

City of Brooksville

*City Manager's*

Quarterly

Business Report

Quarter 1 (October-December)  
Fiscal Year 2018

Breast Cancer Awareness  
Walk with the Mayor- Oct. 21, 2017



## City Quarterly Reporting

We are pleased to present the Quarterly Business Report which is produced for the Brooksville City Council, city residents and business owners. This report is a brief snapshot of our City's operational and financial activity for the first quarter of the fiscal year and because it is a snapshot, staff is providing you our highlights.

The Quarterly Business Report provides two (2) sections of reporting:

**Operational Activity** - A highlight of operational activities/ accomplishments and the progress of capital projects reported by each City department; and

**Financial Activity** - A status of revenues and expenditures for the City's most active funds. This section provides:

- ✓ An **Executive Summary** about the quarter's financial condition and trending; and
- ✓ Regular **Financial Reports** on City revenues and expenditures for the reported quarter.

We believe that this provides an informative view into our City's quarterly activity; however we sincerely welcome comments and feedback regarding information that you are interested in seeing or feel would be beneficial for inclusion. Our effort and ultimate goal is to produce an informative quarterly report that will have value for all current and future City of Brooksville stakeholders.

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#### Operational Activity

##### *EXTERNAL*

##### *DEPARTMENTS*

Community Development

Fire & Rescue

Parks, Recreation &  
Facilities

Police

Public Works

##### *INTERNAL SERVICES*

City Manager's Office

City Clerk

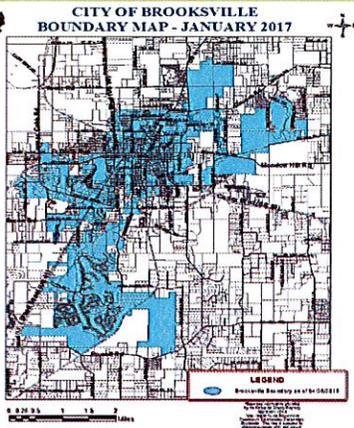
Human Resources

Finance

Financial Activity

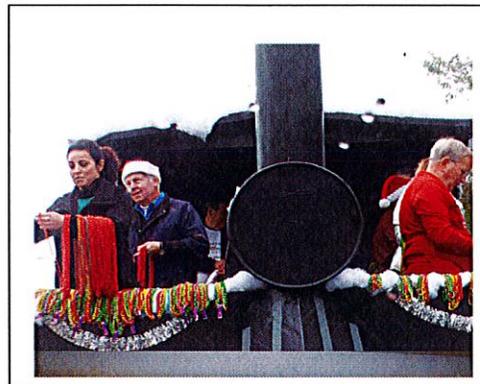
Executive Summary

Financial Reports



*The City of Brooksville must be responsive to the taxpayers. It must be as efficient as possible, functioning like the multi-million dollar a year business that it is. It must have leadership, set specific goals, develop a strong motivated workforce, and be accountable to the taxpayers for its expenditures and performance.*

**Brooksville City Council at the December 9, 2017 Christmas Parade greeting the community.**



## City Services/Activity – 1st Quarter

City staff have been busy for the first quarter of FY 2018, as you will find reflected within each department's report.

We believe we have captured performance reporting in a manner that is meaningful and highlights the areas of operations and project work that is vital to accomplishing our identified business objectives.

The performance measurements that have been provided are from areas that are naturally tracked without distraction to required duties.

## Financial Overview – 1st Quarter

This quarterly financial overview contains information on resources and expenditures for the first quarter of the fiscal year, which is the period between October 1<sup>st</sup> and December 31, 2017.

Overall, Brooksville is a stable and financially secure municipality through the 1st Quarter of fiscal year 2018. However, as the City moved through budget planning for the upcoming 2018 fiscal year, it became apparent that revenues and expenditures have narrowed to a point where it was determined that either revenues would need to increase, expenses would need to decrease or a combination of both would need to occur in order to create a path of sustainability for the City's future.

The City maintains a cautiously optimistic outlook for the near term and staff will periodically reassess assumptions as conditions change throughout the new fiscal year.

# Community Development



# Community Development Department Quarterly Activity Report

*Community Development Director, Bill Geiger*

1<sup>st</sup> Quarter

October 1, 2017 – December 31, 2017

Fiscal Year 2017 - 2018

The Community Development Department oversees development permitting, planning and zoning, code enforcement, and is further responsible for the administration of the City's Community Redevelopment Area and City growth and development from initial planning through permitting and project completion.

## PROJECT OVERVIEW:

- Community Redevelopment Agency- Task Order for Projects: The City/CRA continues to work under a Professional Consultant Services Task Order with Coastal Engineering Associates, Inc. on various projects benefitting the CRA. Projects completed or underway include:
  - Stormwater Master Plan –completed
  - Recreation Master Plan – completed
  - Gateway Improvements/Wayfinding Signage – This project was designing, constructing and installing wayfinding signage that includes various kinds of informational signage including trailblazer, vehicular, parking, monument and trail directional signs. The project was accepted as complete on December 6, 2017.
  - Downtown Beautiful – Ongoing beautification improvements to various sites around the downtown area to include such items as pergolas, public seating areas, bicycle parking, information kiosks, enhancement of retaining walls, shaded areas, landscaping and many other improvements.
  - The CRA/City Council approved Task Order No. 3 for the downtown Water Tower Site to move forward with preparation of design plans and construction of improvements that provide for pedestrian/bike accommodations on the property. Project plans are near 100% complete and option items (bike fix-it station, kiosk, picnic tables, bike racks and water station) were presented to and approved by the GNT Advisory Committee and the CRA. At this time staff are coordinating with the consultant to prepare the bid document which is expected to be put out for bid in early 2018.
- Community Redevelopment Agency – Property Improvement Grants  
The Community Development Department continues to process CRA property improvement grants, which (since 2010) includes 25 applications and over \$100,000.00 in grant funds provided, with over five times that amount in private investment by the applicants for their improvement projects. Currently, there are two active projects; one at the old city hall building at 26 S. Brooksville Avenue; and one at 151 S. Main Street (Haher house).

- Enterprise Zone: The State approved this financial incentive program in the City and County in 2002. The Community Development Department continued to process applications through the end of calendar year 2015. The State let this Program “sunset” as of December 31, 2015.
- EPA Brownfields Assessment Grant – In 2012, the City received a three-year, \$400,000 community-wide EPA Brownfields Assessment Grant. The Community Development Department coordinated all aspects of this grant, including the meetings of the Brownfields Community Task Force, which met numerous times over the three year period. Over 90 properties were identified as potential brownfield sites, due to abandonment or being under-utilized with the stigma of a real or perceived possibility that they may have environmental issues. The Brooksville Brownfield Program completed Phase I environmental site assessments on nine properties. Phase II site assessments (soil and material testing) was completed on two of the nine properties. Additionally, redevelopment and reuse vision plans were completed on transportation corridors and property within the South Brooksville area. This three-year grant closed on September 30, 2015. In December 2015, the City submitted an application for additional EPA Brownfields Assessment Grant funding but this application was not successful. In the 1<sup>st</sup> Quarter of 2016/17 (December, 2016), staff submitted an application for the 2017 funding cycle. Unfortunately, EPA placed a high priority on clean-up grant applications for 2017 so this application was not successful either. Staff have met with the consultant and worked through submittal strategies and have prepared and submitted an assessment grant application for the 2018 funding cycle.
- Good Neighbor Trail extension and the C2C Connector Project: The Community Development Department remains actively involved in all aspects of the Good Neighbor Trail project. Design, engineering and construction for the GNT extension project that will connect the GNT in the City of Brooksville through to the Withlacoochee State Forest has been approved and the completion date is scheduled for the early part of 2018. A study has been completed for a preferred route for the C2C connector project that will connect the GNT from the existing trailhead through downtown to the Suncoast Trail at SR 50. That preferred route was submitted to the MPO in September and forwarded to FDOT for consideration. The FDOT has included the preferred route in their proposed five-year transportation plan which includes design and rights-of-way acquisition with construction occurring in the fifth year (2022).

***Building Review, Land Use and Code Enforcement Activities***

<b>CATEGORY</b>	<b>1<sup>st</sup> Quarter 10/01/17 – 12/31/17</b>	<b>Fiscal Year to Date 10/01/17 – 12/31/17</b>	<b>1st Quarter Previous Year 10/01/16 – 12/31/16</b>	<b>Previous Fiscal Year to Date 10/01/16 – 12/31/16</b>
<b>Building/Development Reviews</b>	<b>111</b>	<b>111</b>	<b>57</b>	<b>57</b>
<b>Zoning Research Responses</b>	<b>504</b>	<b>504</b>	<b>241</b>	<b>241</b>
<b>Comprehensive Plan Amendments</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>Annexations</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>0</b>
<b>Code Enforcement Violations</b>	<b>51</b>	<b>51</b>	<b>58</b>	<b>58</b>

**Building Division Revenues**

CATEGORY	1 <sup>st</sup> Quarter 10/01/17 – 12/31/17	Fiscal Year to Date 10/01/17 – 12/31/17	1st Quarter Previous Year 10/01/16 – 12/31/16	Previous Fiscal Year to Date 10/01/16 – 12/31/16
Total Bldg Collected	46,545.21	46,545.21	55,948.43	55,948.43
Impact Fees	8,171.00	8,171.00	27,229.10	27,229.10
Radon	190.05	190.05	723.49	723.49
DPR	477.63	477.63	723.49	723.49
Total Collected	55,383.89	55,383.89	84,624.51	84,624.51

**Building Inspections**

INSPECTIONS	1 <sup>st</sup> Quarter 10/01/17 – 12/31/17	Fiscal Year to Date 10/01/17 – 12/31/17	1st Quarter Previous Year 10/01/16 – 12/31/16	Previous Fiscal Year to Date 10/01/16 – 12/31/16
Building	203	203	190	190
Red Tags	11	11	0	0
Plumbing	71	71	30	30
Red Tags	2	2	0	0
Electrical	84	84	54	54
Red Tags	4	4	0	0
Mechanical	75	75	36	36
Red Tags	4	4	0	0
LP Gas	10	10	4	4
Red Tags	0	0	0	0
TOTAL INSPECTIONS	443	443	314	314
TOTAL RED TAGS	21	21	0	0

**Building Division Permits**

PERMIT VALUATIONS	1 <sup>st</sup> Quarter 10/01/17 – 12/31/17	Fiscal Year to Date 10/01/17 – 12/31/17	1st Quarter Previous Year 10/01/16 – 12/31/16	Previous Fiscal Year to Date 10/01/16 – 12/31/16
Total Residential	3,387,286	3,387,286	2,012,364	2,012,364
Total Commercial	784,014	784,014	2,289,397	2,289,397
Demolition	-8,999.00	-8,999.00	-7,125.00	-7,125.00
Total Value	4,162,301	4,162,301	4,294,636	4,294,636
# of Permits Issued				
Total Residential**	23	23	24	24
Total Commercial	23	23	40	40
Total Demolition	2	2	3	3
Total Misc. Permits	138	138	104	104
TOTAL PERMITS	186	186	171	171

<b><u>New Business (Certificate of use) Name</u></b>	<b><u>Address</u></b>	<b><u>Date Certificate of Use Issued</u></b>	<b><u>Number of Employees</u></b>
Dimitrios Taxiarchis dba Smokezone, LLC	7370 Broad St.	10/2/2017	1
Xiaohong Ren dba GLT-R Massage	7370 Broad St.	10/4/2017	2
Gary James Inc., dba Labor Finders	600 W. Jefferson St.	10/11/2017	3
Lenard White, Jr. dba White & Sons Carwash/Mobile Detail	724 S. Brooksville Ave.	10/13/2017	2
Guixia Tian dba Sunny Massage Therapy	7370 Broad St.	10/20/2017	1
Tiffany Flanders dba Southern Belle Realty, Inc	7377 Broad St.	10/25/2017	2
Arslan Aftab dba Brooksville Food Mart.	101 Ponce de Leon Blvd	10/26/2017	2
Eric Gallery/Todd Smith dba The Chop Block Grill	691 S. Broad St.	11/14/2017	14
Andrei Soldatov dba the IPS Store	1204 S. Broad St.	11/16/2017	2
Fireworks Unlimited LLC dba Gibtown Motor Sports	7310 Broad St.	11/17/2017	4
Scott Gibson dba Xtreme Xperience Rentals, Inc.	689 S. Broad St.	12/1/2017	1
Debra Sele dba Above and Beyond Salong-Day Spa	18734 Cortez Blvd	12/7/2017	6
Ann Daniel Borgialli dba House of Passage, LLC	36 N. Broad St.	12/19/2017	1
Lewis Pitre dba Broad Street Motors LLC	715 S. Broad St.	12/29/2017	1

# Fire & Rescue



## *Chief's Corner*

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The fire department's activity continued to be busy during the first quarter of fiscal year 2018. Below are some of the highlights:

In October, Fire Prevention and Education activities occur year round, but during this month activities are increased as multiple schools, daycares, assisted living facilities, churches request station tours and educational demonstrations. Fire Rescue took part in the Hernando High Homecoming events and the City Founder's Week activities. The department also replaced the Hurst Extrication tools (Jaws of Life); the new tools are completely battery operated allowing for ease of use and increasing the efficiency in operations.

November Brooksville Fire and Police hosted an Open House Community Outreach Event. The Fire Department participated in the Veteran's Day Parade, as always it was an honor. December the Brooksville Fire Rescue, participate in the annual Kiwanis Christmas Parade and Christmas on Main Street, where Sparky was a great hit.

In closing, Brooksville Fire Rescue staff worked with Human Resources during the first quarter, aggressively recruiting and conducting interviews to fill three (3) Firefighter positions and two (2) Captain positions. As of 12/31/17 job offers had been made and all positions with the exception of the permanent Fire Chief and one Driver Engineer position were filled by 1/4/18. We anticipate promoting a Driver Engineer from within during the near future. This brings the department back up to a staffing level where 17 of 19 positions are filled (includes the Administrative Assistant III). The Captain positions were filled with applicants that bring an extensive amount of experience to the Department as well as a strong background in training.

### *THE BFD MISSION*

The MISSION of Brooksville Fire Rescue is being recognized by our community and citizens as a "Standard of Excellence". Providing efficient fire and emergency medical services through community education, and prevention. In doing so will foster community equity of trust, involvement, and cohesion in response to the concerns and needs of the citizens of our community.

### *BFD VISION STATEMENT*

The VISION of Brooksville Fire Rescue is to provide our residents, businesses, and visitors in our community emergency services designed to minimize risk, and protect lives and property. We will strive to meet these goals by providing prompt and professional emergency response in the event of a fire, medical emergency, natural disaster, or any other hazards, which may threaten our community and welfare.

*Interim Chief Stan Mettinger Jr.*

1st Quarter Building Fires Fractile Response Times---- Department Goal is 90 %

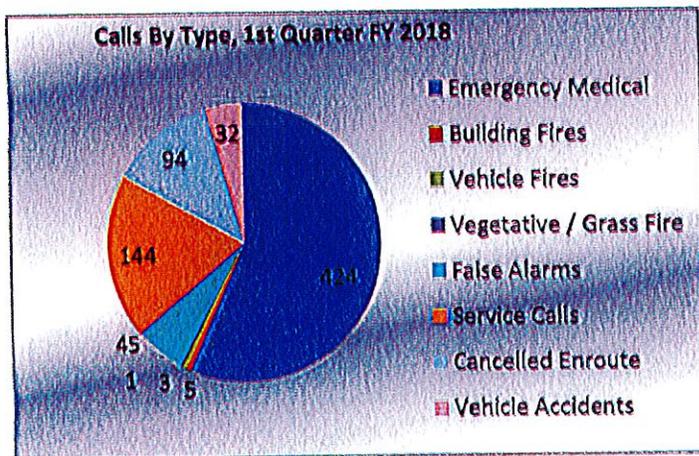
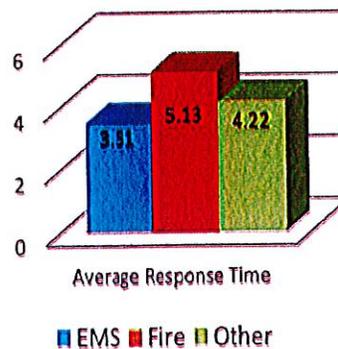
Response time analysis below does not include cancelled en route calls or non-emergency responses.

Fractile Response Times, 1st Quarter	Number of Calls	Fire 4 Minute Fractile Response Time of the first arriving fire suppression unit
City	9	100 %

A Fractile measures refers to how often a particular benchmark is achieved.

NFPA 1710 is the standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments. Under section 4.1.2.1 (2) objective is four minutes (240 seconds) or less for the arrival of the first arriving engine company at a fire suppression incident.

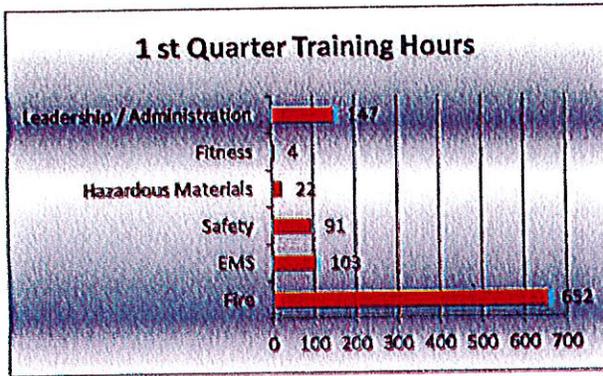
1st Quarter Average Response Time



Emergency Medical	424
Building Fires	5
Vehicle Fires	3
Vegetative / Grass Fire	1
False Alarms	45
Service Calls *	144
Cancelled Enroute**	94
Vehicle Accidents	32
<b>Total</b>	<b>748</b>

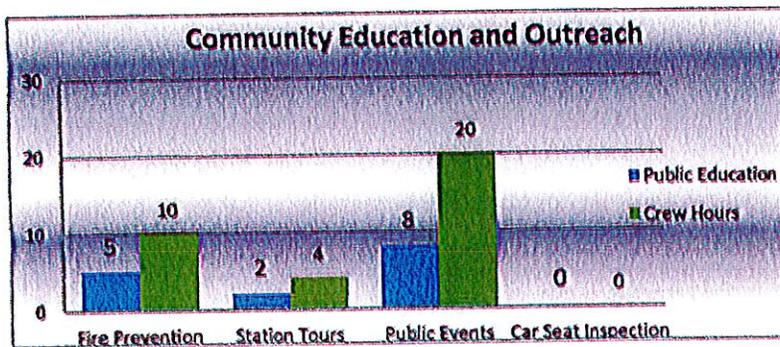
\*Service Calls--- Assist public with non-emergent situations  
 \*\*Cancelled Enroute---Units dispatched and cancelled Enroute / before arrival to the call

Inspections	
Building Inspections	21
Plans Review	08
<b>Total</b>	<b>29</b>



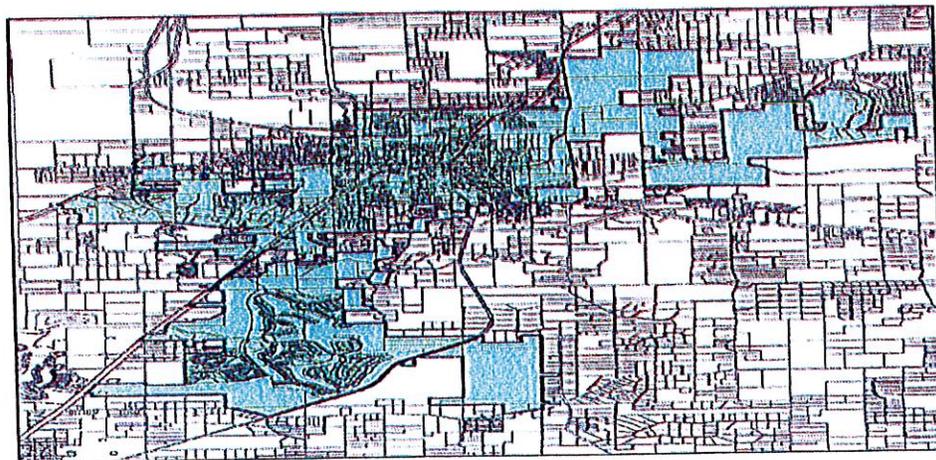
Fire	652
EMS	103
Safety	91
Hazardous Materials	22
Fitness	04
Leadership / Administration	147
<b>Total</b>	<b>1019</b>

Community Outreach



Fire Prevention	5
Station Tours	2
Public Events	8
Car Seat Inspection	0

Fire Service Response Area



# **Parks, Recreation & Facilities**

# PARK/FACILITIES AND RECREATION

1st Quarter

# 2018

## THE PARKS/FACILITIES DIVISION

Park/Facility personnel (8-Budgeted FTE's, Currently 8) on a daily basis manicure, maintain and clean:

- 105 acres of park open space
- 14 park restroom facilities,
- 1.6 miles of streetscape,
- 21 downtown bulb outs,
- 29,758 square feet of highway medians landscaped area,
- 6.1 miles of walking/bike/skate trails, and
- 89,723 square feet of indoor facilities.

## FY 2018 PARK/FACILITIES Quarterly Accomplishments (October - December)

- Hay Bale Decorating Downtown – Purchase, deliver, setup and remove bales
- AA Gratitude Dinner – Assist with setup and cleanup
- Founders Week - Assist with setup and cleanup of downtown Celebration
- Junior Service League “Freedom Fun Run” 5/10 K Run – Measure and mark distances and blow off the Good Neighbor Trail
- Bud McKethan Park Drainage Ditch Clean Up- Cut down trees and brush, remove debris and spray stumps
- Tom Varn Park – Assist Spring Hill Christian Academy with their Service Day project to clean the playground and volleyball court area
- City Hall – Assist with the interior Christmas decorating
- Christmas on Main Street – Assist with the downtown event setup and cleanup
- Children’s Christmas Tree Decorating event – pickup and deliver donated Christmas Tree to City Hall, cleanup and remove after Christmas
- City Christmas Float – Remove prior log cabin design and redesign into a locomotive to meet this year’s parade theme, assist with decorating and cleanup
- Christmas Parade Stage – Deliver, setup and take down after parade.
- Quarry – 25 acres mowed thirteen times
- Wicked Awesome Racing – Prep Quarry to meet the need of the event organizers need for their bike event, assist with setup and cleanup
- Enrichment Center – Assist with annual fire alarm inspection/ certification

**FY 2018  
1st Quarter  
Report**

# City of Brooksville

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## FY 2018 PARK/FACILITIES Qtrly Accomplishments (October - December) Cont.

- Security Cameras Installation– Assist contractor installing cameras at Y1 and Bud McKethan Park
- Enrichment Center – Assist contractor with air quality testing of building
- City Hall – Assist contractor with AC control update and system improvements
- Police Department – Assist contractor with AC control update and system improvements
- Generators – Monthly maintenance, testing and reporting of Facility generators at City Hall, Enrichment Center, Police Dept and Fire Dept
- Good Neighbor Trail – Mowed four times, three downed trees cut up and removed, nine large limbs removed and trail blown off three times.
- Quarry – 25 acres mowed four times
- Facility work orders of 233 with 233 completed
- Facility personnel restock institutional supplies and clean weekly a combination of facilities buildings totaling 89,723 sq. ft. of indoor floor space
- Inmate crew provided 2,144 hours of maintenance and landscaping throughout City facilities/parks and streetscape medians

**FY 2018  
1st Quarter  
Report**

## FY 2018 RECREATION Quarterly Accomplishments (October - December)

- The Division's Adult Men's Softball League Began
- The Division's Adult Women's Softball League Began
- The Division's Adult Co-Ed Softball League Began
- Hernando Elite Basketball concluded their fall season
- HYL Softball Fall Season Began
- Our Perfect Storm concluded their Basketball League in October
- Dawn Center Take Back The Night 5K Run in Tom Varn Park & Quarry
- Tampa Bay Softball held a softball tournament in November
- Junior Service League "Freedom Fun Run 5/10K" held on Good Neighbor Trail
- Hernando Quilters continue to meet monthly in the gymnasium
- ARC Program – Partnered with ARC to provide Sports & an active lifestyle, 18 – 20 participants every Wednesday morning
- Dance First continues classes throughout the summer
- The ?Point Church continues to meet every Sunday morning at JBCC
- Stable Faith Church began every Sunday morning at the Enrichment Center in November
- Hernando Elite Volleyball began practices in the gymnasium in December
- Wicked Awesome Racing annual cyclocross event at the Quarry in December

# City of Brooksville

- Guardians Alumni held a game and cookout at the Stadium in Tom Varn Park
- Jakell Oliver Family Reunion was held in our gymnasium on December 23rd

➤ **Youth Partnership Programming**

<u>Group</u>	<u>Oct-17</u>	<u>Nov-17</u>	<u>Dec-17</u>
Arc	20	20	20
Hernando Knights Basketball	-	-	96
Our Perfect Storm Basketball	30	-	-
HYL Basketball	60	100	430
Open Gym	104	54	95

➤ **Adult Partnership Programming**

<u>Group</u>	<u>Oct-17</u>	<u>Nov-17</u>	<u>Dec-17</u>
Mid FL Senior Services	383	368	345
Hernando Quilters	52	48	

**FY 2018 CEMETERY Quarterly Accomplishments (October - December)**

- Sales were \$21,939.24.
- The Quarter had 27 lot sales and 20 interments. Of the interments, 17 were traditional burials and 3 were cremains.
- Cemetery staff maintains approximately 40 acres of property, as well as provide assistance with lot sales, funeral site prep, and monument placement.
- We are currently in the process of updating our computer records to preserve cemetery data and better serve the public, as well as the funeral homes and vault companies.
- Leaf season is upon us, so we have begun our efforts to gather them up as we are able, and will continue to do so through the coming months.
- We continue to work on our tree removal program as well. As trees are removed we will be replacing some of them with new younger trees to maintain the tree canopy in the cemetery.
- Cemetery Volunteers contributed 128 hours this quarter, and inmates contributed 159 hours
- YTD Totals

SALES.....\$21,939.24

BUY BACKS.....\$850.00

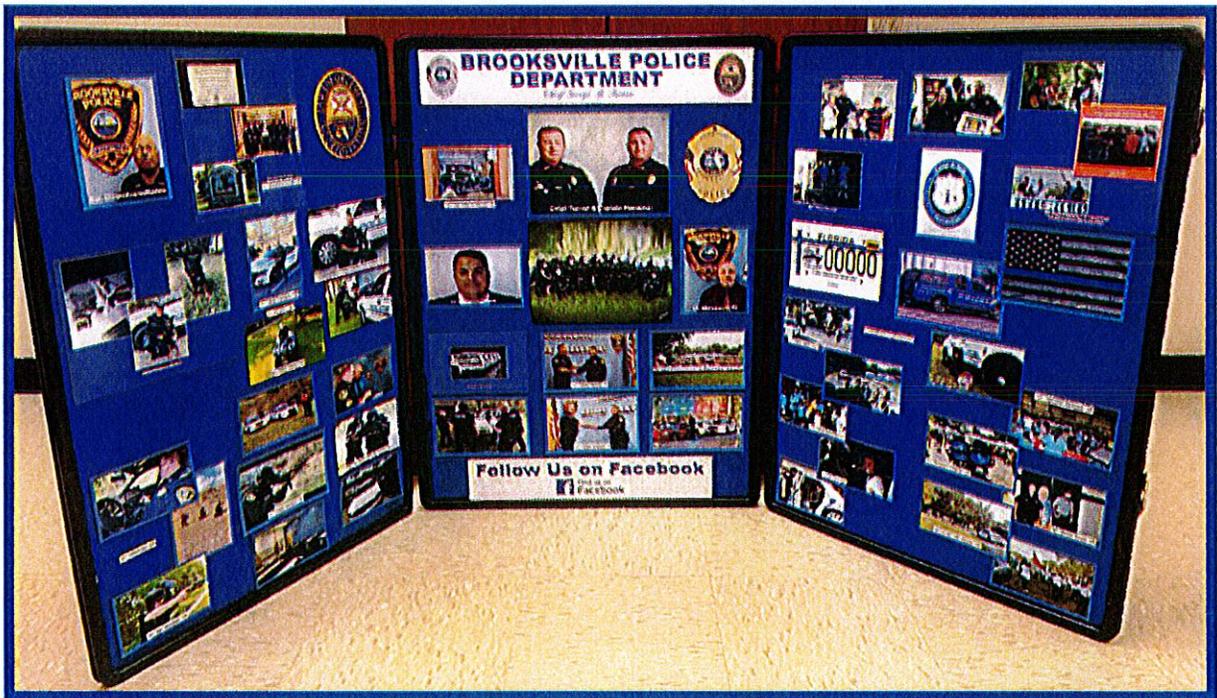
LOTS SOLD....27

**FY 2018  
1st Quarter  
Report**

# Police

# Brooksville Police Department

## 1st Quarter Report, FY 2017 – 2018



George B. Turner  
Chief of Police



# Brooksville Police Department Quarterly Report, 1st Quarter FY 2017 - 2018

## Quarterly Statistical Overview

Activity	October 2017	November 2017	December 2017	Total for 1st Quarter	Total for Prior Quarter
CAD Events	3,316	3,565	3,156	8,144	10,037
Police Reports	190	186	166	479	542
Arrests (no multiple charges)	79	65	50	125	194
Uniform Traffic Citations and Written Warnings	160	258	95	327	513
Field Interview Reports & Trespass Warnings	110	104	79	170	293
K-9 Searches	17	23	8	31	48*
Use of Force	0	0	0	0	0
Hours of Training	246	20	14	280	227

**CAD Events:** Computer Aided Dispatch (CAD) events include all calls for service and self initiated police activity.

**Police Reports:** Calls which result in a police report to include traffic crashes.

**Arrests:** Persons taken into custody, given a Notice to Appear in court, or for which a warrant has been issued.

**UTC & Written Warnings:** Traffic stops which result in a citation or a written warning in lieu of a citation.

**Field Interview Report (FIR) & Trespass Warnings:** Documented interview of suspicious persons (FIR) and documented trespass warnings.

**K-9 Searches:** Includes searches of both vehicles and buildings.

**Use of Force:** Force which exceeds police presence, dialogue or empty hand techniques.

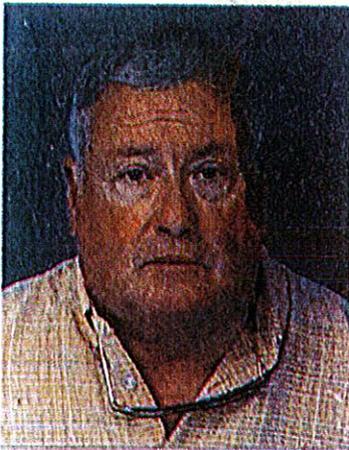
**Hours of Training:** Includes both in house training and formal training courses provided by local training agencies.

# Brooksville Police Department Quarterly Report, 1st Quarter FY 2017 - 2018

## Support of Special Events

- Youth and Families 5K Run October 14
- Hernando High School Home Coming October 20
- Veterans Day Parade November 11
- Christmas on Main Street December 7
- Christmas Parade December 9

## Law Enforcement Incidents

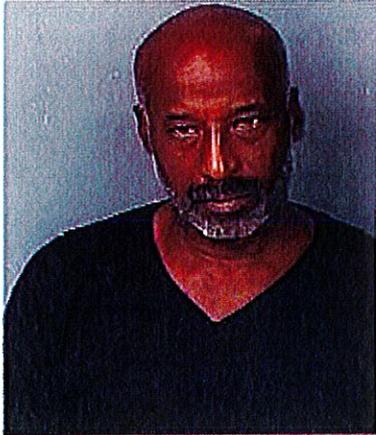


In April 2017, the Brooksville Police Department received a complaint about multiple sex offenses having been committed within the city limits of Brooksville. An investigation by the Criminal Investigations Division revealed that Bruce P. McAllister, a Hernando Christian Academy staff member, courted and molested several underage teenage boys while under his guardianship. McAllister was booked into the Hernando County Jail of \$77,000 bond. On November 15, 2017, the department received a teletype from the West Palm Beach Department advising that McAllister had committed suicide. He had been scheduled for a Hernando County court appearance reference to his pending charges.



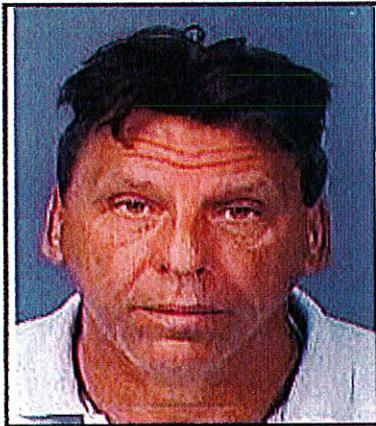
The department received a complaint on an internal theft that occurred at the Freedom Gardens Apartments over a four month period. An internal audit and law enforcement investigation revealed that over the course of four months the Property Manager, Maria Marriage, had systematically stolen \$45,763 from the victim's Housing Trust Group by stealing rent, security and fee deposits. She then manipulated the company computer system to hide the thefts. After a four week investigation, a warrant was obtained for Marriage's arrest. On October 23, she turned herself in at the Hernando County Jail where her bond was set at \$5,000.

## Brooksville Police Department Quarterly Report, 1st Quarter FY 2017 - 2018



On October 26, Officer McDougal responded to Bills Liquor Store in reference to a robbery of a person. Upon arrival, contact was made with the victim who stated he was walking in the area of 1360 East Jefferson Street when he was approached by Glen Thompkins. Thompkins asked him if he had any money. When the victim answered was no, Thompkins punched him in the mouth and stole \$9.00 out of his pocket. The victim ran away and called 911. The victim had injury to his mouth which was consistent with his statement. The victim also positively identified Thompkins from a photo pack. Contact was made with Thompkins who admitted to

meeting the victim at the location and attempting to snatch money out of his hand. He also admitted to getting into a physical altercation with the victim. Thompkins was arrested and transported to the Hernando County Jail where he was held on \$10,000 bond.

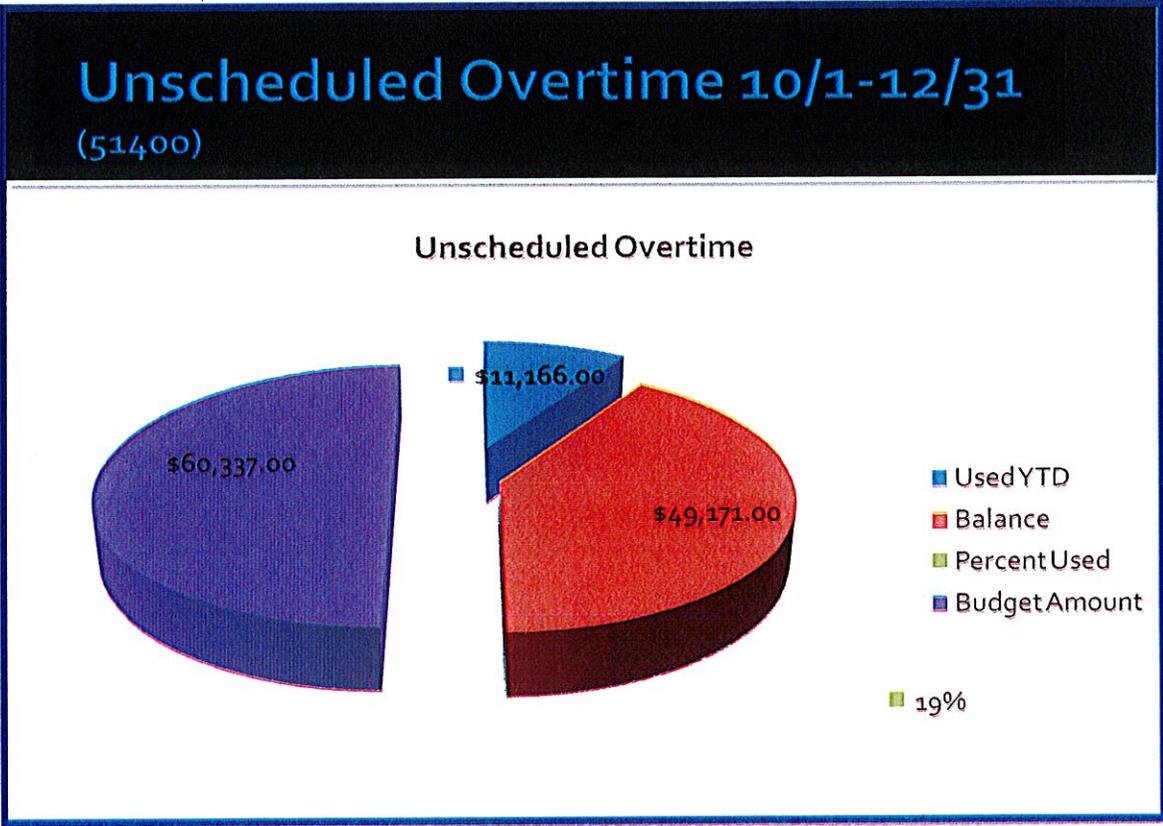


On October 30, the department was dispatched to the Walmart store located at 7305 Broad Street to investigate a battery. Upon arrival officers were advised by the juvenile female victim that she was sitting in her vehicle in the parking lot when an unknown suspect knocked on her window. Upon opening the window, the suspect told the victim he was an "undercover police officer" and was investigating suspicious activity in the Walmart parking lot. When the suspect was talking to the vicime, he made several lewd comments to her and then reached into her vehicle through the open window and grabbed her leg area. The suspect then

fled in his vehicle which was located two days later in Spring Hill. Brooksville Police detectives responded and later presented a photo line-up to the victim who positively identified Richard Charles Bretton. Bretton was subsequently arrested for impersonating a police officer and battery. His bond was set at \$6,000.

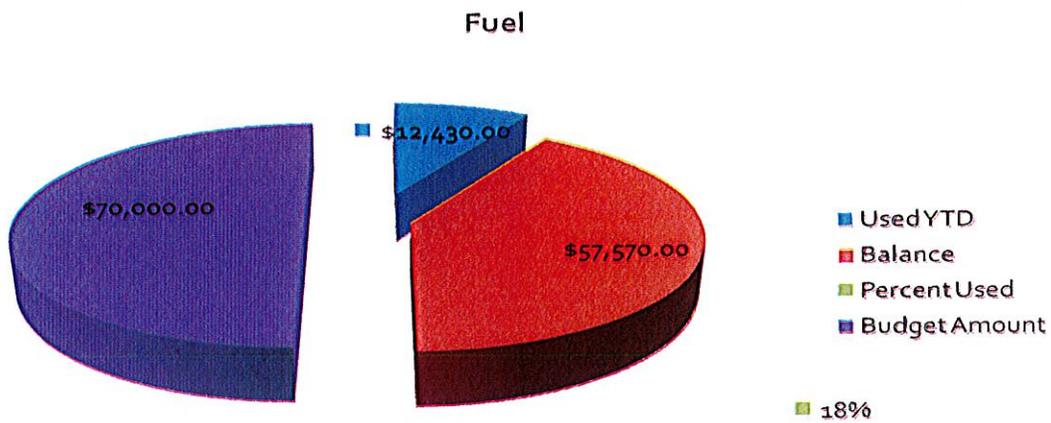
Brooksville Police Department  
Quarterly Report, 1st Quarter FY 2017 - 2018

**Operational Statistics**

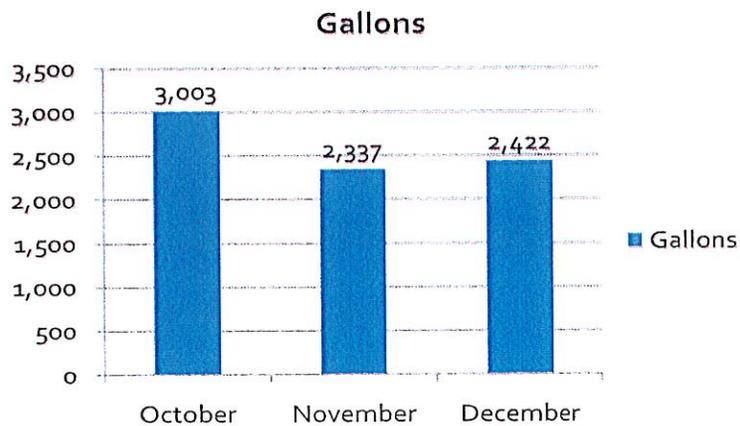


# Brooksville Police Department Quarterly Report, 1st Quarter FY 2017 - 2018

## Fuel 10/1-11/30 (55250)



## Fuel Consumption (Gallons)



# Brooksville Police Department Quarterly Report, 1st Quarter FY 2017 - 2018

## K-9 Activity (1<sup>st</sup> Quarter)

S. DERRYBERRY	K-9 Blitz
DRUG ARRESTS	9
SEARCHES	32
MARIJUANA SEIZED	85.3 gr
COCAINE SEIZED	.5 gr
Other Drugs	15.3 gr
METH SEIZED	1.9 gr
State Certification	Training

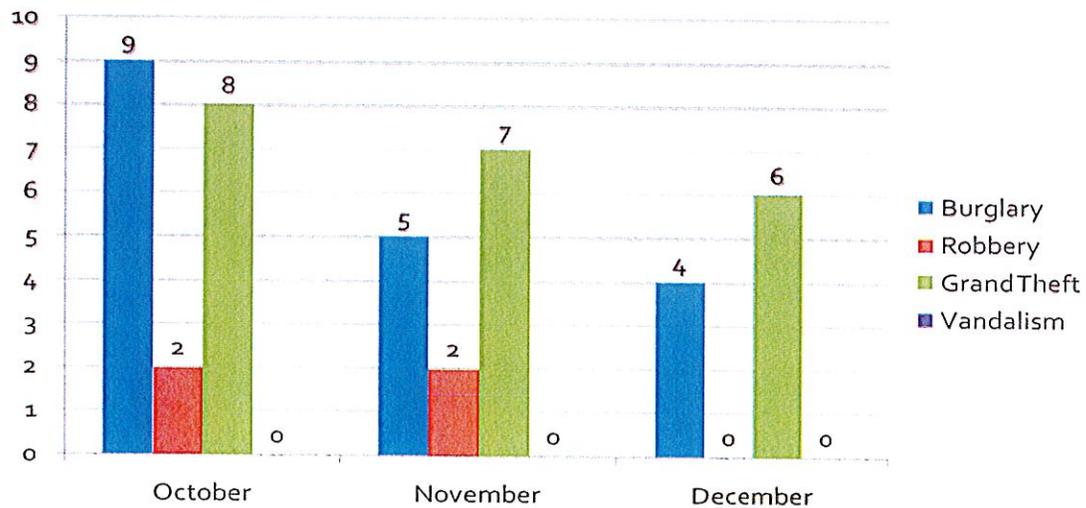


**K-9 DERRYBERRY**

## FIRST QUARTER

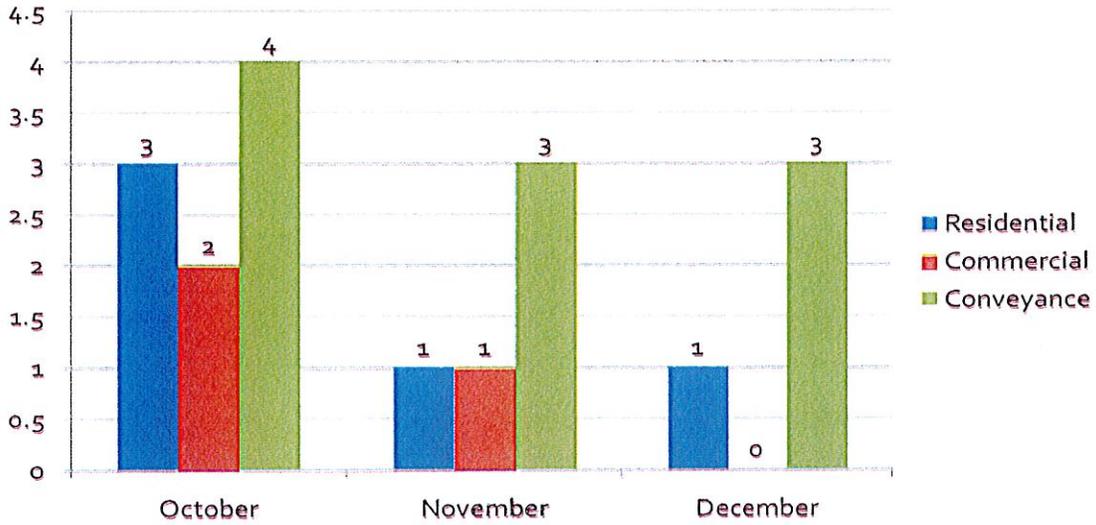
Burglaries Decreased 5.3%  
Grand Thefts No Change

Robberies Increased 100%  
Vandalisms No Change

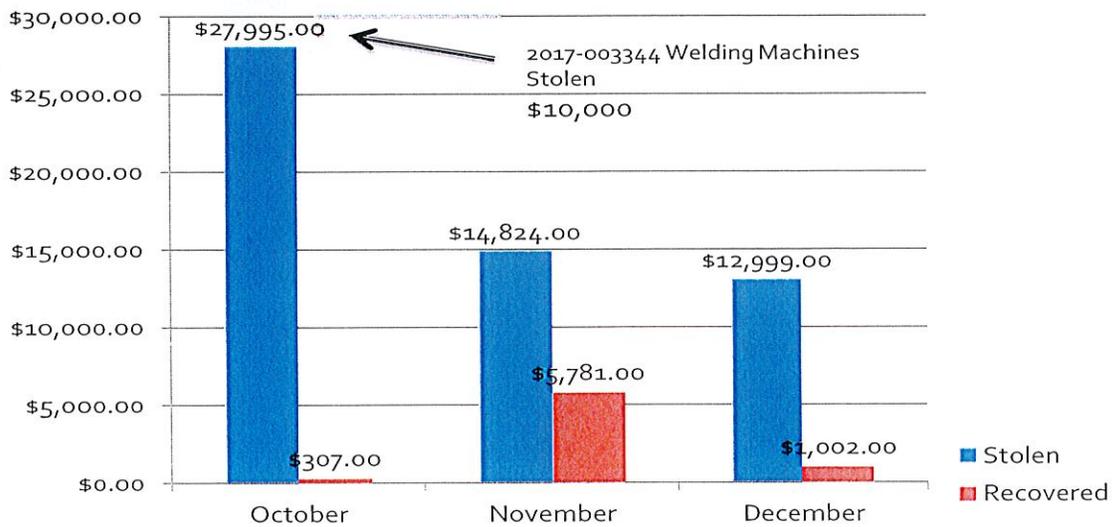


# Brooksville Police Department Quarterly Report, 1st Quarter FY 2017 - 2018

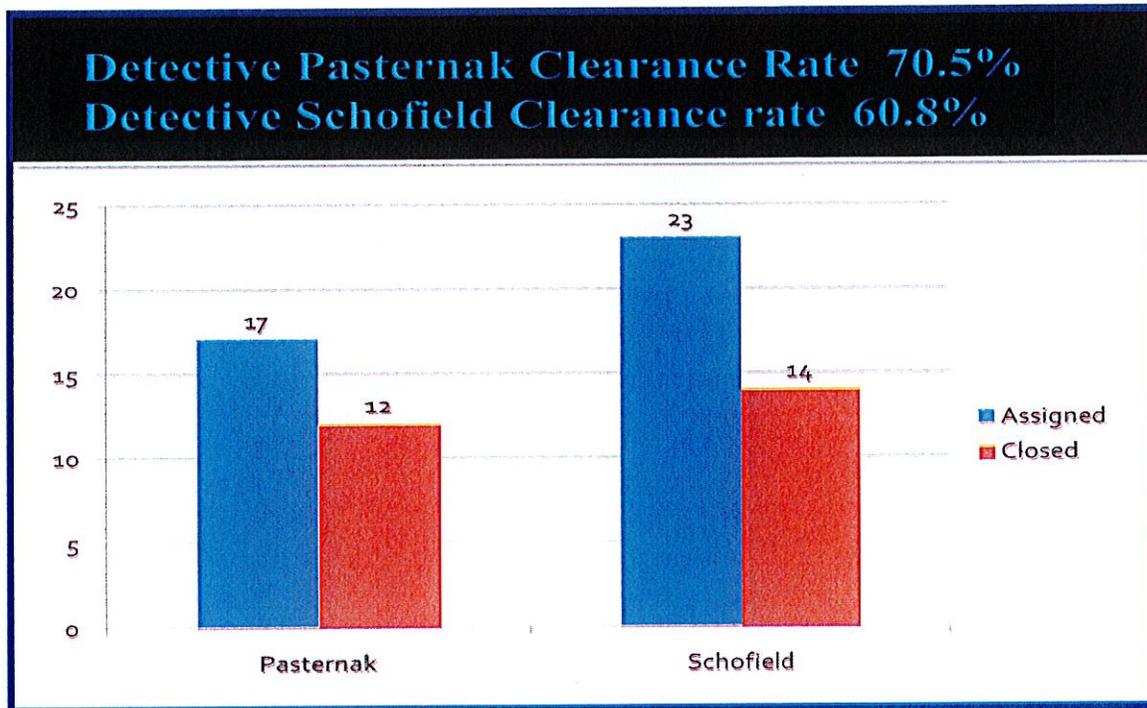
## FIRST QUARTER Break down of Burglaries



## FIRST QUARTER PROPERTY STOLEN/RECOVERED



# Brooksville Police Department Quarterly Report, 1st Quarter FY 2017 - 2018



Comparison of the most current clearance rate statistics provided by the Florida Department of Law Enforcement (FDLE) for calendar year 2016:

State of Florida	25.8%
<b>Brooksville Police Department</b>	<b>48.4%</b>
Hernando County Sheriff Office	34.5%
Citrus County Sheriff Office	32.2%
Pasco County Sheriff Office	31.9%
Dade City Police Department	28.9%

# Brooksville Police Department Quarterly Report, 1st Quarter FY 2017 - 2018

## LOBBY SERVICES for the QUARTER

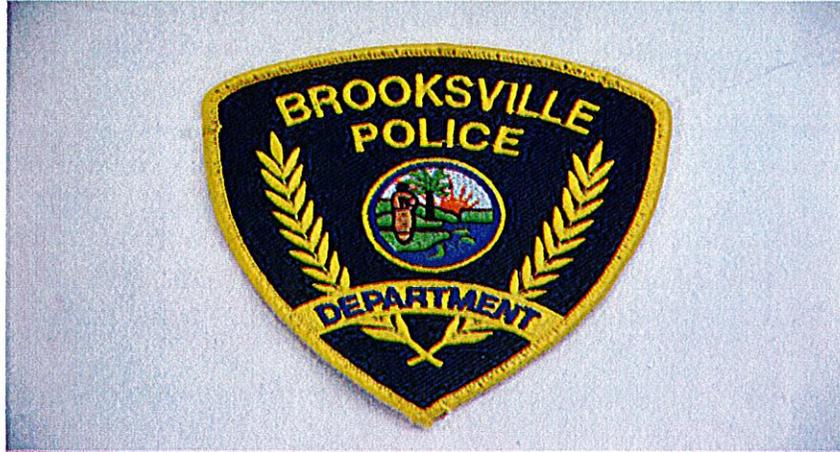
Quarterly Accounting Month	October	November	December
Checks or Money Orders	1400.12	7239.48	1183.04
Cash or Coins	1055.00	1545.00	1906.35
Visa/Direct Deposit	1010.00	735.00	5.00
<b>Total Revenue</b>	<b>3465.12</b>	<b>9519.48</b>	<b>3094.39</b>
<b>Accounts Where Revenue was Deposited</b>			
342-48240 Reports	236.20	20.50	180.35
354-48804 Parking Tickets	0.00	115.00	0.00
354-48805 Violations of Local Ordinances	0.00	0.00	0.00
359-48807 False Alarms	0.00	25.00	0.00
369-48896 Background Checks	10.00	5.00	15.00
369-48896 Fingerprints	70.00	65.00	50.00
369-48896 Restitution	1158.92	925.83	823.04
013-521-54210 Automotive Repair Service	0.00	6253.15	0.00
104-521-54000 Travel/Per Diem	0.00	0.00	196.00
109-369-48896 Vehicle Impound Bills Paid	750.00	750.00	625.00
109-351-48803 Confiscated Property	200.00	700.00	200.00
116-351-48803 Confiscated Property/Drugs	1040.00	660.00	1020.00
123-366-48860 K9/Donations	0.00	0.00	0.00
<b>Total Revenue Deposited</b>	<b>3465.12</b>	<b>9519.48</b>	<b>3094.39</b>
Petty Cash Box Beginning Balance	55.94	55.94	55.94
Petty Cash Taken Out	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total BPD Petty Cash</b>	<b>\$55.94</b>	<b>\$55.94</b>	<b>\$55.94</b>

## Overview of 1st Quarter Training

FCIC limited access  
 Domestic violence  
 Juvenile sex offender  
 Professional traffic stops  
 Autism  
 Fentanyl safety  
 Ethics  
 Canine training  
 PPE  
 Firearms  
 Mobile video  
 Photographic line up  
 Microsoft basic and beyond  
 Firearms simulator

# Brooksville Police Department Quarterly Report, 1st Quarter FY 2017 - 2018

## Accreditation is the Pursuit of Excellence



The Brooksville Police Department is an accredited law enforcement agency through the Commission for Florida Law Enforcement Accreditation (CFLA). The department received initial accreditation in June 2011 and was reaccredited in June 2014 and June 2017.

## Accreditation



# Public Works

# City of Brooksville

## Streets and Drainage

**1Q ACCOMPLISHMENTS  
OCTOBER 2017 – DECEMBER 2017**

**Provided information, assistance and street closures for the following events:**

- The Vineyard Brooksville B.B.Q.
- Youth and Family Fun Run.
- Founders Week.
- Movie on Main Street.
- Hernando High Homecoming Parade.
- Founders Week Market.
- First United Methodist Church “Trunk or Treat”.
- Veterans appreciation Parade.
- Orange Avenue Market.
- Special Edition “Whine About It”.
- Masquerade Madness Fun Run.
- Hillside Baptist Thanksgiving Service.
- Christmas on Main Street.
- Annual Christmas Parade.
- Cystic Fibrosis Benefit/ Taco & Beer Fiesta.
- Civil-Tech Annual Christmas Party.
- Lowman Law Holiday Turkey Giveaway.
- Brooksville Main Street Whine About It.

**Provided maintenance and repair to the following drainage projects:**

- Remove and replace seven storm water pipes at Southway Villas.
- Repair failed curb inlet at Hillside Estates with flo-fill and asphalt.

**Complete the following asphalt repairs:**

- 210 Olive Street.
- Fort King Run.
- 943 Village Drive.
- 550 East Jefferson Street.
- 1037 Varsity Drive.
- 46 Irene Street.
- 670 South Broad Street.
- 31 Russel Street.
- 461 Grelle Avenue.

**Concrete Repairs:**

- 46 Irene Street.
- 1685 West Jefferson Street.
- 670 South Broad Street.
- 19410 Cortez Boulevard.

**General Duties:**

- Target pothole repairs throughout the City using bagged asphalt.
- Complete 60 Service Order Request.
- Pavement marking throughout the City.
- Install Christmas decorations throughout the City.

**Mutual Aid:**

- Assist the Sanitation Division with brush and construction clean-up.
- Assist the Cemetery with tree and stump removal.

In accordance with mandated requirements, the Florida Department of Environmental Protection has directed the City of Brooksville to meet minimum control measures to prevent pollutants and contaminants from entering the City's storm water system, finding its way into the aquifer, and ultimately coming out of your faucet.

Included in the City's permitting requirements under the National Pollutant Discharge Elimination System (NPDES), is a street sweeping program that contributes to the protection and conservation of our drinking water supply.

Below is the 1st quarter data collected, and also shown for comparison is the 2017 data collected. The sweeping program collected dramatically less street debris than last year, due in part to a shortage of manpower.

<b>NPDES - STREET SWEEPING PROGRAM</b>			
	<b>2018 Fiscal Year (Oct. to Dec.)</b>		
	Miles Travelled	Cu. Yards Collected	
Total Miles Travelled	104	412	Total Cubic Yards Collected
Average Miles Per Month	35	137	Average Cubic Yards Collected Per Month

<b>NPDES - STREET SWEEPING PROGRAM</b>			
	<b>2017 Fiscal Year (Oct. – Dec.)</b>		
	Miles Travelled	Cu. Yards Collected	
Total Miles Travelled	179	75	Total Cubic Yards Collected
Average Miles Per Month	56.9	25	Average Cubic Yards Collected Per Month

## William S. Smith Water Reclamation Facility (Fiscal Year 2018)

\* Flow Indicated in million gallons

\* Rainfall indicated in inches

### Wastewater Treated 1st Quarter

Day	Oct.		Nov.		Dec.		
	Rain	Flow	Rain	Flow	Rain	Flow	
1		0.865		0.777		0.691	
2		0.946		0.779		0.801	
3		0.860		0.766		0.695	
4		0.887		0.742		0.771	
5		0.878		0.821		0.817	
6		0.814		0.783		0.762	
7		0.886		0.809	0.1	0.779	
8		0.759		0.775	1.2	0.787	
9		0.863		0.760		0.897	
10		0.843		0.776		0.834	
11		0.824		0.804		0.791	
12		0.824		0.758		0.811	
13	0.3	0.868		0.743		0.760	
14		0.781		0.755		0.783	
15		0.725		0.782		0.765	
16	0.7	0.850		0.753		0.743	
17		0.810		0.755		0.808	
18		0.788		0.715		0.745	
19		0.795		0.713		0.790	
20		1.109		0.708		0.759	
21		0.571		0.727		0.810	
22		0.660	0.5	0.800		0.866	
23	0.4	0.875	2	1.093		0.725	
24		0.824		0.801		0.664	
25		0.820		0.785		0.610	
26		0.835		0.806		0.738	
27		0.872		0.813		0.770	
28	0.1	0.791		0.802		0.686	
29		0.645		0.783		0.772	
30		0.770		0.799		0.697	
31		0.740			0.2	0.676	<b>Totals</b>
<b>Monthly Total</b>	1.5	<b>25.379</b>	2.5	<b>23.483</b>	1.4	<b>23.603</b>	<b>74,465</b>
<b>Daily Average</b>	0.048	<b>0.818</b>	0.083	<b>0.782</b>	0.045	<b>0.761</b>	<b>0.787</b>
<b>% of Permitted Capacity</b>		59.25%		41.16%		40.05%	<b>48.26</b>
<b>Reuse Water Distribution</b>		<b>Oct.</b>		<b>Nov.</b>		<b>Dec.</b>	
Southern Hills		11.765		12.885		9.968	<b>34,618</b>
Cemex		16.014		10.997		15.977	<b>42,988</b>
<b>2017 Fiscal Year Wastewater Treated (For Comparison)</b>							
Monthly Total		<b>27.198</b>		<b>22.171</b>		<b>22.769</b>	<b>72,138</b>
Daily Average		<b>0.877</b>		<b>0.739</b>		<b>0.734</b>	<b>0.783</b>
<b>2017 Fiscal Year Reuse Water Distribution (For Comparison)</b>							
Southern Hills		11.471		12.383		14.667	<b>38,521</b>
Cemex		18.291		10.727		8.359	<b>37,377</b>

Wastewater treated in the 1st quarter of FY 2018 was slightly greater than this time last year, approximately 3% greater, with an average of 0.787 million gallons per day compared with 0.783 last year. Reuse water sent to Southern Hills for irrigation in the 1st quarter was 34,618 million gallons, approximately 3,903 million gallons less than last year.

## Water Production Report – 1st Qtr.

Fiscal Year 2018				
Note: Flow indicated in million gallons (mg)	Oct.	Nov.	Dec.	Totals to Date
<b>Location:</b>				
<b>Hope Hill Well Field:</b>				
Well #1	4.672	3.736	4.016	12.424
Well #2	0.033	0.007	0.029	0.069
Well #3	4.583	5.938	5.139	15.660
Well #4	Not Constructed			
Elevated Storage 250,000 gal.				
<b>Lamar Ave. Well Field:</b>				
Well #1	2.010	1.966	2.031	6.007
Well #2	11.536	11.198	11.629	34.363
Elevated Storage 250,000 gal.				
<b>Hillside Court:</b>				
Well #1	17.377	14.698	16.143	48.741
Ground Storage 250,000 gal.				
Total Monthly Production (mg):	40.211	37.543	38.987	116.741
Average Daily Production (mg):	1.297	1.251	1.257	1.232
Fiscal Year 2017				
Location:	Oct.	Nov.	Dec.	Totals to Date
Hope Hill Well #1	0.000	3.762	3.040	6.499
Hope Hill Well #2	No Report, well under repair			N/A
Hope Hill Well #3	11.631	8.337	8.935	23.778
Lamar Well #1	2.021	0.904	1.983	5.026
Lamar Well #2	11.651	10.978	11.551	29.271
Hillside Ct. Well #1	12.940	14.652	14.276	48.261
Total Monthly Production (mg):	38.234	38.624	39.187	112.835
Average Daily Production (mg):	1.277	1.288	1.265	1.226

Water production in the 1st quarter of 2018 is slightly higher, with an average of 1.232 million gallons per day, compared to last year's production of 1.226 million gallons per day in the same quarter.

## City of Brooksville

# SANITATION DIVISION

ACCOMPLISHMENTS OCTOBER-DECEMBER 2017

### Events:

Provided garbage and trash removal for the following events. An estimated 550 ton of waste was collected for disposal.

- Completed Hurricane Irma clean-up.
- Hernando High School Homecoming Parade.

### Commercial and Residential Solid Waste:

- An estimated 1509 tons of commercial solid waste was collected and transported to the Heart of Florida Landfill in Panasofkee for disposal. This is the equivalent of 149 pounds per day per for each commercial account. Total tipping fees, in the amount of \$40,743 were charged for disposal.
- An estimated 796 tons of residential solid waste was collected and delivered to the Hernando County Northwest Landfill. This is the equivalent of 14 pounds per day per residential customer. Tipping fees are not charged for the disposal of residential wastes.

### Yard Debris and Recyclables:

- An estimated 686 tons of yard and construction debris were collected from residential customers. This is the equivalent of 12 pounds of waste per day per residential customer.
- An estimated 13 tons of recyclables were collected. This is equivalent to 19 pounds per customer per day. The City had average of 247 participating customers during this quarter.



# **City Manger's Office**

## **(City Clerk and Human Resources)**

# City of Brooksville

## City Clerk's Office



To: Mark A. Kutney, City Manager  
 From: Doreen Summers, City Clerk  
 Subject: First Quarter Report FY 2018  
 Date: January 5, 2018

ACTIVITIES	Oct	Nov	Dec	1st Qtr Total	Yrly Total
Agenda Packets Produced	4	5	2	11	11
Bids/RFQ's Issued or Processed after Award			2	2	2
Boxes of Records Placed in Storage		1	1	2	2
Boxes of Records Prepared for Destruction				0	0
Boxes of Records Destroyed				0	0
Cemetery Deeds for Interment Processed		19		19	19
Certified Copies	1			1	1
Citizen Board Applications/Positions Processed				0	0
Contracts/Agreements/Task Orders Processed - New & Extended	1	1		2	2
Documents Imaged, pages - including large size plans (several daily)	22	19	19	60	60
Documents Notarized/Life Certificates Processed				0	0
Documents Recorded with Clerk of the Circuit Court Liens/Orders, etc.		2	1	3	3
Fee Waivers Processed	2	1	1	4	4
Grants Processed				0	0
Invoices Processed		1	1	2	2
Legal/Display/Classified Ads Processed	4	1		5	5
Liens/Special Master Orders/Release of Liens Processed		1	1	2	2
Mail Processed - Regular & Certified Posted (# of pieces)	1	2	1	4	4
Meetings/Workshops/Hearings Attended	10	10	9	29	29
Meetings Scheduled - Conference Rooms/Chambers	21	12	5	38	38
Minutes Council/Advisory Boards Transcribed/Processed		14	16	30	30
Office Supply/Computer Purchases	1			1	1
Ordinances Prepared/Processed	2	2	1	5	5
Policies Processed				0	0
Proclamations/Awards Processed	5	5	2	12	12
Public Notices/Press Releases Issued	4	2	2	8	8
Public Records Requests	1	1	1	3	3
Requests for Records Retrieval from Storage			3	3	3
Resolutions Prepared/Processed		2		2	2
Street Closure Permits/Special Events Processed	4	5	6	15	15
Staff/Manager Meetings	3	4	4	11	11
Wire Transfers				0	0
Website Uploads/Maintenance (daily)	22	19	19	60	60

## Benefits Administration

- ❖ 1 employees became benefit eligible and attended a new hire benefits orientation with Human Resources. Each employee was enrolled in the City's CIGNA Medical, Dental, and Life Insurance plans and offered other voluntary supplemental benefits available with Cigna Life Insurance and Aflac.

## Staffing

- ❖ The Human Resources Department assists applicants and employees with all phases of the employment process. Human Resources oversees recruitment, interviewing, testing, background checks, and assists Staff with the final hiring decision process.

Total Number of Employees by Gender :

Male		Female	
<b>Full-Time</b>	<b>93</b>	<b>Full-Time</b>	<b>20</b>
<b>Part-Time</b>	<b>4</b>	<b>Part-Time</b>	<b>0</b>

- ❖ Total # of employees involuntary terminated 1
- ❖ Total # of employees who voluntary separated due to better job opportunity, personal, or retirement 9
- ❖ Total # of employees uncontrollable termination 0

### Recruitment

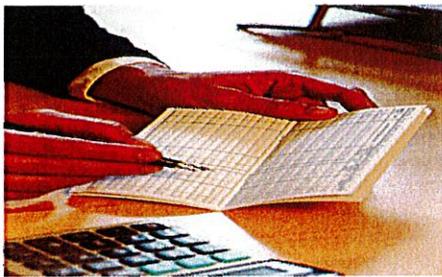
- ❖ 8 positions were posted on the City’s website and/or other applicant seeking websites for advertisement.
- ❖ 9 positions were filled.
- ❖ 8 positions are vacant at this time and active recruitment is in process and/or pending results of background checks or medical results during the pre-screening process to fill the vacancy.

### Safety

- ❖ The Human Resources Department strongly encourages all employees to work diligently and safely at all times while performing their job functions and duties. Employees are reminded to report workplace injuries to their immediate supervisor and complete a “First Report of Injury” regardless of the incident that has occurred.

# of Worker’s Comp injuries reported	# of Random Drug Tests performed
3	10

# Finance



# Finance Department First Quarter Report for Period Ending December 2017

The **Mission** of the Finance Department is to develop, maintain and manage the financial resources of the City through our Abila MIP and Microix accounting

- ❖ Serves as a management tool for providing accurate records of all financial transactions.
- ❖ Provide information to be used as the basis for control of City revenues, expenditures, property, general insurance and acts of public officials.
- ❖ Generate complete information on the financial condition and operating results of the various funds and departments/divisions.
- ❖ Furnish readily available data required for periodic, special and annual reports.

**Responsibilities**

- ❖ Annual budget preparation and control.
- ❖ Financial reporting and analysis.
- ❖ Consolidated annual financial reports.
- ❖ Risk management.
- ❖ Centralized revenue collection.
- ❖ Fixed asset accountability and control.
- ❖ Payroll processing.
- ❖ Accounts payable processing.
- ❖ Handle Software problems.

<u>Performance Measures</u>			
	Actual	Budget	YTD Total
Measure	2018	2018	2018
Purchase Requisitions Approved	54	145	54
Accounts Payable Checks/Vouchers Processed	474	2,000	474
Accounts Payable Dollar Amount Processed	\$1,402,853	\$5,500,000	\$1,402,853
Payroll Checks Processed/Vouchers	773	3,300	773
Number of Services Turned on	219	600	219
Number of Services Turned off	223	800	223
Gallons of Water Pumped in MG	117.839	460.00	117.839
Gallons of Water Billed in MG	94.084	370.000	94.084
Number of Utility Bills Processed	12,617	50,000	12,617
Number of Direct Payments (ACH)	1,385	5,000	1,385
Dollar Amount Processed via (ACH)	\$143,311	\$400,000	\$143,311
Number of Payments Processed via Credit Card -- Over the Phone Payments/In Office	1,921	5,000	1,921
Number of Payments Processed via Credit Card -- Online Payments	2,506	8,000	2,506
Miscellaneous Receipts	\$102,228	\$600,000	\$102,228
FTE's per 1,000 Citizens	.5	.63	.5
Net Cost of Services per Citizen	\$8.09	\$44.82	\$8.09
<b>Effectiveness &amp; Strategic Plan</b>			
Number of Findings from External Auditors	0	0	0
% of Water Pumped That was Billed	79.84%	90%	79.84%
% of Accounts Utilizing Direct Payment (ACH)	10.98%	10%	10.98%
% of Accounts Paying by Credit Card -- Over the Phone Payments/In Office	15.23%	12%	15.23%
% of Accounts Paying Online	19.86%	15%	19.86%
% of Current Year Amount Billed Written Off	.25%	0.35%	.25%

## Goals and Objectives

- ❖ Improve financial reporting to the City Departments.
- ❖ Prepare and mail out all required reports on a timely basis.
- ❖ Insure full accounting staff cross training.
- ❖ More training for other departments/divisions on Microix and Abila MIP software.
- ❖ Improve Fixed Assets reporting.

## First Quarter Highlights

- ❖ Filed Monthly and Quarterly Sales Tax.
- ❖ Filed all quarterly reports on time. Examples: Employer's Quarterly Federal Tax Return (941), State of Florida Department of Revenue Reemployment Tax (RT-6) and Bureau of Fire Standards and Training Firefighters Supplemental Compensation Program Quarterly Report.
- ❖ Closed the books on FY 16/17.
- ❖ Submitted the Trial Balance and General Ledger Detail to the Auditors for review.
- ❖ Submitted quarterly financial reports for the JAG Grant.
- ❖ Quarterly billing of the Enrichment Center and Youth and Family Alternatives.
- ❖ Submitted monthly billing for health, dental, life, short term disability, long term disability and AFLC insurances.
- ❖ Reconciled monthly bank statements and investment accounts.
- ❖ Submitted wire transfers for loan payments.
- ❖ Reconciled monthly FRS, Police and Fire pension statements.
- ❖ Completed the monthly reconciliation of the General Ledger.
- ❖ Processed payroll bi-weekly for the City and any necessary reports that pertain to payroll (FRS, IRS).
- ❖ Processed weekly payments to the vendor that the City does business with.

City of Brooksville  
Preliminary Income and Expense Summary  
As of December 31, 2017 (25% of the year has elapsed)

\*Revenues should be at least 25%

\*Expenses should be 25% or less

	Adopted Budget	Amendments	Revised Budget	Actual	% used	Under/Over
<b>General Fund</b>						
Revenue	\$ 6,656,871	\$ -	\$ 6,656,871	\$ 2,717,304	40.82%	Over
Expense	\$ 6,651,292	\$ -	\$ 6,651,292	\$ 1,387,151	20.86%	Under
<b>Fund 104 Criminal Justice Education</b>						
Revenue	\$ 8,070	\$ -	\$ 8,070	\$ 482	5.97%	Under
Expense	\$ 12,000	\$ -	\$ 12,000	\$ -	0.00%	Under
<b>Fund 107 Transportation Capital - LOGT 1-5</b>						
Revenue	\$ 144,296	\$ -	\$ 144,296	\$ 15,836	10.97%	Under
Expense	\$ 325,000	\$ -	\$ 325,000	\$ -	-	-
<b>Fund 108 Local Option Gas Tax</b>						
Revenue	\$ 640,477	\$ -	\$ 640,477	\$ 22,692	3.54%	Under
Expense	\$ 648,149	\$ -	\$ 648,149	\$ 153,899	23.74%	Under
<b>Fund 109 Law Enforcement Investigative Trust</b>						
Revenue	\$ 20,050	\$ -	\$ 20,050	\$ 4,395	21.92%	Under
Expense	\$ 47,500	\$ -	\$ 47,500	\$ 1,145	2.41%	Under
<b>Fund 110 – Road Impact Fees</b>						
Revenue	\$ 60,502	\$ -	\$ 60,502	\$ 3,807	6.29%	Under
Expense	\$ 1,245,223	\$ -	\$ 1,245,223	\$ -	0.00%	Under
<b>Fund 112 – Law Enforcement Impact Fees</b>						
Revenue	\$ 3,368	\$ -	\$ 3,368	\$ 860	25.53%	Over
Expense	\$ 7,000	\$ -	\$ 7,000	\$ -	0.00%	Under
<b>Fund 113 – Public Building Impact Fees</b>						
Revenue	\$ 18,238	\$ -	\$ 18,238	\$ 4,660	25.55%	Over
Expense	\$ -	\$ -	\$ -	\$ -	-	-
<b>Fund 114 – Fire/EMS Impact Fees</b>						
Revenue	\$ 8,550	\$ -	\$ 8,550	\$ 2,150	25.15%	Over
Expense	\$ 90,000	\$ -	\$ 90,000	\$ -	0.00%	Under
<b>Fund 115 – Parks Impact Fees</b>						
Revenue	\$ 15,732	\$ -	\$ 15,732	\$ 4,110	26.13%	Over
Expense	\$ -	\$ -	\$ -	\$ -	-	-
<b>Fund 116 – Law Enforcement Trust</b>						
Revenue	\$ 5,044	\$ -	\$ 5,044	\$ 3,545	70.28%	Over
Expense	\$ 21,000	\$ -	\$ 21,000	\$ -	0.00%	Under
<b>Fund 118 – Justice Assistance Grant</b>						
Revenue	\$ 20,000	\$ -	\$ 20,000	\$ -	0.00%	Under
Expense	\$ 20,000	\$ -	\$ 20,000	\$ -	0.00%	Under
<b>Fund 122 – Fire Grants &amp; Donations</b>						
Revenue	\$ 2,522	\$ -	\$ 2,522	\$ -	0.00%	Under
Expense	\$ 2,000	\$ -	\$ 2,000	\$ 528	26.40%	Over
<b>Fund 123 – Police Grants &amp; Donations</b>						
Revenue	\$ 2,565	\$ -	\$ 2,565	\$ -	0.00%	Under
Expense	\$ 10,700	\$ -	\$ 10,700	\$ -	0.00%	Under
<b>Fund 128 – Photo Enforcement Traffic Program</b>						
Revenue	\$ -	\$ -	\$ -	\$ 1,310	0.00%	Over
Expense	\$ 8,000	\$ -	\$ 8,000	\$ 1,122	14.03%	Under
<b>Fund 139 – The Enrichment Center Maintenance</b>						
Revenue	\$ 14,000	\$ -	\$ 14,000	\$ 1,250	8.93%	Under
Expense	\$ 13,330	\$ -	\$ 13,330	\$ 3,229	24.22%	Under

	Adopted Budget	Amendments	Revised Budget	Actual	% used	Under/Over
<b>Fund 143 – Fire Department</b>						
Revenue	\$ 1,620,312	\$ -	\$ 1,620,312	\$ 586,935	36.22%	Over
Expense	\$ 1,726,448	\$ -	\$ 1,726,448	\$ 383,469	22.21%	Under
<b>Fund 201 – Sinking Fund (2006 USDA Revenue Bonds)</b>						
Revenue	\$ 13,188	\$ -	\$ 13,188	\$ 3,297	25.00%	
Expense	\$ 13,188	\$ -	\$ 13,188	\$ -	0.00%	Under
<b>Fund 202 – Sinking Fund (2011 Series Revenue Note ESG)</b>						
Revenue	\$ 303,780	\$ -	\$ 303,780	\$ 3,783	1.25%	Under
Expense	\$ 303,780	\$ -	\$ 303,780	\$ 75,945	25.00%	
<b>Fund 203 -- Capital Improvement Revenue Loan 2016</b>						
Revenue	\$ 8,320	\$ -	\$ 8,320	\$ 1,261	15.16%	Under
Expense	\$ 7,563	\$ -	\$ 7,563	\$ -	0.00%	Under
<b>Fund 302 – McKethan Capital Projects</b>						
Revenue	\$ 515	\$ -	\$ 515	\$ 102	19.81%	Under
Expense	\$ -	\$ -	\$ -	\$ -	0.00%	
<b>Fund 308 – Multi Year Capital Project Accumulation</b>						
Revenue	\$ 350	\$ -	\$ 350	\$ 87	24.86%	Under
Expense	\$ -	\$ -	\$ -	\$ -	0.00%	
<b>Fund 309 – Capital Improvement Revenue (2006 USDA Revenue Bonds)</b>						
Revenue	\$ 36,526	\$ -	\$ 36,526	\$ 23,120	63.30%	Over
Expense	\$ 35,520	\$ -	\$ 35,520	\$ 6,656	18.74%	Under
<b>Fund 311 – 2011 Capital Improvement Revenue Note Fund (ESG)</b>						
Revenue	\$ 303,780	\$ -	\$ 303,780	\$ 75,945	25.00%	
Expense	\$ 303,780	\$ -	\$ 303,780	\$ 75,945	25.00%	
<b>Fund 314 -- Capital Improvement Revenue (2016 USDA Revenue Bonds)</b>						
Revenue	\$ 8,320	\$ -	\$ 8,320	\$ 3,783	45.47%	Over
Expense	\$ 8,320	\$ -	\$ 8,320	\$ 3,783	45.47%	Over
<b>Fund 401 Water &amp; Wastewater Divisions</b>						
Revenue	\$ 4,227,694	\$ -	\$ 4,227,694	\$ 728,225	17.23%	Under
Expense	\$ 4,123,191	\$ -	\$ 4,123,191	\$ 775,352	18.80%	Under
<b>Fund 402 &amp; 403 - Sanitation Division</b>						
Revenue	\$ 1,426,316	\$ -	\$ 1,426,316	\$ 249,269	17.48%	Under
Expense	\$ 1,323,824	\$ -	\$ 1,323,824	\$ 260,367	19.67%	Under
<b>Fund 405 Utilities R&amp;R</b>						
Revenue	\$ 3,000	\$ -	\$ 3,000	\$ 700	23.33%	Under
Expense	\$ 8,000	\$ -	\$ 8,000	\$ -	0.00%	Under
<b>Fund 406 Utilities Bond &amp; Loan Fund</b>						
Revenue	\$ 844,060	\$ -	\$ 844,060	\$ 70,234	8.32%	Under
Expense	\$ 188,323	\$ -	\$ 188,323	\$ -	0.00%	Under
<b>Fund 407 Water Connection Fees</b>						
Revenue	\$ 55,255	\$ -	\$ 55,255	\$ 1,478	2.67%	Under
Expense	\$ -	\$ -	\$ -	\$ -	-	
<b>Fund 408 Sewer Connection Fees</b>						
Revenue	\$ 125,650	\$ -	\$ 125,650	\$ 5,184	4.13%	Under
Expense	\$ -	\$ -	\$ -	\$ -	-	
<b>Fund 409 Cobb Road Wastewater Capacity Fund</b>						
Revenue	\$ 17,000	\$ -	\$ 17,000	\$ 3,000	17.65%	Under
Expense	\$ -	\$ -	\$ -	\$ -	-	
<b>Fund 501 – Fleet Maintenance Division</b>						
Revenue	\$ 95,059	\$ -	\$ 95,059	\$ 23,765	25.00%	
Expense	\$ 95,020	\$ -	\$ 95,020	\$ 19,820	20.86%	Under

	Adopted Budget	Amendments	Revised Budget	Actual	% used	Under/Over
Fund 502 – Vehicle Replacement Fund						
Revenue	\$ 301,476	\$ -	\$ 301,476	\$ 75,369	25.00%	
Expense	\$ -	\$ -	\$ -	\$ -	0.00%	
Fund 503 – Equipment Replacement Fund						
Revenue	\$ 10,012	\$ -	\$ 10,012	\$ 2,500	24.97%	Under
Expense	\$ -	\$ -	\$ -	\$ -	0.00%	
Fund 603 – Butterweck Trust						
Revenue	\$ 23	\$ -	\$ 23	\$ 5	21.74%	Under
Expense	\$ -	\$ -	\$ -	\$ -	-	
Fund 605 – Cemetery Perpetual Care						
Revenue	\$ 889	\$ -	\$ 889	\$ 221	24.86%	Under
Expense	\$ -	\$ -	\$ -	\$ -	-	
Fund 609 – Employee HRA Funding						
Revenue	\$ 62,001	\$ -	\$ 62,001	\$ 15,500	25.00%	
Expense	\$ 59,000	\$ -	\$ 59,000	\$ 10,969	18.59%	Under
Fund 610 – Employee Health/Medical Insurance Funding						
Revenue	\$ 906,972	\$ -	\$ 906,972	\$ 205,947	22.71%	Under
Expense	\$ 900,000	\$ -	\$ 900,000	\$ 152,309	16.92%	Under
Fund 615 – Community Redevelopment Agency						
Revenue	\$ 84,782	\$ -	\$ 84,782	\$ 43	0.05%	Under
Expense	\$ 384,420	\$ -	\$ 384,420	\$ 14,895	3.87%	Under