



City Manager Report: June 2016

Distributed: July 21, 2016



Contents:

Monthly activities of City Manager and all departments, presented to the Goodlettsville Board of Commissioners and the citizens of Goodlettsville

Reporting Schedule:

Published monthly on the City of Goodlettsville website

Featured Picture:

Goodlettsville Parks hosted a Movie in the Park on the soccer fields of Moss-Wright Park.

Management

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July 19, 2016

To: Board of Commissioners, City Staff and Residents of Goodlettsville

The City of Goodlettsville began the practice of producing the City Manager's Monthly Report in December 2011 to provide general and performance information to the Board of Commissioners and the public on City services and programs. The City utilizes performance data to identify efficiencies and potential inefficiencies for the purpose of improving services, responsible budgeting and enhancing transparency in local government. The information in this report is compiled internally by each department/division that comprises City Services. The information is then analyzed and organized for presentation by myself and the Public Information Officer.

I am proud of the City's efforts toward becoming more transparent, performance driven and the direction in which our community is headed. City staff and I will continue to work diligently to increase efficiencies in City services and achieve the goals of our Board of Commissioners as we proudly serve the citizens of Goodlettsville.

I am pleased to present to you the June, 2016 City Manager's Monthly Report. I hope that you continue to stay informed on City issues and progress.

Please feel free to contact me with any questions, comments and/or suggestions regarding this report.

Sincerely,

A handwritten signature in blue ink that reads "Tim Ellis". The signature is written in a cursive style with a horizontal line underneath the name.

Tim Ellis, City Manager

City Hall • 105 S. Main Street • Goodlettsville TN 37072

Email: tellis@goodlettsville.gov • Phone: 615.851.2200 • Fax: 615.851.2212

A government committed to operating with efficiency and integrity in all we do as we strive to enhance the quality of life for the community we serve.

City Manager

Management Report: June, 2016

Legislative Accomplishments

- Board of Commissioners took action following the following ordinances:
 - Approved Ordinance 16-866, an ordinance of the City of Goodlettsville, Tennessee amending the Fiscal Year 2015-2016 budget passed by Ordinance #15-838.
- The Board of Commissioners also took action on the following resolutions:
 - Approved Resolution 16-689, a resolution pursuant to the authority granted by Section 6-54-11 of the Tennessee Code Annotated, and in accordance with the internal control and compliance manual for Tennessee Municipalities authorizing appropriations for financial donation to the Goodlettsville Area Chamber of Commerce, a non-profit civic organization whose services benefit the general welfare of the residents of Goodlettsville.
 - Approved Resolution 16-690, a resolution pursuant to the authority granted by Section 6-54-11 of the Tennessee Code Annotated, and in accordance with the internal control and compliance manual for Tennessee Municipalities authorizing appropriations for financial donation to the Box 55 Association, a non-profit organization whose services benefit the general welfare of the residents of Goodlettsville.
 - Approved Resolution 16-691, a resolution approving a telecommunications attachment and right-of-ways agreement with Extenet Systems, Incorporated.

Other Items Considered by the Board

None

Legislative Matters Forthcoming

- Resolution declaring property surplus.
- Ordinances amending the zoning ordinance regarding donation bins, accessory structures, and community gardens.

Commissions and Boards

• **Planning Commission**

- Conditionally approved a site plan for a 20,851 sq. ft. building addition at 400 Loretta Drive. Property contains acres and is zoned A, Agricultural. Property is referenced as Sumner County Map 143, Parcel 4.01. Property Owner: Goodlettsville Church of the Nazarene/Perry Engineering, LLC. Conditions are listed in the Planning Minutes.
- Approved final subdivision plat for a 1.52 acre tract on Business Park Circle. Property is zoned GOPUD. Property is referenced as a portion of Sumner County Map 143J, Group F, Parcel 9.03. Property Owner: Northcreek LLC.
- Conditionally approved a site plan for 7,438 sq. ft. building on Business Park Circle adjacent to 3066 Business Park Circle. Property contains 1.52 acres and is zoned GOPUD. Property is referenced as a portion of Sumner County Map 143J, Group F, Parcel 9.03. Property Developer: Dr. Clark Higgs. Conditions are listed in Planning Minutes.
- Disapproved request to rezone .26 acre property located at 201 West Cedar Street from R-10, High Density Residential to CSL, Commercial Services Limited. Property is referenced as Davidson County Map/Parcel #0204001300. Property Owners: Amrollah Sharifi and Naiuz Sharif.
- Approved recommendations to amend the Zoning Ordinance regarding community gardens, donation bins, and accessory structures.
- Approved annexation and Plan of Services for Allen Road to be reviewed by City Commission.
- Discussed Masonic Lodge Addition.

• **Board of Zoning Appeals**

- Approved front building setback variance for a new building in an IR, Industrial Restrictive Zoning District adjacent to 813 Louisville Highway. Property is referenced as Sumner County Tax Map 142 Parcel 15 containing approximately 16.50 acres. Property Owner: BCR Holdings LLC.

- **Beer Board**
 - Approved an on-site permit for Poncita Jobe, owner of Ponobe's located at 903 Rivergate Parkway with the stipulation of obtaining additional parking per codes regulations.
 - Approved an on-site permit for Prajesh Patel, owner of Green Chili Restaurant located at 707 Rivergate Parkway.

- **Industrial Development Board**
 - Industrial Development Board did not meet during the month of June.

- **Parks, Recreation & Tourism Advisory Board**
 - Parks, Recreation & Tourism Board did not meet during the month of June.

Ongoing Work

- Overall Capital Improvements Program.
- "My Goodlettsville" Program.
- Traffic congestion mitigation.
- Economic Development Projects.
- Conference Drive Enhancements.
- Roadway lighting improvements.
- Main Street Streetscape Project.
- CSX/ North Main Street congestion mitigation.
- Peay Park redevelopment conceptual plan.
- Sewer pump station elimination.
- Goodlettsville Tomorrow Vision 2025.
- Main Street Stakeholders Organization.
- Streambank stabilization of Mankers and Madison Creeks.
- City-wide Beautification.
- CMAQ Projects.

Marketing & Public Relations Manager Report: June 2016

City News, Events & Community Relations

Posted on one or more of the following PR outlets: www.goodlettsville.gov, mobile app, Notify Me email lists, facebook, twitter, Instagram, local paper:

- “Now Accepting Applications for Goodlettsville Citizens Leadership Academy”
- “City of Goodlettsville Independence Day Celebration set for Monday, July 4th”
- “Music on Main Featuring The Buck McCoy Band: July 21st”
- “City of Goodlettsville Utilizing New Website URL: Goodlettsville.gov”
- “Goodlettsville K-9 receives donated body armor” (original story on WKRN News 2)
- Fire Department’s BBQ fundraiser for Christmas for Kids Program
- 9 photos posted to new Instagram page. Search “cityofgoodlettsville” for new page.

Meetings/Events/Admin

- Met with reps from Imagine Goodlettsville and the Goodlettsville Chamber of Commerce to discuss future plans for the Arts & Antiques Festival. The Chamber has agreed to host the event beginning this year. The City will continue to be a partner of the event.
- Represented the city manager at the Goodlettsville Chamber of Commerce Board Meeting
- Follow-up conference call with RoadSnap rep and city staff. Looked into AM radio station and message boards for the city. Staff felt we could find a better communication solution.
- Visited Parks and Rec’s events, Touch-a-Truck and Teen Distracted Driving Awareness class for PR photo ops.
- Met with the GIST committee (community branding team).
- Attended the Main Street Project update meeting with staff, Gresham Smith & Partners, and Deb Varallo, PR consultant. Following the meeting we drove Main Street together to discuss upcoming issues.
- Attended the monthly Goodlettsville Chamber of Commerce luncheon
- Created Instagram account for the City titled “cityofgoodlettsville”
- Worked through transition issues with the changeover of using www.cityofgoodlettsville.org to www.goodlettsville.gov as the primary URL for the city’s website
- Processed applications for the upcoming 2016 Citizens Leadership Academy
- Performed website administrator job functions as needed: developed and reviewed web content.

Finance and Administration Monthly Report

June 2016

FINANCE

- Attended the closing session of Leadership Goodlettsville
- Attended a GIST meeting with Chamber and City Representatives
- Conducted interviews for vacant Administrative Assistant position
- Prepared for FYE close and annual audit work
- Completed Final Budget Document

HUMAN RESOURCES

- Coordinated Employee of month lunch – 6/24/16
- Interviews for Admin Assistant – 6/28/16
- Hired: 1 dispatcher and 1 officer, 3 PT utility workers
- Terms during the month: Ms. Ann Crawford retired, 2 PT workers quit.
- Worker's Compensation accidents in the month: None.
- Full-time employees: 131 Part-time employees: 57.

Job opening: Utility Worker II at the Park

**City of Goodlettsville
Financial Summary
June 2016 (Unaudited)**

UNASSIGNED FUND BALANCE

Operating Fund	Current Month	Budget 06/30/2016	%
General Fund	4,977,272	3,761,395	132%
Sanitation	237,101	9,737	2435%
Tourism	1,138,666	273,413	416%

CASH IN BANK

General Fund	6,228,221
Sanitation	19,710
Tourism	1,138,329
Sewer	11,128,159
Stormwater	1,676,091
Total Cash	20,190,510

SALES TAX COLLECTIONS

Month Received	Summer Current Year	Summer Prior Yr	Davidson Current Yr	Davidson Prior Year	Total Current Year	Total Prior Year
Aug	53,696	40,852	301,770	301,966	355,467	342,818
Sep	53,887	44,928	273,542	231,297	327,429	276,225
Oct	43,086	38,647	276,764	224,144	319,850	262,791
Nov	48,095	44,181	306,882	225,317	354,977	269,499
Dec	50,706	46,808	280,760	198,245	331,466	245,054
Jan	45,928	43,013	288,519	227,673	334,446	270,686
Feb	57,310	48,252	475,700	330,284	533,009	378,536
Mar	45,307	44,923	272,459	197,686	317,766	242,609
Apr	43,083	41,197	287,449	565,193	330,532	606,390
May	51,256	50,083	338,650	320,134	389,906	370,217
Jun	48,736	49,197	287,021	265,025	335,757	314,221
Jul	45,668	47,541	291,373	296,073	337,041	343,615
YTD	541,090	492,081	3,389,515	3,086,964	4,267,646	3,922,660 8.79%

*Governmental Revenues are typically received in arrears, i.e., July revenues are received in August.
The revenues collected in July, were for the month of June, and were recorded in prior year financials.*

**City of Goodlettsville
Financial Summary
June 2016 (Unaudited)**

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	1,013,124	13,235,866	14,098,749	93.88%
General Fund	Expenditures	1,664,143	13,939,736	16,402,407	84.99%
Net Increase/Decrease		(651,019)	(703,870)	(2,303,658)	
Sanitation Fund	Revenues	88,443	1,021,157	958,000	106.59%
Sanitation Fund	Expenditures	70,777	786,146	948,655	82.87%
Net Increase/Decrease		17,666	235,011	9,345	
Tourism	Revenues	61,340	659,298	534,600	123.33%
Tourism	Expenditures	22,990	254,682	659,249	38.63%
Net Increase/Decrease		38,350	404,616	(124,649)	
Sewer	Revenues	505,335	6,001,534	5,155,000	116.42%
Sewer	Expenses	533,280	4,084,971	5,674,161	71.99%
Net Increase/Decrease		(27,945)	1,916,563	(519,161)	
Stormwater Utility	Revenues	82,139	1,174,100	604,000	194.39%
Stormwater Utility	Expenses	38,019	155,824	662,264	23.53%
Net Increase/Decrease		44,120	1,018,276	(58,264)	

OPERATIONS EXPENDITURE SUMMARY

<u>General Fund Operating Dept</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	<u>% of Budget</u>
General Government	173,846	1,600,155	1,635,716	98%
Community Development	56,711	638,128	709,492	90%
Police	465,656	4,692,155	4,954,235	95%
Fire	640,986	2,396,998	2,525,392	95%
Hwys & Streets	101,070	1,487,744	2,452,240	61%
Parks/Recreation	178,270	1,624,741	2,226,318	73%
Miscellaneous	24,614	1,237,101	2,140,311	58%
Total General Fund Expenditures	1,641,153	13,677,022	16,643,704	82%



**NEW BUSINESS LIST
JUNE 2016**

- | | | |
|-----|---|---|
| 1. | Here Piggy Piggy Breakfast & BBQ
845 Springfiled Highway | Lavolia Ann Smith 615-243-3884
Lic. Issued 06.01.2016 |
| 2. | Koala Group Inc.
901 Rivergate Parkway | Ramin Quanaat 615-859-4800
Lic. Issued 06.02.2016 |
| 3. | Baskets By Bridgett
887 Loretta Drive | Bridgett Ross 615-210-1756
Lic. Issued 06.06.2016 |
| 4. | Sanes Electric
306 Rosehill Drive | Jeff Sanes 615-478-4092
Lic. Issued 06.09.2016 |
| 5. | AEG Auto LLC
1034 Louisville Highway | Aaron Gray 615-337-4554
Lic. Issued 06.13.2016 |
| 6. | Fred W. Mylan Trim Carpentry
309 Gates Road | Fred W. Mylan 615-513-3307
Lic. Issued 06.20.2016 |
| 7. | KMS Enterprise
2352 Baker Station Raod | Aline Rowe 615-543-6297
Lic. Issued 06.20.2016 |
| 8. | Cardinal Point
104 Hollis Court | Dominique Salandre 629-333-2169
Lic. Issued 06.20.2016 |
| 9. | Fresh Eyes Business Consulting
104 Hollis Court | Debra Salandre 615-414-6523
Lic. Issued 06.20.2016 |
| 10. | Purdy Grass Lawn Care
507 Kathy Avenue | Anthony Alexander 615-405-2109
Lic. Issued 06.20.2016 |
| 11. | Thermax Windows
505 Carol Ann Drive | Michael Ryan 615-351-2376
Lic. Issued 06.22.2016 |
| 12. | John Williams (DBA: Avalara MyLodge Tax)
119 Tara Lane | John Williams 303-220-0183
Lic. Issued 06.27.2016 |
| 13. | LoJac Enterprises, Inc.
1401 Toshiba Drive | Angie Reed 615-449-1401
Lic. Issued 06.29.2016 |

**NEW BEER PERMITS
JUNE 2016**

- | | | |
|----|---|--|
| 1. | Green Chili Indian Restaurant
707 Rivergate Parkway #B | Prajesh Patel 615-216-5588
Lic. Issued 06.08.2016 |
|----|---|--|

MONTH OF JUNE 2016**MONTHLY MANAGEMENT REPORT****COURT**NUMBER OF CITATIONS ISSUED IN JUNE 2016 - 392NUMBER OF DEFENDANTS APPEARING IN COURT

JUNE 14	9:00	A.M.	186
JUNE 14	1:00	P.M.	56
JUNE 21	1:00	P.M.	34

TOTAL FOR MONTH

JUNE 21	8:30	A.M.	22
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CONTESTED COURT SESSIONNUMBER OF NON-TRAFFIC CITATIONS (i.e. codes / misdemeanors violations)

CODES	0
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MISDEMEANORS	0
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NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL	116
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EIGHT HOUR SCHOOL	13
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Goodlettsville Police Department

Chief Goodwin's Monthly Report

June 2016

On June 1st Chief Goodwin and several members of the Police Department donated blood for the Goodlettsville Blood Drive. June 2nd & 3rd Chief Goodwin attended the TACP meetings in Nashville. On June 10th several members of the department participated in Touch-a-Truck and Commander Cherry taught a Teen Driving class. On June 13th Chief Goodwin attended the Beer Board meeting. On June 15th Chief Goodwin attended the Middle Tennessee Users Group meeting and Commander Okert attended the Drug Task force meeting. On June 16th Chief Goodwin was at Music on Main. On June 20th Chief Goodwin and Sgt. Deloach attended the Burton Heights Neighborhood Watch meeting. On June 21st Chief Goodwin, Commander Cherry and Sgt. Deloach attended the Page Heights Neighborhood Watch meeting. On June 23rd Chief Goodwin attended the Chamber of Commerce luncheon. On June 24th Chief Goodwin attended the Employee of the Month luncheon. On June 27th Commander Cherry attended the Chamber of Commerce Leads Meeting and presented on the National Night Out Against Crime. On June 30th Sgt. Deloach attended a children's program at Metro Baptist Church and Commander Cherry attended a Gateway Picnic planning meeting.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of June and 49.0 pounds of unwanted pharmaceuticals were deposited. Since its use 629 pounds of unwanted pharmaceuticals have been deposited.

In review of the TIBRS data comparing June 2016 to June 2015 Crime Against Person was decreased from 18 to 14 a 22.23% decrease, and Crime Against Property was even at 63 and overall we had an 4.94% decrease. Our UCR total for the month was an 8.48% decrease from 59 to 54 incidents. Our total for the year is a 5.07% increase in UCR Crimes.

Our proactive efforts were slightly off for the month of June. Our officers made 775 Traffic Stops and 4 Terry Stops. They made 67 Traffic Arrests and 10 DUI Arrests. From these Traffic Stops resulted 3 Felony charges, 70 Misdemeanor charges, and 7 warrants were served. They had 20 drug confiscations (16 from

traffic stops). They issued 16 Misdemeanor Citations, made 46 Physical Arrests with 30 Misdemeanor charges and 11 Felony charges. They made 5 Juvenile Misdemeanor Arrests, issued 2 Juvenile Citations and 1 Curfew charge.

The other part of the strategy involves serving outstanding warrants. Persons with outstanding warrants have already proven a proclivity for involvement in criminal activity. By arresting them for their outstanding warrants we prevent their opportunities for committing crime. During the month they made 25 Warrant Service Attempts. They served 14 Felony Warrants and 31 Misdemeanor Warrants.

Our officers continue to check our apartments, neighborhoods, businesses and parks. They conducted 154 apartment checks, 450 checks of neighborhoods, 384 businesses checks and 232 park checks. They had 664 Community Contacts. They issued 344 Park Smarts.



JUNE TIBRS

TIBRS Group A Offenses

	2016 Offenses Reported	2015 Offenses Reported
Crimes Against Persons	14	18
Murder	0	0
Negligent Manslaughter	0	0
Kidnaping/Abduction	0	1
Forcible Rape	0	0
Forcible Sodomy	0	0
Sexual Assault W/Object	0	0
Forcible Fondling	0	0
Incest	0	0
Statutory Rape	0	0
Aggravated Assault	4	4
Simple Assault	8	10
Intimidation	1	3
Stalking	1	0
Crimes Against Property	63	63
Arson	0	0
Bribery	0	0
Burglary	5	9
Counterfeiting/Forgery	6	3
Destruction/Damage/ Vandalism	3	2
Embezzlement	0	4
Extortion/Blackmail	0	0
Fraud - False Pretenses	7	3
Fraud - Credit Card/ATM	1	0
Fraud - Impersonation	3	1
Fraud - Welfare	0	0
Fraud - Wire	0	0
Motor Vehicle Theft	2	1
Robbery	1	3
Stolen Property Offenses	4	0
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	14	19
Theft From Building	8	10
Theft From Coin Machine	0	0
Theft From Motor Vehicle	6	4
Theft of Motor Vehicle Parts	0	1
Theft - All Other Larceny	3	3
Total Group A Offenses	77	81

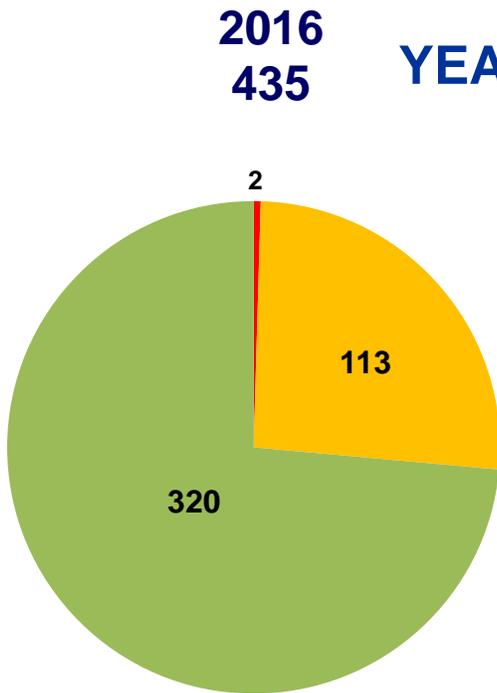
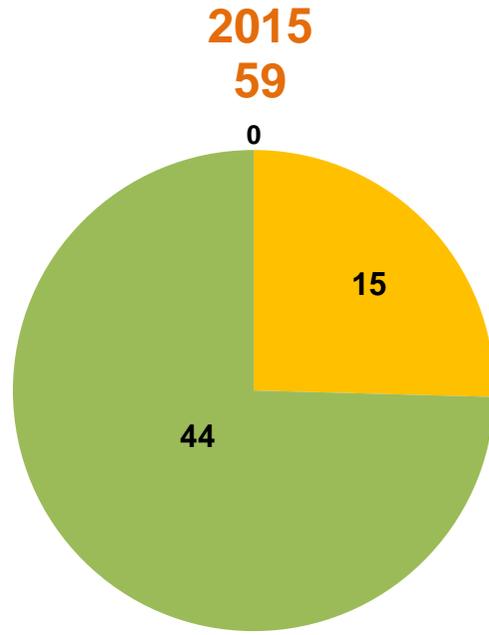
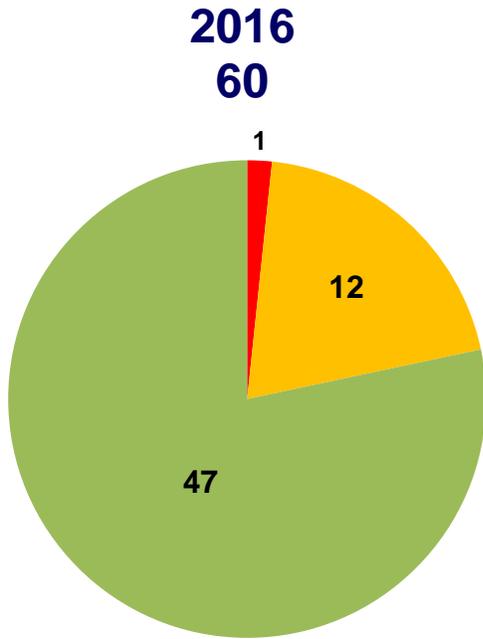
YTD TIBRS - 2016 VS 2015

TIBRS Group A Offenses	2016	JAN 2016	JAN 2015	FEB 2016	FEB 2015	MAR 2016	MAR 2015	APR 2016	APR 2015	MAY 2016	MAY 2015	JUN 2016	JUN 2015	2015 Offenses TOTAL	% CHANGE
Crimes Against Persons	89	16	15	14	14	13	15	17	18	15	17	14	18	97	-8.25%
Murder	0	0	2	0	0	0	0	0	0	0	0	0	0	2	-100.00%
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Kidnaping/Abduction	0	0	0	0	0	0	0	0	0	0	0	0	1	1	-100.00%
Forcible Rape	2	0	0	1	0	0	0	0	0	1	0	0	0	0	NC
Forcible Sodomy	1	0	0	1	0	0	0	0	0	0	0	0	0	0	NC
Sexual Assault W/Object	0	0	0	0	0	0	0	0	0	0	1	0	0	1	-100.00%
Forcible Fondling	2	2	0	0	0	0	1	0	0	0	0	0	0	1	100.00%
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Aggravated Assault	15	2	5	6	4	1	3	0	2	2	1	4	4	19	-21.05%
Simple Assault	58	11	8	5	8	10	9	15	12	9	12	8	10	59	-1.69%
Intimidation	10	1	0	1	2	2	2	2	4	3	2	1	3	13	-23.08%
Stalking	1	0	0	0	0	0	0	0	0	0	1	1	0	1	0.00%
Crimes Against Property	383	65	82	54	44	64	65	69	52	68	55	63	63	361	6.09%
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Bribery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Burglary	21	5	6	0	3	4	5	4	6	3	5	5	9	34	-38.24%
Counterfeiting/Forgery	17	3	2	1	0	1	3	0	0	6	2	6	3	10	70.00%
Destruction/Damage/ Vandalism	40	5	11	6	7	6	7	10	10	10	4	3	2	41	-2.44%
Embezzlement	8	2	2	1	2	3	4	1	0	1	1	0	4	13	-38.46%
Extortion/Blackmail	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Fraud - False Pretenses	22	3	11	2	3	4	6	1	0	5	4	7	3	27	-18.52%
Fraud - Credit Card/ATM	4	2	1	0	1	0	0	0	0	1	0	1	0	2	100.00%
Fraud - Impersonation	12	2	1	3	4	3	6	1	1	0	2	3	1	15	-20.00%
Fraud - Welfare	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Fraud - Wire	1	0	0	1	1	0	0	0	0	0	0	0	0	1	0.00%
Motor Vehicle Theft	17	4	1	3	1	1	1	2	2	5	2	2	1	8	112.50%
Robbery	3	0	4	1	0	0	0	1	1	0	3	1	3	11	-72.73%
Stolen Property Offenses	4	0	0	0	0	0	0	0	0	0	0	4	0	0	NC
Theft - Pocket-picking	0	0	0	0	1	0	0	0	0	0	0	0	0	1	-100.00%
Theft - Purse Snatching	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Theft - Shoplifting	134	21	30	22	11	27	17	31	14	19	20	14	19	111	20.72%
Theft From Building	43	12	7	8	4	7	6	5	8	3	4	8	10	39	10.26%
Theft From Coin Machine	2	1	0	0	2	0	0	1	0	0	1	0	0	3	-33.33%
Theft From Motor Vehicle	30	2	4	3	4	4	2	7	5	8	4	6	4	23	30.43%
Theft of Motor Vehicle Parts	8	2	0	1	0	0	4	4	3	1	2	0	1	10	-20.00%
Theft - All Other Larceny	17	1	2	2	0	4	4	1	2	6	1	3	3	12	41.67%
Total Group A Offenses	472	81	97	68	58	77	80	86	70	83	72	77	81	458	3.06%

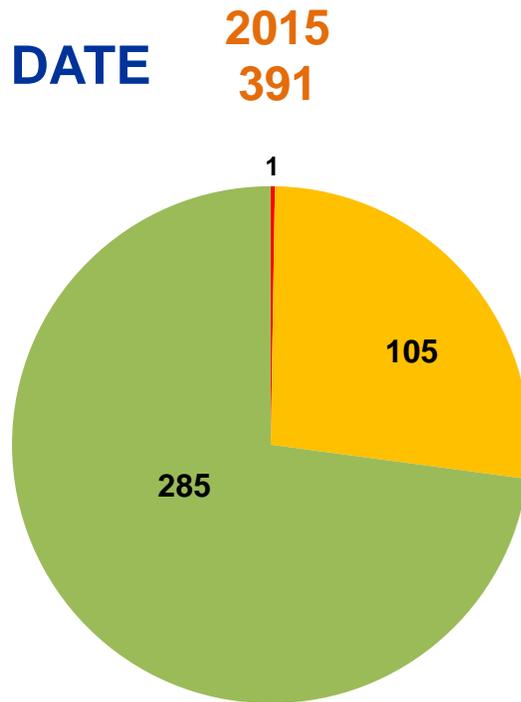


JUNE TRAFFIC CRASHES

■ Fatal ■ Injury ■ Property Damage



YEAR TO DATE





**JUNE COMPSTAT
WEEKS 22 THRU 26**

	2016 CURRENT	2015 CURRENT	2016 YTD		2015 YTD		% change	2015 TOTAL
Murders	0	0	YTD	0	YTD	2	-100.00%	2
Rape	1	0	YTD	1	YTD	1	0.00%	6
Robbery (Commercial)	0	4	YTD	0	YTD	6	-100.00%	12
Robbery (Street)	1	0	YTD	6	YTD	6	0.00%	9
Aggravated Assault	6	2	YTD	14	YTD	15	-6.67%	26
Aggravated Assault - Dom Viol	5	0	YTD	6	YTD	6	0.00%	12
Burglary (Commercial)	2	8	YTD	6	YTD	13	-53.85%	22
Burglary (Residential)	3	1	YTD	17	YTD	22	-22.73%	45
Auto Burglaries	5	3	YTD	28	YTD	20	40.00%	74
Larceny	13	17	YTD	67	YTD	65	3.08%	139
Shoplifting	16	22	YTD	130	YTD	112	16.07%	233
Motor Vehicle Theft	2	2	YTD	15	YTD	8	87.50%	16
Total Offenses	54	59	TOTAL YTD	290	TOTAL YTD	276	5.07%	596



Summary of Month's Activities – June 1 thru June 30, 2016

Fire Operations

The Department responded to 295 calls for service for the month of June.

Fire Administration

Chief's Comments:

The Month of June focused significantly on training. In addition to the hours of internal training the department produced, we participated in several very interesting events. Flammable Liquids by Rail was put on by the Rail Safety consortium and this tied well with a derailment tabletop exercise hosted by the City of Green Brier. An internal tour of Old Hickory Dam allowed several members to participate in a multi-departmental effort to prepare for Confined Space rescue as the Corps of Engineers overhauls one of the main internal waterways. We participated in a case study review with other area departments on the fatal fire in Charleston NC that claimed the lives of nine firefighters. Lastly, Chief Becknal was recruited to help develop a new curriculum for the TN Fire and Codes Academy on the dangers of restaurant fires. This new course will be presented to fire departments all over Tennessee.

Our newest fire engine returned from the manufacturer in Louisiana where the rear end was completely rebuilt following a rear end collision that occurred in December.

The Department met to coordinate needed changes to our radio system that we share with Metro. Several needed changes will be made to our radio's programming to allow better and quicker access to mutual aid channels as well as to enable them to work via Bluetooth with our newly purchased air masks.

Lastly and as always, the Department continues to push our Free Smoke Alarm Installation Program. We hope that any citizen that needs assistance in any way with home fire safety will call or come by the station anytime. 615-347-2245.

2016 Skills and Drill Plan

Jan- PPE, Turn-out gear PS001

Feb- Mayday PS002, Firefighter Disorientation, SCBA Confidence

March- PS005 SCBA, VES Training, Forcible Entry

April-PS003 1 ¾, PS004 2 ½, Modern Residential Fire Attack, Hot Weather ops.

May- PS006 Ground ladders, Fire Ground Command Simulation

June-PS007 Master Streams (new) Search and Rescue Training

July-Building Construction-Residential, Residential Fire Behavior

August- Building Construction- Commercial, Commercial Building Fire Behavior

September- PS008 Pump Ops (new), Saw Training

October-Truck Ops, Ventilation

November- Cold weather Ops, Extrication Training, MVA, Firefighter Survival

December- Radio Procedures (emergency and Non-emergency) annual Territory/Hydrants Test

Total Hours Training This Month - 575.75

Public Education Hours - 19

JUNE MAINTENANCE

1 Scheduled Service

19 Repairs

Special Projects

Budget items

Prepped for July 4th

Outstanding Issues

Went for Final Inspection of 41-7 and the truck has been in service since June 10th

Cost Savings

In house repairs to vehicles and building to cut down on the cost.

2 Building Repairs

Fire Special

Training hours- Target Safety, Active Shooter, Fire Extinguisher, Ropes, Restaurant Fire,

Worked a few shifts to fill in as the 6th man

Working with vendor to reconfigure radios and add some channels

Worked with vendor on programming the new MSA air packs

Aided with Hose Testing and Hydrant Testing

Public Works Report – June 2016

SOLID WASTE:

- Convenience Center solid waste collected: 34.09 tons
- Solid waste tonnage collected: 409.38 tons
- Recycled materials collected: 31.54 tons
- PIT Construction & Debris: 200 cy
- Bulk Item Pick Ups: 36
- Cart Repairs: 48
- New Cart Deliveries: 43

SEWER:

- MONTHLY EQUIPMENT AND DAILY PUMP STATION INSPECTION, MAINTENANCE AND REPAIRS
- MONTHLY BIOXIDE TANK FILLING
- TVING OF LINE SEGMENTS
- DAILY PUMP STATION, SERVICE CONNECTION, AND MANHOLE INSPECTIONS
- CLEANED SEWER LINE SEGMENTS
- CLEANED WET WELL WALLS
- CONSTRUCTION AND NEW SEGMENT INSPECTIONS, MAINTENANCE AND REPAIRS
- RAINFALL FOR MONTH: 3.66”
- WORKED 183 TN ONE CALLS

STREETS:

- Conducted scheduled preventative maintenance on equipment
- Repaired various traffic signals and replaced road signs
- Conducted Brush pick-up throughout City

- Cleaned and re-established proper flow of drainage ditch on Old Springfield Highway/Pear Orchard.
- Re-established proper flow of drainage ditch on Hollywood Street.
- Catch Basin Repair on Rose Garden Lane and Bass Street.
- Cleaned Storm Drains throughout the City

STORM WATER:

Miles of Roadway Swept within City	63
Commercial Inspection Conducted for Construction Projects	48
Residential Inspection Conducted for Construction Site's	104
Active Construction Sites (Commercial)	12
Active New Residential Home Sites	26

PUBLIC WORKS FACILITY, OUTREACH, & PROJECT REVIEW:

- Participated in City-wide weekly staff meetings
- Conducted Daily underground storage tank testing
- Conducted Monthly fuel pump inspection and cleaning
- Traffic signal inspection and maintenance
- Participated in Planning Commission, Board work sessions and Board of Commission meetings
- Various meetings with residents and business owners
- Worked on calls from developers on policies, procedures, and ordinances related to land development, stormwater, and sewer.
- WKU continues in monitoring project (MS4 permit requirement)
- Volunteer State to assist with Stream Watch Program
- Conducted Monthly Safety meeting
- Proceeding with design on two drainage projects

- Working with Rogers Group to finalize and proceed with Paving Contracts on City Streets

ATTENDED MEETINGS:

- MTSG Monthly Meeting
- Chamber of Commerce Luncheon
- WET Program
- Water Quality Meeting
- Mid-TN Erosion Grand Opening
- Main Street Enhancement Meetings
- GIS Training
- Pervious Pavement and Maintenance



June 2016

Projects - Administration

- Streambank Stabilization in Moss-Wright Park
- Preparing Bid Specifications for Various Capital Projects within 2017-2017 Fiscal Year
- Preparing for the Independence Day Celebration
- Preparing Capital Improvement Program Information
- Obtaining quotes and project planning for various upcoming projects

Projects – Parks and Recreation

- Prepared for the boys' and girls' LAX tournament by lining fields, setting up information boards, preparing areas around the soccer fields
- Repaired soccer concession building that was damaged in a recent storm.
- Cleaned equipment for touch a truck.
- Repaired irrigation heads on soccer fields and sprigged and put sand in bare spots on soccer fields to encourage growth of Bermuda.
- Repaired fences on fields 6 and 8, edged all infields, painted scoreboard posts
- Cut down limbs that were hanging in trees.
- Started mulching along trail.
- Weeded flower beds, planted flower, mulched.
- Prepared athletic fields daily for play, as well as spraying for weeds and fertilizing
- Completed maintenance on greenspace including trimming trees, weeding, litter pickup
- Conducted repairs on several pieces of equipment

Facility and Rental Information

	Resident Usage/Rentals	Non-Resident Usage/Rentals	Attendance	Volunteer Hours
Community Center	584/2	334/5		
Goodlettsville Event Center	2	0		
Senior Adult Program			548	16
Shelters	28	24		
Fields				
Programs Requiring Registration			695	
Historic Mansker's Station				
Pleasant Green Pool	4	8	6512	
Tennis Courts				

Special Events

Special Event Applications Submitted:

- Baseball Little League District and State Tournaments
- TN LAX girl's lacrosse tournament- 2017

Event Applications Approved:

- Baseball Little League District- July 2nd-July 8th at Moss Wright Park Quad

- Baseball Little League State- July 16th-July 22nd at Moss Wright Park Quad
- TN LAX Tournament- June 24-25, 2017 at Moss Wright Park Soccer Complex

Events conducted in June:

- Experience Goodlettsville: June 4, 2016 at Moss Wright Park
- Country Music LAX Festival: June 4-5, 2016 at Moss Wright Park Soccer Complex
- Boy Scout Camp: June 6-10, 2016 at Moss Wright Park Shelter #3
- TN LAX Tournament: June 18-19, 2016 at Moss-Wright Park Soccer Complex
- Rock of Ages Bible Soccer Camp: June 21-23, 2016 at Moss Wright Park Football Fields
- TUSC Soccer Camp: June 27-July 1, 2016 at Moss Wright Park Football Fields

Events or programs conducted by P&R in June:

- Touch A Truck- June 10, 2016
- Movies In The Park- June 10, 2016
- Music on Main- June 16, 2016
- Fun Friday- June 24, 2016

Athletics

Current leagues operating in Goodlettsville parks

Goodlettsville Little League	Goodlettsville Girls Fast Pitch Softball
City of Goodlettsville Adult Softball	
City of Goodlettsville Adult Sand Volleyball	City of Goodlettsville T-Ball

of games

27 Games- Baseball	20 Games- Youth Softball
27 Games- Adult Softball	12 Games- Adult Sand Volleyball

of practices (broken down by sport)

122 Practices- Baseball	112 Practices- Youth Softball
48 Practices- T-Ball	

COMMUNITY DEVELOPMENT DEPARTMENT

Sub-group: Economic Development

Monthly Management Report: June 2016

Business Recruitment / Retention & Expansion

Worked with landowner, design and engineering team for new Candlewood Suites.

Worked with design and engineering team in regards to a new Holiday Inn Express.

Worked with design and engineering team in regards to a new Hampton Inn & Suites.

Worked with design and engineering team in regards to new Taco Bell.

Sent out packets of information and communicated with company real estate personnel in an effort to establish interest in the Goodlettsville market area for their companies to locate a business.

Worked with a retail developer on two separate parcels of land in the city.

Worked with various commercial real estate agents and property owners in an effort to get information on available property and buildings to add to data base and city website.

Worked with design and engineering team in regards to Main Street enhancements.

Worked with Design and Engineering team in regards to Conference Drive enhancements.

Worked with a businesses interested in building in Goodlettsville.

Worked with owner, design and engineering team interested in constructing an assisted living center in Goodlettsville.

Meetings Attended

Goodlettsville City Commission
Leadership Sumner

Goodlettsville Planning Commission

Planning and Development Services Department

June 2016

Summary of Month Activities:

Staff attended site developments meetings for the following projects:

- French Street 73 Acre property preliminary site development
- Cobblestone Development construction design changes
- Copper Creek Section 2 Phase 1 site improvement bond inspection

Staff attended the following inspections:

- 429 N. Main Street Preliminary day care center inspection
- 449 Moss Trail Preliminary fitness center inspection
- 812 Meadowlark Preliminary day care center Inspection

Staff attended the following administration meetings:

- Meeting with property owner regarding minor subdivision development on Madison Creek Rd.
- Meeting with City Attorney to discuss illegal residential occupancy and overgrown lot enforcement issues
- Connell Methodist Church Group presentation about new projects in the City.
- Staff meeting to discuss Town Center zone and zoning map and ordinance project.

Meetings Attended:

Goodlettsville Regional Planning Commission

Goodlettsville Sign and Zoning Appeals Board

Main Street Project progress meeting

Staff participated in the Leadership Goodlettsville Program

Nashville Metropolitan Planning Organization Technical Coordinating Committee

Beer Board Meeting regarding 903 Rivergate Parkway New Business

City Engineer

It has been a great start getting settled in here at Goodlettsville. Since beginning May 23 I have become a new resident of Goodlettsville. Being a part of the community gives me an added interest in making sure Goodlettsville gets the highest degree of services possible at the most economical cost when it comes to capital improvements. I am excited about all the things that will serve to make our town the best it can be. This monthly forum will keep you informed of ongoing and upcoming projects and provide updated information on where we are with projects as they progress from the planning phase into design and become reality. Here is a sampling of what we currently are working on to enhance our town's livability.

Main Street Enhancements

This 12 million dollar project is 80 percent grant and will extend over the next two and one half years. Its purpose is to change the look and feel of the heart of Goodlettsville. The aim of this project is to make the center section of town a more walkable and inviting place to shop and mingle. The project is in the preliminary phase of design and should be ready for public comment soon.

Sidewalks Additions

In conjunction with the Main Street project the city is preparing a series of projects to enhance walkability throughout Goodlettsville. Budgets are being set to add sidewalks along certain sections of the main thoroughfares in the city such as Loretta Drive, Caldwell Drive, Rivergate Parkway and Northcreek Boulevard. These projects will seek to link residential areas with commercial and recreational areas and provide fill in for some of the disconnected commercial developments within the city.

Conference Drive Improvements

The Conference Drive corridor is the southern entrance to our city. The need for this road to look and feel inviting is imperative to bringing visitors and businesses into Goodlettsville. The preliminary design documents of this half million dollar, 80 percent grant project are complete and are awaiting the start of phase two of the signalization upgrades to finish.

Signalization Upgrades

Phase One of the signal coordination is complete and got things started to help traffic move smoother on Long Hollow Pike and Conference Drive. Phase two will provide upgrades to coordinate and improve traffic flow on Conference Drive, Long Hollow Pike and Main Street. This 2 million dollar, 100 percent grant has just begun design and will extend over the next 18 months.

Drainage Improvements

With the implementation of the storm water utility in 2013, the city is now able to address some of the drainage system problems that currently exist in Goodlettsville. Area drainage issues are being identified and earmarked for projects as funds become available. These projects such as the Gateway neighborhood and Hollywood Street will improve flow to better distribute runoff in heavy rainfall with the purpose of flood prevention.

These are just a few of the things that are being done. In addition to this, there are the daily needs of supporting the city staff with engineering design and planning for the future with our 5 year Capital Improvement Plan (CIP). I am really looking forward to building a community we can all be proud of here in Goodlettsville. Please feel free to contact me if you have any comments or concerns. I can be reached at:

Greg Edrington, PE

City Engineer

105 South Main Street

Goodlettsville, TN 37072

Office Phone: 615.851.3461

gedrington@goodlettsville.gov

Goodlettsville Codes Department Activity Report June 2016

DEPARTMENT OF 4 EMPLOYEES:

Larry DiOrio-Codes Director/Fire Marshal
 Mike Bauer-Senior Inspector/Fire Marshal
 Kerry Jackson/Property Standards
 Rhonda Carson-Administrative Assistant/Permit Technician

The purpose of the Codes Department is ensure that all citizens and contractors are assisted concerning the issues of: Building Codes and Safety, Fire Marshal Duties, and Property Maintenance Codes. The duty of this department is to inspect and enforce these regulations in a certified and professional manner.

<u>Activity</u>	<u>Scope of Activity</u>	<u>Total Monthly</u>
Issuing of Permits	Building(Commerc. & Resid.), Burn, Demolition, Blasting, Sign, Fireworks, Pool, Yard Sale	52 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	4 inspections
Fire Investigations	Duties of Fire Marshal involving fires in the city limits	1 investigations
Building Inspections	Building Related	55 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	79 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	14 inspections
Signs Removed	Illegal signs removed from city limits	37 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	6 hrs./testing inc.
Storm Water Training	EPSC training and certification	0 hours
Fire Inspection Training	L. DiOrio and M. Bauer required training on Fire Code (Arson Training)	4 hours
Property Maint. Liens	Unpaid property maint.issues including grass cutting, demo of unsafe structures, etc.	0
Building and Codes Report	Report issued monthly for permit information-listed on City website	1 Report
Sumner County Impact Fee	Collect and Distribute Tax collected for Sumner County New Residential Homes	12
Flood Event/FEMA	M. Bauer assisting flood properties and FEMA requirements. Includes all documentation	Completed project
Issuing of Addresses	Assisting Metro/Davidson County 911 with assigning addresses for the city	2 address
Plan Reviews	In-house plan review by M. Bauer/Assisted also with outsourced plan reviews	5 properties
Storm Water Report	Monthly Storm Water Report for Administrative Building/	1 Report
Unsafe Structure Abatement	Demolition of unsafe structure	1 structure
Citations to Court	Municipal Code Violations	1 citation
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	daily

Goodlettsville Codes Department Building Report June 2016

<u>Permit</u>	<u>Date</u>	<u>Cost</u>	<u>Map</u>	<u>Parcel</u>	<u>Lot</u>	<u>Address</u>	<u>Owner</u>	<u>Contractor's License</u>	<u>Type Str</u>	<u>County</u>
New Residential										
20160122	06/02/2016	453,512.00			86	807 Cordell Court	Meritage Homes	58003	New Residential	Sumner
20160123	06/02/2016	323,497.00			90	731 Burgess Dr.	Meritage Homes	58003	New Residential	Sumner
20160124	06/03/2016	320,965.00			186	662 Fall Creek Circle	Meritage Homes	58003	New Residential	Sumner
20160125	06/03/2016	331,780.00			181	684 Fall Creek Circle	Meritage Homes	58003	New Residential	Sumner
20160126	06/03/2016	453,512.00			91	735 Burgess Dr.	Meritage Homes	58003	New Residential	Sumner
20160143	06/17/2016	327,611.00			173	667 Fall Creek Circle	Meritage Homes	58003	New Residential	Sumner
20160144	06/17/2016	323,496.47			94	747 Burgess Dr.	Meritage Homes	58003	New Residential	Sumner
20160145	06/17/2016	312,756.54			172	661 Fall Creek Circle	Meritage Homes	58003	New Residential	Sumner
20160153	06/22/2016	392,638.55	26.13		33	811 Wren Road	Meritage Homes	58003	New Residential	Sumner
20160156	06/24/2016	327,611.50			105	310 Old Stone Rd.	Meritage Homes	58003	New Residential	Sumner
20160157	06/24/2016	380,871.35			89	727 Burgess Dr.	Meritage Homes	58003	New Residential	Sumner
20160158	06/24/2016	334,032.60			106	306 Old Stone Rd.	Meritage Homes	58003	New Residential	Sumner
20160127	06/03/2016	349,229.60			28	714 Burgess Dr.	Meritage Homes	58003	New Residential	Sumner
Total		4,631,513.61								
New Commercial										
Total		0.00								

Additions & Remodeling

20160118	06/01/2016	0.00			26	711Rivergate Pkwy.	Ace Auto Care	Owner	Fire/Life Safe Permit	Davidson
20160119	06/01/2016	2,000.00	18.03		26	408 Isaac Dr.	Raymond Hill	Homeowner	Carport	Davidson
20160120	06/01/2016	500.00	142		8	845 Springfield Hwy.	John Runion	Owner	Commercial Remodel	Sumner
20160121	06/02/2016	21,000.00	141		75	949 Louisville Hwy	Waffle House	20281	ADA Parking	Sumner
20160128	06/06/2016	1,000.00	19.13		35	112 Myers St.	Ray Goodboo	Homeowner	Carport	Davidson
20160130	06/08/2016	-	26.10		136	401 Cartwright	Krystal	Owner	Temporary Sign	Davidson
20160131	06/14/2016	1,000.00	26.06		106	106 Swanton Court	Kimbrough	Owner	Cover Deck	Davidson
20160132	06/09/2016	100,500.00	25.04		149	117 French Street	BF Myers	65105	Roof Permit	Davidson
20160135	06/15/2016	500.00	26.13		23	711 rivergate Pkwy.	Ace Auto Care	Owner	Sign	Davidson
20160137	06/15/2016	11,000.00	18.7		121	204 Charleston Dr.	Curtis Stokes	Homeowner	Carport	Davidson
20160139	06/16/2016	1,000.00	19.14		14	123 Northcreek Blvd.	Kroger	Signmasters	Sign/Western Union	Davidson
20160140	06/17/2016	0.00	25.04		71	121 French St.	BF Myers	Owner	Tent Permit	Davidson
20160146	06/20/2016	6,000.00	33.13		203	403 Janette Ave.	Armstrong	Homeowner	Acces. Building	Davidson
20160147	06/20/2016	57,850.00	140		9	3057 Patton Branch Rd.	Frank Duncan	Owner	Acces. Building	Sumner
20160148	06/20/2016	7,000.00	33.4		37	207 Nathan Dr.	Scott Kilbury	Owner	Pool	Davidson
20160149	06/21/2016	4,000.00	26		104	900 Conference Dr. suite C	CrossRoads Medical	Sign Me Up	Sign	Davidson
20160150	06/22/2016	5,000.00	143		11	609 Clifton Dr.	Skipworth	Owner	Pool	Sumner
20160152	06/22/2016	75,000.00	143A		21	908 W. Cynthia Trail	Kathy Meadows	62969	Pool	Sumner
20160154	06/23/2016	900.00	33.16		44	116 Marita Ave.	Cruz	Homeowner	Acces. Building	Davidson
20160155	06/23/2016	7,000.00	25.3		2	520 Moncrief Ave.	John Hunt	Homeowner	Acces. Building	Davidson
20160159	06/27/2016	3,000.00	25.8		83.1	602 S. Main Street	Boost Mobile	Jarvis Signs	Sign	Davidson
20160160	06/27/2016	23,000.00	25.04		13	201 West Cedar	Amrullah Sharifi	Homeowner	Residential Remodel	Davidson
20160161	06/28/2016	10,000.00	19.14		16	100 Northcreek Blvd.	Baymont Inn	Clover Signs	Sign	Davidson
20160164	06/28/2016	40,000.00	18		97	235 New Brick Church Pike	Donald Buchanan	Homeowner	Acces. Building	Davidson
Total		377,250.00								

Total New Residential 4,631,513.61
 Total New Commercial 0.00
 Total Add/Remodels 377,250.00
 Total All Permits 5,008,763.61

Single Family Dwellings
 Davidson
 Sumner
 Total

1
 12
 13

Contractor's

License

Type Str

County