



## ***City Manager Report: April 2019***

***Distributed: May 15, 2019***



### ***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 Pictures:***

As part of the Arbor Day Celebration at Peay Park, flowers were planted at the future home of Rachel's Garden. Rachel's Garden will be an all-inclusive playground named after Rachel West (pictured above), daughter of Retired Captain Ricky West of the Goodlettsville Fire Department.

## Monthly Reports by Division

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May 15, 2019

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 April, 2019 City Manager's Monthly Report. I hope that you continue to stay informed on City issues and progress.

Please feel free to contact me with any questions, comments and/or suggestions regarding this report.

Sincerely,

Tim Ellis, City Manager

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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: April, 2019

### Legislative Accomplishments

- **Board of Commissioners took action on the following ordinances:**
  - Approved on second reading, Ordinance 19-934, an ordinance amending the City of Goodlettsville Municipal Code Title 20, by creating a new Chapter 4, entitled Hotel Motel Operation Regulations.
  - Approved on second reading, Ordinance 19-935, an ordinance amending the City of Goodlettsville Municipal Code Title 13, Chapter 3, Section 311 by creating a subsection 1 in regards to landscaping and vehicular sight distance.
  - Approved on second reading, Ordinance 19-936, an ordinance amending the City of Goodlettsville Municipal Code Title 11, Chapter 7, Section 706 by deleting Section 706 in its entirety, as it relates to hotel registrations.
  - Approved on first reading, Ordinance 19-937, an ordinance to amend the official zoning map of the City of Goodlettsville, Tennessee adopted per Ordinance 15-851 by rezoning property located at 466 Moncrief Avenue from Agricultural (A) to Medium Density Residential Zoning District (MDR-PUD), containing approximately 60.95 acres. Property identified as Parcel ID Nos. 02500005500, 02500005600 & 02500013500
  
- **The Board of Commissioners also took action on the following resolutions:**
  - Approved Resolution 19-846, 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.
  - Approved Resolution 19-847, a resolution authorizing the City of Goodlettsville to participate in the Public Entity Partners “Safety Partners” Matching Grant Program.
  - Approved Resolution 19-848, a resolution to approve a contract between the City of Goodlettsville, Tennessee and the Tennessee Department of Transportation for the maintenance of certain State of Tennessee Right-of-Way.
  - Approved Resolution 19-849, a resolution proclaiming April 26, 2019 as Arbor Day in the City of Goodlettsville.
  - Approved Resolution 19-850, a resolution declaring certain property surplus to the needs fo

the City of Goodlettsville and calling for its disposal by online auction or any other reasonable manner.

### **Legislative Matters Forthcoming**

- Rezoning.
- FY 2020 Budget Ordinance.
- Historic Preservation Board appointments.

### **Commissions and Boards**

- **Planning Commission**

- Approved Zoning Map Amendment request to designate approximately 60.95-acres as Medium-Density Residential Zoning District (MDR-PUD) from an Agricultural (A) Zoning District as submitted by Fulmer Engineering. Property identified as Parcel ID Nos. 02500005500, 02500005600 & 025000013500 (466 Moncrief Avenue). Owner, Dania McVicker, and Applicant, Armistead Arnold Pollard Real Estate Services, LLC.
- Discussed upcoming Planning training, the City's Medium Density ordinance, and representation for agenda items.

- **Board of Zoning Appeals**

- Approved a variance request from the Goodlettsville Design Review Guidelines Section III. Design Guidelines Criteria; subsection 3.5 Architecture; 5. Colors and Materials; regarding the minimum percentage of natural materials and common color palette for multiple buildings. This parcel is located at 701 Emily Drive and is within a R-25 residential zoning district. Property is referenced as Sumner County Parcel ID No. 143B B 025.00 000, containing less than one (1) acre.

- **Beer Board**

- Approved on premises beer permit for Fuji Steakhouse Inc. located at 801 Rivergate Parkway.
- Approved a special event beer permit for JPZ, LLC DBA: Silverado's Sports Bar and Grill located at 709 Rivergate Parkway, Suite A.
- Approved on premises beer permit for Pinnacle Conference Drive LLC DBA: Hampton Inn and Suites Nashville/Goodlettsville located at 860 Conference Drive.
- Approved on premises beer permit for BeemPizza, LLC DBA: Long Hollow Pizza and Pub located at 900 Conference Drive, Suite 7B.

- **Industrial Development Board**
  - The Industrial Development Board did not meet during the month of April.
- **Parks and Recreation Advisory Board**
  - The Parks and Recreation Advisory Board did not meet during the month of April.
- **Visitors and Tourism Board**
  - The Visitors and Tourism Board did not meet during the month of April.

### **Ongoing Work**

- Overall Capital Improvements Program.
- Traffic congestion mitigation (Long Hollow and Conference).
- Economic Development Projects.
- Conference Drive Enhancements.
- Roadway lighting improvements.
- Main Street Streetscape Project.
- CSX/ North Main Street congestion mitigation.
- Peay Park redevelopment conceptual plan.
- Main Street Stakeholders Organization.
- Streambank stabilization of Manskers and Madison Creeks Phase II.
- City-wide Beautification.
- CMAQ Projects.
- Neighborhood Enhancement Program.
- Transportation Alternative Program grant.



## Economic Development Report: April 2019

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- Participated in forum to discuss economic development opportunities in Sumner County, as part of the Tennessee Dept. of ECD's ThreeStar Program. Community leaders identified assets that can help to grow jobs and encourage investment in our community.
- Attended the final session of the TVA Rural Leadership Institute, and graduated the program.
- Participated in the Nashville Chamber's P2020 Regional Partners meeting where we reviewed State incentives for ECD projects.
- Attended the TVA Economic Development Forum – two-day conference.
- Conducted existing industry visits, along with Marilee Tice, Goodlettsville Chamber of Commerce President and CEO. We personally visited with 21 industries/businesses to build awareness and encourage participation in a wage and benefits study through the Middle TN Industrial Development Association, the Nashville Chamber and others, and compiled by MTSU for confidentiality purposes.
- Worked with a realtor on site selection for a relocation project
- Met with a developer and ECD specialist – discussed development options for a particular site
- Met with newly relocated business to discuss next steps
- Worked on populating an online business directory overlaid onto the city's zoning use map – will be uploaded to the city's website soon.
- Met with commercial broker to discuss incoming tenants – current listings
- Began planning for retail conference – ICSC's RECon
- Attended the Goodlettsville Planning and Zoning Board Meeting
- Attended the Goodlettsville Study Sessions and City Commission Meetings

### Confidentiality Disclaimer

We respect the confidentiality that new projects require.

This report will not contain specifics surrounding site selection / new development until the appropriate parties agree that it is time to share project information.



### **Tourism Department Report for April 2019**

- Hosted 20 workshops at the Visitor's Center consisting of Home School classes, Pioneer Pals, Bowen Buddies, adult classes
- Facilitated Customer Service segment for Parks & Rec and TRPA Central Workshop
- Delivered maps and rack cards to Mitchellville, TN Welcome Center
- Attended VSCC Foundation Educate a Woman Committee meeting
- Met with The Standard Sash on restoration of windows at Bowen House
- Hosted Heritage Days at Historic Mansker's Station on Friday and Saturday, April 12-13
- Hosted Sales Manager from TN Dept of Tourism Development for brief tour of Goodlettsville and overview of tourism interests
- Volunteered at Goodlettsville Middle School as proctor for testing
- Began work with Journal Communications re: Nashville Visitor's Guide for 2020
- Participated in conference call with Tourism Commissioner Mark Ezell
- Hosted Leadership Goodlettsville for brief overview of Tourism Department and tour of Historic Mansker's Station
- Hosted meeting with all 2019 Goodlettsville Farmer's Market vendors
- Attended NFL Draft Volunteer Training
- Attended VSCC Foundation Educate a Woman Luncheon
- Worked NFL Draft on Friday and Saturday, April 26-27
- Performed farm site visit for potential Farmer's Market vendor
- Additional part-time Tourism Services Assistant began employment
- Hosted 14 school tour groups to Historic Mansker's Station
- Hosted several individual tours to Historic Mansker's Station
- Attended planning meeting with Grand Ole Opry Representative
- Released Mansker's Station Video
- Delivered maps and Visit Goodlettsville flyers to hotels and area businesses

- Bowen House plaster repair and window restoration is in process
- Visitor's Center new floor installation in process
- Worked with contractors on quotes for exterior paint of the Visitor's Center
- Prep work for Farmer's Market
- Prep work for Southwest Music Exhibition
- Prep work for SYTA
- Prep work for Gateway to Music City Exhibit in Visitor's Center
- Prep work for Goodlettsville Visitor's Guide
- Accepted applications for Tourism Premier Partnerships
- Prep work for Tennessee Tourism Week
- Attended Planning Commission meeting, Board of Commissioner meetings, Study Sessions and Budget Study Session
- Historic Sites Coordinator presented to attendees of National Picnic Day for Parks & Rec
- Hosted orientation for historic sites volunteers

# Finance and Administration Monthly Report

April 2019

## FINANCE

- Met with Planning and Codes Department with City Clerk to discuss Mobile Food Vendor Permitting
- Attended TCMA Conference to earn continuing education for CMFO
- Participated in a Conference Call with TML and members of TCMA regarding online sales tax
- Met with PW Administrative staff, City Recorder, and Customer Service regarding online utility service applications
- Participated in a training via conference call regarding the new online search of traffic citations and dockets
- Met with City Manager, City Recorder and City Clerk regarding “No Knock Registry”
- Met with Chamber President and CEO, and City Staff regarding the Salty Dog Festival
- Met with Motorola, Wireless Plus and City Staff regarding the Microwave Connectivity project

## HUMAN RESOURCES

- Open enrollment deductions and clean up.
- April 24 – 26 TMPA Conference in Memphis
- Hired: 1 PT Recreation Services Assistant, 1 PT Tourism Services Assistant, 1 Police Officer, and 2 Utility Worker at the Park
- Terms during the month: 1 Utility Worker at the Park, 1 Police Officer Retired.
- Worker’s Compensation accidents in the month: Finger laceration.
- Full-time employees: 135; Part-time employees: 42
- Job opening: Paramedic

**City of Goodlettsville  
Financial Summary  
March 2019 (Unaudited)**

**UNASSIGNED FUND BALANCE**

Operating Fund	Current Month	Budget 6/30/2019	%
General Fund	7,056,879	3,880,240	182%
Sanitation	496,915	251,371	198%
Tourism	1,000,677	759,987	132%

**CASH IN BANK**

General Fund	5,073,900
Sanitation	311,175
Tourism	1,005,336
Sewer	10,588,181
Stormwater	1,358,927
<b>Total Cash</b>	<b>18,337,519</b>

**SALES TAX COLLECTIONS**

<b>FY2018-2019</b> Month Received	Summer Current Year	Summer Prior Yr	Davidson Current Yr	Davidson Prior Year	Total Current Year	Total Prior Year
Aug	51,931	78,686	362,184	265,237	414,115	343,923
Sep	59,489	25,380	302,784	289,569	362,273	314,949
Oct	52,750	49,232	326,403	262,076	379,153	311,308
Nov	50,411	45,953	362,316	303,983	412,727	349,936
Dec	51,879	50,053	347,600	385,051	399,479	435,104
Jan	53,368	50,203	347,095	388,920	400,463	439,123
Feb	55,998	51,258	473,951	535,208	529,949	586,465
Mar	51,743	46,902	305,836	268,832	357,579	315,733
Apr	44,554	39,467	304,830	293,346	349,384	332,813
May	0	50,760	0	392,923	0	443,683
Jun	0	55,005	0	293,483	0	348,488
Jul	0	55,737	0	324,270	0	380,007
YTD	472,123	598,635	3,132,999	4,002,899	3,605,122	4,601,533

**City of Goodlettsville  
Financial Summary  
March 2019 (Unaudited)**

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	877,640	11,650,490	14,232,040	81.86%
General Fund	Expenditures	1,212,574	13,929,059	17,896,745	77.83%
<b>Net Increase/Decrease</b>		<b>(334,934)</b>	<b>(2,278,569)</b>	<b>(3,664,705)</b>	
Sanitation Fund	Revenues	90,935	851,927	996,800	85.47%
Sanitation Fund	Expenditures	124,824	662,926	1,110,445	59.70%
<b>Net Increase/Decrease</b>		<b>(33,889)</b>	<b>189,001</b>	<b>(113,645)</b>	
Tourism	Revenues	109,074	726,301	842,375	86.22%
Tourism	Expenditures	60,428	637,146	979,367	65.06%
<b>Net Increase/Decrease</b>		<b>48,646</b>	<b>89,155</b>	<b>(136,992)</b>	
Sewer	Revenues	436,587	4,159,138	5,708,000	72.87%
Sewer	Expenses	581,096	3,984,765	7,303,763	54.56%
<b>Net Increase/Decrease</b>		<b>(144,509)</b>	<b>174,373</b>	<b>(1,595,763)</b>	
Stormwater Utility	Revenues	88,907	778,735	921,500	84.51%
Stormwater Utility	Expenses	43,563	651,323	1,982,356	32.86%
<b>Net Increase/Decrease</b>		<b>45,344</b>	<b>127,412</b>	<b>(1,060,856)</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	153,941	1,544,408	1,949,151	79%
Planning and Codes	44,805	465,165	569,042	82%
Police	466,578	5,007,706	5,995,181	84%
Fire	214,929	2,082,623	2,604,393	80%
Hwys & Streets	98,039	1,883,298	3,125,894	60%
Parks/Recreation	171,015	1,724,707	2,049,292	84%
Miscellaneous	63,268	1,221,153	1,603,791	76%
<b>Total General Fund Expenditures</b>	<b>1,212,575</b>	<b>13,929,060</b>	<b>17,896,744</b>	<b>78%</b>



**APRIL 2019  
NEW BUSINESS LICENSES**

License Issue Date	Company Name	Description	Address	Contact Name	Contact Number
04.03.2019	CC'S COOKIES AND SWEETS	MINIMAL BUSINESS LICENSE PRODUCTION OF BAKED GOODS	410 ROSEHILL COURT GOODLETTSVILLE, TN 37072	CAROLYN COSTNER	615.519.2081
04.03.2019	EYE IN THE SKY LLC	SECURITY – ACCESS CONTROL – VIDEO SURVEILLANCE – CCTV	2948 FOSTER CREIGHTON DRIVE NASHVILLE, TN 37204	BRUCE A NEEL	615.791.8606
04.05.2019	JARRETT PAVING, LLC	COMMERCIAL PAVING	1106 LEBANON PIKE NASHVILLE, TN 37210	RICHARD HINES	615.515.1270
04.08.2019	WORLD BOSS STUDIOS	TAKING VIDEOS AND PHOTOS AT THIS LOCATION	107 NEW BRICK CHURCH PIKE GOODLETTSVILLE, TN 37072	JERMAINE BARTON	615.738.6934
04.10.2019	CHANDLER BOYS MOVING LLC	MOVING BUSINESS	418-A ROSEHILL DRIVE GOODLETTSVILLE, TN 37072	DEZMOND CHANDLER	615.601.9810
04.11.2019	SLIMFIT WEIGHT LOSS CLINICS NASHVILLE, LLC	WEIGHT LOSS VITAMINS INJECTION THERAPY	3050 BUSINESS PARK CIRCLE GOODLETTSVILLE, TN 37072	LAURA MUNNERLYN	615.528.1003
04.17.2019	THE CAKERY SMARTIST CAKERY	BAKING CAKES, MAKING TINY DESSERTS, CAFÉ DRINKS	1000 RIVERGATE PARKWAY, SUITE 3001 GOODLETTSVILLE, TN 37072	VICTORIA SEAY	615.992.3929
04.17.2019	STRUCTURAL LOGISITC SOLUTIONS	DRIVING SERVICE	311 ISAAC DRIVE GOODLETTSVILLE, TN 37072	SONYA RICHARDSON	615.812.5318

**NEW BEER PERMITS**

License Issue Date	Company Name	Description	Address	Contact Name	Contact Number
04.10.2019	FUJI STEAKHOUSE, INC.	RESTAURANT	801 RIVERGATE PARKWAY GOODLETTSVILLE, TN 37072	GUOXING ZHUO	615.618.1810
04.10.2019	LONG HOLLOW PIZZA AND PUB	RESTAURANT	900 CONFERENCE DRIVE, STE 7 GOODLETTSVILLE, TN 37072	BEEEMPIZZA, LLC	615.438.3382
04.10.2019	HAMPTON INN & SUITES	HOTEL	860 CONFERENCE DRIVE GOODLETTSVILLE, TN 37072	PINNACLE CONFERENCE DRIVE LLC	615.429.7502

**NO NEW TRANSIENT VENDOR PERMITS**

MONTH OF APRIL 2019

## MONTHLY MANAGEMENT REPORT

<b>COURT</b>
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NUMBER OF CITATIONS ISSUED IN APRIL 2019 - 245

NUMBER OF DEFENDANTS APPEARING IN COURT - 167

APRIL 9	74	9:00	A.M.
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APRIL 9	44	1:00	P.M.
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APRIL 16	42	1:00	P.M.
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TOTAL FOR MONTH	<b>160</b>		
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APRIL 16	7	8:30	A.M.
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CONTESTED COURT SESSION

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

CODES	1
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MISDEMEANORS	0
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NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL	<b>75</b>
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EIGHT HOUR SCHOOL	17
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## Goodlettsville Police Department

### Chief Goodwin's Monthly Report

April 2019

The Citizens Police Academy continued every Tuesday during the month. April 10<sup>th</sup> Chief Goodwin attended the Beer Board meeting. April 17<sup>th</sup> Chief Goodwin attended the Drug Task Force meeting. April 19<sup>th</sup> Officer Nick Given attended Career Day at Goodlettsville Elementary. April 25<sup>th</sup> Chief Goodwin attended the Chamber luncheon.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of April and 53.8 pounds of unwanted pharmaceuticals were deposited. Since its use 2218.04 pounds of unwanted pharmaceuticals have been deposited.

In review of the TIBRS data comparing April 2019 to April 2018 Crime Against Person increased from 8 to 9 incidents a 12.50% increase, and Crime Against Property increased from 58 to 60 incidents a 3.44% increase and overall we had an increase of 66 to 69 incidents. Our UCR total for the month was a 2.44% decrease from 41 to 40 incidents.

Our proactive efforts were good for the month of April. Our officers made 869 Traffic Stops and 9 Terry Stops. They made 127 Traffic Arrests and 7 DUI Arrests. From these Traffic Stops resulted 11 Felony charges, 143 Misdemeanor charges, and 29 warrants were served. They had 32 drug confiscations (11 from traffic stops). They issued 9 Misdemeanor Citations, made 45 Physical Arrests with 47 Misdemeanor charges and 17 Felony charges. They made 6 Juvenile Misdemeanor 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 12 Warrant Service Attempts. They served 14 Felony Warrants and 31 Misdemeanor Warrants.

Our officers continue to check our apartments, neighborhoods, businesses and parks. They conducted 311 apartment checks, 323 checks of neighborhoods, 1117 business checks and 252 park checks. They had 157 Community Contacts. They issued 578 Park Smarts and they found 4 open doors.



# YTD TIBRS - 2019 VS 2018

	2019	JAN 2019	JAN 2018	FEB 2019	FEB 2018	MAR 2019	MAR 2018	APR 2019	APR 2018	MAY 2019	MAY 2018	JUN 2019	JUN 2018	2018 Offenses TOTAL	% CHANGE
<b>TIBRS Group A Offenses</b>															
<b>Crimes Against Persons</b>	<b>62</b>	<b>21</b>	<b>20</b>	<b>17</b>	<b>19</b>	<b>15</b>	<b>17</b>	<b>9</b>	<b>8</b>	<b>0</b>	<b>20</b>	<b>0</b>	<b>16</b>	<b>100</b>	<b>-38.00%</b>
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Kidnaping/Abduction	2	0	0	1	0	1	1	0	0	0	0	0	0	1	<b>100.00%</b>
Forcible Rape	1	1	3	0	2	0	0	0	0	0	0	0	0	5	<b>-80.00%</b>
Forcible Sodomy	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	NC
Forcible Fondling	2	0	0	0	0	2	0	0	0	0	0	0	0	0	NC
Incest	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	1	0	0	0	0	1	<b>-100.00%</b>
Aggravated Assault	8	2	2	4	5	2	4	0	1	3	3	2	2	17	<b>-52.94%</b>
Simple Assault	42	17	13	11	12	9	10	5	6	13	13	13	13	67	<b>-37.31%</b>
Intimidation	7	1	2	1	0	1	2	4	0	2	2	1	1	7	<b>0.00%</b>
Stalking	0	0	0	0	0	0	0	0	0	2	2	0	0	2	<b>-100.00%</b>
<b>Crimes Against Property</b>	<b>224</b>	<b>64</b>	<b>65</b>	<b>51</b>	<b>63</b>	<b>49</b>	<b>61</b>	<b>60</b>	<b>58</b>	<b>0</b>	<b>68</b>	<b>0</b>	<b>63</b>	<b>378</b>	<b>-40.74%</b>
Arson	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	NC
Burglary	7	4	5	1	3	0	6	2	2	2	2	1	1	19	<b>-63.16%</b>
Counterfeiting/Forgery	4	0	4	1	4	1	4	2	4	4	4	2	2	22	<b>-81.82%</b>
Destruction/Damage/ Vandalism	31	11	12	8	9	4	8	8	2	8	8	8	8	47	<b>-34.04%</b>
Embezzlement	7	2	1	2	2	1	1	2	2	2	2	1	1	9	<b>-22.22%</b>
Extortion/Blackmail	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Fraud - False Pretenses	13	2	2	4	5	6	5	1	6	5	5	5	5	28	<b>-53.57%</b>
Fraud - Credit Card/ATM	1	0	1	0	0	0	0	1	0	0	0	0	0	1	<b>0.00%</b>
Fraud - Impersonation	7	2	2	1	3	1	1	3	3	1	1	1	1	11	<b>-36.36%</b>
Fraud - Welfare	0	0	0	0	0	0	0	0	1	0	0	0	0	1	<b>-100.00%</b>
Fraud - Wire	0	0	1	0	0	0	0	0	0	0	0	0	0	1	<b>-100.00%</b>
Motor Vehicle Theft	16	7	2	3	1	5	4	1	5	4	4	5	5	21	<b>-23.81%</b>
Robbery	6	2	3	2	3	1	1	1	3	0	0	0	0	10	<b>-40.00%</b>
Stolen Property Offenses	0	0	0	0	0	0	0	0	0	1	1	0	0	1	<b>-100.00%</b>
Theft - Pocket-picking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Theft - Purse Snatching	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Theft - Shoplifting	66	11	13	13	19	23	13	19	15	19	19	20	20	99	<b>-33.33%</b>
Theft From Building	17	6	7	4	5	1	4	6	4	6	6	5	5	31	<b>-45.16%</b>
Theft From Coin Machine	0	0	0	0	0	0	0	0	0	0	0	1	1	1	<b>-100.00%</b>
Theft From Motor Vehicle	31	12	8	5	5	3	11	11	6	10	10	8	8	48	<b>-35.42%</b>
Theft of Motor Vehicle Parts	8	3	2	3	1	2	1	0	2	2	2	1	1	9	<b>-11.11%</b>
Theft - All Other Larceny	10	2	2	4	3	1	2	3	3	4	4	5	5	19	<b>-47.37%</b>
<b>Total Group A Offenses</b>	<b>286</b>	<b>85</b>	<b>85</b>	<b>68</b>	<b>82</b>	<b>64</b>	<b>78</b>	<b>69</b>	<b>66</b>	<b>0</b>	<b>88</b>	<b>0</b>	<b>79</b>	<b>478</b>	<b>-40.17%</b>



## APRIL TIBRS

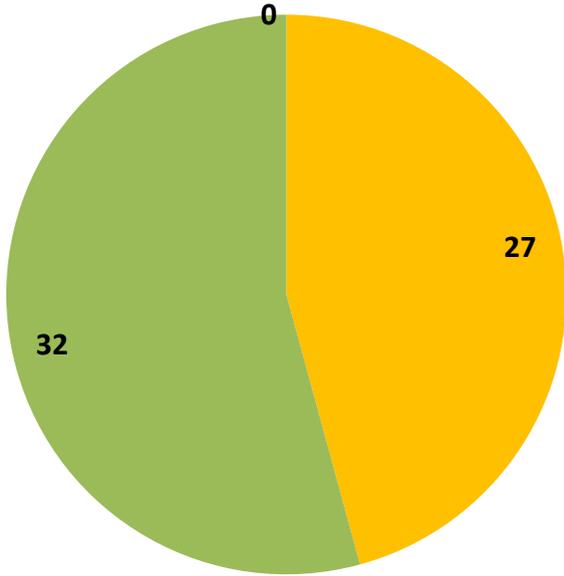
### TIBRS Group A Offenses

	2019 Offenses Reported	2018 Offenses Reported
<b>Crimes Against Persons</b>	<b>9</b>	<b>8</b>
Murder	0	0
Negligent Manslaughter	0	0
Kidnaping/Abduction	0	0
Forcible Rape	0	0
Forcible Sodomy	0	0
Sexual Assault W/Object	0	0
Forcible Fondling	0	0
Incest	0	0
Statutory Rape	0	1
Aggravated Assault	0	1
Simple Assault	5	6
Intimidation	4	0
Stalking	0	0
<b>Crimes Against Property</b>	<b>60</b>	<b>58</b>
Arson	0	0
Bribery	0	0
Burglary	2	2
Counterfeiting/Forgery	2	4
Destruction/Damage/ Vandalism	8	2
Embezzlement	2	2
Extortion/Blackmail	0	0
Fraud - False Pretenses	1	6
Fraud - Credit Card/ATM	1	0
Fraud - Impersonation	3	3
Fraud - Welfare	0	1
Fraud - Wire	0	0
Motor Vehicle Theft	1	5
Robbery	1	3
Stolen Property Offenses	0	0
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	19	15
Theft From Building	6	4
Theft From Coin Machine	0	0
Theft From Motor Vehicle	11	6
Theft of Motor Vehicle Parts	0	2
Theft - All Other Larceny	3	3
<b>Total Group A Offenses</b>	<b>69</b>	<b>66</b>

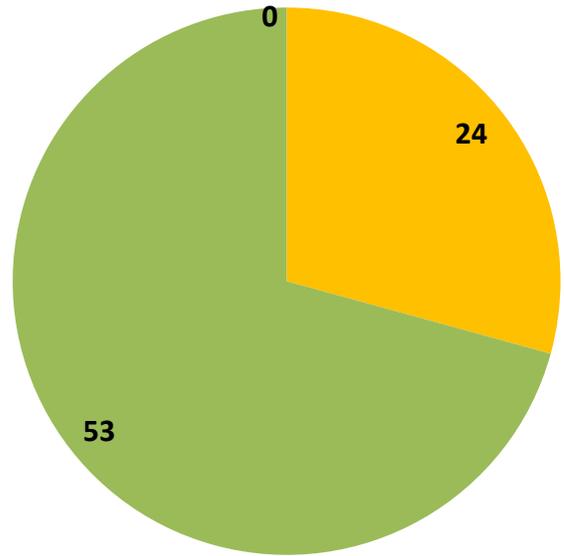
# April & YTD TRAFFIC CRASHES

■ Fatal      ■ Injury      ■ Property Damage

**2019**  
**52**



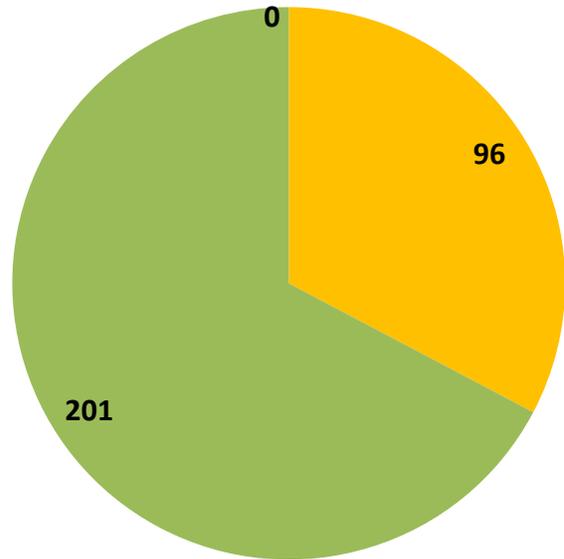
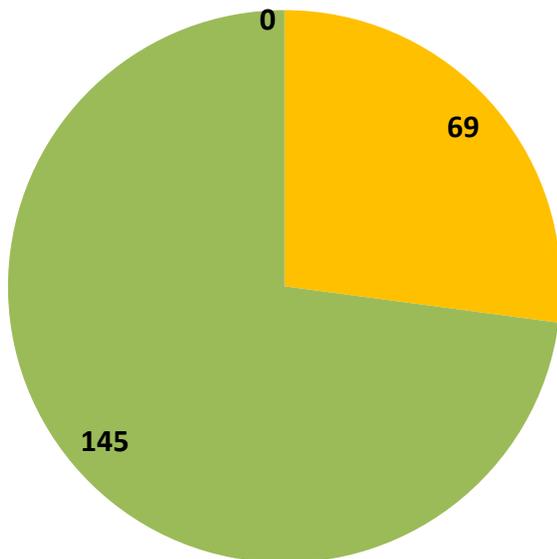
**2018**  
**77**



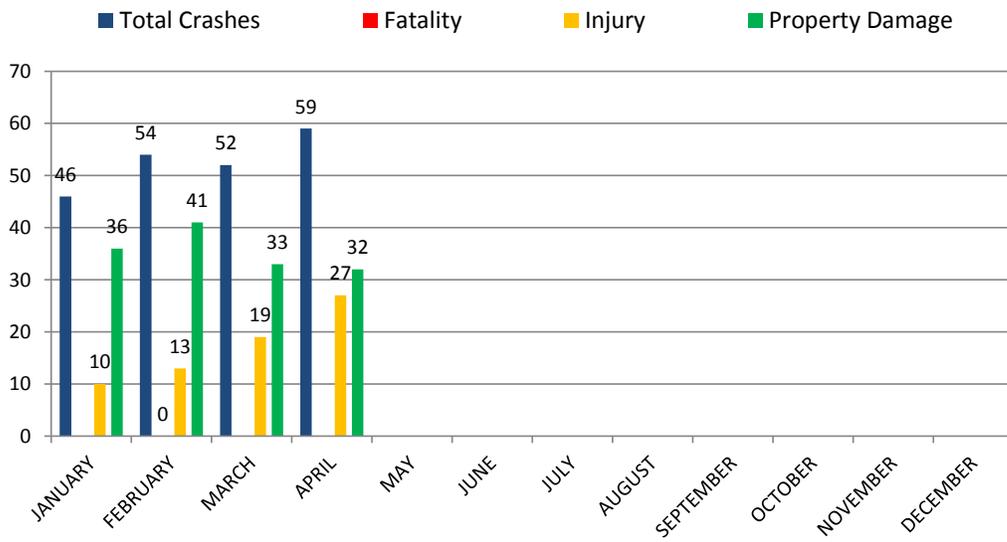
**2019**  
**214**

**YEAR TO DATE**

**2018**  
**297**



### 2019 YTD TITAN CRASH REPORTS



Goodlettsville Police Department  
APRIL 2019 COMPSTAT

	WEEK 14	WEEK 15	WEEK 16	WEEK 17		TOTAL	2019 YTD		2018 YTD		% change	2018 TOTAL
Murders	0	0	0	0		0	YTD	0	YTD	0	NC	0
Rape	0	0	0	0		0	YTD	1	YTD	4	-75.00%	5
Robbery (Commercial)	0	0	0	0		0	YTD	1	YTD	5	-80.00%	7
Robbery (Street)	0	0	1	0		1	YTD	7	YTD	8	-12.50%	22
Aggravated Assault	0	0	0	0		0	YTD	7	YTD	9	-22.22%	35
Aggravated Assault - Dom Viol	0	0	0	0		0	YTD	3	YTD	4	-25.00%	11
Burglary (Commercial)	0	0	0	0		0	YTD	3	YTD	6	-50.00%	15
Burglary (Residential)	1	0	1	0		2	YTD	4	YTD	7	-42.86%	21
Auto Burglaries	2	6	1	1		10	YTD	30	YTD	39	-23.08%	111
Larceny	1	3	4	0		8	YTD	32	YTD	36	-11.11%	141
Shoplifting	7	4	4	3		18	YTD	65	YTD	54	20.37%	205
Motor Vehicle Theft	1	0	0	0		1	YTD	16	YTD	21	-23.81%	51
<b>Total Offenses</b>	<b>12</b>	<b>13</b>	<b>11</b>	<b>4</b>	<b>0</b>	<b>40</b>	<b>YTD TOTAL</b>	<b>169</b>	<b>YTD TOTAL</b>	<b>193</b>	<b>-12.44%</b>	<b>624</b>



**APRIL COMPSTAT  
WEEKS 14 THRU 18**

	2019		2018		2019 YTD		2018 YTD		% change	2018 TOTAL
					YTD		YTD			
Murders	0	0	0	0	0	0	0	0	NC	0
Rape	0	0	1	1	1	1	4	4	-75.00%	5
Robbery (Commercial)	0	0	1	1	1	1	1	1	0.00%	7
Robbery (Street)	1	0	0	0	7	7	9	9	-22.22%	22
Aggravated Assault	0	0	3	3	7	7	12	12	-41.67%	35
Aggravated Assault - Dom Viol	0	0	0	0	3	3	4	4	-25.00%	11
Burglary (Commercial)	0	0	0	0	3	3	6	6	-50.00%	15
Burglary (Residential)	2	2	2	2	4	4	6	6	-33.33%	21
Auto Burglaries	10	7	7	7	30	30	37	37	-18.92%	111
Larceny	8	8	8	8	32	32	36	36	-11.11%	141
Shoplifting	18	13	13	13	65	65	56	56	16.07%	205
Motor Vehicle Theft	1	6	6	6	16	16	21	21	-23.81%	51
<b>Total Offenses</b>	<b>40</b>	<b>41</b>	<b>41</b>	<b>41</b>	<b>169</b>	<b>169</b>	<b>192</b>	<b>192</b>	<b>-11.98%</b>	<b>624</b>



STATE OF TENNESSEE  
**DEPARTMENT OF ENVIRONMENT AND CONSERVATION**  
**Office of Sustainable Practices**

William R. Snodgrass Tennessee Tower  
312 Rosa L. Parks Avenue; 2<sup>nd</sup> Floor

The improper disposal of waste pharmaceuticals has a significant impact on the environment. Our department truly appreciates your participation as local law enforcement and solid waste officials across Tennessee. We look forward to your continued support.

Police Department: **Goodlettsville Police Department**

Contact Name: **Officer Stan Hilgadiack**

Bin Location: **Goodlettsville City Hall lobby**

Reporting Period Month: **April 2019**

Pounds Received: **53.8 lbs.**

Comments or questions:

Change in Contact: **Officer Stan Hilgadiack**

Website: **[www.goodlettsville.gov](http://www.goodlettsville.gov)**

Officer Stan Hilgadiack  
Goodlettsville Police Department  
105 South Main Street  
Goodlettsville, TN 37072  
Email: [shilgadiack@goodlettsville.gov](mailto:shilgadiack@goodlettsville.gov)  
Office: 615-851-2210  
Cell: 615-714-9126



## Summary of Month's Activities April 1 – April 30, 2019

### Fire Operations

The Department responded to 287 calls for service in the month of April.

### Fire Administration

Chief's Month:

The Month of April was consumed primarily with training alongside our response partners. We did three consecutive Saturdays because that was a good fit for our volunteer neighbors to the North. Water Shuttle operations are bread and butter for the volunteers but Goodlettsville almost never has to do it and our skills can get rusty. Shackle Island and Millersville graciously supplied tanker trucks and manpower to refresh this skill.

We also did high rise operations with Metro Nashville because the tactics for those fires are the same as we will use in the 4 and 5 story mid-rise buildings in Goodlettsville.

We had a full day of training on each shift at the old Jack in the Box building. We got the opportunity to ventilate a commercial roof which none of us had ever done, smoke up a restaurant and practice drills, and breach and break several commercial doors.

Lastly, two of our members traveled to the State Academy in Bell Buckle for Fire Officer 1 and 2 courses.

We spread the gospel of Individual Disaster Preparedness by speaking at the Parks Department conference held here, reviewed safety response issues with Brookdale Senior Living, assisted with planning and updating the county disaster plan in Davidson Co. and met with neighboring department chiefs for our quarterly meeting in Middle Tennessee.

The whole department assisted with conducting a new hire evaluation process. We administered a written test, physical agility test and then personal interviews to create a hiring list that will serve us for the next year. One new firefighter will fill a vacant spot in May and we will hire another in June when one member accepts a temporary assignment overseas.

Training Hours – 695.5

Hours of Public Education - 20

**Note: 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.**

Call 615-851-2245

## APRIL MAINTENANCE

0 Scheduled Services

6 Repairs

### Special Projects

Looking at figures for Budget items

### Outstanding Issues

41-7 Having issues with the mobile repeater- working with the Radio Shop

41-6 At EVS getting the Front bumper fixed from MVA

### Cost Savings

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

2 Building Repairs

### Fire Special

Training hours- Target Safety, ESO, Fire Officer 1, Jack in the Box Prep and Training with all 3 shifts

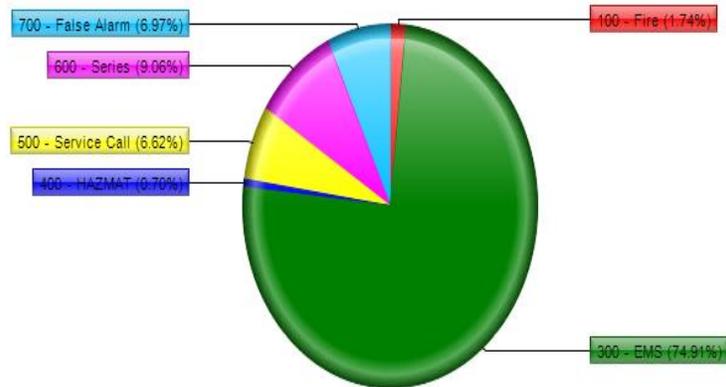
Rode on Engine a few days to fill in

**GFD Fire - Incident Types Monthly Report      Apr-19**

Incident Date between 2019-04-01 and 2019-04-30

**Fire Incident Type Breakdown**

Incident Type Group	
100 - Fire	5
300 - EMS	215
400 - HAZMAT	2
500 - Service Call	19
600 - Good intent Calls	26
700 - False Alarm	20
<b>Total</b>	<b>287</b>



# Public Works Report – APRIL 2019

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## SOLID WASTE:

- Solid waste tonnage collected: 415.90 tons
- Recycled materials collected: 29.88 tons
- Convenience Center solid waste collected (Pit): 9.54 tons
- PIT Construction & Debris: 11.7 cy
- Compactor: 14.37
- Metals: 16.26 tons
- Bulk Item Pick Ups: 55
- Cart Repairs/Replace: 36
- New Residents: 25
- Cardboard: 1.77 tons
- Used Oil Gallons 139.50

## 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
- SEWER REHAB WORK IN VARIOUS AREAS OF THE CITY
- CONSTRUCTION AND NEW SEGMENT INSPECTIONS, MAINTENANCE AND REPAIRS
- RAINFALL FOR MONTH: 4.65"
- WORKED 164 TN ONE CALLS 5 EMERGENCY CALLS

**STREETS:**

- Conducted scheduled preventative maintenance on equipment
- Repaired various traffic signals and replaced road signs
- Conducted Brush pick-up throughout City
- Sweeping Miles 32
- Bags of Litter Picked Up 12.75
- Traffic Signals Repaired 3
- Replace Cross Culvert on Pleasant Green Park
- Installed New Catchbasin at Elba Dr./Ellen Dr.
- Replace Culvert at 372 Caldwell

**STORM WATER:**

Commercial Inspection Conducted for Construction Projects	28
Residential Inspection Conducted for Construction Site's	48
Active Construction Sites (Commercial)	7
Active New Residential Home Sites	24
Land Disturbance Permits issued	0

- WKU continues in monitoring project (MS4 permit requirement)
- MTSG, Middle Tennessee Stormwater Group Monthly Meeting
- CAP Meeting
- Plan Update Copper Creek I/IIAB

- Walk Across Sumner
- CBI Ltd. Online Training
- TDEC Construction Audit
- TNSA Board Meeting
- TNEPSC Level 2
- Adopt a Street – 7<sup>th</sup> Day Adventist

### **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:**

- Planning Commission
- Board of commission work sessions and meeting
- Codes and Planning meeting
- Tennessee Chapter American Public Works Association

**PARKS DIVISION UPDATE**
**Brooks Park, 302 Mason Lane**

- Routine Maintenance Completed

**Delmas Long Community Center, 200 Memorial Drive**

- Painted exterior doors

**Gateway Park, 425 Janette Avenue**

- Routine Maintenance Completed

**Goodlettsville Event Center, 318 North Main Street**

- Weekly cleaning & maintenance completed

**Moss-Wright Park, 745 Caldwell Drive**

- Prepared fields for play
- Assisted with projects at the Visitor's Center
- Prepared Fenway's Dog Park for spring season

**Peay Park, 200 Memorial Drive**

- Pedestrian table and new sidewalks were put in by contractor
- Made repairs to tennis nets

**Pleasant Green Park, 360 Pleasant Green Drive**

- Took cover off of pool and begin preparing it for the season
- Began making improvements to the concession stand building

**Splash Pad @ Peay Park, 111 Memorial Drive**

- Construction continued on splash pad
- Renovation continued on restrooms


**RECREATION DIVISION UPDATE**

Events in April			
Date	Time	Event	Location
April 11, 2019	6:00pm	Family Bingo Night	DLCC
April 14, 2019	2:00pm	Spring SpEGGtacular	MWP Football Fields
April 17, 2019	4:30-6:30pm	Good Dog Festival & Doggie Egg Hunt	MWP Fenway's Dog Park
April 26, 2019	11:30am	Arbor Day Celebration	Peay Park
Upcoming Events			
Date	Time	Event	Location
May 5, 2019	10:00am	Pleasant Green Pool Opens	Pleasant Green Park
Throughout June and July	Varies	Swim Lessons	Pleasant Green Pool
Throughout June and July	5:00-6:00pm	Swim Team	Pleasant Green Pool
June 6, 2019	6:30-8:30pm	Music on Main	Main Street Park - City Hall
June 7, 2019	10am-12pm	Touch a Truck	Moss-Wright Park
June 13, 2019	6:00pm	Family Bingo Night	DLCC

Visit [www.goodlettsvilleparks.com](http://www.goodlettsvilleparks.com) for a full list of programs, activities, and events.

**PARKS & RECREATION MONTHLY REPORT – APRIL**

**CURRENT INITIATIVES AND PROJECTS**

**2016 LPRF GRANT – SPLASH PAD AND RESTROOMS**

Construction is underway. Concrete poured on splash pad, restroom renovation work continues.

**COMPREHENSIVE PARKS & RECREATION MASTER PLAN**

Waiting delivery of second version of the draft which should be in May.

**RACHEL’S GARDEN PLAYGROUND**

Website is live – [rachelsgardenplayground.com](http://rachelsgardenplayground.com)  
Brick Fundraising Campaign is live.  
Sponsorship package available.

**PRODUCTIVE PARKS MAINTENANCE SOFTWARE**

Implementation continues for work order and maintenance tracking.

**PARK OF THE MONTH**

Fenway’s Dog Park is April’s Park of the Month. This dog park is located in Moss-Wright Park and is accessible from the second entrance. 745 Caldwell Drive.

**NATURALLY FUN!**

A series of outdoor education posts are now included on the [Goodlettsville Parks and Recreation Facebook](#) page.

**FAMILY FITNESS AND WELLNESS**

We are partnering with Truck Trainers to provide a family friends fitness opportunity in Moss-Wright Park. Development of schedule is taking place and classes will begin in May near the sand volleyball court.

Rental Information April 2019	Resident Rentals	Non- Resident Rentals
Community Center	3	1
Goodlettsville Event Center	4	3
Shelters	11	10
Fields/Courts	0	32

**ATHLETICS INFORMATION**

Current leagues operating in Goodlettsville parks:

- Goodlettsville Youth Baseball
- Middle Tennessee Football Club (MTFC/Quest)
- Goodlettsville Youth Softball
- Youth Volleyball
- Adult Men’s Church Softball
- Adult Coed Open Volleyball

# of games:

142 games – Baseball, 63 games – Softball ,72 games – MTFC/Quest, 15 games – Adult Volleyball, 18 – games – 10-12 Volleyball, 15 games – 13-15 Volleyball, 18 games – Adult Softball

# of practices:

33 practices – Baseball, 47 practices – Softball, 254 practices – MTFC/Quest, 18 practices – 10-12 Volleyball, 12 practices – 13-15 Volleyball

**PHOTOS OF GOOD DOG FESTIVAL AND DOGGIE EGG HUNT AND THE 2019 TOP DOG - BUDDY/KENNEDY**



# APRIL 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 site preparation and building renovations are being self-performed by the city. Construction is underway with the expected opening of the project in the summer of 2019.**

## 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 and to meet the ADA requirements of TDOT. The aim of this project is to allow the center section of town a more walkable and inviting place to shop and mingle for all. **Status: Negotiations for easements are underway. Utility relocation design coordination is in progress. Construction is expected to be begin in the summer of 2020 with completion by the end of 2022.**

## 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 funded. The City is procuring professional services to begin the design process. A new grant application for a sidewalk on Loretta Drive has been submitted with no results. Budgeting and preliminary design are ongoing on other projects as well. ADA accessibility deficiencies have been identified and a corrective action plan is being prepared.**

### 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 TDOT revisions have been resubmitted for approval. Right of way approval has been granted. Utility coordination is approved. Awaiting notice to proceed to construction from TDOT. Construction is expected to begin in summer of 2019 with completion by the end of 2019.**

### 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: Right of Way has been approved and we are awaiting TDOT approval for notice to proceed to construction. Equipment procurement proposals have been received and await TDOT approval. Inspection services have been solicited for. Construction is expected to begin in the summer of 2019 with completion by the summer of 2020.**

### 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 complete. A feasibility study for storm water detention in the area of Rivergate parkway and negotiations for drainage easements are in process. Two other culvert replacement projects on Bluebird Drive and Wren Road are ready for bid. Construction for the replacement culverts is scheduled for completion by the fall of 2019.**

### 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: A new phase of bank stabilization has been funded and is awaiting construction in the fall of 2019.**

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 Community Development

### Planning Commission

April 1, 2019 @ 5:00pm

Owner, Dania McVicker, and Applicant, Armistead Arnold Pollard Real Estate Services, LLC, requested a Zoning Map Amendment to designate approximately 60.95-acres as a Medium-Density Residential Zoning District (MDR-PUD) from an Agricultural (A) Zoning District, as submitted by Fulmer Engineering. The request was approved. Properties are identified as Parcel ID Nos. 02500005500, 02500005600 & 02500013500 (466 Moncrief Avenue).

Vastland/McClung/Eatherly/Development, LLC and Wamble and Associates, PLLC, for Design Review of Elevations, Curb and Sidewalk Modification Detail of Phase 1 of Dry Creek Commons for 40 Townhome units located along the south side of Dry Creek Road, east of 200 Dry Creek Road (Greens of Rivergate), west of I-65, containing approximately 5.73-acres, with a base zoning of HDR-PUD (High Density Residential – Planned Unit Development) was deferred until the May 2019 Planning Commission meeting. Property is identified as Tax ID No. 03300023500.

\*There was continued discussion regarding a future development along S. Cartwright and E. Cedar Street. Planning Training was also discussed for Tuesday, May 7, 2019.

### Board of Zoning and Sign Appeals

April 2, 2019 @ 5:00pm

Mary E. & Jerry W. Deering, requested a variance from the City of Goodlettsville Design Review Guidelines Section III. Design Guidelines Criteria; subsection 3.5 Architecture; 5. Colors and Materials; regarding the minimum percentage of natural materials and common color palette for multiple buildings. This parcel is located at 701 Emily Drive and is within a R-25 residential zoning district. Property is referenced as Sumner County Parcel ID No. 143B B 025.00 000, containing less than one (1) acre. The Board approved the request.

\*The Board discussed the scheduled Planning Training for Tuesday, May 7, 2019 along with the upcoming submittal of a Convention Center and Hotel site plan at E. Cedar St. and Cartwright for the June Planning Commission meeting.

# Goodlettsville Codes/Building Activity Report April 2019

## DEPARTMENT OF 4 EMPLOYEES:

Larry DiOrio- Director- 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 Sale	42 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	4 inspections
Fire Investigations	Duties of Fire Marshal involving fires/inspections in the city limits	1 investigation
Building Inspections	Building Related	101 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	60 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	50 inspections
Signs Removed	Illegal signs removed from city limits	32 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	4 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)	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
Summer County Impact Fee	Collect and Distribute Tax collected for Summer County New Residential Homes	3
Issuing of Addresses	Assisting Metro/Davidson County 911 with assigning addresses for the city	5 addresses
Plan Reviews	In-house plan review by M. Bauer/Assisted also with outsourced plan reviews	3 properties
Storm Water Report	Monthly Storm Water Report for Administrative Building/	1 Report
Unsafe Structure Abatement	Demolition of unsafe structure	0 structure
Citations to Court	Municipal Code Violations	3 citations
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	daily

