



City Manager Report: April 2017

Distributed: May 17, 2017



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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:

Little Free Libraries began to pop up around Goodlettsville this spring. Book lovers can find newly installed Little Free Libraries at the Peay Park playground beside the Delmas Long Community Center, the Visitors Center by Historic Mansker's Station, the Goodlettsville Fire Department Hall, and the new Gateway Park.

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May 17, 2017

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 April, 2017 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: April, 2017

Legislative Accomplishments

- Board of Commissioners took action on the following ordinances:
 - Approved Ordinance 17-888, an ordinance to amend the City of Goodlettsville Municipal Code by creating a new Title 10 Chapter 1 of the Code entitled Animal Control in General.
 - Approved Ordinance 17-891, an ordinance to amend Title 2, Chapter 1 of the Goodlettsville Municipal Code relating to Parks and Recreation.
 - Approved Ordinance 17-892, an ordinance to amend Title 2, Chapter 2 of the Goodlettsville Municipal Code relating to requirements for board members.
 - Approved Ordinance 17-893, an ordinance to amend Title 14 Chapter 2 of the Goodlettsville Municipal Code to define limited development site plan applications for City staff approval and review procedures for successive site plan applications.

- The Board of Commissioners also took action on the following resolutions:
 - Approved Resolution 17-731, a resolution ratifying membership and appointments to the Goodlettsville Visitors and Tourism Board.
 - Approved Resolution 17-732, a resolution authorizing the City of Goodlettsville to participate in the TML Risk Management Pool “Safety Partners” Loss Control Matching Grant Program.
 - Approved Resolution 17-741, 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.

Legislative Matters Forthcoming

- Resolution declaring property surplus.
- Sanitation Contract.
- Allen Road Annexation.
- Stormwater Appeals Fee.
- Food Trucks Ordinance.

Commissions and Boards

- **Planning Commission**

- Approved a Comprehensive Land Use Plan Amendment for the 71.23 acre property between French Street and Harris Street to be changed from a Residential Development Low Density designation to a Residential Development Medium Density designation and a portion of the property be changed to a High Density and Commercial Development designation. Property referenced as Davidson County Tax Map/Parcel #02500005800.
- Approved recommendation to the City Commission for the plan of services for the annexation of 86.11 acres on Allen Road and 1,150 feet of Allen Road improvements and right-of-way from Old Stone Road to the boundary of parcel 33.00. Properties include Sumner County Tax Map 139 Parcels 61.00/317 Allen Road (38.88 acres) and 62.01/319 B Allen Road (19.73 acres) and Sumner County Tax Map 143, Parcel 33 (37.50 acres). Property Owners: Rodney W. Swearingen, Susan and Charles Wilkinson, and Nigar A. Enayat.
- Conditionally approved a recommendation to the City Commission to designate the 86.11 acres of requested annexed area as R-25, Low Density Residential from the Sumner County RA, Rural Residential Zoning designation. Properties include Sumner County Tax Map 139 Parcels 61.00/317 Allen Road (38.88 acres) and 62.01/319 B Allen Road (19.73 acres) and Sumner County Tax Map 143, Parcel 33 (37.50 acres). Property Owners: Rodney W. Swearingen, Susan and Charles Wilkinson, and Nigar A. Enayat. Conditions listed in minutes.
- Approved development improvement costs to be used for development bonding. Copper Creek Section 2-Phase 5/Ragan Smith Associates, Inc./Meritage Homes.
- Approved development improvement costs to be used for development bonding. Copper Creek Section 2-Phase 6/Ragan Smith Associates, Inc./Meritage Homes.
- Approved building design for a preliminary commercial development on Business Park Circle. Property is zoned GOPUD, General Office Planned Unit Development. Denham Blythe Design.

- Planning Commission By-Laws Amendment/Planning and Development Services Staff: Approved amendments to include provisions for consent agendas, designation of staff as Commission Secretary, define a public comments section of the agenda, and define an applicant attendance procedure.
- Discussed Dry Creek Farms development master plan, mobile food service units, sending letters to neighboring properties in addition to state law requirements, and Staff recommendation reports.
- **Board of Zoning Appeals**
 - Approved a zoning variance from the Zoning Ordinance Section 14-212 (1) (c) requesting expansion of the non-conforming single family use at 206 Church Street on an adjacent lot owned by the applicant. Property is referenced as Davidson County Tax Map/Parcel #01913003000 and is zoned CSL, Commercial Services Limited and contains 0.17 acres.
- **Beer Board**
 - The Beer Board did not meet during the month of April.
- **Industrial Development Board**
 - Industrial Development Board did not meet during the month of April.
- **Parks and Recreation Advisory Board**
 - The Parks Board did not meet during the month of April

Ongoing Work

- Overall Capital Improvements 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.
- Neighborhood Enhancement Program.

Finance and Administration Monthly Report

April 2017

FINANCE

- Held Departmental Budget Meetings
- Worked with Department heads and City Manager on upcoming FY2018 Budget
- Worked with Logistics Committee for the Leadership Goodlettsville Class of 2017
- Worked with Department heads on the 5 Year Capital Projects Plan
- Met with representatives of Waste Industries regarding contract renewal
- Worked with Metro Tax Assessor's Office regarding City's certified property tax rate
- Met with Eclipse Committee
- Worked with Lease Company on the lease purchase of new dump truck for public works

HUMAN RESOURCES

- April 6 met with insurance broker about Strive App and rolled it out.
- April 13 helped teach CPR class at Park Maintenance.
- April 19-21 attended TMPA conference.
- April 27 taught morning and afternoon classes of CPR at Public Works.
- Hired: 1 Police Officer, 1 Dispatcher and 1 part-time Utility Worker at the Park.
- Terms during the month: 1 Dispatcher.
- Worker's Compensation accidents in the month: none.
- Full-time employees: 129; Part-time employees: 39.
- Job opening: Heavy Equipment Operator, Utility Worker II at Public Works

**City of Goodlettsville
Financial Summary
April 2017 (Unaudited)**

UNASSIGNED FUND BALANCE

Operating Fund	Current Month	Budget 06/30/2017	%
General Fund	4,668,428	2,090,841	223%
Sanitation	193,315	126,941	152%
Tourism	1,263,435	393,588	321%

CASH IN BANK

General Fund	6,471,410
Sanitation	116,718
Tourism	881,680
Sewer	12,349,687
Stormwater	1,611,433
Total Cash	21,430,927

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	44,747	43,086	295,987	276,764	340,734	319,850
Nov	49,987	48,095	309,704	306,882	359,691	354,977
Dec	51,322	50,706	298,879	280,760	350,201	331,466
Jan	53,033	45,928	317,233	288,519	370,266	334,446
Feb	65,823	57,310	513,341	475,700	579,164	533,009
Mar	47,328	45,307	253,665	272,459	300,992	317,766
Apr	39,411	43,083	292,247	287,449	331,658	330,532
May	0	0	0	0	0	0
Jun	0	0	0	0	0	0
Jul	0	0	0	0	0	0
YTD	453,142	441,098	2,900,537	2,763,844	3,353,680	3,204,942
						4.64%

*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
April 2017 (Unaudited)**

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	806,335	11,508,968	14,268,943	80.66%
General Fund	Expenditures	993,873	12,329,577	16,428,844	75.05%
Net Increase/Decrease		(187,538)	(820,609)	(2,159,901)	
Sanitation Fund	Revenues	88,649	802,887	925,450	86.76%
Sanitation Fund	Expenditures	66,871	666,149	896,002	74.35%
Net Increase/Decrease		21,778	136,738	29,448	
Tourism	Revenues	71,633	555,929	624,300	89.05%
Tourism	Expenditures	37,817	418,873	713,543	58.70%
Net Increase/Decrease		33,816	137,056	(89,243)	
Sewer	Revenues	481,019	4,497,128	5,945,300	75.64%
Sewer	Expenses	496,220	3,066,690	5,829,573	52.61%
Net Increase/Decrease		(15,201)	1,430,438	115,727	
Stormwater Utility	Revenues	17,295	688,265	932,000	73.85%
Stormwater Utility	Expenses	52,705	648,304	1,985,555	32.65%
Net Increase/Decrease		(35,410)	39,961	(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	115,975	1,331,299	1,675,388	79%
Community Development	37,148	403,576	558,565	72%
Police	378,516	4,167,698	5,154,049	81%
Fire	182,998	1,759,958	2,172,209	81%
Hwys & Streets	57,925	1,346,948	2,109,045	64%
Parks/Recreation	129,189	1,376,923	1,929,819	71%
Miscellaneous	92,153	1,942,495	2,116,224	92%
Total General Fund Expenditures	993,904	12,328,897	15,715,299	78%



APRIL 2017

NEW BUSINESS LICENSES

License Issue Date	Company Name	Address	Contact Name	Contact Number
04.03.2017	Chocolate Gravy	221 Shevel Drive	Charlotte Rosenbalm	615.210.1296
04.04.2017	A&A Roofing Goodlettsville LP	422 Gates Road	Carlos Paredes	615.491.8610
04.05.2017	Henry Drilling LLC	1110 Harpeth Industrial Court	Brandon Allen	615.794.1784
04.07.2017	Kota's Retreat	615 Angela Circle	Kay Stauffer	615.419.1018
04.07.2017	Tolley And Lowe Inc.	1067 North First Street	Michelle Tolley	731.686.0863
04.12.2017	Retail Builders Inc.	14464 Lebanon Road	Linda Lee	615.754.6324
04.12.2017	W&G Coombs Enterprises, LLC	507 Emily Drive	Belinda "Wendy" Coombs	615.584.9408
04.12.2017	Markraft Cabinets Inc.	1664 Elm Hill Pike	Rosemary Thomas	910.762.1986
04.13.2017	Midsouth Healthcare Solutions, LLC	450 Professional Park Drive	Aditi Grime	615.239.8046
04.17.2017	Sacre Coer Inc.	212 South Main Street	Lynn P. Hanks	615.851.2635
04.18.2017	Charles Deweese Construction, Inc.	765 Industrial Bypass North	John Valiquette	270.586.9122
04.19.2017	Construction Materials Asphalt & Seal Coating	1250 Madison Creek Road	Brian Dandridge	615.295.0950
04.19.2017	Luttrell & Sons	109 Bank Circle Drive	Justin Daugherty	270.276.9439
04.19.2017	J N Plumbing	413 Rosehill Court	Joseph M. Nellesen	615.454.8513
04.24.2017	Hughes Edwards Builders Inc.	100 Country Club Drive	Susie Barnes	615.824.6970
04.25.2017	KCS Construction, LLC	2010 Elmer Pogue Drive	Jessica Kincaid	931.490.9782
04.25.2017	Archer Exteriors Inc.	1420 Donelson Pike	Gilbert Warren	856.363.7000
04.25.2017	Light Up Nashville, LLC	109-B East Avenue	Pelham McMurry	615.420.6114
04.25.2017	Wholesale Direct of TN, LLC	609 North Main Street	Michael Goss	615.838.2272

**NEW BEER PERMITS
NONE**

MONTH OF APRIL 2017**MONTHLY MANAGEMENT REPORT****COURT**NUMBER OF CITATIONS ISSUED IN MARCH 2017 - 265NUMBER OF DEFENDANTS APPEARING IN COURT

APRIL 11	110	9:00	A.M.
APRIL 11	52	1:00	P.M.
APRIL 18	20	1:00	P.M.

TOTAL FOR MONTH	182
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APRIL 18	8	8:30	A.M.
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CONTESTED COURT SESSIONNUMBER OF NON-TRAFFIC CITATIONS (i.e. codes / misdemeanors violations)

CODES	0
MISDEMEANORS	0

NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL	95
EIGHT HOUR SCHOOL	2

Goodlettsville Police Department

Chief Goodwin's Monthly Report

April 2017

Citizen's Police Academy continued every Tuesday night during the month of April. April 5th Troop 59 toured the Police Department. April 6th Chief Goodwin attended the TACP meeting in Franklin. April 17th Chief Goodwin and Commander Cherry attended the Burton Heights Neighborhood Watch meeting. April 19th Chief Goodwin attended the Drug Task Force meeting. April 27th Chief Goodwin attended the Chamber luncheon. April 29th many members of the department attended the Everyday Heroes Celebration at Goodlettsville City Hall grounds.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of April and 52.4 pounds of unwanted pharmaceuticals were deposited. Since its use 1024.2 pounds of unwanted pharmaceuticals have been deposited.

In review of the TIBRS data comparing April 2017 to April 2016 Crime Against Person increased from 17 to 21 a 19.05% increase, and Crime Against Property increased from 69 to 77 a 10.39% increase and overall we had an increase 86 to 98 incidents. Our UCR total for the month was an 11.33% decrease from 53 to 47 incidents.

Our proactive efforts were very good for the month of April. Our officers made 866 Traffic Stops and 4 Terry Stops. They made 112 Traffic Arrests and 15 DUI Arrests. From these Traffic Stops resulted 12 Felony charges, 124 Misdemeanor charges, and 8 warrants were served. They had 27 drug confiscations (16 from traffic stops). They issued 23 Misdemeanor Citations, made 59 Physical Arrests with 48 Misdemeanor charges and 12 Felony charges. They made 6 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 9 Warrant

Service Attempts. They served 16 Felony Warrants and 36 Misdemeanor Warrants.

Our officers continue to check our apartments, neighborhoods, businesses and parks. They conducted 201 apartment checks, 358 checks of neighborhoods, 304 businesses checks and 258 park checks. They had 967 Community Contacts. They issued 206 Park Smarts.



APRIL TIBRS

TIBRS Group A Offenses

	2017 Offenses Reported	2016 Offenses Reported
Crimes Against Persons	21	17
Murder	0	0
Negligent Manslaughter	0	0
Kidnaping/Abduction	0	0
Forcible Rape	0	0
Forcible Sodomy	1	0
Sexual Assault W/Object	0	0
Forcible Fondling	1	0
Incest	0	0
Statutory Rape	0	0
Aggravated Assault	4	0
Simple Assault	14	15
Intimidation	1	2
Stalking	0	0
Crimes Against Property	77	69
Arson	0	0
Bribery	0	0
Burglary	5	4
Counterfeiting/Forgery	9	0
Destruction/Damage/ Vandalism	8	10
Embezzlement	2	1
Extortion/Blackmail	0	0
Fraud - False Pretenses	6	1
Fraud - Credit Card/ATM	0	0
Fraud - Impersonation	1	1
Fraud - Welfare	0	0
Fraud - Wire	0	0
Motor Vehicle Theft	4	2
Robbery	1	1
Stolen Property Offenses	1	0
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	23	31
Theft From Building	7	5
Theft From Coin Machine	0	1
Theft From Motor Vehicle	6	7
Theft of Motor Vehicle Parts	0	4
Theft - All Other Larceny	4	1
Total Group A Offenses	98	86

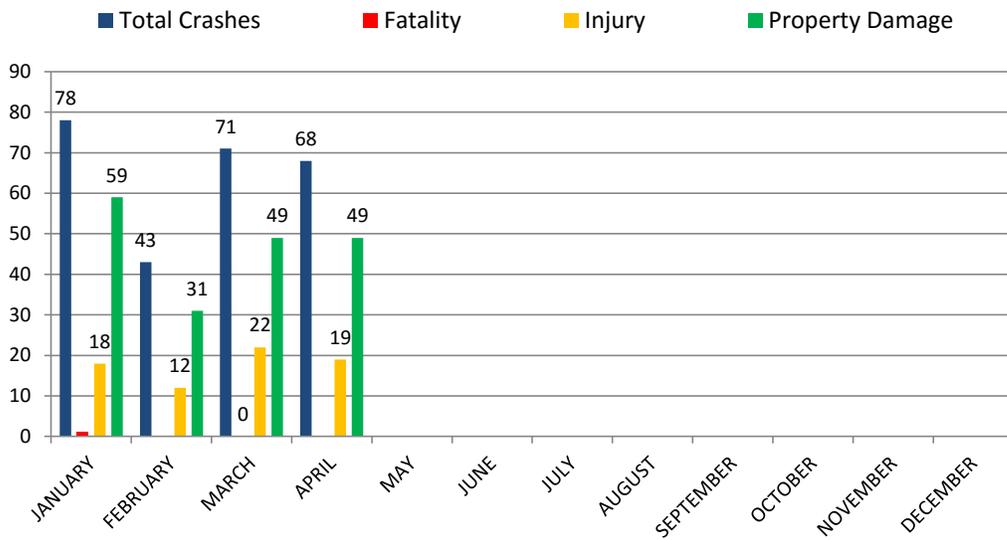


JANUARY TO JUNE 2017

	2017	JAN 2017	JAN 2016	FEB 2017	FEB 2016	MAR 2017	MAR 2016	APR 2017	APR 2016	MAY 2017	MAY 2016	JUN 2017	JUN 2016	2016 Offenses TOTAL	% CHANGE
TIBRS Group A Offenses															
Crimes Against Persons	81	24	16	19	14	17	13	21	17	0	0	0	0	60	35.00%
Murder	0	0	0	0	0	0	0	0	0					0	NC
Negligent Manslaughter	0	0	0	0	0	0	0	0	0					0	NC
Kidnaping/Abduction	1	0	0	0	0	1	0	0	0					0	NC
Forcible Rape	4	2	0	2	1	0	0	0	0					1	300.00%
Forcible Sodomy	2	1	0	0	1	0	0	1	0					1	100.00%
Sexual Assault W/Object	0	0	0	0	0	0	0	0	0					0	NC
Forcible Fondling	4	2	2	0	0	1	0	1	0					2	100.00%
Incest	0	0	0	0	0	0	0	0	0					0	NC
Statutory Rape	0	0	0	0	0	0	0	0	0					0	NC
Aggravated Assault	16	4	2	5	6	3	1	4	0					9	77.78%
Simple Assault	50	13	11	12	5	11	10	14	15					41	21.95%
Intimidation	4	2	1	0	1	1	2	1	2					6	-33.33%
Stalking	0	0	0	0	0	0	0	0	0					0	NC
Crimes Against Property	287	70	65	63	54	77	64	77	69	0	0	0	0	252	13.89%
Arson	0	0	0	0	0	0	0	0	0					0	NC
Bribery	0	0	0	0	0	0	0	0	0					0	NC
Burglary	19	6	5	3	0	5	4	5	4					13	46.15%
Counterfeiting/Forgery	13	0	3	4	1	0	1	9	0					5	160.00%
Destruction/Damage/ Vandalism	38	11	5	9	6	10	6	8	10					27	40.74%
Embezzlement	9	2	2	2	1	3	3	2	1					7	28.57%
Extortion/Blackmail	0	0	0	0	0	0	0	0	0					0	NC
Fraud - False Pretenses	17	2	3	5	2	4	4	6	1					10	70.00%
Fraud - Credit Card/ATM	0	0	2	0	0	0	0	0	0					2	-100.00%
Fraud - Impersonation	9	0	2	3	3	5	3	1	1					9	0.00%
Fraud - Welfare	0	0	0	0	0	0	0	0	0					0	NC
Fraud - Wire	0	0	0	0	1	0	0	0	0					1	-100.00%
Motor Vehicle Theft	16	7	4	1	3	4	1	4	2					10	60.00%
Robbery	5	1	0	3	1	0	0	1	1					2	150.00%
Stolen Property Offenses	2	1	0	0	0	0	0	1	0					0	NC
Theft - Pocket-picking	0	0	0	0	0	0	0	0	0					0	NC
Theft - Purse Snatching	1	0	0	0	0	1	0	0	0					0	NC
Theft - Shoplifting	82	20	21	19	22	20	27	23	31					101	-18.81%
Theft From Building	25	3	12	5	8	10	7	7	5					32	-21.88%
Theft From Coin Machine	1	0	1	0	0	1	0	0	1					2	-50.00%
Theft From Motor Vehicle	27	9	2	5	3	7	4	6	7					16	68.75%
Theft of Motor Vehicle Parts	9	5	2	1	1	3	0	0	4					7	28.57%
Theft - All Other Larceny	14	3	1	3	2	4	4	4	1					8	75.00%
Total Group A Offenses	368	94	81	82	68	94	77	98	86	0	0	0	0	312	17.95%

2017 TITAN CRASH REPORTS

(January 1 to April 30)





**APRIL COMPSTAT
WEEKS 14 THRU 17**

	2017	2016	2017 YTD		2016 YTD		% change	2016 TOTAL
Murders	0	0	YTD	0	YTD	0	NC	1
Rape	1	0	YTD	6	YTD	0	NC	2
Robbery (Commercial)	0	0	YTD	1	YTD	0	NC	3
Robbery (Street)	1	0	YTD	4	YTD	5	-20.00%	9
Aggravated Assault	2	1	YTD	9	YTD	7	28.57%	29
Aggravated Assault - Dom Viol	1	0	YTD	6	YTD	1	500.00%	15
Burglary (Commercial)	1	2	YTD	4	YTD	3	33.33%	23
Burglary (Residential)	2	3	YTD	14	YTD	12	16.67%	39
Auto Burglaries	4	7	YTD	27	YTD	15	80.00%	61
Larceny	10	11	YTD	43	YTD	45	-4.44%	127
Shoplifting	21	28	YTD	81	YTD	97	-16.49%	260
Motor Vehicle Theft	4	1	YTD	15	YTD	8	87.50%	25
Total Offenses	47	53	TOTAL YTD	210	TOTAL YTD	193	8.81%	594

Goodlettsville Police Department
APRIL 2017 COMPSTAT

	WEEK 14	WEEK 15	WEEK 16	WEEK 17		TOTAL	2017 YTD		2016 YTD		% change	2015 TOTAL
Murders	0	0	0	0		0	YTD	0	YTD	0	NC	2
Rape	1	0	0	0		1	YTD	6	YTD	0	NC	5
Robbery (Commercial)	0	0	0	0		0	YTD	1	YTD	0	NC	12
Robbery (Street)	0	1	0	0		1	YTD	4	YTD	5	-20.00%	9
Aggravated Assault	0	0	1	1		2	YTD	9	YTD	7	28.57%	26
Aggravated Assault - Dom Viol	0	0	1	0		1	YTD	6	YTD	1	500.00%	12
Burglary (Commercial)	0	0	0	1		1	YTD	4	YTD	3	33.33%	22
Burglary (Residential)	0	2	0	0		2	YTD	14	YTD	12	16.67%	45
Auto Burglaries	1	0	1	2		4	YTD	27	YTD	15	80.00%	74
Larceny	2	3	1	4		10	YTD	43	YTD	45	-4.44%	139
Shoplifting	3	7	9	2		21	YTD	81	YTD	97	-16.49%	233
Motor Vehicle Theft	0	0	3	1		4	YTD	15	YTD	8	87.50%	16
Total Offenses	7	13	16	11	0	47	YTD TOTAL	210	YTD TOTAL	193	8.81%	595



Summary of Month's Activities – April 1 – April 30, 2017

Fire Operations

The Department responded to 294 calls for service in the month of April.

Fire Administration

Chief's Comments:

During the month of April the Fire Department focused on two main tasks that must be performed annually. The Hydrants in Sumner County were flow tested and any problems reported up to White House Utility for repair. The Davidson County hydrants are tested and maintained by the Madison Utility.

All the fire hose in its different diameters was pressure tested and certified for use by connecting it in a long line, pumping it up to required pressures and holding it for a specified period of time. Both large tasks were divided between the shifts and accomplished in April.

A great deal of training was also accomplished at various levels of the organization. A Rope Refresher Course was reviewed at the shift level as was the Hose Line Performance Standard. Both skill sets are important for the individual firefighter to prove to himself and the organization that basic competencies are retained for the safety of all members.

Arrangements were made for an Advanced Extrication class to be done by our training staff and members of the TN Fire and Codes Academy the first week in May. Sincere thanks go to the Sumner County Board of Education for donation of a school bus and to Dad's Towing and Shrum's Auto Salvage for many contributions to our training.

The Chief was able to participate in the State Fire Chiefs Association quarterly meeting and the April session of Leadership Goodlettsville.

Two different local news channels contacted our department seeking information to do fire safety stories. We are always glad to participate in those types of research and stories.

The Department began assembly of a new fire training building next to the Sewer Pumping Station on Gallatin Road. Structural Completion is expected in June.

As always, we continue to offer the service of furnishing free smoke alarms and installing them for our city's citizens.

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 ¼, 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 - 384

Public Education Hours - 25

APRIL MAINTENANCE

1 Scheduled Services

13 Repairs

Special Projects

Looking at figures for Budget items

Outstanding Issues

Ordered Dodge 5500- Still waiting on the truck to get the bed put on

Cost Savings

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

6 Building Repairs

Fire Special

Training hours- Target Safety

Rode on Engine a few days to fill in as firefighter

Working with Lt. Shane Toll to update our Respiratory Program

Making Preparations for Extrication class, also working with Chief Reeves on the Training Facility



**Goodlettsville Fire Department
2017 Incident Report / Incident Totals**

Jurisdiction 19226		April 1 thru April 30	
		(NFIRS Report)	
Total Calls	294	(same month last year 273)	
CATEGORY	TOTALS	CATEGORY	TOTALS
Structure Fires	1	Hazardous Calls	6
Vehicle Fires	1	Service Calls	17
Brush/Grass Fires	0	Good Intent Calls	30
Overpressure Rupture /Explosion	No fire	Cover Assignment, Standby, Moveup	0
Refuse/Rubbish Fires	0	System Malfunction, Malicious False	2
Other Fires	5	Unintentional False	8
		Other False	16
Total Fires	9	Total False	26
Rescue and EMS	206	Weather Related	0
(Vehicle Accidents with Injuries 10)		(Rescue and EMS same month last year 190)	
		(last year)	
Mutual Aid Received	7	10	Incidents with Exposures
Mutual Aid Given	75	55	0
		(this month last yr. - loss was \$7000.00)	
Fire Service Injuries	0	Fire Dollar Loss	
Non-Fire Service Injury	0	Property	0.00
Fire Service Death	0	Contents	0.00
Non-Fire Service Death	0		0.00
Fire Civilian Injuries	0	Non-Fire Dollar Loss	
Non-Fire Civilian Injuries	0	Property	0.00
Fire Civilian Deaths	0	Contents	0.00
Non-Fire Civilian Deaths	0		
Vehicle Fires	3	Vehicle Property Loss	1500.00
		Vehicle Content Loss	0.00

Public Works Report – April, 2017

SOLID WASTE:

- Convenience Center solid waste collected: 18.61 tons
- Solid waste tonnage collected: 353.54 tons
- Recycled materials collected: 33.27 tons
- PIT Construction & Debris: 90 cy
- Compactor: 7.61
- Metals: 6.44 tons
- Bulk Item Pick Ups: 96
- Cart Repairs: 53
- New Cart Deliveries: 39

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**
- **RAINFALL FOR MONTH: 4.84"**
- **WORKED 195 TN ONE CALLS**

STREETS:

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

STORM WATER:

Commercial Inspection Conducted for Construction Projects	40
Residential Inspection Conducted for Construction Site's	84
Active Construction Sites (Commercial)	10
Active New Residential Home Sites	21

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

ATTENDED MEETINGS:

- MTSG Monthly Meeting
- Chamber of Commerce Luncheon
- CAP Meeting
- Educational Video/SWMP/Flyer
- Webinar “Neighborhood Voices”
- Mitigation Training
- CPR Training
- TCAPWA Meeting



April 2017

Projects - Administration

- Continued planning for 2016 LPRF grant for Peay Park Improvements
- Attended Historic Sites meeting at Oaklands for training and a roundtable regarding a software program for acquisitions
- Budget preparation for FY17-18
- Planned programs for 2017 Tree City USA
- CPR Training conducted for Parks and Recreation staff

Projects – Parks and Recreation

- Installed little library mailboxes at Gateway Park.
- Continue to work to install bleachers – concrete pads poured at football fields.
- Athletic field maintenance and preparation.
- Planted flowers and shrubs across the park system.
- Removed dead and fallen trees.
- Ongoing mowing and maintenance of all facilities.

Historic Sites

- Held the Heritage Days event that drew more than a thousand people to the sites to learn about life on the frontier and at a plantation through hands-on demonstrations.
- Conducted several group tours for school groups, senior adult groups, and tourists.
- Planned the garden program

Facility and Rental Information

	Resident Usage/Rentals	Non-Resident Usage/Rentals	Attendance	Volunteer Hours
Community Center	424/4	306/3		
Goodlettsville Event Center	1	2		
Senior Adult Program			667	30
Shelters	28	25		
Fields	4	3		
Programs Requiring Registration			701	
Historic Mansker's Station			752	231.5
Pleasant Green Pool				
Tennis Courts	0	1		

ASpecial Events

Special Event Applications Submitted:

- Simmons Bank- Christmas For Kids 5K
- Kona Ice National Chill Out Day

Event Applications Approved:

- Simmons Bank- Christmas For Kids 5k: November 18, 2017 at Moss-Wright Park
- Kona Ice National Chill Out Day: April 18, 2017 at Moss-Wright Park

Events conducted:

- Kona Ice National Chill Out Day: April 18, 2017
- TUSC Soccer Tournament: April 21-23, 2017 (RAINED OUT)

Events or programs conducted by P&R:

Heritage Days

Athletics**Current leagues operating in Goodlettsville parks:**

Goodlettsville Little League
Goodlettsville Girls Fastpitch Softball
Middle Tennessee Futbol Club
Tennessee United Soccer Club
National Flag Football League
Adult Softball League

of games

120 Games- Baseball
75 Games- Softball
143 Games- Soccer
8 Games- Flag Football
8 Games- Adult Softball

of practices

254 Practices- Baseball
174 Practices- Softball
278 Practices- Soccer
16 Practices- Flag Football



COMMUNITY DEVELOPMENT DEPARTMENT

Sub-group: Economic Development

Monthly Management Report: April 2017

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 engineer in regards to new office building.

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

Worked with owners in regards to assisted living facility.

Worked with developer in regards to a new commercial development on Long Hollow.

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 Conference Drive enhancements.

Meetings Attended

Goodlettsville City Commission
Forward Sumner

TN Public Works Association

APRIL 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 city is awaiting a contract with the state to start the project. Demolition is complete by city park personnel. Design for the splash pad is expected to begin in June. The design team is being assembled and we expect an opening of the project in the summer of 2018.**

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: Awaiting a clearance letter from local programs to begin the right of way phase of work. In this phase easements and their appraised values will be prepared for acquisition. Utility coordination and public input will occur as soon as the approved letter is received. Construction is expected to be complete in the spring of 2020.**

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 connectivity for some of the disconnected commercial developments within the city. **Status: The TDOT Transportation Alternatives Program (TAP) grant for a sidewalk connecting Moss Wright Park to North Creek Park along Caldwell Road and Long Hollow Pike is in review by the state. Program budgeting and preliminary design are ongoing on the other projects. These and other projects will be a part of the five year Capital Improvements Plan**

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: The National Environmental Protection Act (NEPA) documents for environmental clearance have been submitted. Awaiting approval from the state to move to the design phase of the project. Construction is expected to begin in spring of 2018 with completion by the spring of 2019.**

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. These projects will reduce maintenance and energy costs for the City's sewer collection department. **Status: The Wynridge Way sewer bypass construction has started and will be complete by July 2017. The Madison Creek sewer bypass is being rebid due to budget concerns. Rebid of this project should be in the fall of 2017 with completion scheduled for the spring of 2018.**

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 will provide state of the art signal control for the City. **Status: The National Environmental Protection Act (NEPA) documents are complete. Preliminary design is in review. Awaiting approval from the state to move to the next phase of the project. Construction is expected to begin in the spring of 2018 with completion in summer of 2019.**

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 for the purpose of flood prevention. **Status: The first phase of the Gateway Neighborhood drainage improvements is underway. With completion scheduled for summer of 2017. A feasibility study for storm water detention in the area of Old Two Mile Pike and negotiations for drainage easements are underway. Three culvert replacement projects are also currently in the design phase. Construction for the replacement culverts is scheduled for completion by December 2017.**

Bank Stabilization Moss Wright Park

The bank along Mansker Creek at Moss Wright Park is being eroded by changes in stream flow. A grant study is underway for long term remediation. **Status: Grant Funds through the Cumberland River Compact for future bank erosion repairs near the soccer fields have been released with the project in the design phase. This phase of the work is scheduled for completion by the end of 2017.**

Mansker Creek Greenway

The addition of a 2 million dollar, 50 percent grant funded half mile of trails has been laid out to connect the Windsor Green Neighborhood and Conference Drive with Moss Wright and North Creek Parks. The route will follow the banks of Mansker Creek providing a trail system to enhance Goodlettsville's already extensive outdoor walking experience. **Status: Preliminary design is complete and the project is currently in land acquisition phase. Construction is scheduled to begin in 2018 with construction completion by the summer of 2019.**

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

April 2017

Summary of Month Activities:

Site Development Meetings Attended:

- Copper Creek Phase 1 Section 2 – drainage revision proposal
- 944 Louisville Hwy 31W Goodlettsville Collison Center and adjacent properties- commercial center preliminary proposal
- 880 Conference Drive- American Home Design- parking lot expansion proposal
- 415 Moncrief and Adjacent Properties- rezoning proposal
- Old Brick Church Pike- Hill Place- development expansion proposal
- 602 Park Drive- resident/property owner requests discussion on conversion of garage to living space
- Northgate Retail Center- Long Hollow Pike- commercial development proposal adjacent to new Taco Bell development
- Greene Property Development- Springfield Hwy 41W- commercial development proposal utility construction

Building and Site Inspections Completed:

- 525 Rivergate Parkway proposed median access
- 880 Conference Drive proposed building renovation questions
- 609 N. Main Street- proposed auto sales business
- Copper Creek 2-1 development performance bond inspection with Public Works Department
- S. Main Street and East Drive- property maintenance notice questions
- Mr. Fix-It- Graves Street- building addition

Administration Meetings Attended:

- Department budget meeting
- Leadership Goodlettsville program logistics and planning and session presentations

Organizational Meetings Attended:

- Goodlettsville Regional Planning Commission monthly meeting

Goodlettsville Codes Department Activity Report April 2017

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 to 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 Sa	40 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	6 inspections
Fire Investigations	Duties of Fire Marshal involving fires in the city limits	1 investigation
Building Inspections	Building Related	112 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	96 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	80 inspections
Signs Removed	Illegal signs removed from city limits	65 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	10 hours
Storm Water Training	EPSC training and certification	0 hours
Fire Inspection Training	L. DiOrio and M. Bauer required training on Fire Code (Arson Training)	6 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	0
Issuing of Addresses	Assisting Metro/Davidson County 911 with assigning addresses for the city	5 addresses
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	0 structure
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 April 2017

													<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>				
New Residential														
20170104	4/19/2017	366,135.00			22	255 Sydney Drive	Meritage Homes	58003	New Residential	Sumner				
20170105	4/19/2017	366,135.00			6	250 Sydney Drive	Meritage Homes	58003	New Residential	Sumner				
20170023	4/24/2017	439,563.00	143D		36	104 Copper Creek Drive	Dalamar Homes	58679	New Residential	Sumner				
20170093	4/13/2017	1,201,613.00			units	604 Alta Loma/Cobblestone	Kevin Hynamen	26156	8 unit townhomes	Davidson				
Total		2,373,446.00												
New Commercial														
20170098	4/13/2017	88,358.40	142		6.03	840 Forks Road	Glenda Tinnin	22522	New Commercial	Sumner				
Total		88,358.40												
Additions & Remodeling														
20170084	4/3/2017	0.00	25.08		53	503 S. Main Street	Michael Rippetoe	Owner	Demolition of shed	Davidson				
20170089	4/10/2017	220,000.00	26		128	1000 Northchase	Georgia Pacific	29017	Commercial Remodel	Davidson				
20170090	4/11/2017	19,200.00	143D		33	114 Copper Creek Drive	McCartney	48083	Residential Remodel	Sumner				
20170091	4/11/2017	0.00	141		48.02	933 Louisville Hwy.	Surefire Fireworks	Owner	Fireworks Tent	Sumner				
20170095	4/13/2017	80,000.00	19.14		100	250 Long Hollow Pike	J.D. Eatherly	26368	Commercial Remodel	Davidson				
20170096	4/13/2017	20,000.00	143H		28	508 E. Angela Circle	Kimberly Carroll	Homeowner	Inground Pool	Sumner				
20170099	4/13/2017	24,900.00	26.02		16	515 Hanover Dr.	Kevin Christian	Homeowner	Fire Rebuild/Remodel	Davidson				
20170100	4/14/2017	1,000.00	26.09		62	405 Moss Trail	Keith Nelson	Homeowner	Accessory Structure	Davidson				
20170102	4/17/2017	1,500.00	25.08		83	602 S. Main St.	Fortune and Fades	Owner	Commercial Remodel	Davidson				
20170108	4/25/2017	3,000.00	140		59	3131 Patton Branch Rd.	Tom Ross	Owner	Accessory Structure	Sumner				
20170112	4/25/2017	12,000.00	19.14		100	250 Long Hollow Pike	Roman Pharmacy	A-1 Signs	Sign	Davidson				
20170114	4/27/2017	3,000.00	161		6	118 Stephanie Place	Mike Wilson	Owner	Pool	Sumner				
Total		384,600.00												
Total New Residential														
													2,373,446.00	
Total New Commercial														
													88,358.40	
Total Add/Remodels														
													384,600.00	
Total All Permits														
													2,846,404.40	
Single Family Dwellings														
													8 (townhomes)	
Davidson														
													3	
Sumner														
													11	