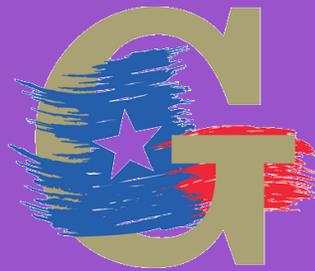


# **CITY OF GAINESVILLE**

**4<sup>th</sup> Quarter Report  
FY 2017/2018  
July – September 2018**



# **ADMINISTRATION**

**Admin**

**Information Technology**

**Human Resources**

**Utility – Customer Service**

**Finance**

**QUARTERLY REPORT  
JULY 2018 – SEPTEMBER 2018**

**DEPARTMENT: ADMINISTRATION  
DIVISION: CITY SECRETARY**

ACTIVITY	DESCRIPTION	QTR ENDING September 2018
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>5</b>
Council Minutes	Minutes recorded, prepared, approved, archived	<b>8</b>
Ordinances	Ordinances written, processed, published	<b>9</b>
	Number of Ordinances forwarded to Code Company for Code Supplement	<b>9</b>
Resolutions	Resolutions written & processed	<b>26</b>
Proclamations/Recognitions	Proclamations & Recognitions, written & presented	<b>8</b>
Boards & Commissions appointments	Board appointments implemented & completed, appointments recorded	<b>5</b>
Contracts & Agreements	Contracts & Agreements approved & executed	<b>11</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>34</b>
Cemetery Deeds	Cemetery deeds and transfers recorded	<b>9</b>
Vendor / Solicitor Permits	Vendor Solicitor applications processed for permits	<b>17</b>
Bids	Bids advertised, received, tabulated, awarded, recorded	<b>0</b>
Records Management Program	Cubic feet of documents accessioned to storage in accordance with retention schedule	<b>4</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>27</b>
Research and Requests for Information	Research and Requests for information or services & responses provided	<b>5</b>
Insurance Claims	Number of claims processed	<b>7</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>	<b>7</b>	<b>6</b>
Response to Open Records within 10 days	<b>28</b>	<b>39</b>	<b>22</b>	<b>27</b>
Response to citizen requests within 10 days	<b>5</b>	<b>8</b>	<b>10</b>	<b>5</b>
Unqualified opinion for annual financial audit obtained	<b>No</b>	<b>Yes</b>	<b>No</b>	<b>No</b>
Council action reports delivered to media day after council meeting	<b>5</b>	<b>5</b>	<b>6</b>	<b>5</b>

# Human Resources Department

## Quarterly Report

### 3<sup>rd</sup> Quarter FY 2018-2019

(Data for October 2017 through September 2018)

Performance Measures	YTD FY 17-18																				
Continue to provide New Hire Orientation, Employee and Supervisory Training	<table border="0"> <tr><td><u>Training</u></td><td></td></tr> <tr><td>NHO</td><td>4</td></tr> <tr><td>Employee</td><td>13</td></tr> <tr><td>Supervisory</td><td>1</td></tr> </table>	<u>Training</u>		NHO	4	Employee	13	Supervisory	1												
<u>Training</u>																					
NHO	4																				
Employee	13																				
Supervisory	1																				
Monitor and analyze turnover (does not include temp/seasonal)	<table border="0"> <tr><td>Avg 6.75%</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>6%</td></tr> <tr><td>4<sup>th</sup> Qtr</td><td>8%</td></tr> <tr><td colspan="2"><u>Separations this FY</u></td></tr> <tr><td>Dismissals</td><td>5</td></tr> <tr><td>Resignations</td><td>35</td></tr> <tr><td>Retirements</td><td>9</td></tr> <tr><td>Death</td><td>1</td></tr> </table>	Avg 6.75%		1 <sup>st</sup> Qtr	8%	2 <sup>nd</sup> Qtr	5%	3 <sup>rd</sup> Qtr	6%	4 <sup>th</sup> Qtr	8%	<u>Separations this FY</u>		Dismissals	5	Resignations	35	Retirements	9	Death	1
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Dismissals	5																				
Resignations	35																				
Retirements	9																				
Death	1																				
Ensure Timely Performance Assessments	92%																				
Maintain and evaluate City's compensation program	<table border="0"> <tr><td><u>Compensation/Salary Survey</u></td><td></td></tr> <tr><td>All employees</td><td>1</td></tr> <tr><td>Police</td><td>1</td></tr> <tr><td>Fire</td><td>1</td></tr> </table>	<u>Compensation/Salary Survey</u>		All employees	1	Police	1	Fire	1												
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Maintain and evaluate City's benefits	<table border="0"> <tr><td><u>RFP for Group Benefits</u></td><td></td></tr> </table>	<u>RFP for Group Benefits</u>																			
<u>RFP for Group Benefits</u>																					

Workload/Demand	YTD FY 17-18
New Hires	87
Separations	50
Other Personnel Changes	280
Performance Assessments	215
Accident/Incident Reports	66
Workers' Compensation Claims (medical or lost time)	25
Safety Advisory Committee Meetings	3
New Job Postings	60
Applicants	2503

#### **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 [completed]  
 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 [completed]  
 IRS Mandate ACA forms processing and submittal for Calendar Year 2017 [completed]  
 Update City and Department Organization Charts [completed]  
 Background Check/Adverse Action plan [completed]  
 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 Processes (Kaizan events) [completed]  
 Equal Employment Opportunity Utilization Report and Plan [completed]  
 TML Salary Survey data [complete]  
 Job Description re-design and updates to departments for review [completed]  
 Pre-Employment Background Check outsourcing [completed]  
 Internal Directory re-design, update, distribution [completed]  
 Job Description Review [completed]  
 TMRS Survey and Recommendation [completed]  
 Lean Office Kaizen events [completed]  
 Parks Job Descriptions Re-do [completed]  
 Performance Assessment Scoring project [completed]  
 Supervisory Training – online program [completed]

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

Performance Measures	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	FY2018	FY2018
	Dec. 31, 2017	Mar. 31, 2018	June 30, 2018	Sep. 30, 2018	Totals	Budget
Total Radio Routes	23	23	23	23	23	16
Customers on Draft Payments	692	690	698	713	713	685
Credit Card Payments	2,509	2,507	3,058	2,807	10,881	7,800
Flyer Inserts on Payments	1	0	0	0	1	8

Workload/Demand							
Number of Customers	6,193	6,141	6,161	6,158	6,158	6,200	
New Connects	293	296	275	347	1,211	1,500	
Disconnects	286	303	280	345	1,214	1,480	
Transfers	64	64	66	96	290	550	
Rereads	113	65	195	115	488	460	
Bills Generated Annually	18,371	18,569	18,212	18,235	73,387	74,700	

Qtr to date

Sales/Customers - 4th Qtr	2018	2017	Increase(Decrease)
Water Sales	\$1,315,637	\$1,062,672	\$252,965
Sewer Sales	\$1,153,801	\$824,814	\$328,987
Solid Waste Sales	\$767,994	\$710,795	\$57,199
Drainage Sales	\$233,595	\$233,448	\$147
Number of Customers	6,158	6,143	15
Inside City Limits	6,111	6,102	9
Outside City Limits	47	41	6

New Connects	6,158	(87 Realtors 6,071 Residents)
Garbage Customers	5,361	(Residential 5,037 Commercial 324 Dumpsters 469)
Late Charges-Current Accounts	\$43,254.23	

**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	3	3	12	12
Complete Payroll 2 Days Before Pay Day *	7	7	7	7	28	26
GFOA CAFR Award FY 2017	N/A	Submitted	Submitted	Submitted	1	1
GFOA Budget Award FY 2017	Yes	Yes	Yes	Yes	1	1
Surprise Cash Audits	2	3	0	8	13	12
Payables Audit	6	3	3	0	12	2
Receivables Audit	3	3	0	0	6	4

**Workload/Demand**

Financial Reports to Council	3	3	3	3	12	12
Payrolls Processed	7	9	11	9	36	26
Invoices Paid	1920	1777	1947	1884	7528	6700
Purchase Orders Processed	61	51	46	34	192	130
Misc. AR Invoices Billed	406	449	429	434	1718	1200
Seminars/Training Sessions Attended *	see below	see below	see below	see below		

**\*Training**

<b>Finance Director</b>	Hours	Hours	Hours	Hours	
IS-100.B Introduction to Incident Command System, ICS-100		2.5			
IS-700.a NIMS Intro			2		
IS-200.b NIMS Single Resource and Initial Action Incident			4		
IS-800.c National Response Framework			3		
Employment Law Issues for Supervisors			3		
Power Query Provides One-stop Data Shopping				1	
Texas Public Funds Investment Act				12	
8 Common Errors in Sales Tax Audits				1	
		2.5	12	14	28.5

**Controller**

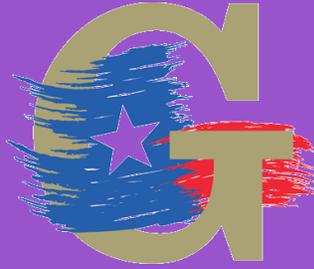
GFOAT Training Austin Oct 20	16	0			
Safety Training	20 min	20 Minute			
Work Place Violence Training			20 Minute		
Employment Law Issues for Supervisors			3		
Governmental Accounting				12	
Cost Principals				7	
STW Training			4 hours		
	16.15	0.15	7.15	19	42.45

**Accounting Tech 1**

Safety Training	20 Minute	20 Minutes		45 Minutes	
Emergency Management Training		3 Hrs			
New Hire Orientation		7 hrs			
Work Place Violence Training			20 Minute		
Identity Theft Training				1 hour	
STW Training			6 hours		
	0.15	10.15	6.15	1.75	18.2

**Accounting Tech 2**

Safety Training / Insurance	20 Minute	20 Minute		45 minutes	
Identity Theft Training			20 Minute	1 hour	
STW Training			6 Hours		
	0.15	0.15	6.15	1.75	8.2



# **COMMUNITY** **DEVELOPMENT**

**Building Department**

**Code Enforcement**

**Substandard Structures**

**Planning and Zoning**

**CITY OF GAINESVILLE**  
**Community Development Department**  
 2017-2018 Fourth Quarterly Report  
 July 1, 2018 through September 30, 2018



**WORKLOAD DEMAND SUMMARY**

Building Inspections	183 <sup>p</sup>
Building Re-inspections	10
Code Enforcement Cases (New)	905
Code Enforcement Cases (On-going)	127
Case Related Inspections	1466
Alcohol Site Inspections	6

**PERMIT SUMMARY**

Building Permits <sup>1</sup>	96
Electrical Permits	27 (+30 validations)
Plumbing Permits	15 ( +23 validations)
Mechanical Permits	13 (+19 validations)
Sign Permits	22
Certificate of Occupancy	14
Miscellaneous Permits <sup>2</sup>	36
Temp. Food Permits	2
<b>TOTAL PERMITS</b>	<b>297</b>
<b>TOTAL PERMIT FEES</b>	<b>\$83,678</b>

**MAJOR PROJECT SUMMARY**

	Units	Square Footage	Estimated Valuation
Commercial New Construction <i>(including new billboard construction)</i>	4	48946	\$2,518,721
Residential New Construction <i>(incl. Moss Lake Boat Docks, Mobile Homes, Pools)</i>	21	32020	\$2,964,279
Commercial Remodel <i>(incl. roofs)</i>	10	63449	\$650,373
Residential Remodel <i>(incl. roofs)</i>	34	49610	\$377,076
Commercial Accessory Building	0	0	\$0
Residential Accessory Building	8	1132	\$22,049

**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>				7
Structures Signed Up for Voluntary Demolition				11
BSC Ordered Structure Abatements				1
Structures Ready for Demolishing <sup>#</sup>				12

**PLANNING & ZONING SUMMARY**

APPLICATION TYPE	4th QUARTER	FEES COLLECTED
Zoning Variance Request	1	\$0
LED Light Approval	1	\$100
Staff Initiated	2	\$0
Subdivision Plat Minor	5	\$2,500
<b>TOTAL</b>	<b>9</b>	<b>\$2,600</b>

**ANNUAL PERMIT AND REGISTRATION SUMMARY**

TYPE	ON FILE	ACTIVE	4th QUARTER PERMITS/REGISTRATIONS/RENEWALS	4th QUARTER FEES COLLECTED
Alcohol	50	31	6	\$3,330
Contractor	1617	375	67	\$10,600
Moss Lake Pump	37	18	0	\$0
Alarm ★	772	155	15	\$450
Moss Lake Boat Dock ★	221	195	9	\$2,204
Billboards ★	64	61	0	\$0
Food Establishmentβ	4	4	4	\$240

**Q4 FY 17-18 FEE SUMMARY**

	TOTAL ISSUED	TOTAL AMOUNT COLLECTED
Permits	297	83678
Annual Permits, Registrations, and Renewals	97	16824
Planning & Zoning Applications	9**	2600
<b>TOTAL</b>	<b>403</b>	<b>103002</b>

**COUNCIL, BOARDS AND COMMISSIONS ACTION SUMMARY**

BOARD OF APPEALS	ACTION
None	

PLANNING & ZONING COMMISSION	ACTIONS
August 14, 2018	

Consider approval of June 12, 2018, Minutes.	Approved as presented
Consider a request from GAF and GEDC on a proposed rezoning of 29.216 acres from A (Agricultural) to I (Industrial) located north of Loadmaster Circle (aka Corporate Drive). (PID# 145578 & 27071) (ZDC1567274)	Recommended approval to City Council
Consider approval on a request for LED border lighting on the Golden Chick restaurant at 1200 North Interstate 35 (part of the Red River Stop). (PID# 155146) (SAPZ2307409)	Request Denied (except for peak lighting included in sign permit)
<b>September 11, 2018</b>	
Consider approval of August 14, 2018, Minutes.	Approved as presented
Consider and make a recommendation to City Council on the proposed amendment to the Zoning Ordinance to permit decorative rail aluminum, tubular, and wrought iron fences in any zoning district. (SI9420804)	Recommended approval of ordinance amendment to City Council
Consider and make a recommendation to City Council on the proposed Public Works Subdivision Specifications and Design Standards (entitled Standard Details). (SI9078772)	Recommended that the City Council approve the proposed Subdivision Specifications and Design Standards with notes added for paving chairs and for coal tar-based boring casing coating standards.

BUILDING & STANDARDS COMMISSION	ACTIONS
<b>July 19, 2018, Hearing</b>	
<b>Approval of Minutes from June 21, 2018, hearing</b>	Approved as presented
<b>714 Field   Dilapidated/Substandard   Case #18-00918</b>	Removed from agenda. Owner signed voluntary demolition release with City.
<b>1702 Lindsay   Dilapidated/Substandard Structure   Case #18-00043</b>	The Building and Standards Commission for the City of Gainesville reaffirms its original finding in Order #18-00043 that the structure located at 1702 Lindsay is dilapidated, 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 orders the owner to abate the nuisance by continuing with repairs as stated. Within 30 days of the hearing, the foundation must be repaired, structure stabilized, and the siding must be repaired or removed and replaced correctly. Within 60 days, the interior rehabilitation must have passed, at a minimum, two inspections based on scope of work submitted on permit application. Project must be completed, with final inspections passed, within 90 days. If the owner fails to abate the nuisance within 90 days, the City shall demolish the structure, clean, and grade the lot to drain at the owner's expense.
<b>403 South Morris   Dilapidated/Substandard Structure   Case #17-00729</b>	The Building and Standards Commission reaffirms its original finding(s) in Order(s) #17-00729, 17-00729-1, and 17-00729-2 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, is a nuisance. The Commission orders the Owners to abate the nuisance by completing the stated repairs within 45 days. If the Owners fail to abate the nuisance within the 45- day extension, the City shall demolish the structure and clean and grade the lot at the Owners' expense.
<b>414 Gorham   Dilapidated/Substandard Structure   Case #18-00711</b>	The Building and Standards Commission finds that the structure located at 414 Gorham 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

	<p>the nuisance by rehabilitating the structure and bringing it up to current City codes. The Commission orders the owner to follow the established timeframe as follows: within 30 days of hearing, owner must obtain a remodel permit complete with registered contractors and validated sub-contractors; within 60 days, two inspections (at a minimum) must be passed; within 90 days of the hearing, the project must be completed with final inspections passed. If the owner fails to abate the nuisance, the City shall demolish the structure, clean, and grade the lot at the owner's expense.</p>
<p><b>413 South Dixon   Dilapidated/Substandard Structure   Case #18-00957</b></p>	<p>The Building and Standards Commission finds that the primary and two (2) accessory structures located at 413 South Dixon 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 rehabilitating the primary and two (2) accessory structures and bringing them up to current city codes. The Commission orders the Owner to follow the established timeframe as follows: within 30 days of hearing, Owner must obtain a remodel permit complete with registered contractors and validated sub-contractors; within 60 days, two inspections (at a minimum) must be passed; within 90 days of the hearing, the project must be completed with final inspections passed. If the Owner fails to abate the nuisance, the City shall demolish the structures, clean, and grade the lot at the Owner's expense.</p>
<b>August 16, 2018, Hearing</b>	
<p><b>Approval of Minutes from July 19, 2018</b></p>	<p>Approved as presented</p>
<p><b>1745 Lindsay   Dilapidated/Substandard Structure   Case #18-00965</b></p>	<p>Tabled until next hearing.</p>
<p><b>435 Hancock   Dilapidated/Substandard Structure   Case #18-00375</b></p>	<p>Removed from agenda; owner signed voluntary demolition release.</p>
<p><b>1101 Lindsay   Dilapidated/Substandard Structure   Case #18-01205</b></p>	<p>The Building and Standards Commission finds that the primary and one (1) accessory structures located at 1101 Lindsay are dilapidated, substandard and/or unfit for human habitation, constitute a hazard to the health, safety and welfare of the citizens and are likely to endanger persons and property; and are therefore a nuisance. The Commission orders the Owner to abate the nuisance by rehabilitating the primary and one (1) accessory structures and bringing them up to current city codes. The Commission orders the Owner to meet the following timeframe: within 20 days of hearing, Owner must submit a building application permit including the remodel plans and the names of the registered contractors and sub-contractors who will be doing the work; within 30 days obtain the building permit and begin work; within 60 days, two inspections (at a minimum) must be passed; within 90 days of the hearing, the project must be completed with final inspections passed. If the Owner fails to abate the nuisance, the City shall demolish the structures and grade the lot at the Owner's expense.</p>
<p><b>614 North Denison   Dilapidated/Substandard Structure   Case #18-01374</b></p>	<p>Postponed until September hearing to remedy notice.</p>
<b>September 20, 2018, Hearing</b>	
<p><b>Approval of Minutes from August 16, 2018</b></p>	<p>Approved as presented</p>
<p><b>535 North Chestnut   Dilapidated/Substandard Structure   Case #18-01556</b></p>	<p>The Building and Standards Commission finds that the structure located at 535 North Chestnut is dilapidated/substandard and, is therefore, a nuisance. The Commission orders the owner to abate the nuisance by repairing the structure and adhering to the following schedule: apply for remodel permit within ten days of hearing; within twenty days of hearing all contractors and subcontractors have been identified and validated on the project; permit issued within 30 days. Two inspections must be passed within the first sixty days and project completed, with final inspections passed, within 90 days. If the owner fails to abate the nuisance within 90 days, the City shall demolish the structure and grade the lot at the owner's expense.</p>
<p><b>602 South Grand   Dilapidated/Substandard Structure   Case #18-01037</b></p>	<p>The Building and Standards Commission reaffirms its original findings in order #18-01037 that the buildings located at 602 South Grand are substandard and/or unfit for human habitation; constitute a hazard to the health, safety and welfare of the citizens; and, are therefore nuisances. The Commission orders the owner to abate the</p>

	<p>nuisances by continuing with stated repairs and passing final inspection on both structures within 60 days. If the owner fails to abate the nuisance caused by either structure within 60 days, the City shall demolish the structure(s) and grade the lot at the owner's expense.</p>
<p><b>614 North Denison   Dilapidated/Substandard Structure   Case #18-01374</b></p>	<p>The structures located at 614 Denison are built in the regulatory floodway established by the Federal Emergency Management Agency (FEMA) on the Flood Insurance Rate Map (FIRM) Number 480154 Panel 0295 C. The Commission finds, per Part II, Chapter 15, Article II, Sections 15-25 and 15-54, that since the structure has been vacant since 2007 with no utilities to establish an intent to return, it was abandoned. The Commission also finds that the structure suffered substantial damage and the repairs that were done illegally were also substantial, amounting to over 40% of the market value of the existing building (\$9,805). The Commission orders the owner to, within 30 days, consider (a) demolishing the structure or (b) moving the structure from its current location to a different location outside the regulatory floodway and present her decision to the Commission at the next Building and Standards Commission hearing scheduled for Thursday, October 18, 2018.</p>
<p><b>714 Ritchey   Dilapidated/Substandard Structure   Case #18-00126</b></p>	<p>The Building and Standards Commission for the City of Gainesville reaffirms its original finding in Order #18-00126 that the building located at 714 Ritchey is dilapidated, 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 also finds that the owner failed to meet the conditions set forth in Order #18-00126 for rehabilitating the structure. The Commission now orders the owner to abate the nuisance by continuing with stated repairs and bringing the structure up to current city codes within 60 days. If the owner fails to abate the nuisance, the City shall demolish the structure and grade the lot at the owner's expense.</p>
<p><b>1106 South Morris   Dilapidated/Substandard Structure   Case #18-00002</b></p>	<p>The Building and Standards Commission reaffirms its original finding (s) in Order (s) #18-00002, # 18-00002-1 and # 18-00002-2 that the primary and accessory structures located at 1106 South Morris are substandard and/or unfit for human habitation; constitute a hazard to the health, safety and welfare of the citizens; and, are therefore nuisances. The Commission finds the Owner complied with the Commission's order 18-00002-2, and made significant progress on repairing the structures. The Commission orders the Owner to abate the nuisance by completing the stated repairs within 30 days. If the Owner fails to abate the nuisance within the 30- day extension, the City shall demolish the structures and clean and grade the lot at the Owner's expense.</p>
<p><b>506 North Commerce   Dilapidated/Substandard Structure   Case #18-01239</b></p>	<p>The Building and Standards Commission finds that the structures located at 506 North Commerce are dilapidated/substandard and, are therefore, nuisances. The Commission orders the owner to abate the nuisances by demolishing the structures within 30 days. If the owner fails to abate the nuisances, the City shall demolish the structures, clean, and grade the lot at the owner's expense.</p>
<p><b>413 South Dixon   Dilapidated/Substandard Structure   Case #18-00957</b></p>	<p>The Building and Standards Commission reaffirms its original findings in Order #18-00957 that the primary and two accessory structures located at 413 South Dixon are substandard and/or unfit for human habitation; constitute a hazard to the health, safety and welfare of the citizens; and, therefore, are a nuisance. The Commission orders the owner to abate the nuisance by repairing the primary and two accessory structures and adhering to the following schedule: apply for remodel permit within ten days of hearing; within twenty days of hearing all contractors and subcontractors have been identified and validated on the project; permit issued within 30 days. Two inspections must be passed within the first sixty days and project completed, with final inspections passed, within 90 days. If the owner fails to abate the nuisance within 90 days, the City shall demolish the structure and grade the lot at the owner's expense.</p>
<p><b>414 Gorham   Dilapidated/Substandard Structure   Case #18-00711</b></p>	<p>The Building and Standards Commission reaffirms its original findings that the building located at 414 Gorham 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 adhering to the following schedule: within 10 days of hearing submit the permit application complete with registered contractors and pay the required penalty for not obtaining the permit before</p>

	beginning work; within 60 days of the hearing complete and pass inspections for the following: repair/replace rotten wall boards (less than 25%) and paint exterior structure; new roof; hot water heater vent to be replaced; illegal S traps removed and replaced correctly in kitchen and bathroom; leak in bathroom repaired; electrical wiring on the outside AC unit to be repaired; rear exterior stairs replaced; install smoke alarms inside each bedroom and confirm wall heater has shut off valve or replace with acceptable unit. If the owner fails to meet the conditions of this Order, the City shall abate the nuisance by demolishing the structure and grading the lot at the owner's expense.
<b>1025 East Tennie   Dilapidated/Substandard Structure   Case #16-01042</b>	The Building and Standards Commission reaffirms its original findings that the building located at 1025 East Tennie 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 order the owner to abate the nuisance by insulating the attic and passing final inspections within ten days. If the owner fails to abate the nuisance within ten days, the City shall demolish the structure and grade the lot at the owner's expense.

CITY COUNCIL	ACTIONS
<b>City Council Meeting July 17, 2018</b>	
<b>ORDINANCE 1433-07-2018 – REGARDING THE REGULATION OF FOOD ESTABLISHMENTS INCLUDING FOOD SERVICE ESTABLISHMENTS, RETAIL FOOD STORES, TEMPORARY FOOD ESTABLISHMENTS, MOBILE FOOD UNITS, AND ROADSIDE FOOD VENDORS.</b> CONSIDERATION OF AND ACTION ON THE FIRST READING OF AN ORDINANCE REGARDING THE REGULATION OF FOOD ESTABLISHMENTS INCLUDING FOOD SERVICE ESTABLISHMENTS, RETAIL FOOD STORES, TEMPORARY FOOD ESTABLISHMENTS, MOBILE FOOD UNITS, AND ROADSIDE FOOD VENDORS; PROVIDING A PENALTY; PROVIDING FOR SAVINGS, REPEALING AND SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.	Approved
<b>ORDINANCE 1434-07-2018 – REZONING FROM GENERAL COMMERCIAL (C-2) TO SINGLE-FAMILY TWO (SF-2) THE 3.47 ACRES ALONG THE NORTH PROPERTY LINE OF PARCEL ID 15302.</b> CONSIDERATION OF AND ACTION ON AN ORDINANCE AMENDING ORDINANCE 1219-12-2008; THE ZONING ORDINANCE OF THE CITY OF GAINESVILLE, TEXAS, AUTHORIZING THE CITY OF GAINESVILLE, TEXAS, TO REZONE FROM GENERAL COMMERCIAL (C-2) TO SINGLE FAMILY TWO DISTRICT (SF-2) THE 3.47 ACRES ALONG THE NORTH PROPERTY LINE OF PARCEL #15302; PROVIDING FOR AN AMENDMENT OF THE OFFICIAL ZONING MAP OF THE CITY OF GAINESVILLE; PROVIDING FOR AN EFFECTIVE DATE; CONTAINING A SEVERABILITY CLAUSE AND MAKING AN OPEN MEETING FINDING.	Approved
<b>City Council Meeting August 21, 2018</b>	
<b>ORDINANCE 1435-08-2018 – REZONING FROM AGRICULTURE (A) TO INDUSTRIAL (I) THE 29.216 ACRES ALONG AND EAST OF THE RAILROAD AND NORTH OF LOADMASTER CIRCLE INVOLVING PARCELS #145578 AND #27071; PROVIDING FOR AN AMENDMENT TO THE OFFICIAL ZONING MAP OF THE CITY OF GAINESVILLE.</b> CONSIDERATION OF AND ACTION ON THE FIRST READING OF AN ORDINANCE AMENDING ORDINANCE 1219-12-2008; THE ZONING ORDINANCE OF THE CITY OF GAINESVILLE, TEXAS, AUTHORIZING THE CITY OF GAINESVILLE, TEXAS, TO REZONE FROM AGRICULTURE (A) TO INDUSTRIAL (I) THE 29.216 ACRES ALONG AND EAST OF THE RAILROAD AND NORTH OF LOADMASTER CIRCLE INVOLVING PARCELS #145578 AND #27071; PROVIDING FOR AN AMENDMENT OF THE OFFICIAL ZONING MAP OF THE CITY OF GAINESVILLE; PROVIDING FOR AN EFFECTIVE DATE; CONTAINING A SEVERABILITY CLAUSE AND MAKING AN OPEN MEETING FINDING.	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	10	0	19	10	4	4	0
Stop, Standing, Parking Violation	65	2	91	67	17	17	0
<b>Building &amp; Building Standards Violations*</b>							
Sign Violations <sup>④</sup>	12	0	14	12	10	10	0
Substandard Buildings ( <i>incl. Minimum Standards violations</i> )	18	0	32	18	0	0	0
Moss Lake Violations <sup>⑤</sup>	0	0	21	0	1	1	0
Moving Structures Permit Req.	0	0	5	0	0	0	0
<b>Miscellaneous Ordinances</b>							
Food Damage Prevention	1	0	2	1	0	0	0
<b>Property Maintenance Violations</b>							
High Grass and Weeds	544	8	765	552	288	288	0
Miscellaneous Violations <sup>⑥</sup>	134	3	301	137	73	73	0
<b>Public Nuisance Violations</b>							
Trash and Debris/Sanitation	62	2	102	64	21	21	0
Miscellaneous Violations <sup>⑦</sup>	14	3	24	20	6	6	0
<b>Zoning Violations</b>							
Construction without a Permit	11	2	36	13	1	1	0
Miscellaneous Violations <sup>⑧</sup>	14	0	54	14	1	1	0
<b>TOTALS</b>	<b>885</b>	<b>20</b>	<b>1466</b>	<b>905</b>	<b>422</b>	<b>422</b>	<b>0</b>

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

② Miscellaneous permits include those issued for: open burns, cargo containers, communication towers and antennas, curb cuts, demolitions, irrigation, fire alarms and systems, fire sprinklers, and solar panels.

③ This number is indicative of all structures (primary and accessory) demolished by the City, Antique Lumber, or property owner.

④ Sign violations include dilapidated and prohibited signs.

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, fire protection systems, plumbing systems and fixtures, premise identification, property maintenance, protective treatment, sanitary drainage systems, stairs, decks, and porches, swimming pools, vacant structures, 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, stagnant water, and view obstruction violations.

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

★ 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.

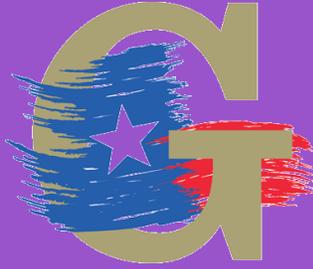
# Structures that are ready for demolition include those demolitions currently in progress and those that have been signed up for voluntary demolition.

\*The permit fee sum is for issued permits. The total amount of fees collected this quarter was higher; however, fees collected for unissued permits are amendable and not set in stone (i.e. bids change, refunds are issued, etc.). In addition, the building permit line item (01-4201-00-00) also includes fees collected for contractor registration.

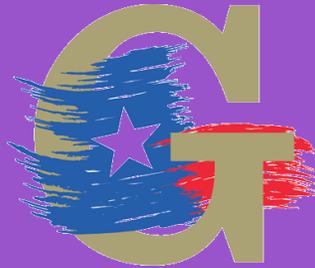
\*\*Not all Planning and Zoning applications have been issued. Some are still under review by Staff or are awaiting a P&Z/Council decision.

β Permanent Food Establishment Permits went into effect this quarter. Many permanent food establishments still hold permits from the State and will not need a new inspection until later quarters.

∅ Staff discovered a glitch in MyGov generated reports. There are two separate reports that could be run for inspections. One of these reports doubles the numbers of inspections for every type of inspection. The correct inspection numbers for each prior quarter in the FY2017-2018 were: Q1- 193 total inspections of which 11 were re-inspections; Q2- 170 total inspections of which 9 were re-inspections; and, Q3- 195 total inspections of which 11 were re-inspections.



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



# **GENERAL SERVICES**

**Airport**

**Fleet Services**

**Solid Waste**

**Cemetery**



## PERFORMANCE MEASURES

**FY: 2017 – 2018 Quarter: 4**

**DEPARTMENT: AIRPORT**

<b>Fuel Sales</b> (in gallons):	<u>Current Year</u>	<u>Prior Year</u>
For 3 months ending Sept. 30:	70,654	73,730
Year to date:	334,957	294,568
<b>Fuel Revenue:</b>	<u>Current Year</u>	<u>Prior Year</u>
For 3 months ending Sept. 30:	\$244,588	\$232,887
Year to date:	\$1,036,854	\$843,420
<b>Profit per Gallon Sold:</b>	<u>Current Year</u>	<u>Prior Year</u>
For 3 months ending Sept. 30:	18.6%	17.4%
Year to date:	16.0%	18.2%

**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:

- Application for the construction of three new hangars has been received and passed by the Airport Board. Land leases for two new private hangars have been approved by City Council; two more were approved by council on 10/2/2018.
- Fuel sales have increased year over year. Two of our larger customers during the fall season have had their schedules changed and I project a +/- 25% decrease in Jet A sales during these 3 months.
- The Final Design Meeting for the Taxiway 'B' rehabilitation project was recently held. Tentative start date is late March - early April 2019.
- A crew car was involved in an accident and totaled by the insurance company.
- Fiber optic cable was installed to a hangar on the south side of the airport. This should make that area a desirable place to construct hangars now that all utilities are available.



**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	\$143,536
100LL (gals.)	118,075	82,855	85,000	100,706
Jet A (gals.)	193,201	211,713	230,000	234,251
Community Event Participation	5,300	6,120	10,000	650
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



# Gainesville GENERAL SERVICES DEPARTMENT

## Fleet Services 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>Vehicles Information</b>	#Of Vehicles - PM in House	15	3	1	2	0	6
	#Of Vehicles - Outsourced (Oil Changes)	150	30	37	27	40	134
	#Of Vehicles - Annual Inspections	100	18	49	22	16	105
	#Of Vehicles - Repaired in House	350	60	73	79	129	341
	#Of Vehicles - Repairs Outsourced	6	0	2	0	3	5
	#Of Vehicles/Equipment-Tires/Tire Repair	300	75	75	67	97	314
<b>Equipment - PM in House</b>	#Of Equipment PM In House	10	2	0	1	0	3
	#Of Equipment - Repaired In House	350	76	68	97	112	353
	#Of Equipment Repairs Outsourced	20	5	7	3	3	18
<b>Repair Cost</b>	Labor Hours - 04 Equipment	2000 hrs.	310.5	279.5	591.5	304.5	1486
	Labor Hours - 05 Vehicles	1400 hrs.	163	304	273.5	362	1102.5
	Labor Cost - 04 Equipment	42,000	\$7,239.00	\$6,731.18	\$13,069.54	\$6,686.28	\$33,726.00
	Labor Cost - 05 Vehicle	22,000	\$3,234.84	\$6,904.18	\$5,704.72	\$7,570.58	\$23,414.32
	Parts/Outside Cost - 04 Equipment	\$136,200	\$33,372.57	\$33,304.26	\$34,706.02	\$30,552.72	\$131,935.57
	Parts/Outside Cost - 05 Vehicle	\$40,500	\$8,995.41	\$11,545.73	\$9,229.37	\$17,890.06	\$47,660.57
	Misc. Shop Parts - 04 Equipment	\$3,700	\$2,162.72	\$519.74	\$496.17	\$126.00	\$3,304.63
	Misc. Shop Parts - 05 Vehicle	\$1,500	\$38.00	\$474.48	\$392.20	\$1,130.94	\$2,035.62
<b>Total</b>	<b>Repair Cost -04 Equipment</b>		<b>\$42,774.29</b>	<b>\$40,555.18</b>	<b>\$48,271.73</b>	<b>\$37,365.00</b>	<b>\$168,966.20</b>
	<b>Repair Cost - 05 Vehicles</b>		<b>\$12,268.25</b>	<b>\$18,924.39</b>	<b>\$15,326.29</b>	<b>\$26,591.58</b>	<b>\$73,110.51</b>

\*\* Add Labor Cost, Parts/Outside Cost, Misc. Shop Parts = Total Repair Cost - 04 Equipment

\*\* Add Labor Cost, Parts/Outside Cost, Misc. Shop Parts = Total Repair Cost - 05 Vehicle



# 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	10	10	39
	Rentals of roll-off customers	55	21	21	38	27	107
	Roll-off containers pulled	1,100	411	344	398	378	1,531
	Number of roll-off containers for deliveries	55	21	21	38	27	107
	Number of roll-off customers per year	150	59	50	64	56	229
	<b>Recycling Information</b>	Average number for recycling materials hailed to Recycling Center	150 Tons	0.000 Tons	9.035 Tons	10.140 Tons	0.000 Tons
<b>Provide public outreach</b>	Public Outreach	9	3	3	1	2	9.00
<b>Residential Information</b>	Number of tons for residential customer per year	7,100	2,241.14	2,477.42	2,755.87	2,546.08	10,020.51
<b>Commercial Information</b>	Number of tons for commercial customers per year	16,245	4,806.46	4,562.25	4,900.91	5,009.26	19,278.88
<b>TASWA Information</b>	Number of trips to TASWA Landfill per year	2,156	490	470	575	502	2,037
	Number of tons hauled to TASWA Landfill per year	24,240	7,165.76	6,793.26	7,784.88	7,484.91	29,228.81
	Number of trucks loaded per year	1,046	339	277	390	317	1323

## Detailed Report for Solid Waste Tonnage

July 2018 INCOMING MATERIAL			
TRUE			
City of Gainesville Residential Trucks			
Route	Loads	Tons	
North Residential Truck	35	242.27	
South Residential Truck	36	270.68	
Wednesday Residential Truck	3	12.59	
<b>TOTAL</b>	<b>74</b>	<b>525.54</b>	
Customers on Yard			
City Residents	436	281.80	
County Residents	105	90.08	
<b>TOTAL</b>	<b>541</b>	<b>371.88</b>	
City of Gainesville Commercial Trucks			
Route	Loads	Tons	
Downtown Commercial Truck	49	349.54	
Highway Commercial Truck	56	353.29	
Saturday Commercial Truck	4	9.94	
Roll-Off Truck	130	563.01	
Other City of Gainesville Depts.	63	86.55	
<b>TOTAL</b>	<b>302</b>	<b>1362.33</b>	
Other Commercial Customers			
Commercial Private Haulers	186	316.63	
<b>TOTAL</b>	<b>186</b>	<b>316.63</b>	
Citizen Station Pulls	88	estimated	
Municipal	1,594.54		
Construction	573.58		
Industrial	348.23		
Landscape	60.03		
<b>TOTAL</b>	<b>2,576.38</b>		
OUTGOING MATERIAL			
Pratt Recycling Tonnage	0.000		
DEF Recycling Tonnage	1.21		
<b>Trips To TASWA</b>	<b>180</b>		
<b>Tons To TASWA</b>	<b>2518.36</b>		
Longhaul Trucks Loaded	112		

August 2018 INCOMING MATERIAL			
TRUE			
City of Gainesville Residential Trucks			
Route	Loads	Tons	
North Residential Truck	35	224.89	
South Residential Truck	35	258.96	
Wednesday Residential Truck	6	14.13	
<b>TOTAL</b>	<b>76</b>	<b>497.98</b>	
Customers on Yard			
City Residents	498	246.62	
County Residents	165	137.75	
<b>TOTAL</b>	<b>663</b>	<b>384.37</b>	
City of Gainesville Commercial Trucks			
Route	Loads	Tons	
Downtown Commercial Truck	48	367.00	
Highway Commercial Truck	53	372.16	
Saturday Commercial Truck	4	9.69	
Roll-Off Truck	131	619.69	
Other City of Gainesville Depts.	28	87.84	
<b>TOTAL</b>	<b>264</b>	<b>1456.38</b>	
Other Commercial Customers			
Commercial Private Haulers	176	317.99	
<b>TOTAL</b>	<b>176</b>	<b>317.99</b>	
Citizen Station Pulls	90	estimated	
Municipal	1,617.77		
Construction	601.32		
Industrial	394.09		
Landscape	43.54		
<b>TOTAL</b>	<b>2,656.72</b>		
OUTGOING MATERIAL			
Pratt Recycling Tonnage	0.00		
Other Recycling Tonnage	0.00		
<b>Trips To TASWA</b>	<b>182</b>		
<b>Tons To TASWA</b>	<b>2678.09</b>		
Longhaul Trucks Loaded	113		

September 2018 INCOMING MATERIAL			
TRUE			
City of Gainesville Residential Trucks			
Route	Loads	Tons	
North Residential Truck	32	222.54	
South Residential Truck	32	233.45	
Wednesday Residential Truck	2	7.20	
<b>TOTAL</b>	<b>66</b>	<b>463.19</b>	
Customers on Yard			
City Residents	400	185.91	
County Residents	108	117.21	
<b>TOTAL</b>	<b>508</b>	<b>303.12</b>	
City of Gainesville Commercial Trucks			
Route	Loads	Tons	
Downtown Commercial Truck	44	364.27	
Highway Commercial Truck	42	357.26	
Saturday Commercial Truck	5	14.03	
Roll-Off Truck	117	550.50	
Other City of Gainesville Depts.	19	7.02	
<b>TOTAL</b>	<b>227</b>	<b>1293.08</b>	
Other Commercial Customers			
Commercial Private Haulers	165	262.85	
<b>TOTAL</b>	<b>165</b>	<b>262.85</b>	
Citizen Station Pulls	84	estimated	
Municipal	1,474.10		
Construction	462.25		
Industrial	340.35		
Landscape	45.54		
<b>TOTAL</b>	<b>2,322.24</b>		
OUTGOING MATERIAL			
Pratt Recycling Tonnage	0.000		
Homestead Metals Recycling Tonnage	0.00		
<b>Trips To TASWA</b>	<b>140</b>		
<b>Tons To TASWA</b>	<b>2288.46</b>		
Longhaul Trucks Loaded	92		

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.

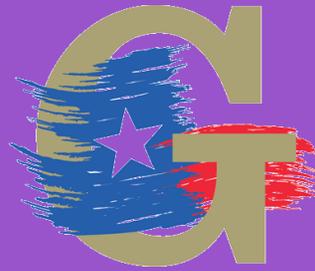
**DEPARTMENT NAME: General Services**

**DIVISION NAME: CEMETERY**

<b>PERFORMANCE MEASURES</b>		<b>2017-2018 4<sup>th</sup> Quarter July – September</b>
Total number of internments	Pavilion	17
	At Grave	5
	Cremation	5
Number of growing season cuttings, trimmings and cleanings		13
Total number of spaces sold		8
Total number of spaces available		590
Total number of hours mowing and weed eating		1300

**Workload Demand**

	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Actual 2017</b>	<b>Actual 2018</b>	<b>Estimated 2019</b>
Interments	154	153	132	129	150
Spaces Sold	43	74	69	69	68
Mowing & Trimming Hours	2348	2686	2343	2710	2350
Mowing & Trimming Days/Cycles	29	32	30	30	30



# MUNICIPAL COURT

# Gainesville Municipal Court Quarterly Report

July - Sept. 2018

Cases Filed:	Traffic:	Penal:	City Ord.:	Parking:	Other:			
M1: +	394	92	39	3	62	T:	590	
M2: +	473	98	18	3	68	T:	660	
M3: +	343	74	29	5	72	T:	523	
							<b>Total:</b>	<b>1773</b>

## No. of Warnings:

M1: +	926	
M2: +	1,078	
M3: +	881	
		<b>Total: 2,885</b>

## Trials/Hearings:

	Pre-Trials	Bench	Jury	
M1:	91	1	0	
M2:	86	1	0	
M3:	86	2	0	
				<b>Total: 267</b>

## Dispositions:

	Paid:	Time Served:	Dismissed:	Appealed:	
M1:	194	96	138	0	
M2:	242	80	195	2	
M3:	231	85	138	0	
					<b>Total: 1,450</b>

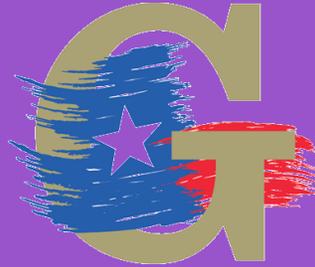
## Financials:

	State Costs:	City Costs:	Fines:	Technology:	Building:			
M1: +	\$16,439.70	\$10,604.57	\$23,824.34	\$989.01	\$740.63	Tot: \$	52,598.25	
M2: +	\$19,981.76	\$12,811.14	\$29,596.63	\$1,208.91	\$906.36	Tot: \$	64,504.80	
M3: +	\$20,229.96	\$13,003.44	\$30,704.01	\$1,174.26	\$880.67	Tot: \$	65,992.34	
							<b>Tot: \$</b>	<b>183,095.39</b>

## Warrants:

	Issued:	Recalled:	Served	Amt Collected:
M1:	228	37	98	\$ 29,539.45
M2:	237	72	94	\$ 24,329.05
M3:	273	50	92	\$ 26,161.17

Felony Warrants Signed:	21	Class A & B Warrants Signed:	10
Juvenile Magistrations:	2	Adult Mag of Class B or above:	255



# **PARKS & RECREATION DEPT**

**Civic Center**

**Golf Course**

**Parks & Recreation**

**Zoo**



Gainesville Municipal Golf Course

Fourth Quarter 2017-2018

Maintenance Projects

- July: Sprayed greens with nutrient and fungicide packages, daily mowing schedules.
- August: Daily mowing schedules, applied fertilizer and nutrient package every 2 weeks.
- September: Routine mowing fairways and greens, applied regular fungicide.

4<sup>th</sup> Quarter 2016 - 2017

	Rounds	Green Fees	Carts	Programs	
July	875	\$14,138.33	\$5,739.66	\$1,810.00	
August	642	\$10,294.41	\$4,450.36	\$1,289.00	
September	1021	\$17,569.72	\$5,373.84	\$150.00	

4<sup>th</sup> Quarter 2017-2018

	Rounds	Green Fees	Carts	Programs	
July	881	\$14,851.61	\$6,650.56	\$3,245.00	
August	699	\$14,026.02	\$6,709.72	\$2,675.00	
September	894	\$11,826.00	\$5,349.68	\$2,515.00	

## Marketing Programs:

**July:** We did a marketing campaign on our website for memberships.

**August:** KGAF Radio promoted our Customer Appreciation Day with a live radio broadcast from the course.

**September:** Promoted the fee changes and memberships on the course website.

## 2017-2018 Fiscal Year

	Green Fee	Cart Fee	Total
October	\$10,893.87	\$4,665.68	\$15,559.55
November	\$7,634.90	\$3,252.20	\$10,887.10
December	\$4,878.00	\$2,158.32	\$7,036.32
January	\$4,554.99	\$1,786.96	\$6,341.95
February	\$2,564.00	\$990.44	\$3,554.44
March	\$13,254.92	\$5,770.32	\$19,025.24
April	\$10,159.32	\$4,881.84	\$15,041.16
May	\$18,437.00	\$6,061.00	\$24,498.00
June	\$15,392.53	\$6,637.73	\$22,030.26
July	\$14,851.61	\$6,650.56	\$21,502.17
August	\$14,026.02	\$6,709.72	\$20,735.74
September	\$11,826.00	\$5,349.68	\$17,175.68
Total	\$128,473.16	\$54,914.45	\$183,387.61



4rd Quarterly Report 2017-2018

Visitation is down 14 % from the same quarter in 2016-17. Admission revenue is down 7% from same quarter in 2016-17. Annual pass revenues up 21% from same quarter in 2016-17. Merchandise revenue down 3% from same quarter in 2016-17. Educational programs revenue down 23% 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). Party revenues down 27 % from same quarter in 2016-17. Overall revenues down >6% from same quarter in 2016-17. However, overall revenues are up .5% for the year.

<b>4th 2018</b>	<b>#Visitors</b>	<b>\$Admissions</b>	<b>\$Passes</b>	<b>\$Retail</b>	<b>\$Programs</b>	<b>\$Parties</b>	<b>\$Rev/share</b>	<b>Total</b>
July	6,157	33,081	1,195	16,722	2,759	0	160	53,917
Aug.	4,766	25,136	1,480	11,904	1,211	318	132	40,182
Sept.	3,615	19,045	1165	7,771	767	734	72	29,554
total	14,538	77,262	3,840	36,398	4,737	1,052	364	123,653
<b>4th 2017</b>	<b>#Visitors</b>	<b>\$Admissions</b>	<b>\$Passes</b>	<b>\$Retail</b>	<b>\$Programs</b>	<b>\$Parties</b>	<b>\$Rev/share</b>	<b>Total</b>
July	6,396	32,112	1,235	14,808	2,759	253	210	51,377
Aug.	5,377	26,470	535	12,304	1,863	359	174	41,705
Sept.	4,859	24,000	1413	10,414	1,193	728	91	37,839
total	16,632	82,582	3,183	37,526	5,815	1,340	475	130,921

**July:**

Junior Zoo Crew Interviews

- 7/2 **Staff Development**, JZC Field trip to Dallas World Aquarium.
- 7/6 **PR**, Denton Welcome Center appearance
- 7/9-7/13 **Program**, Session III Summer Camp
- 7/10 **PR**, Mom's Everyday video shoot
- 7/15 **PR**, ZooKeeper Appreciation Week
- 7/16-7/20 **Program**, Session IV Summer Camp
- 7/17 **Staff Development**, Met with Corporate Giving Director of Dallas Zoo.
- 7/25 **Volunteerism**, JZC Interpretation at Lone Oak Ranch.
- 7/26 **Volunteerism**, Zoo Society Board meeting.

Admin. Assistant is Chamber Ambassador attending Welcome Wagons & Ribbon Cuttings.

Bi-Weekly Red River AAZK Chapter mtgs. held.

Grow Team horticulture volunteers.

Weekly Area meetings with Director & Operations.

**August:**

Junior Zoo Crew Interviews

- 8/9 **Staff Development**, Website Training
- 8/14 **Staff Development & PR**, Hosted Zoo Hazard Preparedness meeting with Texas Animal Health, USDA & Texas A&M. Developing Texas Exotic Response Coalition (TERC). Over 80 attendees.
- 8/15 **Staff Development**, Employee Benefits Training.
- 8/21 **Staff Development**, Greater Giving Fundraising Software.

Admin. Assistant is Chamber Ambassador attending Welcome Wagons & Ribbon Cuttings.

Bi-Weekly Red River AAZK Chapter mtgs. held.

Grow Team horticulture volunteers.

Weekly Area meetings with Director & Operations.

**September:**

9/5 **Volunteerism**, Zoo Society Decoration prep for Zoobilee  
9/6 **Volunteerism**, United Way Luncheon  
9/14 **Volunteerism**, Missionary Volunteers  
9/20 **PR & Volunteerism**, Ribbon Cutting for Bear Expansion & Otter Habitat.  
9/24 **Lean Six**, audit received Admin received 125 out of 125, Operations received 125 out of 125.  
9/24 **Volunteerism**, Zoo Society meeting.  
9/25 **Staff Development**, TML Risk Pool Mtg.

Admin. Assistant is Chamber Ambassador attending Welcome Wagons & Ribbon Cuttings.

Bi-Weekly Red River AAZK Chapter mtgs. held.

Grow Team horticulture volunteers.

**Staff Development**, Supervisory Training.

Weekly Area meetings with Director & Operations.

**New Animals:**

African Giant Snails (donated)

2 Red Ruffed Lemurs (born)

6 Lesser Hedgehog Tenrecs (born)

Pancake Tortoise (donated)

Peruvian Walking Stick Colony (donated)

Plated Lizard (donated)

Wallaby joey (born)

**New Exhibit/feature:**

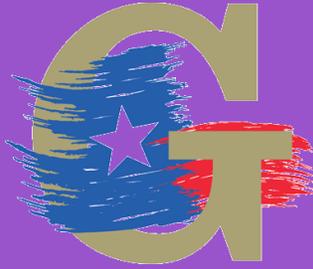
Bear Expansion to opened (Zoo Society funded).

Coati exhibit opened (Zoo Society funded).

Otter exhibit opened (Zoo Society funded).

**Ongoing Projects:**

New Signage graphics being reviewed and edited.



# **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: 10/04/18  
Re: Quarterly Performance Measures – 2017/2018 4th Quarter

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### Incident Responses

- ✓ 737 Total Fire responses
- ✓ 719 of these responses were in the City; 18 were outside the City
- ✓ Total dollar loss saved \$165,740 (71% of original value)

### Training

- ✓ 2,064 Total Fire Department Training Hours
- ✓ Reached 190 adults and 250 children through 2 Fire Department special events.

### Inspection Program

- ✓ Completed 9 on-shift inspection and Pre-Fire Plans on commercial, business & industrial properties
- ✓ Fire Inspector had 245 contacts (147 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.
- ✓ 218 hazards identified during Firefighter on-shift inspections; 142 hazards corrected
- ✓ 52 Compliance worksheets returned
- ✓ Fire Inspector conducted 27 Certificate of Occupancy inspections
- ✓ Fire Marshal had 348 hours for Fire Marshal activities including development and new construction projects.

### Fire Investigations

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

### Storm Spotter Activity

- ✓ 3 storm spotter activations this quarter with - 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
- ✓ Active Shooter workshop & Exercise conducted with GISD (August 8 & 10, 2018)
- ✓ Evaluating First Net
- ✓ Closed out Pecan Creek Project
- ✓ Tornado Tabletop at Cooke County EOC (July 10, 2018)

### **Training & Fire Prevention**

- ✓ 1 New Hire Started Month of July
- ✓ Public Education at Lighthouse Pre-School
- ✓ 2 Members Received National Registry Paramedic Certification
- ✓ 2 Members Attended IAFC Conference in Dallas
- ✓ Slow Down Schools Back in Session Program conducted first week of School
- ✓ Fire Extinguisher Training @ NCTC for RA's @ Bonner Hall
- ✓ 2 Members Recertified as Swift Water Technicians
- ✓ 2 Members Recertified as SCBA Technicians
- ✓ Fire Extinguisher Training @ GISD for all Cafeteria Personnel
- ✓ 5 members tested and received Class B Driver's License
- ✓ 2 Members received Fire Officer II Certification
- ✓ 1 Member received Instructor 1 certification
- ✓ 1 Member received Advanced Fire Inspector Certification

### **Miscellaneous**

- ✓ Firemen as Role Models program (FARM) in GISD
- ✓ Stop, Drop & Read Program
- ✓ Maintaining Fire Department Facebook page
- ✓ Continuation of Press Release of safety articles in both GDR and Cooke County Weekly News
- ✓ Several personnel participating in Gainesville University, Lean projects & Leadership Academy
- ✓ Completed 5-S Inspections
- ✓ Received a new Zodiac 470 Bailment Boat from TX-TF1 to replace their other boat
- ✓ MOU with Denison Fire over donated dive rescue equipment
- ✓ First Response Software Purchase
- ✓ 911 Remembrance/Retiree Brick Ceremony
- ✓ Updated FD Strategic Plan
- ✓ FD Website updated
- ✓ Swift Water Rescue Team deployment to Galveston
- ✓ Painted bays at Station 1

Fire Department – Performance Measures (Budget)

	Estimated 2018	Actual – 4 <sup>th</sup> quarter 09/30/18
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.	6:04 Dispatch to Arrival; 8:14 Call Receive to Arrival

Emergency Management – Performance Measures (Budget)

	Estimated 2018	Actual – 4 <sup>th</sup> quarter 09/30/18
Public Education Press Releases	15	2
Emergency Management & Homeland Security Meetings Attended	12	6
Number of EM Classes taken	6	3
Grants Administered	3	2



## **Gainesville Police Department 2017 - 2018 4th Quarter Report**

The Gainesville Police Department Communications Division processed and routed 9,387 calls for service during the 4th quarter of fiscal year 2017-2018. The monthly calls for service totals were July – 3,129, August – 3,273, and September – 2,985. Communications Operators also handled 5,044 9-1-1 calls during this quarter. The monthly totals were July – 1,666, August – 1,819, and September – 1,559.

During the 4<sup>th</sup> quarter of the 2018 reporting period there were 638 cases assigned to Investigators of the Criminal Investigations Division. There were 177 cases filed with the County Attorney, 126 cases filed with the District Attorney, 154 cases filed with the Municipal Court, 9 cases referred to Juvenile Probation, 6 cases closed, 10 cases unfounded, 11 cases cleared exceptionally, 2 cases transferred to another agency, and 126 cases suspended. The division obtained 5 search warrants and 31 arrest warrants during this period. Investigators currently have 76 open cases.

The evidence room has taken in 741 new items this quarter with 531 of those remaining in storage, 100 being released by chain of custody, 72 being permanently released to prosecutors, etc., and 38 being disposed of through the appropriate methods. During this quarter, two court orders were obtained with one allowing the destruction of over 155 items and the other pertaining to \$777.68, which was deposited into general funds. Over 200 other items were destroyed or discarded during this timeframe. A refined list with over 500 items was submitted to CRIMES and successfully imported into the Records Management System, which now contains all the items stored in the evidence room.

Officer Evan Dostal and Officer Cody Patrick are both progressing satisfactorily through the Patrol Field Training Program. Police Cadet Aaron Sparkman is attending the Denton Police Academy with an anticipated November graduation. Communications Trainee, Megan Griger, began her employment on July 30, 2018 and is progressing through the Communications Training Program as well as attending Communications related training outside the Department. Property and Evidence Coordinator Kelli Harrison retired August 17, 2018 after 18 years of service. Following her retirement, we transferred one full-time position from the Property section to the Records section. Records Clerk Stephanie Herpeche began her training under the direction of Communications Supervisor Belva McClinton on August 20, 2018. We are actively working to fill two vacant Police Officer positions.

We received seven Springfield Saint AR-15 rifles, which were purchased with funds obtained through the sale of abandoned or seized weapons. These rifles were deployed to our Special Response Team personnel and brought our rifle inventory to the level where we can now issue a rifle to all sworn personnel. We disposed of 98 expired body armor panels that had accumulated for several years. The expired body armor panels were provided to the Armor of God Project, Inc. who in turn issues them to officers who are unable to afford new body armor providing them with at least some level of ballistic protection. The three new patrol units arrived and we are working to complete the final installation of equipment and graphics so they can be deployed.

## Performance Measures: Gainesville Police Department - 4th Quarter FY 2017-2018

Performance Objectives	Performance Measures	Estimated	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
Improve delivery of service to and communication with the citizens of the community	Maintain emergency response times below 5 minutes. (Pri-1)	4:45	5:02	5:10	5:02	5:11	4:57	4:52	4:33	4:49	4:31	4:20	4:47	4:31	<b>4:49</b>
	Maintain the number of citizen complaints below 10.	5	1	2	1	0	0	0	0	0	0	0	0	1	<b>5</b>
	Respond to all calls for service the same day as the call is received.	36,000	2,848	2,433	2,584	2,755	2,625	2,925	2,735	2,994	3,279	3,129	3,273	2,985	<b>34,565</b>
	Number of directives and procedures reviewed & evaluated	20	0	1	0	0	1	0	0	0	0	0	1	0	1
Maintain or reduce the number of Index Crimes	Maintain Index Crimes at or below 1,200.	1,100	74	56	75	65	58	70	71	69	55	64	71	70	<b>798</b>
Strengthen community relations through interaction with Police Department personnel.	Number of community outreach programs.	10	4	3	2	0	2	0	1	3	1	2	0	0	<b>18</b>
	Number of youth outreach programs.	15	3	0	2	1	0	1	1	1	1	1	1	2	<b>14</b>

### 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	0	0	0	0	0	0
Forcible Rape	1	1	2	1	2	0	0	5	1	5	1	3	4	3	6	9	22
Robbery	2	1	0	0	0	3	3	2	0	0	1	1	3	3	5	2	13
Assault	30	18	30	32	25	31	27	35	27	27	40	40	78	88	89	107	362
Burglary	8	8	7	8	3	7	8	6	9	7	2	3	23	18	23	12	76
Theft (Except Motor Vehicle Theft)	31	27	34	22	24	29	31	19	15	24	26	20	92	75	65	70	302
Motor Vehicle Theft	2	1	2	2	4	0	2	2	3	1	1	3	5	6	7	5	23
<b>Total Index Crimes</b>	<b>74</b>	<b>56</b>	<b>75</b>	<b>65</b>	<b>58</b>	<b>70</b>	<b>71</b>	<b>69</b>	<b>55</b>	<b>64</b>	<b>71</b>	<b>70</b>	<b>205</b>	<b>193</b>	<b>195</b>	<b>205</b>	<b>798</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	2735	2994	3279	3129	3273	2985	7865	8305	9008	9387	34565
911 Calls	1589	1463	1620	1495	1799	1843	3212	2894	1858	1666	1819	1559	4672	5137	7964	5044	22817
Alarms Calls (Burglary,Robbery)	85	77	75	81	81	75	102	63	89	84	65	82	237	237	254	231	959
Disturbances (Includes Domestic)	110	81	81	82	64	85	85	91	106	115	100	100	272	231	282	315	1100
Accidents (Major, Minor, Hit and Run)	82	61	82	73	63	71	65	72	82	66	84	65	225	207	219	215	866
Cases Assigned - CID	191	188	172	193	189	194	217	251	173	239	197	202	551	576	641	638	2406
Cases Cleared - CID (Filed, Exception)	131	101	181	123	124	149	129	170	127	155	171	151	413	396	426	477	1712

## Gainesville Police Department 2017-2018 Summary of Arrests

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st	2nd	3rd	4th	17-18
Adult Arrests	110	90	89	94	98	130	94	115	131	107	109	110	289	322	340	326	1277
Juvenile Arrests	4	3	2	6	7	2	11	7	2	1	4	12	9	15	20	17	61
<b>Totals</b>	<b>114</b>	<b>93</b>	<b>91</b>	<b>100</b>	<b>105</b>	<b>132</b>	<b>105</b>	<b>122</b>	<b>133</b>	<b>108</b>	<b>113</b>	<b>122</b>	<b>298</b>	<b>337</b>	<b>360</b>	<b>343</b>	<b>1338</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 2017-2018 Summary of Narcotic Arrests

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st	2nd	3rd	4th	17-18
Adult Males	11	14	15	20	4	18	12	23	18	31	23	18	40	42	53	72	207
Juvenile Males	1	1	0	0	1	0	3	3	1	0	0	0	2	1	7	0	10
Adult Females	3	6	4	6	9	8	9	13	11	11	9	4	13	23	33	24	93
Juvenile Females	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1	0	1
<b>Totals</b>	<b>15</b>	<b>21</b>	<b>19</b>	<b>26</b>	<b>14</b>	<b>26</b>	<b>24</b>	<b>40</b>	<b>30</b>	<b>42</b>	<b>32</b>	<b>22</b>	<b>55</b>	<b>66</b>	<b>94</b>	<b>96</b>	<b>311</b>

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

## Gainesville Police Department 2017-2018 Citations Summary

	1st	2nd	3rd	4th	17-18
Citations Issued	1049	1193	871	1441	4554
Warnings Issued	2033	2336	1737	3006	9112
<b>Totals</b>	<b>3082</b>	<b>3529</b>	<b>2608</b>	<b>4447</b>	<b>13666</b>

### Gainesville Police Department 2017-2018 Summary of Animal Control Calls

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	1st	2nd	3rd	4th	17-18
Total Calls	223	148	161	141	189	215	210	197	233	223	190	239	532	545	640	652	2369

**Gainesville Police Department  
Support Services  
4<sup>th</sup> Quarterly Report for July, August and September 2018**

**July**

**Communications**

- The Communications Division processed and routed a total of 3,129 calls for service in July.  
9-1-1 calls received 1,666

**Community Services**

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

**Training**

- 13 employees attended training classes for a total of 236 training hours.

**Animal Control**

- See spreadsheet for monthly activities.

**Gainesville Public Safety Building Maintenance**

- Performed various building maintenance projects.

**August**

**Communications**

- The Communications Division processed and routed a total of 3,273 calls for service in August.  
9-1-1 calls processed 1,819

**Community Services**

- The Citizen Police Academy started a new class this month. Class #218 held its first class on the 07<sup>th</sup> with 16 attendees.
- Prepared for and held four sessions of the Citizen Police Academy.
- Attended and prepared for the Gainesville Citizen Police Academy Alumni monthly meeting.

**Training**

- 34 employees attended training classes for a total of 592 training hours.

**Animal Control**

- See spreadsheet for monthly activities.

**Gainesville Public Safety Building Maintenance**

- Performed various building maintenance projects.

**September**

**Communications**

- The Communications Division processed and routed a total of 2,985 calls for service in September.  
9-1-1 calls processed 1,559

**Community Services**

- Attend and prepared for the Gainesville Citizen Police Academy Alumni monthly meeting.
- Prepared for and held four sessions of the Citizen Police Academy.

**Training**

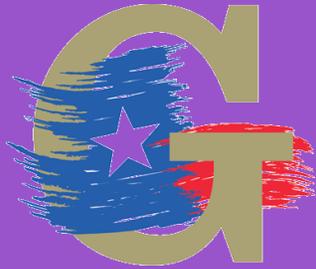
- 15 employees attended training classes for a total of 292 training hours.

**Animal Control**

- See spreadsheet for monthly activities.

**Gainesville Public Safety Building Maintenance**

- Performed various building maintenance projects.
- Celebrated our 19<sup>th</sup> year Anniversary of moving into the Public Safety Facility.



# **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 - 4TH 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>July - September</b>	<b>4th 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	1,341	893	3,374
Street Cut Repairs	13	6	44	23	86
Inlet Boxes Cleaned	30	40	25	27	122
Inlet Boxes Checked	49	19	45	150	263
Traffic Signs Installed/Replaced	64	11	2	0	77
Street Signs Installed/Replaced	28	22	4	0	54
City Lots Cleaned	0	3	8	0	11
Mowed City Lots	0	0	164	151	315
Mowed Private Lots (Code Enforcement)	11	0	25	28	64
Demolitions (City & Antique Lumber)	12	9	7	7	35
<b>Number of Miles Swept</b>					
Southwest Quadrant	143.2	53.8	19	34.7	251
Southeast Quadrant	85	17.6	0	13.9	117
Northwest Quadrant	226.3	67.4	23.1	23.4	340
Northeast Quadrant	80.2	31.2	7.1	20.5	139
Downtown	14.8	0	6.2	0	21

**4th Quarter Projects**

<b>July</b>	<b>August</b>	<b>September</b>
General Street Maintenance	General Street Maintenance	General Street Maintenance
Hauling material to various locations	Pecan Creek Maintenance	Wheeler Creek Maintenance
Sign Maintenance	Hauling material for various departments	Hauling material to various locations
Tree Limb Removal	Hauling material for various locations	Hauling material for various departments
Debris clean-up at various locations	Debris clean-up at various locations	Tree Limb Removal
	Tree Limb Removal	

Public Works-Waste Water Collections and Water Distribution		
FY 2017-2018	July - September	4th Quarter

Job Description	July	August	Sept.		QTR 1	QTR 2	QTR 3	QTR 4	YRLY Total
Fire Hydrants Repaired	1	2	5		8	2	13	8	31
Water Main Leak Repairs	13	18	10		41	22	36	41	140
Water Service Line Repairs	7	7	1		15	21	4	15	55
Water Meter Sets/Replace	2	12	16		30	17	32	30	109
Water Meter Tests	1	2	2		5	0	7	5	17
Water Meter Repairs	16	7	11		34	39	37	34	144
Prevent . Maint. (Hot Spots)	41	42	35		118	0	21	118	257
Water /Sewer Locates	26	28	36		90	47	84	90	311
Sewer Main Repair	3	0	1		4	6	6	4	20
Sewer Service Line Repair	2	0	1		3	6	0	3	12
Sewer Main Blockages (Main)	15	16	29		60	106	64	60	290
(Service Line)	14	12	8		34	91	65	34	224
Customer Side Water Issue	13	10	7		30	34	25	30	119
Customer Side Sewer Issue	11	7	6		24	24	46	24	118
AMR Meters Installed	4	7	18		29	20	38	29	116

City of Gainesville Public Works Department	FY 17-18	July - September
Water Production & Moss Lake-Lift Stations	4th Quarter	

Description	July	August	Sept.	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	\$89.27	\$0.00	\$874.00	\$963.27
4.) Weber Fire Protection Repair Cost	\$0.00	\$0.00	\$0.00	\$0.00

**Quarterly Summary**

	Qtr 1	Qtr 2	Qtr 3	Qtr 4	FY Totals
1.)	600	600	600	600	2,400
2.)	60	60	60	60	240
3.)	750	\$2,259.23	\$2,726.34	\$963.27	\$5,948.84

City of Gainesville Public Works Department	FY 17-18	July - Sept.
Water Production & Moss Lake-Water Pumpage	4th Quarter	

Description	July	August	Sept.	Qtr Total
1.) Total Well Production	85,535,766	75,322,500	58,030,025	218,888,291
2.) Bacteriological Samples Taken	17	17	17	51
3.) Bacteriological Samples Passed	100%	100%	100%	100%
4.) Well & SWTP Maintenance Cost	\$15,426.59	\$12,543.22	\$37,667.95	\$65,637.76
5.) Gallons Lost due to Leaks/Line Flushing	410,940	942,728	352,930	1,706,598
6.) Estimated Water Loss Percentage	<1%	1%	<1%	<1%

\*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	167,490,729	199,532,909	218,888,291
2.)	51	51	51	51
3.)	100%	100%	100%	100%
4.)	\$45,509.35	\$38,634.20	\$37,460.25	\$65,637.76
5.)	4,187,130	4,260,428	5,108,688	1,706,598
6.)	2%	3%	3%	<1%

<b>Public Works-Wastewater Treatment</b>		
<b>&amp; Industrial Waste Pretreatment Divisions</b>		
<b>FY 2017-2018</b>	<b>July - Sept.</b>	<b>4th Quarter</b>

	<b>Wastewater Treatment</b>	
<b>Monthly Flow</b>	<b>Gallons Treated</b>	<b>Wastewater Reused</b>
July 2018	47,333,333	9185
August 2018	42,444,000	0
September 2018	54,767,000	0
<b>Annual Flows</b>	<b>Daily Average</b>	<b>Monthly Total</b>
July 2018	1,290,333	47,333,333
August 2018	1,374,233	42,444,000
September 2018	1,826,000	54,767,000
<b>Quarterly Average/Total</b>	<b>1,496,855</b>	<b>48,181,444</b>

<b>Industrial Waste/Pretreatment</b>			
	<b>Permit Issued</b>	<b>SIU Inspections Performed</b>	<b>Traps Inspected</b>
July 2018	0	0	15
August 2018	1	1	14
Sept. 2018	1	0	17
	<b>Sampling Events</b>	<b>NOV's Issued</b>	<b>Backflow Inspections</b>
July 2018	0	1	0
August 2018	0	2	1
Sept. 2018	1	0	1
	<b>Wastehauler Permits</b>	<b>Violations Issued for failure to have backflow device Inspected</b>	
July 2018	0	April	1
August 2018	1	May	2
Sept. 2018	1	June	0

Public Works-Construction Inspections	
FY 2017-2018	4th Quarter

Inspection Description	QTR 1	QTR 2	QTR 3	QTR 4	YRLY Total
DRC Meetings	5	7	2	2	16
Plan Reviews	10	14	4	5	33
Bid Openings	0	0	0	1	1
Preconstruction Meetings	1	2	1	1	5
Progress Meetings	1	5	1	2	9
Water Main Installations (LF)	2292	0	1600	2595	6487
Fire Hydrant Installations	5	0	3	2	10
Valve Installations	15	0	13	10	38
Fire Main Installations	0	0	0	1	1
Water Main Tie-Ins	7	0	1	11	19
Water Samples	3	0	0	1	4
Hydrostatic Tests	3	0	0	1	4
Sewer Main Installations (LF)	1063	696	0	3300	5059
Sewer Manhole Installations	6	5	0	21	32
Sewer Cleanout Installations	18	3	0	17	38
Sewer Main Tests	0	0	0	0	0
Sewer Manhole Tests	0	0	0	0	0
Storm Sewer Main Installation (LF)	1487	446	0	1745	3678
Storm Sewer Inlet Box Installation	25	0	0	8	33
Subgrade Construction	3722	4711	0	2148	10581
Unclassified Street Excavation (CY)	2530	1623	0	500	4653
Subgrade Tests	0	0	0	9	9
Concrete Street Construction	4924	6717	0	0	11641
Asphalt Street Construction	271	0	0	0	271
Bridge Steel Inspections	0	0	0	0	0
Bridge Concrete Inspections	0	0	0	0	0
Bad Weather Days	2	16.5	0	8	26.5
WWTP Improvements PH 2 (Engineering)	76%	83%	100%		100%
WWTP Improvements PH 2 (Construction)	66%	87%	94%	98%	98%
SUMP H (Engineering)	100%				100%
SUMP H (Construction)	82.84%	93.74%	97.00%	98%	98%
SUMP I (Engineering)	40%	44%	100%		100%
SUMP I (Construction)	1%	11%	22%	31%	31%
SUMP J (Engineering)	100%				100%
SUMP J (Construction)		100%			100%
Gateway Elevated Storage Tank	16%	16%	80%	85%	90%
Pecan Creek Rehabilitation Project	96%	100%			100%