



## ***City Manager Report: December 2016***

***Distributed: January 19, 2017***



### ***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:***

Goodlettsville City Hall decorated for the Christmas season.

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January 18, 2017

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 December, 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

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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: December, 2016

### Legislative Accomplishments

- Board of Commissioners took action on the following ordinances:
  - Approved Ordinance 16-880, an ordinance to amend Title 14 Chapter 2 of the Goodlettsville Municipal Code by amending the Goodlettsville Floodplain map references
  
- The Board of Commissioners also took action on the following resolutions:
  - Approved Resolution 16-714, a resolution to adopt the 2017 Legislative Policy of the City of Goodlettsville as it relates to the 110<sup>th</sup> General Assembly of the State of Tennessee.
  - Approved Resolution 16-715, a resolution acknowledging the Board of Commissioners support of the Neighborhood Enhancement Program.
  - Approved Resolution 16-716, a resolution ratifying membership and appointments to the Goodlettsville Planning and Zoning Board, Board of Zoning Appeals, Beer Board, Industrial Development Board, and Parks, Recreation and Tourism Board.
  - Consider Resolution 16-717, a resolution defining and American with Disabilities Act (ADA) Policy statement including designating an ADA Coordinator, and procedures for requests for accommodations, and complaints and grievances.
  - Consider Resolution 16-718, 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.
  - Consider Resolution 16-719, a resolution authorizing the City Manager to give the Sumner County 911 Board official notification of the city's intent to participate in their emergency communications system and authorizes the city manager to execute an agreement with TriTech, Inc. for the procurement of emergency communication software and hardware, and permits the city manager to utilize funds from the fleet fund for any costs associated with the procurement of said software and hardware during fiscal year 2017.

### **Legislative Matters Forthcoming**

- Resolution declaring property surplus.
- Temporary healthcare structures in residential districts.
- Budget amendment.
- Amending the Zoning Ordinance regarding the conditional use permit, Design Standards and Design Guidelines, and provisions for tourist oriented manufacturing activities.
- Used Oil Grant.

### **Commissions and Boards**

- **Planning Commission**
  - Approved minor subdivision plat to combine two (2) properties into one 0.6 acre property at 620 Wade Circle. Property is zoned CSL, Commercial Services Limited. Property is referenced as Davidson County Tax/Parcel 02610000700. Property Owners: David Henley and Horace U and Betty G. Henley Living Trust.
  - Approved minor subdivision plat for a 1.5 acre property on Business Park Circle. Property is zoned GOPUD, General Office Planned Unit Development. Property is referenced as a portion of Sumner County Map 143J, Group F, Parcel 9.03. Property Owner: Northcreek, LLC.
  - Conditionally approved site plan for a 4,742 sq. ft. medical office building on 1.5 acres on Business Park Circle. Property is zoned GOPUD, General Office Planned Unit Development. Property is reference as a portion of Sumner County Map 143J, Group F, Parcel 9.03. Property Owner: Northcreek, LLC. Conditions listed in minutes.
  - Conditionally approved a revised site plan for access drive connections. Property is zoned CSL, Commercial Services Limited. Property is referenced as Davidson County Tax Map/Parcel 02605013400. Property Owner: LL&E Holdings, LLC. Conditions listed in minutes.
  - Approved a recommendation to the City Commission to amend the Zoning Ordinance Section 14-213 Administration and Enforcement, Item (9) Conditional Use Permits and Appendix and A, Table 1 Land Use Activity Matrix regarding amendments to the conditional use permit review procedure for community extensive impact activities.

- Approved a recommendation to the City Commission to amend the Zoning Ordinance Section 14-208 Supplementary District Regulations, Item (4) Site and Architectural Design Standards and the Design Guidelines to define requirements for industrial projects and non-residential projects in residential zoning districts.
  - Approved recommendation to City Commission to amend the Zoning Ordinance Section 14-213 Administration and Enforcement, Item (9) Conditional Use Permits and Appendix A, Table 1 Land Use Activity Matrix to incorporate provisions for tourist oriented limited manufacturing activities.
  - 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.
  - Approved the 2017 Planning Commission Meeting and Plan Submittal Schedule.
  - Discussed a request for staff to approve minor site plans and subdivision plats, minor site plans for small parking areas, building additions that are less than 10-20% of the existing building and parking area footprints.
- **Board of Zoning Appeals**
    - Approved a zoning variance regarding minimum distance between driveway points on a designated arterial street at 515 Rivergate Parkway. Property is referenced as Davidson County Tax Map/Parcel #02605013400 and is zoned CSL, Commercial Services Limited.
    - Approved a conditional use request for a religious facility in an IR, Industrial Restrictive Zoning District at 112, 114, 116, 118, 120, and 124 Connell Street. Property is referenced as Davidson County Tax Map 0191300 Parcels #20, 21, 22, 23, 24, and 25.
- **Beer Board**
    - The Beer Board did not meet during the month of December.

- **Industrial Development Board**
  - Industrial Development Board did not meet during the month of December.
- **Parks, Recreation & Tourism Advisory Board**
  - The Parks Board did not meet during the month of December.

### **Ongoing Work**

- Overall Capital Improvements 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**

**December 2016**

## **FINANCE**

- Trained with Planning and Codes Staff on processing Yard Sale Permits and Burn Permits, as City Hall is scheduled to take over those responsibilities Jan. 1
- Attended and spoke at the Leadership Goodlettsville Class of 2017 “Meet and Greet”
- Finalized the CAFR and submitted it to the GFOA for the Certificate of Excellence Program
- Completed the TML Insurance Renewal for 2017
- Worked with Staff, EGov, and third party printer processing property tax statements

## **HUMAN RESOURCES**

- Dec 12 conducted 2 new hire orientations
- Dec 16 coordinated employee breakfast
- Dec 22 met with Neogov on online applications
- Hired: 2 FT dispatchers and 1 PT dispatcher
- Terms during the month: 1 PT Utility Worker at the Park.
- Worker’s Compensation accidents in the month: 0
- Full-time employees: 130; Part-time employees: 39.
- Job opening: Heavy Equipment Operator

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

**UNASSIGNED FUND BALANCE**

Operating Fund	Current Month	Budget 06/30/2017	%
General Fund	2,431,960	2,090,841	116%
Sanitation	124,414	126,941	98%
Tourism	1,110,276	393,588	282%

**CASH IN BANK**

General Fund	4,166,280
Sanitation	65,196
Tourism	1,109,577
Sewer	12,202,820
Stormwater	1,588,286
<b>Total Cash</b>	<b>19,132,159</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	51,322	50,706	298,879	280,760	350,201	331,466
Jan					0	0
Feb					0	0
Mar					0	0
Apr					0	0
May					0	0
Jun					0	0
Jul					0	0
YTD	247,548	249,471	1,524,052	1,439,718	1,771,600	1,689,189 4.88%

*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  
December 2016 (Unaudited)**

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	1,308,436	4,517,591	14,268,943	31.66%
General Fund	Expenditures	1,325,726	7,854,598	16,428,844	47.81%
<b>Net Increase/Decrease</b>		<b>(17,290)</b>	<b>(3,337,007)</b>	<b>(2,159,901)</b>	
Sanitation Fund	Revenues	89,994	446,891	925,450	48.29%
Sanitation Fund	Expenditures	99,132	379,054	896,002	42.31%
<b>Net Increase/Decrease</b>		<b>(9,138)</b>	<b>67,837</b>	<b>29,448</b>	
Tourism	Revenues	58,066	364,953	624,300	58.46%
Tourism	Expenditures	22,802	138,943	713,543	19.47%
<b>Net Increase/Decrease</b>		<b>35,264</b>	<b>226,010</b>	<b>(89,243)</b>	
Sewer	Revenues	463,043	2,557,828	5,945,300	43.02%
Sewer	Expenses	244,148	1,462,617	5,829,573	25.09%
<b>Net Increase/Decrease</b>		<b>218,896</b>	<b>1,095,211</b>	<b>115,727</b>	
Stormwater Utility	Revenues	64,092	394,821	932,000	42.36%
Stormwater Utility	Expenses	115,457	421,061	1,985,555	21.21%
<b>Net Increase/Decrease</b>		<b>(51,365)</b>	<b>(26,241)</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	150,150	777,893	1,675,388	46%
Community Development	52,039	331,190	794,309	42%
Police	474,378	2,407,043	5,154,049	47%
Fire	244,703	1,026,452	2,172,209	47%
Hwys & Streets	81,786	1,039,621	2,109,045	49%
Parks/Recreation	159,453	819,227	1,929,819	42%
Miscellaneous	163,217	1,453,172	2,116,224	69%
<b>Total General Fund Expenditures</b>	<b>1,325,727</b>	<b>7,854,598</b>	<b>15,951,043</b>	<b>49%</b>



DECEMBER 2016

**NEW BUSINESS LICENSES**

License Issue Date	Company Name	Address	Contact Name	Contact Number
12.01.2016	Mama's Secret Recipe	1121 Madison Creek Road	Chris Trinosky	615.495.4663
12.01.2016	DC Cleaning	305 Melissa Drive	Denise Freund	309.222.0529
12.02.2016	Royal Cleaning & Services	203 Ivy Hill Lane	Meshia Henderson	615.566.6500
12.05.2016	Avalara MyLodge Tax	1083 Madison Creek Road	Avalara MyLodge Tax	303.220.0183
12.05.2016	Cruz Thru Detailing	711 Rivergate Parkway	Jeremy Bryant	615.894.1230
12.09.2016	Hair Design By Jill	205 South Main Street	Kristina Jill M. Freeman	615.633.5166
12.14.2016	Burnside Home Inspection, LLC	205 Cima Drive	Jacob Burns	615.932.0007
12.15.2016	JVK Constructors, LLC	7127 Crossroads Boulevard, Brentwood	John Stockdale	615.309.4949
12.16.2016	Comcast Business Class Security, LLC	1701 John F. Kennedy Boulevard, Philadelphia	Doug Bassett	215.286.3300
12.17.2016	Interactive Alarms, LLC	919 Conference Drive	Ben Hardesty	615.400.0425
12.19.2016	Momma's Place	126 N. Main Street	Kimberly Abrams	615.838.9305
12.19.2016	Family Hair Braiding	601-D South Main Street	Nyayien Lear	615.481.3527
12.28.2016	Madison Steel & Iron Works Of TN, Inc.	312 Woodruff Street	Michelle LaHue	615.865.8214
12.28.2016	Avalara MyLodge Tax	114 Oxford Court	Avalara MyLodge Tax	303.220.0183
12.28.2016	Avalara MyLodge Tax	117 Southampton Court	Avalara MyLodge Tax	303.220.0183

**NEW BEER PERMITS**

NONE

MONTH OF DECEMBER 2016

## MONTHLY MANAGEMENT REPORT

<b>COURT</b>
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NUMBER OF CITATIONS ISSUED IN DECEMBER 2016 - **288**

NUMBER OF DEFENDANTS APPEARING IN COURT

DECEMBER 13	9:00 A.M.	97
DECEMBER 13	1:00 P.M.	41
DECEMBER 20	1:00 P.M.	24

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TOTAL FOR MONTH

DECEMBER 20	8:30 A.M.	<b>3</b>
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CONTESTED COURT SESSION

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

CODES	1
MISDEMEANORS	0

NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL	<b>79</b>
EIGHT HOUR SCHOOL	4

## Goodlettsville Police Department

### Chief Goodwin's Monthly Report

December 2016

December 1<sup>st</sup> and 2<sup>nd</sup> Chief Goodwin attended the TACP meeting in Nashville. December 8<sup>th</sup> Sgt. Petty attended the MADD banquet where Officer Andre Sanders was recognized for his DUI enforcement efforts and Chief Goodwin attended the Chamber Bruch. December 9<sup>th</sup> Chief Goodwin, Commander Cherry and Sgt. Deloach attended Officer Hunter's graduation at Walter State. December 12<sup>th</sup> Chief Goodwin attended the Burton Heights Neighborhood Watch Christmas Party. December 13<sup>th</sup> Chief Goodwin attended the Legislative Dinner at City Hall. December 15<sup>th</sup> Commander Cherry attended the Charleston Square Neighborhood Watch Christmas Dinner. December 16<sup>th</sup> Chief Goodwin and Commander Okert attended the THSO Meeting in Murfreesboro where Officer Rico Jones was recognized as the THSO Middle Tennessee Officer of the Year.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of December and 63.6 pounds of unwanted pharmaceuticals were deposited. Since its use 880.6 pounds of unwanted pharmaceuticals have been deposited.

In review of the TIBRS data comparing December 2016 to December 2015 Crime Against Person increased from 23 to 24 a 4.17% increase, and Crime Against Property increased from 64 to 79 a 18.99% increase and overall we had an increase 87 to 103 incidents. For the year we had a decrease from 980 to 956 for an overall decrease of 2.45%. Our UCR total for the month was a 13.44% increase from 58 to 67 incidents. Our total for the year is a .34% decrease in UCR Crimes from 596 to 594.

Our proactive efforts were good for the month of December. Our officers made 815 Traffic Stops and 8 Terry Stops. They made 87 Traffic Arrests and 14 DUI Arrests. From these Traffic Stops resulted 6 Felony charges, 89 Misdemeanor charges, and 9 warrants were served. They had 21 drug confiscations (10 from traffic stops). They issued 8 Misdemeanor Citations, made 63 Physical Arrests with 46 Misdemeanor charges and 19 Felony charges. They made 7 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 11 Warrant Service Attempts. They served 19 Felony Warrants and 29 Misdemeanor Warrants.

Our officers continue to check our apartments, neighborhoods, businesses and parks. They conducted 200 apartment checks, 418 checks of neighborhoods, 365 businesses checks and 206 park checks. They had 1,098 Community Contacts. They issued 315 Park Smarts and found 1 Open Door.



## DECEMBER TIBRS

### TIBRS Group A Offenses

	2016 Offenses Reported	2015 Offenses Reported
<b>Crimes Against Persons</b>	<b>24</b>	<b>23</b>
Murder	1	0
Negligent Manslaughter	0	0
Kidnaping/Abduction	0	1
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	12	3
Simple Assault	10	16
Intimidation	1	2
Stalking	0	1
<b>Crimes Against Property</b>	<b>79</b>	<b>64</b>
Arson	0	0
Bribery	0	0
Burglary	8	8
Counterfeiting/Forgery	1	0
Destruction/Damage/ Vandalism	6	7
Embezzlement	1	1
Extortion/Blackmail	0	0
Fraud - False Pretenses	6	5
Fraud - Credit Card/ATM	0	1
Fraud - Impersonation	2	1
Fraud - Welfare	0	0
Fraud - Wire	0	0
Motor Vehicle Theft	4	2
Robbery	1	0
Stolen Property Offenses	2	0
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	32	21
Theft From Building	10	6
Theft From Coin Machine	0	0
Theft From Motor Vehicle	2	4
Theft of Motor Vehicle Parts	3	3
Theft - All Other Larceny	1	5
<b>Total Group A Offenses</b>	<b>103</b>	<b>87</b>



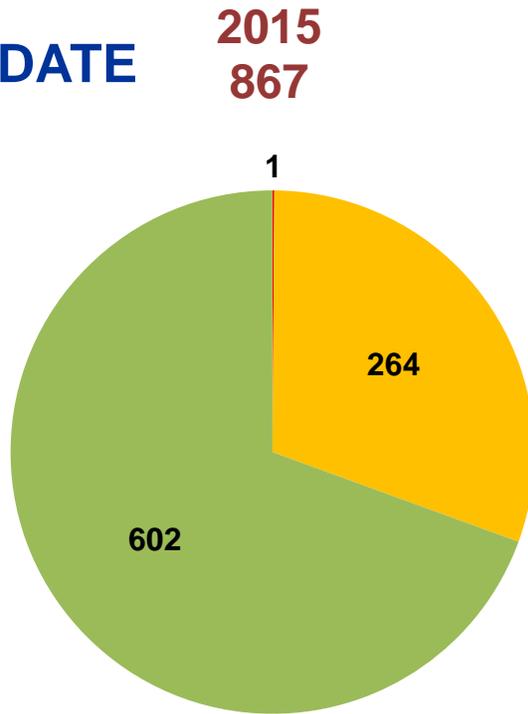
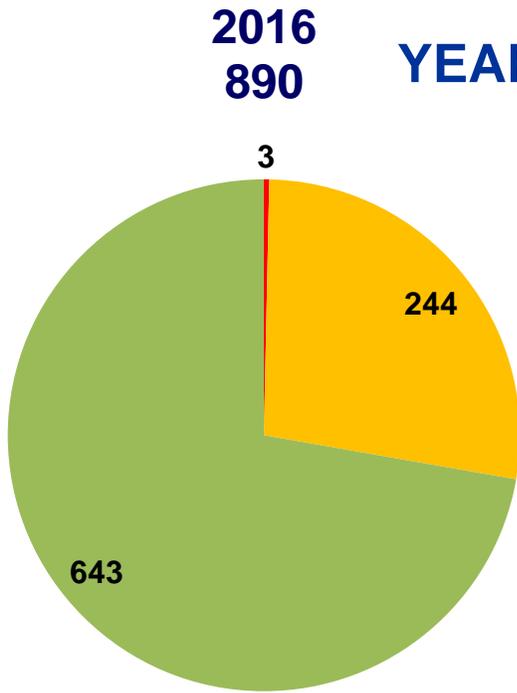
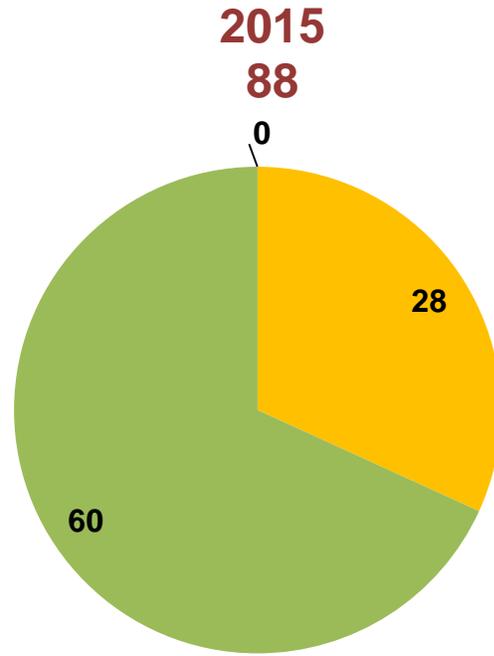
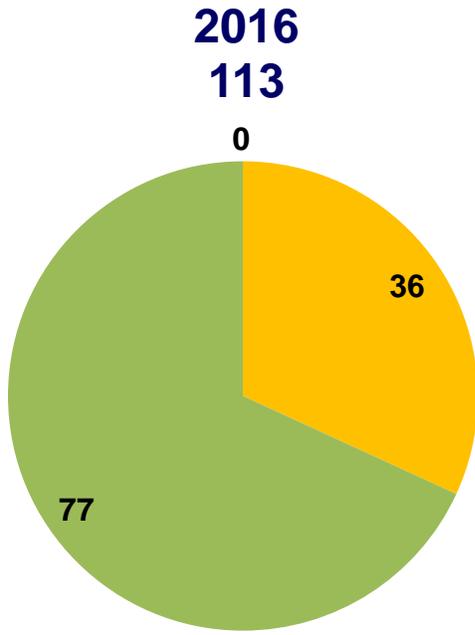
# YTD TIBRS - 2016 VS 2015

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>	<b>197</b>	<b>16</b>	<b>14</b>	<b>14</b>	<b>13</b>	<b>15</b>	<b>17</b>	<b>18</b>	<b>15</b>	<b>17</b>	<b>14</b>	<b>18</b>	<b>21</b>	<b>15</b>	<b>22</b>	<b>14</b>	<b>11</b>	<b>20</b>	<b>17</b>	<b>13</b>	<b>19</b>	<b>24</b>	<b>23</b>	<b>201</b>	<b>-1.99%</b>		
Murder	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	2	-50.00%	
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	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	1	2	-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	NC	
Sexual Assault w/Object	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 Fondling	3	2	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	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	NC	
Aggravated Assault	41	2	6	4	1	3	0	2	1	2	4	4	4	1	2	1	3	4	2	1	3	12	3	32	28.13%		
Simple Assault	125	11	5	8	10	9	15	12	9	12	8	10	13	12	16	9	6	15	13	7	9	13	10	16	131	-4.58%	
Intimidation	22	1	1	2	2	2	2	4	3	2	1	3	3	2	3	1	2	0	2	2	1	2	1	2	22	0.00%	
Stalking	1	0	0	0	0	0	0	0	1	1	1	0	0	0	0	0	0	0	0	1	0	0	0	1	3	-66.67%	
<b>Crimes Against Property</b>	<b>759</b>	<b>65</b>	<b>54</b>	<b>44</b>	<b>64</b>	<b>65</b>	<b>69</b>	<b>52</b>	<b>68</b>	<b>55</b>	<b>63</b>	<b>63</b>	<b>63</b>	<b>69</b>	<b>58</b>	<b>68</b>	<b>51</b>	<b>62</b>	<b>63</b>	<b>77</b>	<b>62</b>	<b>78</b>	<b>79</b>	<b>64</b>	<b>779</b>	<b>-2.57%</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	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	61	5	0	3	4	5	4	6	3	5	9	3	3	3	7	7	6	7	8	5	8	2	8	8	66	-7.58%	
Counterfeiting/Forgery	20	3	1	0	1	3	0	0	2	2	6	3	0	3	0	1	1	3	3	0	1	5	1	0	25	-20.00%	
Destruction/Damage/Vandalism	78	5	6	7	6	7	10	10	4	4	3	2	10	16	4	9	5	9	10	15	3	11	6	7	108	-27.78%	
Embezzlement	18	2	1	2	3	4	1	0	1	1	0	4	2	2	3	0	2	1	1	1	1	2	1	1	20	-10.00%	
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	0	0	0	NC
Fraud - False Pretenses	43	3	2	3	4	6	1	0	5	4	7	3	2	5	5	4	1	5	2	1	5	8	6	5	55	-21.82%	
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	1	5	20.00%	
Fraud - Impersonation	26	2	3	4	3	6	1	1	0	2	3	1	1	1	3	1	1	2	1	2	3	1	2	1	23	13.04%	
Fraud - Welfare	1	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 - 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	28	4	3	1	1	1	2	2	5	2	1	1	1	0	2	1	3	1	1	2	0	3	4	2	17	64.71%	
Robbery	8	0	1	0	0	0	1	1	0	3	1	3	1	1	1	2	1	4	0	2	1	0	1	0	20	-60.00%	
Stolen Property Offenses	13	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	0	3	0	2	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	261	21	22	11	27	17	31	14	19	20	14	19	26	13	14	24	15	13	18	22	22	23	32	21	227	14.98%	
Theft From Building	73	12	8	4	7	6	5	8	3	4	8	10	7	3	1	6	2	5	5	8	5	8	10	6	75	-2.67%	
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	61	2	3	4	4	2	7	5	8	4	6	4	2	15	8	6	10	7	5	9	4	6	2	4	70	-12.86%	
Theft of Motor Vehicle Parts	17	2	1	0	0	4	4	3	1	2	0	1	1	3	0	2	1	1	1	0	3	0	3	3	19	-10.53%	
Theft - All Other Larceny	41	1	2	0	4	4	1	2	6	1	3	3	5	4	9	3	2	3	5	7	2	9	1	5	43	-4.65%	
<b>Total Group A Offenses</b>	<b>956</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>97</b>	<b>103</b>	<b>87</b>	<b>980</b>	<b>-2.45%</b>		



# December TRAFFIC CRASHES

■ Fatal      ■ Injury      ■ Property Damage





**December COMPSTAT  
WEEKS 49 THRU 52**

	2016	2015	2016 YTD		2015 YTD		% change	2015 TOTAL
Murders	1	0	YTD	1	YTD	2	-50.00%	2
Rape	0	2	YTD	2	YTD	6	-66.67%	6
Robbery (Commercial)	1	0	YTD	3	YTD	12	-75.00%	12
Robbery (Street)	0	0	YTD	9	YTD	9	0.00%	9
Aggravated Assault	6	1	YTD	29	YTD	26	11.54%	26
Aggravated Assault - Dom Viol	3	2	YTD	14	YTD	12	16.67%	12
Burglary (Commercial)	3	1	YTD	23	YTD	22	4.55%	22
Burglary (Residential)	3	6	YTD	39	YTD	45	-13.33%	45
Auto Burglaries	4	6	YTD	61	YTD	74	-17.57%	74
Larceny	12	15	YTD	127	YTD	139	-8.63%	139
Shoplifting	31	23	YTD	259	YTD	233	11.16%	233
Motor Vehicle Theft	3	2	YTD	24	YTD	16	50.00%	16
<b>Total Offenses</b>	<b>67</b>	<b>58</b>	<b>TOTAL YTD</b>	<b>591</b>	<b>TOTAL YTD</b>	<b>596</b>	<b>-0.84%</b>	<b>596</b>



## Summary of Month's Activities – December 1 – December 31, 2016

### **Fire Operations**

The Department responded to 318 calls for service in the month of December.

### **Fire Administration**

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

December marked the 30<sup>th</sup> Anniversary of the Goodlettsville Firefighter's Children's Christmas party. This long running success story in Goodlettsville aided almost thirty local children in having a Merry Christmas that otherwise would likely not have had one. The citizens of Goodlettsville truly step up with generosity and kindness to make the event possible and our thanks go out to the Community at large for their support.

The Department said goodbye to a long-term employee and welcomed a new one in December. Firefighter Jason Davis accepted a position with Sumner County and a new member, Michael Fuqua began his career with Goodlettsville Fire. We sincerely hope that Jason and Michael both enjoy every success in their new roles.

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. We are nearing the benchmark of 100 smoke alarms installed with a little less than a year participating with the free install program thru the State Fire Marshall's Office.

## **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 ¼, 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 - 356***

Total Hours Training in 2016 – 7788.85 (this averages 260 hours of training per firefighter for the year)

***Public Education Hours - 27***

## DECEMBER MAINTENANCE

0 Scheduled Services

15 Repairs

### Special Projects

Radio Tower Generator – Water Pump went out- called company to replace and tested generator

### Outstanding Issues

Ordered Dodge 5500 – for new purchase rescue vehicle

### Cost Savings (repairs on vehicles and the maintenance of building done to cut cost)

11 Building Repairs

Called for service company to repair bay door / cable broke – door would not close

### Fire Special

Training hours- Weapons of Mass Destruction

Worked several hours this month riding as firefighter to fill in

Christmas Parade

Kid's Christmas

Aided the SCBA team with upgrades to MSA SCBA's



**Goodlettsville Fire Department  
Incident Report / Incident Totals**

Jurisdiction 19226                      December 1, 2016 thorough December 31, 2016  
(NFIRS Report)

**Total Calls**                                      **318**                                      (same month 2015 - 260)

(total calls for 2016 - 3515)    (total calls for 2015 - 2958)    yearly calls increased by 557

CATEGORY	TOTALS	CATEGORY	TOTALS
Structure Fires	0	Hazardous Calls	10
Vehicle Fires	0	Service Calls	16
Brush/Grass Fires	1	Good Intent Calls	19
Overpressure Rupture /Explosion No fire	0	Cover Assignment, Standby, Moveup	0
Refuse/Rubbish Fires	0	System Malfunction, Malicious False	2
Other Fires	8	Unintentional False	16
Special Incident Type	0	Other False	10
<b>Total Fires</b>	<b>9</b>	<b>Total False</b>	<b>28</b>

Rescue and EMS	236	Weather Related	0
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same time period in 2015 - 178

(Vehicle Accidents with Injuries 25 )

	2016	2015		
Mutual Aid Received	3	6	Incidents with Exposures	0
Mutual Aid Given	92	56		

Fire Service Injuries	0	<b>Fire Dollar Loss</b>	
Non-Fire Service Injury	0	Property	3,500.00
Fire Service Death	0	Contents	3,500.00
Non-Fire Service Death	0		7,000.00
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 – December 2016

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## **SOLID WASTE:**

- Convenience Center solid waste collected: 22 tons
- Solid waste tonnage collected: 370.53 tons
- Recycled materials collected: 39.01 tons
- PIT Construction & Debris: 90 cy
- Compactor: 3.06
- Bulk Item Pick Ups: 26
- Cart Repairs: 42
- New Cart Deliveries: 31
- Spoils: 182 CY

## **SEWER:**

- **MONTHLY EQUIPMENT AND DAILY PUMP STATION INSPECTION, MAINTENANCE AND REPAIRS**
- **MONTHLY BIOXIDE TANK FILLING**
- **TIVING OF LINE SEGMENTS**
- **DAILY PUMP STATION, SERVICE CONNECTION, AND MANHOLE INSPECTIONS**
- **CLEANED SEWER LINE SEGMENTS**
- **CLEANED WET WELL WALLS**
- **CONSTRUCTION AND NEW SEGMENT INSPECTIONS, MAINTENANCE AND REPAIRS**
- **SMOKE TESTED SEWER MAINS**
- **RAINFALL FOR MONTH: 6.74"**
- **WORKED 153 TN ONE CALLS**

**STREETS:**

- Conducted scheduled preventative maintenance on equipment
- Repaired various traffic signals and replaced road signs
- Conducted Brush pick-up throughout City
- Installed new culvert on Kimberly

**STORM WATER:**

Miles of Roadway Swept within City	99
Land Disturbance Permits Issued	0
Commercial Inspection Conducted for Construction Projects	10
Residential Inspection Conducted for Construction Site's	72
Active Construction Sites (Commercial)	10
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

**ATTENDED MEETINGS:**

- MTSG Monthly Meeting
- Chamber of Commerce Luncheon
- TCAPWA Meeting



## December 2016

### Projects - Administration

- Coordinated the City's Tree Lighting Event and Christmas Parade
- Coordinated Yulefest
- Finalized details related to a partnership with the Chick-fil-a Rivergate for events in 2017.
- Began working on improvements to the gift shop at Mansker's Station

### Projects – Parks and Recreation

- Completed fencing, setting light pole, and reroute of trail for Streambank Repair in Moss-Wright Park
- Pressure washed various sidewalks, tables, and equipment throughout park system
- Blew debris from trails, parking lots, and playgrounds
- Installed grate at Pleasant Green Pool pump house
- Repaired restroom drainage issues
- Installed new drywall in soccer facility meeting room
- Poured concrete pads for the install of benches in Moss-Wright Park
- Painted restrooms

### Facility and Rental Information

	Resident Usage/Rentals	Non-Resident Usage/Rentals	Attendance	Volunteer Hours
Community Center	607/5	431/3		
Goodlettsville Event Center	1	2		
Senior Adult Program			507	37
Shelters	0	0		
Fields	0	1		
Programs Requiring Registration			517	
Historic Mansker's Station				
Pleasant Green Pool	0	0		
Tennis Courts	0	0		

### Special Events

Special Event Applications Submitted:  
TSSA D2/D3 Soccer Tournament

Events conducted

- Christmas Tree Lighting (Friday December 2, 2016)
- Christmas Parade (Saturday December 3, 2016)

### Athletics

Current leagues operating in Goodlettsville parks  
Futsal

# **COMMUNITY DEVELOPMENT DEPARTMENT**

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

### **Monthly Management Report: December 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.

Worked with owners in regards to assisted living facility.

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.

#### **Meetings Attended**

Goodlettsville City Commission  
MTIDA

Goodlettsville Planning Commission  
Nashville 20/20 Partnership

## DECEMBER 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 complete 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 summer of 2017 with completion by the Spring of 2018.**

### 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. These projects will reduce maintenance and energy costs for the City's sewer collection department. **Status: The Wynridge Way sewer bypass is awarded with construction planned to begin in February 2107 to be completed by July 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 for the purpose of flood prevention. **Status: The first phase of the Gateway Neighborhood drainage improvements is underway. With completion scheduled for summer of 2017. 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 awaiting survey results for design. Construction for the replacement culverts is scheduled for completion by 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: Grant Funds through the Cumberland River Compact for future bank erosion repairs near the soccer fields 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](mailto:gedrington@goodlettsville.gov)

## **Planning and Development Services Department**

**December 2016**

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

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

- American Home Design- Conference Drive site development proposals
- Goodlettsville Cumberland Presbyterian Church- S. Main Street- discussion on site access design options with Main Street project
- Copper Creek Phase 1- Section- 2- Allen Road-review of completed site improvements with prospective property owner/developer
- Long Hollow Pike/Jackson Street Development- discussion on proposed development options due to floodplain issues.
- Dry Creek Multi-Family Development - Dry Creek/Alta Loma Drive- discussion on development options with owner/developer
- Goodlettsville Assisted Living Facility- Northcreek Boulevard- Public Works preconstruction meeting
- Goodlettsville Antique Mall- 213 N. Main Street- discussion on parking lot improvement options with Main Street project

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

- 320 Long Hollow Pike Taco Bell- final site improvement inspection
- 124 Glancy Street- Property maintenance complaints regarding residential tents
- Cobblestone Development- Alta Loma- discussion of sidewalk and building access requirements
- 235 New Brick Church- accessory building inspection

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

- Neighborhood Advisory Committee discussion on formation of program
- Long Hollow Woods Association- discussion on property maintenance issues
- Board of Zoning and Sign Appeals member training- review of Metro Zoning Appeals Board Meeting

#### **Meetings Attended:**

- Nashville Metropolitan Planning Organization (MPO) monthly meeting
- Nashville Metropolitan Planning Organization annual awards meeting
- Goodlettsville Regional Planning Commission
- Goodlettsville Zoning and Sign Appeals Board
- Goodlettsville City Commission Legislative Agenda Meeting

# Goodlettsville Codes Department Activity Report December 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	30 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	137 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	73 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	52 inspections
Signs Removed	Illegal signs removed from city limits	54 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	1
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	2 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	4 citations

**Goodlettsville Codes Department Building Report December 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>										
20160315	12/13/2016	865,000.00				3071 Patton Branch Rd.	Dennis Dean	62964	New Residential	Sumner
<b>Total</b>		<b>865,000.00</b>								
<u>New Commercial</u>										
<b>Total</b>		<b>0.00</b>								
<b><u>Additions &amp; Remodeling</u></b>										
20160306	12/02/2016	0.000	18.16	98		429 N Main St.	Time Machine	Owner	Fire/Life Safety	Davidson
20160310	12/08/2016	650,000.00	143J	1		460 Long Hollow Pk.	Publix	12103	Addition	Sumner
20160312	12/09/2016	91,000.00	19.14	10		314 Long Hollow Pk.	KFC	61703	Commercial Remodel	Davidson
20160314	12/09/2016	0.00	25.08	83		600 S. Main Street	Orbit Healthfood	Owner	Temp. Sign	Davidson
20160316	12/13/2016	6,000.00	143H	14		704 Loretta Drive	Dennis Erickson	47807	Deck	Sumner
20160317	12/19/2016	20,000.00	26.1	18		619 Wade Circle	Crown Industries	59029	Residential Remedel	Davidson
20160318	12/19/2016	500.00	25.8	54	D	601 S. Main Street	Family Hair Braiding	Owner	Sign	Davidson
20160320	12/19/2016	1,000.00	18.12	25		112 Mavella Ct.	Ta Tyven	Owner	Shed	Davidson
20160324	12/21/2016	110,000.00	19.13	74		300 Cartwright	Annette Wilson	Lamar Advert.	Sign	Davidson
20160325	12/21/2016	0.00	143N	13		506 Debra Drive	Terri Fricon	67686	Mechanical Changeou	Sumner
20160326	12/25/2016	18,000.00	143F	39		200 Abiding Place	Stillwell	52995	Patio Cover	Sumner
20160327	12/28/2016	100,000.00	143H	4	7	603 Clifton Drive	R. Deakins	52995	Residential Addition	Sumner
<b>Total</b>		<b>996,500.00</b>								

<b>Total New Residential</b>	865,000.00	<b>Single Family Dwellings</b>
<b>Total New Commercial</b>	0.00	Davidson 0
<b>Total Add/Remodels</b>	996,500.00	Sumner 1
<b>Total All Permits</b>	<b>1,861,500.00</b>	<b>Total 1</b>