

CITY MANAGER'S REPORT

An update of activities of City Manager and all departments for the Board of Commissioners and Community



MARCH 2020

March 2020 saw the shutdown of local businesses, parks, schools, and much more in efforts to combat the novel coronavirus that has impacted the entire world.

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April 14, 2020

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 March, 2020 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". The signature is written in a cursive style with a horizontal line underneath the name.

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: March, 2020

Legislative Accomplishments

- **Board of Commissioners took action on the following ordinances:**
 - Deferred on second reading Ordinance 20-968, an ordinance to amend the City of Goodlettsville Municipal Code Title 11, Chapter 8 by creating a new Section 5 entitled “Suspended or Expelled Minors.”

- **The Board of Commissioners also took action on the following resolutions:**
 - Approved Resolution 20-912, a resolution dedicating and naming the new Planning, Codes, Economic Development, Stormwater, Engineering facility.
 - Approved Resolution 20-913, a resolution authorizing the City Manager to waive all municipal fees associated with the construction of a proposed new Goodlettsville Elementary School.

Legislative Matters Forthcoming

- Municipal Code amendments.
- Sumner County Urban Growth Boundary.
- Surplus property.

Commissions and Boards

- **Planning Commission**
 - Deferred a site plan for two (2) buildings with 10,710 sq. ft. and twelve (12) fuel pumps on 2.0 acres at the intersection of Dickerson Road/Highway 41 and Robert Cartwright Drive. Property referenced as Davidson County Tax Map/Parcel #03300030000 and is zoned CPUD, Commercial Planned Unit Development. Property Owner: Atlanta Investment Team, LLC. Avalon Gas Station and Retail Space/Klober Engineering Services.
 - Approved recommendation to expand the City’s Sumner County Urban Growth Boundary Long Hollow Pike, Happy Hollow Road, and a section of Hogan’s Branch Road to the Goodlettsville City Commission and the Sumner County Urban Growth Boundary Coordinating Committee. The expanded area includes both sides of Long Hollow Pike from the Ralph Hollow Road intersection to the Center Point Road and Happy Hollow Road intersection.

- Discussed final subdivision plats, meeting packets, spring training session, and State Ethics Disclosure Forms.
- **Board of Zoning Appeals**
 - The Board of Zoning Appeals did not meet during the month of March.
- **Beer Board**
 - Approved off-premises beer permit for Tri Star Energy, LLC. They purchased Daily's #009 located at 934 Louisville Highway.
 - Approved on-premises beer permit for Pitchfork Pizza, LLC located at 401 Long Hollow Pike, Ste. 100 upon receiving their letter of occupancy within 21 days.
- **Industrial Development Board**
 - The Industrial Development Board did not meet during the month of March.
- **Parks and Recreation Advisory Board**
 - The Parks and Recreation Advisory Board did not meet during the month of March.

Ongoing Work

- Overall Capital Improvements Program.
- Traffic congestion mitigation (Long Hollow and Conference).
- Economic Development Projects.
- Conference Drive Enhancements.
- Roadway lighting improvements.
- Main Street Streetscape Project.
- CSX/ North Main Street congestion mitigation.
- Peay Park redevelopment conceptual plan.
- Main Street Stakeholders Organization.
- Streambank stabilization of Mankers and Madison Creeks Phase II.
- City-wide Beautification.
- CMAQ Projects.
- Neighborhood Enhancement Program.
- Transportation Alternative Program grant.

Most of the month of March was spent preparing and implementing action plans related to the COVID-19 virus.



Tourism Department Report for March 2020

- Facilitated 5 Homeschool Classes at the Bowen House
- Facilitated 3 Homeschool Literature Classes online
- Facilitated 1 Pioneer Pals Class
- Hosted 1 school group
- Finalized and printed Goodlettsville Visitor's Guide
- Attended Video Marketing Planning Meeting with Parks & Rec Dept and Vid Monster Production
- Hosted meeting with Advance Tour & Travel to review digital marketing campaign
- Attended Vol State Community College Educate A Woman Committee meeting
- Participated in webinar training on CRM Extranet
- Participated as vendor at Connell Women's Spring Fling
- Attended Travel South Domestic Showcase
- Attended Board of Commissioner meeting and Study Session
- Toured Clay in the Woods Studio for potential partnership opportunities
- Guests from 5 states took tours at Historic Mansker's Station
- Delivered maps, Visit Goodlettsville flyers, and Visitor's Guides to hotels and area businesses
- Rolled out The GOOD View with daily M-F episodes on Facebook
- Attended numerous webinars, conference calls, briefings regarding COVID-19 impact
- Finalized the expansion of the Gateway to Music City Exhibit
- Hosted meeting with Sumner County Master Gardeners to prep for June JMG Camp
- Prep work for additional video marketing initiatives
- Prep work on the new RoundHere Map
- Prep work for 2020 Farmer's Market
- Prep work for 2020 summer and fall programs and events
- Current advertisement in Mar/April Southern Travel & Lifestyles
- Current advertisement in Visit Music City Visitor's Guide
- Current advertisement in Sumner County Visitor's Guide
- Current billboard advertisement on I-65 South, one-mile S of Exit 108

As of month end February 2020 comparing year over year same time period

- Year to Date Occupancy is up 8.7%
- Year to Date Revenue Per Available Room (RevPar) is up 7.8%
- Supply of rooms has no change
- Demand for rooms is up 8.7%
- Revenue generated is up 7.8%

SOURCE: STR Destination Trend Report for Goodlettsville, TN for the month of February 2020

As of month end February 2020 comparing YTD over prior YTD, occupancy tax is up 8.0%.

Finance and Administration Monthly Report

March 2020

FINANCE

- Attended a meeting as a representative of the MTAS Advisory Board in Nashville
- Conducted interviews for City Clerk replacement
- Due to the COVID-19 Pandemic, all non-essential meetings were cancelled.

HUMAN RESOURCES

- March 5 – met with State insurance on reporting and billing.
- March 11 – Park Supervisor training.
- Hired: 2 Dispatchers, Chief Clerk, City Judge, and Athletics & Events Coordinator
- Terms during the month: Parks Athletics and Events Coordinator, Dispatcher, and Public Works Utility Worker.
- Worker's Compensation accidents in the month: none.
- Full-time employees: 135; Part-time employees: 33
- Job opening: Wastewater Technician, Utility Worker II at Public Works

**City of Goodlettsville
Financial Summary
February 2020 (Unaudited)**

UNRESTRICTED FUND BALANCE

Operating Fund	Current Month	Budget 6/30/2020	%
General Fund	6,749,901	3,720,884	181%
Sanitation	433,860	311,378	139%
Tourism	1,119,147	657,119	170%

CASH IN BANK

General Fund	7,371,238
Sanitation	256,192
Tourism	1,127,362
Sewer	9,491,814
Stormwater	1,677,162
Total Cash	19,923,768

SALES TAX COLLECTIONS

FY2019-2020 Month Received	Summer Current Year	Summer Prior Yr	Davidson Current Yr	Davidson Prior Year	Total Current Year	Total Prior Year
Aug	52,831	51,931	321,978	362,184	374,809	414,115
Sep	64,720	59,489	342,341	302,784	407,061	362,273
Oct	50,491	52,750	323,072	326,403	373,563	379,153
Nov	53,754	50,411	335,715	362,316	389,469	412,727
Dec	61,882	51,879	338,361	347,600	400,243	399,479
Jan	53,794	53,368	363,739	347,095	417,533	400,463
Feb	63,452	55,998	496,337	473,951	559,789	529,949
Mar	57,427	51,743	363,806	305,836	421,233	357,579
Apr						0
May						0
Jun						0
Jul						0
YTD	458,351	427,569	2,885,349	2,828,169	3,343,699	3,255,738 2.70%

**City of Goodlettsville
Financial Summary
February 2020 (Unaudited)**

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	1,677,937	12,691,631	14,325,538	88.59%
General Fund	Expenditures	1,120,695	11,153,180	16,067,180	69.42%
Net Increase/Decrease		557,242	1,538,451	(1,741,642)	
Sanitation Fund	Revenues	83,587	737,312	1,104,000	66.79%
Sanitation Fund	Expenditures	120,710	875,505	1,262,547	69.34%
Net Increase/Decrease		(37,123)	(138,193)	(158,547)	
Tourism	Revenues	53,501	694,297	881,480	78.76%
Tourism	Expenditures	58,050	585,434	1,013,059	57.79%
Net Increase/Decrease		(4,549)	108,863	(131,579)	
Sewer	Revenues	416,347	3,084,576	5,708,000	54.04%
Sewer	Expenses	507,836	4,273,326	7,303,763	58.51%
Net Increase/Decrease		(91,489)	(1,188,750)	(1,595,763)	
Stormwater Utility	Revenues	77,764	561,400	967,500	58.03%
Stormwater Utility	Expenses	60,496	1,363,826	2,265,290	60.21%
Net Increase/Decrease		17,268	(802,426)	(1,297,790)	

OPERATIONS EXPENDITURE SUMMARY

<u>General Fund Operating Dept</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	<u>% of Budget</u>
General Government	118,748	1,416,187	1,855,994	76%
Planning and Codes	38,228	377,357	564,285	67%
Police	433,975	4,227,260	5,883,853	72%
Fire	180,009	1,891,876	2,585,621	73%
Hwys & Streets	55,501	1,086,376	1,959,843	55%
Parks/Recreation	100,578	1,281,078	1,844,385	69%
Miscellaneous	193,655	873,047	1,373,199	64%
Total General Fund Expenditures	1,120,694	11,153,181	16,067,180	69%

MONTH OF MARCH 2020

MONTHLY MANAGEMENT REPORT

COURT

NUMBER OF CITATIONS ISSUED IN MARCH 2020 - 208

NUMBER OF DEFENDANTS APPEARING IN COURT - 66

MARCH 10	38	9:00	A.M.
MARCH 10	28	1:00	P.M.
MARCH 17	0	1:00	P.M.*CANCELLED

TOTAL FOR MONTH	66		
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MARCH 17	0	8:30	A.M. *CANCELLED
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CONTESTED COURT SESSION

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

CODES	0
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MISDEMEANORS	0
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NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL	56
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EIGHT HOUR SCHOOL	5
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MARCH 2020

NEW BUSINESS LICENSES

License Issue Date	Company Name	Description	Address	Contact Name	Contact Number
03.02.2020	CHELA'S AFRICAN HAIR BRAIDING LLC	HAIR BRAIDING	907 RIVERGATE PARKWAY GOODLETTSVILLE, TN 37072	MARIE CANTRELL	615.681.7946
03.06.2020	DOLLAR GENERAL STORE #98150	RETAIL – GENERAL MERCHANDISE - 452319	230 LONG HOLLOW PIKE GOODLETTSVILLE, TN 37072	TRACY GRUBISIC	615.855.4340
03.06.2020	TOTTY CLINIC PLLC	ACUPUNCTURE, MASSAGE, CUPPING, FUNCTIONAL MEDICINE	403 LONG HOLLOW PIKE SUITE 202 GOODLETTSVILLE, TN 37072	ASHTON TOTTY	615.854.0481
03.06.2020	I AM FLOWER CHILD	ONLINE CLOTHING STORE	803 GREENS CIRCLE GOODLETTSVILLE, TN 37072	KELSEY PORTER	615.651.0327
03.09.2020	E.S.P.O. HOSPITALITY, LLC	CATERING – 722320	875 LORETTA DRIVE GOODLETTSVILLE, TN 37072	JEWELL WINN	615.715.0441
03.09.2020	TIM'S PACKAGED GOODS	PACKAGED FOOD – 722515	875 LORETTA DRIVE GOODLETTSVILLE, TN 37072	JEWELL WINN	615.715.0441
03.11.2020	LYONS STAINED GLASS	STAINED GLASS	710 WINDSOR GREEN BLVD GOODLETTSVILLE, TN 37072	RONALD LYONS	615.481.5983
03.16.2020	HOLLISTER CO (# 30629)	RETAIL SALES MEN'S AND WOMAN'S CLOTHING	1000 RIVERGATE PARKWAY SUITES 1125 GOODLETTSVILLE, TN 37072	REBECCA BALDWON	614.283.6500
3.25.2020	THE WHEEL GUYS INC. DBA WHEEL REPAIR OF TN	AUTO WHEEL REPAIR AND REFINISHING	855 SPRINGFIELD HWY. GOOLETTSVILLE, TN 37072	RICHARD A. TEFTELLER	615.851-5449

BEER PERMITS

License Issue Date	Company Name	Description	Address	Contact Name	Contact Number
04.06.2020	TRI STAR ENERGY LLC	CONVENIENCE STATION	943 RIVERGATE PARKWAY GOODLETTSVILLE, TN 37072	TIFFANY BINKLEY	615.313.2440

**PEDDLER PERMITS
NONE**

Goodlettsville Police Department

Chief Goodwin's Monthly Report

March 2020

Due to the COVID-19 pandemic there were no outside meetings attended this month. During the pandemic we will continue to have officers respond to all emergency calls that require an officer to be present. We try to maintain the 6 feet distancing unless circumstances dictate otherwise. For all non-emergency calls that do not require an officers' presence we will answer those calls by telephone if possible. If we must respond we are asking the complainant to meet us outside for both their and our protection. We will then observe the 6 feet distancing for everyone's protection. The Police Department headquarters located inside City Hall is closed to the public. If anyone comes to the Police Department and requires assistance they should call dispatch at the non-emergency number 615 851-5111. An officer will either respond or call as the situation dictates. As always the appropriate numbers to utilize are 911 for all life threatening emergencies. Direct emergency line to GPD dispatch is 615 859-3405. All non-emergency situations please call 615 851-5111.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of March and 54.12 pounds of unwanted pharmaceuticals were deposited. Since its use 2950.48 pounds of unwanted pharmaceuticals have been deposited. While the City Hall lobby access in effect during the month of April the Pharmaceutical Bin will be unavailable.

In review of the TIBRS data comparing March 2020 to March 2019 Crime Against Person was the same with 15 incidents, and Crime Against Property decreased from 49 to 45 incidents a 6.25% decrease and overall we had a decrease of 64 to 60 incidents. Our UCR total for the month was an 6.25% decrease from 32 to 30 incidents.

Our proactive efforts were down for the month of March due to pandemic. Most of these efforts were made prior to our alternate response plan. Our officers made 370 Traffic Stops and 2 Terry Stops. They made 53 Traffic Arrests and 8

DUI Arrests. From these Traffic Stops resulted 9 Felony charges, 87 Misdemeanor charges, and 25 warrants were served. They had 14 drug confiscations (8 from traffic stops). They issued 2 Misdemeanor Citations, made 42 Physical Arrests with 31 Misdemeanor charges and 5 Felony charges. They made 7 Juvenile Misdemeanor Arrests issued 1 Juvenile Citation and 2 Curfew violations.

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 7 Warrant Service Attempts. They served 6 Felony Warrants and 25 Misdemeanor Warrants.

Our officers are heavily focusing on continuing to check our apartments, neighborhoods, businesses and parks during the pandemic. They conducted 318 apartment checks, 438 checks of neighborhoods, 1104 business checks and 280 park checks. They had 103 Community Contacts. They issued 166 Park Smarts and found 1 Open Door.



**MARCH COMPSTAT
WEEKS 10 THRU 13**

	2020		2019		2020 YTD		2019 YTD		% change	2019 TOTAL
					YTD		YTD			
Murders	0	0	0	0	0	0	0	0	NC	0
Rape	0	0	0	0	0	0	1	1	-100.00%	2
Robbery (Commercial)	0	0	0	0	1	1	1	1	0.00%	4
Robbery (Street)	0	0	2	2	5	5	6	6	-16.67%	15
Aggravated Assault	4	4	0	0	7	7	7	7	0.00%	17
Aggravated Assault - Dom Viol	0	0	0	0	2	2	3	3	-33.33%	17
Burglary (Commercial)	2	2	0	0	12	12	3	3	300.00%	9
Burglary (Residential)	1	1	0	0	5	5	2	2	150.00%	23
Auto Burglaries	4	4	3	3	17	17	20	20	-15.00%	88
Larceny	9	9	3	3	22	22	24	24	-8.33%	108
Shoplifting	9	9	20	20	45	45	47	47	-4.26%	229
Motor Vehicle Theft	1	1	4	4	9	9	15	15	-40.00%	52
Total Offenses	30	32	125	125	TOTAL YTD	129	TOTAL YTD	129	-3.10%	564



MARCH TIBRS

TIBRS Group A Offenses

	2020 Offenses Reported	2019 Offenses Reported
Crimes Against Persons	15	15
Murder	0	0
Negligent Manslaughter	0	0
Kidnaping/Abduction	0	1
Forcible Rape	0	0
Forcible Sodomy	0	0
Sexual Assault W/Object	0	0
Forcible Fondling	0	2
Incest	0	0
Statutory Rape	0	0
Aggravated Assault	2	2
Simple Assault	13	9
Intimidation	0	1
Stalking	0	0
Crimes Against Property	45	49
Arson	0	0
Bribery	0	0
Burglary	3	0
Counterfeiting/Forgery	2	1
Destruction/Damage/ Vandalism	10	4
Embezzlement	0	1
Extortion/Blackmail	0	0
Fraud - False Pretenses	4	6
Fraud - Credit Card/ATM	0	0
Fraud - Impersonation	0	1
Fraud - Welfare	0	0
Fraud - Wire	0	0
Motor Vehicle Theft	2	5
Robbery	0	1
Stolen Property Offenses	0	0
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	9	23
Theft From Building	3	1
Theft From Coin Machine	0	0
Theft From Motor Vehicle	7	3
Theft of Motor Vehicle Parts	3	2
Theft - All Other Larceny	2	1
Total Group A Offenses	60	64

Goodlettsville Police Department
MARCH 2020 COMPSTAT

	WEEK 10	WEEK 11	WEEK 12	WEEK 13	TOTAL	2020 YTD		2019 YTD		% change	2019 TOTAL
Murders	0	0	0	0	0	YTD	0	YTD	0	NC	0
Rape	0	0	0	0	0	YTD	0	YTD	1	-100.00%	2
Robbery (Commercial)	0	0	0	0	0	YTD	1	YTD	1	0.00%	4
Robbery (Street)	0	0	0	0	0	YTD	5	YTD	6	-16.67%	15
Aggravated Assault	0	1	0	3	4	YTD	7	YTD	7	0.00%	17
Aggravated Assault - Dom Viol	0	0	0	0	0	YTD	2	YTD	3	-33.33%	17
Burglary (Commercial)	2	0	0	0	2	YTD	12	YTD	3	300.00%	9
Burglary (Residential)	1	0	0	0	1	YTD	5	YTD	2	150.00%	23
Auto Burglaries	3	0	1	0	4	YTD	17	YTD	20	-15.00%	88
Larceny	1	3	2	3	9	YTD	22	YTD	24	-8.33%	108
Shoplifting	2	2	5	0	9	YTD	45	YTD	47	-4.26%	229
Motor Vehicle Theft	1	0	0	0	1	YTD	9	YTD	15	-40.00%	52
Total Offenses	10	6	8	6	30	YTD TOTAL	125	TOTAL YTD	129	-3.10%	564

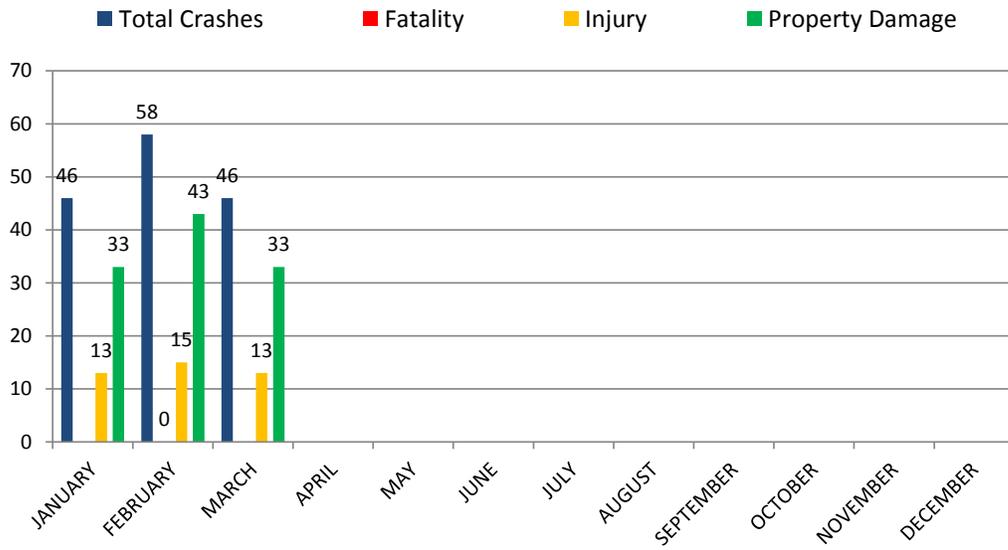
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YTD TIBRS - 2020 VS 2019

	2020	Jan-20	Jan-19	Feb-20	Feb-19	Mar-20	Mar-19	Apr-20	Apr-19	May-20	May-19	Jun-20	Jun-19	2019 Offenses TOTAL	% CHANGE
TIBRS Group A Offenses															
Crimes Against Persons	49	19	21	15	17	15	15	0	9	0	10	0	16	88	-44.32%
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	0	0	1	0	1	0	0	0	0	0	0	2	-100.00%
Forcible Rape	0	0	1	0	0	0	0	0	0	0	0	0	0	1	-100.00%
Forcible Sodomy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Sexual Assault W/Object	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Forcible Fondling	1	1	0	0	0	0	2	0	0	0	0	1	1	3	-66.67%
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Aggravated Assault	8	2	2	4	4	2	2	0	0	7	7	1	1	16	-50.00%
Simple Assault	38	14	17	11	11	13	9	5	5	2	2	12	12	56	-32.14%
Intimidation	2	2	1	0	1	0	1	4	4	1	1	2	2	10	-80.00%
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Crimes Against Property	159	62	64	52	51	45	49	0	60	0	55	0	79	358	-55.59%
Arson	1	1	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	14	5	4	6	1	3	0	2	2	2	2	3	3	12	16.67%
Counterfeiting/Forgery	6	2	0	2	1	2	1	2	2	1	1	1	1	6	0.00%
Destruction/Damage/ Vandalism	24	7	11	7	8	10	4	8	8	7	7	7	7	45	-46.67%
Embezzlement	2	2	2	0	2	0	1	2	2	1	1	2	2	10	-80.00%
Extortion/Blackmail	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Fraud - False Pretenses	10	4	2	2	4	4	6	1	1	2	2	6	6	21	-52.38%
Fraud - Credit Card/ATM	0	0	0	0	0	0	0	1	1	0	0	0	0	1	-100.00%
Fraud - Impersonation	5	4	2	1	1	0	1	3	3	4	4	5	5	16	-68.75%
Fraud - Welfare	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Fraud - Wire	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Motor Vehicle Theft	9	4	7	3	3	2	5	1	1	5	5	11	11	32	-71.88%
Robbery	4	2	2	2	2	0	1	1	1	1	1	1	1	8	-50.00%
Stolen Property Offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Theft - Pocket-picking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Theft - Purse Snatching	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Theft - Shoplifting	41	19	11	13	13	9	23	19	19	13	13	18	18	97	-57.73%
Theft From Building	11	3	6	5	4	3	1	6	6	5	5	3	3	25	-56.00%
Theft From Coin Machine	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Theft From Motor Vehicle	22	7	12	8	5	7	3	11	11	6	6	8	8	45	-51.11%
Theft of Motor Vehicle Parts	6	1	3	2	3	3	2	0	0	2	2	1	1	11	-45.45%
Theft - All Other Larceny	4	1	2	1	4	2	1	3	3	6	6	13	13	29	-86.21%
Total Group A Offenses	208	81	85	67	68	60	64	0	69	0	65	0	95	446	-53.36%

2020 YTD TITAN CRASH REPORTS

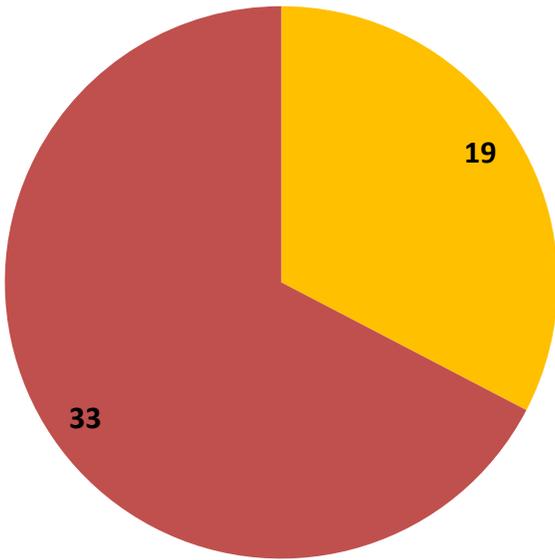




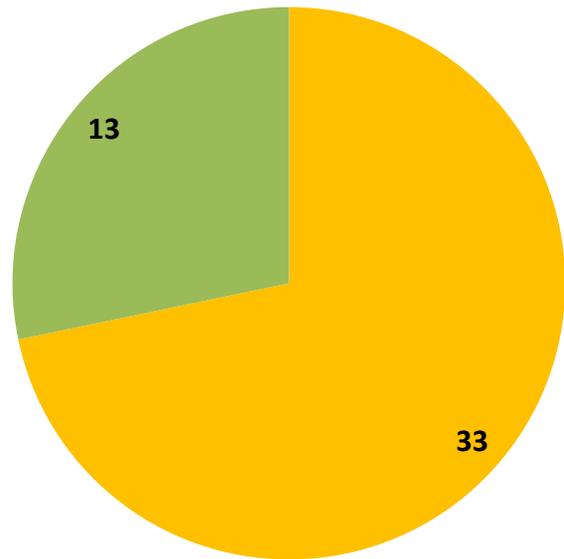
March TRAFFIC CRASHES

■ Fatal ■ Injury ■ Property Damage

2019
52



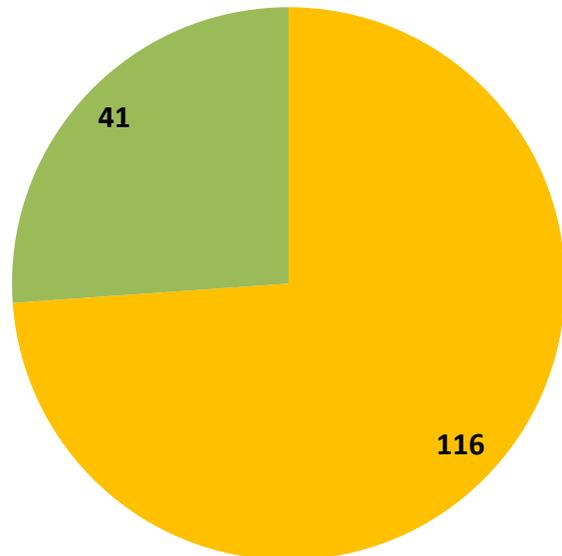
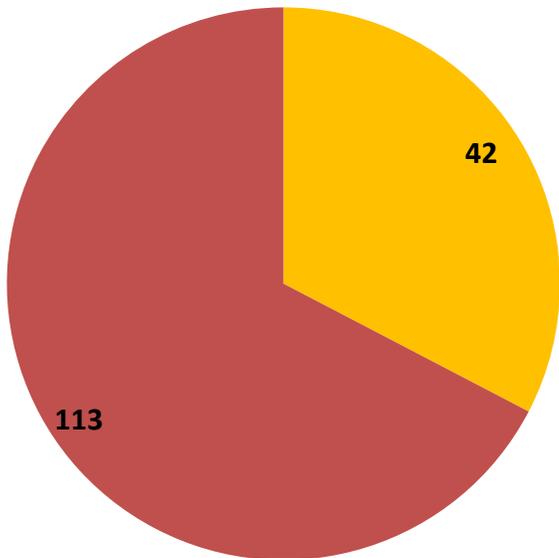
2020
46



2019
155

YEAR TO DATE

2020
157





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: **March 2020**

Pounds Received: **54.12 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 March 1 – March 31, 2020

Fire Operations

The Department responded to 330 calls for service in the month of March.

Fire Administration

Chief's Month:

Major events for this month included the largest Goodlettsville fire in recent memory off Moss Trail. 41 apartment units were destroyed and the cause is still under investigation due to the need to use heavy equipment to dig out the bottom floor apartment where we know the fire started.

Key take-a-ways for the general public are the same as always after a fire.

- Call 911 for any indication of fire. Smoke alarms sounded for 10-15 minutes before 911 was called due to folks thinking it was a maintenance issue.
- Please maintain homeowners or renter's insurance if at all possible.
- Safe storage for precious items or important papers can be accomplished by placing them in a water tight container in the freezer. It isn't fire rated but often does an excellent job of not burning up.
- Have two means of egress from all sleeping rooms. Department stores sell affordable roll up design ladders for upper floor escape.
- Not a factor here but sleeping with the door closed does an amazing job to limit fire and smoke spread so you can be awakened by your smoke alarm and get your bearings for escape.
- Please have working smoke alarms. See below on free alarms provided by the department.

All of the Month's training courses and meetings were cancelled due to COVID-19 distancing requirements.

What follows is an update we published earlier and I post again here for information purposes only:

The department is doing everything possible to maintain the health and safety of the responders. We are still going to all the same emergency calls as before but with a few changes we incorporated as part of our own version of social distancing.

We no longer allow visitors to the fire hall. We hope anyone needing assistance in Goodlettsville will dial 911 because there are times when we are all out on calls. 911 will be answered and the closest available responder sent, even if that's from our automatic aid partner Nashville Fire.

On medical calls, we treat everyone as a potential COVID-19 patient. We make direct patient contact with the smallest number of firefighters / EMT's that is appropriate for the situation. If the ambulance arrives with us, the firefighters will only approach if needed. Mask, gloves, and gowns compliment nicely the body substance isolation practices we have always used.

Despite all the reports of PPE shortages, we are doing well so far. We are using considerable amounts of PPE and cleaning supplies but are ahead of the curve on that for now. We are linked directly to TN Emergency Management for more when we need it.

Early on we initiated conversation with the five nursing facilities we respond to and developed plans with them to again, expose the smallest number of firefighter / EMT's as is appropriate. This one is more for their safety than ours but it works both ways. So far, it is working well but that population is obviously our greatest concern and we remain ready to work with them in new and inventive ways if necessary.

Our free smoke alarm install service is still on-going but during this time only, we'll give you the alarm to install yourself. If residents have trouble with that, we'll make a connection to a local volunteer to assist with putting them up. Fire alarm calls and working fires and being handled the same as always, we just have to speak a little more loudly from 6 feet away.

Fire Chief Kenneth Reeves asks that you all take this time of awareness and focus on safety to take stock of your personal preparedness to all hazards inside your home. Fire, tornado, and flood are realistic hazards we all face and a little planning and preparation can make recovery much smoother than no planning at all. Visit <https://www.ready.gov/> for incremental steps we can take to be more prepared.

This period in our lives will pass. When it does, let us be a stronger and more resilient Goodlettsville for the future.

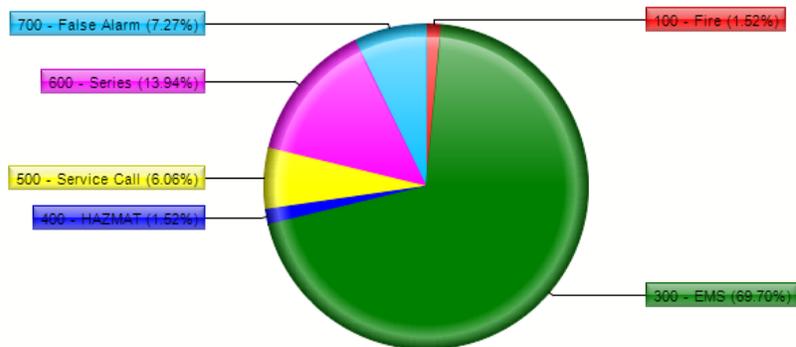
Fire - Incident Types

MARCH 2020

Incident Date between 2020-03-01 and 2020-03-31

Fire Incident Type Breakdown

Incident Type Group	
100 - Fire	5
300 - EMS	230
400 - HAZMAT	5
500 - Service Call	20
600 - Series	46
700 - False Alarm	24
TOTAL OF MARCH CALLS	330



Public Works Report – MARCH 2020

SOLID WASTE:

- Solid waste tonnage collected: 316.15 tons
- Recycled materials collected: 21.94 tons
- Convenience Center solid waste collected (Pit): 14.02
- PIT Construction & Debris: 0.00 tons (WM delayed pick up- Tornado)
- Compactor: 7.1 tons
- Metals: 8.86 tons
- Bulk Item Pick Ups: 6
- Cart Repairs/Replace: 56
- New Residents: 27
- Cardboard: 1.81 tons
- Used Oil Gallons 17

SEWER:

- Monthly equipment and daily pump station inspection, maintenance and repairs
- Monthly Bioxide tank filling
- TV-ing of line segments
- Daily pump station, service connection, and manhole inspections
- Cleaned sewer line segments
- Cleaned wet well walls
- Sewer rehab work in various areas of the City
- Construction and new segment inspections, maintenance and repairs
- Rainfall for month: 9.2"
- Worked 234 TN One Calls and 9 Emergency calls

STREETS:

- Conducted scheduled preventative maintenance on equipment
- Repaired various traffic signals and replaced road signs
- Conducted Brush pick-up throughout City
- Sweeping Miles: 28
- Cans of Litter Picked Up: 3
- Traffic Signals Repaired: 1
- Street Signs Repaired/Replaced: 2
- Assisted Lebanon, TN with Debris cleanup as a result of Tornado.

INSPECTIONS:

Stormwater Inspections Commercial Construction Projects	17
Best Management Practices	2
Stormwater Inspections Residential Construction Projects	14
Utility Cut Inspections	0
Driveway Inspections	0
Street/Sidewalk Inspections	1
Development Sewer Inspections	8
Good Housekeeping Reports	2

STORMWATER:

Active Construction Sites (Commercial)	9
Active New Residential Home Sites	7

Land Disturbance Permits issued	0
---------------------------------	---

- WKU continues in monitoring project (MS4 permit requirement)
- TNSA Quarterly Meeting
- 250K Tree Day

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

ATTENDED MEETINGS:

- Planning Commission
- Board of commission work sessions and meeting
- Codes and Planning meeting
- GNRC Solid Waste Meeting

PARKS DIVISION UPDATE

Brooks Park, 302 Mason Lane

- Installed new sign
- Relocated trashcan to accessible route

Delmas Long Community Center, 200 Memorial Drive

- Installed hands free handles on restrooms
- Closed facility due to COVID-19

Gateway Park, 425 Janette Avenue

- Playground inspection complete
- Closed playground due to COVID-19

Moss-Wright Park, 745 Caldwell Drive

- Installed catch basin and pipe for swing structure
- Replaced bollards
- Complete shelter inspections to ensure lights are working properly
- Installed water fountains at field 1 and soccer
- Closed playground, courts, shelters, water fountains, and restrooms due to COVID-19

Peay Park, 200 Memorial Drive

- Repaired fire truck play structure at playground
- Added EWF at swings
- Closed playground and basketball court due to COVID-19

Pleasant Green Park, 360 Pleasant Green Drive

- Closed shelters, playground and restrooms due to COVID-19

Splash Pad @ Peay Park, 111 Memorial Drive

- Closed for the season

Athletic Field Maintenance

- 9 inches of rainfall
- Sprayed pre and post emergent herbicide on fields
- Lined all soccer fields
- Top dressed in fields with infield conditioner
- Rebuilt pitchers' mounds on fields 1, 5, and 8
- Closed all fields due to COVID-19

RECREATION DIVISION UPDATE

Athletics

- Hosted pre-season baseball tournament
- Hosted coaches, parents, players clinic for Youth Volleyball League
- Cancelled Youth Volleyball League, Adult Volleyball League, and Men's Church Softball League due to COVID-19

Marketing

- Updates to content on City Website
- Top Dog Photo Contest began on Facebook; 17 contestants participated and a winner will be selected and announced April 8

Volunteer Hours

- 12 volunteers equaling 60 hours of volunteer time

Rental Information March 2020	Resident Rentals	Non- Resident Rentals
Community Center	1	3
Shelters	2	0
Fields/Courts	0	0

*Create Your
Experience!*

Visit www.goodlettsvilleparks.com for a full list of programs, activities, and events.



(New bollards installed at Moss-Wright Park)

Planning and Development Services Department

March 2020

Summary of Month Activities:

Site Development Meetings Attended:

-AWG- Associated Wholesale Grocers- South Cartwright- Building Addition Proposal-City's Planning Commission Meeting Rescheduling and City's Building Permit and Inspection Process (Conference Call)

Building and Site Inspections Completed:

- Nashville Stone-New Brick Church Pike- Outdoor Granite Slab Display Proposal

Administration Meetings Attended:

- COVID-19 Briefing Meetings

Organizational Meetings Attended:

-Goodlettsville Regional Planning Commission

-Goodlettsville City Commission

-Certified Public Manager Training Session- UT Institute for Public Service- Online

-Tennessee American Planning Association-Spring Conference in Gatlinburg



Economic Development Monthly Report for March 2020

- Submitted capstone report for review to UTCIS for the TCED program / made final edits to the report. This is the second to last step towards certification in Economic Development in the State of TN.
- Attended the first Goodlettsville Board of Commissioners monthly meeting and study session – acted as the City Recorder
- Attended the Goodlettsville Planning Commission monthly meeting
- Gathered materials and formulated messaging for the City’s ad in the Nashville Area Economic Profile publication for this year. We are promoting the pad ready lots on Conference Drive that will be developed into a Class A Office Park.
- Attended the “Ten Impacts of Coronavirus on the Economic Development Profession & Solutions to Mitigate Challenges” webinar hosted by the TN Chamber of Commerce
- Listened in on the statewide call with Commissioner Rolfe and the TNECD team to address the latest on COVID-19
- Worked with Allison Baker and Sarah Jennings, as the Communications Team, for the City of Goodlettsville’s emergency response to the COVID-19 pandemic. We formulated messaging and distributed them community-wide through the city’s website, email lists and social media.

- *Out of the office for Spring Break March 16-20*

MARCH 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.

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: Negotiations for easements are progressing. Utility relocation design coordination is underway. Construction is expected to begin in the summer of 2022 with completion by the end of 2024.**

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. Application for environmental clearance is underway. Preliminary design has begun in the with construction scheduled to begin in 2021. Budgeting and preliminary design are ongoing on other projects as well. ADA accessibility deficiencies have been identified and a corrective action plan has been prepared for execution.**

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. The city has received a Notice to Proceed to Construction from TDOT. Construction is expected to begin in the fall of 2020 with completion by the end of 2021.**

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. The City is in the process of applying for a third phase of 100 percent grant money to provide centralized monitoring of the signals for specialized control during unusual traffic flow. **Status: Final design of the project is complete. The city received bids for construction and is awaiting approval from TDOT. Construction inspection services have been awarded. Construction is expected to begin in the fall of 2020 with completion by the end of 2021.**

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 third phase of the Gateway Neighborhood drainage improvements has begun. A feasibility study for storm water control in the area of city hall was deferred to the fall of 2020. A culvert replacement on Bluebird Drive has been awarded. Construction for the replacement culvert at Bluebird Drive is scheduled for completion in the summer of 2020.**

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 by the end 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 Department Building Report March 2020

<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>										
20200062	3/12/2020	396,126.00	143		16	220 Sydney Drive	DalaMar Homes	58679	New Residential	Sumner
20200063	3/12/2020	358,839.00	143D	2	55	130 Allen Rd.	DalaMar Homes	58679	New Residential	Sumner
20200065	3/16/2020	256,192.00	143DH		41	384 Old Stone Rd.	Meritage Homes	58003	New Residential	Sumner
20200066	3/16/2020	904,108.00	25.08	199-202	199-202	295,299,303,307 Dartmoor Place	Ryan Homes	65321	4 unit/New Residential	Davidson
20200071	3/20/2020	279,987.00	25.08	26	26	69 French Street	Ryan Homes	65321	New Residential	Davidson
20200086	3/30/2020	256,000.00	25.08	22	22	53 French Street	Ryan Homes	65321	New Residential	Davidson
20200087	3/30/2020	281,000.00	25.08	25	25	65 French Street	Ryan Homes	65321	New Residential	Davidson
20200088	3/30/2020	281,000.00	25.08	13	13	54 French Street	Ryan Homes	65321	New Residential	Davidson
20200089	3/30/2020	256,000.00	25.08	41	41	102 Wicklow Drive	Ryan Homes	65321	New Residential	Davidson
20200090	3/30/2020	363,224.00	143DH		66	449 Old Stone Road	Meritage Homes	58003	New Residential	Sumner
Total		3,632,476.00								

New Commercial

Total		0.00								
<u>Additions & Remodeling</u>										
20200056	3/4/2020	67,440.00			Suite 206	403 Long Hollow Pike	Long Hollow Chiropract.	Avenue Cons./67602	Commercial Buildout	Sumner
20200057	3/4/2020	0.00	25	61		733 S. Dickerson Rd.	Caroline Kruegar	Homeowner	Demolition/fire damage	Davidson
20200059	3/9/2020	0.00	18.16	142		209 Café Rd.	First Missionary Baptist Church	Owner	Demolition/house	Davidson
20200060	3/9/2020	2,500.00	25	171		430 Rosehill Drive	Joe Reed	Homeowner	Shed	Davidson
20200061	3/10/2020	155,000.00	19	20		324 Long Hollow Pike	Japan House Restrau.	Huffine/64576	Commercial Buildout	Davidson
20200064	3/10/2020	0.00				3014 Patton Branch Rd.	Robert Hughes Jr.	Lee Company	Mechanical permit	Sumner
20200067	3/17/2020	125,000.00	26.02	27		917 Conference Drive	Blankenship CPA Group	Goodrum Const./56487	Commercial Remodel	Davidson
20200069	3/17/2020	500.00	18.15	12		537 Moncrief Ave.	Crowder	Homeowner	Porch	Davidson
20200070	3/17/2020	1,500.00	26.01	15		226 S. Main Street	Goodlettsville Presb. Church	Owner	Elevator	Davidson
20200080	3/30/2020	318,411.00	26.1	4		116 S. Main St.	Advance Auto	S & B Const./28533	Commercial Remodel	Davidson
Total		670,351.00								

Total New Residential	3,632,476.00
Total New Commercial	0.00
Total Add/Remodels	670,351.00
Total All Permits	4,302,827.00

Single Family Dwellings	
Davidson	9
Sumner	4
TOTAL	13

GOODLETTSVILLE CODES/BUILDING ACTIVITY REPORT MARCH 2020

DEPARTMENT OF 4 EMPLOYEES:

Larry DiOrio- Director- Building Official/Fire Marshal
 Mike Bauer-Senior Inspector/Fire Marshal
 Kerry Jackson/Inspector-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	60 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	1 inspection
Fire Investigations	Duties of Fire Marshal involving fires/inspections in the city limits	2 investigations
Building Inspections	Building Related	101 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	50 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	30 inspections
Signs Removed	Illegal signs removed from city limits	35 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	4 hours
Storm Water Training	EPSC training and certification	2 hours
Fire Inspection Training	L. DiOrio and M. Bauer required training on Fire Code (Arson Training)	12 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
Summer County Impact Fee	Collect and Distribute Tax collected for Summer County New Residential Homes	4
Issuing of Addresses	Assisting Metro/Davidson County 911 with assigning addresses for the city	5 addresses
Plan Reviews	In-house plan review by M. Bauer/Assisted also with outsourced plan reviews	4 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	0 citations
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	daily