



City Manager Report: July 2016

Distributed: August 18, 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:

Fireman's Foam was a hit once again at this year's 4th of July Celebration at Moss-Wright Park.

Management

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August 17, 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 July, 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".

Tim Ellis, City Manager

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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: July, 2016

Legislative Accomplishments

- Board of Commissioners took action on the following ordinances:
 - Approved Ordinance 16-867, an ordinance to amend the zoning ordinance to include a donation bin as an accessory use of commercial and industrial developments and high density residential projects.
 - Approved Ordinance 16-868, an ordinance to amend Ordinance 06-674 as amended, the zoning ordinance of the City of Goodlettsville, by amending language relative to accessory structures.
 - Approved Ordinance 16-869, an ordinance to amend Ordinance 06-674 as amended, the zoning ordinance of the City of Goodlettsville, to include conditional use provisions for community gardens in commercial and industrial zoning districts.

- The Board of Commissioners also took action on the following resolutions:
 - Approved Resolution 16-692, a resolution annexing a section of Allen Road right-of-way by the City of Goodlettsville, Tennessee.
 - Approved Resolution 16-693, a resolution adopting a plan of service for annexation of a section of Allen Road right-of-way.
 - Approved Resolution 16-694, a resolution approving a professional services contract for design and documentation preparation for traffic signalization projects funded through a CMAQ (Congestion Mitigation and Air Quality) Grant.
 - Approved Resolution 16-695, a resolution declaring certain property surplus to the needs of the City of Goodlettsville and calling for its disposal by online auction or any other reasonable manner.
 - Approved Resolution 16-696, a resolution declaring July as National Parks and Recreation Month.
 - Approved Resolution 16-697, a resolution establishing semi-annual city-wide clean up days at the Goodlettsville Public Works Department's convenience center at no charge.

- Approved Resolution 16-698, a resolution establishing a process for a capital improvement program for the City of Goodlettsville.
- Approved Resolution 16-699, a resolution declaring Saturday, August 6 Ride4Gabe Day to End Duchenne.

Other Items Considered by the Board

None

Legislative Matters Forthcoming

- Resolution declaring property surplus.
- Ordinances amending the zoning ordinance regarding the interchange overlay district and roadway access drives.

Commissions and Boards

- **Planning Commission**
 - Approved request to rezone the .28 acre property at the corner of Springfield Highway/Hwy 41 and Forks Road to remove the INT, Interchange Commercial District overlay from the CS, Commercial Services property zoning designation. Property is referenced as Sumner County Map 142, Parcel 6.03. Property Owner: Glenda Tinnin.
 - Conditionally approved final master plan for seventeen (17) lots on Sydney Drive. Property is zoned MRPUD, Medium Density Residential Planned Unit Development. Property is referenced as a portion of the 57.80 acre property referenced as Sumner County Map 143. Property Owner: Meritage Homes of Tennessee Inc. Conditions are listed in Planning Minutes.
 - Approved a minor amendment to the final master plan regarding private street design installation requirements. Property is zoned HDRPUD, High Density Residential Planned Unit Development. Property is referenced as Davidson County Map/Parcel #034010E90000CO and is located at 604 Cobblestone Drive. Property Development: Music City Investments, LLC. Property Owner: O.I.C. Cobblestone Townhomes.
 - Conditionally approved a site plan for a 1,261 sq. ft. building addition at 108 Memorial Drive. Property is zoned CSL, Commercial Services Limited and is within the CCO, Commercial Core Overlay. Property contains .37 acres and is

referenced as Davidson County Map/Parcel #02504008700. Goodlettsville Masonic Lodge. Conditions are listed in Planning Minutes.

- Approved recommendations to amend the Zoning Ordinance regarding off street parking lot design standards and access control and the Commercial Core Overlay District to include a Town Center.
 - Discussed a proposed car wash, a proposed property subdivision on North Creek Boulevard, and an amendment to the Planning Commission By-Laws.
- **Board of Zoning Appeals**
 - The Board of Zoning Appeals did not meet during the month of July.
 - **Beer Board**
 - Approved an on-site permit for Lavonia Ann Smith, owner of Here Piggy Piggy Breakfast and BBQ located at 845 Springfield Highway.
 - **Industrial Development Board**
 - Industrial Development Board met during the month of July but no action items were considered.
 - **Parks, Recreation & Tourism Advisory Board**
 - Parks, Recreation & Tourism Board met during the month of July but no action items were considered.

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 Manskers and Madison Creeks.
- City-wide Beautification.
- CMAQ Projects.

Marketing & Public Relations Manager Report: July 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:

- Update on Fireworks Schedule for City's July 4th Event - rain issue
- Business Journal's Look Who's on the Move: Allison Baker recognized for her coordination of the Goodlettsville Ambassadors Program
- Goodlettsville Ambassador Training
- Open Registration for Goodlettsville Fall Adult Softball League
- City of Goodlettsville's Imagination Playground Grand Reveal & Open Play Session
- Study Session Discussion Items and Meeting Agenda for July 14 and July 28 meetings
- Planning and Zoning and Beer Board Meetings Posted for Online Viewing
- City Manager's Monthly Report for June 2016 is Posted
- Shared news/events: Fire Dept. post from WKRN, "Goodlettsville Firefighters save baby deer" / Parks Dept. post about Fun Friday events "Living & Working in Space" and "Olympic Day & Kids Adventure Race"

Meetings/Events/Admin

- Demo with TV Eyes - program that scans media for mention of Goodlettsville
- GIST breakout committee meeting
- Ribbon cutting at B.F. Myers
- Marketing meeting with Deb Varallo and Carly Duckett
- GIST committee meeting
- TV Eyes training
- Performed website administrator job functions as needed: developed and reviewed web content.

Finance and Administration Monthly Report

July 2016

FINANCE

- Met with representatives from RJYoung and City Staff to discuss document imaging
- Attended a ribbon cutting for new showroom at BF Myers
- Met with City Manager and Chamber to discuss potential joint projects
- Conducted a meeting with the employee cookout committee
- Submitted quarterly payroll reports to the IRS and State Unemployment
- Worked with TMBF on upcoming bond issue for the funding of the Main Street Project
- Worked with Commander Okert and Lease One on purchase of budgeted police vehicles
- Visited MSUD with PW Staff to discuss utility billing
- Administrative staff scheduled County Tax Relief officials to be at City Hall in September for Seniors
- Attended a workshop on the UT Institute for Public Service
- Began preparations for property tax statements
- Met with Karen Stephens, Parker and Parker, regarding upcoming audit
- Continued FYE close and annual audit work

HUMAN RESOURCES

- Year-end reports in INCODE – July 1.
- July 7 – meeting with middle TN TMPA group
- July 21 – starting annual meetings with employees about benefits. One on one meetings.
- Coordinated Employee of the month luncheon – July 29.
- Hired: 1 Utility Worker at Public Works, 1 Admin Ast at City Hall and 2 PT Firefighters.
- Terms during the month: 1 Crew leader at the park quit.
- Worker's Compensation accidents in the month: one tendinitis hand injury.
- Full-time employees: 131 Part-time employees: 57.
- Job opening: Utility Worker II at the Park.

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

UNASSIGNED FUND BALANCE

Operating Fund	Current Month	Budget 06/30/2017	%
General Fund	3,537,952	2,090,841	169%
Sanitation	350,558	126,941	276%
Tourism	1,210,489	393,588	308%

CASH IN BANK

General Fund	5,778,608
Sanitation	2,807
Tourism	1,210,093
Sewer	11,281,850
Stormwater	1,702,880
Total Cash	19,976,238

SALES TAX COLLECTIONS

Month Received	Sumner Current Year	Sumner 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
July 2016 (Unaudited)**

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	111,737	111,737	14,268,943	0.78%
General Fund	Expenditures	608,598	608,598	16,428,844	3.70%
Net Increase/Decrease		(496,861)	(496,861)	(2,159,901)	
Sanitation Fund	Revenues	87,322	87,322	925,450	9.44%
Sanitation Fund	Expenditures	3,400	3,400	896,002	0.38%
Net Increase/Decrease		83,922	83,922	29,448	
Tourism	Revenues	71,823	71,823	624,300	11.50%
Tourism	Expenditures	0	0	713,543	0.00%
Net Increase/Decrease		71,823	71,823	(89,243)	
Sewer	Revenues	513,994	513,994	5,945,300	8.65%
Sewer	Expenses	62,017	62,027	5,829,573	1.06%
Net Increase/Decrease		451,977	451,967	115,727	
Stormwater Utility	Revenues	77,424	77,424	932,000	8.31%
Stormwater Utility	Expenses	7,075	7,075	1,985,555	0.36%
Net Increase/Decrease		70,349	70,349	(1,053,555)	

OPERATIONS EXPENDITURE SUMMARY

<u>General Fund Operating Dept</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	<u>% of Budget</u>
General Government	80,023	80,023	1,675,388	5%
Community Development	47,806	47,806	794,309	6%
Police	190,676	190,676	5,154,049	4%
Fire	86,065	86,065	2,172,209	4%
Hwys & Streets	42,479	42,479	2,109,045	2%
Parks/Recreation	107,597	107,597	2,407,618	4%
Miscellaneous	53,952	53,952	2,116,224	3%
Total General Fund Expenditures	608,598	608,598	16,428,842	4%



NEW BUSINESS LIST JULY 2016

- | | | |
|-----|---|---|
| 1. | Jarrett Builders
1106 Lebanon Pike | Richard Hines 615-515-1270
Lic. Issued 7.5.2016 |
| 2. | Countess' Pen
1405 Rivergate Meadows Drive | Jessica Contessa Dent 574-252-1972
Lic. Issued 7.12.2016 |
| 3. | F&H Handyman Services
210 Old Brick Church Pike | Forrest Cartwright 615-305-8327
Lic. Issued 7.14.2016 |
| 4. | Azalea Pristine Clean
221 Connell Street | Jose Ramirez 616-340-7183
Lic. Issued 7.15.2016 |
| 5. | Auntie Kellie's Dog Spa & Grooming
223 Connell Street | Kellie Burnett 615-618-8186
Lic. Issued 7.18.2016 |
| 6. | Action Dirt Work
117 Draper Drive | Dustin Harper 615-480-4203
Lic. Issued 7.19.2016 |
| 7. | Quality Roofing Contractors of Southeast
Missouri, Inc.
9350 State Highway C | Susan Abmeyer 573-738-3475
Lic. Issued 7.25.2016 |
| 8. | The Ascend Group, LLC
833 Wren Road | Ralph Parten 615-248-8105
Lic. Issued 7.25.2016 |
| 9. | Pinnacle Conference Drive LLC
DBA: Hampton Inn & Suites Goodlettsville
860 Conference Drive | Dan Gokal 615-429-7502
Lic. Issued 7.28.2016 |
| 10. | La Familia
845 Springfield Hwy | Rebecca Hernandez 615-568-9657
Lic. Issued 7.29.2016 |
| 11. | Valentin's Retreat
464 Moncrief Avenue | Dania McVicker-Vernali
Lic. Issued 7.29.2016 |

NEW BEER PERMITS JUNE 2016

- | | | |
|----|---|---|
| 1. | Here Piggy Piggy Breakfast & BBQ
845 Springfiled Highway | Lavolia Ann Smith 615-243-3884
Lic. Issued 7.13.2016 |
|----|---|---|

MONTH OF JULY 2016**MONTHLY MANAGEMENT REPORT****COURT**NUMBER OF CITATIONS ISSUED IN JULY 2016 - 314NUMBER OF DEFENDANTS APPEARING IN COURT

JULY 12	9:00	A.M.	78
JULY 12	1:00	P.M.	43
JULY 19	1:00	P.M.	48

TOTAL FOR MONTH

JULY 19	8:30	A.M.	20
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CONTESTED COURT SESSIONNUMBER OF NON-TRAFFIC CITATIONS (i.e. codes / misdemeanors violations)

CODES	1
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MISDEMEANORS	0
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NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL	89
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EIGHT HOUR SCHOOL	10
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Goodlettsville Police Department

Chief Goodwin's Monthly Report

July 2016

July 8th Chief Goodwin attended the ribbon cutting at B. F Meyers for their Magnolia Homes Collection. July 12th Chief Goodwin, Commander Cherry and Sgt. Deloach attended the Charleston Square Neighborhood Watch meeting. July 14th Commander Cherry and Sgt. Deloach attended the Twelve Stones Neighborhood Watch meeting. July 18th Sgt. Deloach was present for Music on Main. July 20th Commander Okert attended the Drug Task Force meeting. July 23rd Commander Cherry attended the Gateway Neighborhood Picnic. July 26th – 29th Chief Goodwin attended the Tennessee Association of Chiefs of Police Conference in Chattanooga, Tennessee. July 26th Commander Cherry and Sgt. Deloach attended the Seniors meeting at the GEC and presented information on responding to road rage incidents. July 28th Commander Cherry did a station tour for a group of preschoolers.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of July and 35.4 pounds of unwanted pharmaceuticals were deposited. Since its use 664.4 pounds of unwanted pharmaceuticals have been deposited.

In review of the TIBRS data comparing July 2016 to July 2015 Crime Against Person increased from 15 to 21 a 28.58% increase, and Crime Against Property decreased from 69 to 63 an 8.7% decrease and overall we were even at 84 incidents. Our UCR total for the month was an 18% increase from 41 to 50 incidents. Our total for the year is a 7.26% increase in UCR Crimes.

Our proactive efforts were slightly off for the month of July. Our officers made 770 Traffic Stops and 10 Terry Stops. They made 67 Traffic Arrests and 5 DUI Arrests. From these Traffic Stops resulted 3 Felony charges, 76 Misdemeanor charges, and 13 warrants were served. They had 20 drug confiscations (11 from traffic stops). They issued 14 Misdemeanor Citations, made 71 Physical Arrests with 41 Misdemeanor charges and 12 Felony charges. They made 8 Juvenile Misdemeanor Arrests, 2 Juvenile Felony Arrests, issued 2 Juvenile Citations and 2 Curfew charges.

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 11 Warrant Service Attempts. They served 10 Felony Warrants and 25 Misdemeanor Warrants.

Our officers continue to check our apartments, neighborhoods, businesses and parks. They conducted 210 apartment checks, 496 checks of neighborhoods, 403 businesses checks and 238 park checks. They had 911 Community Contacts. They issued 272 Park Smarts and found 3 Open Doors.



JULY TIBRS

TIBRS Group A Offenses

	2016 Offenses Reported	2015 Offenses Reported
Crimes Against Persons	21	15
Murder	0	0
Negligent Manslaughter	0	0
Kidnaping/Abduction	0	0
Forcible Rape	0	0
Forcible Sodomy	0	0
Sexual Assault W/Object	0	0
Forcible Fondling	1	0
Incest	0	0
Statutory Rape	0	0
Aggravated Assault	4	1
Simple Assault	13	12
Intimidation	3	2
Stalking	0	0
Crimes Against Property	63	69
Arson	0	0
Bribery	0	0
Burglary	3	3
Counterfeiting/Forgery	0	3
Destruction/Damage/ Vandalism	10	16
Embezzlement	2	2
Extortion/Blackmail	0	0
Fraud - False Pretenses	2	5
Fraud - Credit Card/ATM	0	0
Fraud - Impersonation	1	1
Fraud - Welfare	0	0
Fraud - Wire	0	0
Motor Vehicle Theft	1	0
Robbery	1	1
Stolen Property Offenses	1	0
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	26	13
Theft From Building	7	3
Theft From Coin Machine	1	0
Theft From Motor Vehicle	2	15
Theft of Motor Vehicle Parts	1	3
Theft - All Other Larceny	5	4
Total Group A Offenses	84	84

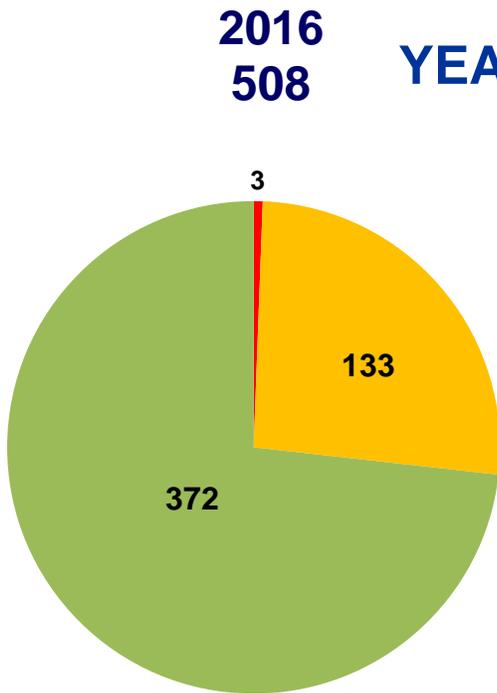
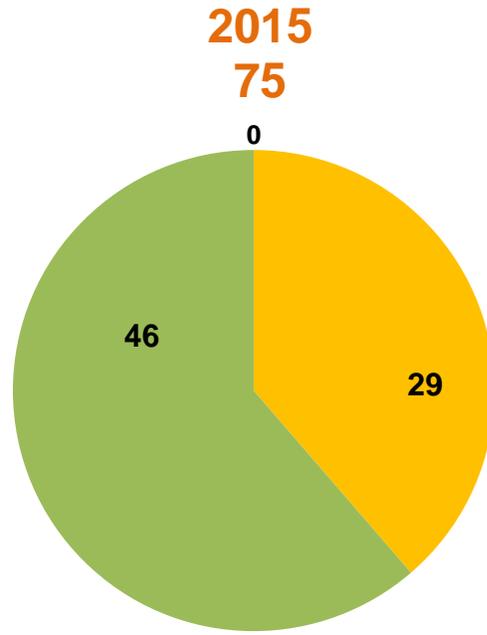
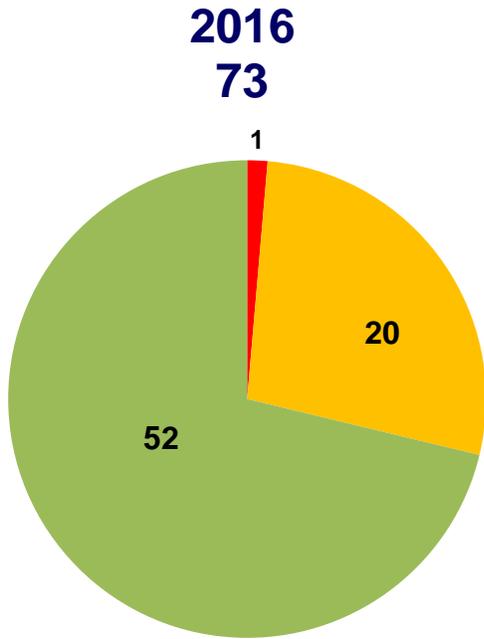
YTD TIBRS - 2016 VS 2015

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	JUL 2016	JUL 2015	2015 Offenses TOTAL	% CHANGE
Crimes Against Persons	110	16	15	14	14	13	15	17	18	15	17	14	18	21	15	112	-1.79%
Murder	0	0	2	0	0	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	0	0	NC
Kidnaping/Abduction	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	-100.00%
Forcible Rape	2	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	NC
Forcible Sodomy	1	0	0	1	0	0	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	0	0	1	-100.00%
Forcible Fondling	3	2	0	0	0	0	1	0	0	0	0	0	0	1	0	1	200.00%
Incest	0	0	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	0	0	NC
Aggravated Assault	19	2	5	6	4	1	3	0	2	2	1	4	4	4	1	20	-5.00%
Simple Assault	71	11	8	5	8	10	9	15	12	12	12	8	10	13	12	71	0.00%
Intimidation	13	1	0	1	2	2	2	2	4	3	2	1	3	3	2	15	-13.33%
Stalking	1	0	0	0	0	0	0	0	0	0	1	1	0	0	0	1	0.00%
Crimes Against Property	446	65	82	54	44	64	65	69	52	68	55	63	63	63	69	430	3.72%
Arson	0	0	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	0	0	NC
Burglary	24	5	6	0	3	4	5	4	6	3	5	5	9	3	3	37	-35.14%
Counterfeiting/Forgery	17	3	2	1	0	1	3	0	0	6	2	6	3	0	3	13	30.77%
Destruction/Damage/Vandalism	50	5	11	6	7	6	7	10	10	10	4	3	2	10	16	57	-12.28%
Embezzlement	10	2	2	1	2	3	4	1	0	1	1	0	4	2	2	15	-33.33%
Extortion/Blackmail	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Fraud - False Pretenses	24	3	11	2	3	4	6	1	0	5	4	7	3	2	5	32	-25.00%
Fraud - Credit Card/ATM	4	2	1	0	1	0	0	0	0	1	0	1	0	0	0	2	100.00%
Fraud - Impersonation	13	2	1	3	4	3	6	1	1	0	2	3	1	1	1	16	-18.75%
Fraud - Welfare	0	0	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	0	0	1	0.00%
Motor Vehicle Theft	18	4	1	3	1	1	1	2	2	0	2	2	1	1	0	8	125.00%
Robbery	4	0	4	1	0	0	0	1	1	0	3	1	3	1	1	12	-66.67%
Stolen Property Offenses	5	0	0	0	0	0	0	0	0	0	0	4	0	1	0	0	NC
Theft - Pocket-picking	0	0	0	0	1	0	0	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	0	0	NC
Theft - Shoplifting	160	21	30	22	11	27	17	31	14	19	20	14	19	26	13	124	29.03%
Theft From Building	50	12	7	8	4	7	6	5	8	3	4	8	10	7	3	42	19.00%
Theft From Coin Machine	3	1	0	0	2	0	0	1	0	0	1	0	0	1	0	3	0.00%
Theft From Motor Vehicle	32	2	4	3	4	4	2	7	5	8	4	6	4	2	15	38	-15.79%
Theft of Motor Vehicle Parts	9	2	0	1	0	0	4	4	3	1	2	0	1	1	3	13	-30.77%
Theft - All Other Larceny	22	1	2	2	0	4	4	1	2	6	1	3	3	5	4	16	37.50%
Total Group A Offenses	556	81	97	68	58	77	80	86	70	83	72	77	81	84	84	542	2.58%

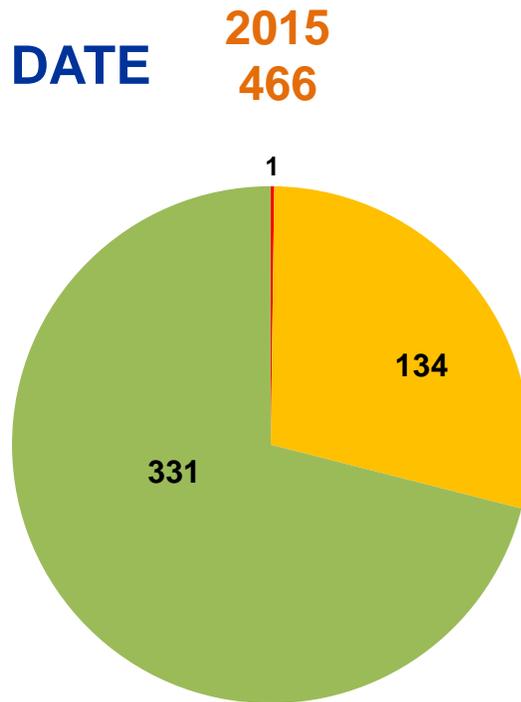


JULY TRAFFIC CRASHES

■ Fatal ■ Injury ■ Property Damage



YEAR TO DATE





**JULY COMPSTAT
WEEKS 27 THRU 30**

	2016 CURRENT	2015 CURRENT	2016 YTD		2015 YTD		% change	2015 TOTAL
Murders	0	0	YTD	0	YTD	2	-100.00%	2
Rape	0	0	YTD	1	YTD	1	0.00%	6
Robbery (Commercial)	0	1	YTD	0	YTD	7	-100.00%	12
Robbery (Street)	1	0	YTD	7	YTD	6	16.67%	9
Aggravated Assault	2	3	YTD	16	YTD	18	-11.11%	26
Aggravated Assault - Dom Viol	1	1	YTD	7	YTD	7	0.00%	12
Burglary (Commercial)	1	2	YTD	7	YTD	15	-53.33%	22
Burglary (Residential)	3	1	YTD	20	YTD	23	-13.04%	45
Auto Burglaries	2	15	YTD	30	YTD	35	-14.29%	74
Larceny	14	6	YTD	81	YTD	71	14.08%	139
Shoplifting	25	12	YTD	155	YTD	124	25.00%	233
Motor Vehicle Theft	1	0	YTD	16	YTD	8	100.00%	16
Total Offenses	50	41	TOTAL YTD	340	TOTAL YTD	317	7.26%	596



Summary of Month's Activities – July 1 – July 31, 2016

Fire Operations

The Department responded to 307 calls for service in the month of July.

Fire Administration

Chief's Comments:

In July the Department conducted a revitalization of an old tradition of cooking and selling BBQ in support of the Children's Christmas Fund. In its 30th year, this worthwhile charity hopes to make Christmas 2016 a magnificent event for a group of local children.

In regular business we continued annual flow testing and tri-annual painting of fire hydrants on the Sumner County side of the city. The extreme heat has slowed this project but we expect to be finished in the Month of August. Goodlettsville is served by two different water districts and Madison Suburban services the hydrants on the Davidson County side.

We supported and fellowshiped with three different Fire Chiefs organizations in July. The North of Nashville Chiefs, the Middle TN Chiefs, and the TN Fire Chiefs associations all have different goals and levels of influence in TN and we are proud to associate with all of them. In this vein, the members are actively involved in planning and support for a large National Fire Conference coming to Nashville for the first time in October.

The Department is in talks with a developing private organization shaping up to be called GoodWorks whose aim is to provide support to Emergency Services in Goodlettsville with volunteer personnel from the Community. Stand by for developments and opportunities to participate in the coming months.

The Department has been actively involved with the opening of the new Middle School and assisted with Emergency planning and Fire Watch duties before the alarm system came on line.

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. 615-851-2245.

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 - 423.64

Public Education Hours - 85

JULY MAINTENANCE

Scheduled Services

19 Repairs

Special Projects

Work ongoing to make changes to our radios

Work continues with the MSA packs and the SCBA committee making sure we have acquired all needs

Outstanding Issues

Prep for Pump Test

Prep for Ladder Test

Cost Savings

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

1 Building Repairs

Fire Special

Training hours- HIPPA,

On duty as FF and on Engine a few days to fill in

July 4th Celebration- Fireman's Foam and Fireworks

Conducted Fire Hall Tours

**Goodlettsville Fire Department
Incident Report / Incident Totals**

Jurisdiction 19226 July 1, 2016 through July 31, 2016
(NFIRS Report)

Total Calls 307

CATEGORY	TOTALS	CATEGORY	TOTALS
Structure Fires	3	Hazardous Calls	19
Vehicle Fires	3	Service Calls	15
Brush/Grass Fires	0	Good Intent Calls	33
		Cover Assignment, Standby, Moveup	0
Overpressure Rupture /Explosion	0		
Refuse/Rubbish Fires	0	System Malfunction, Malicious False	6
Other Fires	5	Unintentional False	19
Special Incident Type - Weather	2	Other False	12
Total Fires	13	Total False	37

Rescue and EMS	190	Weather Related	0
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(Vehicle Accidents with Injuries 20)

Automatic Aid Received	4	Incidents with Exposures	0
Automatic Aid Given	71		

Fire Service Injuries	0	Fire Dollar Loss	
Non-Fire Service Injury	0	Property	7000.00
Fire Service Death	0	Contents	4000.00
Non-Fire Service Death	0		
Fire Civilian Injuries	0	Non-Fire Dollar Loss	0.00
Non-Fire Civilian Injuries	0	Property	0.00
Fire Civilian Deaths	0	Contents	0.00
Non-Fire Civilian Deaths	0		

Public Works Report – July 2016

SOLID WASTE:

- Convenience Center solid waste collected: 27.20 tons
- Solid waste tonnage collected: 398.79 tons
- Recycled materials collected: 36.61 tons
- PIT Construction & Debris: 120 cy
- Bulk Item Pick Ups: 33
- Cart Repairs: 52
- New Cart Deliveries: 31

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
- FLOW MONITORING OF DRY CREEK AND RIVERGATE BASINS
- RAINFALL FOR MONTH: 9.04”
- WORKED 152 TN ONE CALLS

STREETS:

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

- Overlay Paving was performed on Williamson Road, Hitt Lane (Low Water bridge Area), Dorr Drive (paved small section at end nearest New Brick Church), Roanoke, Cerro Vista.
- Prepped for Paving on Watts Lane, Moss Trail, and Old Brick Church Pike.
- Contracted for culvert replacements on Windsor Trace.

STORM WATER:

Miles of Roadway Swept within City	0
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
- MS4 Meeting
- Slaters Creek Meeting
- Vol State Meeting (Streamwatch)
- Chamber of Commerce Luncheon
- GIS, GPS, ESRI Training



July 2016

Projects - Administration

- Streambank Stabilization in Moss-Wright Park (out to bid in August)
- Put Gateway Park Playground and Independence Day Fireworks out to Bid
- Prepared for the Independence Day Celebration
- Obtained quotes and project planning for various upcoming projects

Projects – Parks and Recreation

- Coordinated projects for the Tennessee Promise Volunteer Day
- Prepared for the Independence Day Celebration
- Repaired irrigation lines and heads
- Mowed grass and trimmed
- Trimmed trees and bushes
- 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	552/4	420/2		
Goodlettsville Event Center	5	1		
Senior Adult Program			715	26
Shelters	22	17		
Fields				
Programs Requiring Registration			612	
Historic Mansker's Station			193	77.25
Pleasant Green Pool	8	8	4901	
Tennis Courts				

Special Events

Special Event Applications Submitted:

- Rhythm's In The Park- Long Hollow Baptist Church
- Southeastern GMC/Chevy Truck Nationals Show-2017

Event Applications Approved:

- Rhythm's In The Park- Long Hollow Baptist Church- July 28th (**CANCELLED DUE TO RAIN**)

Events conducted

- 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
- 4 Mile Classic- July 23rd at Moss-Wright Park
- TUSC Soccer Camp: July 25th-29th, 2016 at Moss Wright Park

Events or programs conducted by P&R

- Independence Day Celebration- July 4, 2016
- Fun Friday- July 8, 2016
- Music on Main- July 21, 2016
- Fun Friday- July 22, 2016

Athletics

Current leagues operating in Goodlettsville parks for the month

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

of games

33 Games- Baseball	8 Games- Youth Softball
Games- Adult Softball	12 Games- Adult Sand Volleyball
23 Games- T-Ball	

of practices

122 Practices- Baseball	112 Practices- Youth Softball
10 Practices- Football	

COMMUNITY DEVELOPMENT DEPARTMENT

Sub-group: Economic Development

Monthly Management Report: July 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 a parcel 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
Goodlettsville GIST Committee

Goodlettsville Planning Commission

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.

Peay Park Splash Pad

This 600 thousand dollar project is 50 percent grant and will extend over the next two years. It will add a water feature at the location of the old baseball field in Peay Park. This will be the first phase in the revitalization of the City's oldest park.

Status: The grant award announcement has been released and the city is awaiting a contract with the state to begin design.

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.

Status: Project plans are in review by the city and scheduled to go to TDOT for preliminary review. Public input will occur sometime during the fall of 2016.

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 North Creek 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.

Status: The city is looking at the potential for grants on this work to reduce cost to the city. Budgeting and preliminary design are ongoing.

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.

Status: Documents are being prepared to satisfy the grant requirements. These documents will document the environmental impact of the proposed project in accordance with the National Environmental Protection Act (NEPA).

Sanitary Sewer Interceptor Improvements

These improvements funded by the city will eliminate the need for two costly pump stations in the Madison Creek drainage basins. This project will reduce maintenance and energy costs for the City's sewer collection department.

Status: The design is complete and ready to move to the bid phase this fall construction should be able to begin.

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.

Status: A project kickoff meeting established the project schedule and environmental impact documents of the proposed project are being prepared to satisfy the National Environmental Protection Act (NEPA).

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.

Status: The first phase of the Gateway Neighborhood drainage improvement scope documents are being prepared for bid and Hollywood Street drainage is being investigated for possible solutions.

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). 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

Planning and Development Services Department

July 2016

Summary of Month Activities:

Staff attended a site development meetings for the following project:

-Dry Creek Road development for the 2.34 Acre property between Dry Creek Pointe Subdivision and Alta Loma Road. The property has an existing master plan for a small scale townhouse development.

Staff attended the following inspections:

- 113 West Cedar Street- Preliminary food service retail and limited manufacturing business
- 114 North Main Street- Preliminary office and retail business
- Copper Creek Phase 2 Section 1 – Site development inspection with Public Works staff

Staff attended the following administration meetings:

- Staff met with Finance staff regarding a kick off meeting for the GIS, Geographic Information Systems computer software project.
- Staff met with other department staff regarding a preliminary special census project
- Staff met with City Engineer and a local traffic engineering company representative to discuss grant opportunities for greenway and sidewalk projects.

Meetings Attended:

Goodlettsville Regional Planning Commission

Main Street Project progress meeting

Sumner County Planners Quarterly Meeting in Gallatin

Goodlettsville Codes Department Activity Report July 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 Fire Marshal Duties, and Property Maintenance Codes. The duty of this department is to inspect and enforce these regulations in a certificate 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	46 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	7 inspections
Fire Investigations	Duties of Fire Marshal involving fires in the city limits	0 investigations
Building Inspections	Building Related	62 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	112 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	93 inspections
Signs Removed	Illegal signs removed from city limits	43 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	9hrs./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)	53 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	6
Flood Event/FEMA	M. Bauer assisting flood properties and FEMA requirements. Includes all documentatio Completed project	5 address
Issuing of Addresses	Assisting Metro/Davidson County 911 with assigning addresses for the city	2 properties
Plan Reviews	In-house plan review by M. Bauer/Assisted also with outsourced plan reviews	1 Report
Storm Water Report	Monthly Storm Water Report for Administrative Building/	0 structure
Unsafe Structure Abatement	Demolition of unsafe structure	2 citations
Citations to Court	Municipal Code Violations	daily
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	

Goodlettsville Codes Department Building Report July 2016

											<i>Contractor's</i>	
<i>Permit</i>	<i>Date</i>	<i>Cost</i>	<i>Map</i>	<i>Parcel</i>	<i>Lot</i>	<i>Address</i>	<i>Owner</i>	<i>License</i>	<i>Type Str</i>	<i>County</i>		
<u>New Residential</u>												
20160168	07/06/2016	377,041.00	N/A	N/A	93	743 Burgess Dr.	Meritage Homes	58003	New Residential	Sumner		
20160169	07/06/2016	377,041.00	N/A	N/A	92	739 Burgess Dr.	Meritage Homes	58003	New Residential	Sumner		
20160175	07/06/2016	682,566.00	25.03	11	N/A	500 Moncrief Dr.	Drees/Rodriguez	46955	New Residential	Davidson		
20160180	07/26/2016	311,179.00	N/A	N/A	175	675 Fall Creek Circle	Meritage Homes	58003	New Residential	Sumner		
20160181	07/26/2016	306,265.00	N/A	N/A	174	671 Fall Creek Circle	Meritage Homes	58003	New Residential	Sumner		
20160184	07/27/2016	306,265.32	N/A	N/A	177	683 Fall Creek Circle	Meritage Homes	58003	New Residential	Sumner		
20160185	07/27/2016	334,032.00	N/A	N/A	176	679 Fall Creek Circle	Meritage Homes	58003	New Residential	Sumner		
Total		2,694,389.32										
<u>New Commercial</u>												
Total		0.00										
<u>Additions & Remodeling</u>												
20160166	07/06/2016	20,000.000	18.16	10		435 N. Main St.	31 W. Liquors	56809	Commercial Remodel	Davidson		
20160167	07/06/2016	15,000.00	26.02	2		110 Northgate Dr.	Red Roof Inn	Signs Inc.	Sign Changeout	Davidson		
20160170	07/13/2016	500.00	142	8		845 Springfield Hwy.	Lavolia Smith	Owner	Sign	Sumner		
20160171	07/18/2016	0.00	25.4	113		132 S. Main St.	Tom Lochbihler	Owner	Fire/Life Safety	Davidson		
20160172	07/14/2016	42,000.00	143N	6		313 Buffalo Run	Kenneth Reeves	Owner	Residential Remodel	Sumner		
20160173	07/18/2016	0.00	25.8	12		311 S. Main St.	Town Cleaners	Owner	Temp.Signs	Davidson		
20160176	07/20/2016	21,000.00	140P	G16	69	2055 Katherine Dr.	Janet O'Farrell	67475	Deck Cover	Sumner		
20160179	07/25/2016	16,000.00	26.6A	21	21	231 Wyndom Ct.	Deana Willis	53475	Repair Brick	Sumner		
20160182	07/27/2016	1,400.00	26.00	155		846 Conference Dr.	Smith, Sholar, Milliken Law	Alpha Signs	Sign	Davidson		
20160183	07/26/2016	1,000.00	25.4	113		132 S. Main St.	Tomlochbihler/Chic Antiq	Owner	Sign	Davidson		
Total		116,900.00										
Total New Residential											2,694,389.32	
Total New Commercial											0.00	
Total Add/Remodels											116,900.00	
Total All Permits											2,811,289.32	
Single Family Dwellings											1	
Davidson											6	
Sumner											7	