



## ***City Manager Report: October 2015***

***Distributed: December 1, 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.

### ***Featured Picture:***

Trick-or-treaters filled Moss-Wright Park on Halloween for the City's Annual Pumpkin Festival.

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Tim Ellis, City Manager

November 13, 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 October, 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,

Tim Ellis, City Manager

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

Email: [tellis@cityofgoodlettsville.org](mailto: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: October, 2015**

### **Legislative Accomplishments**

- Board of Commissioners took action following the following ordinances:
  - Passed Ordinance 15-848, an ordinance to amend the zoning ordinance of the City of Goodlettsville by amending the Interstate Sign Zone District map identified as I-65 at Long Hollow Pike in Goodlettsville, Tennessee to expand the map to include additional properties on Conference Drive.
  - Passed Ordinance 15-849, an ordinance to amend the supplementary district regulations section of the zoning ordinance of the City of Goodlettsville relative to accessory buildings and principal building limitations.
  
- The Board of Commissioners also took action on the following resolutions:
  - Approved Resolution 15-659, 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.

### **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.
- Ordinance approving a budget amendment.
- Ordinance to amend supplementary district regulations relative to accessory buildings.
- Resolution amending fees associated with the Event Center.
- Ordinance to amend Interstate sign zone district.
- Ordinance to amend certain zoning changes
- Resolution declaring property surplus.

### **Commissions and Boards**

- **Planning Commission**
  - Approved a request John M. Cannon 122 East Cedar Street, for amendments to the office/professional zoning ordinance commercial district and Table 1 of the zoning ordinance to permit a single family residential use as a conditional use including an amendment to include conditional use requirements
  - Approved a request of staff Request to recommend that the City Commission adopt a digital format zoning map for the City of Goodlettsville.
- **Board of Zoning Appeals**
  - Board of Zoning Appeals did not meet during the month of October.

- **Beer Board**
  - Approved an off-premises beer permit to Master Mart, Inc., located at 848 Louisville Hwy., Goodlettsville, TN. The applicant is Ahmedin Mohammedawel of Antioch, TN 37013.
- **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.
- Conference Drive Enhancements.
- Main Street Stakeholders creation.
- Economic Development Projects.
- Roadway lighting improvements.
- CSX/ North Main Street congestion mitigation.
- Peay Park redevelopment conceptual plan.
- Sewer pump station elimination.
- City Ambassador Program.
- Goodlettsville Tomorrow Vision 2025.
- Main Street Streetscape Project.
- Streambank stabilization of Manskers and Madison Creeks.
- City-wide Beautification.
- Utility Billing Start-up.

- CMAQ Projects.

## Public Information Office / City Recorder Monthly Report October 2015

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### **News & Announcements**

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

- "City of Goodlettsville Property Owners Should Expect a Decrease in Insurance Premiums" (ISO Rating Improves)
- "Goodlettsville's Pumpkin Festival, October 31<sup>st</sup>"
- "Save the Date for Goodlettsville's Christmas Parade & Tree Lighting"
- "Christmas for Kids 5K at Moss-Wright Park, November 14"
- "Board of Commissioners Meetings Posted for Online Viewing"
- "City Manager's Monthly Report for September 2015 is Posted"
- "City of Goodlettsville November/December Newsletter"
- All board meeting agendas for October and approved minutes

### **Meetings/Events**

- Presented at the TGFOA Conference for the topic "Social Media in Local Governments" on a panel with representatives from City of Franklin and CTAS.
- Met with the GIST (Goodlettsville Identity Strategic Team) to discuss branding for the City
- Coordinated the Citizens Leadership Academy October sessions - Police, Fire, and Graduation/Presentation of Plaques and Pins

### **Admin**

- Worked with Food Network on their American Diner Revival film project at Liz's Cafe
- Worked with graphic designer on welcome package flyer
- Participated in Fire Chief interview tours of the City
- Fulfilled public records requests
- Prepared for the regularly scheduled October 22<sup>nd</sup> commission meeting. The October 8<sup>th</sup> meeting was cancelled.
- Performed website administrator job functions as needed: developed and reviewed web content.

# Finance and Administration Monthly Report

October 2015

## FINANCE

- Met with members of the Gville Chamber of Commerce and City Staff regarding a “City Branding” project.
- Met with Darren Parker, American Fidelity Assurance Company, regarding various employee benefits.
- Met with residents regarding their City Utilities.
- Met with American Cancer Society representatives regarding Relay for Life.
- Attended a luncheon hosted by Madison Suburban Utility District at their water facility.
- Met with John Crawford of VC3
- Attended the Conference Drive update meeting
- Attended the TGFOA Conference
- Completed and submitted the quarterly IRS 941 and State unemployment reports

## Human Resources

- October 2 – met with retiring Officer and his spouse.
- October 12 – new hire orientation for 2 new PT firefighters
- October 21 – wellness class on healthy food.
- October 26-28 coordinated Fire Chief Interviews
- Hired: 4 part-time employees
- Terms during the month: 1 employee moved, 1 retired, and 1 termed.
- Worker’s Compensation accidents in the month: 1 car accident and 1 pulled muscle.
- Full-time employees: 128; Part-time employees: 31.
- Job opening: fire chief, utility worker.

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

**UNASSIGNED FUND BALANCE**

Operating Fund	Current Month	Budget 06/30/2016	%
General Fund	2,270,017	1,617,218	140%
Sanitation	240,120	9,737	2466%
Tourism	533,421	273,413	195%

**CASH IN BANK**

General Fund	4,659,881
Sanitation	7,762
Tourism	574,626
Sewer	9,799,124
Stormwater	1,197,233
<b>Total Cash</b>	<b>16,238,626</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	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	43,086	38,647	276,764	224,144	319,850	262,791
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	150,670	124,426	852,076	757,408	1,002,746	881,834 13.71%

*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 2015 (Unaudited)**

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	652,764	2,194,069	14,098,749	15.56%
General Fund	Expenditures	1,018,720	4,097,564	16,402,407	24.98%
<b>Net Increase/Decrease</b>		<b>(365,956)</b>	<b>(1,903,495)</b>	<b>(2,303,658)</b>	
Sanitation Fund	Revenues	161,882	348,409	958,000	36.37%
Sanitation Fund	Expenditures	67,546	211,266	948,655	22.27%
<b>Net Increase/Decrease</b>		<b>94,336</b>	<b>137,143</b>	<b>9,345</b>	
Tourism	Revenues	56,976	240,166	534,600	44.92%
Tourism	Expenditures	12,604	62,731	659,249	9.52%
<b>Net Increase/Decrease</b>		<b>44,372</b>	<b>177,435</b>	<b>(124,649)</b>	
Sewer	Revenues	1,103,776	1,921,247	5,155,000	37.27%
Sewer	Expenses	308,682	1,255,927	5,674,161	22.13%
<b>Net Increase/Decrease</b>		<b>795,094</b>	<b>665,320</b>	<b>(519,161)</b>	
Stormwater Utility	Revenues	131,543	496,035	604,000	82.13%
Stormwater Utility	Expenses	5,031	22,961	662,264	3.47%
<b>Net Increase/Decrease</b>		<b>126,512</b>	<b>473,074</b>	<b>(58,264)</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	172,318	465,611	1,626,716	29%
Community Development	57,463	241,892	709,492	34%
Police	411,502	1,344,689	4,954,235	27%
Fire	150,016	494,401	2,313,092	21%
Hwys & Streets	81,308	292,954	2,452,240	12%
Parks/Recreation	132,849	515,314	2,226,318	23%



**NEW BUSINESS LIST  
OCTOBER 2015**

- |   |  |
|---|--|
| 1. NUVO DONUTS<br>TRI NGUYEN (615) 293-6888 | 215-B SOUTH MAIN STREET<br>Lic. Issued 10/08/2015      |
| 2. SMOKING TRAIL<br>THOMAS D. MEAD          | 1000 RIVERGATE PKWY ST. 3004<br>Lic. Issued 10/23/2015 |
| 3. PEARLESS WIRELESS INC.<br>HANY BADROUS   | 794 RIVERGATE PKWY.<br>Lic. Issued 10/23/2015          |
| 4. MCDONALDS #2356<br>(GRAYCO MGT., LLC)    | 906 RIVERGATE PKWY.<br>Lic. Issued 10/26/15            |

MONTH OF OCTOBER 2015

## MONTHLY MANAGEMENT REPORT

<b>COURT</b>
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NUMBER OF CITATIONS ISSUED IN OCTOBER 2015 - **286**

NUMBER OF DEFENDANTS APPEARING IN COURT

OCTOBER 13      9:00    A.M.    54

OCTOBER 13      1:00    P.M.    47

OCTOBER 20      9:00    A.M.    81

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TOTAL FOR MONTH                    **182**

OCTOBER 20      1:00    P.M.    **14**

CONTESTED COURT SESSION

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

CODES                                    0

MISDEMEANORS                    2

NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL            **88**

EIGHT HOUR SCHOOL            2

Administrative Assistant to the City Manager's Office  
October 2015

Administrative

- Organized weekly staff meetings
- Assembled IT issues city-wide for Roger Lancina
- Filmed Board of Commissioners Meeting on 10/22 and uploaded videos to website and distributed them through Notify Me emails
- Assembled and distributed the City Manager's monthly report for September
- Assembled and distributed monthly newsletter
- Attended update meetings for the Conference Drive Project, Main Street Project, and the City's Vision Plan
- Started planning the annual Christmas Parade and Tree Lighting
- Attended Relay for Life meeting and training
- Attended TDOT's Local Programs and Right of Way classes

**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: **Denied**

**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** – Awaiting contract

**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: **Awarded** – Reimbursement 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

## Goodlettsville Police Department

### Chief Goodwin's Monthly Report

October 2015

On October 9th and October 10<sup>th</sup> Commander Cherry spoke to groups of seniors in regards to the Yellow Dot program. Commander Cherry attended the Cottage Grove Homeowners Association meeting on October 20<sup>th</sup>. Commander Cherry and Chief Goodwin attended the Mall Tenant meeting on October 21<sup>st</sup>. Chief Goodwin attend the Burton Heights Neighborhood Watch meeting on October 26<sup>th</sup>. Commander Cherry and Chief Goodwin attended the initial meeting of the Crencor Neighborhood Watch on October 29<sup>th</sup>. Chief Goodwin read to a group of Kindergarten and 1<sup>st</sup> Graders and their families at Gateway Elementary's Spook-tac-u-lar Fun Family Reading event on October 29<sup>th</sup>. Chief Goodwin, Commander Cherry, Sgt. Deloach, Jason Ayers and Jeff Hunter attended and provided security for the Pumpkin Festival at Moss-Wright Park on October 31<sup>st</sup>. Chief Goodwin attended the 18<sup>th</sup> Drug Task Force Meeting on October 28<sup>th</sup> and the Chamber luncheon on October 22<sup>nd</sup>.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of October and 31 pounds of unwanted pharmaceuticals were deposited. YTD 302 pounds of unwanted pharmaceuticals have been deposited.

In review of the TIBRS data comparing October 2015 to October 2014 Crime Against Person decreased from 20 to 13 a 35% decrease, and Crime Against Property decreased from 94 to 77 a 18.09% decrease and overall we had a 21.06% decrease. YTD TIBRS Crime Against Person decreased from 232 to 159 a 31.47% reduction. TIBRS Crime Against Property decreased from 833 to 637 a 23.53% reduction. Overall there has been a 25.26% decrease YTD. Our UCR total for the year is a 23.94% decrease in UCR Crimes.

Our proactive efforts were excellent for the month of October. As a result our officers made 798 Traffic Stops and 8 Terry Stops. They made 83 Traffic Arrests and 16 DUI Arrests. From these Traffic Stops resulted 11 Felony charges, 95 Misdemeanor charges, and 15 warrants were served. They had 18 drug confiscations (13 from traffic stops). They issued 16 Misdemeanor Citations, made 59 Physical Arrests with 58 Misdemeanor charges and 10 Felony charges. They

made 10 Juvenile Misdemeanor Arrests, issued 1 Juvenile Citation and charged 3 juveniles with loitering during school hours.

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 15 Warrant Service Attempts. They served 13 Felony Warrants and 47 Misdemeanor Warrants.

Our officers continue to check our apartments, neighborhoods, businesses and parks. They conducted 205 apartment checks, 500 checks of neighborhoods, 455 businesses checks and 174 park checks. They had 1098 Community Contacts. They issued 500 Park Smarts.



## OCTOBER TIBRS

### TIBRS Group A Offenses

	2015 Offenses Reported	2014 Offenses Reported
<b>Crimes Against Persons</b>	<b>13</b>	<b>20</b>
Murder	0	0
Negligent Manslaughter	0	0
Kidnaping/Abduction	0	0
Forcible Rape	1	0
Forcible Sodomy	0	0
Sexual Assault W/Object	0	0
Forcible Fondling	1	0
Incest	0	0
Statutory Rape	0	1
Aggravated Assault	1	0
Simple Assault	7	13
Intimidation	2	6
Stalking	1	0
<b>Crimes Against Property</b>	<b>77</b>	<b>94</b>
Arson	0	0
Bribery	0	0
Burglary	5	8
Counterfeiting/Forgery	3	7
Destruction/Damage/ Vandalism	15	10
Embezzlement	1	2
Extortion/Blackmail	0	0
Fraud - False Pretenses	1	6
Fraud - Credit Card/ATM	0	0
Fraud - Impersonation	2	1
Fraud - Welfare	0	0
Fraud - Wire	0	0
Motor Vehicle Theft	2	3
Robbery	2	1
Stolen Property Offenses	0	0
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	22	35
Theft From Building	8	8
Theft From Coin Machine	0	0
Theft From Motor Vehicle	9	6
Theft of Motor Vehicle Parts	0	2
Theft - All Other Larceny	7	5
<b>Total Group A Offenses</b>	<b>90</b>	<b>114</b>

**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	OCT 2015	OCT 2014	2014 Offenses TOTAL	% CHANGE	
<b>Crimes Against Persons</b>	<b>159</b>	<b>15</b>	<b>24</b>	<b>14</b>	<b>20</b>	<b>15</b>	<b>23</b>	<b>18</b>	<b>22</b>	<b>17</b>	<b>27</b>	<b>18</b>	<b>19</b>	<b>15</b>	<b>17</b>	<b>14</b>	<b>28</b>	<b>20</b>	<b>32</b>	<b>13</b>	<b>20</b>	<b>232</b>	<b>-31.47%</b>	
Murder	2	2	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	100.00%	
Negligent Homicide	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Kidnapping/Abduction	1	0	1	0	1	0	1	0	0	0	0	1	0	0	1	0	0	0	0	0	0	1	-75.00%	
Forcible Rape	4	0	0	0	1	0	0	0	0	0	0	0	0	0	0	3	0	0	0	1	0	4	300.00%	
Forcible Sodomy	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	2	-100.00%	
Sexual Assault W/Object	3	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Forcible Fondling	0	0	0	0	0	1	0	0	0	0	1	0	0	0	1	0	1	0	0	3	0	7	-57.14%	
Incest	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	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2	-100.00%	
Aggravated Assault	26	5	6	4	5	3	4	2	5	1	6	4	4	1	2	1	4	4	0	1	0	36	-27.78%	
Simple Assault	102	8	14	8	10	9	14	12	15	12	18	10	13	12	11	9	18	15	22	7	13	148	-31.08%	
Intimidation	18	0	3	2	2	2	3	4	0	2	2	3	1	2	1	1	5	0	7	2	6	30	-40.00%	
Stalking	2	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	1	1	100.00%	
<b>Crimes Against Property</b>	<b>637</b>	<b>82</b>	<b>64</b>	<b>44</b>	<b>65</b>	<b>65</b>	<b>83</b>	<b>52</b>	<b>83</b>	<b>55</b>	<b>87</b>	<b>63</b>	<b>90</b>	<b>69</b>	<b>85</b>	<b>68</b>	<b>89</b>	<b>62</b>	<b>93</b>	<b>77</b>	<b>94</b>	<b>833</b>	<b>-23.53%</b>	
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Armed Robbery	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	56	6	5	3	5	5	5	6	3	5	8	9	6	3	6	7	9	7	4	8	5	8	59	-5.09%
Counterfeit/Forgery	20	2	2	0	1	3	3	0	5	2	0	3	0	3	3	1	6	3	6	3	3	7	33	-39.39%
Destruction/Damage/Vandalism	90	11	5	7	7	7	6	10	7	4	19	2	7	16	7	9	9	9	8	15	10	86	5.88%	
Embezzlement	17	2	0	2	3	4	0	0	1	1	2	4	6	2	2	0	2	1	2	1	2	20	20	-15.00%
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	NC
Fraud - False Pretenses	42	11	5	3	7	6	5	0	4	4	1	3	3	5	8	4	0	0	8	1	6	47	-10.64%	
Fraud - Credit Card/ATM	4	1	1	1	2	0	3	0	2	0	0	0	1	0	1	1	0	1	1	0	0	10	10	-60.00%
Fraud - Impersonation	21	1	2	4	7	6	6	1	3	2	2	1	5	1	2	1	1	2	4	2	0	32	-34.38%	
Fraud - Welfare	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 - Wire	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Motor Vehicle Theft	12	1	2	1	0	1	3	2	2	2	1	1	2	0	1	1	0	3	1	2	2	3	19	-36.84%
Robbery	20	4	1	0	0	0	1	1	1	3	1	3	1	1	2	2	3	4	1	2	1	12	12	66.67%
Stolen Property Offenses	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 - Pocket-Picking	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Theft - Purse Snatching	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	-100.00%
Theft - Shoplifting	183	30	25	11	21	17	31	14	39	20	27	19	36	13	31	24	34	13	37	22	35	316	316	-42.09%
Theft From Building	61	7	6	4	7	6	4	8	6	4	7	10	7	3	8	6	8	5	6	8	8	67	67	-8.96%
Theft From Coin Machine	3	0	0	2	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	1	1	200.00%
Theft From Motor Vehicle	80	4	8	4	4	2	10	5	6	4	14	4	10	15	8	6	8	7	7	9	6	81	81	-25.93%
Theft of Motor Vehicle Parts	16	0	2	0	0	4	4	3	1	2	5	1	2	3	1	2	2	1	1	0	2	20	20	-20.00%
Theft - All Other Larceny	29	2	1	0	1	4	2	2	3	1	1	3	3	4	4	3	4	3	6	7	5	30	30	-3.33%
<b>Total Group A Offenses</b>	<b>796</b>	<b>97</b>	<b>88</b>	<b>58</b>	<b>85</b>	<b>80</b>	<b>106</b>	<b>70</b>	<b>105</b>	<b>72</b>	<b>114</b>	<b>81</b>	<b>109</b>	<b>84</b>	<b>102</b>	<b>82</b>	<b>117</b>	<b>82</b>	<b>125</b>	<b>90</b>	<b>114</b>	<b>1065</b>	<b>-25.26%</b>	



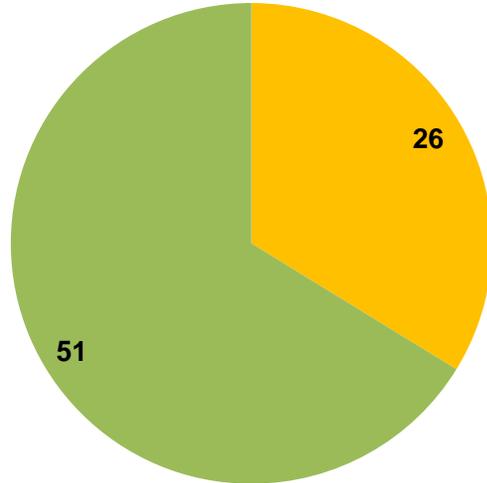
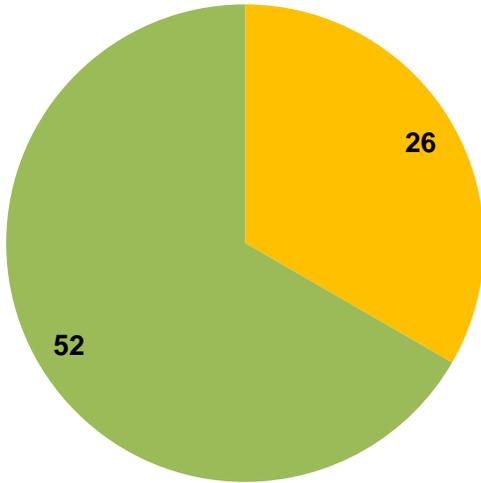
# TITAN CRASH REPORTS

■ Fatal      ■ Injury      ■ Property Damage

**2015**  
**78**

**OCTOBER**

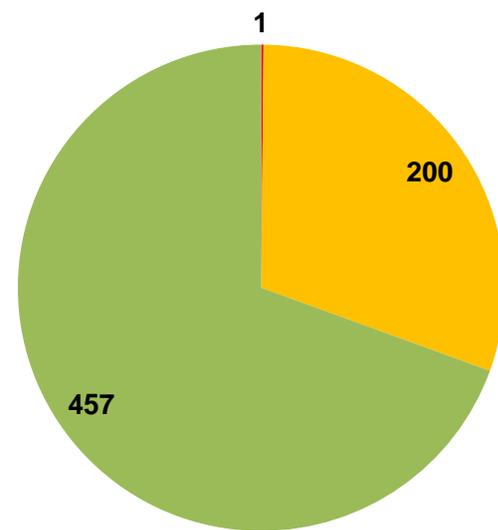
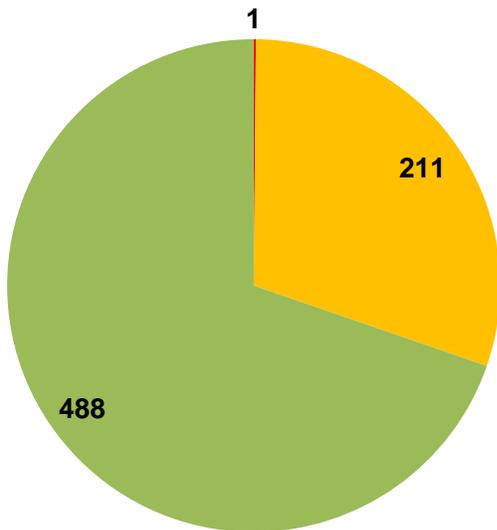
**2014**  
**77**



**2015**  
**700**

**Year To Date**

**2014**  
**658**





## OCTOBER COMPSTAT WEEKS 41 THRU 44

	CURRENT 2015	SAME 2014	2015 YTD		2014 YTD		% change	2014 TOTAL
Murders	0	0	YTD	2	YTD	1	100.00%	1
Rape	1	0	YTD	4	YTD	1	300.00%	1
Robbery (Commercial)	0	1	YTD	12	YTD	4	200.00%	8
Robbery (Street)	1	0	YTD	9	YTD	9	0.00%	11
Aggravated Assault	1	0	YTD	23	YTD	21	9.52%	23
Aggravated Assault - Dom Viol	0	0	YTD	10	YTD	13	-23.08%	17
Burglary (Commercial)	1	2	YTD	21	YTD	14	50.00%	15
Burglary (Residential)	3	4	YTD	37	YTD	43	-13.95%	51
Auto Burglaries	8	6	YTD	62	YTD	77	-19.48%	89
Larceny	13	12	YTD	108	YTD	121	-10.74%	140
Shoplifting	20	29	YTD	186	YTD	319	-41.69%	385
Motor Vehicle Theft	2	2	YTD	12	YTD	16	-25.00%	19
<b>Total Offenses</b>	<b>50</b>	<b>56</b>	<b>TOTAL YTD</b>	<b>486</b>	<b>TOTAL YTD</b>	<b>639</b>	<b>-23.94%</b>	<b>760</b>



## Summary of Month's Activities –October 1 thru October 31, 2015

### **Fire Operations**

The Department responded to 249 calls for service for the month of October.

### **Fire Administration:**

Administration:

October was Fire prevention month. The Department made efforts to assist citizens in their awareness of the dangers of fire. This year's campaign from the State Fire Marshall's Office is; "Hear the beep where you sleep." This is an effort to encourage citizens to have a smoke detector in every bedroom or anywhere people might sleep. Smoke Detectors save lives! Most people are unaware of the latest studies, which demonstrate that people have only 3 minutes to escape a burning structure! Our homes contain synthetic materials that not only burn quickly but also produce toxic gasses that inhibit the ability to escape.

The Department held an open house in October with firefighters providing fire hall tours. Children were encouraged to participate in the State Fire Marshall's poster contest. Those attending the open house put on firefighter gear, held equipment and were reminded about the importance of smoke detectors. An estimated over 300 visitors attended the open house which was considered a success and very popular with the community.

The Goodlettsville Fire Department was awarded a \$231,710.00 grant from FEMA's Assistance to Firefighters Grant (AFG) program. This grant, awarded by FEMA, is 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. GFD is in the acquisition process for the new equipment.

The annual training plan for 2016 was developed in October. This includes the GFD in-service training plan for the State Fire Commission. Training is organized by department level training, shift training and personal training. The training program utilizes outside sources along with internal training to help firefighters gain and maintain tactics and skills utilized during emergencies.

**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**

361.66

**Public Education Hours**

Tours given for visitors to the Fire Hall	1 hr.
Citizens Academy	3 hrs.
Goodlettsville Elementary School	2 hrs.
Elmcroft Facility	2 hrs.
Good Naz Church	3 hrs.
Goodlettsville Church of Christ	2 hrs.
<b>Total</b>	<b>13 hrs</b>

## October 2015 Maintenance Report

### **1 Scheduled Service**

### **17 Repairs**

### **Special Projects**

Looking at F550 and eventual replacement cost  
CFS did Annual Ladder Testing  
Emissions testing

### **Outstanding Issues**

41-7 going back to Cumberland Fire to fix some of the issues from the repair work they did

### **Cost Savings** (In house repairs to vehicles and building)

6 Building Repairs Performed  
Analyzing Building Maintenance for next Budget Year 2016/2017

### **Fire Special**

Turn out gear – inventory, repairs, replacing old gear and ordering needed new gear for new hires  
Fire Personnel fitted for SCBA mask  
Completed Training hours- Target Safety



# Public Works Report – October 2015

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## SOLID WASTE:

- Convenience center solid waste collected: 32.21tons
- Solid waste tonnage collected: 309.82 tons
- Recycled materials collected: 39.8 tons
- PIT C&D: 150 cy
- Chips: 860 cy

## TRAINING:

- Collection System Preventative Maintenance Workshop
- Good Housekeeping Training

## 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: 4.41"

Public Works Selected Performance Indicators	Total	YTD
Bulk Item Pickup	35	156
Cart Repairs	35	198
New Residents	19	19
Stormwater Inspections Performed	48	307
Street Sweeping	84	257
Tennessee One Calls	192	1101

### **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
- WKU continues in monitoring project (MS4 permit requirement)
- Monthly safety meeting
- Main Street Utility relocation
- Salt, 300 tons delivered
- Wood waste pick-up running in each county, monthly
- Proceeding with design on five drainage projects
- Working with Rogers Group to finalize and proceed with Paving Contract on streets we have submitted
- Main Street Project meeting Thursday, November 19 at 10 a.m.

## **STORMWATER:**

### Educational Outreach Opportunities

- Attended 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.

#### Stormwater

Inspections: 48

Residential: 18

#### Public Works Good

#### Housekeeping

Inspection 1

#### Proof rolling

#### inspections at

#### Copper Creek Phase

II section II 2

## **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.



## October 2015

### Projects - Administration

- Peay Park Master Plan Design
- Building an Inspection Database within Park Reporter App for Playground and Park Inspections
- Completed MTAS benchmarking project
- Interviewing for Various Positions in the Department
- Submitted the Imagination Play Grant
- Attended meetings for Social Media training with the Sumner County CVB, ActiveNet Insights, Steps Webinar on Historical Structures, Marketing Guidelines for Departmental Use, and Municipal Management Academy

### Projects – Parks and Recreation

- Put in landscaping around the Event Center
- Replaced lighting and landscaping at the Community Center
- Winterized the buildings and pool at Pleasant Green Park
- Replaced outdoor lighting and landscaping at the Visitor's Center
- Completed LED retrofits around the park maintenance shop at Moss-Wright Park
- Fertilized athletic fields and prepared all fields for league play and tournaments
- Replaced annuals at Moss-Wright Park entrance and trimmed bushes throughout the park
- Conducted general park maintenance at Moss-Wright Park, Peay Park, Pleasant Green Park, Brooks Park, North Creek Park, and the Goodlettsville Event Center
- Improvements to the Community Center including widening a door for a rental storage room, removing tile and asbestos, and preparing for painting and floor tile began in October

### Facility and Rental Information

	Resident Usage/Rentals	Non-Resident Usage/Rentals	Attendance	Volunteer Hours
Community Center	394/1	264/5		
Goodlettsville Event Center	7	1		
Senior Adult Program			642	12
Shelters	16	5		
Fields		2		
Programs Requiring Registration			706	33 – Teen Advisory Committee
Historic Mansker's Station	1	0	1006	245.25
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:

CPSSA Fall Soccer Camp

#### Event Applications Approved:

CPSSA Fall Soccer Camp: October 12-13, 2015 at Moss Wright Park

#### Events Conducted:

CPSSA Fall Soccer Camp: October 12-13, 2015 at Moss Wright Park

**Events or programs conducted by P&R:**

Completed Gardening Lecture Series: October 10, 2015 at the Visitor's Center

Ghost and Lantern Tour: October 23, 2015 at Historic Mansker's Station

Pumpkin Festival: October 31, 2015 at Moss-Wright Park

**Athletics**

**Current leagues operating in Goodlettsville Parks**

Goodlettsville Little League

Goodlettsville Girls Fast Pitch Softball

Goodlettsville Youth Football and Cheer

Goodlettsville Adult Softball

Middle Tennessee Futbol Club

Tennessee United Soccer Club

**Number of games played**

74 Games- Baseball

52 Games- Youth Softball

15 Games- Adult Softball

138 Games- Soccer

11 Games- Football

**Number of practices**

108 Practices- Baseball

219 Practices- Youth Softball

233 Practices- Soccer

31 Practices- Football

# **COMMUNITY DEVELOPMENT DEPARTMENT**

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

**Monthly Management Report: October 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.

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

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.

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 national company in regards to a Goodlettsville location.

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

### **Meetings Attended**

Goodlettsville City Commission

Goodlettsville Planning Commission

Leadership Sumner

ICSC Southeast Convention (Retail Consultants)

Conference Drive & Main Street Update meetings

## Planning and Development Services Department

### October 2015

#### Summary of Month Activities:

Staff met with an applicant regarding a new commercial/office site development on Wade Circle

Staff met with an applicant regarding using a commercial building on N. Main Street to clean commercial floor mats

Staff completed an on-line seminar on upcoming 2016-2017 updates to the Sumner County Flood Insurance Rate Maps (FIRM)

Staff completed site development plan reviews for the November Planning Commission Meeting

Staff completed data collection for the Department's MTAS Benchmarking Program

Staff completed city driving tours for four (4) Fire Chief Position applicants.

Staff received two (2) requests for large acre property deed subdivisions and sales on S. Main Street/ Dickerson Road and Madison Creek Rd.

Staff received requests for zoning compliance which required research of project files, Planning Commission minutes, and zoning ordinance amendments for a non-conforming multi-family residential project.

#### Meetings Attended:

Goodlettsville Regional Planning Commission

Two (2) Main Street Project Meetings

## Goodlettsville Codes Department Activity Report October 2015

### 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 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	42 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	1 investigations
Building Inspections	Building Related	80 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	35 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	22 inspections
Signs Removed	Illegal signs removed from city limits	30 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	10 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)	40 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	2
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	7 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

### Goodlettsville Codes Department Building Report October 2015

										<i>Contractor's</i>	
<i>Permit</i>	<i>Date</i>	<i>Cost</i>	<i>Map</i>	<i>Parcel</i>	<i>Lot</i>	<i>Address</i>	<i>Owner</i>	<i>License</i>	<i>Type Str</i>	<i>County</i>	
<b><i>New Residential</i></b>											
20150261	10/06/2015	215,425.00	33.6	54		209 Solitude Circle	Morgan Homes	36713	New Residential Bldg.	Davidson	
20150262	10/06/2015	171,975.00	33.6	53		213 Solitude Circle	Morgan Homes	36713	New Residential Bldg.	Davidson	
20150282	10/20/2015	300,000.00	143D8	9	82	103 Burgess Dr.	Merritage Homes	58003	New Residential Bldg.	Sumner	
20150283	10/22/2015	600,000.00	140			3093 Patton Branch Rd.	Billy Barfield	Homeowner	New Residential Bldg.	Sumner	
<b>Total</b>		<b>1,287,400.00</b>									
<b><i>New Commercial</i></b>											
20150276	10/19/2015	7,345,000.00	26	106		Towne Place Suites		51733	New Commercial	Davidson	
<b>Total</b>		<b>7,345,000.00</b>									
<b><i>Additions &amp; Remodeling</i></b>											
20150259	10/01/2015	10,000.00	34.02			317 Bluebird Dr.	Gordon Food Services	Universal Signs	Sign	Davidson	
20150260	10/05/2015	10,000.00	143K	36	118	138 Twelve Stones Crossing W	Profitfit	57298	Residential Addition	Sumner	
20150264	10/30/2015	88,760.00	26	161		847 Conference Drive	Pinnacle Bank	29017	Commercial Remodel	Davidson	
20150271	10/13/2015	38,000.00	25.16	37	2	127 Garrett Drive	J.O. Mainmin	39604	Residential Addition	Davidson	
20150272	10/14/2015	1,000.00	34.13	202		401 Janette Ct.	Jason Word	5430	Residential Remodel	Davidson	
20150274	10/19/2015	0.00				830 Conference Dr.	The Carter Company	Owner	Blasting	Davidson	
20150279	10/20/2015	1,000.00	25.16	71		420 Alta Loma	Marcela Garcia	Owner	Shed/Out Building	Sumner	
20150280	10/21/2015	1,300.00	26.14	60		641 Wade Circle	County Inn and Suites	Award Industries	Sign	Davidson	
20150281	10/20/2015	1,000.00	25.04	113		134 S. Main St.	Tom Lochbihler	Owner	Commercial Remodel	Davidson	
20150289	10/30/2015	2,000.00	33.12		181	212 Cindy Place	Jose Primero	Owner	Residential Remodel	Davidson	
<b>Total</b>		<b>153,060.00</b>									
<b><i>Single Family Dwellings</i></b>											
<b>Total New Residential</b>										2	
<b>Total New Commercial</b>										2	
<b>Total Add/Remodels</b>										4	
<b>Total All Permits</b>										<b>8,785,460.00</b>	