



City Manager Report: September 2015

Distributed: October 15, 2015



Contents:

Monthly activities of City Manager and all departments, presented to the Goodlettsville Board of Commissioners and the citizens of Goodlettsville

Reporting Schedule:

Published monthly on the City of Goodlettsville website and distributed on the third Thursday of the month

Featured Picture:

Vendors and visitors filled Main Street at the Annual Arts & Antiques Festival.

Table of Contents: Monthly Reports by Division

Message from the City Manager.....1

Management

- City Manager.....2-6
- Public Information Office/City Recorder.....7

Finance & Administration Division

- Finance, HR.....8-10
- City Clerk.....11
- Municipal Court.....12
- Admin. Assistant to the City Manager.....13-14

Public Safety

- Police.....15-20
- Fire.....21-24

Public Services

- Public Works.....25-28
- Parks, Recreation & Tourism.....29-30

Community Development Services

- Economic Development.....31
- Planning and Development Services.....32
- Codes.....33-34



Tim Ellis, City Manager

October 9, 2015

To: Board of Commissioners, City Staff and Residents of Goodlettsville

The City of Goodlettsville began the practice of producing the City Manager's Monthly Report in December 2011 to provide general and performance information to the Board of Commissioners and the public on City services and programs. The City utilizes performance data to identify efficiencies and potential inefficiencies for the purpose of improving services, responsible budgeting and enhancing transparency in local government. The information in this report is compiled internally by each department/division that comprises City Services. The information is then analyzed and organized for presentation by myself and the Public Information Officer.

I am proud of the City's efforts toward becoming more transparent, performance driven and the direction in which our community is headed. City staff and I will continue to work diligently to increase efficiencies in City services and achieve the goals of our Board of Commissioners as we proudly serve the citizens of Goodlettsville.

I am pleased to present to you the September, 2015 City Manager's Monthly Report. I hope that you continue to stay informed on City issues and progress.

Please feel free to contact me with any questions, comments and/or suggestions regarding this report.

Sincerely,

A handwritten signature in blue ink that reads "Tim Ellis".

Tim Ellis, City Manager

City Hall • 105 S. Main Street • Goodlettsville TN 37072

Email: tellis@cityofgoodlettsville.org • Phone: 615.851.2200 • Fax: 615.851.2212

A government committed to operating with efficiency and integrity in all we do as we strive to enhance the quality of life for the community we serve.

City Manager

Management Report: September, 2015

Legislative Accomplishments

- Board of Commissioners took action following the following ordinances:
 - Passed Ordinance 15-844, an ordinance to amend Ordinance 06-674 as amended, the zoning ordinance of the City of Goodlettsville, by amending language relative to residential additions and accessory structures in Goodlettsville, Tennessee.
 - Passed Ordinance 15-847, an ordinance to amend Title 8, Chapter 2, Entitled “Beer” of the Goodlettsville Municipal Code.

- The Board of Commissioners also took action on the following resolutions:
 - Approved Resolution 15-651, a resolution approving the acquisition of a utility easement from Edith Rawls.
 - Approved Resolution 15-652, a resolution approving the acquisition of a utility easement from Ronald M. and Annette W. Oldham.
 - Approved Resolution 15-653, a resolution approving the acquisition of a utility easement from Madison Creek Baptist Church.
 - Approved Resolution 15-654, a resolution approving a contract with eGovernment Solutions, LLC for the procurement of property and sales tax software.
 - Approved Resolution 15-655, a resolution declaring property surplus to the needs of the City of Goodlettsville and calling for its disposal by online auction or any other reasonable manner.
 - Approved Resolution 15-656, a resolution establishing fees for criminal background checks as it relates to beer permit applicants.
 - Approved Resolution 15-657, a resolution establishing fees for private outdoor fee based activities within the parks and recreation department.

- Resolution 15-658, a resolution of acceptance of public improvements phase number three, Vineyard at Twelve Stones.

Other Items Considered by the Board

- None

Legislative Matters Forthcoming

- Resolution permitting the use of bond proceeds.
- Ordinance approving general obligation bonds for certain public work improvements.
- Resolutions approving agreements with the Cities of Millersville and Ridgetop for the transmission of wastewater.
- Ordinance to amend supplementary district regulations relative to accessory buildings.
- Resolution approving a contract with TDOT in reference to CMAQ grant.
- Ordinance to amend Interstate sign zone district.
- Ordinance to amend the office professional zoning district and enforcement regulations.
- Resolution declaring property surplus.

Commissions and Boards

- **Planning Commission**
 - Approved a request of Perry Engineering, LLC/Kroger Store U-541 request: Site plan approval for a 1,224 sq. ft. building canopy at 123 Northcreek Blvd. Property is zoned Commercial Planned Unit Development and is referenced as Davidson County Map/Parcel 01914001400.

- Approved a request of Woolpert/Lee Hospitality, LLC request: Revised site plan approval regarding parking lot and site access design for a 53,344 sq. ft. hotel on Conference Drive. Property is zoned General Office Planned Unit Development and is referenced as Davidson County Map/Parcel 02600010600 (Candlewood Suites)
- Approved a request of Civil Site Design Group/Providence Land Co, LLC request: Final master plan approval for eight (8) lots on 22.23 acres off of Truevine Way and Willis Branch Road. Property is zoned Low Density Residential Planned Unit Development and Sumner County Zoning RA, Residential. Property is referenced as Sumner County Property Map 143, parcels 52, 52.03 and 48.03, and Map 143-F-A parcels 35 and 38
- Approved certain zoning ordinance changes as it relates to accessory buildings and residential additions and / or additions.
- Approved a request of Crawford & Cummings/Providence Land Co, LLC: request: Final subdivision plat approval for eight (8) lots on 22.23 acres off of Truevine Way and Willis Branch Road. Property is zoned Low Density Residential Planned Unit Development and Sumner County Zoning RA, Residential. Property is referenced as Sumner County Property Map 143, parcels 52, 52.03 and 48.03, and Map 143-F-A parcels 35 and 38.
- Approved a request of Crawford & Cummings/Providence Land Co, LLC: request: Final subdivision plat approval for eight (8) lots on 22.23 acres off of Truevine Way and Willis Branch Road. Property is zoned Low Density Residential Planned Unit Development and Sumner County Zoning RA, Residential. Property is referenced as Sumner County Property Map 143, parcels 52, 52.03 and 48.03, and Map 143-F-A parcels 35 and 38.
- Approved the recommendation to the City Commission for acceptance of public improvements and release of the maintenance bond letter of credit for Vineyards at Twelve Stones Phase 3.
- Approved the recommendation to the City Commission to amend the Zoning Map to extend the interstate sign district 735 feet south between I-65 and Conference Drive.

- **Board of Zoning Appeals**
 - Board of Zoning Appeals did not meet during the month of September.
- **Beer Board**
 - Beer Board did not meet during the month of September.
- **Industrial Development Board**
 - Industrial Development Board did not meet during the month of September.
- **Parks, Recreation & Tourism Advisory Board**
 - Parks, Recreation & Tourism Board did not meet during the month of September

Ongoing Work

- Overall Capital Improvements Program.
- “My Goodlettsville” Program.
- Traffic congestion mitigation.
- Conference Drive Enhancements.
- Main Street Stakeholders creation.
- Economic Development Projects.
- Conference Drive Enhancements.
- Roadway lighting improvements.
- Main Street Streetscape Project.
- CSX/ North Main Street congestion mitigation.
- Peay Park redevelopment conceptual plan.
- Sewer pump station elimination.
- City Ambassador Program.
- Goodlettsville Tomorrow Vision 2025.

- Streambank stabilization of Mankers and Madison Creeks.
- City-wide Beautification.
- Utility Billing Start-up.

Public Information Office / City Recorder Monthly Report September 2015

News & Announcements

Posted on the city's website, facebook, twitter, Notify Me email lists, and mobile app:

- "Goodlettsville Chosen to Receive Homeland Security Grant for Fire Department"
- "Goodlettsville's Pumpkin Festival - Saturday, October 31st"
- "Music on Main Encore"
- "Board of Commissioners Meetings Posted for Online Viewing"
- "City Manager's Monthly Report for August 2015 is Posted"
- "City of Goodlettsville October Newsletter"
- Communications Officers of the Month for August were Grant Wakefield, Shane Farrell, and Pat Wynn.
- All board meeting agendas for September and approved minutes

Meetings/Events

- Met with the Arts and Antiques Festival Committee - final meeting prior to event
- Conference call with Archive Social representative (They compile metadata from social media in the event of public records requests pertaining to it.)
- Conference call with TGFOA Conference co-presenters to plan social media presentation
- Coordinated the Citizens Leadership Academy September sessions - Park, Recreation & Tourism and Community & Economic Development, Planning & Codes

Admin

- Updated Police Department staff directory and website to reflect promotions and job changes
- Prepared for the regularly scheduled September 10th and September 24th commission meetings.
- Performed website administrator job functions as needed: developed and reviewed web content

Finance and Administration Monthly Report

September 2015

FINANCE

- Met with John Crawford, VC3 to discuss managed IT services, along with Roger Lancina and the City Manager.
- Met with RJYoung regarding license renewal for City Scanning software.
- Much of the month was dedicated to audit preparation and the actual field audit Sept 14-18.
- Worked with EGov regarding Property Tax Software.
- Continued to work on utility billing issues, auto drafts, lockbox imports, etc.

Human Resources

- September 16 – picnic committee meeting.
- September 17 – met with TCRS on retirement program.
- September 19 – Picnic 10-2, set up and clean up.
- September 23 – wellness event, R U Sleeping.
- September 28 – coordinated Ed Stewart visit from Voya (ING).
- September 30 – Flu shots onsite.
- Hired: 3 PT parks employees. 1 FT Mechanic.
- Terms during the month: 2 PT parks employees. 1 FT dispatcher.
- Worker's Compensation accidents in the month: auto accident – neck sprain
- Full-time employees: 131; Part-time employees: 30.
- Job opening: fire chief, utility worker.

**City of Goodlettsville
Financial Summary
September 2015 (Unaudited)**

UNASSIGNED FUND BALANCE

Operating Fund	Current Month	Budget 06/30/2016	%
General Fund	2,104,762	1,617,218	130%
Sanitation	146,491	9,737	1504%
Tourism	490,034	273,413	179%

CASH IN BANK

General Fund	4,444,382
Sanitation	(4,709)
Tourism	531,056
Sewer	9,729,568
Stormwater	1,129,312
Total Cash	15,829,609

SALES TAX COLLECTIONS

Month Received	Sumner Current Year	Sumner Prior Yr	Davidson Current Yr	Davidson Prior Year	Total Current Year	Total Prior Year
Aug	53,696	40,852	301,770	301,966	355,467	342,818
Sep	53,887	44,928	273,542	231,297	327,429	276,225
Oct					0	0
Nov					0	0
Dec					0	0
Jan					0	0
Feb					0	0
Mar					0	0
Apr					0	0
May					0	0
Jun					0	0
Jul					0	0
YTD	107,583	85,779	575,312	533,264	682,896	619,043 10.31%

Governmental Revenues are typically received in arrears, i.e., July revenues are received in August. The revenues collected in July, were for the month of June, and were recorded in prior year financials.

**City of Goodlettsville
Financial Summary
September 2015 (Unaudited)**

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	588,679	988,575	14,098,749	7.01%
General Fund	Expenditures	920,663	3,057,325	16,402,407	18.64%
Net Increase/Decrease		(331,984)	(2,068,750)	(2,303,658)	
Sanitation Fund	Revenues	81,691	186,949	958,000	19.51%
Sanitation Fund	Expenditures	66,434	143,436	948,655	15.12%
Net Increase/Decrease		15,257	43,513	9,345	
Tourism	Revenues	51,303	183,037	534,600	34.24%
Tourism	Expenditures	12,520	48,989	659,249	7.43%
Net Increase/Decrease		38,783	134,048	(124,649)	
Sewer	Revenues	392,397	815,412	5,155,000	15.82%
Sewer	Expenses	250,315	944,922	5,674,161	16.65%
Net Increase/Decrease		142,082	(129,510)	(519,161)	
Stormwater Utility	Revenues	79,848	364,599	604,000	60.36%
Stormwater Utility	Expenses	1,812	17,645	662,264	2.66%
Net Increase/Decrease		78,036	346,954	(58,264)	

OPERATIONS EXPENDITURE SUMMARY

<u>General Fund Operating Dept</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	<u>% of Budget</u>
General Government	128,469	290,092	1,626,716	18%
Community Development	54,822	183,660	709,492	26%
Police	347,351	921,234	4,954,235	19%
Fire	133,971	340,414	2,313,092	15%
Hwys & Streets	97,417	217,755	2,452,240	9%
Parks/Recreation	137,536	374,930	2,226,318	17%

NEW BUSINESS LICENSE
MONTH OF SEPTEMBER 2015

- | | |
|---|---|
| 1. POPLAR TAX CONSULTIN, INC.
WILLIAM D. KAUTZMAN (615) 944-0998 | 111 GARRETT DRIVE
lic. Issued 09/01/2015 |
| 2. CLAY B4 1492
RONALD C. BEAM (615) 509-4330 | 439 N. MAIN STREET
lic. Issued 09/02/2015 |
| 3. CALMING SOLUTIONS
HOLLY HARPER (615) 513-3551 | 210 NORTH MAIN ST.
lic. Issued 09/04/2015 |
| 4. SUNBELT RENTALS, INC.
BRENDAN HOGAN C.E.O. (615)416-9831 | 414 SPACE PARK NORTH
lic. Issued 09/10/2015 |
| 5. GODDESS BODY PRODUCTS
AVRIELE WILLIAMS (423) 316-8229 | 100 ROBERT CART. APT 1301
lic. Issued 09/11/2015 |
| 6. MASTER MART 736-1642
AHMEDIN MOHAMMEDAWEL | 848 LOUISVILLE HWY
lic. Issued 09/17/2015 |
| 7. MCCARROLL BUILDERS, INC.
DANNY W. MCCARROLL 615-382-0746 | 855 SPRINGFIELD HWY SU 112
lic Issued 09/18/2015 |
| 8. EVENT PHOTOGRAPHY 641-469-2383
JOHN. KAMPSCHROEDER | 1000 RIVERGATE MALL
lic. Issued 09/29/2015 |
| 9. MATT HALL CONST.
Matt Hall | 3375 PATTON BRANCH RD
lic. Issued 09/21/2015 |

MONTH OF SEPTEMBER 2015

MONTHLY MANAGEMENT REPORT

COURT

NUMBER OF CITATIONS ISSUED IN SEPTEMBER 2015 - **348**

NUMBER OF DEFENDANTS APPEARING IN COURT

SEPTEMBER 8	9:00	A.M.	44
SEPTEMBER 8	1:00	P.M.	47
SEPTEMBER 15	9:00	A.M.	130

TOTAL FOR MONTH **221**

JUNE 16	1:00	P.M.	4
---------	------	------	---

CONTESTED COURT SESSION

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

CODES	0
-------	---

MISDEMEANORS	0
--------------	---

NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL	94
------------------	-----------

EIGHT HOUR SCHOOL	5
-------------------	---

Administrative Assistant to the City Manager's Office
September 2015

Administrative

- Organized weekly staff meetings
- Assembled IT issues city-wide for Roger Lancina
- Filmed Board of Commissioners Meeting on 9/24 and uploaded videos to website and distributed them through Notify Me emails
- Assembled and distributed the City Manager's monthly report for August
- Attended update meetings for the Conference Drive Project, Main Street Project, and the City's Vision Plan

Assistance to Firefighters Grant

Grant Description: Federal grant to fund 95% of project with 5% match

Project Description: To purchase 31 4500 psi Self Contained Breathing Apparatus' and an air compressor/cascade system and 2 cylinder fill station with CO monitor

Project Cost: \$243,295

Funds Requested: \$231,710

City Match: \$11,585

Status: **Awarded** – In the process of ordering the air tanks and cascade system. Anticipated completion date: January 2016.

Staffing for Adequate Fire and Emergency Response Grant

Grant Description: Federal grant to employ firefighters for two years

Project Description: To hire and employ 3 firefighters for 2 years

Project Cost: \$172,000

Funds Requested: \$172,000

City Match: \$0

Status: **Submitted**

TAEP Grant

Grant Description: Tennessee Agricultural Enhancement Program matching grant

Project Description: To fund tree planting project along NorthCreek Boulevard

Project Cost: \$8,604

Funds Requested: \$4,302

City Match: \$4,302

Status: **Awarded** – Should receive contract in Sept. and begin planting as early as Nov.

TDEC Recycling Rebate

Grant Description: State rebate to assist local governments in reducing waste

Project Description: To offset recycling program costs

Project Cost: \$1,808.00

Funds Requested: \$904.00

City Match: \$904.00

Status: **Submitted**

TDOT Congestion Mitigation and Air Quality Improvement Grant

Grant Description: Federal grant to cover 100% of project

Project Description: Construct phase II of the Long Hollow Pike signalization project and to further enhance a previously awarded grant for traffic enhancements along the Conference Drive corridor

Project Cost: \$1,885,000

Funds Requested: \$1,885,000

City Match: \$0

Status: **Awarded** – Contract to be issued in October

Walmart Community Grant

*Applied at two Walmarts

Grant Description: A Walmart grant not exceeding \$2,500 to support local communities

Project Description: To purchase public safety oriented materials for upcoming community events

Project Cost: Project cost is dependent on award

Funds Requested: \$5,000

City Match: \$0

Status: **Submitted**

Goodlettsville Police Department

Chief Goodwin's Monthly Report

September 2015

On September 2nd Commander Cherry and Chief Goodwin hosted the Apartment Manager's meeting at the Rivergate Mall Sub-station. Chief Goodwin was at Music on Main on September 17th. Commander Cherry, Sgt. Deloach and Detective Sonny Smyth provided gun range training for CPA on September 19th. Chief Goodwin attended the 18th Drug Task Force Meeting on September 16th.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of September and 52.8 pounds of unwanted pharmaceuticals were deposited.

In review of the TIBRS data comparing September 2015 to September 2014 Crime Against Person decreased from 32 to 20 a 37.50% decrease, and Crime Against Property decreased from 93 to 62 a 33.34% decrease and overall we had a 34.40% decrease. YTD TIBRS Crime Against Person decreased from 212 to 146 a 31.14% reduction. TIBRS Crime Against Property decreased from 739 to 560 a 24.23% reduction. Overall there has been a 25.76% decrease YTD. Our UCR total for the year is a 25.21% decrease in UCR Crimes.

Our proactive efforts were excellent for the month of September. As a result our officers made 829 Traffic Stops and 8 Terry Stops. They made 70 Traffic Arrests and 11 DUI Arrests. From these Traffic Stops resulted 2 Felony charges, 83 Misdemeanor charges, and 15 warrants were served. They had 9 drug confiscations (3 from traffic stops). They issued 15 Misdemeanor Citations, made 48 Physical Arrests with 27 Misdemeanor charges and 12 Felony charges. They made 13 Juvenile Misdemeanor Arrests.

The other part of the strategy involves serving outstanding warrants. Persons with outstanding warrants have already proven a proclivity for involvement in criminal activity. By arresting them for their outstanding warrants we prevent their opportunities for committing crime. During the month they made 17 Warrant Service Attempts. They served 12 Felony Warrants and 34 Misdemeanor Warrants.

Our officers continue to check our apartments, neighborhoods, businesses and parks. They conducted 202 apartment checks, 493 checks of neighborhoods, 438 businesses checks and 183 park checks. They had 952 Community Contacts. They issued 702 Park Smarts.



SEPTEMBER TIBRS

TIBRS Group A Offenses

	2015 Offenses Reported	2014 Offenses Reported
Crimes Against Persons	20	32
Murder	0	0
Negligent Manslaughter	0	0
Kidnaping/Abduction	0	0
Forcible Rape	0	0
Forcible Sodomy	0	0
Sexual Assault W/Object	0	0
Forcible Fondling	1	3
Incest	0	0
Statutory Rape	0	0
Aggravated Assault	4	0
Simple Assault	15	22
Intimidation	0	7
Stalking	0	0
Crimes Against Property	62	93
Arson	0	0
Bribery	0	0
Burglary	7	4
Counterfeiting/Forgery	3	6
Destruction/Damage/ Vandalism	9	8
Embezzlement	1	2
Extortion/Blackmail	0	0
Fraud - False Pretenses	5	8
Fraud - Credit Card/ATM	1	1
Fraud - Impersonation	2	4
Fraud - Welfare	0	0
Fraud - Wire	0	0
Motor Vehicle Theft	1	2
Robbery	4	1
Stolen Property Offenses	0	0
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	13	37
Theft From Building	5	6
Theft From Coin Machine	0	0
Theft From Motor Vehicle	7	7
Theft of Motor Vehicle Parts	1	1
Theft - All Other Larceny	3	6
Total Group A Offenses	82	125

YTD TIBRS - 2015 VS 2014

TIBRS Group A Offenses	2015	JAN 2015	JAN 2014	FEB 2015	FEB 2014	MAR 2015	MAR 2014	APR 2015	APR 2014	MAY 2015	MAY 2014	JUN 2015	JUN 2014	JUL 2015	JUL 2014	AUG 2015	AUG 2014	SEP 2015	SEP 2014	2014 Offenses TOTAL	% CHANGE	
Crimes Against Persons	146	15	24	14	20	15	23	18	22	17	27	18	19	15	17	14	28	20	32	212	-31.13%	
Murder	2	2	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	100.00%	
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Kidnaping/Abduction	1	0	1	0	1	0	1	0	0	0	0	1	0	0	1	0	0	0	0	4	-75.00%	
Forcible Rape	3	0	0	0	1	0	0	0	0	0	0	0	0	0	0	3	0	0	0	1	200.00%	
Forcible Sodomy	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	2	-100.00%	
Sexual Assault W/Object	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	NC	
Forcible Fondling	2	0	0	0	0	1	0	0	1	0	1	0	0	0	1	0	1	1	3	7	-71.43%	
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC	
Statutory Rape	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-100.00%	
Aggravated Assault	25	5	6	4	5	3	4	2	5	1	6	4	4	1	2	1	4	4	0	36	-30.56%	
Simple Assault	95	8	14	8	10	9	14	12	15	12	18	10	13	12	11	9	18	15	22	135	-29.63%	
Intimidation	16	0	3	2	2	2	3	4	0	2	2	3	1	2	1	1	5	0	7	24	-33.33%	
Stalking	1	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	1	0.00%	
Crimes Against Property	560	82	64	44	65	65	83	52	83	55	87	63	90	69	85	68	89	62	93	739	-24.22%	
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Bribery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Burglary	51	6	5	3	5	5	5	6	3	5	8	9	6	3	6	7	9	7	4	51	0.00%	
Counterfeiting/Forgery	17	2	2	2	1	3	3	0	5	2	0	3	0	3	3	1	6	3	6	28	-34.62%	
Destruction/Damage/Vandalism	75	11	5	7	7	7	6	10	7	4	19	2	7	16	7	9	9	9	8	75	0.00%	
Embezzlement	16	2	0	2	3	4	0	0	1	1	2	4	6	2	2	0	2	1	2	18	-11.11%	
Extortion/Blackmail	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC	
Fraud - False Pretenses	41	11	5	3	7	6	5	0	4	4	1	3	3	5	8	4	0	5	8	41	0.00%	
Fraud - Credit Card/ATM	4	1	0	1	2	0	3	0	2	0	0	0	1	1	1	1	0	1	1	10	-60.00%	
Fraud - Impersonation	19	1	2	4	7	6	6	1	3	2	1	1	5	1	2	1	1	2	4	31	-38.71%	
Fraud - Welfare	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC	
Fraud - Wire	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC	
Motor Vehicle Theft	10	1	2	1	0	1	3	2	2	2	1	1	2	0	1	1	3	1	2	16	-37.50%	
Robbery	18	4	1	0	0	0	1	1	1	3	1	3	1	1	2	2	3	4	1	11	63.64%	
Stolen Property Offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC	
Theft - Pocket-picking	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC	
Theft - Purses Snatching	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1	-100.00%	
Theft - Shoplifting	161	30	25	11	21	17	31	14	39	20	27	19	36	13	31	24	34	13	37	281	-42.70%	
Theft From Building	53	7	6	4	7	6	4	8	6	4	7	10	7	3	8	6	8	5	6	59	-10.17%	
Theft From Coin Machine	3	0	0	2	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	1	200.00%	
Theft From Motor Vehicle	51	4	8	4	4	2	10	5	6	4	14	4	10	15	8	6	8	7	7	75	-32.00%	
Theft of Motor Vehicle Parts	16	0	2	0	0	4	4	3	1	2	5	1	2	3	1	2	2	1	1	18	-11.11%	
Theft - All Other Larceny	22	2	1	0	1	4	2	2	3	1	1	3	3	4	4	3	4	3	6	25	-12.00%	
Total Group A Offenses	706	97	88	58	85	80	106	70	105	72	114	81	109	84	102	82	117	82	125	951	-25.76%	

TITAN CRASH REPORTS

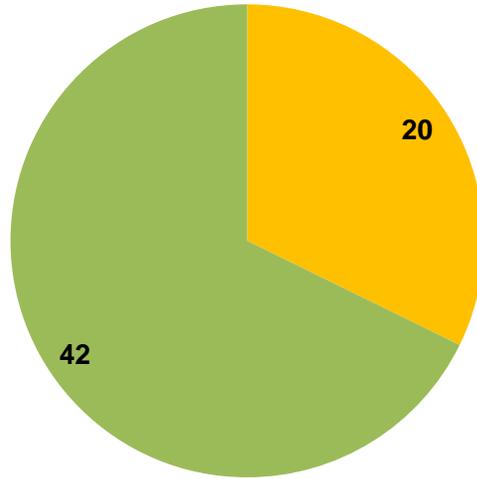
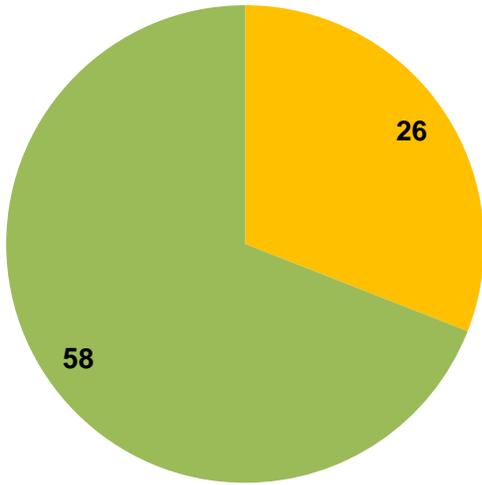


■ Fatal ■ Injury ■ Property Damage

2015
84

SEPTEMBER

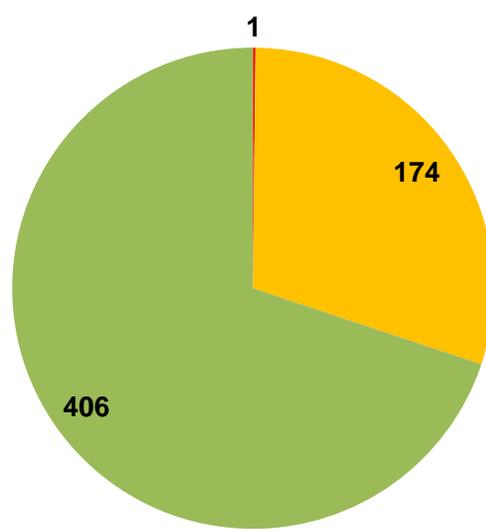
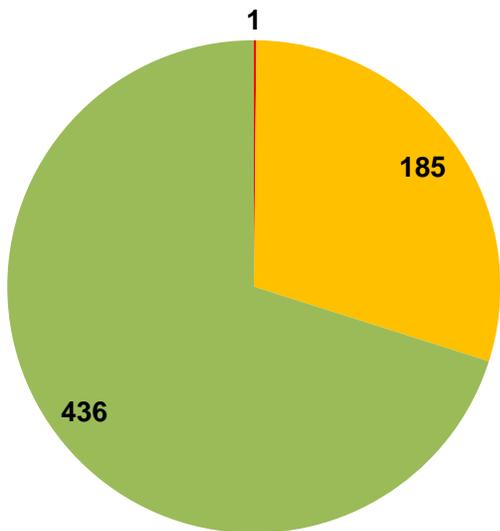
2014
62



2015
622

Year To Date

2014
581





SEPTEMBER COMPSTAT WEEKS 36 THRU 40

	CURRENT	2015 YTD		2014 YTD		% change	2014 TOTAL
Murders	0	YTD	2	YTD	1	100.00%	1
Rape	0	YTD	3	YTD	1	200.00%	1
Robbery (Commercial)	4	YTD	12	YTD	3	300.00%	8
Robbery (Street)	1	YTD	8	YTD	9	-11.11%	11
Aggravated Assault	3	YTD	22	YTD	21	4.76%	23
Aggravated Assault - Dom Viol	2	YTD	10	YTD	13	-23.08%	17
Burglary (Commercial)	2	YTD	20	YTD	12	66.67%	15
Burglary (Residential)	6	YTD	34	YTD	39	-12.82%	51
Auto Burglaries	8	YTD	54	YTD	71	-23.94%	89
Larceny	11	YTD	95	YTD	109	-12.84%	140
Shoplifting	15	YTD	166	YTD	290	-42.76%	385
Motor Vehicle Theft	1	YTD	10	YTD	14	-28.57%	19
Total Offenses	53	TOTAL YTD	436	TOTAL YTD	583	-25.21%	760



Summary of Month's Activities – September 1 thru September 30, 2015

Fire Operations

The Department responded to 247 calls for service for the month of September.

Fire Administration:

In September, the Goodlettsville Fire Department was awarded a \$231,710.00 grant from FEMA's Assistance to Firefighters Grant (AFG) program. This grant was awarded by FEMA to replace all of the self-contained breathing apparatus (SCBA) of GFD. In addition, with this grant, the department will replace the breathing air compressor and cascade system.

SCBA's have a life expectancy of 10 years. Goodlettsville current SCBA's are entering into their 11th year of service. The department has an excellent record of maintenance and repairs that helped to extend the life of the air packs. Even so, several units are beyond the point of repair and a complete change out is urgently needed.

In 2013, the National Fire Protection Agency (NFPA) issued new standards requiring interoperability between SCBA's, regardless of manufacture. This and other advances are designed to enhance firefighter safety and survivability during emergency operations. The newly purchased SCBA's will be compliant with NFPA guidelines.

The current air compressor utilized by GFD, by some accounts, is 30 years old or older. The system has served the department well. The new SCBA's will operate with much higher pressure than the previous system and Carbon Monoxide testing is important to providing breathing air for firefighters. The current system cannot supply the needed pressures without significant repairs and upgrades and does not have CO detection capabilities. Thus, part of the grant has been provided to purchase a new system for the department to refill SCBA's.

The new breathing air compressor system and the SCBA's will be welcomed by the firefighters! Firefighters are anxiously awaiting the new equipment, which may take several months to arrive and put in service.

Each year the department conducts annual gear cleaning. Firefighter turnout gear is inspected closely for wear or degradation. Firefighters routinely clean their gear after making a fire or MVA's. Each firefighter is certified to inspect the gear utilized by the department. The annual gear cleaning and inspection is an effort to make sure each set of turnout gear is inspected.

2015 Skills and Drill Plan

Jan- PPE, Turn-out gear PS001

Feb- Mayday PS002, Firefighter Disorientation, SCBA Confidence

March- PS005 SCBA, VES Training, Forcible Entry

April-PS003 1 ¾, PS004 2 ½, Modern Residential Fire Attack, Hot Weather ops.

May- PS006 Ground ladders, Fire Ground Command Simulation

June-PS007 Master Streams (new) Search and Rescue Training

July-Building Construction-Residential, Residential Fire Behavior

August- Building Construction- Commercial, Commercial Building Fire Behavior

September- PS008 Pump Ops (new), Saw Training

October-Truck Ops, Ventilation

November- Cold weather Ops, Extrication Training, MVA, Firefighter Survival

December- Radio Procedures (emergency and Non-emergency) annual Territory/Hydrants Test

Monthly Training Hours Completed by Department

628.32

Public Education Hours

Tours given for visitors to the Fire Hall	2 hrs
Open House / Fall Antiques and Arts Festival – tours given to an estimated 400 visitors	6 hrs.
Touch a Truck – Rivergate Mall	2 hrs.
Old Navy Safety Day – Rivergate	2 hrs.

September 2015 Maintenance Report

1 scheduled service

16 repairs on equipment

Special Projects

Research on F550 and eventual replacement cost

Outstanding Issues

Engine 41-7 at Cumberland Fire / getting damage to engine (body work) repaired
Working with CFS to schedule Annual Ladder Testing

Cost Savings

Repairs done in house to vehicles and building to cut down on the cost.

Building Repairs (9)

Contractor work / repaired shower leaks

Contractor work / caulking- done on the windows and doors in the living quarters

Work complete on install of new fire alarm panel

Budget work / research done on Building Maintenance for 2016-2017 Budget Year

Fire Special

Work performed on Engines

Open House that was hosted at the Fire Hall – during Fall Arts and Antiques Festival 2015

Training hours- Target Safety, SCBA, EVOC, and Ventilation

Research w/ Chief Becknal gathering information for the SCBA Grant

Public Works Report – September 2015

SOLID WASTE:

- Convenience center solid waste collected: 375.99 tons
- Solid waste tonnage collected: 20.21 tons
- Recycled materials collected: 22.91 tons
- PIT C&D: 120 cy
- Chips: 320 cy

SEWER:

- MONTHLY EQUIPMENT AND DAILY PUMP STATION INSPECTION, MAINTENANCE AND REPAIRS
- MONTHLY BIOXIDE TANK FILLING
- TIVING OF LINE SEGMENTS
- DAILY PUMP STATION, SERVICE CONNECTION, AND MANHOLE INSPECTIONS
- CLEANED SEWER LINE SEGMENTS
- CLEANED WET WELL WALLS
- CONSTRUCTION AND NEW SEGMENT INSPECTIONS, MAINTENANCE AND REPAIRS
- RAINFALL FOR MONTH: 3.83"

Public Works Selected Performance Indicators	Total	YTD
Stormwater Inspections Performed	52	259
Street Sweeping	61	173
Tennessee One Calls	198	909

PUBLIC WORKS FACILITY, OUTREACH, & PROJECT REVIEW:

- Participated in City-wide weekly staff meetings

- Daily underground storage tank testing
- Monthly fuel pump inspection and cleaning
- Traffic signal inspection and maintenance
- Participated in Planning Commission, Board work sessions and Board of Commission meetings
- Various meetings with residents and business owners
- Various staff participated in various internal/external committee meetings
- Received calls from developers on policies, procedures, and ordinances related to land development, stormwater, and sewer.
- Utility billing conference calls
- Met with WKU to establish long-term data collection program
- Monthly safety meeting
- Main Street Utility relocation

STORMWATER:

Educational Outreach Opportunities

- Facilitated monthly stormwater manager's meeting.
- On-going training and sampling continues with both Vol State and Western Kentucky University students. Several students have been able to create posters for presentations at various academic events across the country. A new, two-year sampling program kicks off this year with Western Kentucky. This monitoring program will involve students specifically assigned to Goodlettsville and data collected will be submitted to TDEC to coincide with TDEC's data they've collected. The ultimate goal is to improve the quality of the stream and water to remove it from the EPA's 303(d) list of streams.

Weekly Stormwater

Inspections:

Site:	NOV's Issued	Reason for NOV
Copper Creek	1	silt fence repairs
Conference Drive Sewer Ext.		
Copper Creek Phase II Section 1	2	Tracking
Goodlettsville Middle School	0	
Kroger Expansion	0	
Loden Vision Center	1	Tracking
Metro Baptist Church Addition	0	
Northcreek Stockpile/Northcreek Commons	0	
Towne Place Suites	0	
New Residential:		
2041 Crencor Drive	0	
421 Buffalo Run	0	

141 Two Mile Pike	0
103 Roanoke Drive	0
505 Mathes Court	0

Monthly Stormwater
Inspections:

		inactive site/work stoppage
Cobblestone Condos	0	
Public Works Good Housekeeping Inspection	0	

OUTSTANDING ISSUES:

- Working with TDOT to finalize CMAQ project
- Working with TDOT on high mast lighting for 31/41 interchange and exit 98
- FHWA/TDOT Local Programs Projects (Main Street, Conference Drive)
- Bent sign/retro-reflectivity sign replacement program (on-going)
- Elimination of two pump stations; easements and appraisals are complete Board to approve before continuation.



September 2015

Projects - Administration

- Peay Park Master Plan Design
- Creating Branding and Marketing Plan
- Building an Inspection Database within Park Reporter App for Playground and Park Inspections
- Designing a Memorial and Heritage Bench and Tree Donation Program
- Interviewing for Various Positions in the Department
- Writing the Imagination Play Grant

Projects – Parks and Recreation

- Painted parking lines, handicap spaces, arrows, and yellow lines throughout the park system
- Removed vegetative debris
- Prepared for TUSC soccer tournament by raising irrigation heads, re-lining fields, prepping areas around the fields for use by the public
- Repaired equipment including a draw bar and PTO shaft on a tractor, lights on a dump truck, blades on mowers, brake line on a truck
- Conducted general park maintenance at Moss-Wright Park, Peay Park, Pleasant Green Park, Brooks Park, North Creek Park, and the Goodlettsville Event Center

Facility and Rental Information

	Resident Usage/Rentals	Non-Resident Usage/Rentals	Attendance	Volunteer Hours
Community Center	242/4	224/0		
Goodlettsville Event Center	3			
Senior Adult Program			585	16
Shelters	30	15		
Fields		1		
Programs Requiring Registration			628	
Historic Mansker's Station			342	118.25
Pleasant Green Pool	n/a	n/a	n/a	n/a
Tennis Courts	n/a	n/a	n/a	n/a

Special Events

Special Event Applications Submitted:

Living To Go Church 5K

Event Applications Approved:

Living To Go Church 5K: November 21, 2015 at Moss Wright Park

Events Conducted:

Bowen Campbell Car Show: September 5, 2015

TUSC Cup of Champions Tournament: September 26-27, 2015

Events or programs conducted by P&R:

Music on Main: September 17, 2015

Athletics

Current leagues operating in Goodlettsville Parks

Goodlettsville Little League	Goodlettsville Girls Fast Pitch Softball
Goodlettsville Youth Football	Goodlettsville Adult Softball
Middle Tennessee Futbol Club	Tennessee United Soccer Club

Number of games played

40 Games- Baseball	39 Games- Youth Softball
32 Games- Adult Softball	94 Games- Soccer
19 Games- Football	

Number of practices

102 Practices- Baseball	215 Practices- Youth Softball
251 Practices- Soccer	30 Practices- Football

COMMUNITY DEVELOPMENT DEPARTMENT

Sub-group: Economic Development

Monthly Management Report: September 2015

Business Recruitment / Retention & Expansion

Worked with Dr. Loden's team on various construction issues in regards to new building.

Worked with landowner, design and engineering team for new TownPlace.

Worked with landowner, design and engineering team for new Candlewood Suites.

Worked with design and engineering team in regards to a new Holiday Inn Express.

Sent out packets of information and communicated with company real estate personnel in an effort to establish interest in the Goodlettsville market area for their companies to locate a business.

Worked with local landowner on design and engineering for a new Hotel.

Met with a local developer in regards to the redevelopment of a property in Goodlettsville.

Worked with various commercial real estate agents and property owners in an effort to get information on available property and buildings to add to data base and city website.

Worked with a restaurant engineering team in regards to a feasibility study and site plan for a Goodlettsville site.

Worked with developer on possibility of a new assisted living facility in Goodlettsville.

Met with existing business owners in regards to relocation and/or expanding in Goodlettsville.

Meetings Attended

Goodlettsville City Commission

Goodlettsville Planning Commission

Leadership Sumner

MTAS Training

Conference Drive & Main Street Update meetings

Planning and Development Services Department

September 2015

Summary of Month Activities:

Staff met the owner of the Twelve Stones Golf Course about the golf course facility and expectations for property maintenance.

Staff met with Public Works Department staff regarding getting the digital zoning map updated for review and approval by the Planning Commission and City Commission for the new digital format zoning map.

Staff met with a property owner in the Vineyards at Twelve Stone about landscape and street lighting.

Staff received numerous requests for property zoning and flood plain information.

Staff presented the Department's Goodlettsville Leadership Citizens Academy program.

Meetings Attended:

Goodlettsville Regional Planning Commission

Nashville Metropolitan Planning Organization (MPO) Technical Coordinating Committee

Middle Tennessee Codes Officials Association Seminar on Floodplain Administration

Regional Transit Authority (RTA) *nMotion* 2015 Northeast Corridor kickoff meeting to discuss a new regional planning study for transit in Middle Tennessee.

Goodlettsville Codes Department Activity Report September 2015

DEPARTMENT OF 4 EMPLOYEES:

Larry DiOrio-Codes Director/Fire Mai Marshal
 Mike Bauer-Senior Inspector/Fire M: Marshal
 Kerry Jackson/Property Standards
 Rhonda Carson-Administrative Assistant/Permit Technician

The purpose of the Codes Department is 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	54 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	4 inspections
Fire Investigations	Duties of Fire Marshal involving fires in the city limits	2 investigations
Building Inspections	Building Related	72 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	52 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	38 inspections
Signs Removed	Illegal signs removed from city limits	40 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	0 hrs./testing inc.
Storm Water Training	EPSC training and certification	2 hours
Fire Inspection Training	L. DiOrio and M. Bauer required training on Fire Code (Arson Training)	6 hours
Property Maint. Liens	Unpaid property maint.issues including grass cutting, demo of unsafe structures, etc.	6
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	7
Flood Event/FEMA	M. Bauer assisting flood properties and FEMA requirements. Includes all documentation	Completed project
Issuing of Addresses	Assisting Metro/Davidson County 911 with assigning addresses for the city	6 addresses
Plan Reviews	In-house plan review by M. Bauer/Assisted also with outsourced plan reviews	8 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

