



City Manager Report: October 2016

Distributed: November 17, 2016



Contents:

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

Reporting Schedule:

Published monthly on the City of Goodlettsville website

Featured Picture:

Scarecrows popped up all around Goodlettsville for the Chamber's 1st Annual Scarecrow Tour.

Message from the City Manager.....1

Management

- City Manager.....2-4
- Marketing and Public Relations Manager.....5

Finance & Administration Division

- Finance, HR.....6-8
- City Clerk.....9
- Municipal Court.....10

Public Safety

- Police.....11-16
- Fire.....17-20

Public Services

- Public Works.....21-23
- Parks, Recreation & Tourism.....24-25

Community Development Services

- Economic Development.....26
- City Engineer.....27-28
- Planning & Development Services.....29
- Codes.....30-31



November 15, 2016

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 October, 2016 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 stylized and written in a cursive-like font.

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: October, 2016

Legislative Accomplishments

- Board of Commissioners took action on the following ordinances:
 - Approved Ordinance 16-877, an ordinance to amend the City of Goodlettsville Municipal Code Title 18, Chapter 3 by deleting section 505 subsection 4 (c-2) in its entirety and by deleting Section 507 subsection 2 (a) and replacing it with a new subsection 2 (a) and also create a new Section 513 entitled Maintenance as it relates to Stormwater Management.
 - Approved Ordinance 16-878, an ordinance to amend the fiscal year 2016-2017 budget.
 - Approved Ordinance 16-879, an ordinance to amend the sign regulations section of the Zoning Ordinance to expand existing digital sign provisions.

- The Board of Commissioners also took action on the following resolutions:
 - Approved Resolution 16-711, a resolution to adopt the Street Standards and Specifications Policy of 2016.

Legislative Matters Forthcoming

- Resolution declaring property surplus.
- Ordinance amending the zoning ordinance regarding the hotel land activity use.
- Ordinance regarding Floodplain maps.

Commissions and Boards

- **Planning Commission**
 - Deferred final subdivision plat for seventeen (17) lots on Sydney Drive. Property is zoned MDRPUD, Medium Density Residential Planned Unit Development. Property is referenced as a portion of the 57.80 acre property referenced as Sumner County Map 143, Parcel 37. Property Owner: Meritage Homes of Tennessee Inc.

- Deferred request for aluminum architectural panels to be used as a primary building material for a preliminary commercial development on Business Park Circle. Property is zoned GOPUD, General Office Planned Unit Development.
 - Deferred request for alternative exterior wall design for a proposed residential accessory building at 1155 Willis Branch Road. Property is zoned LDRPUD, Low Density Residential Planned Unit Development. Property is referenced as Sumner County Map 143F. Group A, Parcel 45 and contains 1.87 acres.
 - Extended a bond for one year and reduced the amount to \$75,000.00 for NorthCreek Commons/LNS Development Tennessee.
 - Approved Zoning Ordinance amendment to Section 14-303 General Provisions and Section 14-305 Signs Permitted in Commercial and Industrial Districts to amend existing digital sign provisions.
 - Discussed Design Standards Application.
- **Board of Zoning Appeals**
 - Deferred request for conditional use for a religious facility in an Industrial Restrictive Zoning District at 112 Connell Street.
- **Beer Board**
 - The Beer Board did not meet during the month of October
- **Industrial Development Board**
 - Industrial Development Board did not meet during the month of October.
- **Parks, Recreation & Tourism Advisory Board**
 - Parks, Recreation & Tourism Board did not meet during the month of October.

Ongoing Work

- Overall Capital Improvements Program.
- “My Goodlettsville” Program.
- Traffic congestion mitigation.
- Economic Development Projects.
- Conference Drive Enhancements.
- Roadway lighting improvements.
- Main Street Streetscape Project.
- CSX/ North Main Street congestion mitigation.
- Peay Park redevelopment conceptual plan.
- Sewer pump station elimination.
- Goodlettsville Tomorrow Vision 2025.
- Main Street Stakeholders Organization.
- Streambank stabilization of Manskers and Madison Creeks.
- City-wide Beautification.
- CMAQ Projects.
- Special Census.
- Neighborhood Enhancement Program.

Marketing & Public Relations Manager Report: October 2016

City News, Events & Community Relations

Posted on one or more of the following PR outlets: www.goodlettsville.gov, mobile app, Notify Me email lists, facebook, twitter, Instagram, local paper:

- Goodlettsville Fall Clean-up Days: Friday/Saturday, October 28/29
- Goodlettsville receives Local Parks and Recreation Fund grant check from the State
- Study Session Discussion Items and Meeting Agenda for October 13 and October 27 meetings
- Planning and Zoning Board Meetings Posted for Online Viewing
- Board of Commissioners Meetings Posted for Online Viewing
- Board of Zoning and Sign Appeals Meeting Posted for Online Viewing
- City Manager's Monthly Report for September 2016 is Posted
- Facebook Events: 1st Annual Scarecrow Tour (shared from Goodlettsville Chamber of Commerce), Community Clean-up Days, Pumpkin Festival (shared from Parks & Rec)

Meetings/Events/Admin

- Worked on utility bill insert for Goodlettsville Fall Clean-up Days
- Attended Citizens Leadership Academy sessions for Police and Parks, Recreation & Tourism
- Continued special census work
- Participated in CivicPlus webinar for new mobile admin app rolling out December
- Worked with Splashbox Marketing to design "We've got it Good In Goodlettsville" decals
- Set up a Spotlight on Business booth at the Goodlettsville Chamber of Commerce monthly luncheon to promote #GoodInGoodlettsville
- Presented plaques and pins to the graduates of the 2016 Citizens Leadership Academy at the October 27 city commission meeting
- Filled in as city recorder for Allison Baker at the October 27 city commission meeting
- Worked with intern Jasmine Gales on new program, "Community Week"
- Performed website administrator job functions as needed: developed and reviewed web content.

Finance and Administration Monthly Report

October 2016

FINANCE

- Attended Leadership Goodlettsville Alumni meetings in preparation for the upcoming class
- Participated in a training session for our new document imaging software
- Volunteered at the Arts, Antiques and Music Festival
- Met with Metro internal audit staff regarding possibility of the City and Metro cooperating on Hotel/Motel Audits in the future.
- Filed the quarterly payroll tax reports for the third quarter
- Parker and Parker staff returned during the end of the month for a few days to wrap up their field audit work.

HUMAN RESOURCES

- Oct 7 & Oct 21 meetings with Neogov
- Oct 20 webinar on ACH
- Oct 27 attended Chamber lunch
- Oct 28 coordinated EOM lunch
- Hired: 1 FT Dispatcher
- Terms during the month: 0
- Worker's Compensation accidents in the month: One bruised rib
- Full-time employees: 131 Part-time employees: 45.
- Job opening: FT Dispatcher

**City of Goodlettsville
Financial Summary
October 2016 (Unaudited)**

UNASSIGNED FUND BALANCE

Operating Fund	Current Month	Budget 06/30/2017	%
General Fund	2,091,175	2,090,841	100%
Sanitation	161,567	126,941	127%
Tourism	994,420	393,588	253%

CASH IN BANK

General Fund	4,252,858
Sanitation	70,519
Tourism	994,420
Sewer	11,831,925
Stormwater	1,611,318
Total Cash	18,761,040

SALES TAX COLLECTIONS

Month Received	Sumner Current Year	Sumner Prior Yr	Davidson Current Yr	Davidson Prior Year	Total Current Year	Total Prior Year
Aug	48,333	53,696	324,789	301,770	373,123	355,467
Sep	53,158	53,887	294,694	273,542	347,851	327,429
Oct	44,747	43,086	295,987	276,764	340,734	319,850
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	146,238	150,670	915,470	852,076	1,061,708	1,002,746 5.88%

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
October 2016 (Unaudited)**

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	696,634	2,144,064	14,268,943	15.03%
General Fund	Expenditures	1,114,604	5,407,917	16,428,844	32.92%
Net Increase/Decrease		(417,970)	(3,263,853)	(2,159,901)	
Sanitation Fund	Revenues	8,519	271,150	925,450	29.30%
Sanitation Fund	Expenditures	66,273	206,964	896,002	23.10%
Net Increase/Decrease		(57,754)	64,186	29,448	
Tourism	Revenues	57,219	249,797	624,300	40.01%
Tourism	Expenditures	24,064	95,545	713,543	13.39%
Net Increase/Decrease		33,155	154,252	(89,243)	
Sewer	Revenues	54,892	1,601,349	5,945,300	26.93%
Sewer	Expenses	323,466	958,185	5,829,573	16.44%
Net Increase/Decrease		(268,574)	643,164	115,727	
Stormwater Utility	Revenues	32,976	247,736	932,000	26.58%
Stormwater Utility	Expenses	245,233	266,664	1,985,555	13.43%
Net Increase/Decrease		(212,257)	(18,928)	(1,053,555)	

OPERATIONS EXPENDITURE SUMMARY

<u>General Fund Operating Dept</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	<u>% of Budget</u>
General Government	117,386	492,036	1,675,388	29%
Community Development	46,107	218,573	794,309	28%
Police	335,983	1,404,660	5,154,049	27%
Fire	159,366	640,464	2,172,209	29%
Hwys & Streets	312,189	878,993	2,109,045	42%
Parks/Recreation	101,744	497,080	1,929,819	26%
Miscellaneous	41,829	1,276,111	2,116,224	60%
Total General Fund Expenditures	1,114,604	5,407,917	15,951,043	34%



**NEW BUSINESS LIST
OCTOBER 2016**

- | | | |
|-----|--|--|
| 1. | Fun Eats and Drinks, LLC
786 Rivergate Parkway | Michael Kelly 619.687.5000
License Issued 10.04.2016 |
| 2. | Ray's Wings & Thinks
201 Cima Drive | Mary Renfro 615.851.6438
License Issued 10.05.2016 |
| 3. | Rahman Howard
449 Moss Trail | Rahman Howard 615.627.8082
License Issued 10.07.2016 |
| 4. | Taco Bell of America, LLC
320 Long Hollow Pike | Jenifer Conkling 502.874.1356
License Issued 10.10.2016 |
| 5. | Prisms Salon Inc.
600 S. Main Street | Edwyna Kuntz 615.482.5360
License Issued 10.10.2016 |
| 6. | Dos Oasis, LLC
842 Conference Drive | Ryan Alford 615.934.7962
License Issued 10.11.2016 |
| 7. | Colmaric Analyticals LLC
812 Meadowlark Lane | Sheryl Thomas 615.491.3591
License Issued 10.11.2016 |
| 8. | Alternative Medical Billing Solutions Inc.
313-A Bluebird Drive | Victoria Smith 615.648.2066
License Issued 10.14.2016 |
| 9. | M&B's Impressive Designs
107-G New Brick Church Pike | Johnay Dunlap 615.240.6261
License Issued 10.25.2016 |
| 10. | Hibachi Jr.
104 Canton Court | Elvis Pretrick 615.500.8971
License Issued 10.25.2016 |
| 11. | Karicia Paint & Design
907 Rivergate Parkway | Sandra Overton 615.680.4106
License Issued 10.25.2016 |
| 12. | Antique Optical
301-A South Main Street | Kendra Lassiter 615.672.4060
License Issued 10.27.2016 |

**NEW BEER PERMITS
NONE**

MONTH OF OCTOBER 2016

MONTHLY MANAGEMENT REPORT

COURT

NUMBER OF CITATIONS ISSUED IN OCTOBER 2016 - 224

NUMBER OF DEFENDANTS APPEARING IN COURT

OCTOBER 11	9:00	A.M.	63
OCTOBER 11	1:00	P.M.	19
OCTOBER 18	1:00	P.M.	39

TOTAL FOR MONTH

OCTOBER 18	8:30	A.M.	19
------------	------	------	-----------

CONTESTED COURT SESSION

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

CODES	2
MISDEMEANORS	0

NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL	62
EIGHT HOUR SCHOOL	5

Goodlettsville Police Department

Chief Goodwin's Monthly Report

October 2016

October 4th the department held its installment of the Citizen's Leadership Academy. October 5th Chief Goodwin, Commander Cherry and Sgt. Deloach attended Coffee with a Cop at Rivergate Mall. October 17th Chief Goodwin and Sgt. Deloach attended the Burton Heights Neighborhood Watch meeting. October 19th Chief Goodwin attended the Drug Task Force meeting and Commander Cherry and Sgt. Deloach attended Coffee with a Cop at Rivergate Mall. October 26th Commander Cherry and Sgt. Deloach attended Trunk or Treat at Connell Methodist. October 27th Chief Goodwin attended the Chamber Luncheon. October 28th Chief Goodwin attended the Employee of the Month luncheon. October 31st Commander Cherry and Sgt. Deloach attended the Pumpkin Festival at Moss Wright Park.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of October and 45 pounds of unwanted pharmaceuticals were deposited. Since its use 776.4 pounds of unwanted pharmaceuticals have been deposited.

In review of the TIBRS data comparing October 2016 to October 2015 Crime Against Person increased from 13 to 17 a 23.53% increase, and Crime Against Property decreased from 77 to 63 a 18.19% decrease and overall we had a decrease 90 to 80 incidents. Our UCR total for the month was a 12% decrease from 50 to 44 incidents. Our total for the year is a .42% decrease in UCR Crimes.

Our proactive efforts were good for the month of October. Our officers made 922 Traffic Stops and 7 Terry Stops. They made 96 Traffic Arrests and 12 DUI Arrests. From these Traffic Stops resulted 8 Felony charges, 115 Misdemeanor charges, and 12 warrants were served. They had 21 drug confiscations (12 from traffic stops). They issued 11 Misdemeanor Citations, made 57 Physical Arrests with 46 Misdemeanor charges and 6 Felony charges. They made 1 Juvenile Felony Arrest and 14 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 30 Warrant Service Attempts. They served 7 Felony Warrants and 35 Misdemeanor Warrants.

Our officers continue to check our apartments, neighborhoods, businesses and parks. They conducted 167 apartment checks, 422 checks of neighborhoods, 294 businesses checks and 177 park checks. They had 885 Community Contacts. They issued 354 Park Smarts and found 3 Open Doors.



OCTOBER TIBRS

TIBRS Group A Offenses

	2016 Offenses Reported	2015 Offenses Reported
Crimes Against Persons	17	13
Murder	0	0
Negligent Manslaughter	0	0
Kidnaping/Abduction	0	0
Forcible Rape	0	1
Forcible Sodomy	0	0
Sexual Assault W/Object	0	0
Forcible Fondling	0	1
Incest	0	0
Statutory Rape	0	0
Aggravated Assault	2	1
Simple Assault	13	7
Intimidation	2	2
Stalking	0	1
Crimes Against Property	63	77
Arson	0	0
Bribery	0	0
Burglary	8	5
Counterfeiting/Forgery	0	3
Destruction/Damage/ Vandalism	10	15
Embezzlement	1	1
Extortion/Blackmail	0	0
Fraud - False Pretenses	2	1
Fraud - Credit Card/ATM	0	0
Fraud - Impersonation	4	2
Fraud - Welfare	1	0
Fraud - Wire	0	0
Motor Vehicle Theft	1	2
Robbery	0	2
Stolen Property Offenses	2	0
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	18	22
Theft From Building	5	8
Theft From Coin Machine	0	0
Theft From Motor Vehicle	5	9
Theft of Motor Vehicle Parts	1	0
Theft - All Other Larceny	5	7
Total Group A Offenses	80	90

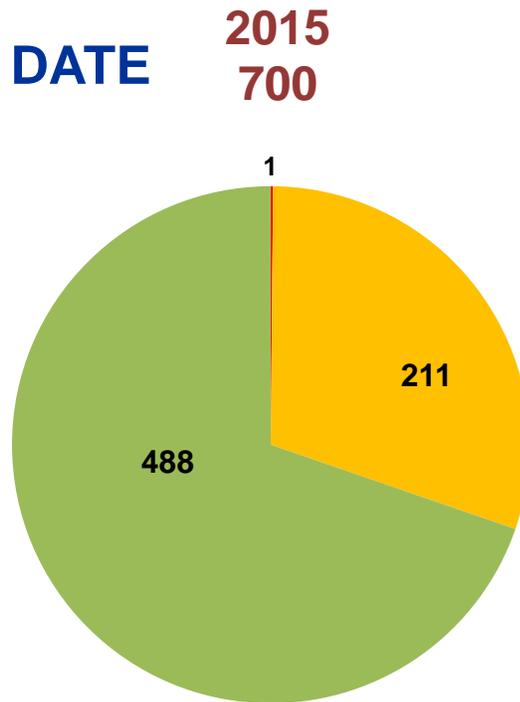
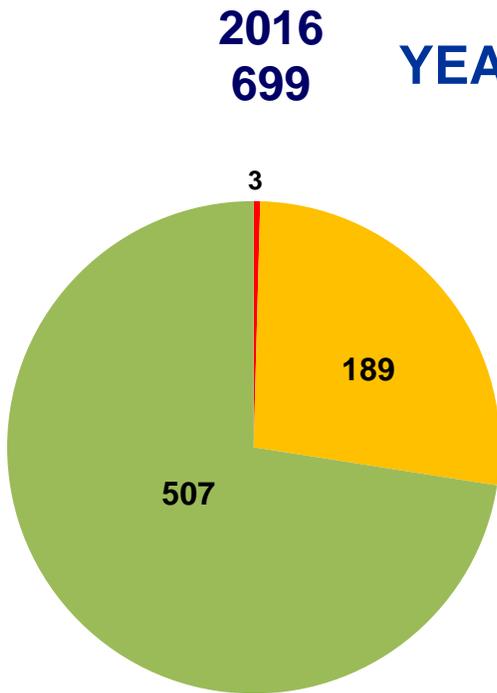
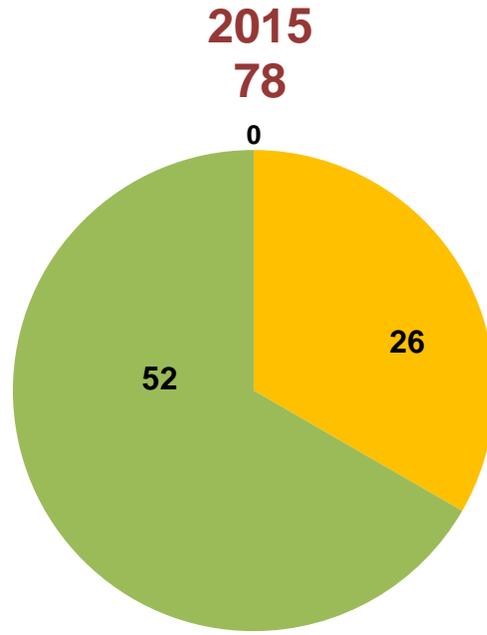
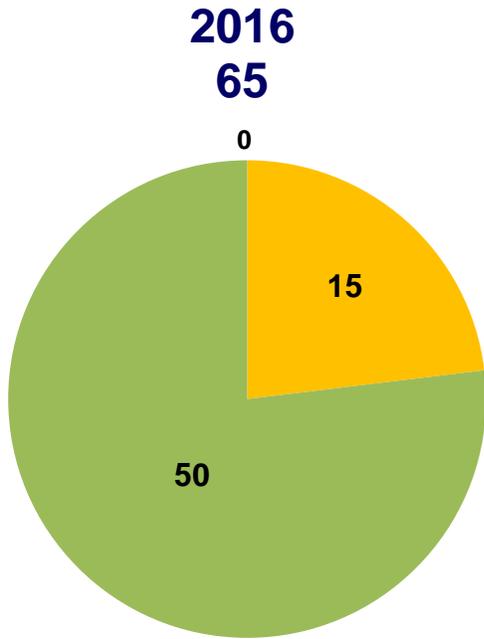
YTD TIBRS - 2016 VS 2015

TIBRS Group A Offenses	2016	JAN 2016	JAN 2015	FEB 2016	FEB 2015	MAR 2016	MAR 2015	APR 2016	APR 2015	MAY 2016	MAY 2015	JUN 2016	JUN 2015	JUL 2016	JUL 2015	AUG 2016	AUG 2015	SEP 2016	SEP 2015	OCT 2016	OCT 2015	NOV 2016	NOV 2015	DEC 2016	DEC 2015	2015 Offenses TOTAL	% CHANGE	
Crimes Against Persons	160	16	15	14	14	13	15	17	18	15	17	14	18	21	15	22	14	11	20	17	13	0	0	0	0	159	0.63%	
Murder	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	-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	0	0	0	0	0	0	NC
Kidnaping/Abduction	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	-100.00%	
Forcible Rape	3	0	0	1	0	0	0	0	0	1	0	0	0	0	0	1	3	0	0	0	0	1	0	0	0	4	-25.00%	
Forcible Sodomy	1	0	0	1	0	0	0	0	0	0	0	0	0	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	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	-100.00%	
Forcible Fondling	3	2	0	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	3	0.00%	
Incest	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Aggravated Assault	26	2	5	6	4	1	3	0	2	2	1	4	4	4	1	2	1	3	4	0	2	1	0	0	0	26	0.00%	
Simple Assault	106	11	8	5	8	10	9	15	12	9	12	8	10	13	12	16	9	6	15	9	13	7	0	0	0	102	3.92%	
Intimidation	20	1	0	1	2	2	2	2	4	3	2	1	3	3	2	3	1	2	0	0	2	2	0	0	0	18	11.11%	
Stalking	1	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	1	0	0	0	2	-50.00%	
Crimes Against Property	618	65	82	54	44	64	65	69	52	68	55	63	63	63	69	58	68	51	62	63	77	0	0	0	0	637	-2.98%	
Arson	0	0	0	0	0	0	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	0	0	0	0	0	0	NC
Burglary	45	5	6	0	3	4	5	4	6	3	5	5	9	3	3	7	7	6	7	0	8	5	0	0	0	56	-19.64%	
Counterfeiting/Forgery	18	3	2	1	0	1	3	0	0	6	2	6	3	0	3	0	1	1	3	0	0	3	0	0	0	20	-10.00%	
Destruction/Damage/Vandalism	69	5	11	6	7	6	7	10	10	10	4	3	2	10	16	4	9	5	9	10	10	15	0	0	0	90	-23.33%	
Embezzlement	16	2	2	1	2	3	4	1	0	1	1	0	4	2	2	3	0	2	1	0	1	1	0	0	0	17	-5.88%	
Extortion/Blackmail	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Fraud - False Pretenses	32	3	11	2	3	4	6	1	0	5	4	7	3	2	5	0	4	1	5	0	2	1	0	0	0	42	-23.81%	
Fraud - Credit Card/ATM	5	2	1	0	1	0	0	0	0	1	0	1	0	0	0	1	1	0	0	1	0	0	0	0	0	4	25.00%	
Fraud - Impersonation	21	2	1	3	4	3	6	1	1	0	2	3	1	1	1	3	1	1	2	4	4	2	0	0	0	21	0.00%	
Fraud - Welfare	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	NC
Fraud - Wire	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	2	-50.00%	
Motor Vehicle Theft	24	4	1	3	1	1	1	2	2	5	2	2	1	1	0	2	1	3	1	1	1	2	0	0	0	12	100.00%	
Robbery	6	0	4	1	0	0	0	1	1	0	3	1	3	1	1	1	2	1	4	0	0	2	0	0	0	20	-70.00%	
Stolen Property Offenses	8	0	0	0	0	0	0	0	0	0	0	4	0	1	0	0	0	1	0	0	2	0	0	0	0	0	0	NC
Theft - Pocket-picking	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	-100.00%	
Theft - Purse Snatching	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Theft - Shoplifting	207	21	30	22	11	27	17	31	14	19	20	14	19	26	13	14	24	15	13	18	22	0	0	0	0	183	13.11%	
Theft From Building	58	12	7	8	4	7	6	5	8	3	4	8	10	7	3	6	6	2	5	5	8	0	0	0	0	61	-4.92%	
Theft From Coin Machine	3	1	0	0	2	0	0	1	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	3	0.00%	
Theft From Motor Vehicle	55	2	4	3	4	4	2	7	5	8	4	6	4	2	15	8	6	10	7	5	9	0	0	0	0	60	-8.33%	
Theft of Motor Vehicle Parts	11	2	0	1	0	0	4	4	3	1	2	0	1	1	3	0	2	1	1	1	0	0	0	0	0	16	-31.25%	
Theft - All Other Larceny	38	1	2	2	0	4	4	1	2	6	1	3	3	5	4	9	3	2	3	5	7	0	0	0	0	29	31.03%	
Total Group A Offenses	778	81	97	68	58	77	80	86	70	83	72	77	81	84	84	80	82	62	82	80	90	0	0	0	0	796	-2.26%	



OCTOBER TRAFFIC CRASHES

■ Fatal ■ Injury ■ Property Damage





OCTOBER COMPSTAT WEEKS 40 THRU 43

	2016	2015	2016 YTD		2015 YTD		% change	2015 TOTAL
Murders	0	0	YTD	0	YTD	2	-100.00%	2
Rape	0	0	YTD	2	YTD	3	-33.33%	6
Robbery (Commercial)	0	1	YTD	0	YTD	12	-100.00%	12
Robbery (Street)	0	1	YTD	9	YTD	8	12.50%	9
Aggravated Assault	3	1	YTD	22	YTD	23	-4.35%	26
Aggravated Assault - Dom Viol	0	0	YTD	10	YTD	10	0.00%	12
Burglary (Commercial)	4	1	YTD	16	YTD	21	-23.81%	22
Burglary (Residential)	4	5	YTD	32	YTD	37	-13.51%	45
Auto Burglaries	5	6	YTD	52	YTD	59	-11.86%	74
Larceny	10	13	YTD	105	YTD	106	-0.94%	139
Shoplifting	17	19	YTD	203	YTD	181	12.15%	233
Motor Vehicle Theft	1	3	YTD	21	YTD	12	75.00%	16
Total Offenses	44	50	TOTAL YTD	472	TOTAL YTD	474	-0.42%	596



Summary of Month's Activities – October 1 – October 31, 2016

Fire Operations

The Department responded to 300 calls for service in the month of October.

Fire Administration

Chief's Comments:

The Goodlettsville Firefighters engaged with over 400 school age children during the month of October as part of the opportunities to observe Fire Prevention Month. These interactions are routine for the firefighters but often we hear positive feedback from teenagers and young adults on how impactful these conversations are toward achieving safer behaviors. The very young and the elderly are statistically much more prone to injury or death from fire than any other age bracket. To double the benefit of educating the youth, parents seem to respond more appropriately when safety topics are introduced by their children, making these education efforts a priority activity for the department.

Also in October a large group of nationally renowned instructors presented exemplary training opportunities to area firefighters in the first ever **Fire House Expo**, held over a week's time, in Nashville at the Music City Center. Goodlettsville Firefighters had the opportunity to attend some wonderful training classes and others worked to support the event behind the scenes to ensure this opportunity will return to Nashville for years to come.

Lastly and as always, the Department continues to promote our Free Smoke Alarm Installation Program. We hope that any citizen that needs assistance in any way with home fire safety will call or come by the station anytime. 615-851-2245.

2016 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

Total Hours Training This Month - 515.5

Public Education Hours - 38.5

OCTOBER MAINTENANCE

0 Scheduled Services

18 Repairs

Special Projects

Working with company to make a few changes to our radios

Working with the MSA packs and the SCBA committee making sure we have everything we need

Outstanding Issues

Prep for Ladder Test

Working on replacement cost and ordering of new vehicle for department

Cost Savings

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

5 Building Repairs

Fire Special

Training hours-

Rode on Engine a few days to fill in

Aided with Touch a Truck at Rivergate Mall

Helped with Fire House Expo Pre Conference activities and attended classes at Fire House Expo



GOODLETTSVILLE FIRE DEPARTMENT

Incident Report / Incident Totals

Jurisdiction 19226

October 1, 2016 through October 31, 2016

(NFIRS Report)

Total Calls **300** (same time period last year 249)

CATEGORY	TOTALS	CATEGORY	TOTALS
Structure Fires	0	Hazardous Calls	3
Vehicle Fires	2	Service Calls	26
Brush/Grass Fires	0	Good Intent Calls	37
		Cover Assignment, Standby, Moveup	0
Overpressure Rupture /Explosion No fire	0		
Refuse/Rubbish Fires	0	System Malfunction, Malicious False	4
Other Fires	5	Unintentional False	10
Special Incident Type	0	Other False	10
Total Fires	7	Total False	24

Rescue and EMS	203	(same time period last year / Rescue and EMS -196)
----------------	------------	--

(Vehicle Accidents with Injuries 16)

2016	prior yr.
------	-----------

Mutual Aid Received	4	1	Incidents with Exposures	0
Mutual Aid Given	96	61	Weather Related	0

Fire Service Injuries	0	Fire Dollar Loss	
Non-Fire Service Injury	0	Property	5,000.00
Fire Service Death	0	Contents	0.00
Non-Fire Service Death	0		5,000.00
Fire Civilian Injuries	0	Non-Fire Dollar Loss	0.00
Non-Fire Civilian Injuries	0	Property	0.00
Fire Civilian Deaths	0	Contents	0.00
Non-Fire Civilian Deaths	0		0.00

Public Works Report – October 2016

SOLID WASTE:

- Convenience Center solid waste collected: 16.11 tons
- Solid waste tonnage collected: 347.17 tons
- Recycled materials collected: 31.75 tons
- PIT Construction & Debris: 210 cy
- Compactor: 5.87
- Spoils: 000 cy
- Bulk Item Pick Ups: 39
- Cart Repairs: 38
- New Cart Deliveries: 26

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**
- **FLOW MONITORING OF DRY CREEK AND RIVERGATE BASINS**
- **SMOKE TESTED SEWER MAINS**
- **RAINFALL FOR MONTH: 0.59"**
- **WORKED 194 TN ONE CALLS**

STREETS:

- Conducted scheduled preventative maintenance on equipment
- Repaired various traffic signals and replaced road signs
- Conducted Brush pick-up throughout City
- Shoulder Repair, Moss Trail, Wren drive
- Catch Basin Repair, Conference Dr. North@ Professional Park
- Replace Cross Culvert, Old Springfield @ Pear Orchard

STORM WATER:

Miles of Roadway Swept within City	27
Bags of Litter Picked Up	11
Land Disturbance Permits Issued	0
Commercial Inspection Conducted for Construction Projects	35
Residential Inspection Conducted for Construction Site's	72
Active Construction Sites (Commercial)	9
Active New Residential Home Sites	18

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

- Participated in Planning Commission, Board work sessions and Board of Commission meetings
- Various meetings with residents and business owners
- Worked on calls from developers on policies, procedures, and ordinances related to land development, stormwater, and sewer.
- WKU continues in monitoring project (MS4 permit requirement)
- Conducted Monthly Safety meeting
- Proceeding with design on two drainage projects
- Working with Rogers Group to finalize and proceed with Paving Contracts on City Streets

ATTENDED MEETINGS:

- MTSG Monthly Meeting
- Ecoli Sampling for Creeks
- TNSA Quarterly Meeting
- TNSA Conference
- Chamber of Commerce Luncheon
- WKU Water Quality Meeting
- Stream Cleanup Event
- MTAS MMA Sessions
- Smoke Testing Training



October 2016

Projects - Administration

- Hosted the Citizen's Leadership Academy for Parks, Recreation, and Tourism
- Held a program planning meeting for the Recreation Division to discuss 2017 programs and events
- Met with potential sponsors of several events for 2017
- Began marketing and finalizing the Christmas Tree Lighting and Christmas Parade, as well as Yulefest
- Conducted Pumpkin Festival with an estimated attendance of 5,000 people

Projects – Parks and Recreation

- Demolished, then stabilized and layed subfloor for the Delmas Long Community Center track, saving \$25,000 by doing this project in-house instead of subbing out
- Added a split rail fence at Brooks Park, repaired a water leak and cleaned out flower beds
- Replaced some picnic tables in open areas in Moss-Wright Park
- Repaired areas on the trail at Moss-Wright, blew off trail due to leaves, sticks, and acorns multiple times per week
- Repaired a hole in the parking lot at Pleasant Green Park with coldmix
- Set up for Pumpkin Festival and directed parking for the event
- Completed various athletic field maintenance needs

Facility and Rental Information

	Resident Usage/Rentals	Non-Resident Usage/Rentals	Attendance	Volunteer Hours
Community Center	6/1	0/15		
Goodlettsville Event Center	6	2		
Senior Adult Program			509	34
Shelters	19	12		
Fields	0	3		
Programs Requiring Registration			405	
Historic Mansker's Station			715	185.5
Pleasant Green Pool	0	0		
Tennis Courts	0	0		

Special Events

Special Event Applications Submitted:
N/A

Event Applications Approved:
N/A

Events conducted
TUSC Soccer Tournament- 9/30/16-10/2/16

Events or programs conducted by P&R
Pumpkin Festival 10/31/16

Athletics

Current leagues operating in Goodlettsville parks

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

of games

40 Games- Baseball	36 Games- Youth Softball
18 Games- Football	75 Games- Youth Soccer
34 Games- Adult Softball	

of practices

80 Practices- Baseball	110 Practices- Youth Softball
28 Practices- Football	280 Practices- Youth Soccer

COMMUNITY DEVELOPMENT DEPARTMENT

Sub-group: Economic Development

Monthly Management Report: October 2016

Business Recruitment / Retention & Expansion

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.

Worked with design and engineering team in regards to a new Hampton Inn & Suites.

Worked with design and engineering team in regards to Best Western Plus.

Worked with design and engineering team in regards to new Taco Bell.

Worked with design engineer in regards to new office building.

Worked with design and engineering team in regards to medical office.

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 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 design and engineering team in regards to Main Street enhancements.

Worked with Design and Engineering team in regards to Conference Drive enhancements.

Worked with owner, design and engineering team interested in constructing an assisted living center in Goodlettsville.

Meetings Attended

Goodlettsville City Commission
Nashville Chamber P 20/20

Goodlettsville Planning Commission

OCTOBER REPORT

This monthly forum will keep you informed of ongoing and upcoming projects and provide updated information on where we are with projects as they progress from the planning phase into design and become reality. Here is a sampling of what we currently are working on to enhance our town's livability.

Peay Park Splash Pad

This 600 thousand dollar project is 50 percent grant and will extend over the next two years. It will add a water feature at the location of the old baseball field in Peay Park. This will be the first phase in the revitalization of the City's oldest park.

Status: Environmental clearance letters have been issued the city is awaiting a contract with the state to start the project. Design is expected to begin in February. The design team is being assembled and we expect an opening of the project in the summer of 2018.

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. The aim of this project is to make the center section of town a more walkable and inviting place to shop and mingle.

Status: TDOT review comments are complete and the project consultant is in the process of making corrections. Easements and their appraisal values are being prepared. Utility coordination public input will occur as soon as the plans are revised.

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 and North Creek Boulevard. These projects will seek to link residential areas with commercial and recreational areas and provide fill in 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 is in review by the state. Program Budgeting and preliminary design are ongoing on the other projects.

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: The National Environmental Protection Act (NEPA) documents for environmental clearance have been submitted. Preliminary design is under way.

Sanitary Sewer Interceptor Improvements

These improvements funded by the city will eliminate the need for two costly pump stations in the Madison Creek drainage basin. This project will reduce maintenance and energy costs for the City's sewer collection department.

Status: The Wynridge Way sewer bypass is in the process of being awarded with construction to be completed by April 2017. The Madison Creek sewer bypass is being rebid due to budget concerns. Rebid of this project should be in February 2017

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 has just begun design and will extend over the next 18 months.

Status: The National Environmental Protection Act (NEPA) documents are complete. Preliminary Design is scheduled to be complete by December.

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 with the purpose of flood prevention.

Status: The first phase of the Gateway Neighborhood drainage improvements is to begin design in November. A feasibility study for storm water detention is being prepared to alleviate drainage issues in the Old Two Mile Pike area. Three Culvert Replacement projects are also under design and awaiting survey results.

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: An emergency repair of the bank at the football field has been bid and is scheduled for completion in November 2016.

In addition to this, there are the daily needs of supporting the city staff with engineering design and planning for the future with our 5 year Capital Improvement Plan (CIP). Please feel free to contact me if you have any comments or concerns. I can be reached at:

Greg Edrington, PE
 City Engineer
 105 South Main Street
 Goodlettsville, TN 37072
 Office Phone: 615.851.3461
gedrington@goodlettsville.gov

Planning and Development Services Department

October 2016

Summary of Month Activities:

Staff attended site development meetings for the following projects:

- Best Western Plus - Conference Drive meeting with design engineer to discuss site development
- Dry Creek Commons-Dry Creek Road- meeting to discuss project approvals with prospective property owners
- Hwy 31W/41 Property owner to discuss development options on 1.4 acre vacant property at the intersection of Old Springfield Highway and Hwy 31W/41/SR 11

Staff attended the following inspections:

- 515 Rivergate Parkway site and building Inspection to discuss renovation project proposal
- Twelve Stones Clubhouse renovations
- Music City Center on Conference Drive preliminary inspection for call center tenant
- Multiple building inspections at the GoodNaz and Copper Creek projects to assist with staff vacations

Staff attended the following administration meetings:

- Pre-construction meeting with Candlewood Hotel project building contractor
- Multiple conference calls with contractor that is setting up the City's GIS (Geographic Information System) mapping system

Meetings Attended:

- Nashville Metropolitan Planning Organization (MPO) monthly meeting
- Goodlettsville Regional Planning Commission
- Goodlettsville Zoning and Sign Appeals Board
- Middle Tennessee Codes Official Association Training Session- Gas Piping Systems
- Sumner County Planners Association quarterly meeting in Gallatin
- TDOT's I-65 Corridor Study Meeting at the Nashville Library

Goodlettsville Codes Department Activity Report October 2016

DEPARTMENT OF 4 EMPLOYEES:

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

The purpose of the Codes Department is ensure that all citizens and contractors are assisted concerning the issues of: Building Codes and Fire Marshal Duties, and Property Maintenance Codes. The duty of this department is to inspect and enforce these regulations in a certified 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	62 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	1 investigations
Building Inspections	Building Related	60 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	86 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	72 inspections
Signs Removed	Illegal signs removed from city limits	47 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	6 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 (Arson Training)	47 hours
Property Maint. Liens	Unpaid property maint.issues including grass cutting, demo of unsafe structures, etc.	0
Building and Codes Report	Report issued monthly for permit information-listed on City website	1 Report
Sumner County Impact Fee	Collect and Distribute Tax collected for Sumner County New Residential Homes	5
Flood Event/FEMA	M. Bauer assisting flood properties and FEMA requirements. Includes all documentatio	Completed project
Issuing of Addresses	Assisting Metro/Davidson County 911 with assigning addresses for the city	2 address
Plan Reviews	In-house plan review by M. Bauer/Assisted also with outsourced plan reviews	1 property
Storm Water Report	Monthly Storm Water Report for Administrative Building/	1 Report
Unsafe Structure Abatement	Demolition of unsafe structure	0 structure
Citations to Court	Municipal Code Violations	2 citations

Goodlettsville Codes Department Building Report October 2016

<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>Contractor's License</u>	<u>Type Str</u>	<u>County</u>
New Residential										
20160258	10/05/2016	317,601.00	N/A	N/A	2	234 Sydney Drive	Meritage Homes	58003	New Residential	Sumner
20160259	10/05/2016	334,032.00	N/A	N/A	35	360 Old Stone Road	Meritage Homes	58003	New Residential	Sumner
20160266	10/06/2016	327,611.00	N/A	N/A	36	364 Old Stone Road	Meritage Homes	58003	New Residential	Sumner
20160274	10/13/2016	375,207.00	N/A	N/A	38	372 Old Stone Road	Meritage Homes	58003	New Residential	Sumner
20160285	10/21/2016	344,936.00	N/A	N/A	31	726 Burgess Drive	Meritage Homes	58003	New Residential	Sumner
20160280	10/17/2016	180,952.00	33.60	A	57	208 Solitude Circle	Morgan Homes	36713	New Residential	Davidson
Total		1,880,339.00								
New Commercial										
20160260	10/05/2016	2,033,961.00	N/A	N/A		3103 Business Park Circle	Holladay Properties	61523	New Commercial Bldg	Sumner
Total		2,033,961.00								
Additions & Remodeling										
20160257	10/03/2016	6,000.000	25.08	64		213 Shevel Dr.	Jennifer Gomez	Homeowner	Detached Garage	Davidson
20160269	10/10/2016	0.00	26.14	34		786 Rivergate Parkway	Bailey's Sports Grille	Owner	Fire/Life Safety	Davidson
20160270	10/11/2016	15,000.00	19.14	14		123 Northcreek Dr.	Kroger	45799	Office Addition	Davidson
20160272	10/16/2016	0.00	34.1	45		812 Meadowlark Dr.	Colormaric Analytical	Owner	Fire/Life Safety	Davidson
20160273	10/11/2016	1,000.00	34.1	45	22	1116 Campbell Rd.	Donald Bannister	Owner	Roof	Davidson
20160275	10/13/2016	0.00				123 Wynlands Circle	S. King	40753	Mechanical	Sumner
20160276	10/13/2016	12,400.00				830 Conference Dr.	Towne Place	Premier Sign	Sign	Davidson
20160279	10/14/2016	1,000.00	25.04	11		113 W. Cedar St.	Cordell	Owner	Bath remodel	Davidson
20160281	10/18/2016	1,200.00	26.01	33		202 Drake St.	Jasper Blackburn	Owner	Carport	Davidson
20160284	10/21/2016	0.00				3103 Business Park Circle	Holladay Properties	Construction Trailer	61523	Sumner
20160287	10/24/2016	2,000.00	25.16	71		420 Alta Loma	Maricela Garcia	Owner	Deck/Carport	Davidson
20160288	10/27/2016	42,667.00				3103 Business Park Circle	Holladay Properties	Owner	Blasting	Sumner
ZU160289	10/27/2016	U.UU	25.4	108		401 S. Main St.	Kendra Lassiter	Owner	Hire/Life Safety	Sumner
20160290	10/31/2016	350,000.00				614 Carol Ann Dr.	J. Kroll	41287	Residential Remodel	Sumner
Total		431,267.00								
Single Family Dwellings										
Total New Residential										
Total New Commercial										
Total Add/Remodels										
Total All Permits										