



## ***City Manager Report: November 2016***

***Distributed: December 15, 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:***

The Fire Department and Simmons Bank hosted the Run for the Kids 5k in November to benefit the Fire Department's Children's Christmas Program.

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December 13, 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 November, 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".

Tim Ellis, City Manager

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*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: November, 2016

### Legislative Accomplishments

- Board of Commissioners took action on the following ordinances:
  - Approved Ordinance 16-875, an ordinance to amend Ordinance 06-674 as amended, the zoning ordinance of the City of Goodlettsville, to remove transient habitation hotel land activity use from the permitted uses of the General Office Planned Unit Development District.
  
- The Board of Commissioners also took action on the following resolutions:
  - Approved Resolution 16-712, a resolution to name and dedicate approximately .4 acres as Gateway Park.
  - Approved Resolution 16-713, a resolution declaring certain property surplus to the needs of the City of Goodlettsville and calling for its disposal by online auction or any other reasonable manner.

### Legislative Matters Forthcoming

- Resolution declaring property surplus.
- Board appointments.
- Ordinance regarding Floodplain maps.
- Budget amendment.
- 2017 Legislative Policy.

### Commissions and Boards

- **Planning Commission**
  - Conditionally approved a site plan for 5,000 square feet commercial building at 620 Wade Circle. Property is zoned CSL, Commercial Services Limited. Property is referenced as Davidson County Tax Map/Parcel 02610000700 and contains .64 acres. Property Owners: Horace and Betty Henley. Conditions listed in minutes.

- Approved variance for a plan unit development project regarding the minimum number of hotel rooms. Property is zoned GOPUD, General Office Planned Unit Development. Property is referenced as Davidson County Tax Map/Parcel 02600010300 and contains 2.85 acres. Property Owner: Shiv Sai Hospitality Group Inc.
- Conditionally approved final subdivision plat for forty-seven (47) lots on Fall Creek Circle. Property is zoned MDRPUD, Medium Residential Planned Unit Development. Property is referenced as Sumner County Map 143, Parcels 22.10, 36.00, 36.01 and 37.00. Property Owner: Meritage Homes of Tennessee Inc. Conditions listed in minutes.
- Conditionally approved final subdivision plat for seventeen (17) lots on Sydney Drive. Property is zoned MDRPUD, Medium Density Residential Planned Unit Development. Property is referenced as Sumner County Map 143, Parcel 137. Property Owner: Meritage Homes of Tennessee Inc. Conditions listed in minutes.
- Conditionally approved minor amendments to final master regarding street tree landscaping planting location. Copper Creek Section 2 Phases 1 and 2/Meritage Homes of Tennessee Inc. Conditions listed in minutes.
- Approved alternative exterior wall design for proposed residential accessory building at 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. Property Owner: Bruce McCandless.
- Approved recommendation to City Commission to amend the Zoning Ordinance Section 14-209 Floodplain Districts to incorporate updated Davidson County Flood Insurance Rate Maps (FIRM) and Flood Insurance Study report (FIS) set to be effective April 5, 2017.
- Deferred recommendation to City Commission to amend the Zoning Ordinance Section 14-208 Supplementary District Regulations to incorporate temporary family healthcare structures in single family residential zoning districts.
- Discussed TDOT I-65 Corridor Study Project and Sumner County Planners Fall Training Seminar.

- **Board of Zoning Appeals**
  - Denied request for conditional use for a religious facility in an Industrial Restrictive Zoning District at 112 Connell Street.
- **Beer Board**
  - Revoked conditional approval for an on-premises beer permit for PMarie3 (Panobe's).
  - Approved an on-premises beer permit for Fun Eats and Drinks, LLC of Bailey's Sports Grille located at 786 Rivergate Parkway.
- **Industrial Development Board**
  - Industrial Development Board did not meet during the month of November.
- **Parks, Recreation & Tourism Advisory Board**
  - Discussed recommending a skatepark to the City Commission for funding.
  - Discussed the LPRF Grant, streambank stabilization, the Community Center track, Gateway Park, a fitness area in Moss-Wright Park, and a Tree Board update.

### **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.

# **Finance and Administration Monthly Report**

**November 2016**

## **FINANCE**

- Attended Leadership Goodlettsville Alumni meetings in preparation for the upcoming class
- Met with City Manager and Police Chief regarding IT needs for the future.
- Met with City Manager and Executive Director of the Chamber of Commerce to discuss future tourism opportunities
- Met with local hotel owners regarding hotel/motel tax audit.
- Met with TML representative regarding upcoming insurance renewals for the City.
- Participated in a conference call with Incode Utility Billing expert regarding bad debt process.
- Met with Karen Stephens and Steve Parker of Parker, Parker and Associates regarding their firm's new ownership and structure.

## **HUMAN RESOURCES**

- November 18, Met with TML on renewal.
- Completed TML renewal paperwork.
- Calculated and processed life insurance fringe benefit and longevity.
- November 28, Employee of the Month luncheon.
- Hired: 0
- Terms during the month: 1 FT Firefighter quit.
- Worker's Compensation accidents in the month:0
- Full-time employees: 129; Part-time employees: 38.
- Job opening: FT Dispatcher, Heavy Equipment Operator

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

**UNASSIGNED FUND BALANCE**

Operating Fund	Current Month	Budget 06/30/2017	%
General Fund	2,469,766	2,090,841	118%
Sanitation	133,787	126,941	105%
Tourism	872,162	393,588	222%

**CASH IN BANK**

General Fund	4,064,104
Sanitation	79,849
Tourism	1,051,511
Sewer	12,015,141
Stormwater	1,642,382
<b>Total Cash</b>	<b>18,852,987</b>

**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	49,987	48,095	309,704	306,882	359,691	354,977
Dec					0	0
Jan					0	0
Feb					0	0
Mar					0	0
Apr					0	0
May					0	0
Jun					0	0
Jul					0	0
<b>YTD</b>	<b>196,225</b>	<b>198,765</b>	<b>1,225,174</b>	<b>1,158,958</b>	<b>1,421,399</b>	<b>1,357,723</b> 4.69%

*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  
November 2016 (Unaudited)**

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	691,256	2,835,320	14,268,943	19.87%
General Fund	Expenditures	921,879	6,272,664	16,428,844	38.18%
<b>Net Increase/Decrease</b>		<b>(230,623)</b>	<b>(3,437,344)</b>	<b>(2,159,901)</b>	
Sanitation Fund	Revenues	86,063	356,972	925,450	38.57%
Sanitation Fund	Expenditures	72,798	279,761	896,002	31.22%
<b>Net Increase/Decrease</b>		<b>13,265</b>	<b>77,211</b>	<b>29,448</b>	
Tourism	Revenues	57,090	306,887	624,300	49.16%
Tourism	Expenditures	27,993	180,048	713,543	25.23%
<b>Net Increase/Decrease</b>		<b>29,097</b>	<b>126,839</b>	<b>(89,243)</b>	
Sewer	Revenues	493,520	2,094,785	5,945,300	35.23%
Sewer	Expenses	259,509	1,217,694	5,829,573	20.89%
<b>Net Increase/Decrease</b>		<b>234,011</b>	<b>877,091</b>	<b>115,727</b>	
Stormwater Utility	Revenues	83,030	330,729	932,000	35.49%
Stormwater Utility	Expenses	38,930	305,594	1,985,555	15.39%
<b>Net Increase/Decrease</b>		<b>44,100</b>	<b>25,135</b>	<b>(1,053,555)</b>	

**OPERATIONS EXPENDITURE SUMMARY**

<u>General Fund Operating Dept</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	<u>% of Budget</u>
General Government	134,513	626,549	1,675,388	37%
Community Development	30,920	216,891	794,309	27%
Police	362,992	1,767,651	5,154,049	34%
Fire	139,307	779,772	2,172,209	36%
Hwys & Streets	78,239	957,232	2,109,045	45%
Parks/Recreation	162,050	658,738	1,929,819	34%
Miscellaneous	13,844	1,289,955	2,116,224	61%
<b>Total General Fund Expenditures</b>	<b>921,865</b>	<b>6,296,788</b>	<b>15,951,043</b>	<b>39%</b>



**NOVEMBER 2016**

**NEW BUSINESS LICENSES**

<b>License Issue Date</b>	<b>Company Name</b>	<b>Address</b>	<b>Contact Name</b>	<b>Contact Number</b>
11.01.2016	Heart N Soul Property Management, LLC	510-B Mason Lane	Phillip Bernier	615.445.9744
11.07.2016	Security Pros LLC	14312 Railroad Street	Chelsey Hester	877.291.3877
11.09.2016	Sky Roofing LLC	841 Wren Road, Suite 6	Cesar Garcia	615.267.0242
11.09.2016	Two Brooms And A Bucket	820 Old Dickerson Road	Megan Harper	615.430.9006
11.23.2016	Miracle Ear	758 Rivergate Parkway	Beverly Herrmann	931.388.8595
11.23.2016	Willa's Mercantile	113 West Cedar Street	Teresa Rion	615.804.1958
11.29.2016	Nashville Steam Preservation Soc.	226 Swift Drive	Terry Coats	615.587.1926

**NEW BEER PERMITS**

<b>License Issue Date</b>	<b>Company Name</b>	<b>Address</b>	<b>Contact Name</b>	<b>Contact Number</b>
11.06.2016	Fun Eats And Drinks, LLC (DBA: Bailey's)	786 Rivergate Parkway	Michael Kelly	619.687.5000

MONTH OF NOVEMBER 2016

## MONTHLY MANAGEMENT REPORT

<b>COURT</b>
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NUMBER OF CITATIONS ISSUED IN NOVEMBER 2016 - **232**

NUMBER OF DEFENDANTS APPEARING IN COURT

NOVEMBER 8	9:00 A.M.	75
NOVEMBER 8	1:00 P.M.	46
NOVEMBER 15	1:00 P.M.	18

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TOTAL FOR MONTH

NOVEMBER 15	8:30 A.M.	<b>8</b>
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CONTESTED COURT SESSION

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

CODES	2
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MISDEMEANORS	0
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NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL	<b>59</b>
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EIGHT HOUR SCHOOL	17
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## Goodlettsville Police Department

### Chief Goodwin's Monthly Report

November 2016

November 2<sup>nd</sup> Chief Goodwin, Commander Cherry and Sgt. Deloach attended Coffee with a Cop at Rivergate Mall. November 4<sup>th</sup> Chief Goodwin attended the Veteran's Day program at Goodlettsville Elementary School and November 11<sup>th</sup> Commander Okert attended the Veteran's Day program at Goodlettsville Middle School. November 9<sup>th</sup> Chief Goodwin attended the Beer Board meeting. November 15<sup>th</sup> Chief Goodwin spoke to the MTAS group that was meeting in Goodlettsville. November 16<sup>th</sup> Chief Goodwin attended the Drug Task Force meeting. November 17<sup>th</sup> Chief Goodwin attended the Chamber luncheon. November 28<sup>th</sup> Commander Okert attended the Employee of the Month luncheon.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of November and 40.6 pounds of unwanted pharmaceuticals were deposited. Since its use 817 pounds of unwanted pharmaceuticals have been deposited.

In review of the TIBRS data comparing November 2016 to November 2015 Crime Against Person decreased from 19 to 13 a 31.58% decrease, and Crime Against Property decreased from 97 to 75 a 22.69% decrease and overall we had a decrease 97 to 75 incidents. Our UCR total for the month was a 14.07% decrease from 64 to 55 incidents. Our total for the year is a 1.12% decrease in UCR Crimes.

Our proactive efforts were good for the month of November. Our officers made 918 Traffic Stops and 4 Terry Stops. They made 93 Traffic Arrests and 13 DUI Arrests. From these Traffic Stops resulted 7 Felony charges, 114 Misdemeanor charges, and 18 warrants were served. They had 26 drug confiscations (15 from traffic stops). They issued 9 Misdemeanor Citations, made 56 Physical Arrests with 51 Misdemeanor charges and 22 Felony charges. They made 1 Juvenile Felony Arrest and 1 Juvenile Misdemeanor Arrest.

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 10 Warrant Service Attempts. They served 15 Felony Warrants and 43 Misdemeanor Warrants.

Our officers continue to check our apartments, neighborhoods, businesses and parks. They conducted 220 apartment checks, 471 checks of neighborhoods, 220 businesses checks and 225 park checks. They had 1,110 Community Contacts. They issued 344 Park Smarts and found 1 Open Door.



## NOVEMBER TIBRS

### TIBRS Group A Offenses

	2016 Offenses Reported	2015 Offenses Reported
<b>Crimes Against Persons</b>	<b>13</b>	<b>19</b>
Murder	0	0
Negligent Manslaughter	0	1
Kidnaping/Abduction	0	0
Forcible Rape	0	0
Forcible Sodomy	0	0
Sexual Assault W/Object	0	0
Forcible Fondling	0	0
Incest	0	0
Statutory Rape	0	0
Aggravated Assault	3	3
Simple Assault	9	13
Intimidation	1	2
Stalking	0	0
<b>Crimes Against Property</b>	<b>62</b>	<b>78</b>
Arson	0	0
Bribery	0	0
Burglary	8	2
Counterfeiting/Forgery	1	5
Destruction/Damage/ Vandalism	3	11
Embezzlement	1	2
Extortion/Blackmail	0	0
Fraud - False Pretenses	5	8
Fraud - Credit Card/ATM	1	0
Fraud - Impersonation	3	1
Fraud - Welfare	0	0
Fraud - Wire	0	0
Motor Vehicle Theft	0	3
Robbery	1	0
Stolen Property Offenses	3	0
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	22	23
Theft From Building	5	8
Theft From Coin Machine	0	0
Theft From Motor Vehicle	4	6
Theft of Motor Vehicle Parts	3	0
Theft - All Other Larceny	2	9
<b>Total Group A Offenses</b>	<b>75</b>	<b>97</b>

# YTD TIBRS - 2016 VS 2015

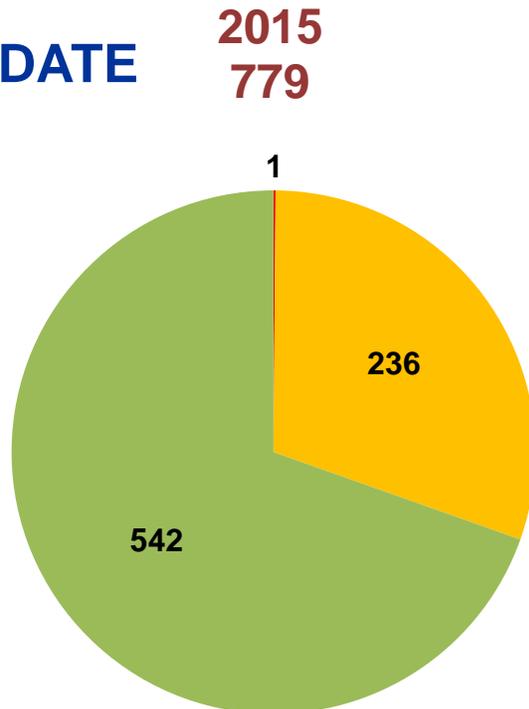
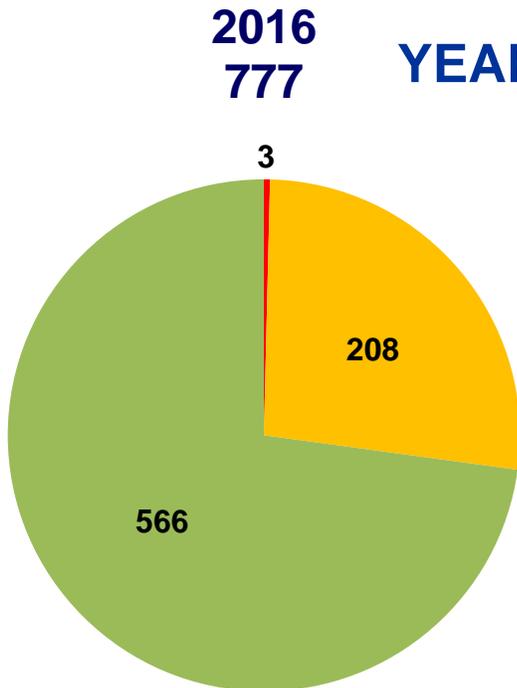
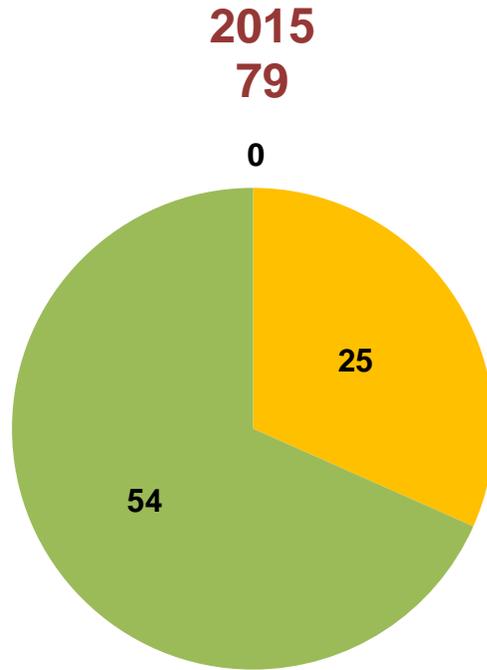
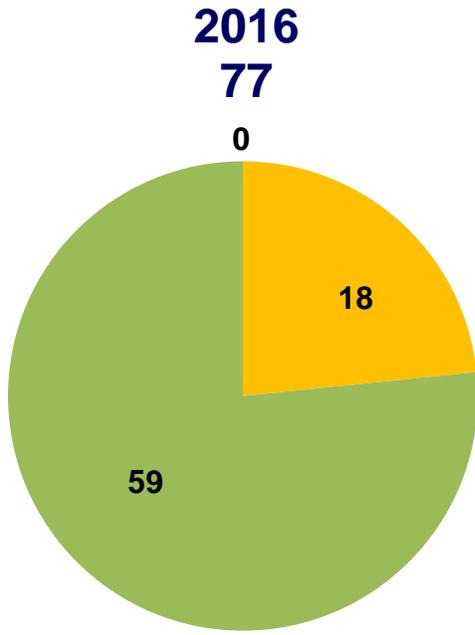


2016	JAN 2016	JAN 2015	FEB 2016	FEB 2015	MAR 2016	MAR 2015	APR 2016	APR 2015	MAY 2016	MAY 2015	JUN 2016	JUN 2015	JUL 2016	JUL 2015	AUG 2016	AUG 2015	SEP 2016	SEP 2015	OCT 2016	OCT 2015	NOV 2016	NOV 2015	DEC 2016	DEC 2015	2015 Offenses TOTAL	% CHANGE	
<b>TIBRS Group A Offenses</b>																											
<b>Crimes Against Persons</b>	173	16	14	14	13	15	17	18	15	17	14	18	21	15	22	14	11	20	17	13	19	0	0	0	178	-2.81%	
Murder	0	0	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	1	-100.00%	
Kidnaping/Abduction	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	-100.00%	
Forcible Rape	3	0	1	0	0	0	0	0	1	0	0	0	0	0	1	3	0	0	0	1	0	0	0	0	4	-25.00%	
Forcible Sodomy	1	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	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	-100.00%	
Forcible Fondling	3	2	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	1	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	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	NC
Aggravated Assault	29	2	6	4	1	3	0	2	1	2	4	4	4	1	2	1	3	4	2	1	3	0	0	0	29	0.00%	
Simple Assault	115	11	5	8	10	9	15	12	9	12	8	10	13	12	16	9	6	15	13	7	9	13	0	0	115	0.00%	
Intimidation	21	1	1	2	2	2	2	4	3	2	3	3	3	2	3	1	2	0	2	2	1	2	0	0	20	5.00%	
Stalking	1	0	0	0	0	0	0	0	1	1	1	0	0	0	0	0	0	0	0	1	0	0	0	0	2	-50.00%	
<b>Crimes Against Property</b>	680	65	54	44	64	65	69	52	68	55	63	63	63	69	58	68	51	62	63	77	62	78	0	0	715	-4.90%	
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	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	NC
Burglary	53	5	0	3	4	5	4	6	3	5	9	3	3	3	7	7	6	7	8	5	8	2	0	0	58	-8.62%	
Counterfeiting/Forgery	19	3	1	0	1	3	0	0	2	2	6	3	0	3	0	1	1	3	0	3	1	5	0	0	25	-24.00%	
Destruction/Damage/Vandalism	72	5	6	7	6	7	10	10	4	4	3	2	10	16	4	9	5	9	10	15	3	11	0	0	101	-28.71%	
Embezzlement	17	2	1	2	3	4	1	0	1	1	0	4	2	2	3	0	2	1	1	1	1	2	0	0	19	-10.53%	
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	NC
Fraud - False Pretenses	37	3	2	3	4	6	1	0	5	4	7	3	2	5	5	4	1	5	2	1	5	8	0	0	50	-26.00%	
Fraud - Credit Card/ATM	6	2	0	1	0	0	0	0	1	0	1	0	0	0	1	1	0	1	0	0	1	0	0	0	4	50.00%	
Fraud - Impersonation	24	2	3	4	3	6	1	1	2	2	3	1	1	1	3	1	1	2	4	2	3	1	0	0	22	9.09%	
Fraud - Welfare	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	NC	
Fraud - Wire	1	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	3	1	1	1	2	2	5	2	2	1	1	0	2	1	3	1	1	2	0	3	0	0	15	60.00%	
Robbery	7	0	1	0	0	0	1	1	0	3	1	3	1	1	1	2	1	4	0	2	1	0	0	0	20	-65.00%	
Stolen Property Offenses	11	0	0	0	0	0	0	0	0	0	4	0	1	0	0	0	1	0	2	0	3	0	0	0	0	0	NC
Theft - Pocket-picking	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	NC
Theft - Shoplifting	229	21	22	11	27	17	31	14	19	20	14	19	26	13	14	24	15	13	18	22	22	23	0	0	206	11.17%	
Theft From Building	63	12	8	4	7	6	5	8	3	4	8	10	7	3	1	6	2	5	5	8	5	8	0	0	69	-8.70%	
Theft From Coin Machine	3	1	0	2	0	0	1	0	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	3	0.00%	
Theft From Motor Vehicle	59	2	3	4	4	2	7	5	8	4	6	4	2	15	8	6	10	7	5	9	4	6	0	0	66	-10.61%	
Theft of Motor Vehicle Parts	14	2	1	0	0	4	4	3	1	2	0	1	1	3	0	2	1	1	1	0	3	0	0	0	16	-12.50%	
Theft - All Other Larceny	40	1	2	0	4	4	1	2	6	1	3	3	5	4	9	3	2	3	5	7	2	9	0	0	38	5.26%	
<b>Total Group A Offenses</b>	<b>853</b>	<b>81</b>	<b>68</b>	<b>58</b>	<b>77</b>	<b>80</b>	<b>86</b>	<b>70</b>	<b>83</b>	<b>72</b>	<b>77</b>	<b>81</b>	<b>84</b>	<b>84</b>	<b>80</b>	<b>82</b>	<b>62</b>	<b>82</b>	<b>80</b>	<b>90</b>	<b>75</b>	<b>97</b>	<b>0</b>	<b>0</b>	<b>893</b>	<b>-4.48%</b>	



# November TRAFFIC CRASHES

■ Fatal      ■ Injury      ■ Property Damage





**November COMPSTAT  
WEEKS 44 THRU 48**

	2016	2015	2016 YTD		2015 YTD		% change	2015 TOTAL
Murders			YTD	0	YTD	2	-100.00%	2
Rape		1	YTD	2	YTD	4	-50.00%	6
Robbery (Commercial)	2		YTD	8	YTD	12	-33.33%	12
Robbery (Street)		1	YTD	9	YTD	9	0.00%	9
Aggravated Assault	2	2	YTD	23	YTD	25	-8.00%	26
Aggravated Assault - Dom Viol	1		YTD	11	YTD	10	10.00%	12
Burglary (Commercial)	4		YTD	20	YTD	21	-4.76%	22
Burglary (Residential)	4	2	YTD	36	YTD	39	-7.69%	45
Auto Burglaries	5	9	YTD	57	YTD	68	-16.18%	74
Larceny	12	18	YTD	117	YTD	124	-5.65%	139
Shoplifting	25	29	YTD	228	YTD	210	8.57%	233
Motor Vehicle Theft		2	YTD	21	YTD	14	50.00%	16
<b>Total Offenses</b>	<b>55</b>	<b>64</b>	<b>TOTAL YTD</b>	<b>532</b>	<b>TOTAL YTD</b>	<b>538</b>	<b>-1.12%</b>	<b>596</b>



## Summary of Month's Activities – November 1 – November 30, 2016

### **Fire Operations**

The Department responded to 296 calls for service in the month of November.

### **Fire Administration**

#### **Chief's Comments:**

The theme for the month of November was *drought*. The Tennessee Fire Service felt its effects in numerous brush fires at the county level as well as Goodlettsville Fire sending management personnel to assist the TN Forestry Division with forest fires around Cookeville. Both Deputy Chief Becknal and I traveled to the offices that were set up for strategy on the fires early in November. Then as the wildfires took Gatlinburg we joined with other area departments in Sumner County. An Engine Strike Team was formed and deployed to Gatlinburg for the destructive fires that ravaged that community. Lt. Shane Toll, Firefighters Ryan Stone, Seth Parks, James Hicks, Brandon Constant and Jake Hille all spent three days and nights helping both in suppression and rescue search teams.

In support of the Goodlettsville area holiday festivities we delivered Santa Claus to Rivergate Mall for the Christmas season. Simmons Bank and the department held the Annual 5K Run for the Kids at Moss Wright Park raising \$8744.55 in support of the Fire Department's 30<sup>th</sup> Annual Kids Christmas.

We assisted with bi-annual review of the Sumner County Hazard Mitigation plan and attended training for the Insurance Services Organization ISO whose rating schedule determines rates for homeowners and business operators.

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 - 317.25***

***Public Education Hours - 10***

## NOVEMBER MAINTENANCE

0 Scheduled Services

21 Repairs

### Special Projects

Outstanding Issues  
Ordered Dodge 5500

### Cost Savings

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

14 Building Repairs

### Fire Special

Training hours-

Rode on Engine a few days to fill in

Went to Gatlinburg to aid in Fire and  
Search operations

Went to NAFECO with turnout gear for  
repairs following annual gear inspection



## GOODLETTSVILLE FIRE DEPARTMENT Incident Report / Incident Totals

Jurisdiction 19226                      November 1, 2016 through November 30, 2016  
(NFIRS Report)

**Total Calls**    **296**                      (same time period last year **235**)

CATEGORY	TOTALS	CATEGORY	TOTALS
Structure Fires	2	Hazardous Calls	4
Vehicle Fires	1	Service Calls	22
Brush/Grass Fires	3	Good Intent Calls	35
		Cover Assignment, Standby, Moveup	0
Overpressure Rupture /Explosion No fire	0		
Refuse/Rubbish Fires	0	System Malfunction, Malicious False	6
Other Fires	10	Unintentional False	13
Special Incident Type	0	Other False	14
<b>Total Fires</b>	<b>16</b>	<b>Total False</b>	<b>33</b>

Rescue and EMS	<b>184</b>	(same time period last year / Rescue and EMS -165)	
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(Vehicle Accidents with Injuries 16 )

2016      prior yr.

Mutual Aid Received	2	<b>2</b>	Incidents with Exposures	0
Mutual Aid Given	80	<b>53</b>	Weather Related	0

Fire Service Injuries	0	<b>Fire Dollar Loss</b>	
Non-Fire Service Injury	0	Property	15,200.00
Fire Service Death	0	Contents	0.00
Non-Fire Service Death	0		15,200.00
Fire Civilian Injuries	0	<b>Non-Fire Dollar Loss</b>	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 – November 2016

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## SOLID WASTE:

- Convenience Center solid waste collected: 12.22 tons
- Solid waste tonnage collected: 408.93 tons
- Recycled materials collected: 32.72 tons
- PIT Construction & Debris: 150.00 cy
- Compactor: 4.87
- Bulk Item Pick Ups: 43
- Cart Repairs: 47
- New Cart Deliveries: 35

## 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
- SMOKE TESTED SEWER MAINS
- RAINFALL FOR MONTH: 1.84"
- WORKED 156 TN ONE CALLS

## STREETS:

- Conducted scheduled preventative maintenance on equipment
- Repaired various traffic signals and replaced road signs
- Conducted Brush pick-up throughout City
- Re-establish proper flow of drainage ditch on Glancy Street and Champney Court.

### **STORM WATER:**

Miles of Roadway Swept within City	218
Land Disturbance Permits Issued	10
Commercial Inspection Conducted for Construction Projects	39
Residential Inspection Conducted for Construction Site's	72
Active Construction Sites (Commercial)	1
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
- TNSA Quarterly Meeting
- Chamber of Commerce Luncheon
- WKU Water Quality Meeting
- Drainage Law (John Chlarson)
- Good Housekeeping Training
- Adopt a Street
- TDEC Meeting EFO
- MTAS MMA Sessions
- Smoke Testing



## November 2016

### Projects - Administration

- Parks, Recreation, and Tourism Advisory Board met
- Installed Gateway Park Playground
- Met with Hart, Freeland, Roberts regarding LPRF Grant
- Met with a Play Educator to discuss projects and programs that Parks and Recreation may do in the future
- Attended the Tennessee Recreation and Parks Association State Conference
- Met with Stephens Supply Co to discuss geogrid products that may work in various areas of Moss-Wright Park that is experiencing erosion problems
- Began Streambank Stabilization project along trail at Moss-Wright Park
- Held program planning meeting with Recreation Division

### Projects – Parks and Recreation

- Removed fencing from Peay Park for LPRF project needs
- Installed benches outside Community Center
- Winterized pool building restrooms and concession stand
- Completed adding clay to the “bottoms” fields
- Received and assembled steel benches to be distributed throughout park system
- Winterized water fountains
- Completed installation of fencing at Brooks and Gateway Parks
- Had Gateway Park sidewalk designed and poured
- Constructed sign holders for Brooks and Gateway Parks
- Winterized Pleasant Green Pool
- Had gym floor rescreened and coated
- Completed gym track resurfacing project
- Blew leaves off of trails, playgrounds, and other park areas
- Completed various athletic field maintenance needs

### Facility and Rental Information

	<b>Resident Usage/Rentals</b>	<b>Non-Resident Usage/Rentals</b>	<b>Attendance</b>	<b>Volunteer Hours</b>
Community Center	281/4	227/14		
Goodlettsville Event Center	7	1		
Senior Adult Program			578	34
Shelters	5	3		
Fields	2	2		
Programs Requiring Registration			482	
Historic Mansker’s Station				
Pleasant Green Pool	0	0		
Tennis Courts	0	0		

## Special Events

Special Event Applications Submitted:

- N/A

Event Applications Approved, then name, date, and location of event

- N/A

Events conducted

- Nashville Striders 10 Miler- November 5, 2016
- Run For The Kids 5K- November 12, 2016

## Athletics

Current leagues operating in Goodlettsville parks

Goodlettsville Little League      Goodlettsville Youth Football

Middle Tennessee Futbol Club      Tennessee United Soccer Club

# of games

12 Games- Baseball      1 Game- Football      31 Games- Youth Soccer

# of practices

10 Practices- Football      132 Practices- Youth Soccer

# **COMMUNITY DEVELOPMENT DEPARTMENT**

## **Sub-group: Economic Development**

### **Monthly Management Report: November 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  
Sumner County JECDB

Goodlettsville Planning Commission

# NOVEMBER 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: The city is awaiting a contract with the state to start the project. Demolition is underway by city park personnel. Design for the splash pad 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. The city is awaiting authorization to move to the next phase of work. Easements and their appraisal values are being prepared. Utility coordination public input will occur as soon as the ROW plans are revised and approved. Construction is expected to be complete in the summer of 2019.**

## 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. Awaiting approval from the state to move to the next phase of the project. Construction completion is expected to begin in late spring of 2017**

### 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 June 2017. The Madison Creek sewer bypass is being rebid due to budget concerns. Rebid of this project should be in March of 2017 with completion scheduled for December 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 will provide state of the art signal control for the City. **Status: The National Environmental Protection Act (NEPA) documents are complete. Preliminary design is in review. Awaiting approval from the state to move to the next phase of the project. Construction is expected to begin in the summer of 2017 with completion in summer of 2018.**

### 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 underway. With completion scheduled for summer of 2107. A feasibility study for storm water detention in the area of Old Two Mile Pike and negotiations for drainage easements are underway. Three Culvert Replacement projects are also under design and awaiting survey results. Construction for the replacement culverts is scheduled for December 2017.**

### 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: The emergency repair of the bank at the football field is now complete. Funds for the bank erosion study are to be released in January 2017.**

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**

**November 2016**

### **Summary of Month Activities:**

#### **Staff attended site development meetings for the following projects:**

- Best Western Plus - Conference Drive meeting with Fire Department to discuss fire access design
- 515 Rivergate Parkway discussed building renovation and approval process to relocate driveway entrances
- Long Hollow Pike/Jackson Street Property conceptual development options with prospective property owner
- Multiple phone calls and site visits regarding property auction at 111 Payne Street regarding non-conforming residential uses.
- Dry Creek Commons-Dry Creek Road- meeting to discuss project approval with prospective property owner

#### **Staff attended the following inspections:**

- 308 Connie Drive property maintenance status and close out inspection
- 210 N. Main Street temporary signs discussed permanent signs options and permits
- 620 N. Main Street storm water issues with Public Works Department and property owner

#### **Staff attended the following administration meetings:**

- Leadership Goodlettsville planning meetings for 2017 program
- 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
- Sumner County Planners Association Annual Board Training Session
- TDOT's ADA Coordinator and Transition Plan Informational Meeting

# Goodlettsville Codes Department Activity Report November 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	36 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	3 inspections
Fire Investigations	Duties of Fire Marshal involving fires in the city limits	0 investigations
Building Inspections	Building Related	131 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	49 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	39 inspections
Signs Removed	Illegal signs removed from city limits	57 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	8 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)	2 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 documentation	Completed project
Issuing of Addresses	Assisting Metro/Davidson County 911 with assigning addresses for the city	4 addresses
Plan Reviews	In-house plan review by M. Bauer/Assisted also with outsourced plan reviews	3 properties
Storm Water Report	Monthly Storm Water Report for Administrative Building/	1 Report
Unsafe Structure Abatement	Demolition of unsafe structure	0 structure
Citations to Court	Municipal Code Violations	2 citations

**Goodlettsville Codes Department Building Report November 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>
<u>New Residential</u>										
20160304	11/21/2016	187,165.00	33.06	55	90	205 Solitude Circle	Morgan Homes	36713	New Residential	Davidson

**Total** 187,165.00

**New Commercial**  
**Total** 0.00

**Additions & Remodeling**

20160291	11/01/2016	1,000.000	26.13	69		709 Rivergate Pkwy.	Performance Electronics	Homeowner	Carport	Davidson
20160292	11/01/2016	7,000.00	33.08	38		422 Gates Road	C. Paredes	Owner	Addition	Davidson
20160295	11/02/2016	30,000.00	140	85		3093 Patton Branch	Billy Bamfield	Owner	Accessory Structure	Sumner
20160297	11/04/2016	20,000.00	18.12	26		110 Mavella Dr.	J. Payne	Owner	Accessory Structure	Davidson
20160298	11/08/2016	3,600.00	143B	8	8	103 Justin Ct.	Durante Comp.	67475	Deck	Sumner
20160299	11/11/2016	200.00	18.16			210 N. Main Street	Calming Studios	Owner	Sign	Davidson
20160300	11/14/2016	4,000.00	34.01	1		313 Blubird Drive	Schmidle Dentist/ProMas	Allison Signs	Sign	Davidson
20160301	11/15/2016	13,000.00	143M	10	39	1274 Twelve Stones Cros	Bobby Colvin	27884	Cover Deck	Sumner
20160302	11/11/2016	25,000.00	143F	45		1155 Willis Branch Rd.	Bruce McCandless	Owner	Accessory Structure	Sumner
20160303	11/21/2016	0.00	143A	31		107 Yvonne Ct.	John Anderson	21520	Mechanical	Sumner
20160305	11/28/2016	0.00	18.16	5		404 Fannin Dr.	Roger Trusty	Owner	Accessory Structure	Davidson

**Total** 103,800.00

<b>Total New Residential</b>	187,165.00									
<b>Total New Commercial</b>	0.00									
<b>Total Add/Remodels</b>	103,800.00									
<b>Total All Permits</b>	290,965.00									
						<b>Single Family Dwellings</b>				
						Davidson	1			
						Sumner	0			
						<b>Total</b>	<b>1</b>			