

City of Brooksville

City Manager's Quarterly Business Report

Quarter 1 (October - December)
Fiscal Year 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 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, we are providing you just some of 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 for the City of Brooksville.

Operational Activity

EXTERNAL

DEPARTMENTS

Community Development

Fire & Rescue

Parks, Recreation &

Facilities

Police

Public Works

INTERNAL SERVICES

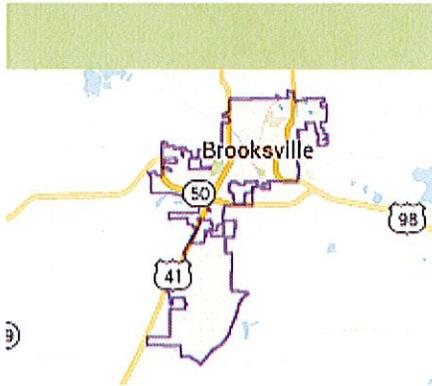
City Manager's Office

Business Development

City Clerk

Human Resources

Finance



City Services/Activity – Q1

City staff has been busy for the first quarter of FY 2017, 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 most important to what we do each day for City residents, visitors and business owners.

The performance measurements that have been provided are from areas that we naturally track without distraction to our jobs.

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.

Financial Overview – Q1

This quarterly financial overview contains information on resources and expenditures for the first quarter of the fiscal year, which is the period between October 1st and December 31st 2016.

Overall, Brooksville is stable, prosperous, and financially secure municipality starting off the fiscal year 2017.

We maintain a cautiously optimistic outlook for the near term and we will periodically reassess our assumptions as conditions change throughout the year.

What others are saying:

October 2016

"..It is so seldom we take an extra minute to go above the minimum required that I had to at least thank these employees.."

"I have lived in Southway Villa since March 2012 and the employees handing the trash pick-up have always been very conscientious and pleasant. Today, I had no trash to pick up. I was out shopping and the truck was on my street so I waived and pulled in the driveway. The driver waited until I was out of the car and asked if I had any trash for pick-up.

It is so seldom we take an extra minute to go above the minimum that I had to at least thank these employees."

- J Coleman

Community Development



Community Development Department Quarterly Activity Report

Community Development Director, Bill Geiger

1st Quarter

October 1, 2016 – December 30, 2016

Fiscal Year 2016 -2017

The Community Development Department oversees development permitting, planning and zoning, and code enforcement, and is further responsible for the administration of the City's Community Redevelopment Area and City growth and development from initial conception 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 – Ongoing project for designing, constructing and installing wayfinding signage that includes various kinds of informational signage including trailblazer, vehicular, parking and trail directional signs. The City's contractor has been coordinating with the FDOT to obtain a permit for placing the signage within the State's rights-of-way. Plans have been revised several times as to design and location to address FDOT comments and the sign fabricator is in the process of preparing final plans including engineering documentation to obtain approval from the FDOT. Fabrication and installation of the signs are expected to occur in the second quarter of this fiscal year.
 - Downtown Beautiful – Ongoing project includes 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 has approved a Task Order 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 to be completed by the latter part of 2017.
- Community Redevelopment Agency – Property Improvement Grants
The Community Development Department continues to process CRA property improvement grants, which (since 2010) includes 23 applications and almost \$100,000.00 in grant funds provided, with over four times that amount in private investment by the applicants for their improvement projects. Currently, there is one active project.

- 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 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 be contaminated. 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 1st Quarter of 2016/17 (December, 2016), staff submitted an application for the 2017 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 latter part of 2017. 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 sixth year (2022).

Building Review, Land Use and Code Enforcement Activities

CATEGORY	1st Quarter 10/01/16 – 12/30/16	Fiscal Year to Date 10/01/16 – 09/30/17	1st Quarter Previous Year 10/01/15 – 12/30/15	Previous Fiscal Year to Date 10/01/15 – 12/30/16
Building/Development Reviews	57	57	50	50
Zoning Research Responses	241	241	215	215
Comprehensive Plan Amendments	-	-	14	14
Annexations	-	-	3	3
Code Enforcement Violations	58	58	50	50

Building Division Revenues

CATEGORY	1 st Quarter 10/01/16 – 12/30/16	Fiscal Year to Date 10/01/16 – 09/30/17	1 st Quarter Previous Year 10/01/15 – 12/30/15	Previous Fiscal Year to Date 10/01/15 – 12/30/16
Total Bldg Collected	55,948.43	55,948.43	36,653.01	36,653.01
Impact Fees	27,229.10	27,229.10	2,989.45	2,989.45
Radon	723.49	723.49	454.69	454.69
DPR	723.49	723.49	454.71	454.71
Total Collected	84,624.51	84,624.51	40,551.86	40,551.86

Building Inspections

INSPECTIONS	1 st Quarter 10/01/16 – 12/30/16	Fiscal Year to Date 10/01/16 – 09/30/17	1 st Quarter Previous Year 10/01/15 – 12/30/15	Previous Fiscal Year to Date 10/01/15 – 12/30/16
Building	190	190	205	205
Red Tags	0	0	0	0
Plumbing	30	30	42	42
Red Tags	0	0	0	0
Electrical	54	54	71	71
Red Tags	0	0	0	0
Mechanical	36	36	44	44
Red Tags	0	0	0	0
LP Gas	4	4	7	7
Red Tags	0	0	0	0
TOTAL INSPECTIONS	314	314	369	369
TOTAL RED TAGS	0	0	0	0

Building Division Permits

PERMIT VALUATIONS	1 st Quarter 10/01/16 – 12/30/16	Fiscal Year to Date 10/01/16 – 09/30/17	1 st Quarter Previous Year 10/01/15 – 12/30/15	Previous Fiscal Year to Date 10/01/15 – 12/30/16
Total Residential	2,012,364.00	2,012,364.00	956,146.00	956,146.00
Total Commercial	2,289,397.00	2,289,397.00	995,789.00	995,789.00
Demolition	-7,125.00	-7,125.00	-8,499.00	-8,499.00
Total Value	4,294,636.00	4,294,636.00	1,943,436.00	1,943,436.00
# of Permits Issued				
Total Residential**	15	15	13	13
Total Commercial	40	40	28	28
Total Demolition	3	3	4	4
Total Misc. Permits	104	104	69	69
TOTAL PERMITS	171	171	114	114

<u>New Business (Certificate of use) Name</u>	<u>Address</u>	<u>Date Certificate of Use Issued</u>	<u>Number of Employees</u>
Jay & Crystal Marshal - dba Bromar, LLC	790 Providence Blvd	12/7/2016	4
Gail Huecker - dba OT4kids, Inc.	951 Candlelight Blvd	12/9/2016	4
David Thorpe - dba The Thorpe Law Firm PA	105 S. Main St.	12/12/2016	5
Belaugari Inc. - dba Mopacs/Capital Tacos	1147 S. Broad St.	12/13/2016	5
Gabiel Montelongo - dba Carlisle's Meat Market	20178 Cortez Blvd	12/13/2016	4
Hing Hin Kwok - dba B & B Massage Therapy	7370 Broad St.	12/16/2016	1
Heather Spradlin - dba Jayne's Dance Academy	19249 Cortez Blvd	12/30/2016	3

Fire & Rescue



Brooksville Fire Rescue

Quarterly Report

Oct., Nov, Dec.
Fiscal Year 2017

Chief's Corner

The fire department's activity continued to be busy during the first quarter of fiscal year 2017. Below are some of the highlights:

In October, Brooksville Fire Rescue received the Proclamation for the National Fire Protections Agency's. 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. This month also hosted the Junior Service League 5K Race Masquerade, with this event Brooksville Fire Rescue provide EMS standby for the race. We would also like to thank the USDA Rural Development Office, for the Community Facilities Loan/Grant that it received. The Grant program provided the delivery of the City's new Fire Engine. This engine replaced a 17-year-old Fire Engine that was in critical need of replacement. The Grant portion of the program was for \$156,000. The department also replaced the Hurst Extrication tools (Jaws of Life) that were approx. 20 years old. The new tools are completely battery operated allowing for ease of use and increasing the efficiency in operations.

November Brooksville Fire Rescue was invited to host a Fire Prevention workshop at The Grande. The staff interact with the facilities staff as it relates to Fire Prevention, Fire Pre-Plans and fire extinguisher were reviewed. The Fire Department participated in the Veteran's Day Parade, as always it was an honor. The Department hosted a Community Outreach Luncheon. A great opportunity for the Community to receive a presentation on their Fire Department and to see the new Fire Engine. The presentation and the Fire Engine were well received. In December the Brooksville Fire Rescue, participate in the annual Kiwanis Christmas Parade. The new Fire Engine made its debut in the Parade; the community was impressed with the new color scheme and offered a multitude of compliments.

In closing, Brooksville Fire Rescue had an excellent first quarter for FY 17. We look forward to the upcoming second quarter. The support for the operations within the department has been outstanding.

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.

Chief Freda

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

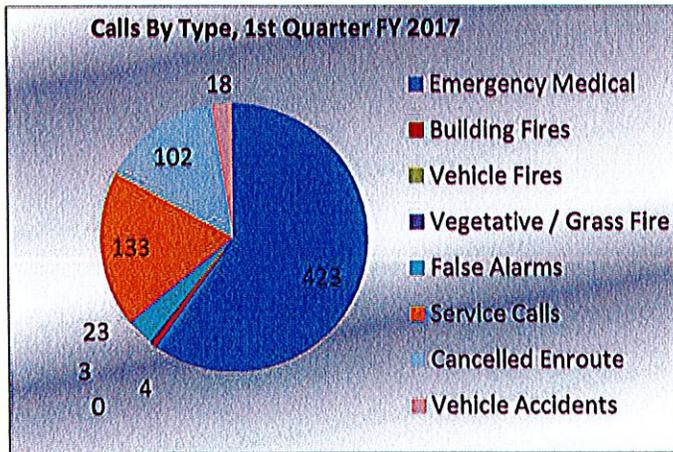
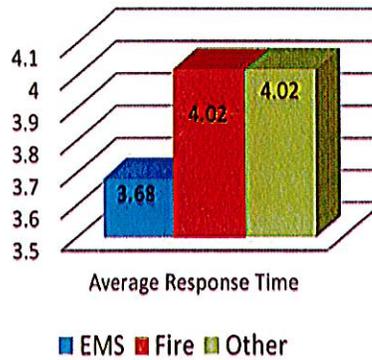
Response time analysis below does not include cancelled en route calls or non-emergency responses.

Fractile Response Times, 1st Quarter	Number of Calls	Fire 4 Minute Fractile Response Time of the first arriving fire suppression unit
City	7	100 %

A Fractile measure 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.

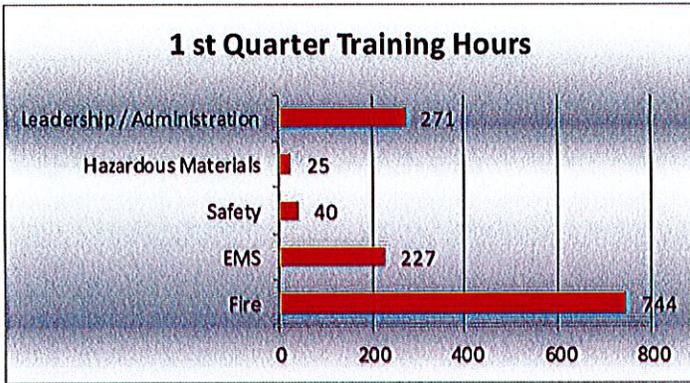
1st Quarter Average Response Time



Emergency Medical	423
Building Fires	4
Vehicle Fires	0
Vegetative / Grass Fire	3
False Alarms	23
Service Calls *	133
Cancelled Enroute**	102
Vehicle Accidents	18
Total	706

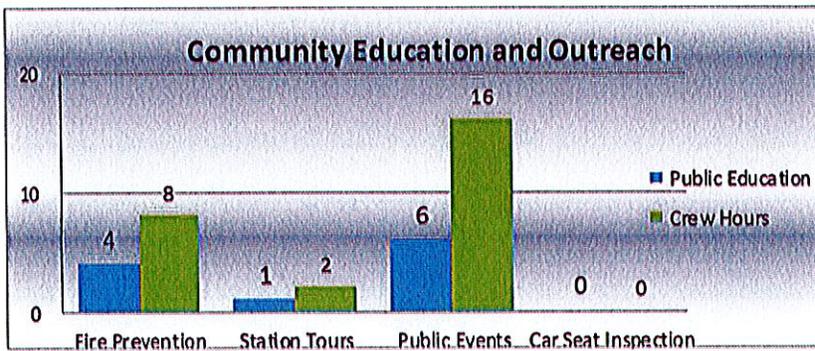
*Service Calls--- Assist public with non-emergent situations
 **Cancelled Enroute---Units dispatched and cancelled Enroute / before arrival to the call

Inspections	
Building Inspections	30
Plans Review	08
Total	38



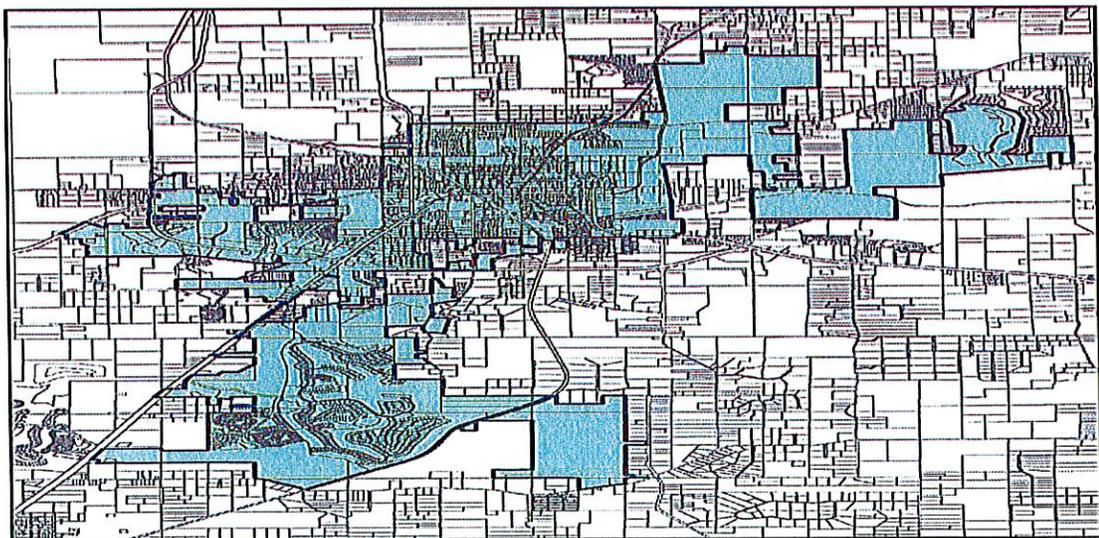
Fire	744
EMS	227
Safety	40
Hazardous Materials	25
Leadership / Administration	271
Total	1307

Community Outreach



Fire Prevention	4
Station Tours	1
Public Events	6
Car Seat Inspection	0

Fire Service Response Area



Parks, Recreation & Facilities

PARK/FACILITIES AND RECREATION

1st Quarter

2017

THE PARKS/FACILITIES DIVISION

Park/Facility personnel (8 total) 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 2017 PARK/FACILITIES Quarterly Accomplishments (October - December)

- Dawn Center of Hernando County held "Take Back The Night 5K" in October- assisted with set up, stock, cover restrooms and clean up
- Junior Service League held Annual Masquerade Madness 5K/10K Fun Run in October – Prepared Russell Street Park and Good Neighbor Trail, stocked and covered restrooms, clean up
- Spring Hill Academy – assist with set up, supplies and supervise TVP playground clean up and flower bed replacement
- AA Gratitude Dinner held in November – assist with set up and clean up
- Florida Agriculture and Wildlife Expo – set up/take down City Stage and ticket booths at airport for event
- Annual Hay Roll decorating contest – pick up and deliver hay rolls to schools, pick up and place on street corners then remove after event
- Founders' Week – assist with set up and clean up
- Christmas on Main Street – assist with set up and clean up
- Children's Christmas Tree Decorating – pick up and deliver donated Christmas tree to City Hall. Set up, clean up and remove after event
- City Christmas Parade Float – re-side to a log cabin design, assist with decorating and clean up
- Sun King Disc Golf Tournament – Prepared Quarry/mowed
- Wicked Awesome Racing – Prepare Quarry, assist with set up and clean up
- Generators – monthly maintenance, testing and reporting of the generators at

**FY 2017
1st
Quarter
Report**

City of Brooksville

- City Hall, Enrichment Center, Police Department and Fire Department
- State Generator Inspection – assisted Inspector with the Enrichment Center generator permit inspection
- Multiple meetings with contractors for Pavilion #1 re-roof bids
- Multiple meetings with contractors for Stadium seating replacement bids
- Hurricane Hermine - preparation to include positioning of vehicles and equipment and post storm clean up of facilities and debris
- Quarry Weirs – performed maintenance and repairs to weirs for SWFWMD permit compliance
- Good Neighbor Trail – mowed five times, two downed trees cut up and removed, blown off three times
- Quarry – 25 acres mowed six times
- Facility work orders of 136 with 131 completed
- Facility personnel restock institutional supplies and clean weekly a combination of facilities buildings that total 89,723 square feet of indoor floor space
- Inmate crew provided 1,864 hours of maintenance and landscaping throughout City facilities/parks and streetscape medians

FY 2017 RECREATION Quarterly Accomplishments (October-December)

- The Division's Adult Softball program which began in September continued with 5 women's teams, 5 men's teams, and 16 Co-Ed teams
- Adult kickball program began in September and has 8 teams
- Founders' Week had over 2,500 participants in attendance with a Market of 42 vendors, a car show, Breast Cancer Awareness Walk and a kids costume contest for 4 different age groups
- ARC Program – Partnered with ARC to provide Sports & an active lifestyle, 18 – 20 participants
- Christmas on Main Street had over 2,500 participants in attendance with a Market of 44 vendors, pictures with Santa, and a musical Christmas light show
- Movie on Main Street in October with a screening of Zootopia, 50 participants in attendance
- Movie on Main Street in December with a screening of Elf, 100 participants in attendance
- Market On Main Street is held every 3rd Saturday of the month and was paired with the Grilled Cheese Festival in November with 25 vendors and 1,500 participants in attendance
- Tai Chi Classes – Thursdays at 6:00 pm – 5 to 20 participants

City of Brooksville

- Self Defense Classes – Thursdays at 7:30 pm
- I9 Fall Basketball League in the JBCC Gym – October thru November
- Suncoast YMCA Basketball League continued in October and November
- Hernando Elite Basketball League continued in October, November & December

FY 2017 CEMETERY Quarterly Accomplishments (October-December)

- Sales were \$23,199.00.
- The Quarter had 24 lot sales and 23 interments. Of the interments, 17 were traditional burials and 6 were cremains.
- Cemetery staff weekly mow, trim, mulch and clean up tree debris on approximately 37 acres of property now.
- Inmates contributed 82 maintenance hours, and volunteers contributed 225hours.

YTD Totals

SALES.....\$23,199.00

BUY BACKS.....\$600.00

LOTS SOLD....24

Police

Brooksville Police Department
Quarterly Report,
1st Quarter FY 2016 – 2017

Police Honor Guard



George B. Turner
Chief of Police



Brooksville Police Department Quarterly Report, 1st Quarter FY 2016 - 2017

Cover photo: The Brooksville Police Department Honor Guard unit, at the direction of the Chief of Police, was established in the fall of 2016. The unit currently consists of four members who are trained in parade, funeral and grand opening ceremony presentations. Historically law enforcement honor guard units represent their agencies throughout the United States in times of both celebration and tragedy and are considered the “Guardians of the Colors” which consist of the American flag, State flags and special unit flags during special events.

Quarterly Statistical Overview

Activity	October 2016	November 2016	December 2016	Total for 1st Quarter	Total for Prior Quarter
CAD Events	2,183	2,375	2,370	6,928	7,491
Police Reports	128	152	180	460	496
Arrests (no multiple charges)	40	41	51	132	148
Uniform Traffic Citations and Written Warnings	103	124	133	360	533
Field Interview Reports & Trespass Warnings	45	64	80	189	166
K-9 Searches *	0	0	0	0	44
Use of Force	0	0	0	0	2
Hours of Training	208	154	818	1,180	505

* Officer Derryberry and canine Blitz were in training during the entire quarter.

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.

Brooksville Police Department Quarterly Report, 1st Quarter FY 2016 - 2017

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.

Support of Special Events

- | | |
|------------------------------|-------------|
| • Youth and Family Color Run | October 15 |
| • Masquerade Madness Fun Run | October 22 |
| • Veterans Parade | November 5 |
| • Christmas on Main Street | December 8 |
| • Kiwanis Christmas Parade | December 10 |
| • Women's Club Art Fair | December 10 |

Significant Incidents



Officer Bridges responded to the parking lot of the Hernando County Health Department in reference to a disturbance call. During the investigation it was found that Jessica Cook and her mother were in an argument. During the argument Cook took her mother's cell phone to prevent a call to law enforcement. Cook's mother locked herself in her vehicle but forgot to roll the driver's window all the way up. Cook did reach into the vehicle and struck her mother with a closed fist. Cook's mother was able to flee the vehicle and locate a co-worker. The co-worker contacted law enforcement.

When Officer Bridges arrived on scene and made contact with Cook's mother she had an injury to the left side of her face consistent with being hit. Cook left the area prior to law enforcement arrival and was located at her residence, 322 Highland Street where she was taken into custody for domestic battery and tampering with a victim. She was held at the Hernando County Jail under a no bond status.

Brooksville Police Department

Quarterly Report, 1st Quarter FY 2016 - 2017



Officers Clifford Belcher and Scott Fredricksen responded to a report of a traffic crash involving a motorcycle and a pick-up truck at the intersection of N. Broad Street and E. Jefferson Street. Upon arrival, contact was made with Ila Lynn Hinkle, the driver of the pick-up truck, who had struck a motorcycle that was stopped at a red light in front of her. Both the driver and passenger of the motorcycle refused transport to the hospital. Hinkle had the strong odor of an alcoholic beverage on her breath, slurred speech and red bloodshot eyes. She also had an open container of an alcoholic beverage in her vehicle. Hinkle was administered a series of field sobriety tasks and she performed them poorly, showing obvious signs of impairment. She was placed under arrest and transported to Hernando County Jail where she refused to take the breath test. A search of her vehicle produced a pipe with burnt residue that field tested positive as marijuana. Hinkle was charged with DUI with Property Damage and Possession of Drug Paraphernalia. She was being held on a total bond of \$6,000.00.



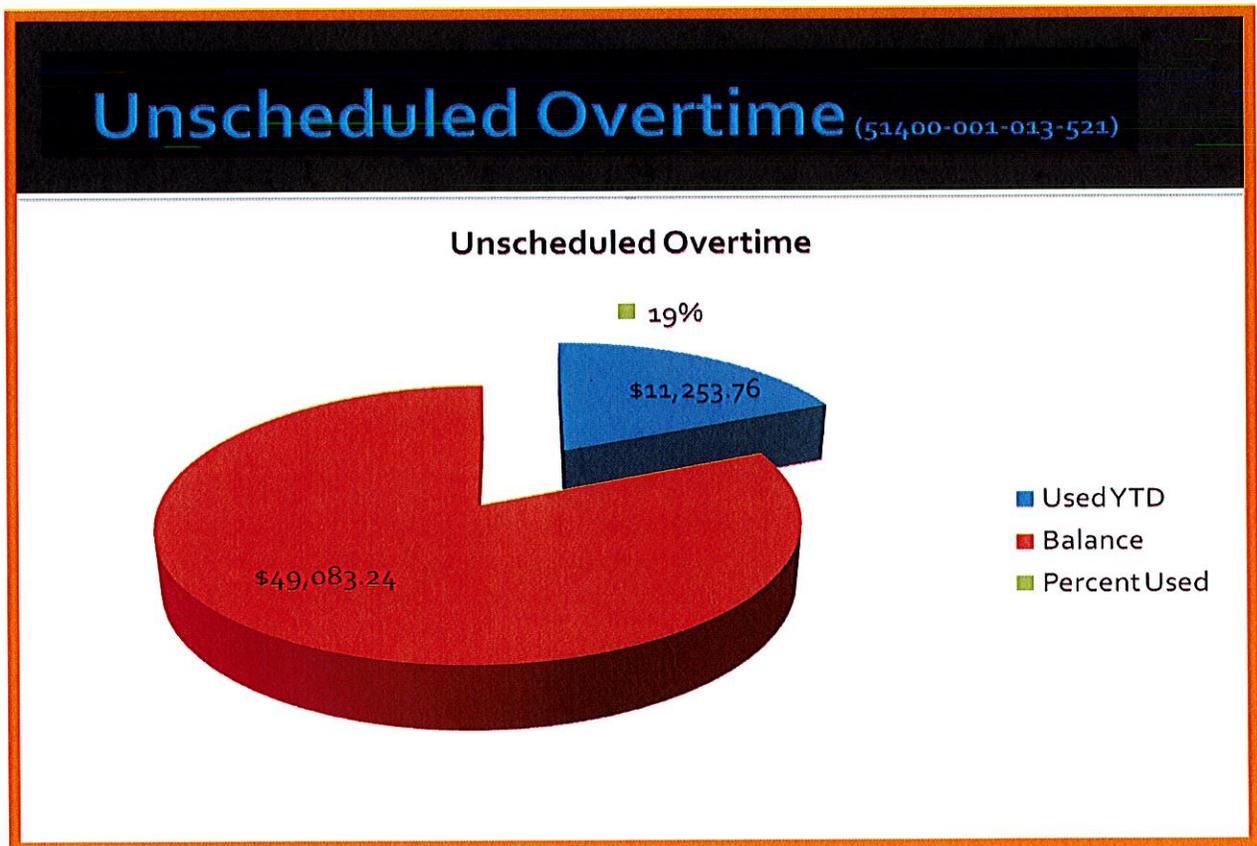
On 10/20/2016, Officer Davis responded to the above address in reference to a weapons disturbance. Contact was made with the victim who advised a black male subject named Flame came to her residence. A verbal argument ensued over a cell phone charger. It escalated when Flame produced a handgun and held it to her head and threatened her. She attempted to run away but he grabbed her by her hair. She was able to get away and ran out of the house, calling 911. Flame fled the area. A witness was found in the home who gave a similar account of the events. Investigation revealed Flame is an alias for Reginald Brown, who matched the victim's description of the suspect. The victim was able to identify Brown in a photo pack. A criminal history check also revealed Brown is a convicted felon. A warrant was prepared for Brown. On 11/30/16, the Pasco County Sheriff's Office arrested Brown on the warrant in this case. He is being held in the Pasco County Jail on \$32,150.00 bond.

Brooksville Police Department Quarterly Report, 1st Quarter FY 2016 - 2017

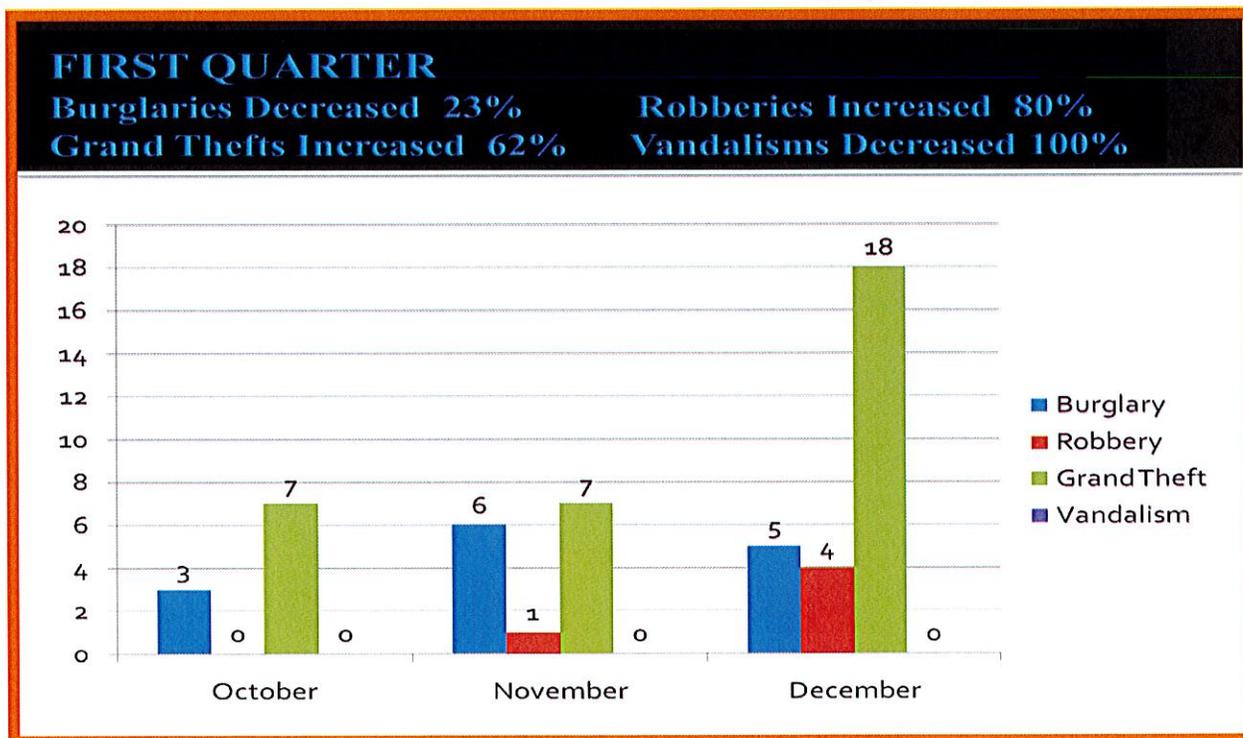
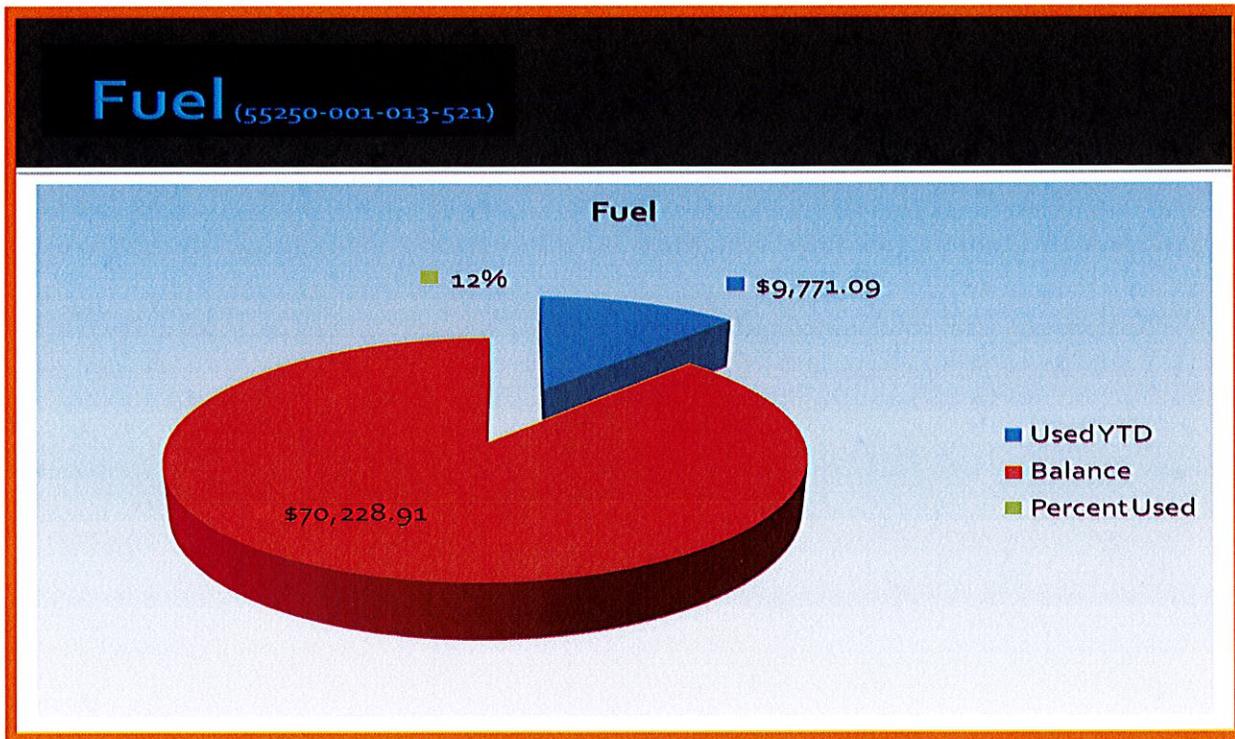


On 12/3/2016, Sergeant Caldwell conducted a traffic stop on a silver Nissan 4 door for driving on the sidewalk. Contact was made with the driver, Justin Brown. When asked for his driver's license, Brown advised that it was suspended. A check revealed numerous suspensions for failure to pay traffic fines. Brown gave consent to search the vehicle. The search revealed (5) morphine pills and (1) hydrocodone pill in a zippered pouch under the driver's seat. Brown denied ownership of the pills despite them being under his seat. He was placed under arrest by Officer McDougal for DWLSR and possession of a controlled substance. He was transported to the Hernando County Jail where he is being held on \$2,500.00 bond. Brown also received several traffic citations.

Operational Statistics

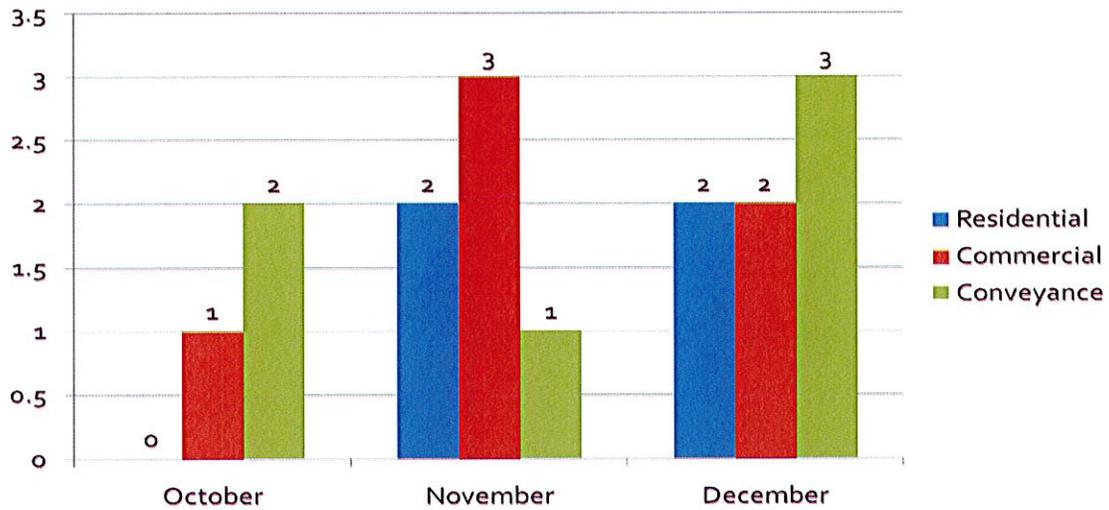


Brooksville Police Department Quarterly Report, 1st Quarter FY 2016 - 2017



Brooksville Police Department Quarterly Report, 1st Quarter FY 2016 - 2017

FIRST QUARTER Break down of Burglaries



FIRST QUARTER PROPERTY STOLEN/RECOVERED



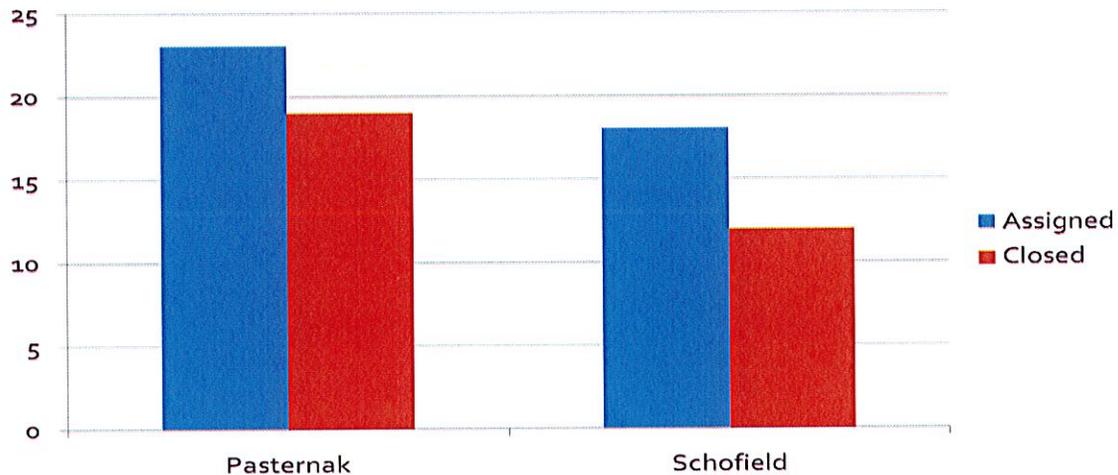
Brooksville Police Department Quarterly Report, 1st Quarter FY 2016 - 2017

FIRST QUARTER PROPERTY STOLEN/RECOVERED

Value of property stolen Decreased 46%

Value of property recovered Increased 19%

Detective Pasternak Clearance Rate 71.0% Detective Schofield Clearance rate 66.0%



Comparison of the most current clearance rate statistics provided by the Florida Department of Law Enforcement (FDLE) for the period January through June 2016:

State of Florida	25.7%
Brooksville Police Department	54.3%
Hernando County Sheriff Office	35.9%
Citrus County Sheriff Office	34.2%
Pasco County Sheriff Office	34.7%

Brooksville Police Department Quarterly Report, 1st Quarter FY 2016 - 2017

RED LIGHT CAMERA TICKETS

- October - \$11,825
- November - \$14,596
- December - \$3,626
- Amount decreased by 18%

(Cancellation of the program by city council)

Overview of 1st Quarter Training

FCIC Limited Access
Death and Injury Investigation
Active Shooter Train the Trainer
Marijuana Symposium
Designer Drug Course
FL-PAC Accreditation Conference
Night Shoot Firearms Qualification
IACP Conference
Professional Traffic Stops
Domestic Violence
New Officer Orientation
New Officer FTO Program
Leadership Planning and Decision Making
FDLE Canine Course and Narcotics Course

Brooksville Police Department Quarterly Report, 1st Quarter FY 2016 - 2017

Law Enforcement Photographs

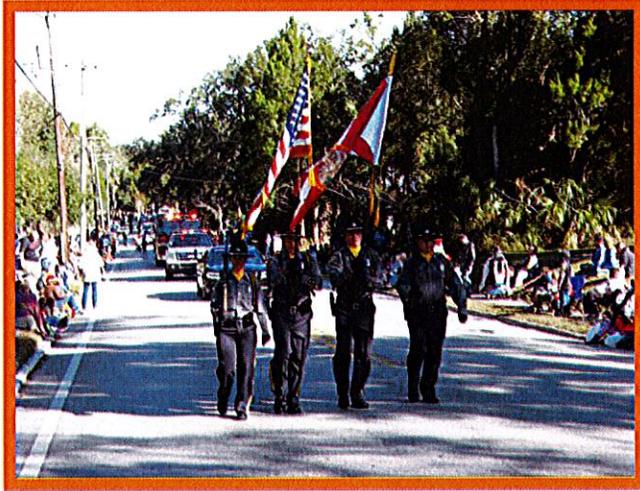


Photo left: The newly formed Brooksville Police Department Honor Guard leads the December 10 Kiwanis Christmas Parade. Members include, left to right, Officer Meredith Blackman, Detective Tracey Schofield, Officer Joseph Nelson and Officer Clifford Belcher.

Photo below: Meet the members of Squad C (day shift):



Sergeant E. Serrano



Officer Joseph Nelson



Officer Joel Rodriguez



Officer Jakob Gaustad

Public Works

City of Brooksville

Streets and Drainage

1Q ACCOMPLISHMENTS
OCTOBER 2016 – DECEMBER 2016



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

- Founders Week Celebration.
- Movie on Main Street.
- Founders Week Car and Truck Show.
- Market on Main Street.
- Youth Family Fun Run.
- Rising Sun Bistro event.
- Masquerade Madness Fun Run.
- Trunk or Treat.
- Veterans Parade.
- Grill Cheese Festival.
- Christmas Tree lighting show.
- Patricia's fashion show.
- Christmas Parade.
- Christkindal.
- Rising Sun fund raiser.
- Procivil 360 Christmas party.

Provided maintenance and repair to the following drainage projects:

- Repair head-wall @ 1038 Howell Av. due to an accident.
- Make FDOT bridge repairs on East Ave, at a cost of \$15,200.
- Kill and clear vegetation and trees in the pond at the Villas of South Way.

Complete the following asphalt repairs:

- Installed 30 tons of hot-mix asphalt, targeting potholes throughout the City and Utility Division requested repairs.

Concrete Repairs:

- Repair concrete apron at 700 W. North Av.
- Repair concrete depression on Bell Ave. @ E. Fort Dade Av.
- Repair concrete apron 216 Alpine Circle.

Pavement Management Program:

- Replace 110 LF sidewalk at 208 E. Fort Dade Ave. at a cost of \$3396.

General Duties:

- Pressure wash approximately 2000 signs throughout the City.
- Completed 57 Service Order Requests.
- Thermal tape pavement markings on Oakwood Drive at Broad St. and Howell Av.
- Paint downtown curbing.
- Trim trees throughout the City for site distance, and truck clearance.
- Perform monthly service on DPW air conditioners, and generator.
- Purchase a ROW mower.
- Receive an ATV donation from Hernando County for ROW upkeep.
- Install Christmas decorations throughout the City.

Mutual Aid:

- Assist Parks Department with cemetery tree / stump removal.
- Make and install William S. Smith sign for the Utilities Division.
- Build concrete pad for Maintenance Division new air compressor.
- Assist Sanitation Division with brush, and construction clean-up using the clam bucket truck.



William S. Smith Water Reclamation Facility (Fiscal Year 2017)

* Flow Indicated in million gallons

* Rainfall indicated in inches

Wastewater Treated 1st Quarter

Day	Oct		Nov		Dec		
	Rain	Flow	Rain	Flow	Rain	Flow	
1	-	0.912	-	0.804	-	0.767	
2	1.0	1.087	-	0.754	-	0.727	
3	0.1	1.006	-	0.730	-	0.699	
4	0.7	1.343	-	0.755	-	0.754	
5	-	1.143	-	0.727	-	0.776	
6	-	1.050	-	0.754	0.4	0.753	
7	-	1.038	-	0.775	-	0.773	
8	-	1.050	-	0.740	0.1	0.738	
9	-	0.951	-	0.738	-	0.675	
10	-	0.934	-	0.744	-	0.679	
11	-	0.879	-	0.706	-	0.768	
12	-	0.892	-	0.706	-	0.699	
13	-	0.868	-	0.755	-	0.742	
14	-	0.796	-	0.779	-	0.786	
15	-	0.811	-	0.745	-	0.742	
16	-	0.802	-	0.738	-	0.763	
17	-	0.769	-	0.708	-	0.751	
18	-	0.809	-	0.756	-	0.638	
19	-	0.799	-	0.724	-	0.739	
20	-	0.793	-	0.795	-	0.737	
21	-	0.776	-	0.772	-	0.685	
22	-	0.784	-	0.735	-	0.737	
23	-	0.768	-	0.716	-	0.703	
24	-	0.779	-	0.666	-	0.725	
25	-	0.776	-	0.692	-	0.706	
26	-	0.768	-	0.663	-	0.732	
27	-	0.785	-	0.731	-	0.754	
28	-	0.463	-	0.851	-	0.764	
29	-	1.245	-	0.673	-	0.767	
30	-	0.571	-	0.739	-	0.735	
31	-	0.751	-	-	-	0.755	
Monthly Total	1.8	27.198	0.0	22.171	0.5	22.769	72.138
Daily Average	0.058	0.877	0.000	0.739	0.016	0.734	0.783
% of Permitted Capacity		46.18%		38.90%		38.66%	41.25%
Reuse Water Distribution		Oct		Nov		Dec	
Southern Hills		11.471		12.383		14.667	38.521
Cemex		18.291		10.727		8.359	37.377
2016 Fiscal Year Wastewater Treated (For Comparison)							
Monthly Total	1.0	25.156	4.1	22.839	0.3	22.777	70.772
Daily Average	0.032	0.811	0.137	0.761	0.300	0.735	0.769
2016 Fiscal Year Reuse Water Distribution (For Comparison)							
Southern Hills		9.68		9.313		7.474	26.467
Cemex		17.652		14.088		16.802	48.542

Wastewater treated in the 1st quarter of FY 2017 is slightly higher than this time last year, with an average of 0.783 million gallons per day compared with 0.769 last year. Reuse water sent to Southern Hills for irrigation in the 1st quarter was 38.521 million gallons, approximately 12 million gallons greater than last year. This could be due in part to drought like conditions, with very little rain in November and December.

City of Brooksville

SANITATION DIVISION

ACCOMPLISHMENTS OCTOBER-DECEMBER 2016

Purchasing:

- Sanitation Collector Brandon Waterman began employment on October 5, 2016
- Purchased new replacement dumpsters at a cost of 9,834 to replace aging dumpsters.

Parades and Events:

Provided garbage and trash removal for the following events. An estimated 6 tons of waste were collected for disposal.

- Veterans Day parade.
- Christmas parade.
- Streets were swept for each event for final clean-up.

Commercial and Residential Solid Waste:

- An estimated 1,397 tons of commercial solid waste was collected and transported to the Heart of Florida Landfill in Panasofkee for disposal. This is the equivalent of 136 pounds per day per for each commercial account. Total tipping fees, in the amount of \$37,719, were charged for disposal.
- An estimated 571 tons of residential solid waste was collected and delivered to the Hernando County Northwest Landfill. This is the equivalent of 9 pounds per day per residential customer. Tipping fees are not charged for the disposal of residential wastes.

Yard Debris and Recyclables:

- An estimated 346 tons of yard and construction debris were collected from residential customers. This is the equivalent of 7 pounds of waste per day per residential customer.
- An estimated 22 tons of recyclables were collected. This is equivalent to 28 pounds per customer per day. The City had average of 259 participating customers during this quarter.



City Manger's Office

Business Development

FY2017 Q1

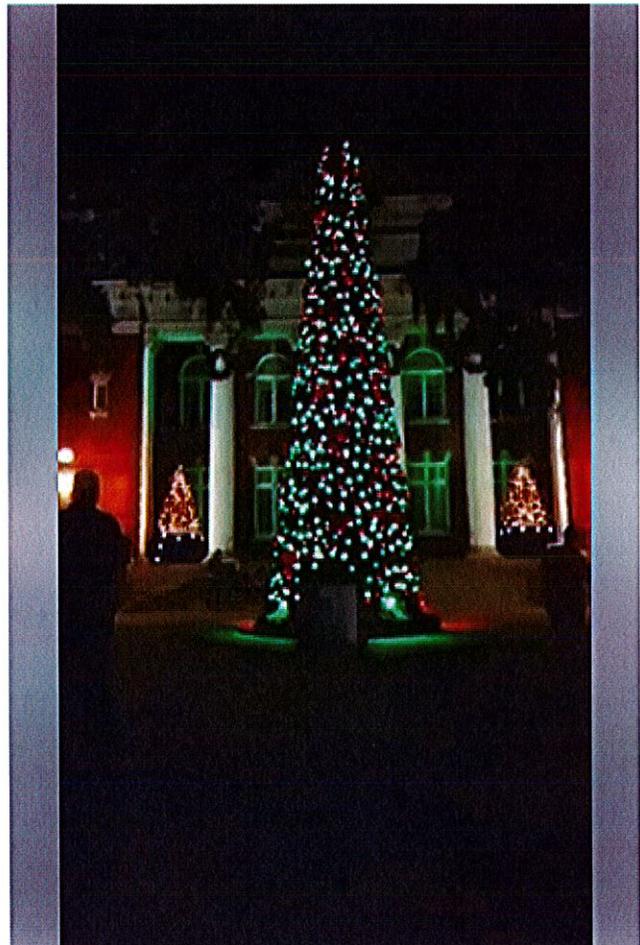
Christmas Success!

The Main Street program worked in conjunction with WWJB to bring the Christmas on Main Street an extra special feature this year - The Merry Main Street Musical Light Spectacular!!

This beautiful Christmas tree displayed in front of our Historic Courthouse played over thirty Christmas musical favorites while lights danced in different patterns of festive lights along with holiday tunes.

This was the main feature the evening of Brooksville's Christmas on Main Street and continued nightly through New Year's Day for all to come enjoy at sundown. So many visitors came out to enjoy in the chilly late December evenings!

This is the first of many successful Main Street events to come!



City of Brooksville City

Clerk's Office



To: T. Jennene Norman-Vacha, City Manager

From: Virginia Wright, City Clerk

Subject: First Quarter Report FY 2017

Date: December 31, 2016

ACTIVITIES	October	November	December	Quarterly Total	Total
Agenda Packets Produced	2	7		9	9
Bids/RFQ's Issued or Processed after Award					
Boxes of Records Placed in Storage					
Boxes of Records Prepared for Destruction			51	51	51
Boxes of Records Destroyed			108	108	108
Cemetery Deeds for Interment Processed	7	3		10	10
Certified Copies					
Citizen Board Applications/Positions Processed			10	10	10
Contracts/Agreements/Task Orders Processed - New & Extended	2			2	2
Documents Imaged, pages - including large size plans					
Documents Notarized/Life Certificates Processed	7	2	7	16	16
Documents Recorded with Clerk of the Circuit Court Liens/Orders, etc.	2		2	4	4
Fee Waivers Processed	1	1	1	3	3
Grants Processed					
Invoices Processed					
Legal/Display/Classified Ads Processed	3		2	5	5
Liens/Special Master Orders/Release of Liens Processed	1			1	1
Mail Processed - Regular & Certified Posted (# of pieces)	8	90	24	122	122
Meetings/Workshops/Hearings Attended	9	18	8	35	35
Meetings Scheduled - Conference Rooms/Chambers	25	29	10	64	64
Minutes Council/Advisory Boards Transcribed/Processed	1	2	12	15	15
Office Supply/Computer Purchases	7	3	4	14	14
Ordinances Prepared/Processed	1	1	2	4	4
Policies Processed		1		1	1
Proclamations/Awards Processed	6	2	2	10	10
Public Notices/Press Releases Issued	4	13	9	26	26
Public Records Requests	8	3		11	11
Requests for Records Retrieval from Storage					
Resolutions Prepared/Processed	3	4	2	9	9
Street Closure Permits/Special Events Processed	5	6	7	18	18
Staff/Manager Meetings	2	2	1	5	5
Wire Transfers	2	2	2	6	6
Website Uploads/Maintenance	7	3	5	15	15

Benefits Administration

- ❖ 5 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	
Full-Time	87	Full-Time	25
Part-Time	4	Part-Time	0

- ❖ Total # of employees involuntary terminated 1
- ❖ Total # of employees who voluntary separated due to better job opportunity, personal, or retirement 2
- ❖ Total # of employees uncontrollable termination 0

Recruitment

- ❖ 5 positions were posted on the City’s website and/or other applicant seeking websites for advertisement.
- ❖ 7 positions were filled.
- ❖ 5 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
2	26

Finance



Finance Department First Quarter Report for Period Ending December 2016

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.

Performance Measures

Measure	Actual		Budget		YTD Total	
	2017	2017	2017	2017	2017	2017
Purchase Requisitions Approved	54	148			54	
Accounts Payable Checks/Vouchers Processed	314	2,000			314	
Accounts Payable Dollar Amount Processed	\$1,166,981.98	\$5,500,000			\$1,166,981.98	
Payroll Checks Processed/Vouchers	884	3,300			884	
Number of Services Turned on	183	500			183	
Number of Services Turned off	202	800			202	
Gallons of Water Pumped in MG	116.152	410.88			116.152	
Gallons of Water Billed in MG	91.812	370.000			91.812	
Number of Utility Bills Processed	12,559	48,507			12,559	
Number of Direct Payments (ACH)	1,328	4,300			1,328	
Dollar Amount Processed via (ACH)	\$121,965.18	\$400,000			\$121,965.18	
Miscellaneous Receipts	\$139,166.47	\$800,000			\$139,166.47	
FTE's per 1,000 Citizens	1.60	1.60			1.60	
Net Cost of Services per Citizen	\$7.90	\$44.82			\$7.90	
Effectiveness & Strategic Plan						
Number of Findings from External Auditors	n/a	0			N/A	
% of Water Pumped That was Billed	79.04%	90%			79.04%	
% of Accounts Utilizing Direct Payment (ACH)	10.57%	10%			10.57%	
% of Current Year Amount Billed Written Off	.33%	0.35%			.33%	

Goals and Objectives

- ❖ Improve reporting to City Departments their financial information.
- ❖ 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.

Fourth 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 Fiscal Year 2016
- ❖ Prepared for annual audit.

Financial Activity

Executive Summary



CITY OF BROOKSVILLE MEMORANDUM

TO: Honorable Mayor and City Council
VIA: T. Jennene Norman-Vacha, City Manager
CC: Department Directors
FROM: Tannette Gayle, Finance Director
SUBJECT: First Quarter 2017 Preliminary Financial Statements
(3rd month of our fiscal year)
DATE: January 15, 2017

Attached please find the first quarter 2017 income and expenses summary financials for review.

GENERAL FUND REVENUES AND AD VALOREM REVENUES

- We have received 34.41% (norm is 25%) of our total year to date General Fund revenues through December 2016. Ad Valorem revenues were \$1,590,301.66 for the first quarter. We have collected 63.17% of our Ad Valorem revenues and 26.01% of our Delinquent Ad Valorem revenue through December.
- **GENERAL FUND REVENUES AND EXPENSES (NET INCOME)**
- At the close of December our revenues exceed expenses by \$927,610.17. All line items that are over budget will be adjusted with a budget amendment.

STATE REVENUES CONTINUE UNDER APPROVED BUDGET

- Telecommunication Services Taxes, Local Option Gas, Local Government Half-Cent Sales Tax and Revenue Sharing were all booked for the first quarter. The State Revenues receipts were a mixed bag, with Revenue Sharing, Local Government Half – Cent Sales tax and Local Option Gas Tax up from the prior year and Telecommunications Services Tax down.

FRANCHISE AND PUBLIC SERVICE TAXES

- Year to date, we received \$1,462.22 in Electric Franchise and in Electric Public Service Taxes (Progress Energy and WREC) we received \$2,000.48.

GENERAL FUND BUDGETED EXPENDITURES INFORMATION

- Total General Fund year to date expenses (all General Fund Departments/Divisions together) were at 14% of our revised budget (our norm is 25%).

- All Departments/Divisions overall were under budget.

CITY-WIDE EXPENSES

Some Health Insurance premium has been expensed. We are showing 2 months of premiums for all insurance.

WATER & WASTEWATER FUND #401

- Water revenues are expected to be around 28% of our budget. We should be at 25% at the end of the first quarter, so we are doing well.
- Based on Resolution No. 2008-24 (tied to the Consumer Price Index), the City's Water and Wastewater rates were increased 1.29%. This rate increase was included in our October billing.
- In first quarter ending 12/31/2016 we have 3484 residential customers and 719 commercial customers.
 - Both Water and Wastewater personal serve and operating expenses are under budget.

SANITATION

- Sanitation Residential Revenues and Commercial revenues are fairly close to our budget estimates.
- Based on Resolution No. 2008-24 (tied to the Consumer Price Index), the City's Sanitation rates were increased .51%. This rate increase was included in our October billing.
- Personal services expenses and operating expense are under the 16/17 budget. Our year to date waste disposal cost are \$45,035.29 and fuel costs are \$8,716.21.

INTERNAL SERVICE (MAINTENANCE)

- Internal Service's personal serve and operating expenses are under budget for the year to date. The projected net income in Fleet Maintenance is \$8,000.

Financial Activity

Financial Reports

City of Brooksville

Preliminary Income and Expense Summary
As of December 31, 2016 (25% of the year has elapsed)

	Adopted Budget	Amendments	Revised Budget	Actual	% used	Under/Over
General Fund						
Revenue	\$ 6,226,879.00	\$ -	\$ 6,226,879.00	\$ 1,893,666.11	30%	Over
Expense	\$ 6,984,247.08	\$ -	\$ 6,984,247.08	\$ 966,010.94	14%	Under
Fund 104 Criminal Justice Education						
Revenue	\$ 8,015.00	\$ -	\$ 8,015.00	\$ 1,136.84	14%	Under
Expense	\$ 12,000.00	\$ -	\$ 12,000.00	\$ -	0%	Under
Fund 107 Transportation Capital - LOGT 1-5						
Revenue	\$ 249,165.00	\$ -	\$ 249,165.00	\$ 13,074.38	5%	Under
Expense	\$ -	\$ -	\$ -	\$ -	-	-
Fund 108 Local Option Gas Tax						
Revenue	\$ 632,949.00	\$ -	\$ 632,949.00	\$ 20,548.06	3%	Under
Expense	\$ 660,668.38	\$ -	\$ 660,668.38	\$ 148,234.83	22%	Under
Fund 109 Law Enforcement Investigative Trust						
Revenue	\$ 15,021.00	\$ -	\$ 15,021.00	\$ 6,788.00	45%	Over
Expense	\$ 43,000.00	\$ -	\$ 43,000.00	\$ 567.90	1%	Under
Fund 110 – Road Impact Fees						
Revenue	\$ 24,328.00	\$ -	\$ 24,328.00	\$ 13,077.56	54%	Over
Expense	\$ 1,245,223.00	\$ -	\$ 1,245,223.00	\$ 20,865.00	2%	Under
Fund 112 – Law Enforcement Impact Fees						
Revenue	\$ 1,192.00	\$ -	\$ 1,192.00	\$ 668.26	56%	Over
Expense	\$ 14,000.00	\$ -	\$ 14,000.00	\$ 13,172.00	94%	Over
Fund 113 – Public Building Impact Fees						
Revenue	\$ 6,272.00	\$ -	\$ 6,272.00	\$ 3,613.34	58%	Over
Expense	\$ -	\$ -	\$ -	\$ -	-	-
Fund 114 – Fire/EMS Impact Fees						
Revenue	\$ 2,660.00	\$ -	\$ 2,660.00	\$ 1,663.38	63%	Over
Expense	\$ 56,000.00	\$ -	\$ 56,000.00	\$ -	0%	Under
Fund 115 – Parks Impact Fees						
Revenue	\$ 6,986.00	\$ -	\$ 6,986.00	\$ 1,233.00	18%	Under
Expense	\$ -	\$ -	\$ -	\$ -	-	-
Fund 116 – Law Enforcement Trust						
Revenue	\$ 5,007.00	\$ -	\$ 5,007.00	\$ 24,597.58	491%	Over
Expense	\$ 21,000.50	\$ -	\$ 21,000.50	\$ -	0%	Under
Fund 118 – Justice Assistance Grant						
Revenue	\$ 20,000.00	\$ -	\$ 20,000.00	\$ -	0%	Under

*Revenues should be atleast 25%

*Expenses should be 25% or less

Expense	\$	20,000.00	\$	-	\$	20,000.00	\$	22,899.00	114% Over
Fund 122 – Fire Grants & Donations									
Revenue	\$	2,008.00	\$	-	\$	2,008.00	\$	-	0% Under
Expense	\$	2,600.00	\$	-	\$	2,600.00	\$	-	0% Under
Fund 123 – Police Grants & Donations									
Revenue	\$	2,500.00	\$	-	\$	2,500.00	\$	2,025.11	81% Over
Expense	\$	10,700.00	\$	-	\$	10,700.00	\$	82.00	1% Under
Fund 128 – Photo Enforcement Traffic Program									
Revenue	\$	271,000.00	\$	-	\$	271,000.00	\$	11,405.57	4% Under
Expense	\$	319,429.26	\$	-	\$	319,429.26	\$	18,111.42	6% Under
Fund 129 – First Tee Program									
Revenue	\$	-	\$	-	\$	-	\$	-	-
Expense	\$	-	\$	-	\$	-	\$	-	-
Fund 139 – The Enrichment Center Maintenance									
Revenue	\$	15,000.00	\$	-	\$	15,000.00	\$	-	0% Under
Expense	\$	12,905.00	\$	-	\$	12,905.00	\$	3,813.09	30% Over
Fund 140 – FDOT Landscaping									
Revenue	\$	30,000.00	\$	-	\$	30,000.00	\$	-	0% Under
Expense	\$	30,000.00	\$	-	\$	30,000.00	\$	-	0% Under
Fund 143 – Fire Department									
Revenue	\$	1,630,687.00	\$	-	\$	1,630,687.00	\$	357,524.77	21.92% Under
Expense	\$	1,714,995.43	\$	-	\$	1,714,995.43	\$	565,435.62	33% Over
Fund 144 – Brownfields Assessment Grant									
Revenue	\$	-	\$	-	\$	-	\$	-	-
Expense	\$	-	\$	-	\$	-	\$	-	-
Fund 201 – Sinking Fund (2006 USDA Revenue Bonds)									
Revenue	\$	13,187.50	\$	-	\$	13,187.50	\$	-	0% Under
Expense	\$	13,187.50	\$	-	\$	13,187.50	\$	-	0% Under
Fund 202 – Sinking Fund (2011 Series Revenue Note ESG)									
Revenue	\$	303,780.00	\$	-	\$	303,780.00	\$	-	0% Under
Expense	\$	303,780.00	\$	-	\$	303,780.00	\$	-	0% Under
Fund 203 -- Capital Improvement Revenue Loan 2016									
Revenue	\$	8,551.15	\$	-	\$	8,551.15	\$	-	0% Under
Expense	\$	7,773.75	\$	-	\$	7,773.75	\$	-	0% Under
Fund 302 – McKethan Capital Projects									
Revenue	\$	740.00	\$	-	\$	740.00	\$	-	0% Under
Expense	\$	8,000.00	\$	-	\$	8,000.00	\$	-	0% Under
Fund 308 – Multi Year Capital Project Accumulation									
Revenue	\$	100.00	\$	-	\$	100.00	\$	-	0% Under
Expense	\$	112,080.00	\$	-	\$	112,080.00	\$	-	0% Under
Fund 309 – Capital Improvement Revenue (2006 USDA Revenue Bonds)									
Revenue	\$	33,508.00	\$	-	\$	33,508.00	\$	18,180.32	54% Over

Expense	\$	33,508.00	\$	-	\$	33,508.00	\$	-	0% Under
Fund 311 – 2011 Capital Improvement Revenue Note Fund (ESG)									
Revenue	\$	303,780.00	\$	-	\$	303,780.00	\$	-	0% Under
Expense	\$	303,780.00	\$	-	\$	303,780.00	\$	-	0% Under
Fund 313 – Bond Settlement Capital Projects Fund									
Revenue	\$	-	\$	-	\$	-	\$	-	-
Expense	\$	-	\$	-	\$	-	\$	-	-
Fund 314 -- Capital Improvement Revenue (2016 USDA Revenue Bonds)									
Revenue	\$	8,551.15	\$	-	\$	8,551.15	\$	-	0% Under
Expense	\$	8,551.15	\$	-	\$	8,551.15	\$	-	0% Under
Fund 401 Water & Wastewater Divisions									
Revenue	\$	3,892,810.13	\$	-	\$	3,892,810.13	\$	19,394.19	0% Under
Expense	\$	3,942,695.23	\$	-	\$	3,942,695.23	\$	311,816.67	8% Under
Fund 402 & 403 - Sanitation Division									
Revenue	\$	1,367,440.30	\$	-	\$	1,367,440.30	\$	719.55	0% Under
Expense	\$	1,332,529.78	\$	-	\$	1,332,529.78	\$	131,884.44	10% Under
Fund 404 Water Advisory Panel Grant									
Revenue	\$	-	\$	-	\$	-	\$	-	-
Expense	\$	-	\$	-	\$	-	\$	-	-
Fund 405 Utilities R&R									
Revenue	\$	3,000.00	\$	-	\$	3,000.00	\$	-	0% Under
Expense	\$	9,807.00	\$	-	\$	9,807.00	\$	-	0% Under
Fund 406 Utilities Bond & Loan Fund									
Revenue	\$	844,380.00	\$	-	\$	844,380.00	\$	-	0% Under
Expense	\$	203,951.00	\$	-	\$	203,951.00	\$	-	0% Under
Fund 407 Water Connection Fees									
Revenue	\$	46,280.00	\$	-	\$	46,280.00	\$	19,111.08	41% Over
Expense	\$	-	\$	-	\$	-	\$	-	-
Fund 408 Sewer Connection Fees									
Revenue	\$	110,230.00	\$	-	\$	110,230.00	\$	48,667.28	44% Over
Expense	\$	-	\$	-	\$	-	\$	-	-
Fund 409 Cobb Road Wastewater Capacity Fund									
Revenue	\$	16,000.00	\$	-	\$	16,000.00	\$	-	0% Under
Expense	\$	-	\$	-	\$	-	\$	-	-
Fund 501 – Fleet Maintenance Division									
Revenue	\$	105,737.57	\$	-	\$	105,737.57	\$	-	0% Under
Expense	\$	106,189.37	\$	-	\$	106,189.37	\$	14,248.30	13% Under
Fund 502 – Vehicle Replacement Fund									
Revenue	\$	277,968.00	\$	-	\$	277,968.00	\$	-	0% Under
Expense	\$	95,000.00	\$	-	\$	95,000.00	\$	79,554.00	84% Over
Fund 503 – Equipment Replacement Fund									
Revenue	\$	10,004.00	\$	-	\$	10,004.00	\$	-	0% Over

Expense	\$	11,900.00	\$	-	\$	11,900.00	\$	-	0% Under
Fund 603 – Butterweck Trust									
Revenue	\$	5.00	\$	-	\$	5.00	\$	-	0% Under
Expense	\$	-	\$	-	\$	-	\$	-	-
Fund 605 – Cemetery Perpetual Care									
Revenue	\$	10,400.00	\$	-	\$	10,400.00	\$	10,307.40	99% Over
Expense	-		\$	-	\$	-	\$	-	-
Fund 607 – Firefighters' Retirement									
Revenue	\$	695,278.00	\$	-	\$	695,278.00	\$	-	0% Under
Expense	\$	496,147.00	\$	-	\$	496,147.00	\$	-	0% Under
Fund 609 – Employee HIRA Funding									
Revenue	\$	64,500.00	\$	-	\$	64,500.00	\$	-	0% Under
Expense	\$	60,000.00	\$	-	\$	60,000.00	\$	-	0% Under
Fund 610 – Employee Health/Medical Insurance Funding									
Revenue	\$	1,191,973.00	\$	-	\$	1,191,973.00	\$	-	0% Under
Expense	\$	892,500.00	\$	-	\$	892,500.00	\$	83,163.56	9% Under
Fund 613 – Police Officers' Retirement									
Revenue	\$	652,729.00	\$	-	\$	652,729.00	\$	-	0% Under
Expense	\$	112,220.00	\$	-	\$	112,220.00	\$	-	0% Under
Fund 615 – Community Redevelopment Agency									
Revenue	\$	99,303.21	\$	-	\$	99,303.21	\$	82,125.83	83% Over
Expense	\$	401,420.00	\$	-	\$	401,420.00	\$	1,719.60	0% Under