GOODLETTSVILLE
TENNESSEE

City Manager Report

Report of monthly activities of City Manager and all Departments presented to the Goodlettsville Board of Commissioners and the Citizens of Goodlettsville.

Tim Ellis

August 2012

Distributed September 27, 2012

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City Projects

- Project Status Update: This document directly follows the Codes monthly report. Page numbers begin at 1 for the project update.

City Manager

Management Report: August 2012

Legislative Accomplishments

- Board of Commissioners adopted the following ordinances:
    - Passed Ordinance No. 12-784, an ordinance to amend Zoning Ordinance 06-674, relative to high technology manufacturing, assembly and processing. Took effect August 24, 2012

- The Board of Commissioners also took action on the following resolutions:
    - Passed Resolution No. 12-532 & 534, a resolution declaring certain property surplus to the needs of the City of Goodlettsville and calling for its disposal by trade-in or online auction or any other reasonable manner.
    - Passed Resolution 12-533, a resolution authorizing the execution of contract with the Tennessee Department of Transportation for assistance in the construction of certain Industrial Access Highway under the Industrial Highway Act of 1959.

Legislative Matters Forthcoming

- Ordinance 12-785 – An ordinance to lower the speed limit on Main Street from Dorris Avenue to Shevel Avenue from forty miles per hour to thirty miles per hour.
- Ordinance 12-786, an ordinance to amend Title 14, the official zoning map of the Goodlettsville Municipal Code, Ordinance No. 06-674 as amended, by changing the zoning classification of certain property from Commercial General (CG) to Commercial Services (CS).
- Ordinance regulating false alarm calls within the city.

Other Items Considered by the Board

- None

Commissions and Boards

- **Beer Board**
    - Approved an off-premises beer permit to SK Smokeshop, 111 Northcreek Blvd, Goodlettsville, TN. Applicant is Maheshkumar V. Patel of Millersville, TN.
    - Approved an off-premises beer permit to Grand Ole RV Resort & Market, 708 N. Dickerson Pike, Goodlettsville, TN. Applicant is Thomas Lytle Cunningham III of Goodlettsville, TN.

- **Planning Commission**

    - Approved an amendment of a PUD signage plan by Dollar General Corporation.

    - Approved a surety for The Retreat at Dry Creek Farms, Phase I in the amount of $208,500 for installation/maintenance of infrastructure.

- **Board of Zoning Appeals**

    No Action Taken

External Meetings

- Attended the Executive Board Meeting of the Metropolitan Planning Organization.
- Attended the Middle Tennessee Mayors Caucus Meeting.
- Attended the Goodlettsville Chamber of Commerce Board of Directors Meeting.
- Met with a local resident in regards to issues related to ingress / egress to their property.
- Attended the monthly Goodlettsville Chamber of Commerce luncheon.
- Met with Imagine Goodlettsville representatives in regards to the fall Arts & Antiques Festival.
- Met with Mr. David Coode in regards to the Roadscape Project and other engineering needs of the city.

Internal Meetings

- Met with Buddy Petty in regards to regards to updating the city's wastewater fee study.
- Met with the Main Street Task Force.
- Met with representatives of the Boy Scouts of America in regards to their Explorer Program.

- Met with Mr. Joey Keef and Mrs. Amy Mitchell in regards to a new basketball program within the city.
- Met with representatives of the Goodlettsville Chamber of Commerce in regards to a Christmas on Main program and the Christmas Parade that is being planned
- Briefly attended the Goodlettsville Citizens Academy.
- Met with various representatives of Dollar General Corporation.
- Met with representative of W.L. Hailey, Inc. in regards to the Sewer Equalization Tank Project.
- Met with representatives of the Municipal Technical Advisory Service in regards to the Police Chief Search process.
- Conducted weekly staff meetings.

Ongoing Work

- Local Parks & Recreation Grant Application (Grant submitted and awaiting award announcement).
- New Police Chief Search.
- Main Street Grant Application.
- Updating Sewer Rate study.
- Stormwater Study.
- City Strategic Plan Development.
- Tennessee Agricultural Enhancement Grant Program (Grant submitted and awaiting award announcement.)
- MTAS Benchmarking program.
- Work continues on accepting sealed proposals for City-wide vending services.
- Work continues on the sewer rehabilitation project.
- Staff continues to work on the future needs of 2 way radio communications within all departments of the city but most importantly public safety.
- The greenway / bike / pedestrian project has completed the environmental assessment phase and has been sent to TDOT an FHWA for approval.
- Citizen Academy program continues with the next class schedule for September 11th at the Parks & Recreation Department.
- Removal of unattended donation boxes throughout the city continues.
- Development of a tourism alliance between all pertinent stakeholders within the city.
- Streambank stabilization of Manskers and Madison Creeks.
- Departmental Transition Plans (Police and Community & Economic Development).

P.I.O. Monthly Report - August 2012 Highlights

Press, Notify Me, Website/Facebook

- 8-2: "Movie in the Park Cancelled"
- 8-13: "Goodlettsville Team Heads to Little League World Series"
- 8-20: "Watch Goodlettsville's Game on the Big Screen at Moss-Wright Park"
- 8-23: "Goodlettsville Little League Viewing Party Saturday"
- 8-27: "Welcome Back the U.S. Champions!"
- Planning & Zoning documents posted
- ECD Column posted
- Posted Arts and Antiques Festival information
- Reviewed and published website page submissions from various departments
- Multiple press releases, udpates to website and facebook for the Little League World Series

Meetings/Events

- August 3 and 10: Arts and Antiques Festival Committee Meetings
- August 8: Main Street Task Force Committee Meeting
- August 14: Attended the Citizens Academy presented by Public Works
- August 17: Attended the Tennessee Municipal Benchmarking Program Kick-off Meeting hosted at the Nashville MTAS office
- August 23: Attended Chamber Monthly Luncheon
- August 28: Little League World Series Committee Meeting
- August 29: Hybrid Truck Show and Tell Event meeting to discuss promotion of event
- Attended City Commission Meetings and Study Sessions

Admin/Other

- Assembled the City Manager Report for July 2012
- Disseminated benchmarking paperwork to intended service areas for MTAS benchmarking program
- Point of contact for Citizens Academy – Public Works Department presented in July
- Participated in a live chat conducted by The Tennessean regarding the Little League World Series

- Media contact and committee member for the Little League World Series activities and events hosted by the City of Goodlettsville. Much of the last half of the month of August was dedicated to delivering information requests to media, the business community, and citizens with all things baseball.

New Business Licenses issued August 2012

1. Maple Ridge Event Solutions LLC 117 N. Maple Ridge Ln Robyn McCamy
828-5575 opened: 8/10/12 issed: 8/10/12

2. Hav'A Wrap 1000 Rivergate Pkwy # 3004 Julio Rubi
752-9037 opened: 10/01/12 issued: 8/15/12

3. CFO Collection, Inc 456 Moss Trail Claudia Stewart
822-0231 opened: 7/01/11 issued: 8/20/12

4. Volume Salon-Suzanne Gilmore 480 Long Hollow Pk Suite A Suzanne Gilmore
448-6314 opened: 8/29/12 issued: 8/29/12

5. Volume Salon-Darla Sansom 480 Long Hollow Pk Suite A Darla Sansom
448-6314 opened: 8/29/12 issued: 8/29/12

BEER PERMITS FOR August 2012

1. SK Smokeshop
111 Northcreek Blvd
Issued to: Maheshkumar V. Patel Permit #684
8/08/12

2. Grand Ole RV Resort & Market (NEW permit)
708 N. Dickerson Pike
Issued to: Thomas Lytle Cunningham, III Permit #685

Finance and Administration Monthly Report

August 2012

FINANCE

- Worked with Engineer from Barge Waggoner on Sewer Rate Study
- Police Chief, Court Clerk and myself visited Ashland City Police and Court Departments to see E-Ticket System they are using.
- Worked on various and numerous IT issues with assistance from Roger Lancina
- Met with representative from County Record Services about possible printing and mailing of City's Property Tax Statements
- Attended meeting with City Manager and Director or Public Services and Hailey Construction regarding delay of EQ Tank project
- HR Director and I met with Corporate Health Partners to discuss City's wellness program
- Fulfilled audit requests from FEMA and TDEC regarding the Flood of 2010 and the ARRA projects
- Attended the Public Works Citizen's Academy
- Updated internal inspection labor costs of the EQ project
- Attended a demonstration of the Brazos E-Ticket system in the Police Department

Human Resources

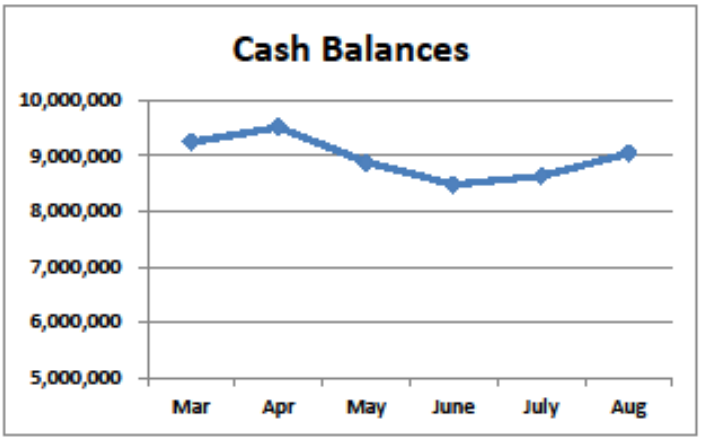
- Taught 1 CPR class: 8/3/12.
- Met with TML on previous year worker's compensation accidents 8/21/12.
- Working with MTAS on Police Chief Search, several meetings in August.
- Helped decorate and prepare City Hall for the Little League Homecoming 8/27/12.
- No employees were hired in the month.
- The season ended for 12 pool and parks employees. And 2 employees retired.
- Worker's Compensation accidents in the month: 1 worker's comp accident for the month. Chemical fumes inhaled while responding to a police call.

City of Goodlettsville
Financial Summary
August 2012

UNASSIGNED FUND BALANCE

Operating Fund	Ending Balance FY 12	Current Month	Budget 06/30/2013	Projected 06/30/2013	%
General Fund	1,995,469	1,100,154	2,134,888	2,134,888	20.05%
Sanitation	121,693	176,033	159,665	159,665	18.01%
Tourism	820,301	905,087	272,345	272,345	73.70%

CASH IN BANK	Mar	Apr	May	June	July	Aug
General Fund	2,123,165	2,398,735	2,006,592	1,741,185	1,165,644	1,098,975
Sanitation	148,998	153,190	148,489	145,672	163,363	318,963
Tourism	838,222	857,672	872,963	865,308	886,291	918,402
Sewer	6,137,788	6,105,508	5,858,625	5,730,589	6,423,264	6,708,387
Total Cash	9,248,174	9,515,105	8,886,669	8,482,754	8,638,562	9,044,727



City of Goodlettsville
Financial Summary
August 2012

KEY REVENUE INDICIES

Operating Fund	Indicator	Month	YTD	Annualized	Target	Projected Over/(Under) Budget
General Fund	Local Sales Tax	324,712	629,615	3,777,690	3,780,000	(2,310)
	State Shared Tax	150,817	397,646	2,187,053	1,636,000	551,053
	Property Tax	25,556	25,556	4,291,117	4,291,117	0
	Court Fines/Fees	32,492	72,208	433,248	275,000	158,248
Tourism	Hotel/Motel Tax	39,803	84,708	508,248	360,000	148,248
Wastewater	Sewer User Fees	496,041	895,618	4,925,899	3,700,424	1,225,475
Sanitation	Sanitation Fees	70,905	141,158	846,948	711,000	135,948

Revenue Summary			
General Fund Collected YTD	1,155,580	Wastewater Fund Coll YTD	923,163
General Fund Target	15,726,133	Wastewater Fund Target	5,030,000
Difference	14,570,553	Difference	4,106,837
	7%		18%

OPERATIONS EXPENDITURE SUMMARY

Operating Dept	Month	YTD	Annualized	Budget	Projected Over/(Under) Budget
General Government	122,059	176,295	2,115,540	1,369,732	745,808
Community Development	37,621	60,517	726,204	530,051	196,153
Police	199,337	279,463	3,353,556	3,852,728	(499,172)
Fire	90,472	133,405	1,600,860	1,499,709	101,151
Hwys & Streets	58,131	79,665	955,980	978,588	(22,608)
Parks/Recreation	117,346	167,829	2,013,948	1,275,974	737,974
Police Drug Fund	8,861	14,948	179,376	223,804	(44,428)
Sanitation	72,740	86,818	1,041,816	753,744	288,072
Tourism	19,449	44,811	537,732	872,836	(335,104)
Wastewater	526,544	711,885	4,271,310	5,863,024	(1,591,714)

FUND EXPENDITURE SUMMARY

Fund	Month	YTD	Target	% of Budget
General	721,071	997,226	16,286,179	6.12%
Sanitation	72,740	86,818	753,744	11.52%
Wastewater	526,544	711,885	5,863,024	12.14%

MONTH OF AUGUST 2012

MONTHLY MANAGEMENT REPORT

COURT

NUMBER OF TICKETS ISSUED IN AUGUST 2012 - **447**

NUMBER OF DEFENDANTS APPEARING IN COURT

AUGUST	14	9:00	A.M.	**73**
AUGUST	14	1:00	P.M.	**64**
AUGUST	21	9:00	A.M.	**115**

TOTAL FOR MONTH **252**

AUGUST 21 2:00 P.M.

CONTESTED COURT SESSION **16**

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

CODES	**0**
MISDEMEANORS	**0**

NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL	**118**
EIGHT HOUR SCHOOL	**8**

Goodlettsville Police Department

Chief Pope's Monthly Report

September 5, 2012

There is not a monthly crime data report included in this month's report.

Captain Kenneth Jenkins retired from the police department on August 31st after 37 years of dedicated service to the City of Goodlettsville and its citizens.

Patrol officers responded to a reported rape of a 17 year old female. The incident occurred the night prior to the report being filed. The suspect was a 17 year old male. CID investigated the incident and the suspect was later charged with rape in juvenile court. The case is pending.

Patrol responded to a disturbance at a local motel. The officers determined that two sisters got into an argument with each other. They settled the argument by getting into their separate vehicles and rammed each other. This caused several thousands of dollars in damage to each vehicle. Neither sister wished to prosecute each other.

CSU officers executed a narcotics search warrant at a local apartment. Officers recovered a small amount of cocaine from the apartment.

Patrol officers responded to an assault in the parking lot of a local business. This initially began as a minor traffic accident. The driver who caused the accident got mad at the other party and intentionally rammed her vehicle. The driver then moved another parked car by ramming it out of the way and fled the scene. Responding officers spotted her and stopped her. The driver was charged with Aggravated Assault and Felony Reckless Endangerment. The fleeing driver had four children in her car during this incident.

Patrol officers responded to a call of a subject with a gun in the parking lot of a local motel. Officers located the suspect and confiscated a pistol from him. Officers determined he was a convicted felon and he was charged with being a convicted felon in possession of a weapon.

Patrol officers responded to a local motel concerning juveniles being threatened by an adult. The 73 year old adult had allegedly threatened the juveniles while holding a pair of scissors. Officers determined there was enough probable cause to charge the adult with Aggravated Assault.

Patrol officers responded to an aggravated assault at a local motel. The suspect forcible entered the room and assaulted the victim. Responding officers observed the suspect leaving the motel and attempted to stop him. The suspect fled at a high rate of speed and after a brief pursuit the officer terminated the pursuit due to safety reasons. The victim knew the suspect and warrants have been obtained.

Patrol officers stopped a subject for a traffic violation. A routine check revealed the subject was wanted in the state of Kentucky.

CID working with the Sumner County Sheriff's Office and the Metro Police Dept. identified two suspects wanted in connection with several home burglaries in our area. The suspects were charged with two counts of Aggravated Burglary for two recent burglaries in the city. They face additional charges in the other jurisdictions.

Ongoing projects:

Through the month of August officers have completed approximately 1025 hours of training in various law enforcement topics.

The five new patrol vehicles that were delivered this month should be on the streets by mid-September. The installation of all equipment is nearly complete.

The police department is preparing to assist with traffic and security this Saturday at the event honoring the Goodlettsville All-Star team at Moss Wright Park. We will also be providing officers for the Arts and Antique Festival on Saturday, 9/15.

Fire Department - August 2012 - Summary of Month's Activities

Fire Operations

The Department responded to 239 calls for service for the month of August.

Fire Administration

- One EMT License renewal
- Out of town training and re-certification for three employee's
- Assisted a citizen in programing a weather radio
- Several walk-in's for blood pressure check
- Assisted in the welcome home celebration for the LLWS US Champions
- Attended a meeting on Tennessee Municipal Benchmarking Project
- Attended 2 meetings with the Main Street Improvement Committee

The Training room has been utilized this month for the following:

- Tri Star Health Systems & Emergency Medical Services
- Police employee's CPR Class.
- Fire employee's In-Service training

Monthly Performance Indicators

Incident Responses

Structure Fires	2	MVA / No Injury	4
Cooking /Electrical Fires/Other	6	Motor Vehicle/Pedestrian Accident	1
Vehicle Fires	3	Rescue/Extrication	0
Grass /Brush /Trash Fires/Equipment	5	False Alarms/False Calls	32
Hazmat	0	Assist Other Government Agency	1
Other Calls / Assist	32	Citizens Complaint	0
Emergency Medical Calls	142	**Total Responses for the Month**	**239**
Vehicle Accidents with Injuries	11	**Total Responses for the Year**	**1785**

Fire Fighter Training

Training Hours for August 2012

Total training hours for the month of August 2012 318

Training hours per FF for August---------- -18

Total training hours for 2012 ---------- 1042

Training hours per FF for 2012 ---------- -58

Average training hours per month per FF ---------- -7

Administrative Summary - August

Assignments		
Completions (August 1-31)		
Users with completions:	18	64%
Total completions:	64	
Overdue Assignments (as of August 31)		
Users with assignment(s) that are overdue:	21	75%
Total overdue assignments:	101	
No Assignments (as of August 31)		
Users with no assignments:	6	21%

Users		
Log-ins (August 1-31)		
Users who have logged in:	14	50%
Credentials		
Users with credentials expiring next month (September):	0	0%

Fire Inspection

	This Month	YTD
Fire Investigations	1	9
Plat/Plan Review	0	6

Public Fire Education

	This Month	YTD
Participants	10	152
Education Hours	1	21
Number of Occurrences	1	11

Fleet Maintenance

2 Scheduled Services

29 Repairs

Special Projects

- Aided with Mayday Training
- Emissions testing on vehicles
- Met with Magic Marker about sealing parking lot
- Aided Consolidated Fleet Services with Ladder Test
- Borrowed a Flag and setup for LLWS US Champions Welcome Home Parade

Outstanding Issues

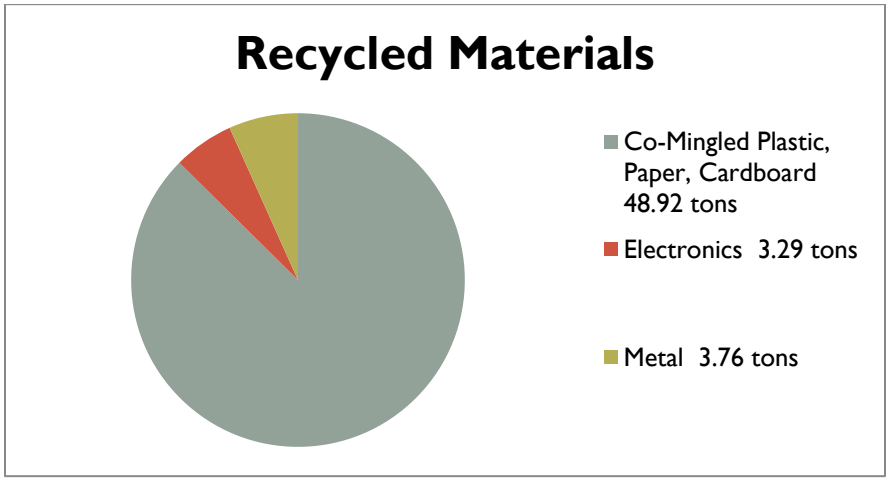
Cost Savings

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

Public Works Monthly Report

August 2012

Solid Waste:



- Convenience center solid waste collected: 480 cy
- Wood chips removed from lot: 1,088 cy

Sewer:

- Sewer rehabilitation continues
- Equalization tank inspections at Mansker Creek Pump Station
- Monthly equipment and pump station maintenance
- Monthly bioxide tank filling
- Daily pump station inspections
- CPR training
- 24-hour bypass sample from Tyson
- Clean out repairs
- Service connection inspections
- Attended TAUD training classes

- **COTTAGE GROVE SEWER LINE INSPECTIONS**
- **RAINFALL FOR MONTH: 4.22"**

Public Works Selected Performance Indicators	Total	YTD
Brush Pick-Up Areas Covered	5	39
Culverts Cleaned	0	33
Curb – Repair/Install/Remove	2	21
Dead Animal Pick-Up Requests	0	6
Drainage Inspection Requests	2	43
Driveway Permits Issued	0	0
Emissions Testing/License Plates for Vehicles	10	12
Excavation/Street Cut Permits Issued	1	3
Exemption Route Requests	3	12
Graffiti Removal Requests	0	3
Land Disturbance Permits Issued	0	1
Sanitation – Bulk Item/Junk Pick-Up Request	9	25
Sanitation – Cart Repairs	14	141
Sanitation – Second Cart Request	4	7
Signs Repaired/Installed (Street or Name)	10	100
Snow Removal – Number of Storms	0	1
Storm Drains Cleaned	10	148
Storm Drains Repaired or Replaced	0	7
Stormwater Inspections Performed (Active Construction Sites)	20	127
Stream and/or Tributary Clean-Up/Clean-Outs	0	3
Streets Paved	2	4
Streets Repaired (e.g., pothole)	6	61
Streets Swept (miles)	57.8	462.4
Streets Striped	0	7
Tennessee One Calls	114	749
Traffic Signal Repair	5	42
Tree Trimming Requests	3	18
Vehicle Maintenance – Routine	51	237
Vehicle Maintenance – Unscheduled	35	258
Water Quality-Related Outreach Events	2	41

Public Works Facility, Outreach, & Project Review:

- Building cleaning and maintenance
- Daily underground storage tank testing
- Monthly fuel pump inspection and cleaning
- Monthly staff/safety meeting
- Public Works section of website page updates
- Long Hollow Pike signalization, Signal @ Madison Creek Road, Pedestrian crossing at Caldwell/Moss-Wright Park meetings
- Stormwater Utility proposal review
- Bid reviews for approved Public Works equipment purchases
- Residential meetings to assist with drainage-related projects
- Main Street Task Force committee meetings
- Assist Parks with various projects
- Storm debris clean-up throughout City
- Citizens Academy host for August's meeting; included presentations, equipment show-and-tell, building inspections and operations

Outstanding Issues:

- Finalize Retroreflectivity survey
- Bent sign inventory repair

Parks, Recreation, and Tourism Monthly Report

August 2012

ADMINISTRATION:

Report from the Parks Director – Amy Mitchell

Meetings

- Met with Ken Farley , president of MTFC to discuss the fall soccer season.
- Met with Andy Poklad, of TUSC, to discuss select soccer fall season issues.
- Met with Jason Bentley, coach of Merrol Hyde Middle and High school's soccer teams to discuss the school's use of the MWP facility for practices and games.
- Attended a meeting with Allison Baker and Lori Cordell, coach of the Goodlettsville Swim Team, to review the season and plan for the 2013 season.
- Attended a Get Fit Goodlettsville organizational meeting
- Met with Brant Lanham, of Soccer Shots, to discuss use of MWP for a pre-school soccer skill development clinic.
- Attended a Christmas on Main committee meeting with the Chamber of Commerce.
- Talked with staff member Matt Fuqua about organizing a Teen Advisory Council.
- Conducted interviews for Seasonal Park Utility Workers.
- Participated in a live chat conducted by The Tennessean regarding the Little League World Series
- Attended a meeting with the Sumner County CVB to discuss joint advertising options with Tennessee Travel Guide.
- Met with Jackson Wilt regarding possible Eagle Scout projects.
- Conducted staff meetings with department supervisors.
- Attended Study Sessions and Commission meetings.

Special – Little League World Series

Much of July was devoted to events and activities related to the Goodlettsville Baseball League's representation in the Little League World Series. Parks and Recreation was instrumental in providing a location for local supporters to view the night games and coordinated with Incredible Dave's for the final two games of the series. This boosted the revenues at the restaurant and mall and provided support back to the local league. Two members of the Parks and Rec department, Amy Mitchell and Jack Presley, traveled to Williamsport, PA as representatives of the City for the final weekend. All staff members of the department were dedicated to making Moss-Wright Park look the best it could for the participants of the viewing parties and for the media that were continually making visits to the park.

PARKS DIVISION:

Special Parks Activities

- Hosted the Goodlettsville Youth Football's Trojan Bowl
- Hosted Family Fitness Day
- Hosted two viewing parties for the Little League World Series

Projects

- Continually mowed, removed litter, and prepared ballfields for play
- Repaired irrigation for sports field
- Continued repairs on equipment
- Prepared Moss-Wright Park for events surrounding LLWS
- Set new sign at North Creek Park
- Prepared City Hall for the LLWS baseball team's Homecoming Celebration

RECREATION DIVISION:

Report from the Special Events and Program Coordinator – Allison Baker

Meetings

- August 6th – Met with Lori Cordell to discuss good and bad of Pool season and Swim Team
- August 14th – Met with Chamber, Yvonne Saunders, Police and Fire Chiefs, Tim Ellis, and Amy Mitchell about Christmas on Main Street plans
- August 18th – Represented Goodlettsville Parks at the Library's Info Blitz. Distributed information about fall programs and events
- August 24th – Met with the Committee set up to plan for the arrival of the Little League U.S. Championship team to coordinate their arrival and Celebration event
- August 28th – Met with the Championship Committee to discuss plans for September 8th

Attended weekly staff meetings throughout the month.

Special Events and Programs

All of the finishing touches were put on Get Fit Goodlettsville in August. We secured all 10 Gold Level Sponsor positions and raised $2,000. This money went towards our advertising and t-shirts that were given out at Family Fitness Day. There are 31 businesses that are participating in the 9 week program by offering a free or discounted health and wellness option for the community. We have 233 people registered for GFG. These people received their free shirt at Fitness Day and are eligible for all of the offers provided by the participating businesses in Goodlettsville.

Family Fitness Day was held on Saturday, August 25th at Moss-Wright Park. This event was a showcase for what would be coming up over the course of the 9 week Get Fit Goodlettsville program. It was open for all of the participating businesses to set up a booth for free and let the public know what services they provide. There were 19 booths set up as well as a stage for the fitness instructors to demonstrate their classes that they would be discounting for the program. We also had an inflatable set up for the kids to get their exercise too. There were about 200 people that came out to the event.

Pleasant Green Pool

Pleasant Green Pool closed on Sunday, August 5th for the season. It was a successful 10 week season. We had no major accidents, scored well on our inspections for the pool and concessions stand, implemented private swim lessons into each week, and had a lot of compliments on the refurbishments that were made in the off season. We lowered the prices at the concessions stand this summer and were still able to make more profit than the previous year.

Amy Mitchell, Robbie Brigham and I met this month to discuss what worked and what didn't at the pool this year. We are already looking forward to a successful summer in 2013.

Evaluations were sent out in August to all parents that had children participate in Swim Lessons and Swim Team. Their feedback will help shape next year's programs.

Historic Sites

In August, the site implemented the private tour survey with the grant money we received from Standards for Excellence Program for History Organizations (StEPs). Kristen Spear created a survey on surveymonkey.com and a card for the guests to take with them after their tour. The card directs them to our website which has a link for the survey. In the future, we will use this information to direct the needs for programs and exhibits for the site.

In August, I met with the Mansker's Staff a few times about our upcoming Ghost and Lantern Tour in October. We have secured two storytellers and music for the evening. We are working now on getting a third and final storyteller and coming up with the stories.

The staff held their "4th Saturday" class on August 25th. They had two participants for the Leather Construction class and seven volunteers for the Moccasin class. Volunteers that log over 20 hours a year get to make and keep a pair of moccasins.

The staff has been working on the Fort all month. They have replaced the gate at the entrance and have been clearing off the excess wood.

Jennifer Kirk met with Joy Mayfield and they have a calendar set up through 2014 that outlines the garden plans for the site.

Marketing

- Contacted Nashville Parent Magazine about upcoming programs and events
- Set up a contact with Ms. Cheap with the Tennessean to submit our free events
- Contacted local schools to distribute Family Fitness Day flyer and visited Goodlettsville Middle School to give them the flyers to give to teachers
- Hung up banners at Moss-Wright for GFG and Family Fitness Day
- Sent out four Notify Me's
- Sent out three Emma's about upcoming events at Mansker's Station
- Updated Facebook pages multiple times a week
- Updated Parks, Historic Sites, and Get Fit Goodlettsville website
- Sent out monthly events to the local papers

Report from the Recreation Supervisor – Robbie Brigham

- Created teams for the 2012 Fall Girl's Volleyball season, set practice and game schedules, and conducted a coaches meeting.
- Worked towards getting the 4 Mile Classic race re-certified since the trail surface changed.
- Assisted in preparing for the baseball viewing parties.

COMMUNITY DEVELOPMENT DEPARTMENT

Sub-group: Economic Development

Monthly Management Report: August 2012

Business Recruitment / Retention & Expansion

- Of course, the humongous recruiting story of the month had to do with the Goodlettsville Little League US Championship baseball team. The team received so much media attention not just in Middle Tennessee, but all throughout the Southeast and the entire USA. Part of our recruiting issues are establishing our "brand" so that we are recognized. We have always had to tagline our ads with "close to Nashville." After this past month, millions of people know about Goodlettsville. Honestly, we could not have purchased all of that media exposure for five million dollars. What a gift. What ambassadors these boys were for our city and our area. You can't buy stuff like that.
- **SPECIAL THANKS GO TO** John and Hilary Spellings, owners of Goodlettsville's own ***BusForSale.com*** who provided the luxury, tricked-out motorcoach to pick up the championship baseball team from the airport on Monday, 27 August. Not only did they provide the coach, but the drivers, the luggage truck (that followed), the diesel fuel, their time … and … while the boys were getting their luggage, the Spellings went into the airport and purchased hot pizza for them to enjoy on the return motorcade to Goodlettsville. The City thanks John and Hilary so very much for their corporate and community support.
- Jeff Haynes of Boyle Investment Co. presented ideas to the IDB on how we might be able to position ourselves for attracting more companies which may be relocating their backoffice operations to the Southeast. Mr. Haynes will be working with us on this endeavor for several months.
- We have been working with a couple of brokerage firms who in turn are working with several out-of-area companies who are seriously looking at relocating their businesses to Goodlettsville. Nothing is in concrete right now, but we are on the verge of inking these deals and if they come through, it will mean about $3M in capital investment and about 50 new jobs coming into Goodlettsville. This is on top of the already-existing $3M investment going on with expansions today. Every million helps!
- Entertained two noted development firms in Middle Tennessee with a golf outing on August 3rd. One of the firms has begun a new project in Goodlettsville. The other one has an expensive piece of property along I-65 to develop and we are making [slow but sure] progress in getting this property sold and developed. We have been working on it for two years.

- City Manager, Tim Ellis, Chamber Director, Kimberly Lynn, and Tom Tucker entertained Mr. Stonie O'Briant, CEO of Acopia Capital Group, headquartered in Goodlettsville. Mr. O'Briant's firm has grown exponentially since 2007 and they are nearly out of space, looking to relocate. They are not wanting to relocate in Davidson County because the Davidson County tax authorities have selectively chosen to enforce the Cemetery Tax upon Acopia. Acopia's claim is that other companies which do the same thing in Davidson County are not paying this strange tax … but Acopia is being forced to pay it. Acopia, when they relocate, would like to move over to the Sumner County side.
- Once again (second time in two years), we are courting a [nice] barbecue sit-down restaurant chain which has shown a moderate amount of interest in Goodlettsville. For the past two years, it has been a "loves me – loves me not" scenario … mostly "loves me not."
- Met two times with Mr. Andy van Roon, Chairman of a Nashville-based independent filming organization. Between Mr. van Roon and Mr. Bob Raines of the Tennessee Film Commission, we have "stirred" quite a bit of their interest in having some of the Tennessee filming (when it does come here) done in Goodlettsville. "What's the deal" you might be asking yourself. Here's the deal: When film companies come to town to film, they spend a lot of money and buy a lot of their set props locally. Two years ago when a film crew was in town, they spent $25,000 on antique props at one store alone.
- Met with the Stringfellow Technology Group regarding potential addition of an additional office in the north-of-Nashville market. They are currently in Birmingham and Nashville.

Statistics & Trends

- August 13th: ***Global Trade*** magazine ranked Nashville #41 on its list of the top 50 U.S. cities for global trade. Nashville is one of the nation's top exporters of textiles and fabrics, plastics and rubber, printed matter, and forestry.

- August 27th: ***Business Facilities***, a national economic development publication, has issued its annual 2012 State Rankings Report, and Tennessee has been named the No. 1 state in the nation for Automotive Manufacturing Strength for an unprecedented third consecutive year. Tennessee earned an additional seven Top 10 honors for economic growth potential, job growth, business and education climate, transportation infrastructure, data center hubs and Race to the Top.

- August 29th: Nashville 10-county area ranked sixth on ***Fast Company***'s list of "10 Underrated Hotbeds of American Innovation."

- For the month of August, 2012, the ECD Department participated in many meetings as usual, the most significant of those meetings were with the following organizations:
    - Chaired the monthly ECD committee meeting for the Goodlettsville Area Chamber
    - Met with Cassetty Architecture two times; one time regarding the project dealing with the old Goodlettsville Public Library remodel project for the City; the second time dealing with a tentative expansion project for a local vision company in Gville.
    - Met for the regular monthly meeting of the Sumner County Planning Commission. I was appointed as a Commissioner to this body five months ago
    - Participated in the quarterly P2020 economic development partnership regional partners meeting of the Nashville Chamber, led by Senior VP Janet Miller at Cantina Laredo in The Gulch, Nashville
    - Attended the monthly meeting of the Goodlettsville Planning & Zoning Board
    - Attended one of the monthly meetings of the Goodlettsville Board of Commissioners
    - Met with the Mainstreet Committee one time under the leadership of Guy Patterson
    - Attended the annual meeting of COMPASS at Long Hollow Baptist Church
    - Participated in four different meetings with area brokers regarding local real estate deals that we hope will come to fruition
    - Attended the bi-monthly meeting, Breakfast Bytes, at Skyline Medical Center
    - Attended the Goodlettsville Chamber after-hours event at Painturo's hosted by First State Bank
    - Co-chaired the Communications Committee for the September 12 TREEDC Summit event to take place at the Conference Center in Murfreesboro
    - Met with the marketing department of the Nashville Predators – invited us to take a look at what they might be able to do for City employees on a proposed "Goodlettsville Night with the Preds" at Smashville
    - Participated in a planning meeting with IDB Chair, David Wilson, prior to the IDB's second formal meeting
    - Met with Johnny Mathis, Business Development Manager for ECS of Franklin
    - Met with Buddy Petty of Barge Waggoner regarding survey along Mansker Creek
    - Attended the bi-monthly Nashville Business Breakfast at Allen Arena on the campus of Lipscomb University where City Manager, Tim Ellis, and Tom Tucker heard Tractor Supply CEO Jim Wright deliver the keynote for the business breakfast

Special Projects

- Nothing special this month other than, where we can, helping the City Staff prepare for the celebration of festivities for the US Championship Goodlettsville Little League Team.

Outstanding Issues

- As reported last month, we are awaiting the "final" design for the old public library remodel project. We are finalizing the HVAC portion of the design right now and once we have that design in place, we will get the final drawings and advertise for sealed bids for the construction phase of the building. The "we" is referring to the Community Development Department … broken down as three groups: (1) Economic Development; (2) Building Construction Codes / Fire Marshall; (2) Planning and Zoning.

COMMUNITY DEVELOPMENT

Planning Department

September 4, 2012

Ongoing Activities

Numerous requests for information related to refinancing of properties in Goodlettsville.

Collection of information and data tied to ongoing developments.

Production of information and data needed for assembly of the monthly Planning Commission agenda.

Produced monthly staff report for the regularly scheduled Planning Commission meeting.

Responded to various requests for information pertaining to completion/implementation of approved plans.

Meetings

Attended various meetings concerning Goodlettsville's continuing participation in regional efforts:

Goodlettsville Planning Commission

Metropolitan Planning Organization (MPO)

Met with realtor concerning upcoming sale of Peay property

MPO meeting to discuss newly adopted MAP21 Transportation legislation

Special Projects

Ongoing work concerning possible improvements to existing Goodlettsville street standards

Goodlettsville Codes Department Building Report August 2012

Permit	Date	Cost	Map	Parcel	Lot	Address	Owner	Contractor's License	Type Str	County
New Residential										
20120159	8/15/2012	1,219.004.00	143		90-95	100 Placid Grove Units 90-95	Goodall Inc. Builders	23320	6 Unit Townhomes	Sumner
20120205	8/31/2012	250,000.00			92	816 Lynn Drive	John Robertson	Owner	New Residential	Sumner
Total		***1,469,004.00***								
New Commercial										
Total		***0.00***								
Additions & Remodeling										
20120166	8/3/2012		18.12	80	0	605 N. Main Street	Ethel Emerson	Boatman Construction	Demolition	Davidson
20120170	8/8/2012	6,000.00	26	129		100 Mission Ridge	Dollar General Headquarters	Jarvis Sign Co.	Sign	Davidson
20120173	8/10/2012	2,500.00	39	26.9		454 Moss Trail	Fox Collection	Joslin Sign	Sign	Davidson
20120174	8/10/2012		26.09	85		606 Wade Circle	Missionary Christian Center	65520	Demolition	Davidson
20120175	8/10/2012	14,000.00	140N	B30	63	149 N. Wynridge Way	Christopher Sperlich	50782	Porch	Sumner
20120147	8/20/2012	22,500.00	34.9	138	2	202 West Monticello Ave.	Ray Binniom	44995	Fire Rebuild/Resident.	Davidson
20120181	8/22/2012		25.4	25		100 N. Main St.	John Gibson	Owner	Fire /Life Safety	Davidson
20120182	8/22/2012	40,000.00	143J	18	48	107 Grace Dr.	Mark Kroll	41287	Resident. Remodel	Sumner
20120183	8/24/2012	35,000.00	26.9	85		606 Wade Circle	Missionary Christian Center	65520	Commercial Remodel	Davidson
20120200	8/28/2012		26.02	26		919 Conference Dr.	Great Clips	Owner	Temporary Sign	Davidson
20120199	8/28/2012	25,000.00	18.7	142	54	301 Mystic Hill	Daniel Bolduc	Homeowner	Residential Remodel	Davidson
20120201	8/28/2012	8,000.00	18.7	142	54	301 Mystic Hill	Daniel Bolduc	Homeowner	Pool	Davidson
20120202	8/28/2012	14,500.00	26.1	124	32-34	101 East Court	Barry W. Rolin	Owner	Commercial Roof Repair	Davidson
20120203	8/29/2012		25.08	21		107 Harris St.	Goodlettsville Church of Christ	Owner	Demolition of house	Davidson
20120204	8/29/2012		26.1	20		400 Proffessional Park Dr.	Dollar General	15340	Demolition	Davidson
Total		**167,500.00**								

Total New Residential	1,469,004.00
Total New Commercial	0.00
Total Add/Remodels	167,500.00
Total All Permits	**1,636,504.00**

Single Family Dwellings	
Davidson	0
Sumner	7
Total	7

Goodlettsville Codes Department Activity Report August 2012

Activity	Scope of Activity	Total Monthly
Issuing of Permits	Building(Commerc. & Resid.), Burn, Demolition, Blasting, Sign, Fireworks, Pool, Yard Sale	42 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	15 inspections
Fire Investigations	Duties of Fire Marshall involving fires in the city limits	4 investigation
Building Inspections	Building Related	13 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	29 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	27inspections
Signs Removed	Illegal signs removed from city limits	44 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	58 hrs./testing inc.
Storm Water Training	EPSC training and certification	0 hours
Fire Inspection Training	L. DiOrio and M. Bauer required training on Fire Code	2 hours
Property Maint. Liens	Unpaid property maint.issues including grass cutting, demo of unsafe structures, etc.	6 liens
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	6 homes
Flood Event/FEMA	M. Bauer assisting flood properties and FEMA requirements. Includes all documentation	10 hours
Issuing of Addresses	Assisting Metro/Davidson County 911 with assigning addresses for the city	2 addresses
Plan Reviews	In-house plan review by M. Bauer/Assisted also with outsourced plan reviews	2 property
Storm Water Report	Monthly Storm Water Report for Administrative Building/G. Waite	1 Report
Unsafe Structure Abatement	Demolition of unsafe structure	1 structure
Citations to Court	Municipal Code Violations	1 citations
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	daily

City of Goodlettsville

Project Status Update
July 2012

PROJECT	PAGES
Equalization Tank	2-3
Sewer Rehabilitation	4
Roadscape	4
Greenway / Bicycle / Pedestrian	5
Signalization and Synchronization	5
Moss-Wright Park Trail Paving	5
Conference Dr. Vietnam Vets Lights	6
Long Hollow Pike Street Lighting	6
Hwy 41 & 31-W Street Lighting	6
RiverGate Parkway Improvements	7
Delmas Long Community Center	7
Moss-Wright Park Lighting	7
Moss-Wright Park RR & Concession	8
StormWater Utility Study	8
Strategic Planning	8
Sewer Intercepter	9
Paving	9

- **Changes to this report from the previous month is noted in RED**

EQUALIZATION TANK

Project Cost:	**$7,014,268.29**
Engineer / Architect / Consultant:	**CDM, Inc.**
Contractor:	**W.L. Hailey, Inc.**
Status:	**99.9 % Complete**
Completion Date:	**Substantial was accomplished on March 27, 2012** **Final – TBD**

***The City is currently withholding all pay requests in order to satisfy the monetary balance of liquidated damages.**

Notable outstanding issues:

1. **Extended Warranties**
2. **Liquidated Damages**

EXTERIOR

INTERIOR

PHASE V SEWER REHABILITATION

Project Cost:	**$4,427,954.34**
Engineer / Architect / Consultant:	**GRW, Inc.**
Contractor:	**Moore Construction**
Status:	**Work Complete 96% Approximate (with Change Order)** **Time Complete 94 % Approximate (with Change Order)**
Completion Date:	**June 30, 2012**

Notable outstanding issues: **None noted**

COMMUNITY DEVELOPMENT FACILITY

Project Cost:	**$225,000.00**
Engineer / Architect / Consultant:	**Cassetty Architecture**
Status:	**Design is Complete / To be advertised for bid.**
Completion Date:	**February, 2012**
Notable outstanding issues:	**NONE**

ROADSCAPE PROJECT

Project Cost:	**$157,000.00**
Engineer / Architect / Consultant:	**Kimley-Horn and Associates**
Status:	**Work Complete 90% Approximate**
Completion Date:	**July 30, 2012 *ESTIMATED***
Notable outstanding issues:	**Quality of work and fulfilling all obligations of contract.** **Payment is being withheld**

GREENWAY / BICYCLE / PEDESTRIAN DEVELOPMENT

Project Cost:	**$3,000,000.00**
Engineer / Architect / Consultant:	**Lose and Associates**
Status:	**Environmental and Archaeological Clearances have been completed and submitted to TDOT and FHWA.**
Completion Date:	**To Be Determined**
Notable outstanding issues:	**Public Meeting was held on May 29, 2012**

SIGNALIZATION & SYNCHRONIZATION IMPROVEMENTS

Project Cost:	**$495,000.00**
Engineer / Architect / Consultant:	**Gresham Smith and Partners**
Status:	**TDOT Notice to Proceed for Engineering has been issued**
Completion Date:	**To Be Determined**
Notable outstanding issues:	**None**

Moss-Wright Park Trail Paving

Project Cost:	**$33,000.00**
Status:	**Completed**
Completion Date:	**July 2012**
Notable outstanding issues:	**None**

Conference Drive / Vietnam Veterans Lighting Improvements

Projected Project Cost:	**$700,000.00**
Engineer / Architect / Consultant:	**Booker Engineering**
Status:	**Preparing Contract with TDOT**
Completion Date:	**Unknown at this time**
Notable outstanding issues:	**None**

Long Hollow Pike Street Lighting

Project Cost:	**$70,000.00**
Engineer / Architect / Consultant:	**NES**
Status:	**Currently in design stage**
Completion Date:	**TBD**
Notable outstanding issues:	**None**

Highway 41 & 31W Street Lighting

Project Cost:	**$100,000.00**
Engineer / Architect / Consultant:	**NES**
Status:	**Designed and waiting for installation**
Completion Date:	**TBD**
Notable outstanding issues:	**None**

RiverGate Parkway Improvements

Project Cost:	**$1,000,000.00**
Engineer / Architect / Consultant:	**Ragan - Smith**
Status:	**Engineering 90% Complete Landscaping 95% Complete**
Projected Completion Date:	**November 2012**
Notable outstanding issues:	**None**

Delmas Long Community Center Improvements

Project Cost:	**$500,000.00** ***Dependent on Grant Funding***
Engineer / Architect / Consultant:	**None**
Status:	**Awaiting notification of LPRF Grant Award Notices**
Completion Date:	**April 2013**

Moss-Wright Park Lighting Replacement (Football)

Project Cost:	**$225,000.00**
Engineer / Architect / Consultant:	**TBD**
Status:	**To be bid in December 2012**
Completion Date:	**March 2013**
Notable outstanding issues:	**None**

Moss-Wright Park Restroom /Concession Facility (Football)

Project Cost:	**$150,000.00**
Engineer / Architect / Consultant:	**TBD**
Status:	**N/A**
Completion Date:	**April / May 2013**
Notable outstanding issues:	**None**

Stormwater Utility Study

Project Cost:	**TBD**
Engineer / Architect / Consultant:	**TBD**
Status:	**Currently evaluating proposals for service**
Completion Date:	**March 2013**
Notable outstanding issues:	**None**

Strategic Planning Consultancy

Project Cost:	**$20,000.00**
Engineer / Architect / Consultant:	**TBD**
Status:	**RFP's will be accepted during the month of October**
Completion Date:	**April 2013**
Notable outstanding issues:	**None**

Sewer Interceptor

(*Elimination of the Crencor and Wynridge Pump Stations*)

Project Cost:	**$250,000**
Engineer / Architect / Consultant:	**GRW**
Status:	**Currently being designed.**
Projected Completion Date:	**May 2013**
Notable outstanding issues:	**None**

FY 2012/2013 Street Paving Program

Project Cost:	**$700,000.00**
Engineer / Architect / Consultant:	**None**
Status:	**Resurfacing has begun on various streets (See Below)**
Completion Date:	**Fiscal Year 12/13**
Notable outstanding issues:	**None**

Paved Streets:

1. **Caldwell Drive (West of Long Hollow)**
2. **Windsor Green (Conference to round-about)**
3. **Bakers Chapel (Main Street to City Limits)**