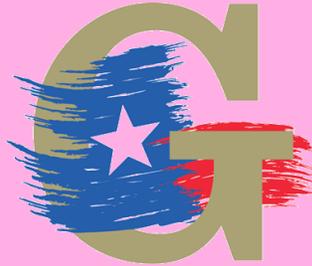


# CITY OF GAINESVILLE

2<sup>nd</sup> Quarter Report  
FY 2017/2018  
January – March 2018



# **ADMINISTRATION**

**Admin**

**Human Resources**

**Utility – Customer Service**

**Finance**

**QUARTERLY REPORT  
JANUARY 2018 – MARCH 2018**

**DEPARTMENT: ADMINISTRATION  
DIVISION: CITY SECRETARY**

ACTIVITY	DESCRIPTION	QTR ENDING March 2018
City Council Agendas	City Council meetings & workshop agendas prepared & posted in accordance with Local Government Code. Media packets provided	<b>6</b>
Council Activity Reports following Council Meetings	Council Action Reports transmitted to Department Heads, City Staff, & City Boards	<b>5</b>
Council Minutes	Minutes recorded, prepared, approved, archived	<b>5</b>
Ordinances	Ordinances written, processed, published	<b>8</b>
	Number of Ordinances forwarded to Code Company for Code Supplement	<b>8</b>
Resolutions	Resolutions written & processed	<b>20</b>
Proclamations/Recognitions	Proclamations & Recognitions, written & presented	<b>4</b>
Boards & Commissions appointments	Board appointments implemented & completed, appointments recorded	<b>0</b>
Contracts & Agreements	Contracts & Agreements approved & executed	<b>8</b>
Elections Administration	Elections ordered & administered. Candidate materials distributed.	<b>2</b>
Deeds / Easements	Deeds / Easements, executed & recorded	<b>1</b>
Liens, Releases, and Assessments	Liens, Releases & Assessments prepared & recorded	<b>20</b>
Cemetery Deeds	Cemetery deeds and transfers recorded	<b>18</b>
Vendor / Solicitor Permits	Vendor Solicitor applications processed for permits	<b>15</b>
Bids	Bids advertised, received, tabulated, awarded, recorded	<b>6</b>
Records Management Program	Cubic feet of documents accessioned to storage in accordance with retention schedule	<b>10</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>1</b>
Open Records Requests	Number of Open Records Requests processed (within 10 days as required)	<b>39</b>
Research and Requests for Information	Research and Requests for information or services & responses provided	<b>8</b>
Insurance Claims	Number of claims processed	<b>18</b>

**Administration Performance Measures: 2017-2018**

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>5</b>	<b>5</b>		
Response to Open Records within 10 days	<b>28</b>	<b>39</b>		
Response to citizen requests within 10 days	<b>5</b>	<b>8</b>		
Unqualified opinion for annual financial audit obtained	<b>No</b>	<b>Yes</b>		
Council action reports delivered to media day after council meeting	<b>5</b>	<b>5</b>		

# Human Resources Department

## Quarterly Report

### 1st Quarter FY 2017-2018

(Data for October 2017 through March 2018)

Performance Measures	YTD FY 17-18																				
Continue to provide New Hire Orientation, Employee and Supervisory Training	<table border="1"> <tr> <td>Training</td> <td></td> </tr> <tr> <td>NHO</td> <td>12</td> </tr> <tr> <td>Employee</td> <td></td> </tr> <tr> <td>Supervisory</td> <td></td> </tr> </table>	Training		NHO	12	Employee		Supervisory													
Training																					
NHO	12																				
Employee																					
Supervisory																					
Monitor and analyze turnover (does not include temp/seasonal)	<table border="1"> <tr> <td>Avg 7%</td> <td></td> </tr> <tr> <td>1<sup>st</sup> Qtr</td> <td>8%</td> </tr> <tr> <td>2<sup>nd</sup> Qtr</td> <td>5%</td> </tr> <tr> <td>3<sup>rd</sup> Qtr</td> <td></td> </tr> <tr> <td>4<sup>th</sup> Qtr</td> <td></td> </tr> <tr> <td>Separations this FY</td> <td></td> </tr> <tr> <td>Dismissals</td> <td>1</td> </tr> <tr> <td>Resignations</td> <td>22</td> </tr> <tr> <td>Retirements</td> <td>4</td> </tr> <tr> <td>Death</td> <td>0</td> </tr> </table>	Avg 7%		1 <sup>st</sup> Qtr	8%	2 <sup>nd</sup> Qtr	5%	3 <sup>rd</sup> Qtr		4 <sup>th</sup> Qtr		Separations this FY		Dismissals	1	Resignations	22	Retirements	4	Death	0
Avg 7%																					
1 <sup>st</sup> Qtr	8%																				
2 <sup>nd</sup> Qtr	5%																				
3 <sup>rd</sup> Qtr																					
4 <sup>th</sup> Qtr																					
Separations this FY																					
Dismissals	1																				
Resignations	22																				
Retirements	4																				
Death	0																				
Ensure Timely Performance Assessments	93%																				
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></td> </tr> <tr> <td>Fire</td> <td></td> </tr> </table>	Compensation/Salary Survey		All employees		Police		Fire													
Compensation/Salary Survey																					
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Fire																					
Maintain and evaluate City's benefits	<table border="1"> <tr> <td>RFP for Group Benefits</td> <td></td> </tr> </table>	RFP for Group Benefits																			
RFP for Group Benefits																					

Workload/Demand	YTD FY 17-18
New Hires	30
Separations	27
Other Personnel Changes	308
Performance Assessments	80
Accident/Incident Reports	47
Workers' Compensation Claims (medical or lost time)	13
Safety Advisory Committee Meetings	1
Job Postings	37
Applicants	1586

#### **Projects**

Open Enrollment changes, elections, documentation for Plan Year 17-18 [completed]  
 Job Description updates/changes, position updates in Payroll/Payroll Budgeting for FY 17-18 [completed]  
 Website Content [administration ongoing]  
 City of Gainesville Leadership Academy Employee Program schedule for 2018 [completed]  
 Supervisory Training Program for new supervisors [in process]  
 Administrative Regulations and Forms Manual [in process]  
 Accident/Incident Forms review and changes implemented Administrative Regulations review [completed]  
 Personnel Pay Plan for FY 17-18 [completed]  
 Open Enrollment for Sec 125 FSA Calendar Year 2018 [completed]  
 Safety Advisory Committee administration [ongoing]  
 HR Procedures review [in progress]  
 IRS Mandate ACA forms processing and submittal for Calendar Year 2017 [in process]  
 Update City and Department Organization Charts [completed]  
 Background Check/Adverse Action plan [in process]  
 WC Claims, SAC/ARB filing and records retention protocol [completed]  
 HR Storage Room/Records Retention [completed]  
 Animal Control Citation and Notice Forms [completed]  
 Compensation Survey UNT [completed]  
 City-wide scanning project forms to IT [completed]  
 Retirement Conference [completed]  
 Classification Codes Audit [completed]  
 Personnel Requisition policy update [completed]  
 Public Access Option Form [completed]  
 Lean Office Process [in process]

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

<b>Performance Measures</b>	<b>1st Quarter Dec. 31, 2017</b>	<b>2nd Quarter Mar. 31, 2018</b>	<b>3rd Quarter June 30, 2018</b>	<b>4th Quarter Sep. 30, 2018</b>	<b>FY 2018 Totals</b>	<b>FY 2018 Budget</b>
Distribute Budget Spreadsheets to Departments	N/A	N/A	Yes	Yes	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	7			14	26
GFOA CAFR Award FY 2017	N/A	Submitted			1	1
GFOA Budget Award FY 2017	Yes	Yes			1	1
Surprise Cash Audits	2	2			4	12
Payables Audit	6	3			9	2
Receivables Audit	3	3			6	4

**Workload/Demand**

Financial Reports to Council	3	3			6	12
Payrolls Processed	7	9			16	26
Invoices Paid	1920	1777			3697	6700
Purchase Orders Processed	61	51			112	130
Misc. AR Invoices Billed	406	449			855	1200
Seminars/Training Sessions Attended*	see below	see below				

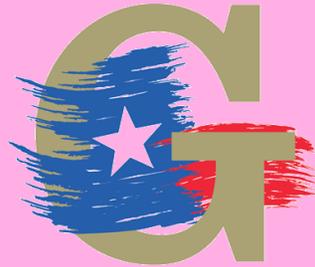
**\*Training**

<b>Finance Director</b>	<b>Hours</b>	<b>Hours</b>
IS-100.B Introduction to Incident Command System, ICS-100	N/A	130 Minutes

<b>Controller</b>	<b>Hours</b>	<b>Hours</b>
GFOAT Training Austin - Oct 20	16 Hours	0
Safety Training	20 Minutes	20 Minutes

<b>Accounting Tech 1</b>	<b>Hours</b>	<b>Hours</b>
Safety Training	20 Minutes	20 Minutes
Emergency Management Training		3 Hours
New Hire Orientation		7 Hrous

<b>Accounting Tech 2</b>	<b>Hours</b>	<b>Hours</b>
Safety Training	20 Minutes	20 Minutes



# **COMMUNITY** **DEVELOPMENT**

**Building Department**

**Code Enforcement**

**Substandard Structures**

**Planning and Zoning**

**CITY OF GAINESVILLE**  
**Community Development Department**  
 2017-2018 Second Quarterly Report  
 January 1, 2018 through March 31, 2018



**WORKLOAD DEMAND SUMMARY**

Building Inspections	189
Building Re-inspections	10
Code Enforcement Cases (New)	531
Code Enforcement Cases (On-going)	56
Case Related Inspections	781
Alcohol Site Inspections	6

**PERMIT SUMMARY**

Building Permits <sup>1</sup>	79
Electrical Permits	29 (+27 validations)
Plumbing Permits	22 (+20 validations)
Mechanical Permits	10 (+19 validations)
Sign Permits	7
Certificate of Occupancy	20
Miscellaneous Permits <sup>2</sup>	17
<b>TOTAL PERMITS</b>	<b>250</b>
<b>TOTAL PERMIT FEES</b>	<b>\$64,201*</b>

**MAJOR PROJECT SUMMARY**

	Units	Square Footage	Estimated Valuation
Commercial New Construction <i>(including new billboard construction)</i>	6	25,671	\$2,606,826
Residential New Construction <i>(incl. Moss Lake Boat Docks, Mobile Homes, Pools)</i>	14	17,039	\$1,619,802
Commercial Remodel <i>(incl. roofs)</i>	7	66,724	\$314,484
Residential Remodel <i>(incl. roofs)</i>	25	45261	\$249,335
Commercial Accessory Building	0	0	0
Residential Accessory Building	6	3801	\$66,350

**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) <sup>3</sup>	11	9		
Structures Signed Up for Voluntary Demolition	10	6		
BSC Ordered Structure Abatements	0	2		
Structures Ready for Demolishing <sup>#</sup>	10	13		

## PLANNING & ZONING SUMMARY

APPLICATION TYPE	2nd QUARTER	FEES COLLECTED
Special Use Permits	2	\$1,000
Subdivision Plat Final	1	\$1,250
Subdivision Plat Minor	0	0
<b>TOTAL</b>	<b>3</b>	<b>\$2,250</b>

## ANNUAL PERMIT AND REGISTRATION SUMMARY

TYPE	ON FILE	ACTIVE	2nd QUARTER PERMITS/REGISTRATIONS/RENEWALS	2nd QUARTER FEES COLLECTED
Alcohol	71	34	6	\$450
Contractor	1494	354	37	\$8,600
Moss Lake Pump	35	15	12	\$6,000
Alarm ★	750	126	71	\$2,130
Moss Lake Boat Dock ★	236	88	86	\$17,454
Billboards ★	67	41	33	\$9,450
Sandwich Boards	1	1	1	\$100

## Q2 FY 17-18 FEE SUMMARY

	TOTAL ISSUED	TOTAL AMOUNT COLLECTED
Permits	250	\$64,201
Annual Permits, Registrations, and Renewals	246	\$44,184
Planning & Zoning Applications	3	\$2,250
<b>TOTAL</b>	<b>499</b>	<b>\$110,635</b>

## COUNCIL, BOARDS AND COMMISSIONS ACTION SUMMARY

BOARD OF APPEALS	ACTION
<b>Meeting January 4, 2018</b>	
Approval of Minutes from August 16, 2017	Approved
Request for Variance To Consider and Take Action on a Request by Bryan Thomas for a Variance from the Single-Family Two Zoning District (SF-2) Requirements for Street- and Rear-Yard Building Setbacks to Construct a New Residential Home Located at 324 Cummings Street, Gainesville, Texas 76240 (PID#10244) (ZVR1231820)	The Board moved to grant the variance on the basis that the City's current ordinance fails to take into account properties of this size.

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PLANNING & ZONING COMMISSION	ACTIONS
<b>Meeting January 9, 2018</b>	
Approval of Minutes from December 12, 2017	Approved
Consider and make a recommendation to City Council for a proposed ordinance for the operation of Short-Term Rentals (also commonly referred to as Air Bed and Bath, Vacation Rental by Owner, Home Away, etc.). (SI7892120)	Tabled
<b>Meeting February 13, 2018</b>	
Approval of Minutes from January 9, 2018	Approved
Consider approval and adoption of Popal Addition, No. 1 Final Plat for the Grand Ave Express. (SPF5905536)	Approved the plat with corrections for grammatical and spelling errors
Consider and make a recommendation to City Council regarding a request from Charles Vernon Partin, Jr. and Ruthanna Bustamante Partin for a Special Use Permit (SUP) to operate a tattoo, permanent make-up, and tattoo removal studio at 5026 East Highway 82 and make a recommendation to City Council. (SUP7225938)	Recommended to City Council that the SUP be granted
Consider and make a recommendation to City Council for a proposed ordinance for the operation of Short-Term Rentals (also commonly referred to as Air Bed and Bath, Vacation Rental by Owner, Home Away, etc.). (SI7892120)	Recommended the Ordinance as proposed and presented by Staff, with the change of exempting STRs that rent 30 days or less, to City Council
<b>Meeting March 13, 2018</b>	
Approval of Minutes from February 13, 2018	Approved
Review and confirm that the proposed ordinance for the operation of Short-Term Rentals (also commonly referred to as Air Bed and Bath, Vacation Rental by Owner, Home Away, etc.) accurately reflects the Planning and Zoning Commission's recommendation. (SI7892120)	Confirmed
Consider and make a recommendation to City Council regarding a request from Shawn Rockenbaugh for a Special Use Permit (SUP) to install and operate a 185-foot-tall communication tower with a 12-foot lightning rod for a total height of 197 feet and install a 12-foot by 22-foot electrical control structure at the northwest corner of IH-35 and FM 1202 (PID#30763). (SUP6249653)	Recommended to City Council that SUP be granted (pending FCC approval)

BUILDING & STANDARDS COMMISSION	ACTIONS
<b>Hearing January 18, 2018</b>	
Approval of Minutes December 21, 2017	Approved
<b>1510 North Weaver   Dilapidated/Substandard   Case #17-01304</b>	The Building and Standards Commission finds that the structure located at 1510 North Weaver is dilapidated, substandard and/or unfit for human habitation, constitutes a hazard to the health, safety and welfare of the citizens and likely to endanger persons and property; and is therefore a nuisance. The Commission orders the owner to abate the nuisance by repairing the structure and bringing it up to current city codes within 90 days. If the owner fails to abate the nuisance within 90 days, the City shall demolish the structure and clean and grade the lot at the owner's expense.

<p><b>925 Lindsay   Dilapidated/Substandard Structure   Case #17-00767</b></p>	<p>The Building and Standards Commission finds that the accessory structure located 925 Lindsay is dilapidated, substandard and/or unfit for human habitation, constitutes a hazard to the health, safety and welfare of the citizens and likely to endanger persons and property; and is therefore a nuisance. The Commission orders the owner to abate the nuisance by demolishing the accessory 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 at the owner's expense.</p>
<p><b>706 ½ Commerce   Dilapidated/Substandard Structure   Case #17-01398</b></p>	<p>The Building and Standards Commission reaffirms its original findings in Order #17-01398 that the building located at 706 ½ Commerce is dilapidated/substandard and/or unfit for human habitation; constitutes a hazard to the health, safety and welfare of the citizens; likely to endanger persons and property; and orders the owner to abate the nuisance by obtaining a permit and licensed, registered contractors to complete the scope of work provided (rewiring, re-plumbing (including a new water heater), heating and ventilation, foundation, insulation of both upper and lower floors, firewall between upper and lower floors, flooring support system for upper floor, windows, siding and interior walls and fixtures) and bring the structure up to current 2015 building codes within 90 days. If the owner fails to comply, the City will demolish the structure, remove debris, and grade the lot at the owner's expense.</p>
<p><b>403 South Morris   Dilapidated/Substandard Structure   Case #17-00729</b></p>	<p>The Building and Standards Commission reaffirms its original finding(s) in Order(s) #17-00729 that the building located at 403 South Morris is substandard and/or unfit for human habitation; constitutes a hazard to the health, safety and welfare of the citizens; and, therefore, a nuisance. The Commission orders the owner to abate the nuisance by completing the stated repairs within 90 days. If the owner fails to abate the nuisance within 90 days, the City shall demolish the structure and clean and grade the lot at the owner's expense.</p>
<p><b>Hearing February 15, 2018</b></p>	
<p><b>Approval of Minutes from January 18, 2018</b></p>	<p>Approved</p>
<p><b>1106 South Morris   Dilapidated/Substandard Structure   Case #18-00002</b></p>	<p>The Building and Standards Commission finds that the primary and accessory structures located at 1106 South Morris are dilapidated, substandard and/or unfit for human habitation, constitute a hazard to the health, safety, and welfare of the citizens and likely to endanger persons and property; and are, therefore, a nuisance. The Commission orders the owner to abate the nuisance by repairing the primary and accessory structures and bringing them up to current city codes within 90 days. If the owner fails to abate the nuisance within 90 days, the City shall demolish the structures, and clean and grade the lot at the owner's expense.</p>
<p><b>608 Ritchey   Dilapidated/Substandard Structure   Case #17-01548</b></p>	<p>The Commission tabled the case for 30 days so that the owner could obtain bids and estimates for the project.</p>
<p><b>511 Culberson   Dilapidated/Substandard Structure   Case #17-01237</b></p>	<p>The Building and Standards Commission reaffirms its original finding in Order #17-01237 that the building located at 511 Culberson is substandard and/or unfit for human habitation; constitutes a hazard to the health, safety and welfare of the citizens; and is, therefore, a nuisance. The Commission finds the owner has made significant progress on repairing the structure and orders the owner to continue with repairs and bring the structure up to current city code within 90 days. If the owner fails to abate the nuisance by completing the</p>

	stated repairs, the City shall abate the nuisance by demolishing the structure at the owner's expense.
<b>Meeting March 13, 2018</b>	
<b>Approval of Minutes from February 15, 2018</b>	Approved
<b>608 Ritchey   Dilapidated/Substandard Structure   Case #17-01548</b>	Owner signed voluntary demolition after notice for hearing was published. Item removed from agenda at the meeting.
<b>1006 ONeal   Dilapidated/Substandard Structure   Case #17-01468</b>	Owner signed voluntary demolition after notice for hearing was published. Item removed from agenda at the meeting.
<b>538 Denison   Dilapidated/Substandard Structure   Case #18-00139</b>	The Building and Standards Commission finds that the structure located at 538 North Denison is dilapidated/substandard and is therefore a nuisance. The Commission acknowledges this structure is located in the regulated floodway as defined by the National Flood Insurance Program regulated by the Federal Emergency Management Agency (FEMA) per the Flood Insurance Rate Map (FIRM) 48097C0295C on Panel 295C of 600; meets the substantial damage parameters; and, therefore, the Commission orders 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 at the owner's expense.
<b>1013 East Broadway   Dilapidated/Substandard Structure   Case #18-00058</b>	The Building and Standards Commission finds that the primary and accessory structures located at 1013 East Broadway are dilapidated/substandard and are therefore nuisances. The Commission orders the owner to abate the nuisances by obtaining a remodeling permit, including a complete set of remodel plans and scope of work to bring the primary and accessory structures up to current city code, and completing at least 50 % of the stated repairs within 90 days. If the owner fails to abate the nuisances within 90 days, the City shall demolish the structures, clean, and grade the lot at the owner's expense.

CITY COUNCIL	ACTIONS
<b>City Council Meeting March 6, 2018</b>	
Consideration of and action on the First Reading of an Ordinance granting a Special Use Permit as Requested by Charles and Ruthanna Partin to operate a tattoo, permanent make-up, and tattoo removal studio at 5026 E Hwy 82.	Approved
Consideration of and action on the First Reading of an Ordinance for the operation of Short Term Rentals (also known as Airbnb, Home Away, Vacation Rental By Owner, etc.); amending Appendix A-Zoning, Article II – Nonconforming Lots, Structures, Uses and Special Use Permits; amending Sections 5-3, Specific Amendments to the 2015 International Building Code, Chapter 5, Article I; amending Section 5-5, Specific Amendments to the 2015 International Fire Code, Chapter 5, Article I; amending Section 18-42, Definitions, Hotel Occupancy Tax, Chapter 18, Article III; Amending section 3.3, Special Use Permits, Appendix A, Article II; and amending General Definitions, Appendix A, Article IV.	No action
<b>City Council Meeting March 20, 2018</b>	
Consideration of and action on the Second Reading of an Ordinance for the operation of Short Term Rentals (also known as Airbnb, Home Away, Vacation Rental By Owner, etc.); amending Appendix A-Zoning, Article II – Nonconforming Lots, Structures, Uses and Special Use Permits; amending Sections 5-3, Specific Amendments to the 2015 International Building Code, Chapter 5, Article I; amending Section 5-5, Specific Amendments to the 2015 International Fire Code, Chapter 5, Article I; amending Section 18-42, Definitions, Hotel Occupancy Tax, Chapter 18, Article III; Amending section 3.3, Special Use Permits, Appendix A, Article II; and amending General Definitions, Appendix A, Article IV.	Approved

## 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>Vehicle/Parking Violations</b>							
Inoperable Motor Vehicle, Junk Vehicle	18	3	45	21	5	5	0
Stop, Standing, Parking Violation	73	0	79	73	38	38	0
<b>Building &amp; Building Standards Violations*</b>							
Sign Violations <sup>④</sup>	70	0	73	70	44	44	0
Substandard Buildings ( <i>incl. Minimum Standards violations</i> )	14	1	32	15	0	0	0
Moss Lake Violations <sup>⑤</sup>	0	0	0	0	0	0	0
<b>Property Maintenance Violations</b>							
High Grass and Weeds	5	0	12	5	1	1	0
Miscellaneous Violations <sup>⑥</sup>	220	1	303	221	90	90	0
<b>Public Nuisance Violations</b>							
Trash and Debris/Sanitation	76	0	123	76	28	28	0
Miscellaneous Violations <sup>⑦</sup>	6	1	7	7	5	5	0
<b>Zoning Violations</b>							
Construction without a Permit	24	0	57	24	3	3	0
Miscellaneous Violations <sup>⑧</sup>	19	0	50	19	4	4	0
<b>TOTALS</b>	<b>525</b>	<b>6</b>	<b>781</b>	<b>531</b>	<b>218</b>	<b>218</b>	<b>0</b>

① Building permits include those issued for: accessory structures, remodels, new construction, fences, foundation, roofing, siding, windows, flatwork, manufactured housing, swimming pools and Moss Lake docks.

② Miscellaneous permits include those issued for: cargo containers, communication towers and antennas, curb cuts, demolitions, irrigation, fire alarms and systems, fire sprinklers, commercial mobile units, tents and moving structures.

③ This number is indicative of all structures (primary and accessory) demolished by the City, Antique Lumber, or property owner. However, last quarter we erroneously reported 12 structures demolished rather than 11. We have corrected it on this report.

④ Sign violations include signs without proper permits, annual permitting violations for billboards, and illegal signs (garage sales).

⑤ Moss Lake violations include those for private use of lake water (pumps without valid permit) as well as improvements which includes boat docks without a building and/or annual permit and illegal dredging or other activity not permitted on the lake.

⑥ Property maintenance "Miscellaneous" violations include cases relating to accessory structures, appliances, dilapidated roofs, electrical system hazards, exterior foundation, exterior furniture, exterior siding, exterior structure, exterior walls, fire protection systems, plumbing systems and fixtures, premise identification, protective treatment, sanitary drainage systems, stairs, decks, and porches, and window, skylight, and door frames. The "Swimming Pool" cases include both enclosure and stagnant water cases combined.

⑦ Public nuisance “Miscellaneous” violations include trees, shrubs, and plants and view obstruction violations.

⑧ Zoning “Miscellaneous” violations include accessory buildings, alcoholic beverage sales, cargo containers, home business occupations, illegal fences, illegal structures, nonconforming use of land, use of land or premises, and general zoning violations.

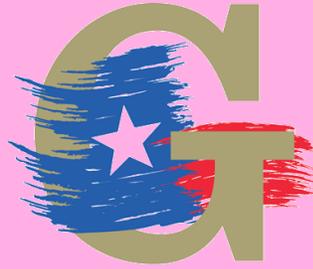
▪ As of April 9, 2018 there are 138 Outstanding Dock Permits.

★ These annual permits and registrations renew at the same time every year (January 1), so most will only show in the second quarter.

✱ Construction without a Permit cases were moved to Zoning Violations.

# Structures that are ready for demolition include those demolitions currently in progress and those that have been signed up for voluntary demolition.

**\*The “TOTAL PERMIT FEES” sum relates to issued permits. It will include fees that may have been paid in another quarter before the permit was issued in this quarter. The fees collected this quarter were a bit less and totaled \$63,457. Some of these fees are for permits we have not yet issued. This “catch-up” is the primary source for the discrepancy between Accounting’s numbers and our Quarterly Reports. An additional discrepancy arises in the building permit line item (01-4201-00-00), because it also includes fees collected for contractor registration. Though our permit numbers are up this quarter by 24%, our fees are much less given that last quarter First State Bank paid the building permit fee for Phase II - \$85,800.**



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

**Gainesville Economic Development Corporation**  
**Quarterly Update: April 2018**

To: Barry Sullivan, City Manager  
From: Arleene Loyd, Director GEDC  
Re: January – March 2018

### **Prospects**

**Red River Pet Food LLC**– has selected 30 acres at Gateway Industrial Park. Due to a potential site in Oklahoma, a final decision will not be made until the Governor’s Office finalizes an incentive offer. Possibly June/July

City Council approved Traylor and Associates as grant administrator and EIKON as engineering firm for the Texas Capital Fund infrastructure grant for Red River.

44 jobs first 3 years; Payroll \$2.3 million a year; Capital Investment \$25-30 M

**Texas Frac Rail Proposal at Gateway- Postponed for two years.**

\$12 million capital investment; 60 truck driving positions; Payroll \$3.3 million; future truck maintenance facility. **Need to decide if this is a good use of the industrial park.**

**Foley Concrete –Cancelled – located out of Texas**

**Vega Milling** – A corn milling plant, shipping milled product to DFW area, leased a building but zoning prohibits them from production at that location.

**Plastics injection molding** – new company working with Zodiac as their plastics manufacturer is interested in 20 acres.

**Marble Systems** – from Florida looking for a distribution/fabrication location close to Dallas area. Discussing Gateway as a site.

**SteelTec – Midrise Construction** – owned by Mike Todd. 100,000sf building and currently in production in Sanger. Looking for site to expand. \$2.1 million in equipment. 230 employees at full employment, 100 laborers at \$15/hour. Saves 20% over traditional framing due to quick install and steel is 70% recycled product.

**Aaon HVAC** –Expanding in Tulsa or Longview. Existing management in place are main reason not expanding in Gainesville.

### **Business Retention and Expansion Projects**

**GAF** – Purchasing 10 acres for expansion from GEDC.

**Trident** – Expanding at current site. Now employs over 90 people from nine employees in 2014.

**Texas Trailer** – Completed expansion, remodel and capital investment. \$20,000 incentive paid.

**Dura-line** - Nearing completion of their \$10 million expansion. Only plant to manufacturer poly pipe for gas and fiber both. \$160,000 incentive to be paid. Adding 40 new jobs.

**Cary Albert Developers**- Villa Grande will open by May 1<sup>st</sup>. 7,600 sf are still available with one tenant closing soon.

**Zodiac Seats US** - Looking for 125,000 – 150,000 sf of temperature controlled storage space. Discussing possible build to suit.

Announced the consolidation of all Zodiac Seats California (ZSC) operations from Rancho Cucamonga, California to Gainesville.

**Orteq Energy** – Building permits approved. Expanded a location on E Hwy 82 for additional mfg space.

**Liberty Crossing** –First Trade Days will be May 25, 26, 27<sup>th</sup>, Memorial weekend.

## Activity

**March 5<sup>th</sup> Community Economic Update** – 135 people registered. Presenters included GEDC, Dura-line, Zodiac Seats, GISD, Liberty Crossing, Red River Pet Food and Manufacturing Consortium.

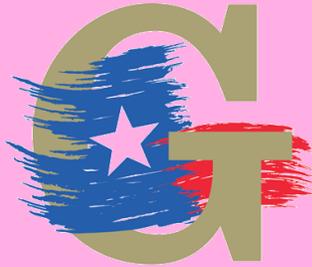
**Manufacturer’s Consortium** - an active group of local manufacturers in partnership with NCTC and GHS in approving and creating curriculum that creates a pipeline of talent in Career and Technical Education. Each month a manufacturer is spot lighted. March was GAF and April is Trident. A video of each spot light company is available on the GEDC website; [www.GainesvilleEDC.com](http://www.GainesvilleEDC.com)

**Manufacturer’s Day** will be Oct 25, 2018.

## Sales Tax:

For 2017-2018, we budgeted \$900,000 in sales tax revenue, \$75,000 each month. We are \$41,850 ahead of budget to date.

January	\$102,988
February	\$88,862
March	_____



# **GENERAL SERVICES**

**Airport**

**Fleet Services**

**Solid Waste**

**Cemetery**



**PERFORMANCE MEASURES**

**FY: 2017 – 2018 Quarter: 2**

**DEPARTMENT: AIRPORT**

<b>Fuel Sales</b> (in gallons):	<u>Current Year</u>	<u>Prior Year</u>
For 3 months ending Mar. 31:	69,054	74,049
Year to date:	175,120	150,731
<b>Fuel Revenue:</b>	<u>Current Year</u>	<u>Prior Year</u>
For 3 months ending Mar. 31:	\$217,601	\$184,498
Year to date:	\$495,156	\$391,993
<b>Profit per Gallon Sold:</b>	<u>Current Year</u>	<u>Prior Year</u>
For 3 months ending Mar. 31:	14.5%	19.4%
Year to date:	20.5%	21.0%

**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:**

- The lease with the GEDC for a parking lot expired. Grazing lease income was reduced due to the lack of fencing on the new Orteq property line. Their detention pond is incomplete and new fencing could be washed away.
- Application for the construction of three new hangars has been received and passed by the Airport Board.
- Fuel sales have decreased due to adverse weather conditions and fuel cost increase compared to last year's 2nd quarter. Avgas sales are steady yet Jet A fuel sales are lower compared to last year's 2<sup>nd</sup> qtr. which seems to hold true for the entire region.
- Strand engineers was selected to be the engineering firm for the next 5 years and a contract between them and TXDOT has been reached for the Taxiway 'B' rehabilitation project.



**Performance Measures**

Classification	FY15-16 Actual	FY16-17 Actual	FY17-18 Estimated	FY17-18 Year to Date
Net Fuel Sales (\$)	\$182,172	\$133,383	\$159,500	\$90,440
100LL (gals.)	118,075	82,855	85,000	49,680
Jet A (gals.)	193,201	211,713	230,000	125,440
Community Event Participation	5,300	6,120	10,000	500
Water & Sewer Infrastructure (feet)	0	0	800'	0
Airport Business Tenants	10	10	11	10
Rehabilitate Airport Surfaces (feet)	0	4,305	1,500'	0

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

January 1, 2018 to March 31, 2018

# 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
1	37	0	75	49	73	68	2	7

**CITY OF GAINESVILLE - FLEET MAINTENANCE QUARTERLY TOTALS 01/01/2018 to 03/31/2018**

CLASS CODE	LABOR HOURS**	LABOR COST**	PARTS/OUTSIDE COST***	MISC. SHOP PARTS	TOTAL
04 - EQUIPMENT	279.50	\$ 6,731.18	\$ 33,304.26	\$ 519.74	\$ 40,555.18
05 - VEHICLES	304.00	\$ 6,904.18	\$ 11,545.73	\$ 474.48	\$ 18,924.39
<b>TOTALS</b>	<b>583.50</b>	<b>\$ 13,635.36</b>	<b>\$ 44,849.99</b>	<b>\$ 994.22</b>	<b>\$ 59,479.57</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 2017-2018

YTD Statistics - 2017/2018

PERFORMANCE MEASURES		Budgeted 2017-2018	First Quarterly Oct - Dec	Second Quarterly Jan - Mar	Third Quarterly Apr - Jun	Fourth Quarterly Jul - Sep	TOTAL 2017-2018
<b>Actual Roll-Off Information</b>	Average number of daily roll-off customers	8.75	10	9			
	Rentals of roll-off customers	55	21	21			
	Roll-off containers pulled	1,100	411	344	0	0	755
	Number of roll-off containers for deliveries	55	21	21			
	Number of roll-off customers per year	150	59	50			
	<b>Recycling Information</b>	Average number for recycling materials hailed to Recycling Center	150 Tons	0.000 Tons	9.035 Tons	0.000 Tons	0.000 Tons
<b>Provide public outreach</b>	Public Outreach	9	3	3			
<b>Residential Information</b>	Number of tons for residential customer per year	7,100	2,241.14	2,477.42	0.00	0.00	4,718.56
<b>Commercial Information</b>	Number of tons for commercial customers per year	16,245	4,806.46	4,562.25	0.00	0.00	9,368.71
<b>TASWA Information</b>	Number of trips to TASWA Landfill per year	2,156	479	470	0	0	949
	Number of tons hauled to TASWA Landfill per year	24,240	7,088.18	6,793.26	0.00	0.00	13,881.44
	Number of trucks loaded per year	1,046	339	277	0	0	616

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

## Detailed Report for Solid Waste Tonnage

January 2018 INCOMING MATERIAL			
<span style="background-color: #d4edda; padding: 2px;">TRUE</span>			
<b>City of Gainesville Residential Trucks</b>			
Route	Loads	Tons	
North Residential Truck	37	233.53	
South Residential Truck	36	249.94	
Wednesday Residential Truck	3	8.96	
<b>TOTAL</b>	<b>76</b>	<b>492.43</b>	
<b>Customers on Yard</b>			
City Residents	213	148.71	
County Residents	63	38.01	
<b>TOTAL</b>	<b>276</b>	<b>186.72</b>	
<b>City of Gainesville Commercial Trucks</b>			
Route	Loads	Tons	
Downtown Commercial Truck	49	352.82	
Highway Commercial Truck	58	354.38	
Saturday Commercial Truck	4	9.74	
Roll-Off Truck	125	583.68	
Other City of Gainesville Depts.	21	52.21	
<b>TOTAL</b>	<b>257</b>	<b>1352.83</b>	
<b>Other Commercial Customers</b>			
Commercial Private Haulers	107	150.12	
<b>TOTAL</b>	<b>107</b>	<b>150.12</b>	
Citizen Station Pulls <span style="float: right;">71</span>			
Municipal	1,515.27		
Construction	280.22		
Industrial	328.59		
Landscape	58.02		
<b>TOTAL</b>	<b>2,182.10</b>		
<b>OUTGOING MATERIAL</b>			
Pratt Recycling Tonnage	5.999		
Other Recycling Tonnage	0.00		
<b>Trips To TASWA</b> <span style="float: right;">154</span>			
<b>Tons To TASWA</b>	2197.9		
Longhaul Trucks Loaded	97		

February 2018 INCOMING MATERIAL			
<span style="background-color: #d4edda; padding: 2px;">TRUE</span>			
<b>City of Gainesville Residential Trucks</b>			
Route	Loads	Tons	
North Residential Truck	32	202.26	
South Residential Truck	32	215.79	
Wednesday Residential Truck	6	21.88	
<b>TOTAL</b>	<b>70</b>	<b>439.93</b>	
<b>Customers on Yard</b>			
City Residents	432	254.77	
County Residents	40	40.29	
<b>TOTAL</b>	<b>472</b>	<b>295.06</b>	
<b>City of Gainesville Commercial Trucks</b>			
Route	Loads	Tons	
Downtown Commercial Truck	40	323.60	
Highway Commercial Truck	54	342.72	
Saturday Commercial Truck	4	10.74	
Roll-Off Truck	102	442.54	
Other City of Gainesville Depts.	64	185.07	
<b>TOTAL</b>	<b>264</b>	<b>1304.67</b>	
<b>Other Commercial Customers</b>			
Commercial Private Haulers	120	181.97	
<b>TOTAL</b>	<b>120</b>	<b>181.97</b>	
Citizen Station Pulls <span style="float: right;">57</span>			
Municipal	1,334.90		
Construction	394.09		
Industrial	325.46		
Landscape	167.18		
<b>TOTAL</b>	<b>2,221.63</b>		
<b>OUTGOING MATERIAL</b>			
Pratt Recycling Tonnage	3.036		
Other Recycling Tonnage	0.00		
<b>Trips To TASWA</b> <span style="float: right;">166</span>			
<b>Tons To TASWA</b>	2180.01		
Longhaul Trucks Loaded	90		

March 2018 INCOMING MATERIAL			
<span style="background-color: #d4edda; padding: 2px;">TRUE</span>			
<b>City of Gainesville Residential Trucks</b>			
Route	Loads	Tons	
North Residential Truck	38	241.72	
South Residential Truck	36	277.04	
Wednesday Residential Truck	6	16.00	
<b>TOTAL</b>	<b>80</b>	<b>534.76</b>	
<b>Customers on Yard</b>			
City Residents	798	436.92	
County Residents	77	91.60	
<b>TOTAL</b>	<b>875</b>	<b>528.52</b>	
<b>City of Gainesville Commercial Trucks</b>			
Route	Loads	Tons	
Downtown Commercial Truck	48	360.11	
Highway Commercial Truck	61	398.25	
Saturday Commercial Truck	5	12.94	
Roll-Off Truck	117	563.48	
Other City of Gainesville Depts.	14	13.76	
<b>TOTAL</b>	<b>245</b>	<b>1348.54</b>	
<b>Other Commercial Customers</b>			
Commercial Private Haulers	142	224.12	
<b>TOTAL</b>	<b>142</b>	<b>224.12</b>	
Citizen Station Pulls <span style="float: right;">69</span>			
Municipal	1,655.28		
Construction	402.17		
Industrial	391.95		
Landscape	186.54		
<b>TOTAL</b>	<b>2,635.94</b>		
<b>OUTGOING MATERIAL</b>			
Pratt Recycling Tonnage	0.000		
Other Recycling Tonnage	0.00		
<b>Trips To TASWA</b> <span style="float: right;">150</span>			
<b>Tons To TASWA</b>	2415.35		
Longhaul Trucks Loaded	90		

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.

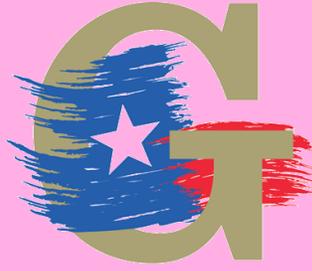
**DEPARTMENT NAME: General Services**

**DIVISION NAME: CEMETERY**

<b>PERFORMANCE MEASURES</b>		<b>2017-2018 2<sup>nd</sup> Quarter January – March</b>
Total number of internments	Pavilion	8
	At Grave	22
	Cremation	6
Number of growing season cuttings, trimmings and cleanings		1
Total number of spaces sold		32
Total number of spaces available		610
Total number of hours mowing and weed eating		68

**Workload Demand**

	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Actual 2017</b>	<b>Estimated 2018</b>
Interments	136	154	153	132	148
Spaces Sold	85	43	74	69	67
Mowing & Trimming Hours	2114	2348	2686	2343	2380
Mowing & Trimming Days/Cycles	29	29	32	30	30



# MUNICIPAL COURT

# Gainesville Municipal Court Quarterly Report

## January - March 2018

Cases Filed:	Traffic:	Penal:	City Ord.:	Parking:	Other:		
M1: +	363	85	8	1	49	T:	506
M2: +	326	74	35		37	T:	472
M3: +	357	75	26	4	65	T:	527
	<u>1,046</u>	<u>234</u>	<u>69</u>	<u>5</u>	<u>151</u>	<b>Total:</b>	<b>1,505</b>

### No. of Warnings:

M1: +	769		
M2: +	695		
M3: +	<u>827</u>		
		<b>Total:</b>	<b>2,291</b>

### Trials/Hearings:

	Pre-Trials	Bench	Jury	
M1:	66	2	0	
M2:	46	0	2	
M3:	108	2	0	
				<b>Total: 226</b>

### Dispositions:

	Paid:	Time Served:	Dismissed:	Appealed:	
M1:	169	89	178	2	
M2:	185	65	145	4	
M3:	215	91	234	2	
					<b>Total: 1,393</b>

### Warrants:

	Issued:	Recalled:	Served	Amt Collected:
M1:	211	36	63	\$ 21,916.20
M2:	182	31	96	\$ 29,253.16
M3:	143	68	88	\$ 23,841.03

Tot. Outstanding Class C: 336 Capias-Pro-Fines with value of: \$125,082.17  
 1,675 Warrants with value of: \$649,883.20

Felony Warrants Signed: 16 Class A & B Warrants Signed: 8  
 Juvenile Magistrations: 0 Adult Mag of Class B or above: 266

### Financials:

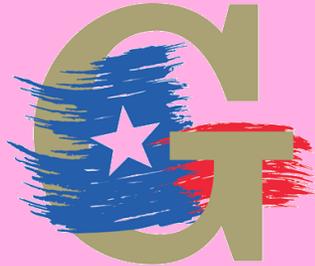
	State Costs:	City Costs:	Fines:	Technology:	Building:	
M1: +	\$13,512.70	\$9,625.22	\$20,372.85	\$841.23	\$631.03	44,983.03
M2: +	\$14,169.42	\$14,986.07	\$23,422.75	\$949.69	\$712.47	54,240.40
M3: +	\$17,622.50	\$15,891.29	\$25,321.35	\$1,074.97	\$805.69	60,715.80
	<u>\$45,304.62</u>	<u>\$40,502.58</u>	<u>\$69,116.95</u>	<u>\$2,865.89</u>	<u>\$2,149.19</u>	<b>Tot: \$ 159,939.23</b>

### School/Training:

Cypert Addison Jdgs School  
 Najara Houston Ct Admn School

<b>Violations Jan - Mar 2018</b>	<b>NUMBER</b>
DISPLAY (EXPIRED LICENSE PLATES/REGISTRATION)	184
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY	174
DL (NO DRIVERS LICENSE WHEN UNLICENSED)	115
POSS. OF DRUG PARAPHERNALIA	113
FAILURE TO APPEAR	103
DWLI	102
SPEEDING EQ TO OR MORE THAN 10% ABOVE POSTED LIMIT	46
DISREGARD STOP SIGN	45
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY -SUBSEQU	41
DOG (FAIL TO REGISTER)	41
FAIL TO REPORT CHANGE OF ADDRESS/NAME	27
SPEED 15MPH OR MORE OVER POSTED LIMIT	26
SPEEDING SCHOOL ZONE	25
DISREGARD TRAFFIC CONTROL DEVICE	24
ALCOHOL (OPEN CONTAINER IN VEHICLE)	22
DL (EXPIRED OPERATOR LICENSE)	19
PUBLIC INTOXICATION	18
DISREGARD RED LIGHT	18
FAILURE TO APPEAR (COURT)	16
DL - FAIL TO DISPLAY	15
NO SEATBELT (DRIVER)	15
VIOLATE PROMISE TO APPEAR	14
DOG (RUNNING AT LARGE/RESTRAINT)	13
VIOLATE D.L. RESTRICTION (SPECIFY)	12
NO SEATBELT (UNRESTRAINED CHILD U 8 yr or 4 ft 9	12
OPERATE MOTOR VEHICLE WITHOUT LICENSE PLATES OR WI	9
ORGANIZED RETAIL THEFT LESS THAN \$100	9
SPEEDING	9
CO - VIOLATE CURFEW ORDINANCE	8
DISPLAY (FICTITIOUS LICENSE PLATES/REGISTRATION)	7
MINOR - IN POSSESSION OF TOBACCO PRODUCT	6
NO SEATBELT (PASSENGER)	6
FAIL TO SIGNAL DISTANCE BEFORE TURN	5
DEFECTIVE HEADLAMPS	5
FAIL TO YROW	4
IMPROPER TURN	4
DROVE WITHOUT LIGHTS (WHEN REQUIRED)	4
TURNED RIGHT TOO WIDE	4
PARKED FACING TRAFFIC	3
FAIL TO YROW (AT YIELD INTERSECTION)	3
DEFECTIVE STOP LAMPS	3
USE OF WIRELESS DEVICE IN A SCHOOL ZONE	3
LITTERING	3
NO LICENSE PLATE ON TRAILER	3
MINOR - IN POSSESSION OF ALCOHOL	3
DROVE ON WRONG SIDE ROAD	2

DISORDERLY CONDUCT (URINATING)	2
DISORDERLY CONDUCT (LANGUAGE)	2
CUT ACROSS DRIVEWAY TO MAKE TURN	2
FAIL TO DIM HEADLIGHTS (MEETING)	2
FAIL TO DIM HEADLIGHTS (FOLLOWING)	2
LEAVE CHILD UNATTENDED IN VEHICLE	2
DISORDERLY CONDUCT (FIGHTING)	2
CO - PARKED IN THE STREET WITH EXPIRED REGISTRATIO	2
NO SEATBELT (UNRESTRAINED CHILD U 17)	1
RECKLESS DAMAGE	1
ASSAULT	1
CONTEMPT OF COURT	1
FOLLOWING TOO CLOSE	1
NO WHITE LIGHT / DEFECTIVE LIGHT ON FRONT OF BICYC	1
ILLEGAL PASS ON RIGHT	1
CO - UNAUTHORIZED BURNING	1
NO LICENSE PLATE LIGHT	1
FAIL TO DRIVE IN SINGLE MARKED LANE	1
DISREGARD RAIL ROAD CROSSING GATE OR FLAGMAN	1
FAIL TO STOP AT PROPER PLACE (TRAFFIC LIGHT)	1
TINT BELOW AS1 LINE	1
DOG (IMPROPER RESTRAINT)	1
WRONG WAY ON A ONE WAY ROADWAY	1
FAILED TO SIGNAL LANE CHANGE	1
UNNECESSARY USE OF HORN SEC. 547.501	1
CO - FIRE WORKS IN CITY LIMITS	1
DOG (BARKING)	1
PASSED AUTHORIZED EMERGENCY VEHICLE	1
CO - NO ALARM PERMIT	1
RECKLESS DRIVING	1
MORE THAN FOUR LAMPS LIGHTED IN FRONT OF VEHICLE	1
FAIL TO REPORT CHANGE OF ADDRESS OR NAME(CDL)	1
FAIL TO CONTROL SPEED	1
TREE PRESERVATION	1
RECKLESS DAMAGE OR DESTRUCTION LESS THAN \$100	1
NO SEATBELT (UNRESTRAINED CHILD UNDER TWO)	1
OPERATE VEH. WITH CHILD UNDER 18 IN OPEN BED	1
CO - KEEPING ROOSTERS IN CITY LIMITS	1
DEFECTIVE TRAILER LIGHTS	1
DROVE ONTO (OR FROM) CONTROLLED ACCESS HIGHWAY WHE	1
DEFECTIVE PARKING LAMPS	1
PERMIT UNLICENSED MINOR TO DRIVE-GUARDIAN	1
DOG (NO VACCINATION TAGS)	1
DISCHARGING FIREARM IN THE CITY LIMITS	1
WRONG COLOR CLEARANCE LAMPS	1
DEFECTIVE EQUIPMENT	1



# **PARKS & RECREATION DEPT**

**Civic Center**

**Golf Course**

**Parks & Recreation**

**Zoo**





## Gainesville Municipal Golf Course

Second Quarter 2017-2018

### Maintenance Projects

- January: Equipment was brought into the shop for routine winter maintenance. Soil samples were taken on the greens to help with our greens maintenance packages.
- February: Pre- emerged all greens. Fairways tee boxes were all sprayed for weed control along with pre-emergent to reduce weeds during spring and summer. Cleaned around most of the creeks and lakes.
- March: Extensive cleanup of downed trees and limbs. Daily mowing routines have started.

### 2<sup>nd</sup> Quarter 2017 - 2018

	Rounds	Green Fees	Carts	Programs
January	249	\$4,554.99	\$1,786.96	\$885.50
February	179	\$2,594.00	\$990.44	\$1,547.00
March	898	\$13,254.92	\$5,770.32	\$3,804.00

### 2<sup>nd</sup> Quarter 2016-2017

	Rounds	Green Fees	Carts	Programs
January	165	\$2,474.60	\$1,112.32	\$780.00
February	283	\$4,574.00	\$2,085.42	\$3,011.00
March	636	\$9,353.40	\$3,497.58	\$2,360.00

**Marketing Programs:**

## Gainesville Municipal Golf Course

### Promotional Programs

- January – Continued to use Facebook and the course website to promote winter play.
- February – We used KGAF to promote events and course news. The course used our E-mail system to send over 2,000 promotional E-mails for tournaments and regular play.
- March - The course used Facebook to promote play and advertise the Gainesville Golf Association and Membership Drive for March.

# Gainesville Parks & Recreation

January, February & March 2018

Gainesville Parks & Recreation Department (GPARD) maintains 266 acres of parkland. This past quarter the Parks & Recreation Department had 140 hours of mowing, weed eating, and bed maintenance; 275 hours of litter removal and 130 hours 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, changed tensioner spring, made and installed a new smoke system, installed new drive chain, complete inspection of the FSE train from top to bottom and front to back.
- Registration for Adult Winter 2 Softball
- Registration for Adult Winter 2 Volleyball
- Registration for Adult Spring Softball
- Registration for Adult Spring Volleyball
- Added 1,100ft of outfield in Leonard Park Softball
- Assisted Boys Baseball of Cooke County with Opening Day
- 125 kids attended GPARD Kids Trout Fishing Derby (Rain)
- Preparing for Spring Fling
- Preparation of Keneteso Park Soccer fields for spring season.
- Added new mulch to Leonard Park Playground, BP Douglass Park, and Pecan Creek Park.

## Athletics – 1,566 Participants using Parks & Recreation Facilities this Quarter

- Leonard and Edison Baseball (5) Fields– 620 participating in Boys Baseball of Cooke County
- Youth Soccer -370 participating in Cooke County Soccer Association
- Spring Adult Softball - Parks & Recreation Department Adult Spring Softball League – 13 teams in league play (208 members).
- Winter 2 Adult Softball - Parks & Recreation Department Adult Winter 2 Softball League – 14 teams in league play (224 members).
- Adult Indoor Volleyball Winter- Parks & Recreation Department Adult Volleyball League – 8 teams in league play (64 members).
- Adult Indoor Volleyball Spring- Parks & Recreation Department Adult Volleyball League 1 – 10 teams in league play (80 members).

## Frankie Schmitz Train

- Opening day March 10<sup>th</sup>
- 6,166 riders for March

## Leonard Park Pavilion

- Available for rental Friday, Saturday & Sunday
- Half day rental for \$60 per time segment or \$120 for all day
- January thru March rental \$2,880.00



## 2nd Quarterly Report 2017-2018

Visitation is up 4% from the same quarter in 2016-17. Admission revenue is up 7+ % from same quarter in 2016-17. Annual pass revenues 52% over same quarter in 2016-17. Merchandise revenue up 6+% from same quarter in 2016-17. Educational programs revenue down 41 % from same quarter in 2016-17. This is expected as this is the category that includes animal feeding (as there is still no giraffe feeding and typically this would bring a lot of additional revenue during Spring Break). Party revenues up 30% from same quarter in 2016-17. Overall revenues up 5% from same quarter in 2016-17.

<b>2nd 2018</b>	<b>#Visitors</b>	<b>\$Admissions</b>	<b>\$Passes</b>	<b>\$Retail</b>	<b>\$Programs</b>	<b>\$Food</b>	<b>\$Totals</b>
Jan.	1,815	8,933	1,250	3,562	566	75	14,386
Feb.	1,651	8,263	860	4,137	1,026	0	14,286
Mar.	17,433	82,922	5,305	37,677	5,754	1,280	132,938
Total	20,899	100,118	7,415	45,376	7,346	1,355	161,610
<b>2nd 2017</b>	<b>#Visitors</b>	<b>\$Admissions</b>	<b>\$Passes</b>	<b>\$Retail</b>	<b>\$Programs</b>	<b>\$Food</b>	<b>\$Totals</b>
Jan.	1,787	8,294	547	3,702	1,322	0	13,865
Feb.	3,739	19,746	1,359	8,344	2,089	0	31,538
Mar.	14,574	65,285	2,983	30,577	9,190	1,040	109,075
Total	20,100	93,325	4889	42,623	12,601	1,040	154,478

### January:

- 1/10 Staff Development- annual TAZE mtg. (El Paso)
- 1/12 Staff Development- Employee Luncheon
- 1/19 Partnered with Texas Parks & Wildlife Dept. and InSync Exotics to rescue two black bears.
- 1/25 Zoo Society Board meeting.
- 1/26 PR- Denton Welcome Center appearance.
- Bi-Weekly Red River AAZK Chapter mtgs. held. Grow Team horticulture volunteers. Weekly area meetings with Director & Operations.

### February:

- 2/1 Conservation - AAZK Chocolate & Wine event
- 2/20 Staff Development & PR, Director was asked to attend a Zoo Hazard Preparedness meeting at Fort Worth Zoo with Texas Animal Health, USDA & Texas A&M. Developing Texas Exotic Rescue Coalition (TERC).
- 2/21 Ice Storm & recovery, flood precautions
- Bi-Weekly Red River AAZK Chapter mtgs. held. Grow Team horticulture volunteers. Weekly Area meetings with Director & Operations.

**March:**

3/11-17 Spring Break

3/14 PR- Frank Buck's Birthday - 3,287 visitors that day.

3/16 PR- Travel Center appearance by day & Denton Welcome Center appearance in evening.

3/21 Lean Six audit received; Admin received 124 out of 125 and Operations received 125 out of 125.

3/22 Zoo Society meeting.

3/24-25 Staff Development- 2 senior Animal care staff attended Wicked Minds training conference in Dallas

3/27-28 Staff Development- Training Consultant Barbara H.

3/29 PR- Denton Welcome Center up to shoot promo video.

3/31 PR- Zoo Eggstravaganza Egg hunt - 429 attendees.

Bi-Weekly Red River AAZK Chapter meeting held. Grow Team horticulture volunteers. Weekly Area meetings with Director & Operations.

**New Animals:**

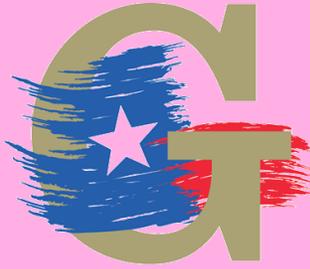
- (2) Black Bears
- A Six Banded Armadillo

**New Exhibit/feature:**

- Bear Expansion to open later this month (Zoo Society funded).
- Otter exhibit to open later this month (Zoo Society funded).

**Ongoing Projects:**

- Coati exhibit currently under construction (partially Zoo Society funded).



# **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: Wayne Twiner, Fire Chief  
Date: 04/04/18  
Re: Quarterly Performance Measures – 2017/2018 2nd Quarter

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### Incident Responses

- ✓ 894 Total Fire responses
- ✓ 838 of these responses were in the City; 56 were outside the City
- ✓ Total dollar loss saved \$9,503,354 (80 % of original value)

### Training

- ✓ 415.30 Total Fire Department Training Hours
- ✓ Reached 194 adults and 617 children through 11 Fire Department special events.

### Inspection Program

- ✓ Completed 34 on-shift inspection and Pre-Fire Plans on commercial, business & industrial properties
- ✓ Fire Inspector had 150 contacts (78 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.
- ✓ 149 hazards identified during Firefighter on-shift inspections; 106 hazards corrected
- ✓ 24 Compliance worksheets returned
- ✓ Fire Inspector conducted 19 Certificate of Occupancy inspections
- ✓ Fire Marshal had 40 contacts (408.50 hours) for fire code/life safety inspections related to development and new construction projects.

### Fire Investigations

- ✓ 113.50 hours spent on 4 new investigations by Fire Marshal within Gainesville
- ✓ 1 new Task Force investigations (3 hours)/Responses within Gainesville
- ✓ 0 hours spent on 0 Task Force investigation by Fire Marshal outside of Gainesville

### Storm Spotter Activity

- ✓ 1 storm spotter activations this quarter with 3 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
- ✓ Participated in COG regional Hazard Mitigation Working Group
- ✓ Developed Event Action Plan for MOH events; MOH planning meetings
- ✓ Active Shooter planning meeting with GISD
- ✓ Updated Annex U - Legal
- ✓ Disaster Finance Policy approved by City Council
- ✓ Participated in TDEM Road Show Workshop at Texoma COG
- ✓ Hosted annual Sky Warn Storm Spotter training for staff and residents at no charge
- ✓ EOC activation for Ice Storm and After Action review held
- ✓ FEMA Pecan Creek Project audit finalized

## **Miscellaneous**

- ✓ New hire testing; 3 Firefighters hired
- ✓ Maintaining Fire Department Facebook page
- ✓ Continuation of Press Release of safety articles in both GDR and Cooke County Weekly News
- ✓ Held annual swim test
- ✓ Provided Job Shadowing opportunities for 3 high-school students
- ✓ 2 personnel on GIS Project Team
- ✓ Hosted Holiday Blood Drive with Carter Blood Care
- ✓ Apparatus Committee
- ✓ Several personnel participating in Gainesville University, Lean projects & Leadership Academy
- ✓ Completed 5-S Inspections
- ✓ Completed initial Lean Office project
- ✓ Continuing FARM (Fireman As Role Models) Program in GISD
- ✓ Retirement reception for Chief Cox
- ✓ Promotions to Fire Chief, Assistant Fire Chief, Training Officer
- ✓ Fire Inspector appointment
- ✓ Promotional process started for Battalion Chief positions
- ✓ Fire Marshal attended International Association of Arson Investigators (IAAI) Conference

Fire Department – Performance Measures (Budget)

	Estimated 2018	Actual – 2nd quarter 03/30/18
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.	6:05 Dispatch to Arrival; 8:26 Call Receive to Arrival

Emergency Management – Performance Measures (Budget)

	Estimated 2018	Actual – 2nd quarter 03/30/18
Public Education Press Releases	15	2
Emergency Management & Homeland Security Meetings Attended	12	6
Number of EM Classes taken	6	1
Grants Administered	3	2



## **Gainesville Police Department 2017 - 2018 2nd Quarter Report**

The Gainesville Police Department Communications Division processed and routed 8,305 calls for service during the 2nd quarter of fiscal year 2017-2018. The monthly calls for service totals were January – 2,755, February – 2,625, and March – 2,925. Communications Operators also handled 5,137 9-1-1 calls during this quarter. The monthly totals were January – 1,495, February 1,799, and March – 1,843.

During the 2<sup>nd</sup> quarter of the 2018 reporting period there were 576 cases assigned to Investigators of the Criminal Investigations Division. There were 221 cases filed with the County Attorney, 74 cases filed with the District Attorney, 85 cases filed with the Municipal Court, 14 cases referred to Juvenile Probation, 11 cases closed, 15 cases unfounded, 3 cases cleared exceptionally, 3 cases transferred to another agency, and 121 cases suspended. The division obtained 3 search warrants and 25 arrest warrants during this period. Investigators currently have 96 open cases, which continues the trend in a reduction in the number of open and active investigations while proactively seeking warrants on individuals.

The property room has taken in 739 new items this quarter with 585 of those are still in storage, 53 items have been released by chain of custody, 93 items have been permanently released to the prosecutors etc. and 8 items were disposed. During this quarter, a court order was obtained for currency that remained in property room for various reasons and \$785.53 was deposited to the general fund.

Police Trainee Shane Greer completed the Field Training Program on April 5, 2018 and he has been assigned to a shift. Police Trainee Jared Gibson and Police Trainee Tanner Hargrove are both still working through the Field Training Program. Police Cadet Evan Dostal is attending the Denton Police Academy and progressing well in his classes with an anticipated graduation date in June.

We are currently processing applications for three vacant positions within the Patrol Division as well as proactively recruiting potentially qualified applicants. The Department is in the process of scheduling an oral interview board for two candidates that have completed the application and background process. Another applicant testing date is scheduled for Saturday, April 14, 2018.

The contracts have been finalized with Utility Associates, Inc., which has allowed us to move forward with the replacement of our mobile video systems and body cameras. The installation process and associated training will begin on the week of April 9, 2018. This system will be integrated in Department operations at multiple levels and while there will be an understandable learning curve; ultimately, we believe that there will be a significant improvement in efficiency.



### Gainesville Police Department 2017-2018 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	17-18
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0							0	0	0	0	0
Forcible Rape	1	1	2	1	2	0							4	3	0	0	7
Robbery	2	1	0	0	0	3							3	3	0	0	6
Assault	30	18	30	32	25	31							78	88	0	0	166
Burglary	8	8	7	8	3	7							23	18	0	0	41
Theft (Except Motor Vehicle Theft)	31	27	34	22	24	29							92	75	0	0	167
Motor Vehicle Theft	2	1	2	2	4	0							5	6	0	0	11
<b>Total Index Crimes</b>	<b>74</b>	<b>56</b>	<b>75</b>	<b>65</b>	<b>58</b>	<b>70</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>205</b>	<b>193</b>	<b>0</b>	<b>0</b>	<b>398</b>

### 2017-2018 Workload Data

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st	2nd	3rd	4th	17-18
Calls For Service	2848	2433	2584	2755	2625	2925							7865	8305	0	0	16170
911 Calls	1589	1463	1620	1495	1799	1843							4672	5137	0	0	9809
Alarms Calls (Burglary,Robbery)	85	77	75	81	81	75							237	237	0	0	474
Disturbances (Includes Domestic)	110	81	81	82	64	85							272	231	0	0	503
Accidents (Major, Minor, Hit and Run)	82	61	82	73	63	71							225	207	0	0	432
Cases Assigned - CID	191	188	172	193	189	194							551	576	0	0	1127
Cases Cleared - CID (Filed, Exception)	131	101	181	123	124	149							413	396	0	0	809

**Gainesville Police Department  
Support Services  
Quarterly Report for January, February and March 2018**

**January**

**Communications**

- The Communications Division processed and routed a total of 2,755 calls for service in January. 9-1-1 calls received 1,495.

**Community Services**

- Attended and prepared for the Gainesville Citizen Police Academy Alumni monthly meeting.

**Training**

- 7 employees attended training classes for a total of 156 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 2,625 calls for service in February. 9-1-1 calls received 1,799.

**Community Services**

- The Citizen Police Academy started a new class this month. Class #118 held its first class on the 06<sup>th</sup> with 16 attendees.
- Attended and prepared for the Gainesville Citizen Police Academy Alumni monthly meeting.

**Training**

- 13 employees attended training classes for a total of 450 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 2,925 calls for service in March. 9-1-1 calls received 1,843.

**Community Services**

- Held and prepared for four sessions of Citizen Police Academy.
- The Gainesville Citizen Police Academy Alumni Association (GCPAAA) has 57 paid and active members.

**Training**

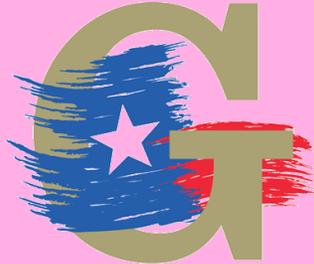
- 43 employees attended training classes for a total of 224 training hours.

**Animal Control**

- See spreadsheet for monthly activities.

**Gainesville Public Safety Building Maintenance**

- Performed various building maintenance projects.



# **PUBLIC WORKS**

**Streets**

**Storm Water Drainage**

**Water Distribution**

**Wastewater Collection**

**Water Production**

**Wastewater Treatment**

**Industrial Waste**

**Moss Lake**

**Construction Inspections**



CITY OF GAINESVILLE  
2017\2018 QUARTERLY REPORT - 2ND QUARTER

PUBLIC WORKS DEPARTMENT - DIVISIONS

Streets

Storm Water Drainage

Water Distribution

Wastewater Collections

Water Production

Wastewater Treatment

Industrial Waste

Moss Lake

Construction Inspections



<b>Public Works-Street &amp; Storm Water Divisions</b>		
<b>FY 2017-2018</b>	<b>Jan.- Mar.</b>	<b>2nd Quarter</b>

<b>Job Description</b>	<b>QTR 1</b>	<b>QTR 2</b>	<b>QTR 3</b>	<b>QTR 4</b>	<b>YRLY Total</b>
Pot Hole Repairs	419	721			
Street Cut Repairs	13	6			
Inlet Boxes Cleaned	30	40			
Inlet Boxes Checked	49	19			
Traffic Signs Installed/Replaced	64	11			
Street Signs Installed/Replaced	28	22			
City Lots Cleaned	0	3			
Mowed City Lots	0	0			
Mowed Private Lots (Code Enforcement)	11	0			
Demolitions (City & Antique Lumber)	12	9			
<b>Number of Miles Swept</b>					
Southwest Quadrant	143.2	53.8			
Southeast Quadrant	85	17.6			
Northwest Quadrant	226.3	67.4			
Northeast Quadrant	80.2	31.2			
Downtown	14.8	0			

### 1st Quarter Projects

<b>January</b>	<b>February</b>	<b>March</b>
General Street Maintenance	General Street Maintenance	General Street Maintenance
Hauling material to various locations	Brush removal at various locations	Hauling material to various locations
Hauling for other departments	Hauling material to various locations	Hauling for other departments
Wheeler Creek Maintenance	Hauling for other departments	Sign Maintenance
Elm Creek Maintenance	Wheeler Creek Maintenance	Brush removal city wide due to storm
Debris clean-up at various locations	Elm Creek Maintenance	
	Debris clean-up at various locations	

Public Works-Waste Water Collections and Water Distribution		
FY 2017-2018	Jan.-Mar.	2nd Quarter

Job Description	JAN	FEB	MAR		QTR 1	QTR 2	QTR 3	QTR 4	YRLY Total
Fire Hydrants Repaired	1	1	0		5	2			
Water Main Leak Repairs	14	7	1		28	22			
Water Service Line Repairs	10	6	5		4	21			
Water Meter Sets/Replace	7	1	9		32	17			
Water Meter Tests	0	0	0		8	0			
Water Meter Repairs	3	16	20		29	39			
Prevent . Maint. (Hot Spots)	0	0	0		77	0			
Water /Sewer Locates	14	10	23		46	47			
Sewer Main Repair	5	0	1		2	6			
Sewer Service Line Repair	0	2	4		3	6			
Sewer Main Blockages (Main)	53	23	30		98	106			
(Service Line)	36	30	25		68	91			
Customer Side Water Issue	12	6	16		23	34			
Customer Side Sewer Issue	43	26	23		41	92			
AMR Meters Installed	7	3	10		538	20			

City of Gainesville Public Works Department	FY 17-18	Jan.-Mar.
Water Production & Moss Lake-Lift Stations	2nd Quarter	

Description	Jan	Feb	Mar	Qtr Total
1.) Hours Checking Lift Stations	200	200	200	600
2.) Hours of General Maintenance	20	20	20	60
3.) Lift Station Maintenance Cost	\$2,259.23	\$0.00	\$0.00	\$2,259.23
4.) Weber Fire Protection Repair Cost	\$144.90	\$0.00	\$0.00	\$144.90

**Quarterly Summary**

	Qtr 1	Qtr 2	Qtr 3	Qtr 4	FY Totals
1.)	600	600			
2.)	60	60			
3.)	750	\$2,259.23			

<b>City of Gainesville Public Works Department</b>	<b>FY 17-18</b>	<b>JAN.-MAR.</b>
<b>Water Production &amp; Moss Lake-Water Pumpage</b>	<b>2nd Quarter</b>	

Description	Jan.	Feb.	Mar.	Qtr Total
1.) Total Well Production	59489754	49977081	58023894	167490729
2.) Bacteriological Samples Taken	17	17	17	51
3.) Bacteriological Samples Passed	100%	100%	100%	100%
4.) Well & SWTP Maintenance Cost	\$9,506.27	\$1,580.38	\$27,547.55	\$38,634.20
5.) Gallons Lost due to Leaks/Line Flushing	3181300	410290	668838	4260428
6.) Estimated Water Loss Percentage	5%	<1%	1%	3%

\*Note\*

Estimated water loss is including water sold through the meter.

### Quarterly Summary

	Qtr 1	Qtr 2	Qtr 3	Qtr 4
1.)	180,783,066	167490729		
2.)	51	51		
3.)	100%	100%		
4.)	\$45,509.35	\$38,634.20		
5.)	4187130	4260428		
6.)	2%	3%		

<b>Public Works-Wastewater Treatment</b>		
<b>&amp; Industrial Waste Pretreatment Division</b>		
<b>FY 2017-2018</b>	<b>Jan- Mar</b>	<b>2nd Quarter</b>

	<b>Wastewater Treatment</b>	
<b>Monthly Flow</b>	<b>Gallons Treated</b>	<b>Wastewater Reused</b>
January 2018	40,097,000	0
February 2018	51,300,000	0
March 2018		0
<b>Annual Flows</b>	<b>Daily Average</b>	<b>Monthly Total</b>
January 2018	1,335,900	40,097,000
February 2018	1,341,000	51,300,000
March 2018	1,740,633	41,971,000
<b>Quarterly Average/Total</b>		

<b>Industrial Waste/Pretreatment</b>			
	<b>Permit Issued</b>	<b>SIU Inspections Performed</b>	<b>Traps Inspected</b>
January 2018	0	0	18
February 2018	0	0	16
March 2018	1	0	14
	<b>Sampling Events</b>	<b>NOV's Issued</b>	<b>Backflow Inspections</b>
January 2018	0	0	36
February 2018	1	1	37
March 2018	0	0	21
	<b>Wastehauler Permits</b>	<b>Violations Issued for failure to have backflow device Inspected</b>	
January 2018	1	JAN	0
February 2018	1	FEB	1
March 2018	1	MAR	0

Public Works-Construction Inspections		
FY 2017-2018	JAN.-MAR.	2ND Quarter

Inspection Description	JAN	FEB	MAR		QTR 1	QTR 2	QTR 3	QTR 4	YRLY Total
DRC Meetings					5	7			
Plan Reviews					10	14			
Bid Openings					0	0			
Preconstruction Meetings					1	2			
Progress Meetings					1	5			
Water Main Installations (LF)					2292	0			
Fire Hydrant Installations					5	0			
Valve Installations					15	0			
Fire Main Installations					0	0			
Water Main Tie-Ins					7	0			
Water Samples					3	0			
Hydrostatic Tests					3	0			
Sewer Main Installations (LF)					1063	696			
Sewer Manhole Installations					6	5			
Sewer Cleanout Installations					18	3			
Sewer Main Tests					0	0			
Sewer Manhole Tests					0	0			
Storm Sewer Main Installation (LF)					1487	446			
Storm Sewer Inlet Box Installation					25	0			
Subgrade Construction					3722	4711			
Unclassified Street Excavation (CY)					2530	1623			
Subgrade Tests					0	0			
Concrete Street Construction					4924	6717			
Asphalt Street Construction					271	0			
Bridge Steel Inspections					0	0			
Bridge Concrete Inspections					0	0			
Bad Weather Days					2	16.5			
WWTP Improvements PH 2 (Engineering)					95%	100%			
WWTP Improvements PH 2 (Construction)					66%	87%			
SUMP H (Engineering)					100%				
SUMP H (Construction)					82.84%	93.74%			
SUMP I (Engineering)					40%	44%			
SUMP I (Construction)					1%	11%			
SUMP J (Engineering)					100%	100%			
SUMP J (Construction)					100%	100%			
Gateway Elevated Storage Tank					16%	50%			
Pecan Creek Rehabilitation Project					96%	100%			