



City Manager Report: September 2018

Distributed: October 16, 2018



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:

A new playground was built in one day at Pleasant Green Park in September thanks to KaBOOM! and CarMax.

Monthly Reports by Division

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October 16, 2018

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, 2018 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, 2018

Legislative Accomplishments

- Board of Commissioners took action on the following ordinances:
 - Approved Ordinance 18-922, an ordinance of the Board of Commissioners of the City of Goodlettsville, Tennessee establishing the permit requirements and associated fees as it relates to fire sprinkler installation, fire alarm installation, commercial cooking hood systems, and clean agent fire suppression systems.
 - Approved Ordinance 18-923, an ordinance of the City of Goodlettsville, Tennessee amending the fiscal year 2018-2019 budget, passed by Ordinance 18-918 regarding Microwave Connectivity for Public Safety Communications.
 - Approved Ordinance 18-924, an ordinance of the City of Goodlettsville, Tennessee amending the fiscal year 2018-2019 budget, passed by Ordinance 18-918 regarding Police Department Supplies and Equipment.
 - Approved Ordinance 18-925, an ordinance of the City of Goodlettsville, Tennessee amending the fiscal year 2018-2019 budget, passed by Ordinance 18-918 regarding damage at Moss-Wright Park Maintenance Building.

- The Board of Commissioners also took action on the following resolutions:
 - Approved Resolution 18-819, a resolution ratifying the membership and appointment to the Goodlettsville Board of Zoning and Sign Appeals.
 - Approved Resolution 18-820, a resolution authorizing the approval and execution of a contract between the State of Tennessee Department of Transportation and the City of Goodlettsville as it relates to a Transportation Alternative Program Grant.
 - Approved Resolution 18-821, a resolution proclaiming October 7, 2018, as the Goodlettsville Cumberland Presbyterian Church Day in the City of Goodlettsville, as the Church and its members celebrate their one hundred and seventy fifth anniversary as a church.
 - Approved Resolution 18-822, a resolution approving the acquisition of a drainage easement from Mrs. Rebecca Ramsay on a parcel of property located at 646 Wade Circle and authorizing the City manager to execute any and all documents necessary for said easement.

- Approved Resolution 18-823, a resolution authorizing an application for the BlueCross BlueShield of Tennessee Health Foundation Grant as it relates to Rachel's Garden and a Miracle Field.

Legislative Matters Forthcoming

- SRF Loan.
- Surplus property.
- Procurement of vending services and supplies.

Commissions and Boards

- **Planning Commission**

- Discussed active projects and planning related topics.

- **Board of Zoning Appeals**

- Approved a zoning variance from the Goodlettsville Zoning Ordinance **Section 14-208(d) and (e), subsections (vii) and (viii) Supplementary District Regulations**; regarding the location and maximum height of any accessory structure within a residential zoning district. This parcel is located within a HDRPUD zoning district. Property is referenced as Davidson County Parcel ID No. 03300002100, containing approx. 31.05 acres.
- Approved a Conditional Use Permit for General Personal Services in a Commercial Core Overlay District for mini-warehouse use as required in the Goodlettsville Zoning Ordinance **Section 14-207(n); and Appendix A, Table I, Land Use Activity Matrix; Zoning Districts**. Property is located at 303 S. Main Street. Property is referenced as Davidson County Parcel ID No. 02504010700, containing approx. 1.20 acres.
- Discussed a mounted ground sign at 226 S. Main Street and the vacancy on the Board.

- **Beer Board**

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

- **Industrial Development Board**

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

- **Parks and Recreation Advisory Board**
 - The Parks Board did not meet during the month of September.

- **Visitors and Tourism Board**
 - The Visitors Board did not meet during the month of September.

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 Manskers and Madison Creeks.
- City-wide Beautification.
- CMAQ Projects.
- Neighborhood Enhancement Program.
- Transportation Alternative Program grant.



Economic Development & Marketing Report: September 2018

Economic Development

- Attended the Workforce Development Conference hosted by the TN Economic Development Council
- Attended the Goodlettsville Chamber of Commerce monthly luncheon
- Reviewed proposals for a retail recruitment strategy firm. The Buxton Company and NaviRetail submitted. Concluded that we would not hire a firm, and we will use the budgeted funds in-house to do the job ourselves.
- Worked with local developer on details to add commercial property to our online property search tool
- Discussed feasibility for various development opportunities with interested parties
- Answered requests regarding availability of commercial property

Marketing & PR, Admin

- Worked on ECD Department branding
- Attended the ADA Transition Plan Training
- Worked with CGI Communications to plan for our community video project renewal
- Rolled out the 9th installment of the "Our people. Serving our people." PR Campaign. September's video featured Sterling Brenneis from the Sewer Department.
- City of Goodlettsville September newsletter was distributed in utility bills.

City Board Meetings Attended

- Planning and Zoning Board Meeting
- Study Sessions and City Commission Meetings



Tourism Department Report for September 2018

- Hosted 13 Programs/Workshops at Historic Mansker's Station
- Hosted 6 groups: 5 student groups and 1 senior group
- Met w/The Pool Insurance Rep regarding all Tourism/HMS Events
- Attended 9/11 Service at City Hall
- Attended Leadership Goodlettsville Board Meeting
- Attended ADA Transition Plan Training
- Applied for TAEP Farmer's Market Grant
- Applied for Sumner County Heritage Marketing Grant
- Attended Rachel's Garden Lunch and Learn
- Prep work for Tourism Marketing Video
- Held final Sumner County Master Gardener Lecture on Tree Identification
- Held Video Project pre-production meeting
- 4 Tourism Team members and 2 Tourism Volunteers worked on the Parks Department KABOOM Playground Build project
- Attended the Chamber of Commerce luncheon
- Hosted meeting with Tennessee Professional Photography Association re: hosting Spring 2019 workshop and possibly August 2019 annual conference
- In process of working with Group Tour Operator for March and April 2019 rooms
- In process of working with Group Tour Operator for December 2018 event space
- In process of working with Tennessee Welcome Centers for December 2018 FAM tour
- Delivered maps and Visit Goodlettsville flyers to hotels and area businesses
- Hosted Goodlettsville Farmer's Market each Thursday
- Added a Part Time Tourism Services Assistant to the Tourism Team
- Attended the TnHTA Governor's Conference on Tourism
- Continued work on state tourism advertising
- Continued working on Visit Goodlettsville website redesign
- Prep work for October 27 Ghost and Lantern Tour
- Prep work for Christmas events at Historic Mansker's Station

City of Goodlettsville Department of Tourism
 705 Caldwell Drive
 Goodlettsville, TN 37072
 615-859-3678

Finance and Administration Monthly Report

September 2018

FINANCE

- Most of the month of September was dedicated to the City's annual financial audit. The first week of September was spent with the auditors on-site planning. September 24-Oct 5 was dedicated to the actual field work phase of the audit.
- Attended a meeting with the City's Employee Medical Insurance brokers
- Worked with Property Tax Software on upcoming Tax season

HUMAN RESOURCES

- Sept 12 - Completed first online retirement, training with TCRS.
- Sept 18 - Met with Insurance broker for update.
- Sept 26 – flu shots onsite.
- Hired: 1 Crew leader at park, 1 police officer and 1 dispatcher.
- Terms during the month: none
- Worker's Compensation accidents in the month: none
- Full-time employees: 137; Part-time employees: 43.
- Job opening: Paramedic
- Job opening: Paramedic

**City of Goodlettsville
Financial Summary
August 2018 (Unaudited)**

UNASSIGNED FUND BALANCE

Operating Fund	Current Month	Budget 06/30/2019	%
General Fund	2,715,714	3,880,240	70%
Sanitation	370,372	251,371	147%
Tourism	949,910	759,987	125%

CASH IN BANK

General Fund	4,902,082
Sanitation	201,722
Tourism	964,540
Sewer	10,703,817
Stormwater	1,240,095
Total Cash	18,012,256

SALES TAX COLLECTIONS

FY2018-2019 Month Received	Summer Current Year	Summer Prior Yr	Davidson Current Yr	Davidson Prior Year	Total Current Year	Total Prior Year
Aug	51,931	78,686	362,184	265,237	414,115	343,923
Sep	59,489	25,380	302,784	289,569	362,273	314,949
Oct	0	49,232	0	262,076	0	311,308
Nov	0	45,953	0	303,983	0	349,936
Dec	0	50,053	0	385,051	0	435,104
Jan	0	50,203	0	388,920	0	439,123
Feb	0	51,258	0	535,208	0	586,465
Mar	0	46,902	0	268,832	0	315,733
Apr	0	39,467	0	293,346	0	332,813
May	0	50,760	0	392,923	0	443,683
Jun	0	55,005	0	293,483	0	348,488
Jul	0	55,737	0	324,270	0	380,007
YTD	111,420	598,635	664,968	4,002,899	776,388	4,601,533

**City of Goodlettsville
Financial Summary
August 2018 (Unaudited)**

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	683,808	1,654,786	14,232,040	11.63%
General Fund	Expenditures	1,668,160	4,447,889	17,896,745	24.85%
Net Increase/Decrease		(984,352)	(2,793,103)	(3,664,705)	
Sanitation Fund	Revenues	92,866	198,360	996,800	19.90%
Sanitation Fund	Expenditures	64,166	143,251	1,110,445	12.90%
Net Increase/Decrease		28,700	55,109	(113,645)	
Tourism	Revenues	61,472	214,626	823,200	26.07%
Tourism	Expenditures	67,421	190,613	960,191	19.85%
Net Increase/Decrease		(5,949)	24,013	(136,991)	
Sewer	Revenues	463,863	951,004	5,708,000	16.66%
Sewer	Expenses	99,251	860,255	7,303,763	11.78%
Net Increase/Decrease		364,612	90,749	(1,595,763)	
Stormwater Utility	Revenues	83,259	174,204	921,500	18.90%
Stormwater Utility	Expenses	42,906	89,695	1,982,356	4.52%
Net Increase/Decrease		40,353	84,509	(1,060,856)	

OPERATIONS EXPENDITURE SUMMARY

<u>General Fund Operating Dept</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	<u>% of Budget</u>
General Government	151,308	416,413	1,949,151	21%
Planning and Codes	26,544	115,918	569,042	20%
Police	366,564	1,308,854	5,995,181	22%
Fire	143,397	495,463	2,604,393	19%
Hwys & Streets	743,736	978,934	3,125,894	31%
Parks/Recreation	104,789	596,123	2,049,292	29%
Miscellaneous	131,822	536,182	1,603,791	33%
Total General Fund Expenditures	1,668,160	4,447,887	17,896,744	25%



**SEPTEMBER 2018
NEW BUSINESS LICENSES**

License Issue Date	Company Name	Description	Address	Contact Name	Contact Number
09.04.2018	JACK AND JILL	SALES OF SERVICES & OTHER TANGIBLE PERSONAL PROPERTY	452 MOSS TRAIL H2 GOODLETTSVILLE TN 37072	VIKRAM NAYAR	
09.17.2018	COINSTAR ASSET HOLDINGS	AUTOMATED SELF-SERVICE COIN COUNTING KIOSK	123 NORTHCREEK BLVD GOODLETTSVILLE TN 37072	KELLY SHOMLER	425-943-8704
9.18.2018	JWILLIAMS PHOTOGRAPHY & VIDEO	PHOTOGRAPHY & VIDEO EDITING OR TREATMENT	524 WINDSOR GREEN BLVD APT 524	JONATHAN WILLIAMS	615-975-2570

**SEPTEMBER 2018
NEW BEER PERMITS
NONE**

License Issue Date	Company Name	Description	Address	Contact Name	Contact Number



**SEPTEMBER 2018
NEW MOBILE FOOD VENDOR PERMITS**

License Issue Date	Company Name	Description	Address	Contact Name	Contact Number

**SEPTEMBER 2018
NEW TRANSIENT VENDOR PERMITS
NONE**

MONTH OF SEPTEMBER 2018

MONTHLY MANAGEMENT REPORT

COURT

NUMBER OF CITATIONS ISSUED IN SEPTEMBER 2018 -

NUMBER OF DEFENDANTS APPEARING IN COURT -

SEPTEMBER 11	27	9:00	A.M.
SEPTEMBER 11	38	1:00	P.M.
SEPTEMBER 18	19	1:00	P.M.

TOTAL FOR MONTH 84

SEPTEMBER 18 5 8:30 A.M.

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 43

EIGHT HOUR SCHOOL 7

Goodlettsville Police Department

Chief Goodwin's Monthly Report

September 2018

September 10th Commander Cherry spoke to the children at the Goodlettsville Church of Christ Mother's Day Out. September 11th Commander Cherry attended the Ministerial Association meeting. September 13th & 14th the department provided information about the Yellow Dot program to those coming to check on Tax Relief. September 14th Officer Brandon Wright attended the Senior Fair at the Community Center. Chief Goodwin attended the Drug Task Force meeting September 19th. Commander Cherry attended the Rivergate Meadows Neighborhood Watch meeting on September 20th. September 25th several members of the department participated in Touch-A-Truck at Rivergate Mall. September 26th several members of the department volunteered for the KABOOM playground build. September 28th Chief Goodwin and Commander Okert attended Sgt. Jennifer Hancock's graduation from the Northwestern School of Police Staff & Command.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of September and 27.4 pounds of unwanted pharmaceuticals were deposited. Since its use 1827.72 pounds of unwanted pharmaceuticals have been deposited.

In review of the TIBRS data comparing September 2018 to September 2017 Crime Against Person decreased from 20 to 17 incidents a 15% decrease, and Crime Against Property decreased from 75 to 66 a 12% decrease and overall we had a decrease from 95 to 83 incidents. Our UCR total for the month was even at 47 incidents.

Our proactive efforts were good for the month of September. Our officers made 892 Traffic Stops and 14 Terry Stops. They made 142 Traffic Arrests and 12 DUI Arrests. From these Traffic Stops resulted 22 Felony charges, 181 Misdemeanor charges, and 35 warrants were served. They had 46 drug confiscations (24 from traffic stops). They issued 19 Misdemeanor Citations, made 69 Physical Arrests

with 45 Misdemeanor charges and 8 Felony charges. They made 14 Juvenile Misdemeanor Arrests and 1 Curfew violation.

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 4 Warrant Service Attempts. They served 23 Felony Warrants and 31 Misdemeanor Warrants.

Our officers continue to check our apartments, neighborhoods, businesses and parks. They conducted 246 apartment checks, 322 checks of neighborhoods, 898 business checks and 275 park checks. They had 166 Community Contacts. They issued 453 Park Smarts and found 1 open door.



YTD TIBRS - 2018 VS 2017

	2018	JUL 2018	JUL 2017	AUG 2018	AUG 2017	SEP 2018	SEP 2017	OCT 2018	OCT 2017	NOV 2018	NOV 2017	DEC 2018	DEC 2017	2017 Offenses TOTAL	% CHANGE
TIBRS Group A Offenses															
Crimes Against Persons	57	22	13	18	23	17	20	0	17	0	23	0	0	96	-40.63%
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	0	0	1	0	0	0	1		0		2			4	-100.00%
Forcible Rape	0	0	0	0	2	0	0		0		0			2	-100.00%
Forcible Sodomy	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	NC
Forcible Fondling	0	0	1	0	1	0	0		0		0			2	-100.00%
Incest	0	0	0	0	0	0	0		0		0			0	NC
Statutory Rape	1	1	2	0	0	0	0		0		0			2	-50.00%
Aggravated Assault	5	3	0	1	3	1	3		2		3			11	-54.55%
Simple Assault	43	13	9	15	17	15	13		10		14			63	-31.75%
Intimidation	8	5	0	2	0	1	3		5		4			12	-33.33%
Stalking	0	0	0	0	0	0	0		0		0			0	NC
Crimes Against Property	201	66	70	69	88	66	75	0	92	0	63	0	0	388	-48.20%
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	9	1	5	5	14	3	5		7		7			38	-76.32%
Counterfeiting/Forgery	6	4	3	1	2	1	6		7		6			24	-75.00%
Destruction/Damage/ Vandalism	19	8	9	4	5	7	10		6		6			36	-47.22%
Embezzlement	4	2	2	1	5	1	2		0		1			10	-60.00%
Extortion/Blackmail	0	0	0	0	0	0	0		0		0			0	NC
Fraud - False Pretenses	16	4	6	7	5	5	7		8		4			30	-46.67%
Fraud - Credit Card/ATM	5	1	0	4	0	0	1		2		0			3	66.67%
Fraud - Impersonation	3	0	3	2	3	1	0		3		1			10	-70.00%
Fraud - Welfare	0	0	0	0	0	0	0		0		0			0	NC
Fraud - Wire	0	0	0	0	0	0	0		0		0			0	NC
Motor Vehicle Theft	7	2	2	2	2	3	3		3		2			12	-41.67%
Robbery	7	4	1	1	2	2	2		3		1			9	-22.22%
Stolen Property Offenses	0	0	2	0	3	0	0		1		2			8	-100.00%
Theft - Pocket-picking	2	0	0	0	0	2	0		0		0			0	NC
Theft - Purse Snatching	0	0	0	0	0	0	0		0		1			1	-100.00%
Theft - Shoplifting	51	21	15	14	24	16	17		22		18			96	-46.88%
Theft From Building	15	3	5	3	4	9	4		7		2			22	-31.82%
Theft From Coin Machine	0	0	0	0	1	0	0		0		0			1	-100.00%
Theft From Motor Vehicle	36	10	8	18	9	8	13		12		8			50	-28.00%
Theft of Motor Vehicle Parts	12	5	2	2	3	5	1		6		3			15	-20.00%
Theft - All Other Larceny	9	1	7	5	6	3	4		5		1			23	-60.87%
Total Group A Offenses	258	88	83	87	111	83	95	0	109	0	86	0	0	484	-46.69%



September TIBRS

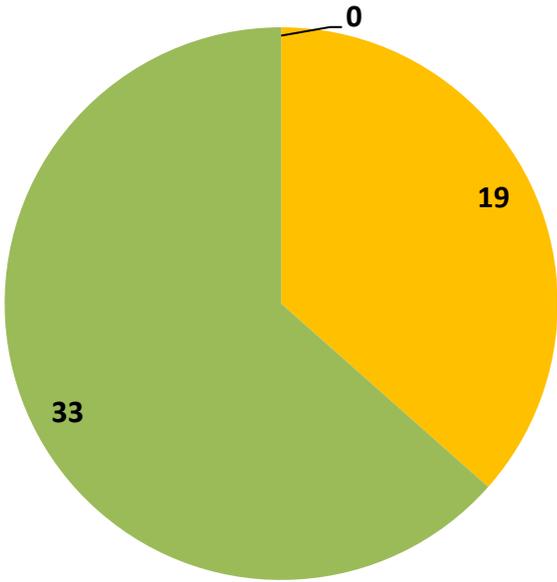
TIBRS Group A Offenses

	2018 Offenses Reported	2017 Offenses Reported
Crimes Against Persons	17	20
Murder	0	0
Negligent Manslaughter	0	0
Kidnaping/Abduction	0	0
Forcible Rape	0	1
Forcible Sodomy	0	0
Sexual Assault W/Object	0	0
Forcible Fondling	0	0
Incest	0	0
Statutory Rape	0	0
Aggravated Assault	1	3
Simple Assault	15	13
Intimidation	1	3
Stalking	0	0
Crimes Against Property	66	75
Arson	0	0
Bribery	0	0
Burglary	3	5
Counterfeiting/Forgery	1	6
Destruction/Damage/ Vandalism	7	10
Embezzlement	1	2
Extortion/Blackmail	0	0
Fraud - False Pretenses	5	7
Fraud - Credit Card/ATM	0	1
Fraud - Impersonation	1	0
Fraud - Welfare	0	0
Fraud - Wire	0	0
Motor Vehicle Theft	3	3
Robbery	2	2
Stolen Property Offenses	0	0
Theft - Pocket-picking	2	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	16	17
Theft From Building	9	4
Theft From Coin Machine	0	0
Theft From Motor Vehicle	8	13
Theft of Motor Vehicle Parts	5	1
Theft - All Other Larceny	3	4
Total Group A Offenses	83	95

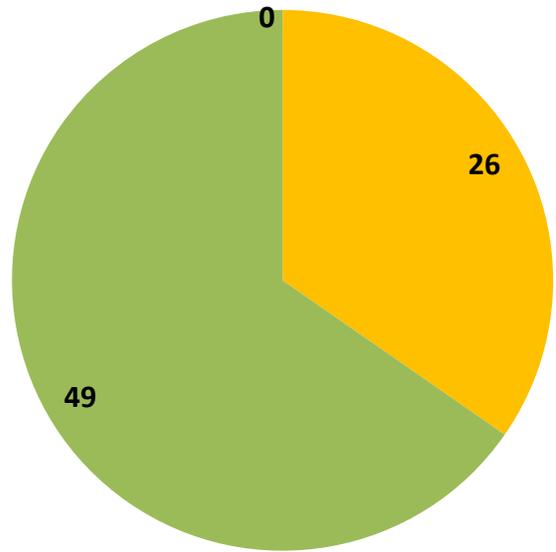
SEPTEMBER TRAFFIC CRASHES

■ Fatal ■ Injury ■ Property Damage

2018
52



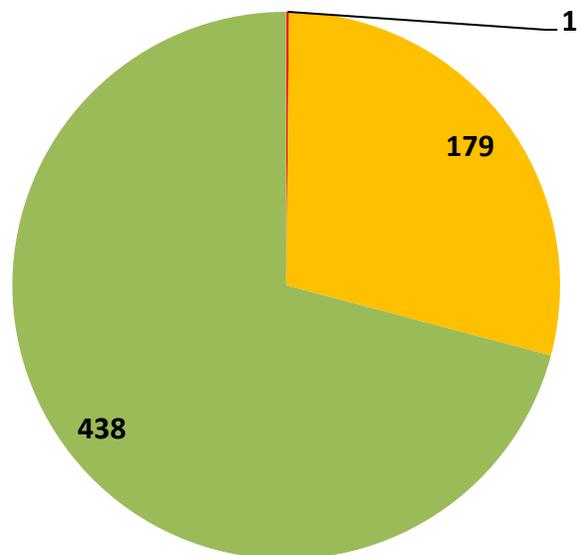
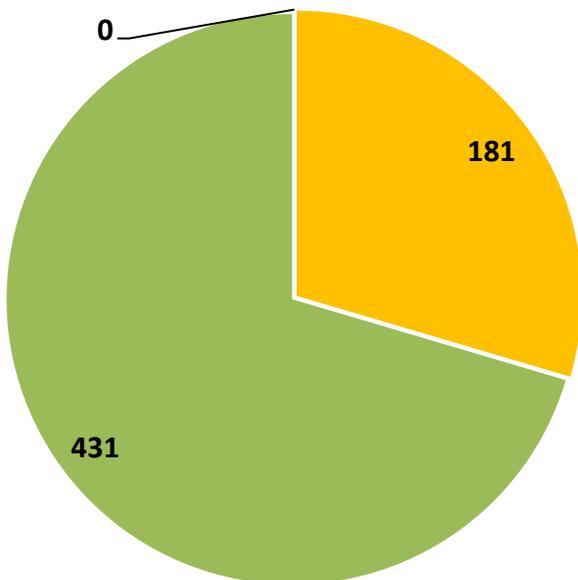
2017
75



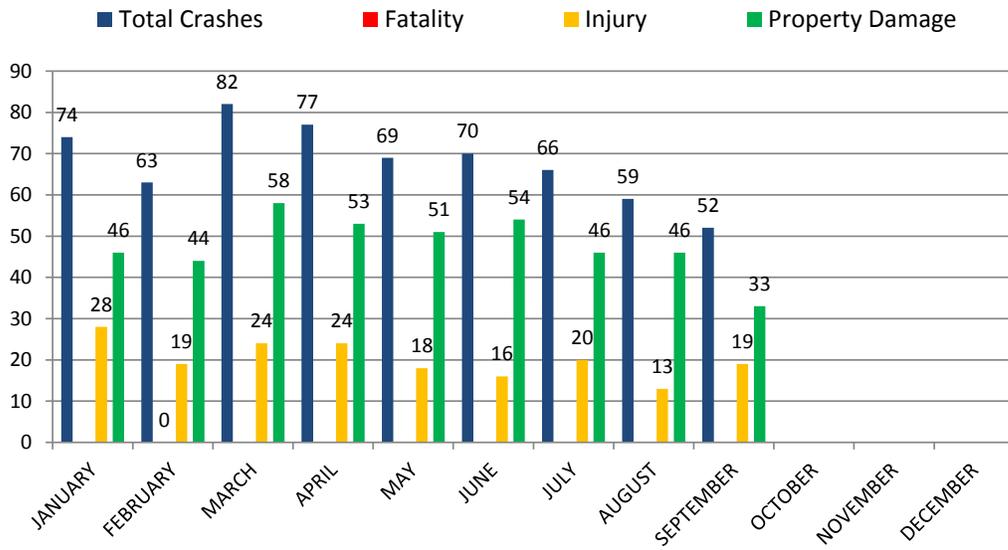
2018
612

YEAR TO DATE

2017
618



2018 YTD TITAN CRASH REPORTS



Goodlettsville Police Department
SEPTEMBER 2018 COMPSTAT

	WEEK 36	WEEK 37	WEEK 38	WEEK 39		TOTAL	2018 YTD		2017 YTD		% change	2017 TOTAL
Murders	0	0	0	0		0	YTD	0	YTD	0	NC	0
Rape	0	0	0	0		0	YTD	4	YTD	9	-55.56%	10
Robbery (Commercial)	0	0	0	1		1	YTD	4	YTD	4	0.00%	7
Robbery (Street)	0	0	0	0		0	YTD	16	YTD	13	23.08%	18
Aggravated Assault	1	0	0	0		1	YTD	29	YTD	22	31.82%	25
Aggravated Assault - Dom Viol	0	0	0	0		0	YTD	8	YTD	12	-33.33%	15
Burglary (Commercial)	1	0	2	0		3	YTD	11	YTD	23	-52.17%	33
Burglary (Residential)	0	1	1	0		2	YTD	17	YTD	35	-51.43%	47
Auto Burglaries	4	1	2	0		7	YTD	86	YTD	73	17.81%	98
Larceny	2	5	5	3		15	YTD	96	YTD	98	-2.04%	132
Shoplifting	4	4	2	5		15	YTD	153	YTD	183	-16.39%	244
Motor Vehicle Theft	2	0	0	1		3	YTD	40	YTD	25	60.00%	32
Total Offenses	14	11	12	10	0	47	YTD TOTAL	464	YTD TOTAL	497	-6.64%	661



September COMPSTAT
WEEKS 36 THRU 39

	2018	2017	2018 YTD		2017 YTD		% change	2017 TOTAL
Murders	0	0	YTD	0	YTD	0	NC	0
Rape	0	0	YTD	4	YTD	9	-55.56%	10
Robbery (Commercial)	1	2	YTD	4	YTD	4	0.00%	7
Robbery (Street)	0	0	YTD	16	YTD	13	23.08%	18
Aggravated Assault	1	1	YTD	29	YTD	22	31.82%	25
Aggravated Assault - Dom Viol	0	2	YTD	8	YTD	12	-33.33%	15
Burglary (Commercial)	3	3	YTD	11	YTD	23	-52.17%	33
Burglary (Residential)	2	3	YTD	17	YTD	35	-51.43%	47
Auto Burglaries	7	11	YTD	86	YTD	73	17.81%	98
Larceny	15	8	YTD	96	YTD	98	-2.04%	132
Shoplifting	15	15	YTD	153	YTD	183	-16.39%	244
Motor Vehicle Theft	3	2	YTD	40	YTD	25	60.00%	32
Total Offenses	47	47	TOTAL YTD	464	TOTAL YTD	497	-6.64%	661



STATE OF TENNESSEE
DEPARTMENT OF ENVIRONMENT AND CONSERVATION
Office of Sustainable Practices

William R. Snodgrass Tennessee Tower
312 Rosa L. Parks Avenue; 2nd Floor

The improper disposal of waste pharmaceuticals has a significant impact on the environment. Our department truly appreciates your participation as local law enforcement and solid waste officials across Tennessee. We look forward to your continued support.

Police Department: **Goodlettsville Police Department**

Contact Name: **Officer Stan Hilgadiack**

Bin Location: **Goodlettsville City Hall lobby**

Reporting Period Month: **September 2018**

Pounds Received: **27.4 lbs.**

Comments or questions:

Change in Contact: **Officer Stan Hilgadiack**

Website: **www.goodlettsville.gov**

Officer Stan Hilgadiack
Goodlettsville Police Department
105 South Main Street
Goodlettsville, TN 37072
Email: shilgadiack@goodlettsville.gov
Office: 615-851-2210
Cell: 615-714-9126



Summary of Month's Activities September 1 – September 30, 2018

Fire Operations

The Department responded to 303 calls for service in the month of September.

Fire Administration

Chief's Month:

September saw a lot of activity in support of the Fire Department's charitable work for under privileged children. We Held our annual Stop Drop and Run 5K race with our great partners at Simmons Bank which raised \$9,000.00 for the Kids. We began planning for our Kids Christmas Party to be held December 1 and we announced formally our plans to fund an all-inclusive playground at Peay Park called Rachel's Garden. Last but not least, James Hicks volunteered a full and muddy day to help construct a new playground at Pleasant Green Park.

Five of our members joined almost a hundred Tennessee firefighters deployed to Hurricane Florence with four on a reserve engine providing fire protection in North Carolina and one member joining a combined Nashville / Hendersonville crew to provide water rescue service in South Carolina. The cost of this deployment is reimbursed from each state government and the experience our members add to their knowledge base makes them stronger crisis decision makers here at home.

Chief Reeves was invited by the State Fire Marshall to join the Council on Fire Prevention and will participate with 10 other departments over a 3-year term to devise innovations in lowering the fire injury and fatality statistics in our communities. Also, in the vein of fire prevention, Chief Becknal assisted Jubilee Hills with their disaster planning, crews conducted an annual walk thru of the AWG facility, and a group of Kids were exposed to firefighters and their equipment at Rivergate Mall's 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.

2018 Skills and Drill Plan

January

- PPE, Turn-out gear PS001- Company Training

February

- Mayday PS002 - Company Training
- Firefighter Disorientation- Company Training
- SCBA Confidence- Company Training

March

- PS005 SCBA- Company Training
- **In-service:** TDOT March 5, 6, 7

April

- PS003 1 $\frac{3}{4}$, PS004 2 $\frac{1}{2}$ - Company Training
- Attack line placement- Company Training
- **In-service:** Managing the Mayday April 9, 10, 11 (credit as Officer Training in Target Safety)
- Hot weather operations- Company Training
- Roof Construction and Truss Assemblies – Company Training

May

- PS006 Ground ladders- Company Training
- Hands-on Fire hose advancement from a ground ladder- Company Training
- **In service:** Bread and Butter May 9, 10, 11 (4 hour am)
- **In-service:** 21 century extrication May 9, 10, 11 (4 hour pm)
- **In-service:** Hands on extrication Training (8 hours)
- Hose Testing- Company Training

June

- PS007 Master Streams - Company Training
- Hydrant Testing- Company Training
- Officer Training – BIR and initial company deployment (Company Training)
- Hands-on master stream deployment and pump ops- (Company Training)
- Initial disaster management- Chief Reeves

July

- Pump test
- Officer Training – BIR and initial Company deployment at working fire with trapped occupants (one Residential and 1 commercial) Company Training
- Apartment Fire Operations- Company Training
- Gross De-con- Department Training

August

- Ladder Testing
- Officer Training – developing a difficult water supply – Company Training
- Large facility commercial fire training- Company Training

September

- PS008 Pump Ops- Company Training
- **In-service:** Vanessa K Free
- Building Construction- Company Training
- Basement fires- Company Training

October

- **Truck Ops** - Company Training
- **In-service:** Haz-Mat Oct 1, 2, 3
- Interior building collapse during fire, cause and warning signs- Company Training

November-

- Cold weather Ops- Company Training
- Assembly Evacuations- Company Training

December

- Radio Procedures (emergency and Non-emergency)

Total Cumulative Hours Training This Month - 340

Public Education Hours - 25

SEPTEMBER MAINTENANCE

0 Scheduled Services

6 Repairs

Special Projects

Looking at figures for Budget items

Working on the final preps for an EVT training in October

Pump Testing- Done and everything passed

Outstanding Issues

Ladder Test- waiting on company to set the final date

41-7 Having issues with the mobile repeater- working with the Radio Shop

Cost Savings

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

3 Building Repairs

Fire Special

Training hours- Target Safety, Vanessa K Free and Driver training

Working with the committee to prepare for the Kid's Christmas 5k and 1 mile run

Rode on Engine a few days to fill in

Went with a few of the Firemen to North Carolina to aid after the hurricane



**Goodlettsville Fire Department
2018 Incident Report / Incident Totals**

Jurisdiction 19226	September 1 to September 30 2018			
	(NFIRS Report)			
Total Calls	303	(same month last year 307)		
CATEGORY	TOTALS	CATEGORY	TOTALS	
Structure Fires	0	Hazardous Calls	2	
Vehicle Fires	1	Service Calls	16	
Brush/Grass Fires	3	Good Intent Calls	31	
Overpressure Rupture /Explosion	No fire	Cover Assignment, Standby, Move up	1	
Refuse/Rubbish Fires	0	Special Incident or Weather Related	0	
Other Fires	3	System Malfunction, Malicious False	2	
		Unintentional False	10	
		Other False	13	
Total Fires	7	Total False	75	
Rescue and EMS	221			
(Vehicle Accidents with Injuries 20)		(Rescue and EMS same month last year 220)		
		(last year)		
Mutual Aid Received	3	13	Incidents with Exposures	0
Mutual Aid Given	94	84		
		(same month last yr. - loss was \$31,000.00)		
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		0.00
Non-Fire Civilian Injuries	0		Property	0.00
Fire Civilian Deaths	0		Contents	0.00
Non-Fire Civilian Deaths	0		Other	0.00
			Vehicle Property Loss	7,500.00
			Vehicle Content Loss	20,000.00
			Total Loss	27,500.00

Public Works Report – September, 2018

SOLID WASTE:

- Solid waste tonnage collected: 363.49 tons
- Recycled materials collected: 34.16 tons
- Convenience Center solid waste collected (Pit): 12.11 tons
- PIT Construction & Debris: 30 cy
- Compactor: 9.57
- Metals: 4.82 tons
- Bulk Item Pick Ups: 14
- Cart Repairs/Replace: 37
- New Residents: 32
- Cardboard: .63 lbs.

SEWER:

- MONTHLY EQUIPMENT AND DAILY PUMP STATION INSPECTION, MAINTENANCE AND REPAIRS
- MONTHLY BIOXIDE TANK FILLING
- TVING OF LINE SEGMENTS
- DAILY PUMP STATION, SERVICE CONNECTION, AND MANHOLE INSPECTIONS
- CLEANED SEWER LINE SEGMENTS
- CLEANED WET WELL WALLS
- CONSTRUCTION AND NEW SEGMENT INSPECTIONS, MAINTENANCE AND REPAIRS
- RAINFALL FOR MONTH: 4.9"
- WORKED 136 TN ONE CALLS
- SMOKE TESTED LINES IN AREAS OF THE CITY

TRAINING:

- LADDER SAFETY

STREETS:

- Conducted scheduled preventative maintenance on equipment
- Repaired various traffic signals and replaced road signs
- Conducted Brush pick-up throughout City
- Conducted R.O.W. mowing
- Re-established proper flow of drainage ditches on Hollywood Street
- Flush Cross Culvert at intersection at Janette Street @ Gates Drive, Hitt Ln.
- Replace Driveway Culvert at Hollywood Street

STORM WATER:

Commercial Inspection Conducted for Construction Projects	36
Residential Inspection Conducted for Construction Site's	44
Active Construction Sites (Commercial)	9
Active New Residential Home Sites	22
Land Disturbance Permits issued	0
Sweeping Miles	88
Used Oil Gallons	16.5
Bags of Litter Picked Up	23

- WKU continues in monitoring project (MS4 permit requirement)

- MTSG, Middle Tennessee Stormwater Group Monthly Meeting
- CAP Meeting
- TNSA Board Meeting

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
- Various meetings with residents and business owners
- Worked on calls from developers on policies, procedures, and ordinances related to land development, stormwater, and sewer.
- Conducted Monthly Safety meeting
- Participated in Planning Commission, Board work sessions and Board of Commission meetings

ATTENDED MEETINGS:

- Planning Commission
- Board of commission work sessions and meeting
- Codes and Planning meeting
- ADA meeting
- Greater Nashville Regional Council Solid Waste Advisory Board Meeting
- Tennessee Chapter American Public Works Association
- TDEC Top Five Solid Waste Meeting
- GNRC Regional Solid Waste Meeting
- ADA Compliance Training
- TN Central Procurement Meeting



September 2018

Administration

- Met weekly with KaBOOM! and CarMax Foundation regarding community playground build at Pleasant Green Park
- Attended bid opening for site prep and restroom renovation for Peay Park. All bids came in over budget and we began working to figure out how to make the project happen.
- Coordinated and attended a Lunch and Learn about Rachel's Garden, an inclusive playground to be built at Peay Park.
- Attended webinar regarding an alternative registration/reservation software program.
- Attended Parks Advisory Board meeting
- Attended various meetings including Chamber Lunch, Staff Meetings, and Commission Meetings

Projects – Parks and Recreation

- Prepared playground at Pleasant Green Park for build including removing old playground and mulch, trimming trees, and grading
- Installed mats under swings at Gateway Park
- Pressure washed playground pieces at Brooks Park
- Trimmed trees at various areas of Moss-Wright Park
- Prepared for athletic play
- Mowing and general maintenance

Programs and Events

- Bowen Campbell Auto Expo
- Senior Adult Open House
- KaBOOM! Community Playground Build at Pleasant Green Park

Facility and Rental Information

	Resident Rentals	Non-Resident Rentals	Attendance
Community Center	4	0	1658
Goodlettsville Event Center	7	2	
Shelters	25	15	
Fields/Courts	1	6	
Pool			Closed for the season

Athletics

Current leagues operating in Goodlettsville parks:

Goodlettsville Youth Baseball	Goodlettsville Girls Fastpitch Softball
Goodlettsville Youth Football and Cheer	Fall Recreational T-Ball
MTFC / Quest Soccer	TN United Soccer
Adult Coed Indoor Volleyball	Girls Youth Volleyball 10 – 12 and 13 – 15
Flag Football	

of games:

9 Games- Adult Indoor Volleyball, 22 Games- Girls Youth Volleyball, 103 Games- MTFC/Quest Soccer, 24 Games- TUSC, 10 Games- Football, 14 Games –T-Ball, 32 Games- Baseball, 13 Games- Softball, 9 Games -Flag Football

of practices:

40 Practices- T-Ball, 44 Practices- Football, 16 Practices- Girls Youth Volleyball, 257 Practices- MTFC/Quest Soccer, 112 Practices- TUSC, 87 Practices- Softball, 9 Practices – Flag Football

Goodlettsville Youth Football Homecoming:
September 29

TN United Fall Unite Cup of Champions Tournament:
September 29-30

Middle School Soccer Practices and Games at Moss-Wright Park:
Hawkins Middle School Games – 2

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 six hundred 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 site preparation building renovations are being self-performed by the city. Delivery of the equipment was completed in July. Construction is underway with the expected opening of the project in the summer of 2019.**

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 and to meet the ADA requirements of TDOT. The aim of this project is to allow the center section of town a more walkable and inviting place to shop and mingle for all. **Status: Title searches are complete and appraisals for easements have begun. Utility relocation design coordination is underway. A public input meeting on the project was held in January with comments taken for design consideration. 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, North Creek Circle and Windsor Green 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 has been funded. The City is awaiting a contract with the state to begin design. A new grant application for a sidewalk on Loretta Drive has been submitted with no results. Budgeting and preliminary design are ongoing on other projects as well. ADA accessibility deficiencies have been identified and a corrective action plan is being prepared.**

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: Final design of the project is complete and has been submitted to TDOT for approval. Right of way approval has been granted. Utility coordination is awaiting approval. Construction is expected to begin in fall of 2018 with completion by the fall 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 Madison Creek sewer bypass has begun construction with completion scheduled for the end 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: Right of Way has been approved and we are awaiting TDOT approval for bid. Equipment procurement proposals have been received and await TDOT approval. Construction is expected to begin in the fall of 2018 with completion by the fall 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: Design on the second phase of the Gateway Neighborhood drainage improvements is underway. A feasibility study for storm water detention in the area of Rivergate parkway and negotiations for drainage easements are in process. Two other culvert replacement projects on Bluebird Drive and Wren Road are also currently in the design phase. Construction for the replacement culverts is scheduled for completion in the summer of 2019.**

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: A new phase of bank stabilization has been funded and is awaiting construction in the fall of 2019.**

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 the land acquisition phase. Construction is scheduled to begin in 2019 with construction completion by the summer of 2020.**

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

Goodlettsville Codes/Building Activity Report September 2018

DEPARTMENT OF 4 EMPLOYEES:

Larry DiOrio- Director- Building Official/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 Sale	26 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	8 inspections
Fire Investigations	Duties of Fire Marshal involving fires in the city limits	0 investigations
Building Inspections	Building Related	105 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	60 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	42 inspections
Signs Removed	Illegal signs removed from city limits	80 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	8 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)	8 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	2
Issuing of Addresses	Assisting Metro/Davidson County 911 with assigning addresses for the city	2 addresses
Plan Reviews	In-house plan review by M. Bauer/Assisted also with outsourced plan reviews	6 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	2 citations
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	daily

Goodlettsville Codes Department Building Report September 2018

<u>Permit</u>	<u>Date</u>	<u>Cost</u>	<u>Magp</u>	<u>Parcel</u>	<u>Lot</u>	<u>Address</u>	<u>Owner</u>	<u>Contractor's License/Name</u>	<u>Type Str</u>	<u>County</u>
New Residential										
20180251	9/14/2018	482,692.00	140	N/A	1	1168 Madison Creek Rd.	Andrew Dyer	Mark Wriesman/31173	New Residential	Sumner
20180258	9/25/2018	274,510.00	143D	N/A	126	479 Fall Creek Rd.	Meritage	Meritage/58003	New Residential	Sumner
Total		757,202.00								

New Commercial

Total 0.00

Additions & Remodeling

20180245	9/6/2018	5,600.00	26.01	93	2	130 Long Hollow Pike	Harold & Leik Dye	Witt Sign	Sign	Davidson
20180247	9/10/2018	55,000.00	143	18	9	2028 Crencor Dr.	Melanie Smith	Fox Pools/38451	Pool	Sumner
20180249	9/13/2018	3,500.00	33.06	68	1	1098 Old Dickerson Rd.	Brandon Saunders	Owner	Accessory Structure	Davidson
20180250	9/13/2018	300,000.00	19.13	27	1	213 Connell St.	Tree Works/J. Bratten	Sharp, Robbins, Pow/29735	Commercial Remodel	Davidson
20180252	9/14/2018	5,000.00	25.4	100	1	100 North Main Street	Well House Church office	Allison Signs	Sign	Davidson
20180253	9/14/2018	25,000.00	25.4	70	1	219 S. Main Street	AM/PM Market	David Wilkison/39092	Outdoor Freezer addition	Davidson
20180255	9/21/2018	311,000.00	19.14	99	1	941 Conference Drive	Waffle House	Waffle House Inc.	Commercial Remodel	Davidson
20180256	9/20/2018	0.00	18	58.01	1	101 Luton Place	Keith Townsend	Owner	Demolition	Davidson
20180257	9/24/2018	0.00	25	17	1	111 Memorial Dr.	City of Goodlettsville	Owner	Restroom Remodel	Davidson
20180259	9/25/2018	50000.00	33.12	76	1	437 Gates Rd.	Mark Oeser	Crown Industries/59029	Residential Remodel	Davidson
Total		755,100.00								

Total New Residential 757,202.00
 Total New Commercial 0.00
 Total Add/Remodels 755,100.00

Total All Permits 1,512,302.00

Single Family Dwellings
 Davidson 0
 Sumner 2
TOTAL 2