- ✓ Four personnel attended the Texas Emergency Management Conference
- ✓ 2015 Flood Disaster Projects

The following projects were closed by FEMA and TDEM:

PW #803	Moss Lake Dam	\$27,420.57
PW #1233	Moss Lake Boat Ramps	\$15,165.12
PW #1649	Emergency Prot. Measures	\$33,238.44
PW #1954	Solid Waste	\$ 4,162.14

The following project remains open pending completion in October 2017:

PW #2184	Pecan Creek	\$345,995.90
----------	-------------	--------------

## Miscellaneous

- ✓ FD staff attended Fire Department International Conference (FDIC)
- ✓ FD Admin attended Station Design Class
- ✓ Staff participated in Medal of Honor planning an program execution
- ✓ Reviewed alternative Emergency Notification software options
- ✓ Completed Department Physical Agility test
- ✓ Prepared & submitted FY 2017/2018 Budgets
- ✓ Maintaining Fire Department Facebook page
- ✓ Continuation of Press Release schedule F.I.R.E. (Frequent Information on Risk Elimination) safety articles in both GDR and Cooke County Weekly News
- ✓ 1 personnel participating in Leadership Gainesville
- ✓ 2 personnel on GIS Project Team
- ✓ Hosted Battle of the Badges Blood Drive for Carter Blood Care
- ✓ Several personnel participating in Gainesville University, Lean projects & Leadership Academy
- ✓ Cleaned and replaced bulbs and ballast in St. 1 bays. All lights working properly now in bays.
- ✓ Completed 5-S Inspections
- ✓ Texas Commission on Fire Protection completed the biennial department inspection. Department passed with three minor deficiencies corrected at time of inspection.
- ✓ Six personnel from the Swift Water Rescue Team deployed as a state asset with Texas Task Force-1 during Tropical Storm Cindy.
- ✓ Fire Marshal instructed High angle rescue course – 16 hours; 40 hours Police In-Service Training; FM UAV Drone Pilot Training
- ✓ Four personnel attended the Fire Department Instructor's Conference

Fire Department – Performance Measures (Budget)

	Estimated 2017	Actual – 3rd quarter 06/30/17
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.	5:45 Dispatch to Arrival; 8:07 Call Receive to Arrival

Emergency Management – Performance Measures (Budget)

	Estimated 2017	Actual – 3rd quarter 06/30/17
Public Education Press Releases	15	3
Emergency Management & Homeland Security Meetings Attended	12	2
Number of EM Classes taken	6	3
Grants Administered	3	3



## **Gainesville Police Department 2016-2017 3rd Quarter Report**

The Gainesville Police Department Communications Division processed and routed 8,249 calls for service during the 3<sup>rd</sup> quarter of fiscal year 2016-2017. The monthly calls for service totals were April – 2,521, May – 2,927, and June - 2,801. Communications Operators also handled 4,675 9-1-1 calls during this quarter. The monthly totals were April – 1,402, May -1,476 and June -1,797.

During the 3<sup>rd</sup> quarter of the 2017 reporting period there were 538 cases assigned to Investigators of the Criminal Investigations Division from April 1, 2017 until June 30, 2017. There were 202 cases filed with the County Attorney, 104 cases filed with the District Attorney, 67 cases filed with the Municipal Court, 5 cases referred to Juvenile Probation, 6 cases closed, 12 cases unfounded, 28 cases cleared exceptionally, 3 case transferred to another agency, and 104 cases suspended. The division obtained 5 search warrants and 17 arrest warrants during this period. Investigators currently have 166 open cases. The diligence of Criminal Investigations Division has reduced the number of open and active investigations.

The evidence/property techs are working to dispose of unneeded evidence and property. We are still working on the research and dispositions from the 2013 inventory. We are preparing a document that, after verification, will be submitted to Crimes for importation, finally putting all the evidence housed into one records management system. During this quarter, with assistance, we worked on clerical and paperwork filing consisting of purged property records. We were able to purge and destroy property records from 1989 to 2012 that fell outside the retention schedule.

The evidence room has taken in 636 new items this quarter and 503 of those are still in storage, 59 items have been released by chain of custody, 54 items have been permanently released to the prosecutors etc. and 20 items were disposed. During this quarter, there were 478 items destroyed that were in RMS and 29 items destroyed from the Excel document. It should be noted many items are set for destruction but are not labeled destroyed until they are actually incinerated.

Officer Mark Linnell resigned effective May 09, 2017. Officer Brandon Buttram resigned effective June 16, 2017. Communications Operator Raichelle Reed resigned effective July 5, 2017. Shane Greer was hired on June 13, 2017 as a Police Cadet. Shane will begin attending the Denton Police Academy on July 10, 2017. Jeremy Ketner was hired on June 29, 2017 as a Police Officer Trainee and is currently in the orientation phase of his Field Training Program. We are currently processing applications for the Communications Operator position.

**Performance Measures: Gainesville Police Department - 3rd Quarter FY 2016-2017**

<b>Performance Objectives</b>	<b>Performance Measures</b>	<b>Estimated</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Total</b>
Improve delivery of service to and communication with the citizens of the community	Maintain emergency response times below 5 minutes. (Pri-1)	4:45	4:53	4:38	4:29	4:36	5:11	4:49	5:11	5:01	4:47				<b>Avg 4:50</b>
	Maintain the number of citizen complaints below 10.	5	0	0	0	1	0	0	1	0	0				<b>2</b>
	Respond to all calls for service the same day as the call is received.	36,000	2,834	2,987	3,082	3,465	2,971	3,127	2,521	2,927	2,801				<b>26,715</b>
	Number of directives and procedures reviewed & evaluated	20	0	4	0	1	1	1	0	0	0				<b>7</b>
Maintain or reduce the number of Index Crimes	Maintain Index Crimes at or below 1,200.	1,100	63	69	59	79	65	54	97	98	84				<b>668</b>
Strengthen community relations through interaction with Police Department personnel.	Number of community outreach programs.	10	3	0	1	0	1	0	0	1	1				<b>7</b>
	Number of youth outreach programs.	15	4	0	4	2	3	2	4	7	2				<b>28</b>

### Gainesville Police Department 2016-2017 Crime Type Summary

CRIME TYPE	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	16-17
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0				0	0	0	0	0
Forcible Rape	0	0	3	0	0	1	3	1	2				3	1	6	0	10
Robbery	2	1	0	1	3	0	0	2	2				3	4	4	0	11
Assault	25	24	20	28	24	24	26	42	31				69	76	99	0	244
Burglary	8	5	8	9	9	6	12	10	14				21	24	36	0	81
Theft (Except Motor Vehicle Theft)	24	39	26	39	29	21	52	38	33				89	89	123	0	301
Motor Vehicle Theft	4	0	2	2	0	2	4	5	2				6	4	11	0	21
<b>Total Index Crimes</b>	<b>63</b>	<b>69</b>	<b>59</b>	<b>79</b>	<b>65</b>	<b>54</b>	<b>97</b>	<b>98</b>	<b>84</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>191</b>	<b>198</b>	<b>279</b>	<b>0</b>	<b>668</b>

### 2016-2017 Workload Data

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st	2nd	3rd	4th	16-17
Calls For Service	2834	2987	3082	3465	2971	3127	2521	2927	2801				8903	9563	8249	0	26715
911 Calls	1437	1724	1400	1382	1243	1295	1402	1476	1797				4561	3920	4675	0	13156
Alarms Calls (Burglary,Robbery)	70	70	93	73	45	64	90	119	112				233	182	321	0	736
Disturbances (Includes Domestic)	74	66	86	79	73	89	87	108	83				226	241	278	0	745
Accidents (Major, Minor, Hit and Run)	59	62	74	89	71	77	69	64	63				195	237	196	0	628
Cases Assigned - CID	168	198	141	198	198	182	130	205	203				507	578	538	0	1623
Cases Cleared - CID (Filed, Exception)	118	159	94	108	153	172	103	107	196				371	433	406	0	1210

## Gainesville Police Department 2016-2017 Summary of All Arrests

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st	2nd	3rd	4th	16-17
Adult Arrests	107	118	98	115	101	101	65	85	92				323	317	242	0	882
Juvenile Arrests	0	0	4	3	2	3	1	4	4				4	8	9	0	21
<b>Totals</b>	<b>107</b>	<b>118</b>	<b>102</b>	<b>118</b>	<b>103</b>	<b>104</b>	<b>66</b>	<b>89</b>	<b>96</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>327</b>	<b>325</b>	<b>251</b>	<b>0</b>	<b>903</b>

\*The arrest summary has been adjusted to provide a more accurate reflection of all arrests made, as we previously only reported arrests captured in Uniform Crime Reports (UCR)

## Gainesville Police Department 2016-2017 Summary of Narcotic Arrests

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st	2nd	3rd	4th	16-17
Adult Males	11	24	21	24	20	13	10	13	18				56	57	41	0	154
Juvenile Males	2	1	2	0	1	1	1	1	0				5	2	2	0	9
Adult Females	8	7	5	12	9	14	3	13	7				20	35	23	0	78
Juvenile Females	0	1	0	0	0	0	0	0	0				1	0	0	0	1
<b>Totals</b>	<b>21</b>	<b>33</b>	<b>28</b>	<b>36</b>	<b>30</b>	<b>28</b>	<b>14</b>	<b>27</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>82</b>	<b>94</b>	<b>66</b>	<b>0</b>	<b>242</b>

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

## Gainesville Police Department 2016-2017 Citations Summary

	1st	2nd	3rd	4th	16-17
Citations Issued	1132	1279	888		3299
Warnings Issued	2757	3145	1921		7823
<b>Totals</b>	<b>3889</b>	<b>4424</b>	<b>2809</b>	<b>0</b>	<b>11122</b>

## Gainesville Police Department 2016-2017 Summary of Animal Control Calls

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st	2nd	3rd	4th	16-17
Total Calls	192	200	162	226	202	209	181	198	216				554	637	595	0	1786

**Gainesville Police Department  
Support Services  
Quarterly Report for April, May and June 2017**

**April**

**Communications**

- The Communications Division processed and routed a total of 2,521 calls for service in April. 9-1-1 calls processed 1,402
- National Public Safety Telecommunications Week was celebrated the 09<sup>th</sup> through the 15<sup>th</sup>. Our Gainesville Citizen Police Academy Alumni Association (GCPAAA) provided cards and bags of goodies for each of our Operators.

**Community Services**

- Attended and prepared for the Gainesville Citizen Police Academy Alumni monthly meeting.
- Medal of Honor parade was a success with several local and area law enforcement vehicles participating. Our Citizen Police Academy Alumni participated by directing traffic and manning barricade locations.
- The Citizen Police Academy Class #117 graduated on the 18<sup>th</sup>. Chief Phillips presented certificates to eight graduates during the ceremony.
- Participated in the D.E.A.'s National Pharmaceutical Take Back Initiative. Our drop off location was setup in the lobby of the Steven K. Fleming Public Safety Center due to rain and 30 pounds of pharmaceuticals were collected and delivered to the D.E.A. office in Dallas for destruction.
- Maintenance on City Camera System.

**Training**

- 59 employees attended training classes for a total of 1335 training hours.
- We conducted our annual in-service training blocks. Three blocks over a three week time span were held to help in reducing the amount of overtime used during training. Each block consists of 32 hours of Legislative and Departmental mandated courses and our annual firearms qualification.

**Animal Control**

- See spreadsheet for monthly activities.

**Gainesville Public Safety Building Maintenance**

- Performed various building maintenance projects.

**May**

**Communications**

- The Communications Division processed and routed a total of 2,927 calls for service in May. 9-1-1 calls processed 1,476.

**Community Services**

- The Gainesville Citizen Police Academy Alumni Association (GCPAAA) hosted the Seventh Annual Gainesville Police Department Awards Banquet on May 19, 2017. The Alumni provided a catered meal, door prizes and all the decorations at the Knights of Columbus Hall. The GCPAAA also sponsors the Civilian and Officer of the Year awards, the **Progressively Rendering Impactful and Direct Enforcement (P.R.I.D.E.)** Officer and Shift of the year awards, providing the recipients with a plaque, certificate and engraving the plate on the perpetual plaques displayed in the Police Department. For the year 2016, Steven Sprouse received the Civilian of the Year award, Officer Justin Patterson received the Officer of the Year award, Officer Brandon Buttram received the P.R.I.D.E. Officer of the year award and Sergeant Jeffrey Serna, Corporal William Gregg, Corporal Klayton Cantrell, Corporal Dewayne Schelsteder, Officer Mario Orduna, Officer Brandon Buttram, Officer Keith Bartlett and Officer Justin Patterson received the P.R.I.D.E. Shift award.
- National Police Week was celebrated the 14<sup>th</sup> through the 20<sup>th</sup>.
- Attended and prepared for the Gainesville Citizen Police Academy Alumni monthly meeting. There are currently 71 members of the GCPAAA.
- Maintenance on City Camera System.

**Training**

- 24 employees attended training classes for a total of 296 training hours.

**Animal Control**

- See spreadsheet for monthly activities.

**Gainesville Public Safety Building Maintenance**

- Performed various building maintenance projects.

**June****Communications**

- The Communications Division processed and routed a total of 2,801 calls for service in June. 9-1-1 calls processed 1,797.

**Community Services**

- Attend and prepared for the Gainesville Citizen Police Academy Alumni Association (GCPAAA) monthly meeting.
- Maintenance on City Camera System.

**Training**

- 14 employees attended training classes for a total of 240 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  
2016\2017 QUARTERLY REPORT - 3RD QUARTER  
PUBLIC SERVICES DEPARTMENT - DIVISIONS

Streets

Storm Water Drainage

Water Distribution

Wastewater Collections

Water Production

Wastewater Treatment

Industrial Waste

Moss Lake

Construction Inspections



**Street & Storm Water Divisions  
FY 2016/2017 - 3rd Quarter Report**



Job Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Oct.16 - Sept. 17
Pot Hole Repairs	304	1,124	867		
Street Cut Repairs	35	13	19		
Inlet Boxes Cleaned	25	52	0		
Inlet Boxes Checked	23	41	0		
Traffic Signs Installed/Replaced	2	5	13		
Street Signs Installed/Replaced	2	0	12		
Mowed City Lots	0	0	155		
Mowed Private Lots (Code Enforcement)	11	0	30		
Demolitions City & Babes	27	23	22		

Number of Miles Swept in Quad	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Oct.15 - Sept. 16
Southwest Quadrant	73.6	135.06	67.1		
Southeast Quadrant	59.9	116.2	34.2		
Northeast Quadrant	65.5	133	74.7		
Northwest Quadrant	81.1	190.8	144.7		
Downtown	3.3	0	11.6		

**3rd Quarter Projects**

**April**

- General Street Maintenance
- Brush Removal at various locations
- Hauling Material for various locations
- Pecan Creek Maintenance

**May**

- General Street Maintenance
- Hauling Material for various locations
- Hauling Material for other departments
- Debris Clean-up at various locations
- Wheeler Creek Maintenance
- Pecan Creek Maintenance
- Installed LED Lights at S. Bound I-35 Median

**June**

- General Street Maintenance
- Brush Removal at various locations
- Hauling Material to various locations
- Debris Clean-up at various locations
- Hauling Material for other departments
- Wheeler Creek Maintenance

# Public Services Department - Water & Wastewater Collection Divisions

FY 2016/2017 Quarterly Report -3rd Quarter

Job Description	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Oct. 16 - Sept. 17
Fire Hydrants Repaired	0	0	0	1	2	0	0	0	2				0	3	2		
Water Main Leak Repairs	6	5	8	6	3	4	7	14	8				19	13	29		
Water Service Line Repairs	8	2	3	3	6	2	5	5	4				13	11	14		
Water Meter Sets/Replacements	1	1	4	2	11	22	12	4	4				6	35	20		
Water Meter Tests	5	4	1	0	6	8	1	0	0				10	14	1		
Water Meter Repairs	11	5	18	6	9	19	10	5	1				34	34	16		
Water Tap Installations	0	0	1	0	0	1	1	0	0				1	1	1		
Preventative Maint. (Hot Spots)	0	0	21	0	15	24	13	15	192				21	39	220		
Cleanout Installations	0	0	0	1	0	0	0	0	0				0	1	0		
Sewer Main Repair	1	3	2	1	0	0	1	1	0				6	1	2		
Sewer Main Blockages (Main)	40	25	63	31	11	43	14	10	12				128	85	36		
(Service Line)	28	24	19	32	18	47	10	13	9				71	97	32		
Sewer Service Line Repairs	4	1	0	1	1	2	0	1	1				5	4	2		
Sewer Tap Installations	0	0	1	0	0	1	0	0	1				1	1	1		
Customer Side Water Issue	8	8	3	4	0	3	2	3	1				19	7	6		
Customer Side Meter Issue	0	4	6	2	3	8	5	6	2				10	13	13		
Cutomer Side Sewer Issue	5	6	2	8	7	14	14	8	9				13	29	31		
Water & Sewer Line Locates	10	26	37	12	14	7	10	26	6				73	33	42		
AMR Meters Installed	0	1	343	451	3	1	0	0	75				344	455	75		

City of Gainesville Public Services Department-Water Production & Moss Lake - Water Pumpage  
 FY 2016-2017 - 3rd 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. 16 - Sept. 17
Total Well Production	62,751,000	57,500,000	59,715,000	61,652,000	52,380,000	57,284,000	55,940,000	65,763,000	63,574,163				<b>179,966,000</b>	<b>171,316,000</b>	<b>185,277,163</b>		
Bacteriological Samples Taken	17	17	17	17	17	17	17	17	17				<b>51</b>	<b>51</b>	<b>51</b>		
Bacteriological Samples Passed	100%	100%	100%	100%	100%	100%	100%	100%	100%				<b>100%</b>	<b>100%</b>	<b>100%</b>		
Well and SWTP Maintenance Cost	\$0.00	\$0.00	\$0.00	\$6,743.40	\$26,706.23	\$9,847.47	\$9,860.13	\$26,614.38	\$3,037.50				<b>\$0.00</b>	<b>\$43,297</b>	<b>39,512</b>		
Gallons Lost Due to Leaks/ Line Flushing	1,098,610	45,225	301,660	3,611,929	1,454,820	3,896,627	2,813,077	2,796,060	3,027,220				<b>1,445,495</b>	<b>8,963,376</b>	<b>8,636,357</b>		
Estimated water loss percentage	2%	0%	1%	6%	3%	7%	5%	4%	5%				<b>3%</b>	<b>5%</b>	<b>14%</b>		

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

**City of Gainesville Public Services Department-Water Production & Moss Lake - Lift Stations  
 FY 2016/2017 - 3rd Quarter Report**

<b>Job Description</b>	<b>Oct.</b>	<b>Nov.</b>	<b>Dec.</b>	<b>Jan.</b>	<b>Feb.</b>	<b>Mar.</b>	<b>Apr.</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug.</b>	<b>Sept</b>	<b>1st Qtr</b>	<b>2nd Qtr</b>	<b>3rd Qtr</b>	<b>4th Qtr</b>	<b>Oct. 16 - Sept. 17</b>
Hours Checking Lift Stations	200	200	200	200	200	200	200	200	200				600	600	600	0	
Hours of General Maintenance	20	20	20	20	20	20	20	20	20				60	60	60	0	
Lift Station Maintenance Cost	\$0.00	\$0.00	\$0.00	\$300.00	\$2,961.34	\$0.00	\$758.75	\$999.00	\$0.00				\$0.00	\$3,261.34	\$1,757.75	\$0.00	

City Of Gainesville Public Services Department  
Wastewater Treatment / Industrial Waste Pretreatment Division  
Quarterly Summary Report for FY 2016/2017  
**3rd Quarter**

**Monthly Flow    Gallons Treated    Wastewater Reused**

APRIL 2017	<b>52,703,000</b>	<b>0</b>
MAY 2017	<b>48,468,00</b>	<b>14,790</b>
JUNE 2017	<b>51,779,000</b>	<b>2,990</b>

**Annual Flows    Daily Average    Monthly Total**

APRIL 2017	<b>1,871,345</b>	<b>52,703,000</b>
MAY 2017	<b>1,832,074</b>	<b>48,468,000</b>
JUNE 2017	<b>1,785,483</b>	<b>51,779,000</b>

Average/Total            **1,811,634**            **101,171,000**

**INDUSTRIAL WASTE / PRETREATMENT**

	<b>Permit Issued</b>	<b>SIU Inspections Performed</b>	<b>Traps Inspected</b>
APRIL 2017	0	0	13
MAY 2017	0	0	10
JUNE 2017	0	1	11

	<b>Sampling Events</b>	<b>NOV's Issued</b>	<b>Backflow Inspections</b>
APRIL 2017	0	0	52
MAY 2017	0	0	60
JUNE 2017	0	1	98

	<b>Wastehauler Permits</b>
APRIL 2017	1
MAY 2017	0
JUNE 2017	3

**Notes:**

# Public Services Department Construction Inspections

FY 2016/2017 Quarterly Report - 3rd 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. 16 - Sept. 17
DRC Meetings	2	1	1	3	2		1	2	1				4	5	4		
Plan Reviews	2	5	6	3	3	2	4	4	6				13	8	14		
Bid Openings	1					1			1				1	1	1		
Preconstruction Meetings		1	1			1			1				2	1	1		
Progress Meetings	4	4	4	1	1	1	1	2	1				12	3	4		
Water Main Installations (LF)	1,340		1,200			2,123		608	110				2,540	2,123	718		
Fire Hydrant Installations		2	2			3	2	5	4				4	3	11		
Valve Installations		4	2			2	5	4	6				6	2	15		
Fire Main Installations	1												1	0	0		
Water Main Tie-Ins		2	2			2	2	3					4	2	5		
Water Samples	2	2	2			2	2	1	1				6	2	4		
Hydrostatic Tests	2	2	2			1	4	1	1				6	1	6		
Sewer Main Installations (LF)	772				952		1,200	1,000					772	952	2200		
Sewer Manhole Installations	4				8		6	10					4	8	16		
Sewer Cleanout Installations	1	1	1		2		1	12					3	2	13		
Sewer Main Tests	1				2								1	2	0		
Sewer Manhole Tests	1	3	1		8								5	8	0		
Storm Sewer Main Installation (LF)	700	300	586	555				82	638				1586	555	720		
Storm Sewer Inlet Box Installations	3	5	5	20				2	1				13	20	3		
Subgrade Construction	1	2	2	1					2				5	1	2		
Subgrade Tests	2	2	2	2			2	2	3				6	2	7		
Concrete Street Construction			5,071	800				1,291	3,594				5071	800	4885		
Asphalt Street Construction			382										382	0	0		
Bridge Steel Inspections	3	3	3	2									9	2	0		
Bridge Concrete Inspections	7	7	9										23	0	0		
Bad Weather Days	2	4	9				1	2	3				15	0	6		
WWTP Improvements PH 1			100%											100%	100%		
WWTP Improvements PH 2						34%			50%					34%	50%		