



City Manager Report: January 2018

Distributed: February 15, 2018



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:

Snow covered City Hall and all of Goodlettsville in January.

Monthly Reports by Division

Message from the City Manager.....1

Management

- City Manager.....2-4
- Economic Development & Marketing.....5
- Tourism.....6

Finance & Administration Division

- Finance, HR.....7-9
- City Clerk.....10
- Municipal Court.....11

Public Safety

- Police.....12-19
- Fire.....20-23

Public Services

- Public Works.....24-26
- Parks & Recreation.....27

Community Development Services

- City Engineer.....28-30
- Planning & Development Services.....31
- Codes.....32-33



February 14, 2018

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 January, 2018 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: January, 2018

Legislative Accomplishments

- Board of Commissioners took action on the following ordinances:
 - Approved Ordinance 17-910, an ordinance to amend the fiscal year 2017-2018 budget.
 - Approved Ordinance 17-911, an ordinance to amend the City of Goodlettsville Municipal Code by creating a new Title 20 Chapter 4 titled Special Events.

- The Board of Commissioners also took action on the following resolutions:
 - Approved Resolution 18-778, a resolution ratifying membership and appointment to the Board of Zoning and Sign Appeals.
 - Approved Resolution 18-779, a resolution to declare certain property surplus to the needs of the City of Goodlettsville and calling for its disposal by online auction or any other reasonable manner.
 - Approved Resolution 18-780, a resolution establishing a special event permit application fee.
 - Acknowledged receipt of Report on Debt Obligation (Form CT-0253) as required by the State of Tennessee Comptroller's Office.

Legislative Matters Forthcoming

- Rezoning Ordinances.
- Forestry Grant.
- Right-of-way encroachment license.

Commissions and Boards

- **Planning Commission**
 - Elected Officers for 2018. Tony Espinosa will serve as Chair and Jim Galbreath as Vice Chairman.

- Approved a site plan for a 10, 010 sq. ft. office/professional building on 1.28 acres at Conference Drive and Windsor Green Court. Portion of property referenced as Davidson County Map/Parcel #02600010600 and is zoned GOPUD, General Office Planned Unit Development. Property Owner: Armed Services Mutual Benefits Association.
 - Approved recommendation to the Goodlettsville City Commission for rezoning from CPUD, Commercial Planned Unit Development to HDRPUD, High Density Residential Planned Unit Development and preliminary master plan approval for 130 apartment units on 8.90 acres on Northcreek Boulevard. Property is referenced as Davidson County Tax Map/Parcel #10914001800. Property Owner: J. Core Properties, LLC.
 - Approved a site plan approval for the Goodlettsville Peay Park splash pad facilities at 111 Memorial Drive. Property is referenced as Davidson County Tax Map/Parcel #02500005801 and is zoned as R-15, Medium Density Residential.
 - Deferred a variance request from the Subdivision Regulations Section 1-112.109 regarding the minimum width of an access easement to provide access for a proposed additional residential lot at 307 Alta Loma Drive. Property is referenced as Davidson County Tax Map/Parcel #03405000600 and is zoned R-25, Low Density Residential and contains 1.56 acres. Property Owner: Gary Barrington.
 - Discussed Statement of Interest forms with the Tennessee Ethics Commission and the future closing of K-Mart and current zoning options for future business for the location.
- **Board of Zoning Appeals**
 - Approved a zoning variance from the Goodlettsville Zoning Ordinance Section 14-208 (1) (g) regarding the minimum width of an access easement to provide access for a proposed additional residential lot at 307 Alta Loma Drive. Property is referenced as Davidson County Tax Map/Parcel #03405000600 and is zoned R-25, Low Density Residential and contains 1.56 acres.
 - Approved a conditional use request for a bed and breakfast homestay in an R-25, Low Density Residential Zoning District at 615 Angela Circle. Property is referenced as Sumner County Map/Parcel #143HD011.00 and contains 0.60 acres.
- **Beer Board**
 - Elected Officers for 2018. Harry Bell will serve as Chair and Henry Bolding as Vice Chairman.

- Deferred Long Hollow Winery's Special Venue on-site permit for one year of the application date. Long Hollow Winery, Inc. located at 665 Long Hollow Pike.
 - Fined Kabuto's for violations of underage drinking.
- **Industrial Development Board**
 - Industrial Development Board met during the month of January but no action items were considered.
- **Parks and Recreation Advisory Board**
 - The Parks Board discussed fitness equipment, 2016 LPRF Grant Update, Streambank Stabilization, Parks Master Plan, and screening on shelters.
- **Visitors and Tourism Board**
 - The Visitors Board met during the month of January but did not have a quorum so no action items were considered.

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.
- Neighborhood Enhancement Program.

Economic Development & Marketing Report: January 2018

Economic Development: Making Contacts, Business Recruitment & Expansion

- Worked through information requests regarding K-mart's closing announcement
- Met with entrepreneur interested in opening up a coffee shop
- Met with an insurance agent interested in locating in the City
- Met with a local business person interested in moving within the City
- Attended Leadership Goodlettsville session one
- Met with local business man and RiverGate Mall management
- Attended a lunch meeting with the Forward Sumner ECD group
- Participated in a webinar with the topic: "A City's Guide to 2018 Retail and Restaurant Real Estate Trends"
- Attended the Goodlettsville Chamber of Commerce Monthly Luncheon
- Attended the Main Street Project Public Meeting
- Attended the Forward Sumner Economic Partnership Annual Meeting

Marketing & PR, Admin

- Rolled out the 3rd installment of the "Our people. Serving our people." PR Campaign. January's video featured Jennifer Spillers.
- Created the City of Goodlettsville January newsletter for distribution in utility bills
- Trained with Tracie Matthews on Canva – Tracie will begin creating the city newsletters in February.

City Board Meetings Attended

- Planning and Zoning Board – January 8
- Industrial Development Board – January 9
- City Commission – January 11 and 25



Director of Tourism January 2018

- Attended PCMA Volunteer Training
- Sponsored and Volunteered PCMA Conference at Music City Center
- Attended ABA Marketplace 2018
- Hosted Leadership Goodlettsville at Visitor's Center
- Hosted Leadership Sumner Youth at Visitor's Center
- Attended Chamber Luncheon
- Assisted with new program development at Historic Mansker's Station
- Implemented new system for event registrations
- Attended Chamber Foundation Board meeting
- Attended Forward Sumner Economic Partnership Meeting
- Attended Main Street Project Public Meeting
- Assisted with Visit Goodlettsville e-newsletter and distribution
- Assisted with Gift Shop reorganization and stocking of new items
- Earned Platinum Ambassador Status for NCVC
- Marketing Activities:
 - Interview with Sumner AM/Tennessean
 - Added 14 events to the City Calendar on website
 - Added 14 events to Eventbrite
 - In process of developing new partner pages on TNVacation.com
 - In process of adding events to Now Playing Sumner and Now Playing Nashville
 - Prepared Press Release for American Girl Teas and Homeschool Program

*THANK YOU to the nearly 40 volunteers at Historic Mansker's Station for providing over 1,700 volunteer hours in 2017.

Nashville Area Sees Record 14.5 Million Visitors Last Year with 2018 Showing Signs of Strong Growth

The Nashville area saw a record **14.5 million** visitors in 2017, a **4.6 percent increase** from 2016's record 13.9 million visitors. The growth is attributed to an uptick in leisure travelers and a stronger than expected second half of the year, which included the solar eclipse in August, seven Garth Brooks concerts in December, and a fall calendar filled with weekend events, festivals, and football games. This year is showing signs of strong visitation and will likely top the 2017 figure. Already, more than a dozen outlets, including Condé Nast Traveler, National Geographic Traveller U.K., and TripAdvisor, have named Nashville a top place to go in 2018. Source: NCVC

Finance and Administration Monthly Report

January 2018

FINANCE

- Met with Pinal Patel, owner of Rest Haven hotel, regarding their occupancy tax audit
- Met with City Manager and Administrative staff regarding customer service objectives
- Met with Group Benefits regarding the upcoming health insurance renewal for the City
- Began work on the FY2019 Budget
- Conducted meetings with the City Manager, IT, and all department heads for the Mid-Year FY2018 Budget Review
- Met with Karen Stephens, Blankenship CPA's, to discuss the FY17 audit. The audit was presented to the BOC at the 01/25 meeting
- Met with City of Ridgetop management regarding Incode software

HUMAN RESOURCES

- January 9-11 completed W2s and ACA forms
- January 12 met with insurance broker
- January 19, Middle TN HR Meeting and Training
- January 30, MTAS assessment center in White House
- Hired: 3 Police Officers, 2 PT Recreation Services Assistants (RSA).
- Terms during the month: Joe Bardill retired.
- Worker's Compensation accidents in the month: 0
- Full-time employees: 135; Part-time employees: 36.
- Job opening: RSA at Community Center, Director of Planning and Community Development.

**City of Goodlettsville
Financial Summary
December 2017 (Unaudited)**

UNASSIGNED FUND BALANCE

Operating Fund	Current Month	Budget 06/30/2017	%
General Fund	3,459,052	2,090,841	165%
Sanitation	256,954	126,941	202%
Tourism	953,338	393,588	242%

CASH IN BANK

General Fund	5,569,373
Sanitation	155,700
Tourism	959,210
Sewer	11,833,680
Stormwater	1,115,168
Total Cash	19,633,131

SALES TAX COLLECTIONS

FY2017-2018 Month Received	Sumner Current Year	Sumner Prior Yr	Davidson Current Yr	Davidson Prior Year	Total Current Year	Total Prior Year
Aug	78,686	47,850	265,237	324,789	343,923	372,639
Sep	25,380	52,626	289,569	294,694	314,949	347,320
Oct	49,232	44,747	262,076	295,987	311,308	340,734
Nov	45,953	49,487	303,983	309,704	349,936	359,191
Dec	50,053	50,809	385,051	298,879	435,104	349,688
Jan	50,203	52,502	388,920	317,233	439,123	369,735
Feb						
Mar						
Apr						
May						
Jun						
Jul						
YTD	153,298	145,223	816,882	915,470	970,180	1,060,693

**City of Goodlettsville
Financial Summary
December 2017 (Unaudited)**

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	1,712,420	6,856,195	13,375,000	51.26%
General Fund	Expenditures	1,184,939	9,152,486	16,213,026	56.45%
Net Increase/Decrease		527,481	(2,296,291)	(2,838,026)	
Sanitation Fund	Revenues	89,914	557,155	1,029,000	54.15%
Sanitation Fund	Expenditures	80,541	420,261	1,004,232	41.85%
Net Increase/Decrease		9,373	136,894	24,768	
Tourism	Revenues	37,212	421,225	671,000	62.78%
Tourism	Expenditures	50,820	362,580	710,689	51.02%
Net Increase/Decrease		(13,608)	58,645	(39,689)	
Sewer	Revenues	442,767	2,970,596	5,691,000	52.20%
Sewer	Expenses	308,070	2,488,998	7,197,678	34.58%
Net Increase/Decrease		134,697	481,598	(1,506,678)	
Stormwater Utility	Revenues	79,956	489,990	931,500	52.60%
Stormwater Utility	Expenses	34,954	353,474	1,866,562	18.94%
Net Increase/Decrease		45,002	136,516	(935,062)	

OPERATIONS EXPENDITURE SUMMARY

<u>General Fund Operating Dept</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	<u>% of Budget</u>
General Government	145,340	1,233,161	2,031,363	61%
Planning and Codes	54,336	293,087	558,678	52%
Police	532,692	3,150,803	5,312,190	59%
Fire	200,019	1,320,667	2,233,277	59%
Hwys & Streets	95,540	1,219,628	2,840,441	43%
Parks/Recreation	135,808	1,147,390	1,971,332	58%
Miscellaneous	21,204	787,750	1,465,745	54%
Total General Fund Expenditures	1,184,939	9,152,486	16,413,026	56%



**JANUARY 2018
NEW BUSINESS LICENSES**

License Issue Date	Company Name	Description	Address	Contact Name	Contact Number
1.4.2018	RODRIGUEZ HARDWOOD FLOORING	HARDWOOD FLOORING	351 PLEASANT GREEN DRIVE GOODLETTSVILLE, TN 37072	ABEL BANDA RODRIGUEZ	615.584.4861
1.8.2018	LULU'S CAFÉ & DONUTS	RESTAURANT DONUTS & MEXICAN FOOD	215-B SOUTH MAIN STREET GOODLETTSVILLE, TN 37075	ANVAR JIMENEZ	615.7564867
1.8.2018	DISK GO JOE'S	RECORDS, JEWELRY, ART	211-A NORTH MAIN STREET GOODLETTSVILLE, TN 37072	JOE KOCH	585.764.6451
1.17.2018	CUBESMART 6826	SELF STORAGE	307 S. MAIN STREET GOODLETTSVILLE, TN 37072	CHELSEA WIENER	615.851.6007
1.24.2018	FRANKLIN PAINTING CO	SHOP-OFFICE	109-E EAST AVENUE GOODLETTSVILLE, TN 37072	BOB FRANKLIN	615.924.7304
1.29.2018	BOMBSHELL COLLECTION BY JAI	HAIR EXTENSION, WAIST BELT	1106 MEADOWCREEK CIRCLE GOODLETTSVILLE, TN 37072	JA QUESA HAYES-FINNEY	615.606.1578
1.29.2018	GOODLETTSVILLE HARDWARE CO. INC.	RETAIL HARDWARE	110 RIVERGATE PARKWAY GOODLETTSVILLE, TN 37072	THOMAS & RENEE GUTHRIE	615.859.6528
1.29.2018	TIMELESS PHOTOGRAPHY	PHOTOGRAPHY	869 SPRINGFIELD HIGHWAY GOODLETTSVILLE, TN 37072	MABEL VASALLO	615.689.0494
1.30.2018	NASHVILLE BLINDS & SHUTTERS LLC	SALES AND INSTALLATION OF WINDOW COVERINGS	303 SPACE PARK NORTH GOODLETTSVILLE, TN 37072	CHRISTOPHER POST	615.417.0667
1.31.2018	MAURER ENTERPRISE	INSTALLING SHUTTERS AND BLINDS	138 NORTH WYBRIDGE WAY GOODLETTSVILLE, TN 37072	DANIEL MAURER	615.481.8047

**JANUARY 2018
NEW BEER PERMITS**

License Issue Date	Company Name	Description	Address	Contact Name	Contact Number
01.23.2018	7-ELEVEN DBA: TIGER MARKET	GAS STATION/ CONVENIENCE STORE	243 LONG HOLLOW PIKE GOODLETTSVILLE, TN 37072	CONNIE SORIA	972.828.7011

MONTH OF JANUARY 2018

MONTHLY MANAGEMENT REPORT

COURT

NUMBER OF CITATIONS ISSUED IN JANUARY 2018 - **107**

NUMBER OF DEFENDANTS APPEARING IN COURT -

JANUARY 9	40	9:00	A.M.
JANUARY 9	24	1:00	P.M.
JANUARY 16	7	1:00	P.M.

TOTAL FOR MONTH 71

JANUARY 16 8 8:30 A.M.

CONTESTED COURT SESSION

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

CODES 2

MISDEMEANORS 0

NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL 34

EIGHT HOUR SCHOOL 1

Goodlettsville Police Department

Chief Goodwin's Monthly Report

January 2018

January 3rd Chief Goodwin participated in a panel at the Leadership Sumner Law Enforcement Day. January 10th Chief Goodwin was present for the Beer Board meeting. January 16th Chief Goodwin and Commander Driver participated in a conference call on the Microwave Connection for the radio system. January 17th Chief Goodwin attended the Drug Task Force meeting. January 20th Chief Goodwin was a judge for the Chili Cook-off at the GCPC. January 25th Chief Goodwin attended the Chamber luncheon. Also on the 25th Chief Goodwin and Commander Okert attended the Parks staff meeting. January 30th Chief Goodwin attended the Main Street Project - Notice of Highway Design and Information meeting at the Goodlettsville Event Center.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of January and 57.6 pounds of unwanted pharmaceuticals were deposited. Since its use 1415.6 pounds of unwanted pharmaceuticals have been deposited.

In review of the TIBRS data comparing January 2018 to January 2017 Crime Against Person decreased from 24 to 19 a 20.84% decrease, and Crime Against Property decreased from 70 to 65 a 7.15% decrease and overall we had decrease from 94 to 84 incidents. Our UCR total for the month was an 21.57% decrease from 51 to 40 incidents.

Our proactive efforts were good for the month of January. Our officers made 917 Traffic Stops and 10 Terry Stops. They made 110 Traffic Arrests and 6 DUI Arrests. From these Traffic Stops resulted 17 Felony charges, 137 Misdemeanor charges, and 18 warrants were served. They had 23 drug confiscations (15 from traffic stops). They issued 3 Misdemeanor Citations, made 40 Physical Arrests with 19 Misdemeanor charges and 7 Felony charges. They made 8 Juvenile Misdemeanor, 3 Juvenile Felony Arrests and issued 2 Juvenile Citations.

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 8 Warrant Service Attempt. They served 7 Felony Warrants and 16 Misdemeanor Warrants.

Our officers continue to check our apartments, neighborhoods, businesses and parks. They conducted 323 apartment checks, 460 checks of neighborhoods, 214 business checks and 305 park checks. They had 1042 Community Contacts. They issued 622 Park Smarts and found 1 Open Door.



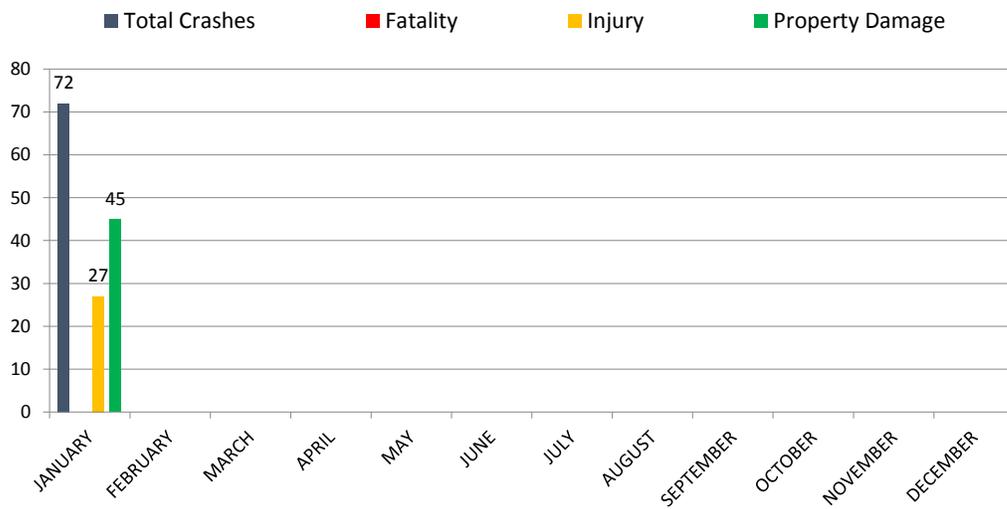
JANUARY TIBRS

TIBRS Group A Offenses

	2018 Offenses Reported	2017 Offenses Reported
Crimes Against Persons	19	24
Murder	0	0
Negligent Manslaughter	0	0
Kidnaping/Abduction	0	0
Forcible Rape	2	2
Forcible Sodomy	0	1
Sexual Assault W/Object	0	0
Forcible Fondling	0	2
Incest	0	0
Statutory Rape	0	0
Aggravated Assault	2	4
Simple Assault	13	13
Intimidation	2	2
Stalking	0	0
Crimes Against Property	65	70
Arson	0	0
Bribery	0	0
Burglary	5	6
Counterfeiting/Forgery	4	0
Destruction/Damage/ Vandalism	12	11
Embezzlement	1	2
Extortion/Blackmail	0	0
Fraud - False Pretenses	2	2
Fraud - Credit Card/ATM	1	0
Fraud - Impersonation	2	0
Fraud - Welfare	0	0
Fraud - Wire	1	0
Motor Vehicle Theft	2	7
Robbery	3	1
Stolen Property Offenses	0	1
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	13	20
Theft From Building	7	3
Theft From Coin Machine	0	0
Theft From Motor Vehicle	8	9
Theft of Motor Vehicle Parts	2	5
Theft - All Other Larceny	2	3
Total Group A Offenses	84	94

TIBRS Group A Offenses	2018	JAN 2018	JAN 2017	FEB 2018	FEB 2017	MAR 2018	MAR 2017	APR 2018	APR 2017	MAY 2018	MAY 2017	JUN 2018	JUN 2017	JUL 2018	JUL 2017	AUG 2018	AUG 2017	SEP 2018	SEP 2017	OCT 2018	OCT 2017	NOV 2018	NOV 2017	DEC 2018	DEC 2017	2017 Offenses TOTAL	% CHANGE	
Crimes Against Persons	19	19	24	0	19	0	17	0	21	0	27	0	25	0	13	0	23	0	20	0	17	0	23	0	0	0	229	-91.70%
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	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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	0	0	0	0
Forcible Rape	2	2	2	2	2	1	0	0	0	0	0	1	0	0	0	2	0	0	1	0	0	0	2	0	0	0	5	-100.00%
Forcible Sodomy	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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	0	0	0	0
Forcible Fondling	0	0	2	0	0	1	0	1	0	1	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	2	2	4	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	2	-100.00%
Simple Assault	13	13	13	0	12	11	3	14	4	3	21	10	9	9	9	17	3	13	3	13	10	5	4	4	0	144	-90.97%	
Intimidation	2	2	2	0	0	0	0	1	1	0	2	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	22	-90.91%
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Crimes Against Property	65	65	70	0	63	0	77	0	77	0	69	0	81	0	70	0	88	0	75	0	92	0	63	0	0	0	825	-92.12%
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bribery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	5	5	6	0	3	5	5	5	5	5	5	11	11	5	5	14	5	5	5	5	7	7	7	7	0	73	-93.15%	
Counterfeiting/Forgery	4	4	0	0	4	0	0	9	5	4	4	3	3	6	3	2	6	6	6	6	7	6	6	6	0	44	-90.91%	
Destruction/Damage/Vandalism	12	12	11	0	9	10	10	8	8	9	9	14	14	9	9	5	5	10	10	6	6	6	6	6	0	97	-87.63%	
Embezzlement	1	1	2	0	2	0	3	2	2	3	3	1	1	2	2	5	5	0	2	2	0	0	1	1	0	23	-95.65%	
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	1	1	-100.00%
Fraud - False Pretenses	2	2	2	0	5	4	4	6	6	2	2	1	1	6	6	5	5	7	7	0	8	4	4	4	0	50	-96.00%	
Fraud - Credit Card/ATM	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	2	0	1	0	0	3	3	-66.67%
Fraud - Impersonation	2	2	0	0	3	5	5	1	1	1	1	3	3	0	3	3	3	0	0	0	3	1	1	0	0	23	-91.30%	
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	0	0	0	0	0
Fraud - Wire	1	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	0
Motor Vehicle Theft	2	2	7	0	1	4	4	4	4	1	4	2	2	2	2	2	2	2	3	3	3	3	2	2	0	31	-93.55%	
Robbery	3	3	1	0	3	0	0	1	1	4	4	0	0	0	0	2	2	2	2	2	3	3	1	1	0	18	-83.33%	
Stolen Property Offenses	0	0	1	0	0	0	0	1	1	1	1	2	2	0	0	0	0	0	0	0	1	1	0	0	0	13	-100.00%	
Theft - Pocket-picking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Theft - Purse Snatching	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Theft - Shoplifting	13	13	20	0	19	20	20	0	23	1	22	23	23	0	0	0	24	0	0	0	22	0	1	18	0	223	-94.17%	
Theft From Building	7	7	3	0	5	10	10	7	7	5	5	8	8	5	5	4	4	4	4	4	7	7	2	2	0	60	-88.33%	
Theft From Coin Machine	0	0	0	0	0	1	1	0	0	0	0	3	3	0	0	1	1	0	0	0	0	0	0	0	0	5	5	-100.00%
Theft From Motor Vehicle	8	8	9	0	5	7	7	6	6	8	8	8	8	2	2	9	9	13	13	12	12	6	3	8	0	93	-91.40%	
Theft of Motor Vehicle Parts	2	2	5	0	1	3	3	0	0	2	2	2	2	0	0	3	3	1	1	6	5	1	3	0	28	28	-92.86%	
Theft - All Other Larceny	2	2	3	0	3	4	4	4	4	0	0	0	0	0	0	6	6	4	4	5	5	1	1	0	0	37	37	-94.59%
Total Group A Offenses	84	84	94	0	82	0	94	0	98	0	96	0	106	0	83	0	111	0	95	0	109	0	86	0	0	1054	-92.03%	

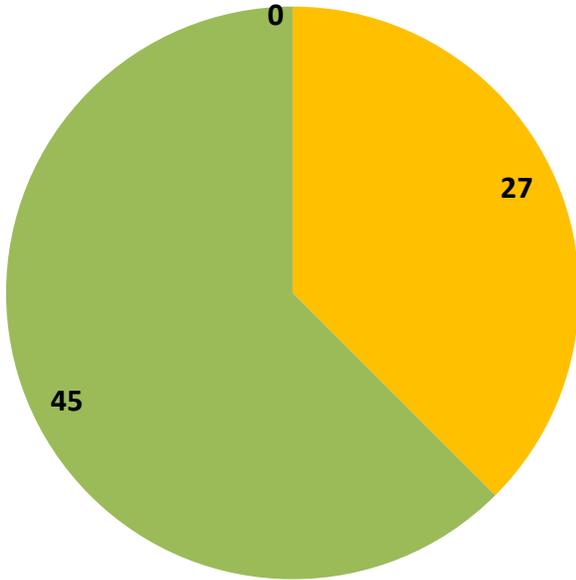
2018 YTD TITAN CRASH REPORTS



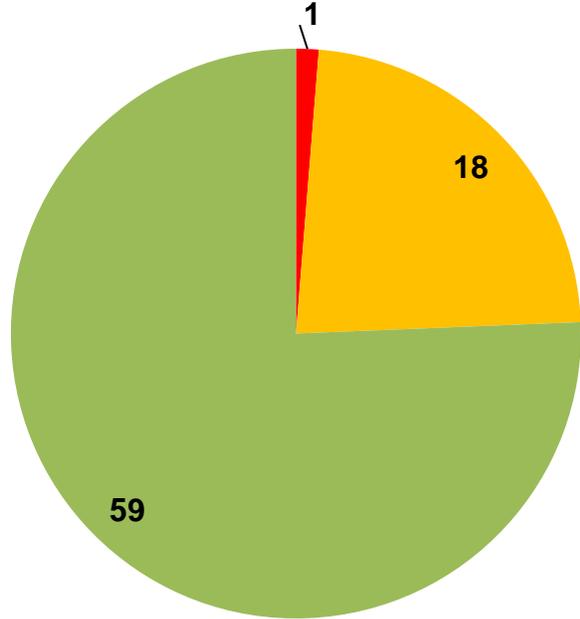
JANUARY TRAFFIC CRASHES

■ Fatal ■ Injury ■ Property Damage

2018
72



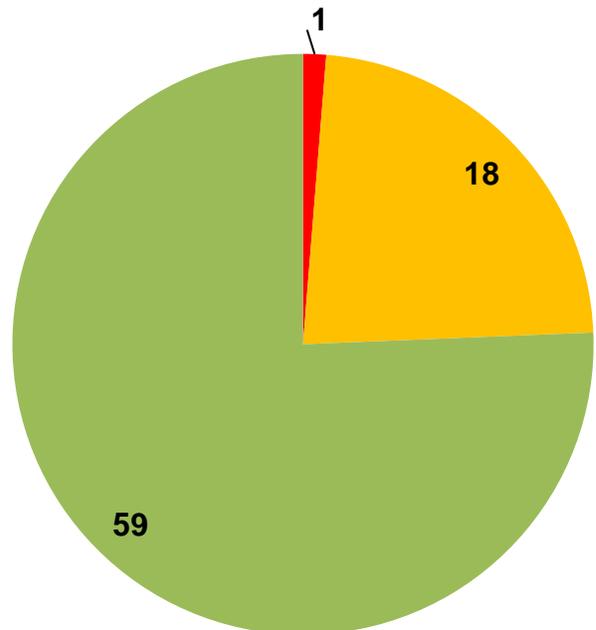
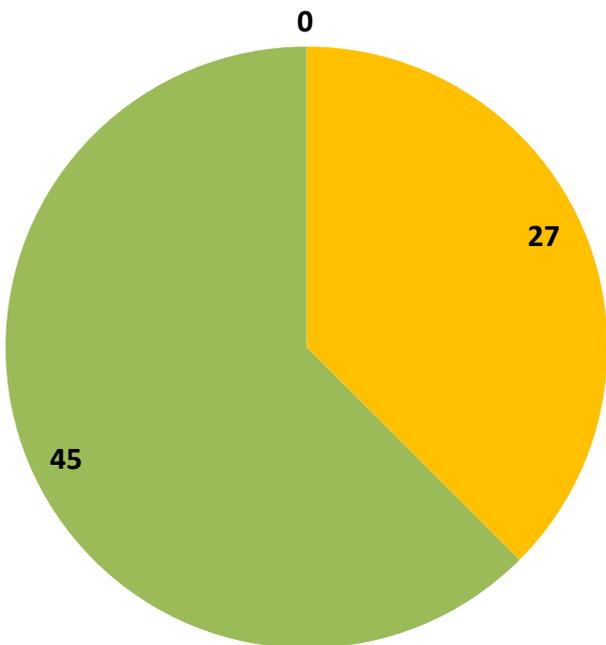
2017
78



2018
72

YEAR TO DATE

2017
78



Goodlettsville Police Department
JANAURY 2018 COMPSTAT

	WEEK 1	WEEK 2	WEEK 3	WEEK 4		TOTAL	2018 YTD		2017 YTD		% change	2017 TOTAL
Murders	0	0	0	0		0	YTD	0	YTD	0	NC	0
Rape	0	0	0	1		1	YTD	1	YTD	2	-50.00%	10
Robbery (Commercial)	0	0	0	0		0	YTD	0	YTD	0	NC	7
Robbery (Street)	0	0	0	0		0	YTD	0	YTD	1	-100.00%	18
Aggravated Assault	1	0	0	1		2	YTD	2	YTD	2	0.00%	25
Aggravated Assault - Dom Viol	0	0	0	0		0	YTD	0	YTD	2	-100.00%	15
Burglary (Commercial)	2	1	0	1		4	YTD	4	YTD	0	NC	33
Burglary (Residential)	0	2	0	0		2	YTD	2	YTD	4	-50.00%	47
Auto Burglaries	1	0	0	6		7	YTD	7	YTD	10	-30.00%	98
Larceny	1	2	1	5		9	YTD	9	YTD	8	12.50%	132
Shoplifting	1	2	9	1		13	YTD	13	YTD	16	-18.75%	244
Motor Vehicle Theft	0	0	2	0		2	YTD	2	YTD	6	-66.67%	32
Total Offenses	6	7	12	15	0	40	YTD TOTAL	40	YTD TOTAL	51	-21.57%	661



JANUARY COMPSTAT
WEEKS 1 THRU 4

	2018	2017	2018 YTD		2017 YTD		% change	2017 TOTAL
Murders	0	0	YTD	0	YTD	0	NC	0
Rape	1	2	YTD	1	YTD	2	-50.00%	10
Robbery (Commercial)	0	0	YTD	0	YTD	0	NC	7
Robbery (Street)	0	1	YTD	0	YTD	1	-100.00%	18
Aggravated Assault	2	2	YTD	2	YTD	2	0.00%	25
Aggravated Assault - Dom Viol	0	2	YTD	0	YTD	2	-100.00%	15
Burglary (Commercial)	4	0	YTD	4	YTD	0	NC	33
Burglary (Residential)	2	4	YTD	2	YTD	4	-50.00%	47
Auto Burglaries	7	10	YTD	7	YTD	10	-30.00%	98
Larceny	9	8	YTD	9	YTD	8	12.50%	132
Shoplifting	13	16	YTD	13	YTD	16	-18.75%	244
Motor Vehicle Theft	2	6	YTD	2	YTD	6	-66.67%	32
Total Offenses	40	51	TOTAL YTD	40	TOTAL YTD	51	-21.57%	661



Summary of Month's Activities – January 1 – January 31, 2018

Fire Operations

The Department responded 311 calls for service in the month of January.

Fire Administration

Chief's Month:

January was a momentous month for the Fire Department. The retirement of 30-year Captain Ricky West is a relatively rare change for the members and we had a magnificent turnout over a week's time frame to celebrate and say a very fond farewell to Captain West.

New Firefighter Josh Wright began his career with GFD on the same day Ricky retired and we ask that all join with us welcoming Josh to the department. He comes to us from long experience working full time for Robertson County EMS and has served here in a part time status for about a year.

The Department is working towards an orderly and objective promotional testing process to fill the Captain's vacancy.

Chiefs Reeves and Becknal assisted Hendersonville Fire with their Captain's promotional process and we expect they will in turn help us by providing experienced and objective evaluators for parts of our Captain and Lieutenant's promotional process.

Other regional meetings that occurred were, Chief Reeves serving as current Middle TN Fire Chief's Association President and hosted a quarterly meeting along with a Regional Incident Management Team meeting. He and Chief Becknal also met with the Mt. Juliet Chief to coordinate Mutual Aid on a regional basis as well as meeting with the Sumner County Emergency Communications Center.

Chief Reeves is working once a month with the current Leadership Goodlettsville class in a logistical support role and rolled out a new project to the Parks Board where the Kids Christmas Charity will begin raising money toward an All Accessible Playground project to be built at Peay Park.

Mid-Year Budget reviews occurred with the City Manager and one Firefighter got his initial training for much needed Fire Investigator certification.

Special Note: Sadly, Tennessee Fire fatalities in January 2018 were extremely HIGH. There were 15 fatalities in the month and that horrible number is the third worst month in the State's history.

PLEASE

PLEASE

PLEASE

Remove all sources of fire from the reach of children. Cigarette lighters being accessible is simply inexcusable and should never happen.

Sleep with bedroom doors closed to buy you precious seconds to wake up and begin your escape without the debilitating effects of toxic smoke or worse, not waking up at all.

Allow the Goodlettsville Fire Department to visit your home and install as many free 10-year smoke alarms as your home needs to be safe. Did I mention that they are free? Call 615-851-2245 to schedule a visit.

16 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 Cumulative Hours Training This Month - 141.50

Public Education Hours - 15

JANUARY MAINTENANCE

1 Scheduled Services

16 Repairs

Special Projects

Looking at figures for Budget items

Outstanding Issues

Cost Savings

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

7 Building Repairs

Back Bay Door- Ordered Just waiting on the door to come in

Fire Special

Training hours- Target Safety, Car Seat Renewal CEU's

Rode on Engine a few days to fill in

Aided Chief at the Training Tower a few days

Working with Public Works to mark hard to see hydrants



**Goodlettsville Fire Department
2018 Incident Report / Incident Totals**

Jurisdiction 19226		January 1 thru January 31 2018		
		(NFIRS Report)		
Total Calls	311	(same month last year 278)		
CATEGORY	TOTALS	CATEGORY	TOTALS	
Structure Fires	0	Hazardous Calls	11	
Vehicle Fires	2	Service Calls	26	
Brush/Grass Fires	0	Good Intent Calls	24	
Overpressure Rupture /Explosion	No fire 3	Cover Assignment, Standby, Moveup	0	
Refuse/Rubbish Fires	0	System Malfunction, Malicious False	0	
Other Fires	2	Unintentional False	6	
		Other False	19	
Total Fires	7	Total False	25	
Rescue and EMS	218	Weather Related	0	
(Vehicle Accidents with Injuries 12)		(Rescue and EMS same month last year 194)		
		(last year)		
Mutual Aid Received	4	5	Incidents with Exposures	0
Mutual Aid Given	77	91		
		(same month last yr. - loss was \$00.00)		
Fire Service Injuries	0	Fire Dollar Loss		
Non-Fire Service Injury	0		Property	0.00
Fire Service Death	0		Contents	0.00
Non-Fire Service Death	0		Other	0.00
Fire Civilian Injuries	0	Non-Fire Dollar Loss		0.00
Non-Fire Civilian Injuries	0		Property	0.00
Fire Civilian Deaths	0		Contents	0.00
Non-Fire Civilian Deaths	0		Other	0.00
			Vehicle Property Loss	0.00
			Vehicle Content Loss	0.00
			Total Loss	0.00

Public Works Report – January, 2018

SOLID WASTE:

- Convenience Center solid waste collected: 3.25 tons
- Solid waste tonnage collected: 361.47 tons
- Recycled materials collected: 30.8 tons
- PIT Construction & Debris: 150 cy
- Compactor: 19.52
- Metals: 6.73 tons
- Bulk Item Pick Ups: 8
- Cart Repairs/Replace: 63
- New Residents: 27

SEWER:

- MONTHLY EQUIPMENT AND DAILY PUMP STATION INSPECTION, MAINTENANCE AND REPAIRS
- MONTHLY BIOXIDE TANK FILLING
- TVING 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
- REHAB WORK IN MASON LANE AREA
- RAINFALL FOR MONTH: 2.87"
- WORKED 259 TN ONE CALLS
- SMOKE TESTED LINES IN AREAS OF THE CITY

TRAINING:

- CONFINED SPACE, LOCK OUT TAG OUT, ELECTRICAL SAFETY, CUES CCTV OPERATION, FALL PROTECTION, SAFETY AND THE WORK PLACE, AND REFRESHER COURSE ON DAY TO DAY OPERATIONS.

STREETS:

- Conducted scheduled preventative maintenance on equipment
- Repaired various traffic signals and replaced road signs
- Conducted Brush pick-up throughout City
- Conducted R.O.W. mowing
- Culvert Extension on Monticello Ave.

STORM WATER:

Commercial Inspection Conducted for Construction Projects	48
Residential Inspection Conducted for Construction Site's	56
Active Construction Sites (Commercial)	12
Active New Residential Home Sites	28
Land Disturbance Permits issued	2
Sweeping Miles	273
Used Oil Gallons	1.25
Bags of Litter Picked Up	50

- WKU continues in monitoring project (MS4 permit requirement)
- Conducted Goodlettsville Stormwater Community Advisory meeting

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
- Various meetings with residents and business owners
- Worked on calls from developers on policies, procedures, and ordinances related to land development, stormwater, and sewer.
- Conducted Monthly Safety meeting
- Participated in Planning Commission, Board work sessions and Board of Commission meetings

ATTENDED MEETINGS:

- MTSG Monthly Meeting
- Planning Commission
- Board of commission work sessions and meeting



January 2018

Administration

- Continued work on LPRF Grant – Splash Pad, Splash Pad design was sent to State of TN for approval. Once approved, equipment will ship, and install begin. Bid docs for restroom renovation still being put together. Those will be submitted to State and once approved, procurement process will begin.
- Streambank Stabilization project communication with KCI and Cumberland River Compact. Project will be complete in February.
- Finalized details and ordered fitness equipment for Moss-Wright Park. Equipment was ordered with a tentatively scheduled March install date.

Projects – Parks and Recreation

- Painted park entrance signs at Moss-Wright Park and Visitor’s Center, as well as continued painting at Community Center
- Had companies look at roofing at various park structures and Event Center
- Unclogged drain lines at both trail head and maintenance shop
- Coordinated some stormwater projects with Public Works and installed head walls and extended drainage pipes near the soccer fields
- Prepared concession stands for use by painting, cleaning, replacing cabinetry
- Serviced equipment – Ford tractors, reel mowers, gators and field drag
- Repaired gates at the dog park and prepared for entrance lighting, to be completed in February

Facility and Rental Information

	Resident Rentals	Non-Resident Rentals	Attendance	Volunteer Hours
Community Center	8	6	2902	
Goodlettsville Event Center	1	11		
Shelters				
Fields				
Senior Adult Program			660	14

Athletics

Current leagues operating in Goodlettsville parks: U14 Futsal

of games:

11 Games- U14 Futsal

Special Events

None

JANUARY 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 six hundred 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 has purchased the equipment and the installation design is proceeding. Construction is expected to begin in March of 2018 with the expected 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: Clearance letter from local programs has been received to begin the right of way phase of work. In this phase easements and their appraised values will be prepared for acquisition. Utility relocation coordination has begun. A public input meeting on the project was held with comments taken for design consideration. Construction is expected to be complete in the spring of 2020.**

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, North Creek Circle and Windsor Green Boulevard. These projects will seek to link residential areas with commercial and recreational areas and provide connectivity 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 has been resubmitted for funding. The decision on this grant funding is due in summer 2018. A new grant application for a sidewalk on Loretta Drive has been submitted. The decision for this grant funding is due in spring of 2018. Budgeting and preliminary design are ongoing on other projects as well. The 2017-18 budget has \$750,000 for sidewalk construction that will be a part of the five year Capital Improvements Plan.**

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: Final design of the project is complete and has been submitted to TDOT for approval. Construction is expected to begin in spring of 2018 with completion by the spring of 2019.**

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 Madison Creek sewer bypass has been rebid and is awaiting award. Construction is due to begin in March with completion scheduled for July of 2018.**

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: Final design is complete and has been submitted to TDOT for approval. Equipment procurement is awaiting TDOT approval. Construction is expected to begin in the spring of 2018 with completion by the beginning of 2019.**

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: Design on the second phase of the Gateway Neighborhood drainage improvements is pending. A feasibility study for storm water detention in the area of Old Two Mile Pike and negotiations for drainage easements are in process. Two other culvert replacement projects on Bluebird Drive and Wren Road are also currently in the design phase. Construction for the replacement culverts is scheduled for completion in the 2017-18 fiscal year.**

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: Bank stabilization is complete by the soccer fields in Moss Wright Park additional emergency bank stabilization is underway in January.**

Mansker Creek Greenway

The addition of a 2 million dollar, 50 percent grant funded half mile of trails has been laid out to connect the Windsor Green Neighborhood and Conference Drive with Moss Wright and North Creek Parks. The route will follow the banks of Mansker Creek providing a trail system to enhance Goodlettsville's already extensive outdoor walking experience. **Status: Preliminary design is complete and the project is currently in the land acquisition phase. Construction is scheduled to begin in 2019 with construction completion by the summer of 2020.**

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

January 2018

Summary of Month Activities:

Site Development Meetings Attended:

- Copper Creek Multiple Sections- Meritage Homes- discussion on landscaping and bonding
- Wade Circle drainage and easement issue
- Truevine Master Plan- Truevine Way - subdivision plat recording four (4) residential lots
- Graves Property- Long Hollow Pike –subdivision plat recording-two (2) commercial lots
- Copper Creek 1-2- preconstruction meeting

Building and Site Inspections Completed:

- Candlewood Hotel- Conference Drive- sidewalk and ramps review
- Sumner County Winery- Long Hollow Pike- kitchen remodel proposal
- 112 and 114 Connell Street- zoning ordinance violations

Administration Meetings Attended:

- Staff mid-year department budget meeting

Organizational Meetings Attended:

- Goodlettsville Regional Planning Commission
- MPO Technical Coordinating Committee Transportation performance measures
- Goodlettsville Beer Board
- Sumner County Planners association quarterly meeting
- Goodlettsville Neighborhood advisory quarterly meeting
- Middle Tennessee Codes Association monthly training session- engineered wood products

Goodlettsville Codes Department Building Report January 2018

<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/Name</u>	<u>Type Str</u>	<u>County</u>
New Residential										
20180011	1/29/2018	312,518.00	143 DC		204	588 Fall Creek Circle	Meritage	58003/Meritage	New Residential	Sumner
20180012	1/29/2018	347,500.00	143 DC		155	597 Fall Creek Circle	Meritage	58003/Meritage	New Residential	Sumner
Total		660,018.00								

New Commercial

N/A

Total 0.00

Additions & Remodeling

20170379	1/2/2018	1,000.00	34.01	27		201 Bluebird Drive	Rivergate Dermatology	Premier Signs	Sign Changeout	Davidson
20170380	1/2/2018	319,000.00	34.02	64		910 Rivergate Pkwy.	NAPA Auto/L.Watkins	10495/Shaub Construct.	Commercial Remodel	Davidson
20170381	1/5/2018	108,000.00	143K	1	1	149 Bella Vista Drive	Donna Carver	36372/Pool Art	Inground Pool	Sumner
20180001	1/9/2018	14,121.00	143F	22	Unit A	174 Tara Lane	Jennings	27884/American Home Des.	Sunroom	Sumner
20180003	1/17/2018	10,000.00	26.00	104		900 Conference Drive	Planet Fitness	Boom Sign	Sign	Davidson
20180004	1/17/2018	1,000.00	25.04	99	B	215 S. Main Street	Nuvo Donuts	Owner/First Holding LLC	Addition of Cooking Hood	Davidson
20180005	1/18/2018	1,000.00	26.09	39		456 Moss Trail	Crown Castle	Owner/Cell tower	Cell tower upgrade	Davidson
20180009	1/22/2018	75,000.00	140	108.03		1173 Madison Creek	Hillary Vance	Homeowner	Residential Remodel	Sumner
20180015	1/29/2018	7,500.00	140.00	97		3058 Patton Branch Rd.	Bryan Jones	Homeowner	Residential Remodel	Sumner
20180016	1/29/2018	52,000.00	25.03	15		517 Moncrief Ave.	Craig Hufflitz	Homeowner	Residential Remodel	Davidson

Total 588,621.00

Total New Residential 660,018.00
 Total New Commercial 0.00
 Total Add/Remodels 588,621.00

Total All Permits 1,248,639.00

Single Family Dwellings

Davidson 0
 Sumner 2

TOTAL 2

Goodlettsville Codes Department Activity Report January 2018

DEPARTMENT OF 5 EMPLOYEES:

Addam McCormick-Director of Planning and Development Services
 Larry DiOrio- Building Official/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 to 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 Sa	30 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	2 inspection
Fire Investigations	Duties of Fire Marshal involving fires in the city limits	1 investigation
Building Inspections	Building Related	106 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	45 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	48 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	8 hours
Storm Water Training	EPSC training and certification	0 hours
Fire Inspection Training	L. DiOrio and M. Bauer required training on Fire Code (Arson Training)	6 hours
Property Maint. Liens	Unpaid property maint.issues including grass cutting, demo of unsafe structures, etc.	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
Issuing of Addresses	Assisting Metro/Davidson County 911 with assigning addresses for the city	3 addresses
Plan Reviews	In-house plan review by M. Bauer/Assisted also with outsourced plan reviews	5 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 citation
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	daily