



City Manager Report: December 2018

Distributed: January 15, 2019



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:

Santa Claus stopped by the Bowen House to take photos and visit with families.

Monthly Reports by Division

Message from the City Manager.....1

Management

- City Manager.....2-4
- Economic Development & Marketing.....5
- Tourism.....6

Finance & Administration Division

- Finance, HR.....7-9
- City Clerk.....10
- Municipal Court.....11

Public Safety

- Police.....12-20
- Fire.....21-25

Public Services

- Public Works.....26-28
- Parks & Recreation.....29

Community Development Services

- City Engineer.....30-32
- Planning and Community Development.....33
- Codes.....34-35



January 15, 2019

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 December, 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: December, 2018

Legislative Accomplishments

- Board of Commissioners took action on the following ordinances:
- The Board of Commissioners also took action on the following resolutions:
 - Approved Resolution 18-829, a resolution ratifying membership and appointments to the Goodlettsville Planning & Zoning Board, Board of Zoning and Sign Appeals, Beer Board, Goodlettsville Hearing Authority, Parks & Recreation Board, Visitors & Tourism Board, and Historic Zoning Commission.
 - Approved Resolution 18-830, a resolution to adopt the City of Goodlettsville's Legislative Agenda for the first session of the 111th General Assembly of the State of Tennessee.
 - Approved Resolution 18-831, a resolution authorizing the City Manager to make an official request to the Metropolitan Nashville / Davidson County Government for financial assistance to the City of Goodlettsville for the purpose of paving streets in the Davidson County portion of the city.
 - Approved Resolution 18-832, a resolution authorizing the execution of a contract amendment with CBS Outdoor in regards to Bill Boards located on city owned property located at 2436 Gallatin Road.

Legislative Matters Forthcoming

- Rezoning.
- Municipal Code Amendments.
- Budget Amendment.
- Hotel and Vendor Standards.
- Surplus property.
- Board appointments.

Commissions and Boards

- **Planning Commission**
 - Approved a Site Plan for a Starbucks Coffee location at 330 Cartwright Street, containing approximately 1.62-acres, with a base zoning of CS (Commercial Services) and a CCO (Commercial Core Overlay). GMC & Perry Engineering, LLC.

- Discussed the Final Subdivision Plan by Allen Farms Investment, LLC for 71 single-family lots, located on 91.2-acres, along Allen Road with 45.1 acres of open space, as submitted by B2L Land Surveyors.
- Approved bond reductions for Copper Creek-Section 2, Phase 1; Meritage Homes: (\$410,000 to \$173,000, including the CCTV sewer survey) and Copper Creek-Section 2, Phase 6; Meritage Homes: (\$839,522.00 to \$156,307.80). Approved a performance bond for Dry Creek Cottages-Civil Design Consultants in the amount of \$187,000.
- Discussed the Crosley at Northcreek project and stormwater drainage issues.

- **Board of Zoning Appeals**

- Approved a sign appeal from the Zoning Ordinance, Section 14-303. General Provisions; Subsection 1(e) General Standards; regarding the restrictions of signs being located within the public right-of-way. This parcel is located within General Office Planned Unit Development zoning district. Property is referenced as Public Right-of-Way within the City of Goodlettsville, Davidson County, adjacent to Parcel ID No. 02600013800. Ponce Law Firm.
- Approved a Conditional Use Permit from the Zoning Ordinance Appendix A; Table I; Land Use Activity Matrix; Zoning Districts; CS; to operate a Child Care Facility. This parcel is located at 1209 – A Dickerson Road, and is within a CS Zoning District (Commercial Services). Property is referenced as Davidson County Parcel ID No. 03300003500, containing approx. 0.27-acre (or 11,601-SF). Kristina Hale.
- Discussed a proposed amendment to the sign ordinance for permanent signs location in the public right-of-way.

- **Beer Board**

- Deferred parking request from Ponobe's Party Bar & Grille located at 903 Rivergate Parkway.

- **Industrial Development Board**

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

- **Parks and Recreation Advisory Board**

- The Parks Board did not meet during the month of December.

- **Visitors and Tourism Board**

- The Visitors Board did not have a quorum for the December meeting.

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.
- Main Street Stakeholders Organization.
- Streambank stabilization of Mankers and Madison Creeks.
- City-wide Beautification.
- CMAQ Projects.
- Neighborhood Enhancement Program.
- Transportation Alternative Program grant.



Economic Development & Marketing Report: December 2018

Economic Development

- Worked on design and content for the ECD portion of the city's new website to be launched in January.
- Updated list of Goodlettsville's principal employers for the Comprehensive Annual Financial Report
- Submitted the Goodlettsville Industrial Development Board's annual debt report to the Tennessee Comptroller
- Discussed feasibility for various development opportunities with interested parties
- Answered requests regarding availability of commercial property

Marketing & PR, Admin

- Worked with CGI Communications on gathering information for them to go out into the community to obtain sponsors for the newly revamped community video tour they filmed and produced for Goodlettsville.
- Participated in the final reveal and review for the city's new website
- City of Goodlettsville December newsletter was distributed in utility bills.
- Attended the monthly Goodlettsville Chamber of Commerce luncheon

City Board Meetings Attended

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



Tourism Department Report for December 2018

- Hosted Merry Mansker's Christmas Week at Historic Mansker's Station
- Hosted Yulefest and Santa at the Bowen House
- Hosted Tennessee Welcome Center FAM Tour 3 nights/4 days
- Research and prep for January ABA Travel Conference
- Research and prep for February TravelSouth Domestic Showcase
- Completed final class for Certified Travel Industry Specialist (CTIS) designation
- Met with VidMonster Productions regarding second video project
- Attended website training for website to go live in January
- Prepared ad for Southern Travel and Lifestyle Magazine
- Prep work for 2019 programming
- Continued working on Visit Goodlettsville website redesign
- Delivered maps and Visit Goodlettsville flyers to hotels and area businesses
- Record breaking month for gift shop sales
- Visit Goodlettsville billboard installed on I-65, 1 mile south of Exit 108

YTD the occupancy tax collected is up 22.75% thru November.

The occupancy rate for November was 62.6%.

Hotel Revenue for the month of November was up 15.1% over prior year.

Finance and Administration Monthly Report

December 2018

FINANCE

- Worked with auditors on finalizing the annual CAFR
- Met with auditors to review the final CAFR
- Submitted the CAFR to the GFOA for consideration of the Excellence in Reporting award program
- Attended MTAS Advisory Board Meetings
- Prepared for the FY 18-19 Mid-Year Budget Review in January
- Began working on the FY19-20 Departmental Budget Template

HUMAN RESOURCES

- December 4 – met and toured city with TOSHA.
- December 5 – Lunch and Learn on credit score with Regions Bank.
- December 6 – attended Chamber Lunch
- December 19 – coordinated Christmas Breakfast.
- Hired: 0.
- Terms during the month: George Williams, Park Utility Worker retired.
- Worker's Compensation accidents in the month: none.
- Full-time employees: 138; Part-time employees: 42.
- Job opening: Paramedic, Parks Utility Worker.

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

UNASSIGNED FUND BALANCE

Operating Fund	Current Month	Budget 06/30/2019	%
General Fund	1,645,426	3,880,240	42%
Sanitation	434,009	251,371	173%
Tourism	952,292	759,987	125%

CASH IN BANK

General Fund	4,460,372
Sanitation	258,532
Tourism	957,689
Sewer	10,964,593
Stormwater	1,320,722
Total Cash	17,961,908

SALES TAX COLLECTIONS

FY2018-2019 Month Received	Sumner Current Year	Sumner 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	52,750	49,232	326,403	262,076	379,153	311,308
Nov	50,411	45,953	362,316	303,983	412,727	349,936
Dec	51,879	50,053	347,600	385,051	399,479	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	266,460	598,635	1,701,287	4,002,899	1,967,747	4,601,533

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

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	1,877,467	5,122,529	14,232,040	35.99%
General Fund	Expenditures	1,252,989	8,255,412	17,896,745	46.13%
Net Increase/Decrease		624,478	(3,132,883)	(3,664,705)	
Sanitation Fund	Revenues	97,539	482,432	996,800	48.40%
Sanitation Fund	Expenditures	68,947	356,338	1,110,445	32.09%
Net Increase/Decrease		28,592	126,094	(113,645)	
Tourism	Revenues	87,098	466,267	823,200	56.64%
Tourism	Expenditures	60,052	425,498	960,191	44.31%
Net Increase/Decrease		27,046	40,769	(136,991)	
Sewer	Revenues	438,019	2,363,756	5,708,000	41.41%
Sewer	Expenses	96,928	1,960,452	7,303,763	26.84%
Net Increase/Decrease		341,091	403,304	(1,595,763)	
Stormwater Utility	Revenues	82,795	426,794	921,500	46.32%
Stormwater Utility	Expenses	22,591	209,884	1,982,356	10.59%
Net Increase/Decrease		60,204	216,910	(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	118,227	881,270	1,949,151	45%
Planning and Codes	48,193	277,604	569,042	49%
Police	595,821	2,843,932	5,995,181	47%
Fire	208,357	1,152,171	2,604,393	44%
Hwys & Streets	77,163	1,275,729	3,125,894	41%
Parks/Recreation	116,876	1,062,011	2,049,292	52%
Miscellaneous	88,352	762,230	1,603,791	48%
Total General Fund Expenditures	1,252,989	8,254,947	17,896,744	46%



DECEMBER 2018

NEW BUSINESS LICENSES

License Issue Date	Company Name	Description	Address	Contact Name	Contact Number
12.06.2018	AKC ENTERPRISES, LLC HEALTHY BODY BAKERY	A BAKERY/CAFÉ SPECIALIZING IN HEALTHY VERSIONS OF FOODS SUCH AS CAKES, COOKIES AND MUFFINS	913 CONFERENCE DRIVE, SUITE 106 GOODLETTSVILLE, TN 37072	ANGELA SAUER	615.210.2655
12.12.2018	SAINATH BABA LLC DBA: DAYS INN	HOTEL ROOMS	909 CONFERENCE DRIVE GOODLETTSVILLE, TN 37072	MANISH PATEL	615.239.6774
12.14.2018	MANSION HILL CUSTOM FLOORS	HARDWOOD FLOORING	166 COBBLESTONE PLACE DRIVE GOODLETTSVILLE, TN 37072	JEFF ROSE	859.581.1800
12.19.2018	HAIR TUNE-UP SALON	HAIR SALON	211 NORTH MAIN STREET, SUITE B GOODLETTSVILLE, TN 37072	MARCI MEZZANOTTI	206.473.0540

NO NEW BEER PERMITS

NO NEW MOBILE FOOD VENDOR PERMITS

NO NEW TRANSIENT VENDOR PERMITS

MONTH OF DECEMBER 2018

MONTHLY MANAGEMENT REPORT

COURT

NUMBER OF CITATIONS ISSUED IN DECEMBER 2018 - 185

NUMBER OF DEFENDANTS APPEARING IN COURT -

DECEMBER 11	71	9:00	A.M.
DECEMBER 11	63	1:00	P.M.
DECEMBER 18	17	1:00	P.M.

TOTAL FOR MONTH **151**

DECEMBER 18 10 8:30 A.M.

CONTESTED COURT SESSION

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

CODES 0

MISDEMEANORS 0

NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL **56**

EIGHT HOUR SCHOOL 15

Goodlettsville Police Department

Chief Goodwin's Monthly Report

December 2018

December 1st the Police Department provided for the safety and security of those attending and participating in the Christmas Parade. December 6th & 7th Chief Goodwin attended the TACP meetings. December 12th Chief Goodwin attended the Beer Board meeting. December 13th several members of the department toured AWG and were provided lunch. December 14th Chief Goodwin & Commander Cherry attended the Burton Heights Neighborhood Watch Christmas party. December 18th Chief Goodwin attended the Cottage Grove Christmas party. December 19th was the Employee Christmas Breakfast. December 20th Commander Cherry, Commander Deloach, Chief Goodwin and Officer Hilgadiack attended the Gateway Elementary Christmas program and Chief Goodwin attended the Chamber luncheon.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of December and 30.2 pounds of unwanted pharmaceuticals were deposited. Since its use 1996.24 pounds of unwanted pharmaceuticals have been deposited.

In review of the TIBRS data comparing December 2018 to December 2017 Crime Against Person decreased from 20 to 16 incidents a 20.00% decrease, and Crime Against Property increased from 68 to 78 a 14.70% increase and overall we had an increase from 88 to 94 incidents. Our UCR total for the month was a 40.90 % increase from 44 to 62 incidents.

Our proactive efforts were good for the month of December. Our officers made 812 Traffic Stops and 8 Terry Stops. They made 127 Traffic Arrests and 10 DUI Arrests. From these Traffic Stops resulted 23 Felony charges, 174 Misdemeanor charges, and 40 warrants were served. They had 36 drug confiscations (19 from traffic stops). They issued 18 Misdemeanor Citations, made 43 Physical Arrests with 42 Misdemeanor charges and 14 Felony charges. They made 3 Juvenile Misdemeanor Arrests and 5 Curfew charges.

The other part of the strategy involves serving outstanding warrants. Persons with outstanding warrants have already proven a proclivity for involvement in criminal activity. By arresting them for their outstanding warrants we prevent their opportunities for committing crime. During the month they made 11 Warrant Service Attempts. They served 10 Felony Warrants and 34 Misdemeanor Warrants.

Our officers continue to check our apartments, neighborhoods, businesses and parks. They conducted 311 apartment checks, 341 checks of neighborhoods, 1016 business checks and 236 park checks. They had 133 Community Contacts. They issued 406 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	106	22	13	18	23	17	20	14	17	19	23	16	20	116	-8.62%
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Kidnaping/Abduction	0	0	1	0	0	0	1	0	0	0	2	0	0	4	-100.00%
Forcible Rape	1	0	0	0	2	0	0	0	0	0	0	1	1	3	-66.67%
Forcible Sodomy	1	0	0	0	0	0	0	0	0	1	0	0	0	0	NC
Sexual Assault W/Object	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Forcible Fondling	1	0	1	0	1	0	0	0	0	0	0	1	0	2	-50.00%
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Statutory Rape	1	1	2	0	0	0	0	0	0	0	0	0	0	2	-50.00%
Aggravated Assault	11	3	0	1	3	1	3	2	2	1	3	3	2	13	-15.38%
Simple Assault	79	13	9	15	17	15	13	12	10	14	14	10	14	77	2.60%
Intimidation	12	5	0	2	0	1	3	0	5	3	4	1	2	14	-14.29%
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	1	1	-100.00%
Crimes Against Property	406	66	70	69	88	66	75	73	92	54	63	78	68	456	-10.96%
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Bribery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Burglary	20	1	5	5	14	3	5	3	7	5	7	3	10	48	-58.33%
Counterfeiting/Forgery	21	4	3	1	2	1	6	4	7	1	6	10	2	26	-19.23%
Destruction/Damage/ Vandalism	40	8	9	4	5	7	10	12	6	3	6	6	4	40	0.00%
Embezzlement	6	2	2	1	5	1	2	1	0	1	1	0	5	15	-60.00%
Extortion/Blackmail	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Fraud - False Pretenses	30	4	6	7	5	5	7	5	8	6	4	3	5	35	-14.29%
Fraud - Credit Card/ATM	7	1	0	4	0	0	1	0	2	2	0	0	2	5	40.00%
Fraud - Impersonation	10	0	3	2	3	1	0	3	3	2	1	2	3	13	-23.08%
Fraud - Welfare	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Fraud - Wire	2	0	0	0	0	0	0	1	0	0	0	1	0	0	NC
Motor Vehicle Theft	19	2	2	2	2	3	3	7	3	0	2	5	1	13	46.15%
Robbery	13	4	1	1	2	2	2	2	3	1	1	3	2	11	18.18%
Stolen Property Offenses	0	0	2	0	3	0	0	0	1	0	2	0	0	8	-100.00%
Theft - Pocket-picking	2	0	0	0	0	2	0	0	0	0	0	0	0	0	NC
Theft - Purse Snatching	0	0	0	0	0	0	0	0	0	0	1	0	0	1	-100.00%
Theft - Shoplifting	101	21	15	14	24	16	17	16	22	15	18	19	19	115	-12.17%
Theft From Building	33	3	5	3	4	9	4	6	7	5	2	7	8	30	10.00%
Theft From Coin Machine	0	0	0	0	1	0	0	0	0	0	0	0	0	1	-100.00%
Theft From Motor Vehicle	63	10	8	18	9	8	13	8	12	8	8	11	4	54	16.67%
Theft of Motor Vehicle Parts	20	5	2	2	3	5	1	2	6	3	3	3	1	16	25.00%
Theft - All Other Larceny	19	1	7	5	6	3	4	3	5	2	1	5	2	25	-24.00%
Total Group A Offenses	512	88	83	87	111	83	95	87	109	73	86	94	88	572	-10.49%



December TIBRS

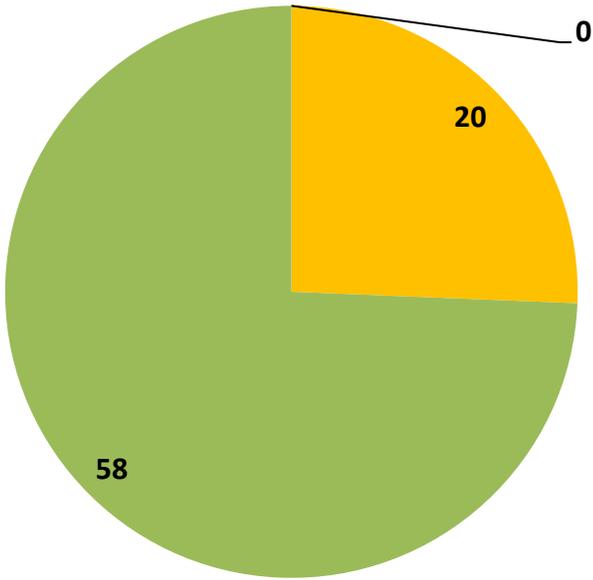
TIBRS Group A Offenses

	2018 Offenses Reported	2017 Offenses Reported
Crimes Against Persons	16	20
Murder	0	0
Negligent Manslaughter	0	0
Kidnaping/Abduction	0	0
Forcible Rape	1	1
Forcible Sodomy	0	0
Sexual Assault W/Object	0	0
Forcible Fondling	1	0
Incest	0	0
Statutory Rape	0	0
Aggravated Assault	3	2
Simple Assault	10	14
Intimidation	1	2
Stalking	0	1
Crimes Against Property	78	68
Arson	0	0
Bribery	0	0
Burglary	3	10
Counterfeiting/Forgery	10	2
Destruction/Damage/ Vandalism	6	4
Embezzlement	0	5
Extortion/Blackmail	0	0
Fraud - False Pretenses	3	5
Fraud - Credit Card/ATM	0	2
Fraud - Impersonation	2	3
Fraud - Welfare	0	0
Fraud - Wire	1	0
Motor Vehicle Theft	5	1
Robbery	3	2
Stolen Property Offenses	0	0
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	19	19
Theft From Building	7	8
Theft From Coin Machine	0	0
Theft From Motor Vehicle	11	4
Theft of Motor Vehicle Parts	3	1
Theft - All Other Larceny	5	2
Total Group A Offenses	94	88

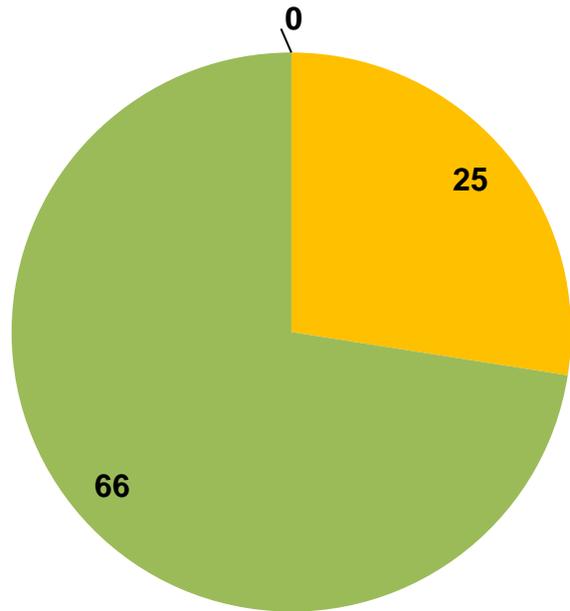
DECEMBER TRAFFIC CRASHES

■ Fatal ■ Injury ■ Property Damage

2018
78



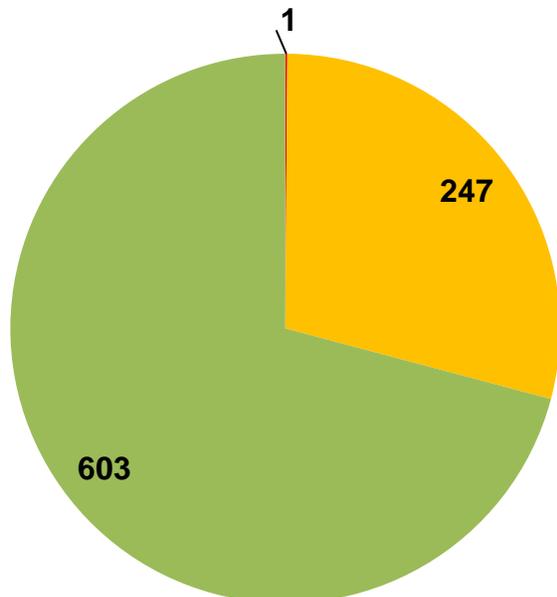
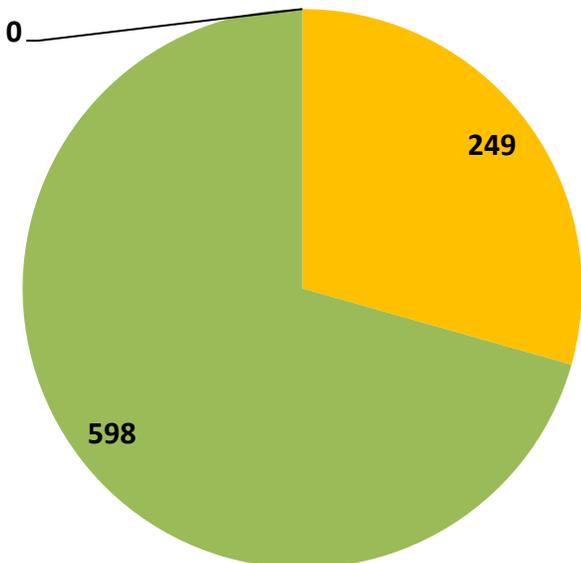
2017
91



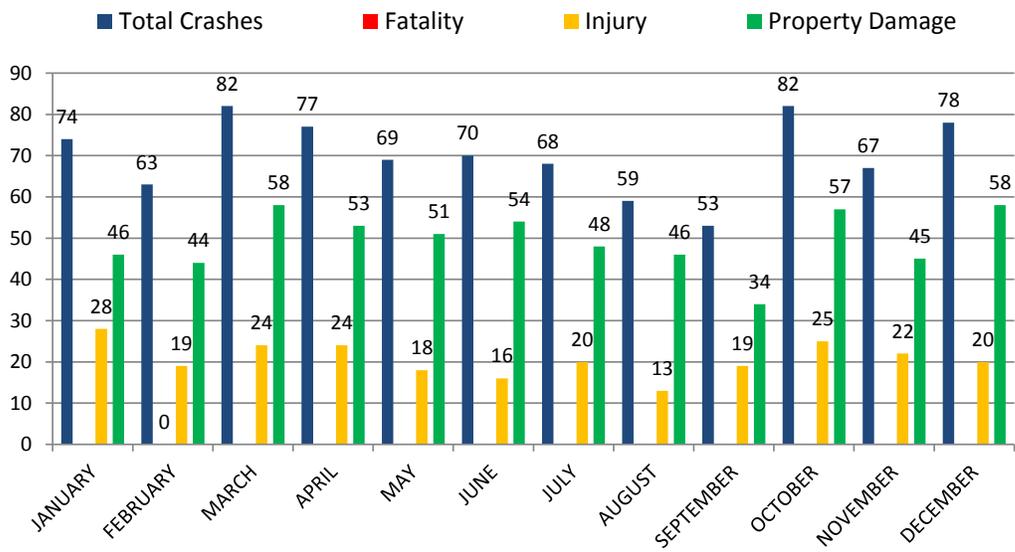
2018
847

YEAR TO DATE

2017
851



2018 YTD TITAN CRASH REPORTS



Goodlettsville Police Department
 DECEMBER 2018 COMPSTAT

	WEEK 49	WEEK 50	WEEK 51	WEEK 52	TOTAL	2018 YTD	2017 YTD	% change	2017 TOTAL
Murders	0	0	0	0	0	0	0	NC	0
Rape	1	0	0	0	1	5	10	-50.00%	10
Robbery (Commercial)	0	0	0	0	0	7	7	0.00%	7
Robbery (Street)	5	0	0	1	6	22	18	22.22%	18
Aggravated Assault	2	0	1	0	3	35	25	40.00%	25
Aggravated Assault - Dom Viol	0	1	0	0	1	11	15	-26.67%	15
Burglary (Commercial)	0	2	0	0	2	15	33	-54.55%	33
Burglary (Residential)	1	0	0	0	1	21	47	-55.32%	47
Auto Burglaries	2	0	1	9	12	111	98	13.27%	98
Larceny	3	3	3	2	11	141	132	6.82%	132
Shoplifting	1	5	8	5	19	205	244	-15.98%	244
Motor Vehicle Theft	0	4	2	0	6	51	32	59.38%	32
Total Offenses	15	15	15	17	62	624	661	-5.60%	661



**December COMPSTAT
WEEKS 49 THRU 52**

	2018		2017		2018 YTD		2017 YTD		% change	2017 TOTAL
					YTD	YTD	YTD	YTD		
Murders	0	0	0	0	0	0	0	0	NC	0
Rape	1	1	1	1	5	5	10	10	-50.00%	10
Robbery (Commercial)	0	0	0	0	7	7	7	7	0.00%	7
Robbery (Street)	6	1	1	1	22	22	18	18	22.22%	18
Aggravated Assault	3	1	1	1	35	35	25	25	40.00%	25
Aggravated Assault - Dom Viol	1	1	1	1	11	11	15	15	-26.67%	15
Burglary (Commercial)	2	4	4	4	15	15	33	33	-54.55%	33
Burglary (Residential)	1	4	4	4	21	21	47	47	-55.32%	47
Auto Burglaries	12	4	4	4	111	111	98	98	13.27%	98
Larceny	11	9	9	9	141	141	132	132	6.82%	132
Shoplifting	19	17	17	17	205	205	244	244	-15.98%	244
Motor Vehicle Theft	6	2	2	2	51	51	32	32	59.38%	32
Total Offenses	62	44	44	44	624	624	661	661	-5.60%	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: **December 2018**

Pounds Received: **30.2 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 Dec. 1 – Dec. 31, 2018

Fire Operations

The Department responded to 277 calls for service in the month of December.

Fire Administration

Chief's Month:

- Led the month off on December 1 with the 32nd Annual GFD Kids Christmas Party with 60 children benefited
- Simmons Bank presented the Goodlettsville Fire Department with \$10,000.00 check on proceeds from 2018 5K
- Chief Reeves instructed class in Lebanon for Strike Team Leader course
- Yearly Chamber Brunch held at Goodlettsville Fire Department
- Annual Employee Breakfast held on December 19 / Adam Thomas named Department Employee of the Quarter
- Met with Metro Nashville IT people to discuss solutions for communication problems on calls
- Staff attended meeting with Civic Plus for future work and changes being done on city web site
- We finished the year with an all-time record number of emergency responses (over 3,800) for the Department and to our deep regret a residential fire that resulted in a death for one of our neighbors.
- As of this writing in January we have now experienced two serious civilian fire injuries in the City of Goodlettsville. One is the fatality in December and the other occurred the first week in January. The issue that I am compelled to address in no way assigns blame to the Goodlettsville citizens that were injured but the critical point must be made. Both injuries happened to people that could have escaped but made a conscious decision to remain inside or that returned back in side during the fire. Again, I am not speaking to the specific injury cases but to those of us who may experience fire in the future. If you CAN get out, GO and do not return for any reason.

Note: 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, Call 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 ¾, PS004 2 ½ - 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 – 448.50

Public Education Hours - 15

DECEMBER MAINTENANCE

1 Scheduled Services

17 Repairs

Special Projects

Looking at figures for Budget items

Had the initial meeting for an EVT Association in Tennessee

Working with Chief and Metro Fire to get a computer in the Fire Engine to keep up with calls and vital information

New Truck for Deputy Chief- It is at Columbia Dodge, dropped off Siren, Radio, Speakers, and other parts for them to install

Outstanding Issues

41-7 Still having issues with the mobile repeater- working with the Radio Shop multiple times

Cost Savings

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

6 Building Repairs

Front Bay Door- Have a new one on order

New Mattresses Ordered should be delivered Jan 6th

Fire Special

Training hours- Target Safety, ESO

Preps for Christmas Parade

Rode on Engine a few days to fill in

Received New Zoll 12 lead Monitor



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

Jurisdiction 19226

December 1 to December 31 2018

(NFIRS Report)

Total Calls

277

(same month last year 317)

CATEGORY	TOTALS	CATEGORY	TOTALS
Structure Fires	3	Hazardous Calls	3
Vehicle Fires	0	Service Calls	22
Brush/Grass Fires	0	Good Intent Calls	16
		Cover Assignment, Standby, Move up	0
Overpressure Rupture /Explosion	0	Special Incident or Weather Related	0
Refuse/Rubbish Fires	0	System Malfunction, Malicious False	6
Other Fires	2	Unintentional False	10
		Other False	12
Total Fires	5	Total False	69

Rescue and EMS

203

(Vehicle Accidents with Injuries 6)

(Rescue and EMS same month last year 234)

(last year)

Mutual Aid Received	3	12	Incidents with Exposures	0
Mutual Aid Given	44	82		

Fire Service Injuries

0

Non-Fire Service Injury

0

Fire Service Death

0

Non-Fire Service Death

0

Fire Civilian Injuries

0

Non-Fire Civilian Injuries

0

Fire Civilian Deaths

1

Non-Fire Civilian Deaths

0

Public Works Report – December 2018

SOLID WASTE:

- Solid waste tonnage collected: 362.97 tons
- Recycled materials collected: 23.32 tons
- Convenience Center solid waste collected (Pit): 3.01 tons
- PIT Construction & Debris: 30 cy
- Compactor: 10.67
- Metals: 6.99 tons
- Bulk Item Pick Ups: 31
- Cart Repairs/Replace: 45
- New Residents: 28
- Cardboard: 2.13 tons
- Used Oil Gallons 46.21

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: 2.66"
- WORKED 114 TN ONE CALLS – 5 EMERGENCY CALLS

TRAINING:

- WORKING IN CONFINED SPACES

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
- Clean Culvert Inlet at Old Springfield Highway & Hitt Lane
- Cleaned Creek Blockage at Old Springfield Hwy.
- Sweeping Miles 153
- Bags of Litter Picked Up 51
- Street Signs Cleaned 353
- Traffic Signals Repaired 7

STORM WATER:

Commercial Inspection Conducted for Construction Projects	36
Residential Inspection Conducted for Construction Site's	42
Active Construction Sites (Commercial)	9
Active New Residential Home Sites	21
Land Disturbance Permits issued	0

- WKU continues in monitoring project (MS4 permit requirement)

- MTSG, Middle Tennessee Stormwater Group Monthly Meeting
- CAP Meeting
- Fuji Restaurant IDDE Meeting
- TNSA Regional 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
- Greater Nashville Regional Council Solid Waste Advisory Board Meeting
- Tennessee Chapter American Public Works Association



December 2018

Administration

- Continued work on the 2016 LPRF Grant project – Splash Pad and Restroom Renovation at Peay Park. Demolition for the restroom is complete and construction has begun. The splash pad tank has been set and the security camera lines have been trenched.
- Met with HFR Design regarding Comprehensive Parks Master Plan and finalized some areas for the document. Draft document will be available in January for review.
- Work on Rachel’s Garden Playground continued. Completed web site design and sponsorship package. Will be live in January.
- Reviewed Park Maintenance software and chose company to work with. This software will allow for better tracking of inventory, time management, and work orders. It will also allow for task scheduling and playground inspections.
- Continued planning for changes that need to be made in the Park system as determined by the ADA Transition Plan.
- Opened bids for rolling doors for the park maintenance shop, fireworks for 2019 and 2020, and beverage services.
- Celebrated the retirement of George Williams from the Parks Division.

Projects and Repairs – Parks and Recreation

- Continued the replacement plans for lighting with LED. Changed lights at GEC, shelter 1 and trail, as well an LED controller, and timer in Moss-Wright Park.
- Replaced rotting wood with hardie board at shelter 3.
- Reduced the size for the 2-5 year old playground at Moss-Wright Park. Had equipment and shade structure installed and will be pouring a new border.
- Cleaned the bench swings and signs in the playground area.
- Continue to have problems with the trash truck, which greatly impacts trash collection. We have begun to research how other park systems handle trash collection and will come up with a recommendation for what is best for the park system.
- Began filling in ruts in soccer parking area. Will smooth out and seed and straw when weather allows.
- Assisted the Tourism Department with constructing a closet in the Visitor’s Center and installing a water fountain with bottle filler option.

Programs and Events

A full listing of programs, event, and activities can be found on our calendar at www.goodlettsvilleparks.com.

- Christmas Parade
- Winter Concert for Senior Adults
- Family Bingo Night

Athletics

- Adult Mixed Pickleball leagues began

Facility Rental Information

	Resident Rentals	Non-Resident Rentals
Community Center	2	4
Goodlettsville Event Center	8	1
Shelters	0	0
Fields/Courts	0	0

DECEMBER 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 negotiations for easements have begun. Utility relocation design coordination is underway. Construction is expected to be begin in the summer of 2019 with completion by the end 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 procuring professional services to begin the design process. 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 approved. Construction is expected to begin in spring of 2019 with completion by the end of 2019.**

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 spring of 2019 with completion by the summer of 2020.**

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

Planning and Community Development

Planning Commission

December 3, 2018 @ 5:00pm

GMC and Perry Engineering received Site Plan approval for a Starbucks Coffee location at 330 Cartwright Street, containing approximately 1.62 acres, with a base zoning of CS (Commercial Services) and a CCO (Commercial Core Overlay).

Allen Farms Investment, LLC was granted approval with conditions by the Planning Commission for a Final Subdivision Plat for 71-single-family, located on 91.2-acres, along Allen Road with 45.1 acres of open space

Meritage Homes was approved for bond requests for Copper Creek – Section 2, Phase 1: For a Bond Reduction from \$410,000 to \$173,000, including the CCTV sewer survey. Copper Creek – Section 2, Phase 6: For a Bond Reduction from \$839,522.00 to \$156,307.80.

Civil Design Consultants was approved for a Performance Bond in the amount of \$187,000.00 for Dry Creek Cottages along Dry Creek Road.

A review of the November 15, 2018 Planning Commission and Board of Zoning & Sign Appeals training was presented by staff, along with an update of the Crosley at Northcreek project along Northcreek Blvd.

Board of Zoning and Sign Appeals

December 4, 2018 @ 5:00pm

During a public hearing, and deferred from last month, Ponce Law Firm was approved, with conditions, for a Sign Appeal from the City of Goodlettsville Zoning Ordinance, Section 14-303. General Provisions; Subsection 1(e) General Standards; regarding the restrictions of signs being located within the public right-of-way. This parcel is located within General Office Planned Unit Development zoning district. Property is referenced as Public Right-of-Way within the City of Goodlettsville, Davidson County, adjacent to Parcel ID No. 02600013800. The item will now be forwarded on to the City Commission for approval.

During a public hearing, Kristina Hale, applicant and owner, was approved for a Conditional Use Permit from the City of Goodlettsville Zoning Ordinance Appendix A; Table I; Land Use Activity Matrix; Zoning Districts; CS; to operate a Child Care Facility. This parcel is located at T1209-A Dickerson Road, and is within a CS Zoning District (Commercial Services). Property is referenced as Davidson County Parcel ID No. 03300003500, containing approx. 0.27-acre (or 11,601-SF).

Goodlettsville Codes Department Building Report December 2018

<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>License</u>	<u>Type Str</u>	<u>County</u>
<u>New Residential</u>										
20180316	12/7/2018	307,321.00	143D	N/A	127	483 Fall Creek Circle	Meritage Homes	58003	New Residential	Summer
20180317	12/7/2018	354,767.00	143D	N/A	79	383 Old Stone Rd.	Meritage Homes	58003	New Residential	Summer
20180324	12/18/2018	264,498.00	25.03	10	63	504 Moncrief Ave.	Jeff Stromatt	Homeowner	New Residential	Davidson
20180334	12/31/2018	383,757.00	143D	N/A	220	486 Fall Creek Circle	Meritage Homes	58003	New Residential	Summer
Total		1,310,343.00								
<u>New Commercial</u>										
Total		0.00								
<u>Additions & Remodeling</u>										
20180313	12/4/2018	2,500.00	26.09	98	43	449 Moss Trail	Five Oaks Retreat	Jarvis Signs	Sign	Davidson
20180314	12/5/2018	12,000.00	26	94	19	880 Conference Drive	American Home Design	Owner	Accessory Building	Davidson
20180315	12/6/2018	1,500.00	34.1	7	19	841 Wren Rd.	Addus Home Care	Bozeman Sign	Sign	Davidson
20180318	12/11/2018	50,000.00	26.1	19	43	621 Wade Circle	Ian List	Owner	Residential Remodel	Davidson
20180322	12/14/2018	3,000.00	33.08	119	337	332 Janette Ave.	Denesh Kamai Patel	Homeowner	Accessory Building	Davidson
20180325	12/18/2018	20,000.00	26.14	51	Suite B	720 Rivergate Pkwy.	Big Shakes Fish and Burgers	Owner	Commercial Build-out	Davidson
20180326	12/18/2018	24,000.00	143DA	27	27	128 Copper Creek Dr.	Spencer Thompson	Aqua Zone	In-ground pool	Summer
20180328	12/20/2018	7,000.00	161	2.01		745 Caldwell Drive	City of Goodlettsville /Park	Owner	Slab/Shade Structure	Summer
20180329	12/20/2018	3,000.00	26	146	6	740 Conference Drive	Fresenius	Premier Signs	Sign	Davidson
20180330	12/20/2018	600,000.00	26.06	B23	23	401 Windsor Green Ct.	Skyline Primary Care	Dyer Const./67511	Commercial Build-out	Summer
20180331	12/28/2018	1,000.00	18.07	153	3	405B Hitt Lane	Mark Crossland	Owner	Enclose Deck	Davidson
20180333	12/28/2018	18,000.00	26.14	51	Suite A	720 Rivergate Pkwy.	Global Beauty and Barber Inst.	Owner	Commercial Build-out	Davidson
Total		742,000.00								
Total New Residential		1,310,343.00								
Total New Commercial		0.00								
Total Add/Remodels		742,000.00								
Total All Permits		2,052,343.00								

<u>Single Family Dwellings</u>	
Davidson	1
Summer	3
Total	4

Goodlettsville Codes/Building Activity Report December 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	30 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	2 inspections
Fire Investigations	Duties of Fire Marshal involving fires/inspections in the city limits	2 investigation
Building Inspections	Building Related	87 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	25 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	18 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.	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)	5 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	3
Issuing of Addresses	Assisting Metro/Davidson County 911 with assigning addresses for the city	3 addresses
Plan Reviews	In-house plan review by M. Bauer/Assisted also with outsourced plan reviews	3 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 citation
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	daily