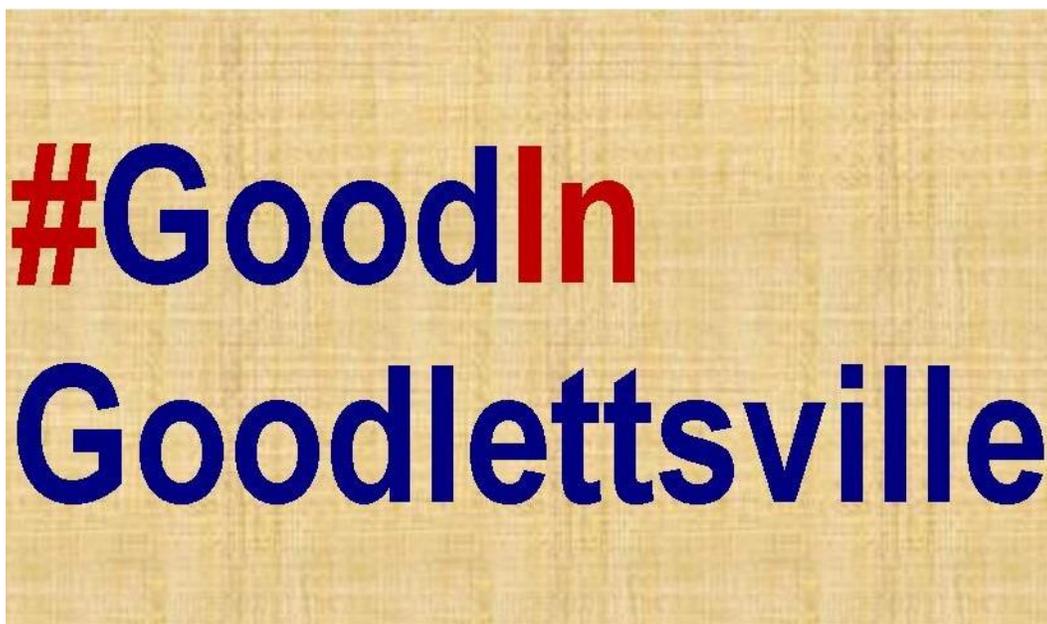




City Manager Report: September 2016

Distributed: October 20, 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:

The #GoodInGoodlettsville Photo Contest kicked off in September and will be an ongoing program throughout the year. The goal is to show those within and outside of our community those things that are so Good In Goodlettsville!

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October 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 September, 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

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: September, 2016

Legislative Accomplishments

- Board of Commissioners took action on the following ordinances:
 - Approved Ordinance 16-876, an ordinance to amend the City of Goodlettsville Municipal Code Chapter 18, Title 1, Section 102, Subsection 3 by deleting it in its entirety and replacing it with a new Subsection 3 as it relates to public sewer connections.

- The Board of Commissioners also took action on the following resolutions:
 - Approved Resolution 16-706, a resolution authorizing the adjustment of certain sanitary sewer consumer charges.
 - Approved Resolution 16-707, 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 16-708, a resolution authorizing the execution of an agreement with Crisp Communications for the purpose of conducting a special census.
 - Approved Resolution 16-709, a resolution authorizing the issuance of a building permit to the Goodlettsville Nazarene Church with fees based solely on the construction contract cost.
 - Approved Resolution 16-710, a resolution approving an application for the Transportation Alternatives Program Grant from the Tennessee Department of Transportation.

Legislative Matters Forthcoming

- Resolution declaring property surplus.
- Ordinances amending the zoning ordinance regarding the hotel land activity use.
- Ordinance regarding Stormwater Management.
- Amending the Zoning Ordinance regarding sign provisions.

Commissions and Boards

- **Planning Commission**

- Conditionally approved a site plan for a 14,964 sq. ft. office and warehouse building at 610 and 612 N. Main Street/Hwy 41/31W/SR11. Properties are referenced as Davidson County Map and Parcel 0181200600 and 01812006100. Property Owner: Carl R. McWhirter. Conditions are listed in Planning Minutes.
- Denied request to reduce performance bond for Copper Creek Section 2 – Phase 1 \$645,000 Subdivision Performance Bond/Meritage Homes of Tennessee Inc.
- Deferred minor final master amendment regarding street tree landscaping planting location for Copper Creek Section 2 – Phase 1 and 2/Meritage Homes of Tennessee Inc.
- Discussed Tourist Oriented Limited Manufacturing Zoning Ordinance Amendment, Digital Sign Zoning Ordinance, Residential Rental, Goodlettsville Nazarene Church on Loretta Drive, Best Western on Conference Drive, and KFC on Long Hollow Pike.

- **Board of Zoning Appeals**

- The Board of Zoning Appeals did not meet during the month of September.

- **Beer Board**

- Approved a Golf Course beer permit for Mr. Dharmesh Patel for Twelve Stones Management LLC, located at 1201 Twelve Stones Crossing.
- Approved an on-premises beer permit for Ms. Jean Kimbrough for Rumours LLC, located at 1201 Twelve Stones Crossing.

- **Industrial Development Board**

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

- **Parks, Recreation & Tourism Advisory Board**

- Parks, Recreation & Tourism Board did not meet during the month of September.

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.
- Special Census.
- Neighborhood Enhancement Program.

Marketing & Public Relations Manager Report: September 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:

- Shared message from TEMA about gas shortage due to the AL pipeline leak
- "Helipad Request Cancelled - Board of Zoning Appeals Meeting Cancellation for September 12th"
- "Road Closure: Windsor Trace at Dover Ct./Heathcote Ct., September 12th until project completion"
- "We've Got it #GoodInGoodlettsville Photo Contest"
- "Public Meeting for Sidewalk Construction along Caldwell Drive: September 29, 5:00 p.m."
- "Goodlettsville Ambassador Training"
- "Delmas Long Community Center Walking Track to be Resurfaced"
- "Stories from the Porch: New Fall Event at Historic Mansker's Station!"
- "Goodlettsville Special Census: Be Counted!"
- "Pumpkin Festival at Moss-Wright Park, October 31st, 5:00 p.m. - 7:30 p.m."
- "City News and Community Events: This Weekend and Coming Up"
- "Run for the Kids 5K set for Saturday, November 12, 2016"
- Study Session Discussion Items and Meeting Agenda for September 8 and September 22 meetings
- Planning and Zoning Board Meetings Posted for Online Viewing
- Board of Commissioners Meetings Posted for Online Viewing
- Beer Board Meeting Posted for Online Viewing
- City Manager's Monthly Report for August 2016 is Posted

Meetings/Events/Admin

- Worked with Richards and Southern on marketing materials for introducing the new hashtag #GoodInGoodlettsville
- Set up a photo booth at the Goodlettsville Arts, Antiques & Music Festival to launch the #GoodInGoodlettsville hashtag and photo contest - took photos and posted them to the City's social media sites using the new hashtag
- Worked with Splashbox Marketing to update the City's ad for the upcoming Goodlettsville Lifestyles Magazine
- Met with the Goodlettsville Chamber of Commerce to discuss the #GoodInGoodlettsville Photo Contest
- Attended the third and fourth sessions of Citizens Leadership Academy hosted by Economic & Community Development, Planning, Codes and Fire Marshal Office and the City Engineer, and the Fire Department
- Prepared the city's website and social media pages for the online portion of the Goodlettsville Special Census
- Performed website administrator job functions as needed: developed and reviewed web content.

Finance and Administration Monthly Report

September 2016

FINANCE

- Prepared for and attended the Employee Appreciation Cookout
- Attended a Relay for Life Meeting. Later was notified that the Rivergate Mall Relay for Life Event was being cancelled for next year by the American Cancer Society.
- Volunteered at the Arts, Antiques and Music Festival
- Assisted with the Special Census Project
- Worked with Magnolia Leasing on the lease purchase agreement for vehicles budgeted for purchase
- Parker and Parker staff were here the last week of the month to begin the annual audit process. Most of the month of September was dedicated to the audit preparation

HUMAN RESOURCES

- Sept 1 – employee picnic
- Sept 20 – created Title VI training and started training.
- Sept 27 – conducted Title VI training for at Public Works.
- Sept 28 – Flu shots
- Sept 30 – Employee of the month luncheon
- Hired: 2 PT employees at the park
- Terms during the month: 2 FT Dispatchers.
- Worker's Compensation accidents in the month: None.
- Full-time employees: 131 Part-time employees: 57.
- Job opening: PT RSA at Community Center

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

UNASSIGNED FUND BALANCE

Operating Fund	Current Month	Budget 06/30/2017	%
General Fund	2,664,791	2,090,841	127%
Sanitation	220,694	126,941	174%
Tourism	937,201	393,588	238%

CASH IN BANK

General Fund	4,891,163
Sanitation	58,088
Tourism	937,201
Sewer	11,663,808
Stormwater	1,791,892
Total Cash	19,342,152

SALES TAX COLLECTIONS

Month Received	Sumner Current Year	Sumner Prior Yr	Davidson Current Yr	Davidson Prior Year	Total Current Year	Total Prior Year
Aug	48,333	53,696	324,789	301,770	373,123	355,467
Sep	53,158	53,887	294,694	273,542	347,851	327,429
Oct					0	0
Nov					0	0
Dec					0	0
Jan					0	0
Feb					0	0
Mar					0	0
Apr					0	0
May					0	0
Jun					0	0
Jul					0	0
YTD	101,491	107,583	619,483	575,312	720,974	682,896 5.58%

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
September 2016 (Unaudited)**

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	693,149	1,447,430	14,268,943	10.14%
General Fund	Expenditures	1,983,271	4,164,006	16,428,844	25.35%
Net Increase/Decrease		(1,290,122)	(2,716,576)	(2,159,901)	
Sanitation Fund	Revenues	88,103	262,900	925,450	28.41%
Sanitation Fund	Expenditures	70,268	139,587	896,002	15.58%
Net Increase/Decrease		17,835	123,313	29,448	
Tourism	Revenues	54,324	192,578	624,300	30.85%
Tourism	Expenditures	27,436	69,207	713,543	9.70%
Net Increase/Decrease		26,888	123,371	(89,243)	
Sewer	Revenues	523,009	1,547,096	5,945,300	26.02%
Sewer	Expenses	331,581	625,889	5,829,573	10.74%
Net Increase/Decrease		191,428	921,207	115,727	
Stormwater Utility	Revenues	56,750	214,771	932,000	23.04%
Stormwater Utility	Expenses	24,714	19,904	1,985,555	1.00%
Net Increase/Decrease		32,036	194,867	(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	162,255	360,608	1,675,388	22%
Community Development	54,620	165,627	794,309	21%
Police	500,372	1,007,732	5,154,049	20%
Fire	222,628	453,836	2,172,209	21%
Hwys & Streets	446,989	559,232	2,109,045	27%
Parks/Recreation	162,271	382,491	1,929,819	20%
Miscellaneous	434,084	1,234,282	2,116,224	58%
Total General Fund Expenditures	1,983,219	4,163,808	15,951,043	26%



NEW BUSINESS LIST SEPTEMBER 2016

- | | | |
|----|--|--|
| 1. | The Macbeth Agency
428 Janette Ave. | Sharon Terry 615.844.3421
License Issued 9.2.2016 |
| 2. | Clint Welding
3309 SE 59 th Street | Clint Maynard 405.834.4517
License Issued 09.02.2016 |
| 3. | Specialty Commercial Contractors, LLC
234 Glenn Milner Blvd. | Andrew Brewer 706.506.5950
License Issued 09.02.2016 |
| 4. | Bloom Industries &
Development Strategies, LLC
824 Wren Road | Correy Brown 423.883.1023
License Issued 09.07.2016 |
| 5. | R&R Construction
502 Mathes Court | Julio Rivas 615.926.4617
License Issued 09.19.2016 |
| 6. | Pro Results Fitness, LLC
913 Conference Drive | Daryl Michael Lawrence
License Issued 09.27.2016 |
| 7. | VCW Divine Catering
184 Ivy Hill Lane | Vanessa Thomas 615.420.6189
License Issued 09.27.2016 |

NEW BEER PERMITS

- | | | |
|----|--|--|
| 1. | Twelve Stones Management, LLC
1201 Twelve Stones Crossing | Dharmesh Patel 615.239.8945
License Issued 09.14.2016 |
| 2. | Rumours, LLC
1201 Twelve Stones Crossing | Jean Kimbrough 615.405.8885
License Issued 09.14.2016 |

MONTH OF SEPTEMBER 2016

MONTHLY MANAGEMENT REPORT

COURT

NUMBER OF CITATIONS ISSUED IN SEPTEMBER 2016 - 299

NUMBER OF DEFENDANTS APPEARING IN COURT

SEPTEMBER 13	9:00 A.M.	111
SEPTEMBER 13	1:00 P.M.	42
SEPTEMBER 20	1:00 P.M.	24

TOTAL FOR MONTH

SEPTEMBER 20	8:30 A.M.	12
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CONTESTED COURT SESSION

NUMBER OF NON-TRAFFIC CITATIONS (i.e. codes / misdemeanors violations)

CODES	2
MISDEMEANORS	0

NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL	90
EIGHT HOUR SCHOOL	6

Goodlettsville Police Department

Chief Goodwin's Monthly Report

September 2016

September 10th several members of the department provided for the safety and security of attendees and vendors at the Arts, Antiques and Music Festival. September 15th Chief Goodwin attended the final Music on Main for the year. September 17th Commander Cherry, Sgt. Deloach, Det. Carlisle and Officer Williams attended Cookies with a Cop at Kroger. September 21st Commander Okert attended the Drug Task Force meeting and Commander Cherry attended a meeting at Goodlettsville Church of Christ. September 29th Chief Goodwin attended the TACP meeting, Commander Okert attended the Sumner County Hazard Mitigation Meeting and Sgt. Deloach and Chief Goodwin attended the Cypress Creek Apartments Neighborhood Watch meeting. September 30th Chief Goodwin attended the TACP meeting, Employee of the Month luncheon and along with several members of the department participated in Touch-A-Truck at Rivergate Mall.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of August and 14.6 pounds of unwanted pharmaceuticals were deposited. Since its use 731.4 pounds of unwanted pharmaceuticals have been deposited.

In review of the TIBRS data comparing September 2016 to September 2015 Crime Against Person decreased from 20 to 11 a 45% decrease, and Crime Against Property decreased from 62 to 51 a 17.75% decrease and overall we had a decrease 82 to 62 incidents. Our UCR total for the month was a 12.97% decrease from 54 to 47 incidents. Our total for the year is a .94% increase in UCR Crimes.

Our proactive efforts were good for the month of September. Our officers made 761 Traffic Stops and 4 Terry Stops. They made 69 Traffic Arrests and 13 DUI Arrests. From these Traffic Stops resulted 2 Felony charges, 86 Misdemeanor charges, and 4 warrants were served. They had 14 drug confiscations (7 from traffic stops). They issued 13 Misdemeanor Citations, made 54 Physical Arrests with 42 Misdemeanor charges and 8 Felony charges. They made 1 Juvenile Felony Arrest and 2 Juvenile Misdemeanor Arrests.

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 6 Warrant Service Attempts. They served 9 Felony Warrants and 39 Misdemeanor Warrants.

Our officers continue to check our apartments, neighborhoods, businesses and parks. They conducted 182 apartment checks, 429 checks of neighborhoods, 305 businesses checks and 198 park checks. They had 902 Community Contacts. They issued 298 Park Smarts.



SEPTEMBER TIBRS

TIBRS Group A Offenses

	2016 Offenses Reported	2015 Offenses Reported
Crimes Against Persons	11	20
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	0	1
Incest	0	0
Statutory Rape	0	0
Aggravated Assault	3	4
Simple Assault	6	15
Intimidation	2	0
Stalking	0	0
Crimes Against Property	51	62
Arson	0	0
Bribery	0	0
Burglary	6	7
Counterfeiting/Forgery	1	3
Destruction/Damage/ Vandalism	5	9
Embezzlement	2	1
Extortion/Blackmail	0	0
Fraud - False Pretenses	1	5
Fraud - Credit Card/ATM	0	1
Fraud - Impersonation	1	2
Fraud - Welfare	0	0
Fraud - Wire	0	0
Motor Vehicle Theft	3	1
Robbery	1	4
Stolen Property Offenses	1	0
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	15	13
Theft From Building	2	5
Theft From Coin Machine	0	0
Theft From Motor Vehicle	10	7
Theft of Motor Vehicle Parts	1	1
Theft - All Other Larceny	2	3
Total Group A Offenses	62	82

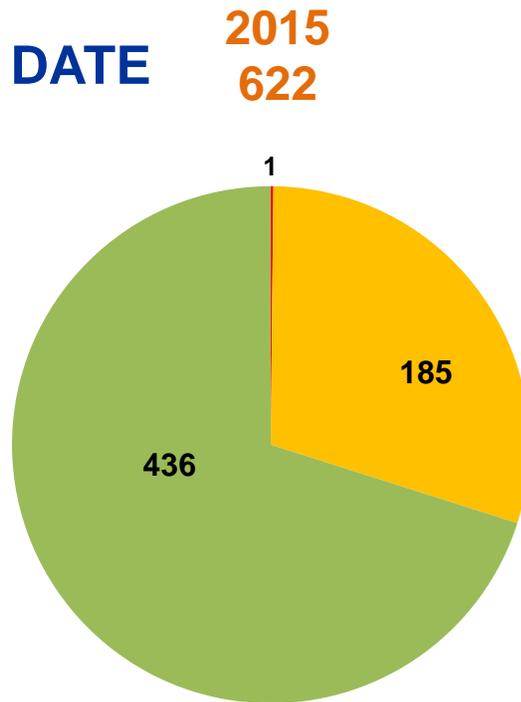
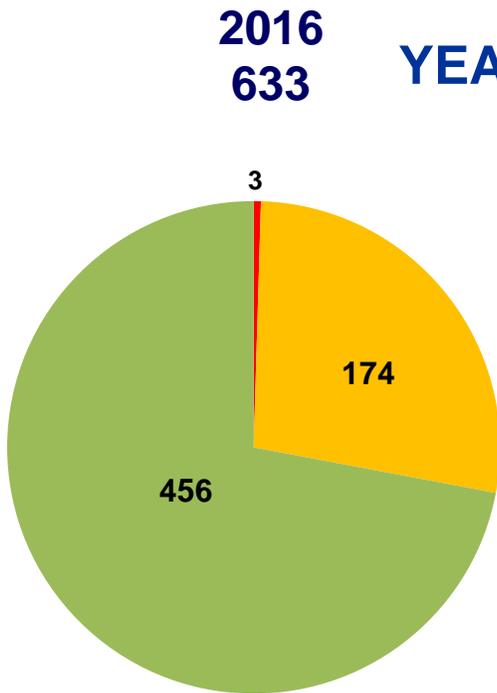
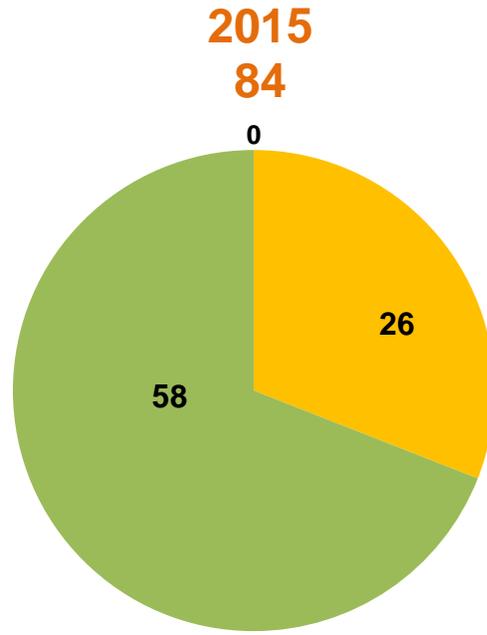
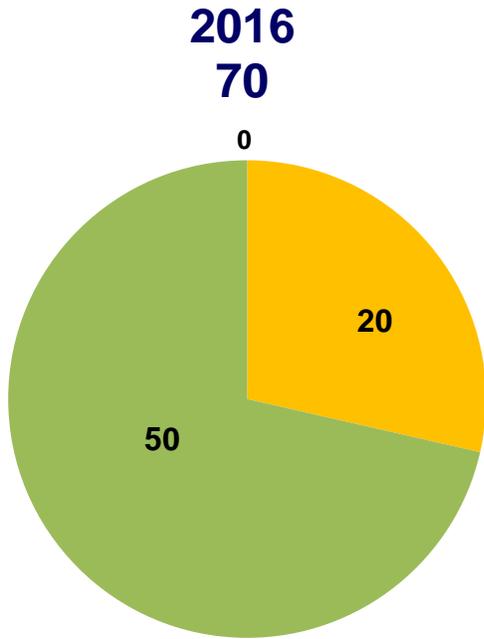
YTD TIBRS - 2016 VS 2015

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	AUG 2016	AUG 2015	SEP 2016	SEP 2015	OCT 2016	OCT 2015	NOV 2016	NOV 2015	DEC 2016	DEC 2015	2015 Offenses TOTAL	% CHANGE	
Crimes Against Persons	143	16	15	14	14	13	15	17	18	15	17	14	18	21	15	22	14	11	20	0	0	0	0	0	0	146	-2.05%	
Murder	0	0	2	0	0	0	0	0	0	0	0	0	0	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	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	0	0	0	0	0	0	0	0	0	0	1	-100.00%	
Forcible Rape	3	0	0	1	0	0	0	0	0	1	0	0	0	0	0	1	3	0	0	0	0	0	0	0	0	3	0.00%	
Forcible Sodomy	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	1	-100.00%	
Forcible Fondling	3	2	0	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	2	50.00%	
Incest	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	NC
Aggravated Assault	24	2	5	6	4	1	3	0	2	2	1	4	4	4	1	2	1	3	4	0	0	0	0	0	0	25	-4.00%	
Simple Assault	93	11	8	5	8	10	9	15	12	9	12	8	10	13	12	16	9	6	15	0	0	0	0	0	0	95	-2.11%	
Intimidation	18	1	0	1	2	2	2	2	4	3	2	1	3	3	2	3	1	2	0	0	0	0	0	0	0	16	12.50%	
Stalking	1	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0.00%	
Crimes Against Property	555	65	82	54	44	64	65	69	52	68	55	63	63	63	69	58	68	51	62	0	0	0	0	0	0	560	-0.89%	
Arson	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	NC
Burglary	37	5	6	0	3	4	5	4	6	3	5	5	9	3	3	7	7	6	7	0	0	0	0	0	0	51	-27.45%	
Counterfeiting/Forgery	18	3	2	1	0	1	3	0	0	6	2	6	3	0	3	0	1	1	3	0	0	0	0	0	0	17	5.88%	
Destruction/Damage/Vandalism	59	5	11	6	7	6	7	10	10	10	4	3	2	10	16	4	9	5	9	0	0	0	0	0	0	75	-21.33%	
Embezzlement	15	2	2	1	2	3	4	1	0	1	1	0	4	2	2	3	0	2	1	0	0	0	0	0	0	16	-6.25%	
Extortion/Blackmail	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Fraud - False Pretenses	30	3	11	2	3	4	6	1	0	5	4	7	3	2	5	0	4	1	5	0	0	0	0	0	0	41	-26.83%	
Fraud - Credit Card/ATM	5	2	1	0	1	0	0	0	0	1	0	1	0	0	0	1	1	0	1	0	0	0	0	0	0	4	25.00%	
Fraud - Impersonation	17	2	1	3	4	3	6	1	1	0	2	3	1	1	1	3	1	1	2	0	0	0	0	0	0	19	-10.53%	
Fraud - Welfare	0	0	0	0	0	0	0	0	0	0	0	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	0	1	0	0	0	0	0	0	0	0	2	-50.00%	
Motor Vehicle Theft	23	4	1	3	1	1	1	2	2	5	2	2	1	1	0	2	1	3	1	4	0	0	0	0	0	10	130.00%	
Robbery	6	0	4	1	0	0	0	1	1	0	3	1	3	1	1	1	2	1	4	0	0	0	0	0	0	18	-66.67%	
Stolen Property Offenses	6	0	0	0	0	0	0	0	0	0	0	4	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	NC
Theft - Pocket-picking	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	NC
Theft - Shoplifting	189	21	30	22	11	27	17	31	14	19	20	14	19	26	13	14	24	15	13	0	0	0	0	0	0	161	17.39%	
Theft From Building	53	12	7	8	4	7	6	5	8	3	4	8	10	7	3	1	6	2	5	0	0	0	0	0	0	53	0.00%	
Theft From Coin Machine	3	1	0	0	2	0	0	1	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	3	0.00%	
Theft From Motor Vehicle	50	2	4	3	4	4	2	7	5	8	4	6	4	2	15	8	6	10	7	0	0	0	0	0	0	51	-1.96%	
Theft of Motor Vehicle Parts	10	2	0	1	0	0	4	4	3	1	2	0	1	1	3	0	2	1	1	0	0	0	0	0	0	16	-37.50%	
Theft - All Other Larceny	33	1	2	2	0	4	4	1	2	6	1	3	3	5	4	9	3	2	3	0	0	0	0	0	0	22	50.00%	
Total Group A Offenses	698	81	97	68	58	77	80	86	70	83	72	77	81	84	84	80	82	62	82	0	0	0	0	0	0	706	-1.13%	



SEPTEMBER TRAFFIC CRASHES

■ Fatal ■ Injury ■ Property Damage





**SEPTEMBER COMPSTAT
WEEKS 35 THRU 39**

	2016	2015	2016 YTD		2015 YTD		% change	2015 TOTAL
Murders	0	0	YTD	0	YTD	2	-100.00%	2
Rape	0	1	YTD	2	YTD	3	-33.33%	6
Robbery (Commercial)	0	3	YTD	0	YTD	11	-100.00%	12
Robbery (Street)	1	0	YTD	9	YTD	7	28.57%	9
Aggravated Assault	1	3	YTD	19	YTD	22	-13.64%	26
Aggravated Assault - Dom Viol	2	3	YTD	10	YTD	10	0.00%	12
Burglary (Commercial)	3	4	YTD	12	YTD	20	-40.00%	22
Burglary (Residential)	3	5	YTD	28	YTD	32	-12.50%	45
Auto Burglaries	9	8	YTD	47	YTD	53	-11.32%	74
Larceny	8	13	YTD	95	YTD	93	2.15%	139
Shoplifting	18	14	YTD	186	YTD	162	14.81%	233
Motor Vehicle Theft	2	0	YTD	20	YTD	9	122.22%	16
Total Offenses	47	54	TOTAL YTD	428	TOTAL YTD	424	0.94%	596



Summary of Month's Activities – September 1 – September 30, 2016

Fire Operations

The Department responded to 311 calls for service in the month of September.

Fire Administration

Chief's Comments:

September was a very busy month for public relations and fire safety events and response training. We started off supporting the Arts, Crafts and Music Festival by putting on our own Fire themed Kid's Zone. This event was a hit with the folks that found their way over to us and the Firefighters went above and beyond designing and then running the event.

We hosted the Fire Dept. portion of the Citizen's Academy and believe that contribution was well received. Working with the Parks Department and the Senior Citizens group, we produced and submitted a Fire Safety Video in the State Fire Marshall's first annual competition. We have our fingers crossed for the top cash prize but had a lot of fun, win or lose.

We attended the first State wide fire loss symposium and participated in the annual Rivergate Mall Touch-a- Truck event.

Lastly and as always, the Department continues to promote 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 - 515.5

Public Education Hours - 10

SEPTEMBER MAINTENANCE

1 Scheduled Service

18 Repairs

Special Projects

Talks with Wireless Plus to make changes to radios

MSA packs and the SCBA committee making sure inventory is complete

Emission testing done on vehicles at the Fire Dept. - All passed

Outstanding Issues

Prep for Annual Ladder Test

Getting replacement cost and ordering of F550

Cost Savings

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

9 Building Repairs Performed

*Fire Special

Training hours- Active Killer class, Title VI

Served on Fire several shifts to fill in

Incident Management Class

Aided with Touch a Truck at Rivergate Mall

Prep for the Annual Arts and Antique Festival

Goodlettsville Fire Department
Incident Report / Incident Totals

Jurisdiction 19226 **Sept. 1, 2016 through Sept. 30, 2016**
(NFIRS Report)

Total Calls 311

CATEGORY	TOTALS	CATEGORY	TOTALS
Structure Fires	2	Hazardous Calls	2
Vehicle Fires	0	Service Calls	21
Brush/Grass Fires	0	Good Intent Calls	27
		Cover Assignment, Standby, Moveup	0
Overpressure Rupture /Explosion	0		
Refuse/Rubbish Fires	0	System Malfunction, Malicious False	4
Other Fires	3	Unintentional False	12
Special Incident Type	0	Other False	10
Total Fires	5	Total False	26

Rescue and EMS	230	Weather Related	0
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(Vehicle Accidents with Injuries 18)

Mutual Aid Received	3	Incidents with Exposures	0
Mutual Aid Given	79		

Fire Service Injuries	0	Fire Dollar Loss	
Non-Fire Service Injury	0	Property	30000.00
Fire Service Death	0	Contents	1000.00
Non-Fire Service Death	0		0.00
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		0.00

Public Works Report – September 2016

SOLID WASTE:

- Convenience Center solid waste collected: 19.53 tons
- Solid waste tonnage collected: 342.97 tons
- Recycled materials collected: 31.02 tons
- PIT Construction & Debris: 120 cy
- Compactor: 6.88
- Spoils: 200 cy
- Bulk Item Pick Ups: 28
- Cart Repairs: 41
- New Cart Deliveries: 37

SEWER:

- MONTHLY EQUIPMENT AND DAILY PUMP STATION INSPECTION, MAINTENANCE AND REPAIRS
- MONTHLY BIOXIDE TANK FILLING
- TIVING 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: 2.39"
- WORKED 237 TN ONE CALLS

STREETS:

- Conducted scheduled preventative maintenance on equipment

- Repaired various traffic signals and replaced road signs
- Conducted Brush pick-up throughout City
- Install Culvert Extension and headwalls on Caldwell Road
- Overlay Paving Performed at Pole Hill, Patton Branch, and Business Park Circle
- Upcoming Overlay Paving, Patch on Robert Cartwright

STORM WATER:

Miles of Roadway Swept within City	52
Bags of Litter Picked Up	11
Land Disturbance Permits Issued	1
Commercial Inspection Conducted for Construction Projects	38
Residential Inspection Conducted for Construction Site's	72
Active Construction Sites (Commercial)	10
Active New Residential Home Sites	18

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)
- 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
- Ecoli Sampling for Creeks
- TNSA Quarterly Meeting
- Chamber of Commerce Luncheon
- Distributed 1000 Stormwater Bookmarks to Public
- WKU Water Quality Meeting
- Hand Delivered Annual Stormwater Report
- MTAS MMA Sessions
- Trained on using the Aeries CCTV Truck
- Assisted Metro while training on Search and Rescue @ Mansker Creek Pumping Station



September 2016

Projects - Administration

- Attended the Director's Forum with Parks and Recreation Technical Advisory Service
- Attended Management Performance Institute with Tennessee Recreation and Parks Association
- Attended the 2016 LPRF Grant Workshop
- Met with representatives of various recreational products companies regarding the Gateway Park Playground, Splash Pad, and Fitness Equipment
- Interviewed and Hired new employees
- Attended the planning session of the Jr. Master Gardeners Camp for 2017
- Attended the Christmas Parade Planning Committee Meeting

Projects – Parks and Recreation

- Conducted playground inspections and added engineered wood fiber to needed areas
- Inspected Pleasant Green Pool and Park area for needed maintenance in the off season
- Continued work on adding clay mixture to the practice fields C and D
- Set posts, poured concrete, and built the bake oven cover at the Bowen House
- Prepared for various events including the TUSC Soccer Tournament, Arts Antique and Music Festival, and Music on Main
- Repaired scoreboards, fencing, lighting, goals, various other equipment
- Made repairs to several trucks and other maintenance equipment
- Prepared for the demolition of the Delmas Long Community Center track

Facility and Rental Information

	Resident Usage/Rentals	Non-Resident Usage/Rentals	Attendance	Volunteer Hours
Community Center	292/5	157/1		
Goodlettsville Event Center	3	0		
Senior Adult Program			602	36
Shelters	23	13		
Fields	1	6		
Programs Requiring Registration			604	
Historic Mansker's Station			125	99
Pleasant Green Pool	0	0		
Tennis Courts				

Special Events

Special Event Applications Submitted:

- Music City Boys LAX Tournament- June 3-4, 2017

Event Applications Approved

- Music City Boys LAX Tournament- June 3-4, 2017

Events conducted

- Bowen Campbell Car Show- 9/3/16

Events or programs conducted by P&R

- Music on Main- 9/15/16

Athletics

Current leagues operating in Goodlettsville parks

Goodlettsville Little League	Goodlettsville Girls Fast Pitch Softball
Goodlettsville Youth Football	City of Goodlettsville Adult Softball

of games

44 Games- Baseball	35 Games- Youth Softball
7 Games- Football	103 Games- Youth Soccer
26 Games- Adult Softball	

of practices

88 Practices- Baseball	177 Practices- Youth Softball
30 Practices- Football	302 Practices- Youth Soccer

COMMUNITY DEVELOPMENT DEPARTMENT

Sub-group: Economic Development

Monthly Management Report: September 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 Best Western Plus.

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

Worked with design engineer in regards to new office building.

Worked with design and engineering team in regards to medical office.

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

Meetings Attended

Goodlettsville City Commission

Goodlettsville Planning Commission

SEPTEMBER REPORT

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. The design team is being assembled and we expect a contract sometime in November.

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 at TDOT for preliminary review. Temporary easements are in the process of being evaluated. 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 has applied for a TDOT Transportation Alternatives Program (TAP) grant for a sidewalk connecting Moss Wright Park to North Creek Park along Caldwell Road and Long Hollow Pike. The grant will provide 80 percent funding for the project. A public hearing meeting for this grant was held September 27 at 5:00 PM in City Hall. The grant application was turned in on October 3 and is expected to be evaluated for funding over the next several months. Program Budgeting and preliminary design are ongoing on the other projects.

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) design is expected to begin in November.

Sanitary Sewer Interceptor Improvements

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

Status: Bids were received on September 21 and award is expected in November. Construction should be completed by April 2017.

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: Field survey work is underway while environmental documents are being processed. Environmental impact documents of the proposed project are being prepared to satisfy the National Environmental Protection Act (NEPA). Preliminary Design is scheduled to be complete by December

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. Three Culvert Replacement projects are also under design.

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

September 2016

Summary of Month Activities:

Staff attended site development meetings for the following projects:

- Denham and Blythe representative to discuss a proposed site development on Business Park Circle
- Richards and Southern representative to discuss a proposed site development on South Cartwright.
- Goodlettsville Pediatrics Business Park Circle preconstruction meeting
- Meritage Home Representatives to discuss Copper Creek street trees

Staff attended the following inspections:

- 112 Connell Street preliminary tenant inspection for a church

Staff attended the following administration meetings:

- Special Census administration meeting
- City staff meeting to discuss short term rentals
- City Attorney to discuss code enforcement issues with 136 S. Main Street
- City Attorney to discuss Buffalo Run residential drainage issue
- Chamber of Commerce representative to discuss digital signs options
- City staff meeting to discuss street specification amendments
- City staff meeting to discuss Holiday Inn Development bond improvements

Meetings Attended:

- Nashville Metropolitan Planning Organization (MPO) monthly meeting
- Goodlettsville Regional Planning Commission
- Goodlettsville Citizen's Academy department presentation
- Fire Sprinkler training seminar regarding plan review and inspections.
- Tennessee American Planning Association Fall conference regarding complete street designs incorporating walking, biking, vehicles, and transit into street designs, economic expectations and realities of growth, zoning ordinance overhauls and comprehensive plan adoption processes, site development designs, and impacts of an aging population.
- Leadership Goodlettsville meeting to discuss Day of Planning program preparation

Goodlettsville Codes Department Activity Report September 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 certifi professional manner.

Activity	Scope of Activity	Total Monthly
Issuing of Permits	Building(Commerc. & Resid.), Burn, Demolition, Blasting, Sign, Fireworks, Pool, Yard Sale	50permits
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	98 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	108 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	95 inspections
Signs Removed	Illegal signs removed from city limits	42 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)	0 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	5
Flood Event/FEMA	M. Bauer assisting flood properties and FEMA requirements. Includes all documentatio Completed project	2 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	1 citations
Citations to Court	Municipal Code Violations	1 citations
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	daily

Goodlettsville Codes Department Building Report September 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										
20160240	09/09/2016	361,833.00	N/A	N/A	34	72 Burgess Dr.	Meritage Homes	58003	New Residential	Sumner
20160241	09/09/2016	358,228.00	N/A	N/A	33	738 Burgess Dr.	Meritage Homes	58003	New Residential	Sumner
20160247	09/23/2016	331,780.00	N/A	N/A	37	368 Old Stone Rd.	Meritage Homes	58003	New Residential	Sumner
20160248	09/23/2016	350,702.00	143NB	12	180	403 Page Drive	Randall Garrett	63555	New Residential	Sumner
20160250	09/26/2016	317,601.00	N/A	N/A	32	734 Burgess Drive	Meritage Homes	58003	New Residential	Sumner
Total		1,720,144.00								
New Commercial										
Total		0.00								
Additions & Remodeling										
20160225	09/01/2016	0.000	143A	19.3	22	104 Marshall Greene	David Slessinger	60225	HVAC changeout	Sumner
20160232	09/06/2016	3,500.00	19.13	85	12	223 Connell St.	Mid State Contracting	Mid State Contract. Sign	Sign	Davidson
20160236	09/09/2016	4,800.00	26.1	127		150 Long Hollow	Tri Star Energy/ Twice Dail	Premier Signs	Sign	Davidson
20160235	09/08/2016	0.00	143A	34		106 Yvonne Ct.	Paul Yim	60225	HVAC changeout	Sumner
20160237	09/09/2016	26,000.00			22	320 Long Hollow Pike	Taco Bell	Premier Signs	Sign	Davidson
20160238	09/09/2016	5,000.00	25.08	64		213 Shevel Dr.	J. Gomez	Owner	Residential Remodel	Davidson
20160242	09/14/2016	1,000.00	143B	22	132	1002 Emily Drive	Jeffrey Curtis	Owner	Deck/Ramp	Sumner
20160243	09/15/2016	4,000.00	25.08	19		417 S. Main St.	Fast Hearing Aid Group	Allison Signs	Sign	Davidson
20160244	09/16/2016	15,000.00	26.02	16		515 Hanover Dr.	Kevin Christian	65520	Fire Rebuild	Davidson
20160246	09/21/2016	2,000,000.00	143P	4		400 Loreta Drive	Goodlettsville Nazarene C	Church addition	52084	Sumner
20160249	09/26/2016	15,000.00	143C	A-1	1	102 S. Wynnridge Way	Ronda Lowe	Owner	Residential Remodel	Sumner
20160251	09/27/2016	63,975.00	25.8	2	86	215 Rosehill Dr.	Jeff Brown	21549	Residential Remodel	Davidson
20160252	09/29/2016	18,000.00	1431B	9		405 Mason Lane	Thomas Crowley	Uwner	Residential Addition	Sumner
20160254	09/30/2016	74,000.00	141	3		868 Springfield Hwy.	Stacy Humphrey	66219	Fire Rebuild	Sumner
Total		2,230,275.00								
Single Family Dwellings										
Total New Residential		1,720,144.00					Davidson			0
Total New Commercial		0.00					Sumner			5
Total Add/Remodels		2,230,275.00					Sumner			5
Total All Permits		3,950,419.00					Total			5