

City of Brooksville

City Manager's Quarterly Business Report

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.

Quarter 1 (October - December)
Fiscal Year 2016



Contents

Operational Activity

EXTERNAL

DEPARTMENTS

Community Development

Fire & Rescue

Parks, Recreation & Facilities

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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 2016, 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 2015.

Overall, Brooksville is stable, prosperous, and financially secure municipality starting off the fiscal year 2016.

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:

November 2015

"..an angel & hero to a broken homeless family..."

" I would like to let you know that you have one heck of an AMAZING man on your staff. I'm sure you know this but it would mean a lot to me if Jason Matheson received some recognition for his outstanding service.

This week my children, dog and I were displaced from where we lived. Sergeant Matheson was at the right place ironically at the right time and got my dog placed in a foster home and got us a hotel for a week. Now this may not sound like much unless you were in the crisis situation. My children and I are EXTREMELY GRATEFUL for his good deeds...

If there were for people like Jason, this world would be a beautiful place. I hope he is mutually blessed tenfold. Thank you for taking the time to read this..."

- D Kessler

Community Development



Community Development Department Quarterly Activity Report

Community Development Director, Bill Geiger

1st Quarter
October 1, 2015 – December 31, 2015
Fiscal Year 2015-2016

The Community Development Department oversees building permitting, planning and zoning, and code enforcement, and is further responsible for the administration of the City's Community Development 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. Recent projects 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. A permit application has been submitted to the FDOT for placing the signage within the State's rights-of-way.
 - 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.
- Community Redevelopment Agency – Property Improvement Grants
The Community Development Department continues to process CRA property improvement grants, which (since 2010) includes 20 applications and almost \$100,000.00 of grant funds provided, with over four times that amount in private investment by the applicants for their improvement projects. Currently, there are three active projects.
- 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 3-year, \$400,000 community-wide EPA Brownfields Assessment Grant. The Community Development Department coordinated all aspects

1st Quarter Report FY 2015-2016

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 to be able to continue the program.

- 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 summer of 2017. Routes for the C2C connector project that will connect the GNT to the Suncoast Trail are currently being studied by the FDOT and the Hernando/Citrus MPO consultant and public meetings to gather input on alignments are being held.

Building Review, Land Use and Code Enforcement Activities

CATEGORY	1ST Quarter 10/01/15 – 12/31/15	Fiscal Year to Date 10/01/15 – 12/31/15	1ST Quarter Previous Year 10/01/14 – 12/31/14	Previous Fiscal Year to Date 10/01/14 – 12/31/14
Building/Development Reviews	50	50	67	67
Zoning Research Responses	215	215	155	155
Comprehensive Plan Amendments	3	3	0	0
Annexations	14	14	0	0
Code Enforcement Violations	50	50	41	41

Building Division Revenues

CATEGORY	1ST Quarter 10/01/15 – 12/31/15	Fiscal Year to Date 10/01/15 – 12/31/15	1ST Quarter Previous Year 10/01/14 – 12/31/14	Previous Fiscal Year to Date 10/01/14 – 12/31/14
Total Bldg Collected	36,653.01	36,653.01	49,455.89	49,455.89
Impact Fees	2,989.45	2,989.45	0	0
Radon	454.69	454.69	695.65	695.65
DPR	454.71	454.71	695.65	695.65
Total Collected	40,551.86	40,551.86	50,847.19	50,847.19

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Building Inspections

INSPECTIONS	1 ST Quarter 10/01/15 – 12/31/15	Fiscal Year to Date 10/01/15 – 12/31/15	1 st Quarter Previous Year 10/01/14 – 12/31/14	Previous Fiscal Year to Date 10/01/14 – 12/31/14
Building	205	205	238	238
Red Tags	0	0	2	2
Plumbing	42	42	82	82
Red Tags	0	0	0	0
Electrical	71	71	75	75
Red Tags	0	0	0	0
Mechanical	44	44	50	50
Red Tags	0	0	0	0
LP Gas	7	7	15	15
Red Tags	0	0	0	0
TOTAL INSPECTIONS	369	369	460	460
TOTAL RED TAGS	0	0	2	2

Building Division Permits

PERMIT VALUATIONS	1 ST Quarter 10/01/15 – 12/31/15	Fiscal Year to Date 10/01/15 – 12/31/15	1 st Quarter Previous Year 10/01/14 – 12/31/14	Previous Fiscal Year to Date 10/01/14 – 12/31/14
Total Residential	956,146.00	956,146.00	2,117,067.00	2,117,067.00
Total Commercial	995,789.00	995,789.00	289,408.00	289,408.00
Demolition	-8,499.00	-8,499.00	-4,450.00	-4,450.00
Total Value	1,943,436.00	1,943,436.00	2,402,025.00	2,402,025.00
# of Permits Issued				
Total Residential	13	13	25	25
Total Commercial	28	28	27	27
Total Demolition	4	4	3	3
Total Misc. Permits	69	69	131	131
TOTAL PERMITS	114	114	186	186

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New Businesses (Certificates of Use)

<i>New Business (Certificate of use) Name</i>	<i>Address</i>	<i>Date Certificate of Use Issued</i>	<i>Number of Employees</i>
Paul Clark d/b/a: PC Cycles	209 Ponce de Leon Blvd.	10/01/15	1
Huessin Abdol Rahman d/b/a: Brooksville Express, Inc.	19275 Cortez Blvd	10/02/15	2
Robert Riley d/b/a: Marke Cleaners Corp	1194 S. Broad Street	10/06/15	5
Brooksville SNF Investors, Inc. d/b/a: Northbrook Health & Rehab Center	575 Lamar Ave	10/12/15	140
Gisel Dunn d/b/a: First Response Tax Service	935 Candlelight Blvd	10/13/15	2
Robert Riley d/b/a: Citrus Wash & Dry Laundromat	957 Howell Ave.	11/12/15	1
Kimberley James d/b/a: Divine Destiny Braid Salon	808 Dr. M.L.King, Jr., Blvd	11/19/15	2
Dave Dannemiller d/b/a: Red Mule Pub, Inc.	1208 S. Broad St.	11/20/15	8
WAWA Florida d/b/a: WAWA	20075 Cortez Blvd	11/23/15	40
Circle K Stores d/b/a: Circle K Store	999 N. Broad Street	11/25/15	8
James Ferguson d/b/a: Island Breeze	809 S. Broad St.	11/30/15	2
Reinert & Assoc. d/b/a: Papa John's Pizza	7260 S. Broad St.	12/2/15	20
Greg Stephens d/b/a: Saxon Events	800 E. Liberty St.	12/15/15	6
Virgie Peters d/b/a: Exceptional Learning Center	416 E. Ft. Dade Ave.	12/15/15	2
Roger Jacobs d/b/a: Roger Jacobs, CPA, PA	246 E. Ft. Dade Ave.	12/15/15	6
Davita, Inc., d/b/a: Total Renal Care	7326 S. Broad St.	12/15/15	20
Saxon Events, Inc. d/b/a: Rogers Christmas House Village	105 S. Saxon Ave.	12/16/15	1
Staci White d/b/a: The Wired Bird	107 S. Saxon Ave.	12/17/15	2
Christina (Kris) Constance d/b/a: Constance Home Builders, Inc.	19241 Cortez Blvd	12/29/15	3

Fire & Rescue



Chief's Corner

The fire department's activity continued to be busy during the first quarter of fiscal year 2016. Below are some of the highlights:

In October, Brooksville Fire Rescue took part in the Hernando High School Homecoming Events to include the Homecoming parade, the Growl, and the Bon Fire. The department provided apparatus and personnel to the events. It is a great opportunity that we enjoy to be in our community and interact with constituents. October is also Fire Safety Month through the National Fire Protection Agency. The department enjoys hosting station tours and public education programs throughout the year, these efforts are especially ramped up during this month.

November Brooksville Fire Rescue continued efforts from the annual Fire Prevention Month. The department had conducted 4 fire station tours. The department staff enjoys providing the information to the public and teaching fire safety lessons. We also provided three vehicles to the Veterans Day Parade which was an honor to celebrate our service members.

December provided a great opportunity for Brooksville Fire Rescue to participate in the annual Kiwanis Christmas Parade. The Fire Department provided medical coverage as well as two vehicles in the parade. The Brooksville Women's Club also had their event where the Fire Department provided public education materials and apparatus for children to tour. We also finalized the specifications and order of our new Fire Engine, utilizing the availability of a USDA grant; we hope to have an answer on the amount of grant money as we enter the upcoming 1st quarter of the new calendar year.

In closing, Brooksville Fire Rescue has achieved multiple hurdles over the past quarter, the support for the operations within the department have been outstanding. The personnel within the department embrace the changes that have occurred over the past quarter and look forward to what the next quarter will bring.

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

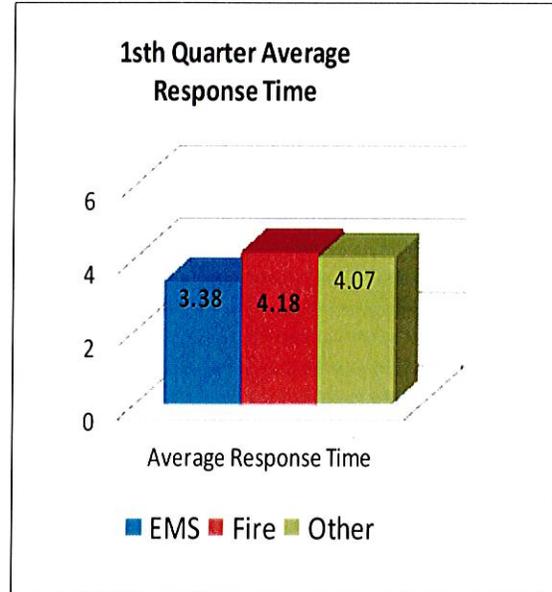
The VISION of Brooksville Fire Rescue is to provide our residents, businesses, and visitors in our community emergency services designed to minimize risk, and protect lives and property. We will strive to meet these goals by providing prompt and professional emergency response in the event of a fire,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

Chief Freda

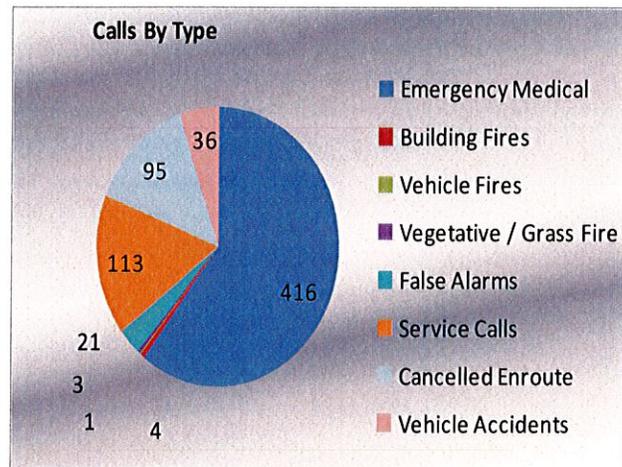
Building Fires Fractile Response Times --- Department Goal is 90 %

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	4	100 %
<p>A Fractile measure refers to how often a particular benchmark is achieved.</p> <p>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.</p>		



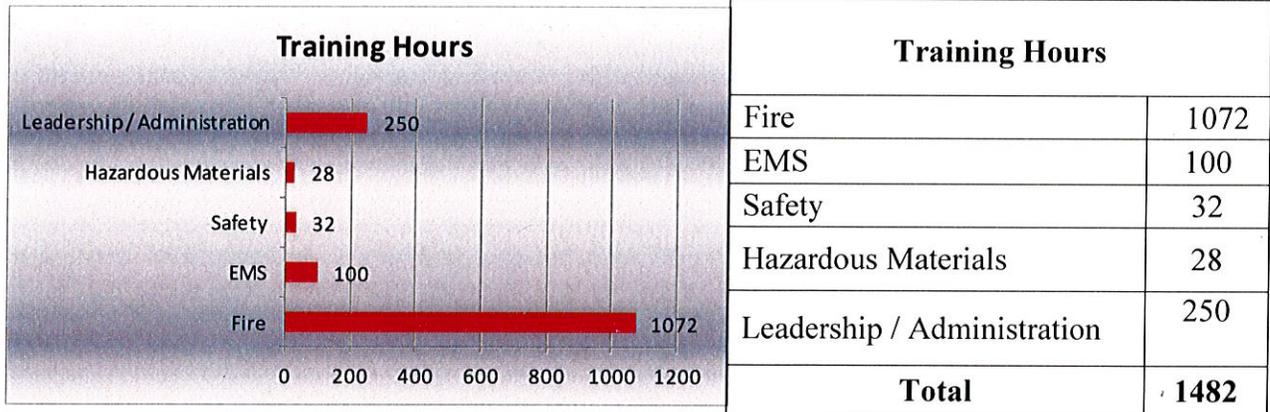
Calls By Type	
Emergency Medical	416
Building Fires	4
Vehicle Fires	1
Vegetative / Grass Fire	3
False Alarms	21
Service Calls *	113
Cancelled Enroute**	95
Vehicle Accidents	36
Total	689
<p>*Service Calls--- Assist public with non-emergent situations **Cancelled Enroute---Units dispatched and cancelled Enroute / before arrival to the call</p>	



Inspections	
Building Inspections	27
Plans Review	07
Total	34

Department Training

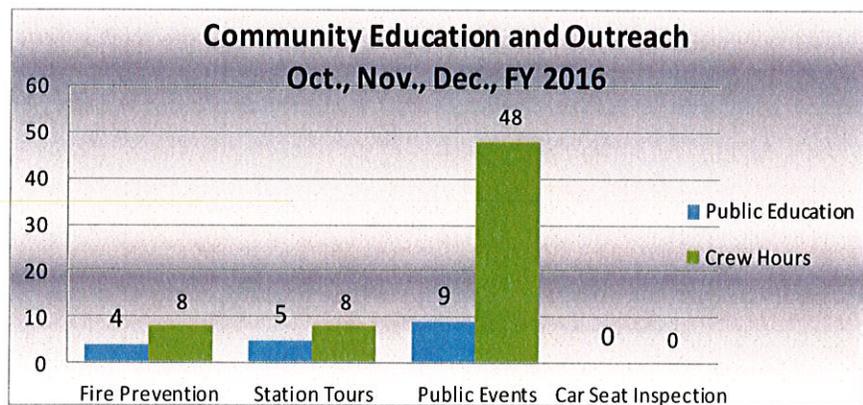
1st Quarter Fiscal Year 2016



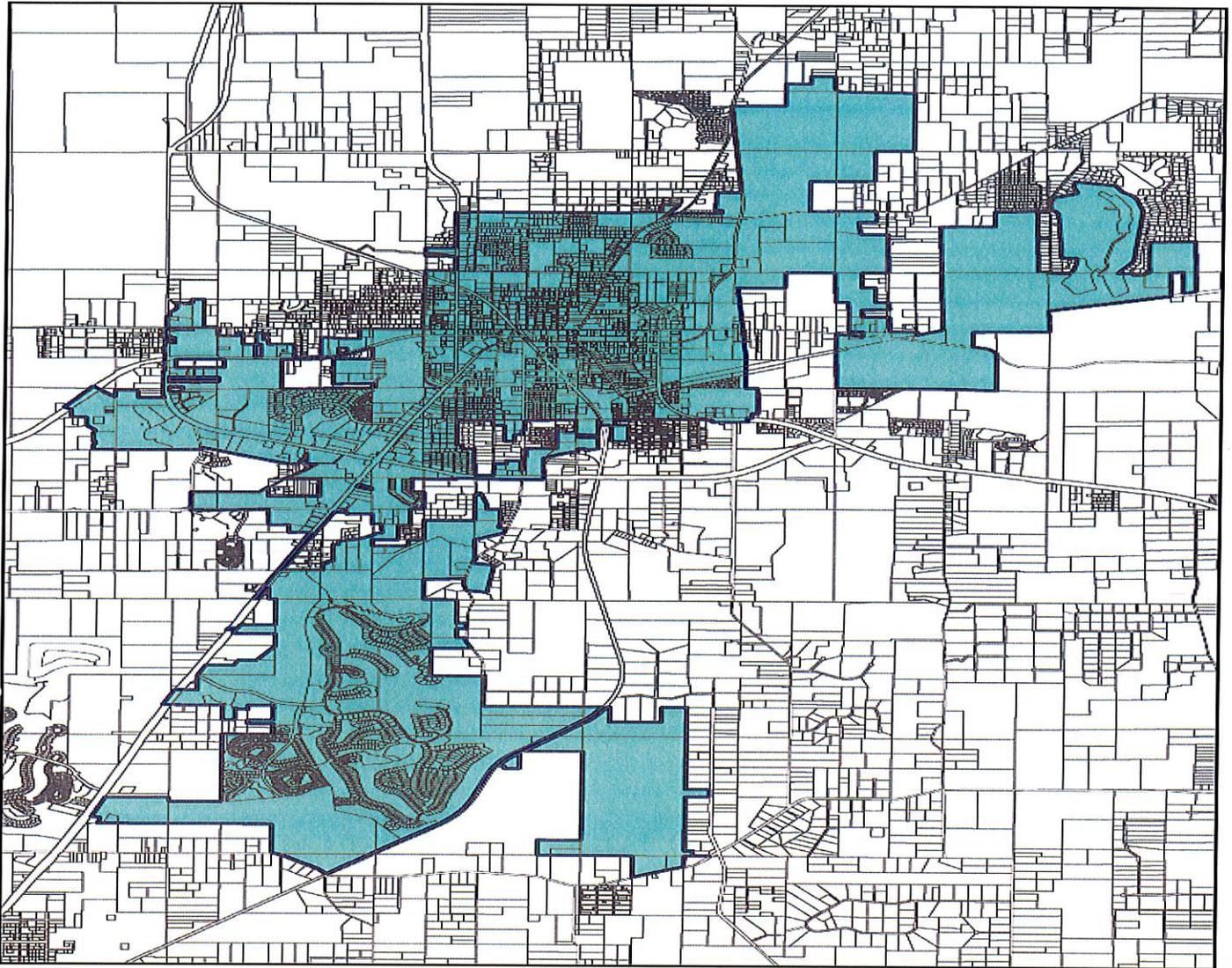
Community Outreach

1st Quarter Fiscal Year 2016

Fire Prevention	4
Station Tours	5
Public Events	9
Car Seat Inspection	0



Fire Service Response Area



Parks, Facilities & Recreation

PARK/FACILITIES AND RECREATION

First Quarter

2016

THE PARKS/FACILITIES DIVISION

Park/Facility personnel 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 2015 PARK/FACILITIES Quarterly Accomplishments (October - December)

- HHS Fall Festival – assisted with set up and clean up which included, set up and break down of City Stage, electric panels and water stations.
- First Annual Hernando Music Festival in the park – assisted with set up and clean up, electric panels and water station set up and break down.
- Supervise and assist with annual Serve Day – Faith Evangelical Presbyterian Church provided 26 volunteers for two projects.
 - 1) Paint stadium fence and end walls of bleachers at Tom Varn Park.
 - 2) Pressure wash gazebo and clean up in Brooksville Cemetery.
- Annual Fall Downtown Hay Roll decorating contest – pick up, deliver, place and remove hay rolls.
- Intergroup dinner at JBCC – Set up and break down of sound system, provided podium, tables and chairs for the event.
- Thanksgiving Dinner at JBCC – Provided access to the tables and chairs for the event. Additional cleaning of the kitchen area.
- Christmas on Main Street - Cone off parking areas for the event and deliver two sets of bleachers.
- Annual Children's Christmas tree decorating – Acquire donated live tree, set up and break down.
- Annual Christmas Parade – Set up and break down of City Stage that was used for the Judging area.

**FY 2016
1st Quarter
Report**

City of Brooksville

- CX Bike Race at the Quarry – Assisted with preparation, set up and break down.
- Painting inside City Hall – (phase two) second floor common areas and door casings painted.
- Stadium Dugouts – Re-roofed and painted both, installed sump pump in first base side.
- JBCC – Trimmed trees, replaced six burnt out light bulbs and four bad lenses in field lights.
- Good Neighbor Trail – Mowed five times, two downed trees cut up and removed, blown off one time.
- Quarry 25 acres mowed five times.
- Facility work orders of 131 of which 128 were completed.
- Facility personnel restock institutional supplies and clean weekly a combination of facilities buildings that total 18,901 square feet of office space.
- Inmate crew provided 2,432 hours of maintenance and landscaping throughout City facilities/parks and streetscape medians.

FY 2015 RECREATION Quarterly Accomplishments (October - December)

- The Division's Adult Softball program which began in September continued with 5 women's teams, 6 men's teams, and 17 Co-Ed teams
- Hosted an October Travel Baseball Tournament on October 17th & 18th with 18 teams from Central Florida in attendance.
- Kickball Co-Ed season began in November with an increase to 8 teams from 3 teams in the previous season.
- With the Christmas Holidays in December the staff was very busy decorating City Hall, JBCC and the Holley Tree at City Hall.
- Organized and promoted the Christmas on Main Street event which had 24 street vendors and boasted a substantially bigger community turnout than past years.
- The City of Brooksville Christmas Float was prepared and decorated for participation in the annual Kiwanis of Brooksville Christmas Parade.

City of Brooksville

FY 2015 CEMETERY Quarterly Accomplishments (October – December)

- Sales were \$8,546.00.
- The Quarter had 13 lot sales and 19 interments. Of the 19 interments, 17 were traditional burials, 1 was a cremation, and 1 was an infant burial.
- Cemetery staff weekly mow, trim, mulch and clean up tree debris on 29 acres of property, and have recently cleared approximately 8 more acres of land in the northern part of the cemetery. We have added this area to our weekly mowing program in order to keep it clear. Cemetery staff are also removing unwanted debris and trimming trees in this area, as time permits. We are also beginning our seasonal leaf removal program.
- Inmates contributed 128 maintenance hours, and volunteers contributed 109 hours.

YTD Totals

SALES.....\$60,500.70

Buy Backs.....\$2,000.00

LOTS SOLD....57

Police

Brooksville Police Department

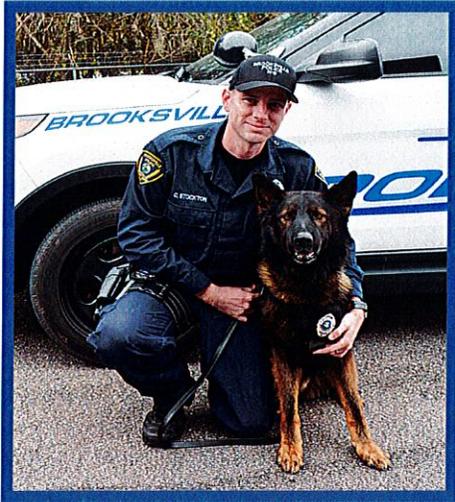
Quarterly Report, 1st Quarter FY 2016



George B. Turner
Chief of Police



Brooksville Police Department Quarterly Report, 1st Quarter FY 2016



Cover photo: On December 7th, the City Council recognized by proclamation the Police and Fire Departments for 135 years of service to City Brooksville.

Photo above: During the first week of November, Officer Christopher Stockton began a sixteen (16) week training course with canine Titan under the auspices of the Hillsborough County Sheriff Office Canine Division.

Support of Special Events

- | | |
|---|---------------|
| • Community & Schools Harvest Festival | October 3 |
| • Hilltop Bar Benefit Ride | October 4 |
| • Hernando High School Homecoming Fireworks | October 7 |
| • Hernando High School Homecoming Parade | October 9 |
| • Masquerade Madness Fun Run | October 17 |
| • Florida City Government Week Open House | October 19-23 |
| • Youth & Family Color Run | October 24 |
| • Hernando Music Festival | November 7 |
| • Veteran's Day Parade | November 14 |
| • Brooksville Women's Club Arts Fair | December 12 |
| • Brooksville Kiwanis Christmas Parade | December 12 |
| • Police and Kids Foundation | December 23 |



Photo: During the week of October 19-24, citizens were invited to participate in tour of the Brooksville Police Department in support of the 2015 Florida City Government Week.

Brooksville Police Department Quarterly Report, 1st Quarter FY 2016

Quarterly Statistical Overview

Activity	October 2015	November 2015	December 2015	Total for 1st Quarter	Total for Prior Quarter
CAD Events	2,193	1,843	1,920	5,956	6,792
Police Reports	157	123	172	452	449
Arrests	58	48	57	163	130
Uniform Traffic Citations and Written Warnings	373	282	225	880	1,287
Field Interview Reports & Trespass Warnings	110	106	102	318	266
K-9 Searches	13	15	10	38	93
Use of Force	2	0	0	2	0
Hours of Training	258	146	75	479	409

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.

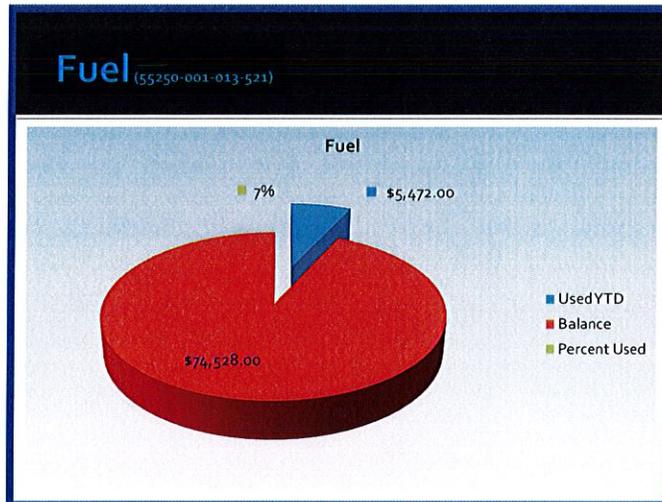
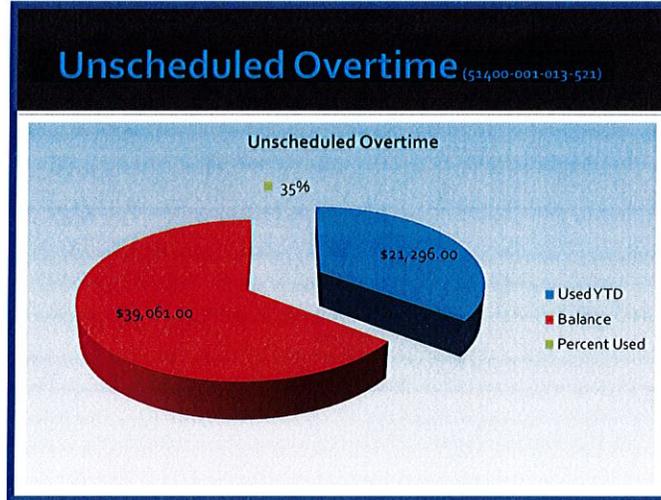
K-9 Searches: Includes searches of both vehicles and buildings.

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

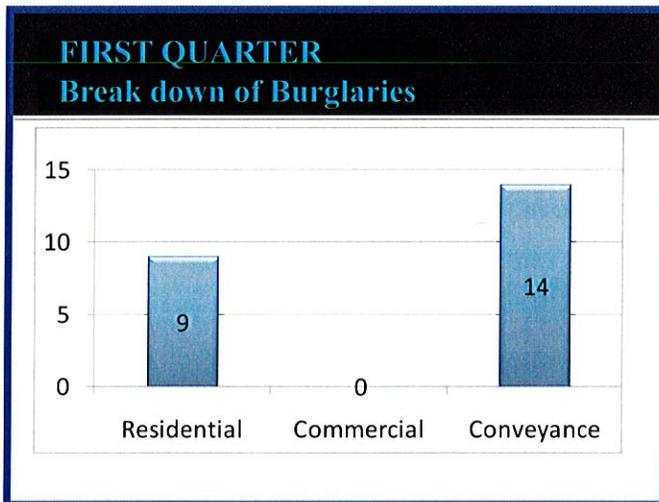
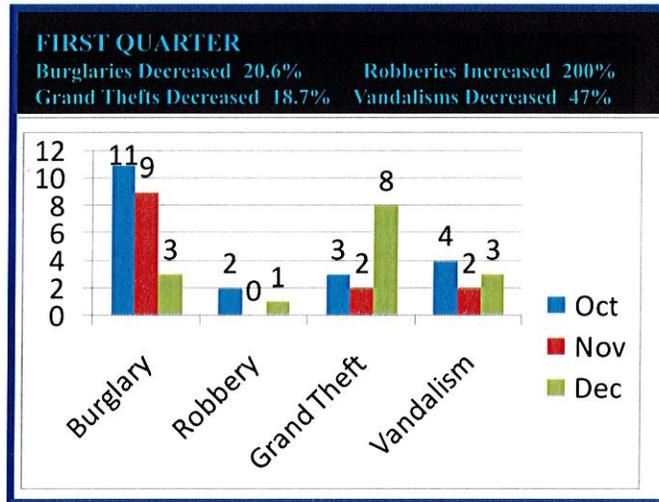
Hours of Training: Includes both in house training and formal training courses provided by local training agencies.

Brooksville Police Department Quarterly Report, 1st Quarter FY 2016

Operational Statistics



Brooksville Police Department Quarterly Report, 1st Quarter FY 2016



Brooksville Police Department Quarterly Report, 1st Quarter FY 2016

RED LIGHT CAMERA TICKETS

- OCTOBER - \$10,562
- NOVEMBER - \$11,734
- DECEMBER - \$12,974
- AMOUNT DECREASED BY 13.35%

Overview of 4th Quarter Training

Introduction to Active Shooter

Firearms Qualification and Gun Drills

Surveillance Operation Course

FCIC

Hernando Leadership

SAR Review Seminar

Canine Training

Diabetic Emergencies

Targeting Investment Fraud

45th Annual Police and Firefighters Pension Conference

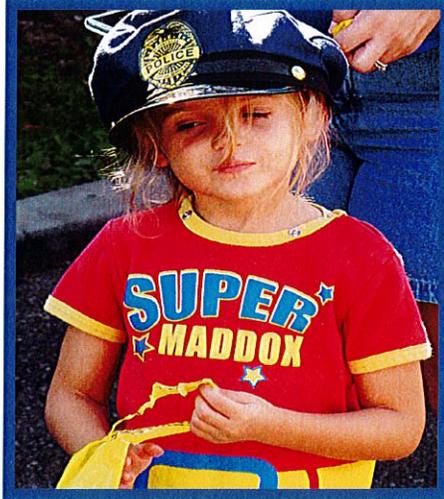
Modified Red Light Camera Program

FTO Refresher Training

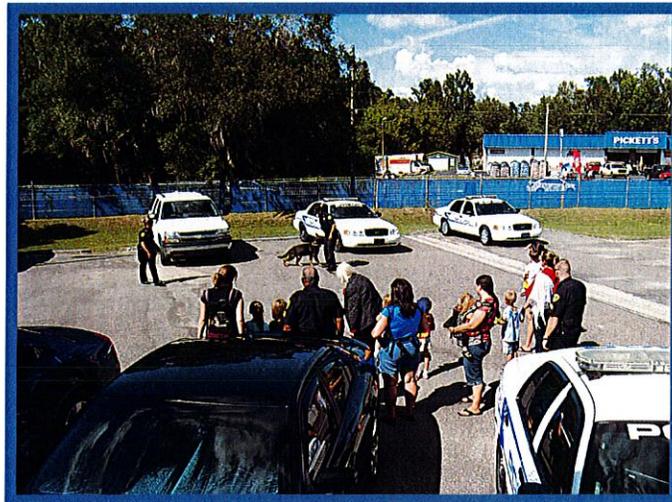
Advanced Report Writing

Brooksville Police Department Quarterly Report, 1st Quarter FY 2016

Law Enforcement Photographs



Photos Above and Below: Young and older members of the community enjoying their tour of the Brooksville Police Department during Florida City Government Week.



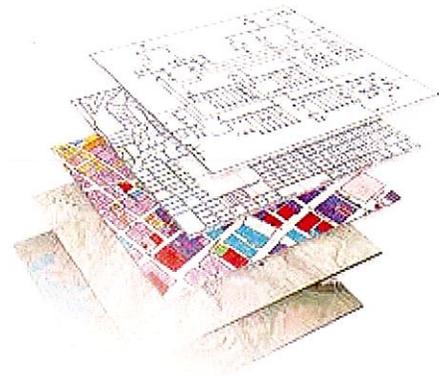
Public Works

City of Brooksville GIS DEPARTMENT

Q1 Accomplishments October 2015 – December 2015

Data Added to Layers:

- Added and updated water data from as-built drawings.
- Added and updated sewer data from as-built drawings.
- Added and updated storm data from as-built drawings.
- Added new water meters to GIS.
- Added new sewer clean outs to GIS.
- Added water and sewer field locates to GIS.
- Added water leaks and sewer back-ups
- Added monitoring wells to GIS
- Added domestic wells to GIS
- Added irrigation wells to GIS
- Added sewer cleaning schedule to GIS
- Updated non-sewer connections to GIS
- Linked Utility Service Agreements to Parcels
- Updated FDOT street lights
- Added MIU numbers to water meters
- 32 exercised valves data added to GIS
- 124 sewer lines cleaned data added to GIS



Layers Added:

- Annexation parcels layer sent to main library
- Sewer locate layer sent to main library
- Water locate layer sent to main library

Cobb Road Wastewater Treatment Facility (Fiscal Year 2016)

* Flow Indicated in million gallons

* Rainfall indicated in inches

Wastewater Treated 1st Quarter

Day	Oct		Nov		Dec		
	Rain	Flow	Rain	Flow	Rain	Flow	
1	-	1.025	-	0.770	-	0.754	
2	-	0.984	-	0.734	-	0.791	
3	-	0.918	-	0.752	-	0.799	
4	0.6	0.961	-	0.768	-	0.806	
5	-	0.956	-	0.760	-	0.659	
6	-	0.937	-	0.757	-	0.703	
7	-	0.901	-	0.682	-	0.762	
8	-	0.863	0.1	0.711	-	0.770	
9	-	0.839	0.5	0.803	-	0.729	
10	-	0.857	-	0.739	-	0.769	
11	-	0.877	-	0.725	-	0.723	
12	-	0.881	-	0.762	-	0.729	
13	-	0.790	-	0.733	-	0.743	
14	-	0.796	-	0.718	-	0.717	
15	-	0.752	-	0.740	-	0.782	
16	-	0.826	-	0.687	-	0.743	
17	-	0.642	-	0.750	0.3	0.803	
18	-	0.739	2.5	1.028	-	0.750	
19	-	0.733	0.2	0.855	-	0.719	
20	-	0.752	-	0.754	-	0.692	
21	-	0.777	0.7	0.849	-	0.725	
22	-	0.755	0.1	0.840	-	0.738	
23	-	0.709	-	0.775	-	0.726	
24	-	0.731	-	0.777	-	0.761	
25	-	0.680	-	0.752	-	0.653	
26	-	0.746	-	0.700	-	0.713	
27	0.3	0.772	-	0.701	-	0.734	
28	0.1	0.771	-	0.783	-	0.701	
29	-	0.778	-	0.683	-	0.693	
30	-	0.761	-	0.751	-	0.705	
31	-	0.647	-	-	-	0.685	
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
% of Permitted Capacity		42.71%		40.07%		38.67%	41.39%
Reuse Water Distribution		Oct		Nov		Dec	
Southern Hills		9.68		9.313		7.474	26.467
Cemex		17.652		14.088		16.802	
2015 Fiscal Year Wastewater Treated (For Comparison)							
Monthly Total	2.6	24.643	9.6	25.174	7.1	26.850	76.667
Daily Average	0.084	0.795	0.320	0.839	0.229	0.866	0.833
2015 Fiscal Year Reuse Water Distribution (For Comparison)							
Southern Hills		4.305		4.954		0.024	9.283
Cemex		22.870		23.402		29.216	

Wastewater treated in the 1st quarter of 2016 is approximately 6 million gallons less than this time last year, with an average of 0.769 million gallons per day compared with 0.833 last year. This is due in part to receiving significantly less rain this year, compared with last year. Reuse water sent to Southern Hills for irrigation in the 1st quarter was 26.467 million gallons, significantly higher, compared to last year (with all the rain) at 9.283 million gallons.

Water Production Report – 1st Qtr

Fiscal Year 2016					
Note: Flow indicated in million gallons (mg)		Oct-15	Nov-15	Dec-15	Totals to Date
Location:					
Hope Hill Well Field:					
Well #1		3.179	4.985	5.375	13.539
Well #2	Out of Service (Broken Pump Shaft)				
Well #3		4.099	4.056	8.051	16.206
Well #3	Not Constructed				
Elevated Storage 250,000 gal.					
Lamar Ave. Well Field:					
Well #1		3.140	3.382	0.075	6.597
Well #2		9.282	4.778	0.021	14.081
Elevated Storage 250,000 gal.					
Hillside Court:					
Well #1		16.637	17.526	22.289	56.452
Ground Storage 250,000 gal.					
Total Monthly Production (mg):		36.337	34.727	35.811	106.875
Average Daily Production (mg):		1.172	1.158	1.155	1.162
Fiscal Year 2015					
Location:		Oct-14	Nov-14	Dec-14	Totals to Date
Hope Hill Well #1					
		0.0	0.0	0.0	
Hope Hill Well #3					
		9.624	12.822	11.421	33.867
Lamar Well #1					
		3.220	3.124	3.241	9.585
Lamar Well #2					
		9.691	9.383	9.722	28.796
Hillside Ct. Well #1					
		13.457	8.866	9.884	32.207
Total Monthly Production (mg):		35.992	34.195	34.268	104.455
Average Daily Production (mg):		1.161	1.140	1.105	1.135

Water production in the 1st quarter of 2016 is slightly greater than this time last year, with an average of 1.162 million gallons per day. Last year, the average daily production in this quarter was 1.135 million gallons per day. In December 2015 both Lamar Ave. wells (highlighted) were being serviced, and thus shows low production. However, Hillside Court's increased production more than made up the difference.

City of Brooksville

Streets and Drainage

**1Q ACCOMPLISHMENTS
OCTOBER 2015 – DECEMBER 2015**



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

- Benefit Bike Run.
- Hernando High Homecoming Parade.
- New Beginnings 5K fun run.
- Veterans Appreciation Parade.
- Christmas on Main Street.
- GFWC Christkindl.
- Christmas Parade.
- Lowman Law turkey give-a-way.
- Morris Law Group Holiday Party.

Provided maintenance and repair to the following drainage projects:

- Completed drainage culvert repairs 7254 Woodland Dr. at a cost of \$8000.

Completed following asphalt repairs:

- Installed 53 tons of hot-mix asphalt, targeting potholes throughout the city and Utility Division requested repairs.

Concrete Repairs:

- Replace driveway for the Utilities Division on 603 Brierfield Ct. at a cost of \$1200.
- Replace driveway at 231 Peak Dr. at a cost of \$1631.
- Repair curb on Main St. @ Lamar Ave.

Pavement Management Program:

- Resurface a failed portion of East Ave. @ W. Jefferson St. at a cost of \$4790. (126 square yards).
- Grind, repair, and pressure wash the east Main Street sidewalk from E. Liberty St. to E. Russell St.
- Repair depressions of brick streets on Mt. Fair Ave. , and Olive St. (1000 square feet).

General Duties:

- Install Christmas decorations.
- Retrofit SPEED HUMP signs on Lemon Ave., Zoller St., Ward Ave., Palm Ln., Croom Rd., and Stafford Ave.
- Completed 72 Service Order Requests.
- Assist Parks Division with cemetery tree / 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 stormwater 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 2015 data collected. Interestingly, although the miles varied greatly, equal amounts of dirt, leaves and debris was collected.

NPDES - STREET SWEEPING PROGRAM			
	2016 Fiscal Year (Oct - Dec)		
	Miles Travelled	Cu. Yards Collected	
Total Miles Travelled	698	143	Total Cubic Yards Collected
Average Miles Per Month	233	48	Average Cubic Yards Collected Per Month

NPDES - STREET SWEEPING PROGRAM			
	2015 Fiscal Year (Oct - Dec)		
	Miles Travelled	Cu. Yards Collected	
Total Miles Travelled	242	143	Total Cubic Yards Collected
Average Miles Per Month	81	48	Average Cubic Yards Collected Per Month

City of Brooksville

SANITATION DIVISION

ACCOMPLISHMENTS OCTOBER 2015-DECEMBER 2015

Purchasing:

- Ordered a new Front-Load Garbage Truck from Rush Truck Center in the amount of \$245,312. Expect delivery May, 2016.

Parades and Events:

Provided garbage and trash removal for the following events. An estimated 3 tons of waste were collected for disposal.

- Hernando High homecoming parade.
- Christmas parade.
- Streets were swept for final clean-up.

Commercial and Residential Solid Waste:

- An estimated 1205 tons of commercial solid waste was collected and transported to the Heart of Florida Landfill in Panasofkee for disposal. This is the equivalent of 125 pounds per day per for each commercial account. Total tipping fees, in the amount of \$29,264.34 were paid for disposal.
- An estimated 551 tons of residential solid waste was collected and delivered to the county's Northwest Landfill. This is the equivalent of 10 pounds per day per residential customer. Tipping fees are not charged for the disposal of residential wastes.

Yard Debris and Recyclables:

- An estimated 330 tons of yard and construction debris were collected from residential customers. This is the equivalent of 13 pounds of waste per day per residential customer.
- An estimated 17 tons of recycling collected. This is the equivalent of 23 pounds per participating 248 recycling customer per day.



City Manger's Office

Business Development

FY2016 Q1

We have a new employee in Business Development who will be running with a couple of really big projects, some of which are already underway! Duane Chichester came aboard in November and will be undertaking the Main Street application process.

Florida Main Street Program

ECONOMIC DEVELOPMENT IN THE CONTEXT OF HISTORIC PRESERVATION



“In the past, the word "downtown" brought to mind an image of a bustling center of commerce and activity. Too often today, the images are of vacant, deteriorating buildings. Now communities have discovered that with the help from Florida Main Street, Downtown can thrive again.

There are many reasons for a community to actively encourage the revitalization of the downtown. An economically healthy downtown:

Builds a positive image for the community

Creates job opportunities

Saves tax dollars

Preserves the community's historic resources

Helps to control sprawl

Throughout Florida there is a growing interest in improving the appearance and economic stability of historic downtown business districts. In many communities, the downtown is in a serious state of decline. Effective solutions to the problems of deteriorating building stock, loss of business, and the waning economic strength of downtown are crucial to the survival of the city itself.”

We are happy to have Duane with us to drive this application to bring this wonderful program to the City of Brooksville.

City of Brooksville

City Clerk's Office

To: T. Jennene Norman-Vacha, City Manager

From: Virginia Wright, City Clerk

Subject: First Quarter Report FY 2015/16 Report

Date: December 31, 2015



ACTIVITIES	October	November	December	Quarterly Total	Total
Agenda Packets Produced	8	5	6	19	19
Bids/RFQ's Issued or Processed after Award					
Boxes of Records Placed in Storage			1	1	1
Boxes of Records Prepared for Destruction					
Boxes of Records Destroyed			18	18	18
Cemetery Deeds for Interment Processed			4	4	4
Certified Copies					
Citizen Board Applications/Positions Processed			12	12	12
Contracts/Agreements/Task Orders Processed - New & Extended			2	2	2
Documents Imaged, pages - including large size plans					
Documents Notarized/Life Certificates Processed					
Documents Recorded with Clerk of the Circuit Court Liens/Orders, etc.	4	3	12	19	19
Fee Waivers Processed	2		3	5	5
Grants Processed					
Invoices Processed					
Legal/Display/Classified Ads Processed	1			1	1
Liens/Special Master Orders/Release of Liens Processed			2	2	2
Mail Processed - Regular & Certified Posted (# of pieces)					
Meetings/Workshops/Hearings Attended		1	6	7	7
Meetings Scheduled - Conference Rooms/Chambers	11	11	12	7	7
Minutes Council/Advisory Boards Transcribed/Processed	4	3	2	9	9
Office Supply/Computer Purchases					
Ordinances Prepared/Processed	4	3	9	16	16
Policies Processed					
Proclamations/Awards Processed	10	2	4	16	16
Public Notices/Press Releases Issued	2	2	3	7	7
Public Records Requests					
Requests for Records Retrieval from Storage			2	2	2
Resolutions Prepared/Processed		2	3		
Street Closure Permits/Special Events Processed	4	1	4	9	9
Staff/Manager Meetings	1	2	2	5	5
Wire Transfers			2		
Website Uploads/Maintenance	10	7	10	27	27

Benefits Administration

- ❖ 1 employee became benefit eligible and attend 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	90	Full-Time	25
Part-Time	3	Part-Time	0

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

Recruitment

- ❖ 9 positions were posted on the City's website and/or other applicant seeking websites for advertisement.
- ❖ 8 positions were filled.
- ❖ 1 position is 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
9	41

Finance



Finance Department First Quarter Report for Period Ending December 2015

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
	2016	2016	2016
Purchase Requisitions Approved	40	150	40
Accounts Payable Checks/Vouchers Processed	499	2,300	499
Accounts Payable Dollar Amount Processed	\$2,047,549.64	\$6,500,000	\$2,047,549.64
Payroll Checks Processed/Vouchers	884	3,300	884
Number of Services Turned on	208	902	208
Number of Services Turned off	216	911	216
Gallons of Water Pumped in MG	106.875	410.88	106.875
Gallons of Water Billed in MG	85.768	370.000	85.768
Number of Utility Bills Processed	12,432	48,507	12,432
Number of Direct Payments (ACH)	1,135	4,300	1,135
Dollar Amount Processed via (ACH)	\$105,684.57	\$400,000	\$105,684.57
Miscellaneous Receipts	\$186,260.25	\$800,000	\$186,260.25
Effectiveness & Strategic Plan			
FTE's per 1,000 Citizens	0.51	0.65	0.51
Net Cost of Services per Citizen	\$29.81	\$43.74	\$29.81
Number of Findings from External Auditors	n/a	0	N/A
% of Water Pumped That was Billed	80.25%	90%	80.25%
% of Accounts Utilizing Direct Payment (ACH)	9.13%	10%	9.13%
% of Current Year Amount Billed Written Off	.14%	0.35%	.14%

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.
- ❖ Implemented a new credit card purchasing program through SunTrust
- ❖ Continued to cross-train in the Finance.

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 2016 Financial Statements
(3rd month of our fiscal year)**

DATE: January 15, 2016

Attached please find the first quarter 2015 income and expenses summary financials for review.

GENERAL FUND REVENUES AND AD VALOREM REVENUES

- We have received 41.65% of our total year to date General Fund revenues through December 2015. Ad Valorem revenues were \$1,864,532.01 for the first quarter. We have collected 79.59% of our Ad Valorem revenues and 8.71% 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 \$1,078,965.61. 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 \$112,491.21 in Electric Franchise and in Electric Public Service Taxes (Progress Energy and WREC) we received \$122,851.76.

GENERAL FUND BUDGETED EXPENDITURES INFORMATION

- Total General Fund year to date expenses (all General Fund Departments/Divisions together) were at 77.77% of our revised budget (our norm is 75%).

- All Departments/Divisions overall were under budget.

CITY-WIDE EXPENSES

A quarter-year Health Insurance premium has been expensed. We are showing 3 months of premiums for all insurance.

WATER & WASTEWATER FUND #401

- Water revenues are at 17.16% of our budget. We should be at 25% at the end of the first quarter, so we are a little behind.
- In first quarter ending 12/31/2015 we have 3,444 residential customers and 708 commercial customers.
 - Both Water and Wastewater personal serve and operating expenses are under budget.

WATER & WASTEWATER Net Income Year To Date

Net loss from operations before depreciation expense year to date is \$251,007.79. This is for our operating Fund # 401.

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 .32%. This rate increase was included in our October Sanitation billing.
- Personal services expenses and operating expense are under our 15/16 budget. Our year to date waste disposal cost are \$45,582.78 and fuel costs are \$14,233.60.
- Net loss before depreciation year to date is \$194,545.21.

INTERNAL SERVICE (MAINTENANCE)

- Internal Service's personal serve and operating expenses are under budget for the year to date. Our net loss in Fleet Maintenance is \$6,073.96.

Financial Activity

Financial Reports

City of Brooksville
Income and Expense Summary
As of December 31, 2015 (25% of the year has elapsed)

*Revenues should be atleast 25%

*Expenses should be 25% or less

	Adopted Budget	Amendments	Revised Budget	Actual	% used	Under/Over
General Fund						
Revenue	\$ 6,205,759.00	\$ -	\$ 6,205,759.00	\$2,663,441.19	43%	Over
Expense	\$ 7,127,296.42	\$ (820.10)	\$ 7,126,476.32	\$1,584,475.50	22%	Under
Fund 104 Criminal Justice Education						
Revenue	\$ 8,015.00	\$ -	\$ 8,015.00	\$ 2,010.52	25%	-
Expense	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	0%	Under
Fund 108 Local Option Gas Tax						
Revenue	\$ 505,867.00	\$ -	\$ 505,867.00	\$ 92,417.31	18%	Under
Expense	\$ 527,390.00	\$ 442.10	\$ 527,832.10	\$ 146,063.62	28%	Over
Fund 109 Law Enforcement Investigative Trust						
Revenue	\$ 15,219.00	\$ -	\$ 15,219.00	\$ 10,263.79	67%	Over
Expense	\$ 48,000.00	\$ -	\$ 48,000.00	\$ 3,810.50	8%	Under
Fund 110 – Road Impact Fees						
Revenue	\$ 8,000.00	\$ -	\$ 8,000.00	\$ (1,791.21)	-22%	Under
Expense	\$ 1,260,223.00	\$ -	\$ 1,260,223.00	\$ 8,650.00	1%	Under
Fund 112 – Law Enforcement Impact Fees						
Revenue	\$ 1,725.00	\$ -	\$ 1,725.00	\$ 208.51	12%	Under
Expense	\$ 8,000.00	\$ -	\$ 8,000.00	\$ -	0%	Under
Fund 113 – Public Building Impact Fees						
Revenue	\$ 9,360.00	\$ -	\$ 9,360.00	\$ 1,140.99	12%	Under
Expense	\$ -	\$ -	\$ -	\$ -	-	-
Fund 114 – Fire/EMS Impact Fees						
Revenue	\$ 4,339.00	\$ -	\$ 4,339.00	\$ 562.69	13%	Under
Expense	\$ 56,000.00	\$ -	\$ 56,000.00	\$ -	0%	Under
Fund 115 – Parks Impact Fees						
Revenue	\$ 8,270.00	\$ -	\$ 8,270.00	\$ 833.63	10%	Under
Expense	\$ -	\$ -	\$ -	\$ -	-	-
Fund 116 – Law Enforcement Trust						
Revenue	\$ 5,007.00	\$ -	\$ 5,007.00	\$ 2.80	0%	Under
Expense	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 7,930.78	40%	Over
Fund 118 – Justice Assistance Grant						
Revenue	\$ 21,434.00	\$ -	\$ 21,434.00	\$ -	0%	Under
Expense	\$ 21,434.00	\$ -	\$ 21,434.00	\$ -	0%	Under
Fund 122 – Fire Grants & Donations						
Revenue	\$ 2,304.00	\$ -	\$ 2,304.00	\$ 1.54	0%	Under
Expense	\$ 1,800.00	\$ -	\$ 1,800.00	\$ -	0%	Under
Fund 123 – Police Grants & Donations						
Revenue	\$ 1,510.00	\$ -	\$ 1,510.00	\$ 29.64	2%	Under
Expense	\$ 14,500.00	\$ -	\$ 14,500.00	\$ 1,052.79	7%	Under
Fund 128 – Photo Enforcement Traffic Program						
Revenue	\$ 1,030,000.00	\$ -	\$ 1,030,000.00	\$ 218,153.32	21%	Under
Expense	\$ 926,786.28	\$ -	\$ 926,786.28	\$ 222,726.75	24%	Under
Fund 129 – First Tee Program						
Revenue	\$ 19,017.00	\$ -	\$ 19,017.00	\$ 7.68	0%	Under
Expense	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	0%	Under
Fund 139 – The Enrichment Center Maintenance						
Revenue	\$ 15,000.00	\$ -	\$ 15,000.00	\$ 2,235.00	15%	Under
Expense	\$ 12,881.00	\$ -	\$ 12,881.00	\$ 2,813.33	22%	Under
Fund 140 – FDOT Landscaping						
Revenue	\$ 78,700.00	\$ -	\$ 78,700.00	\$ -	0%	Under
Expense	\$ 78,700.00	\$ -	\$ 78,700.00	\$ -	0%	Under
Fund 143 – Fire Department						
Revenue	\$ 1,869,551.00	\$ -	\$ 1,869,551.00	\$ 900,776.48	48%	Over
Expense	\$ 1,824,628.20	\$ 2,118.00	\$ 1,826,746.20	\$ 376,127.09	21%	Under
Fund 144 – Brownfields Assessment Grant						
Revenue	\$ 8,015.00	\$ -	\$ 8,015.00	\$ -	0%	Under
Expense	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	0%	Under
Fund 201 – Sinking Fund (2006 USDA Revenue Bonds)						
Revenue	\$ 13,476.00	\$ -	\$ 13,476.00	\$ 3,396.00	25%	-
Expense	\$ 13,476.00	\$ -	\$ 13,476.00	\$ -	0%	Under
Fund 202 –Sinking Fund (2011 Series Revenue Note ESG)						
Revenue	\$ 303,780.00	\$ -	\$ 303,780.00	\$ 75,945.00	25%	-
Expense	\$ 303,780.00	\$ -	\$ 303,780.00	\$ 47,803.46	16%	Under

Revenue	\$ 1,016.00	\$ -	\$ 1,016.00	\$ 7.35	1% Under
Expense	\$ -	\$ -	\$ -	\$ -	-
Fund 308 – Multi Year Capital Project Accumulation					
Revenue	\$ 157,203.00	\$ -	\$ 157,203.00	\$ 48,977.62	31% Over
Expense	\$ 426,308.00	\$ -	\$ 426,308.00	\$ 377,529.59	89% Over
Fund 309 – Capital Improvement Revenue (2006 USDA Revenue Bonds)					
Revenue	\$ 33,004.00	\$ -	\$ 33,004.00	\$ 17,389.63	53% Over
Expense	\$ 34,201.00	\$ -	\$ 34,201.00	\$ 8,577.99	25% Over
Fund 311 – 2011 Capital Improvement Revenue Note Fund (ESG)					
Revenue	\$ 303,780.00	\$ -	\$ 303,780.00	\$ 75,945.00	25% Over
Expense	\$ 303,780.00	\$ -	\$ 303,780.00	\$ 75,945.00	25% Over
Fund 313 – Bond Settlement Capital Projects Fund					
Revenue	\$ -	\$ -	\$ -	\$ -	Over
Expense	\$ 60,862.00	\$ -	\$ 60,862.00	\$ -	0% Under
Fund 401 Water & Wastewater Divisions					
Revenue	\$ 3,765,807.00	\$ -	\$ 3,765,807.00	\$ 646,318.84	17% Under
Expense	\$ 3,788,839.00	\$ -	\$ 3,788,839.00	\$ 897,326.63	24% Under
Fund 402 & 403 - Sanitation Division					
Revenue	\$ 1,360,732.00	\$ -	\$ 1,360,732.00	\$ 227,770.47	17% Under
Expense	\$ 1,315,481.74	\$ 3,446.00	\$ 1,318,927.74	\$ 422,315.68	32% Over
Fund 404 Water Advisory Panel Grant					
Revenue	\$ -	\$ -	\$ -	\$ -	Over
Expense	\$ 11,924.00	\$ -	\$ 11,924.00	\$ 11,924.00	100% Over
Fund 405 Utilities R&R					
Revenue	\$ 2,000.00	\$ -	\$ 2,000.00	\$ (242.27)	-21% Under
Expense	\$ -	\$ -	\$ -	\$ -	Over
Fund 406 Utilities Bond & Loan Fund					
Revenue	\$ 834,358.00	\$ -	\$ 834,358.00	\$ 210,602.79	25% Over
Expense	\$ 219,731.00	\$ -	\$ 219,731.00	\$ 9,808.20	4% Under
Fund 407 Water Connection Fees					
Revenue	\$ 26,045.00	\$ -	\$ 26,045.00	\$ 1,158.71	4% Under
Expense	\$ -	\$ -	\$ -	\$ -	Over
Fund 407 Sewer Connection Fees					
Revenue	\$ 90,000.00	\$ -	\$ 90,000.00	\$ 318.00	0% Under
Expense	\$ -	\$ -	\$ -	\$ -	Over
Fund 409 Cobb Road Wastewater Capacity Fund					
Revenue	\$ 11,536.00	\$ -	\$ 11,536.00	\$ (1,821.61)	-16% Under
Expense	\$ -	\$ -	\$ -	\$ -	Over
Fund 501 – Fleet Maintenance Division					
Revenue	\$ 69,317.00	\$ -	\$ 69,317.00	\$ 17,332.41	25% Over
Expense	\$ 104,317.07	\$ -	\$ 104,317.07	\$ 23,406.37	22% Under
Fund 502 – Vehicle Replacement Fund					
Revenue	\$ 261,038.00	\$ -	\$ 261,038.00	\$ 65,367.00	25% Over
Expense	\$ 783,041.00	\$ -	\$ 783,041.00	\$ 400,741.00	51% Over
Fund 503 – Equipment Replacement Fund					
Revenue	\$ 10,002.00	\$ -	\$ 10,002.00	\$ 8,335.85	83% Over
Expense	\$ -	\$ -	\$ -	\$ -	Over
Fund 603 – Butterweck Trust					
Revenue	\$ 5.00	\$ -	\$ 5.00	\$ 1.71	34% Over
Expense	\$ 1,100.00	\$ -	\$ 1,100.00	\$ -	0% Under
Fund 605 – Cemetery Perpetual Care					
Revenue	\$ 10,140.00	\$ -	\$ 10,140.00	\$ 2,563.45	25% Over
Expense	\$ -	\$ -	\$ -	\$ -	Over
Fund 607 – Firefighters' Retirement					
Revenue	\$ 865,000.00	\$ -	\$ 865,000.00	\$ -	0% Under
Expense	\$ 430,000.00	\$ -	\$ 430,000.00	\$ -	0% Under
Fund 609 – Employee HRA Funding					
Revenue	\$ 61,630.00	\$ -	\$ 61,630.00	\$ 15,407.52	25% Over
Expense	\$ 60,000.00	\$ -	\$ 60,000.00	\$ 14,874.72	25% Under
Fund 610 – Employee Health/Medical Insurance Funding					
Revenue	\$ 1,109,751.00	\$ -	\$ 1,109,751.00	\$ 271,296.13	24% Under
Expense	\$ 850,000.00	\$ -	\$ 850,000.00	\$ 227,239.86	27% Over
Fund 613 – Police Officers' Retirement					
Revenue	\$ 849,102.00	\$ -	\$ 849,102.00	\$ -	0% Under
Expense	\$ 64,000.00	\$ -	\$ 64,000.00	\$ -	0% Under
Fund 615 – Community Redevelopment Agency					
Revenue	\$ 92,287.00	\$ -	\$ 92,287.00	\$ 96,121.95	104% Over
Expense	\$ 284,845.00	\$ -	\$ 284,845.00	\$ 3,685.00	1% Under