



City Manager Report: August 2019

Distributed: September 17, 2019



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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:

The Splash Pad at Peay Park opened in August and has been a great addition to our Parks system.

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September 17, 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 August, 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,

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: August, 2019

Legislative Accomplishments

- **Board of Commissioners took action on the following ordinances:**
 - Approved on second reading Ordinance 19-944, an ordinance to amend the City of Goodlettsville Municipal Code Title 3, Chapter 4 by deleting Section 402 in its entirety as it relates to Electronic Citation Regulations and Fines.
 - Approved on second reading Ordinance 19-945, an ordinance to amend the City of Goodlettsville Municipal Code Title 15, by creating a new Chapter 9, as it relates to shareable dockless mobility devices.
 - Approved on first reading Ordinance 19-946, an ordinance to amend the zoning ordinance to include hotels and extended stay hotels as permitted uses in the Commercial Planned Unit Development Limited District.
 - Approved on first reading Ordinance 19-947, an ordinance to adopt the City of Goodlettsville Street Repair Policy and approving certain associated fees, previously adopted by Resolution 10-443.
 - Approved on second reading Ordinance 19-948, an ordinance to amend the City of Goodlettsville Municipal Code Title 11, Chapter 1, Section 501 Sub-section 1 by deleting Sub-section 1 in its entirety and replacing it with a new Sub-section 1 as it applies to weapons within the City of Goodlettsville.
 - Approved on second reading Ordinance 19-949, an ordinance to amend the City of Goodlettsville Municipal Code Title 2, Chapter 5, Section 104 Sub-section 4(a)(i) by deleting Sub-section 4(a)(i) in its entirety and replacing it with a new Sub-section 4(a)(i), as it relates to alcohol on city property.
 - Approved on first reading Ordinance 19-950, an ordinance to amend the City of Goodlettsville Municipal Code Title 2, Chapter 3, by deleting Chapter 3 in its entirety as it relates to the Visitors and Tourism Board.

- **The Board of Commissioners also took action on the following resolutions:**
 - Approved Resolution 19-859, a resolution designating certain city streets as being protected from certain road and utility cuts as established by Ordinance 04-643.

- Approved Resolution 19-860, 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 19-861, a resolution amending a contract between the City of Goodlettsville and the State of Tennessee Department of Transportation as it relates to project number 120327.00 – Conference Drive Enhancements.
- Approved Resolution 19-862, a resolution to consider and possibly approve the placement of a sign within City of Goodlettsville right-of-way and to establish requirements pertinent to said approval.
- Approved Resolution 19-863, a resolution appointing the Director of Planning and Community Development for the City of Goodlettsville, Tennessee as the city representative on the Sumner County Urban Growth Boundary Coordinating Committee in accordance to TCA § 6-58-104.
- Approved Resolution 19-864, a resolution authorizing the City Manager to execute a License Agreement with the State of Tennessee Department of Transportation for the public use of 23.303 acres of land located within Davidson County.
- Approved Resolution 19-865, a resolution of acceptance of public improvements known as Copper Creek, Section Two (2), Phases Two (2) and Three (3) within the City of Goodlettsville.

Legislative Matters Forthcoming

- Historic Preservation Board appointments.
- Zoning ordinance amendments.
- Street Repair Policy.
- Surplus property.
- Adopting tax rate.
- Municipal Code amendments.
- Parks Master Plan.
- Tourism Advisory Council.

Commissions and Boards

- **Planning Commission**
 - Approved final subdivision plat amendment for two (2) lots on 8.9 acres. Property is located on North Creek Boulevard and is referenced as Davidson County Tax Map/Parcel 0194001800 and zoned HDRPUD, High Density Residential Planned Unit Development. The subdivision plat includes the creation of a floodway preservation lot. Property Owner: 3000 Northcreek, LLC (9.1 #06-19)

- Approved final master plan amendment for revised landscaping design. Property is zoned CPUDL, Commercial Planned Unit Development Limited and is referenced as Sumner County Tax Map/Parcels #143067.00 and 067.04. Property Owner: Willowbrook Hendersonville, LLC (9.1 #7-17).
- Approved Copper Creek 2-6, Meritage Homes one-year performance bond extension.
- Approved recommendation to the City Commission for acceptance of the public improvements for Copper Creek 2-2 and 2-3, Meritage Homes.
- Approved recommendation to the City Commission to include hotel and extended stay hotel uses as permitted uses in the CPUDL, Commercial Planned Unit Development Limited Zoning District.
- Discussed Page Drive/Caldwell Drive rezoning/subdivision proposal and animal day care facility.
- **Board of Zoning Appeals**
 - The Board of Zoning and Sign Appeals did not meet during the month of August.
- **Beer Board**
 - The Beer Board did not meet during the month of August.
- **Industrial Development Board**
 - The Industrial Development Board did not meet during the month of August.
- **Parks and Recreation Advisory Board**
 - The Parks and Recreation Advisory Board did not meet during the month of August.

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: August 2019

- Worked with restaurant owners and local brokers / property owners to find a location for expansion into Goodlettsville
- Worked with food truck owners and local brokers to find a more permanent location to move into
- Met with the development services team and a project manager regarding a residential project
- Hosted the Citizens Leadership Academy for their second session and co-presented along with the Planning & Codes and Development Services team
- Continued input work on website tools, which will be developed and launched this summer on the city's website.
- Met with local property owner and developer to discuss opportunities for his property
- Attended the Goodlettsville Ambassadors Breakfast
- Attended the TN Marketing and Attraction Course in Jackson through the UT Institute for Public Service to work towards my certification in ECD.
- Attended the Goodlettsville Chamber of Commerce monthly luncheon
- 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 August 2019

- Attended Governor Lee's Tourism Economic Impact Announcement
- Attended Student and Youth Travel Association Conference 4 days
- Director graduated with Certified Student and Youth Travel Professional (CSTP) designation
- Planning meeting with Parks & Rec for Hometown Holidays December Events
- Vendor meetings with Gift Shop vendors for 2019-2020 plans
- Planning meeting with local hotels for upcoming initiatives
- Attended Leadership Goodlettsville Board of Directors meeting
- Attended Tennessee Sales Mission in Cincinnati/Columbus/Dayton 4 days
- Prepared RFB for Cloud Based Relationship Management System for Destination Management
- Attended Peay Park Splash Pad Opening
- Prep work for Music at the Market
- Secured housing for various TN United Soccer Club teams for Sept tourney
- Prepared & distributed RFP to local hotels for TN United Soccer Club April 2020 tourney
- Prep work for hosting Citizens Leadership Academy
- Started digital marketing campaigns with Advance Tour & Travel
- Continued work for AAA Fam Tour in September
- Worked with Splashbox Marketing on layout and design of new marketing pieces
- Awarded Tourism Marketing Grant from Tennessee Department of Tourist Development for 2019-20
- Hosted Farmers Market each of the five Thursdays
- Attended Board of Commissioner Meetings and Study Sessions
- Hosted 4 groups and several individual tours to Historic Mansker's Station
- Delivered maps and Visit Goodlettsville flyers to hotels and area businesses
- Prep work for Goodlettsville Visitor's Guide
- Worked with local hotels on securing group rates for several upcoming events
- Finalized a new rack card for Tennessee Welcome Centers
- Installed (4) updated panel signs on historic site property

As of month end July 2019 comparing year over year same time period

- Year to Date Occupancy is up 3.7%
- Year to Date Average Daily Rate is up 1.2%
- Year to Date Revenue Per Available Room (RevPar) is up 4.9%
- Supply of rooms is up 20.5%
- Demand for rooms is up 24.9%
- Revenue generated is up 26.4%

SOURCE: STR Destination Trend Report for Goodlettsville, TN for the month of July 2019

As of month end July 2019 comparing YTD over prior year YTD, occupancy tax is up 21.5%.

Finance and Administration Monthly Report

August 2019

FINANCE

- Completed Year End Entries
- Prepared for Annual Audit
- Conducted departmental employee meetings with City Manager
- Met with Salty Dog Committee
- Accepted and evaluated proposals for Banking Services
- Received and reviewed Certified Property Tax rate
- Worked with Police Chief on the new State required “Mandated Asset Forfeiture Report”

HUMAN RESOURCES

- August 1- worked with retirees going on BC 65.
- August 6 – conference call with state insurance for retirees.
- Hired: 2 part-time RSAs, 1 full-time Firefighter.
- Terms during the month: 12 seasonal Lifeguards. 1 full-time Firefighter.
- Worker’s Compensation accidents in the month: 2 poison ivy cases.
- Full-time employees: 140; Part-time employees: 33
- Job opening: none.

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

UNRESTRICTEDED FUND BALANCE

Operating Fund	Current Month	Budget 6/30/2020	%
General Fund	5,211,450	3,720,884	140%
Sanitation	572,052	311,378	184%
Tourism	1,010,283	657,119	154%

CASH IN BANK

General Fund	3,218,190
Sanitation	281,497
Tourism	1,100,532
Sewer	10,113,340
Stormwater	1,491,153
Total Cash	16,204,713

SALES TAX COLLECTIONS

FY2019-2020 Month Received	Summer Current Year	Summer Prior Yr	Davidson Current Yr	Davidson Prior Year	Total Current Year	Total Prior Year
Aug	52,831	51,931	321,978	362,184	374,809	414,115
Sep						0
Oct						0
Nov						0
Dec						0
Jan						0
Feb						0
Mar						0
Apr						0
May						0
Jun						0
Jul						0
YTD	52,831	51,931	321,978	362,184	374,809	414,115 -9.49%

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

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	770,411	770,411	14,310,039	5.38%
General Fund	Expenditures	2,439,145	2,439,145	16,051,681	15.20%
Net Increase/Decrease		(1,668,734)	(1,668,734)	(1,741,642)	
Sanitation Fund	Revenues	71,533	71,533	1,104,000	6.48%
Sanitation Fund	Expenditures	88,911	88,911	1,262,547	7.04%
Net Increase/Decrease		(17,378)	(17,378)	(158,547)	
Tourism	Revenues	185,595	185,595	866,580	21.42%
Tourism	Expenditures	106,755	106,755	998,159	10.70%
Net Increase/Decrease		78,840	78,840	(131,579)	
Sewer	Revenues	190,885	190,885	5,708,000	3.34%
Sewer	Expenses	219,887	219,887	7,303,763	3.01%
Net Increase/Decrease		(29,002)	(29,002)	(1,595,763)	
Stormwater Utility	Revenues	84,354	84,354	967,500	8.72%
Stormwater Utility	Expenses	94,695	94,695	2,265,290	4.18%
Net Increase/Decrease		(10,341)	(10,341)	(1,297,790)	

OPERATIONS EXPENDITURE SUMMARY

<u>General Fund Operating Dept</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	<u>% of Budget</u>
General Government	292,132	292,132	1,855,994	16%
Planning and Codes	89,266	89,266	564,285	16%
Police	895,005	895,005	4,809,450	19%
Fire	378,342	378,342	2,585,621	15%
Hwys & Streets	149,009	149,009	1,948,427	8%
Parks/Recreation	309,588	309,588	1,844,385	17%
Miscellaneous	325,804	325,804	1,373,199	24%
Total General Fund Expenditures	2,439,146	2,439,146	14,981,361	16%

AUGUST 2019
NEW BUSINESS LICENSES

License Issue Date	Company Name	Description	Address	Contact Name	Contact Number
08.05.2019	GIFTS WARDROBE & MORE	GIFT STORE – APPAREL JEWELRY, FLOWERS, GIFT ITEMS	601 S. MAIN STREET GOODLETTSVILLE, TN 37072	JACQUELINE DALE	615.674.2367
08.15.2019	MARKRAFT CABINETS LLC	CABINET SALES & INSTALLATION	2705 CASTLE CREEK LANE WILMINGTON, NC 28401	ROSEMARY THOMAS	910.762.1985
08.19.2019	VENTURE CONSTRUCTION COMPANY	GENERAL CONTRACTOR	5660 PEACHTREE INDUSTRIAL BLVD. NORCORSS, GA 30071	DENISE SMITH	770.441.9813
08.23.2019	LAXMI 55 LLC DBA: COUNTRY INN & SUITES	HOTEL	641 WADE CIRCLE GOODLETTSVILLE, TN 37072	DEAN PATEL	615.851.4444

NO BEER PERMITS
PEDDLER PERMITS

License Issue Date	Company Name	Description	Address	Contact Name	Contact Number
08.02.2019	FURNITURE CAPITAL EXPRESS	NEW FURNITURE SALES DOOR TO DOOR, RESIDENTIAL AND COMMERCIAL	703 HAVERSHIRE DRIVE JAMESTOWN, NC 27282	JOSEPH CLEMENT	336.847.9942

MONTH OF AUGUST 2019

MONTHLY MANAGEMENT REPORT

COURT

NUMBER OF CITATIONS ISSUED IN AUGUST 2019 - 304

NUMBER OF DEFENDANTS APPEARING IN COURT - 196

AUGUST 13	58	9:00	A.M.
AUGUST 13	74	1:00	P.M.
AUGUST 20	56	1:00	P.M.

TOTAL FOR MONTH

AUGUST 20	8	8:30	A.M.
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CONTESTED COURT SESSION

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

CODES	1
MISDEMEANORS	0

NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL	62
EIGHT HOUR SCHOOL	4

Goodlettsville Police Department

Chief Goodwin's Monthly Report

August 2019

August 1st Chief Goodwin was present at Music on Main. August 19th Commander Cherry attended the Burton Heights Neighborhood Watch meeting. Commander Cherry spoke to children at FLOE Academy on August 21st. August 28th Chief Goodwin attended the Drug Task Force meeting.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of August and 56.12 pounds of unwanted pharmaceuticals were deposited. Since its use 2543.26 pounds of unwanted pharmaceuticals have been deposited.

In review of the TIBRS data comparing August 2019 to August 2018 Crime Against Person increased from 18 to 22 a 22% increase, and Crime Against Property decreased from 69 to 59 incidents a 14.5% decrease and overall we had a decrease of 87 to 81 incidents. Our UCR total for the month was an 8.48% decrease from 59 to 54 incidents.

Our proactive efforts were good for the month of August. Our officers made 960 Traffic Stops and 11 Terry Stops. They made 144 Traffic Arrests and 12 DUI Arrests. From these Traffic Stops resulted 18 Felony charges, 184 Misdemeanor charges, and 47 warrants were served. They had 26 drug confiscations (18 from traffic stops). They issued 13 Misdemeanor Citations, made 52 Physical Arrests with 38 Misdemeanor charges and 5 Felony charges. They made 6 Juvenile Misdemeanor Arrests.

The other part of the strategy involves serving outstanding warrants. Persons with outstanding warrants have already proven a proclivity for involvement in criminal activity. By arresting them for their outstanding warrants we prevent their opportunities for committing crime. During the month they made 15 Warrant Service Attempt. They served 16 Felony Warrants and 35 Misdemeanor Warrants.

Our officers continue to check our apartments, neighborhoods, businesses and parks. They conducted 288 apartment checks, 388 checks of neighborhoods, 986 business checks and 285 park checks. They had 153 Community Contacts. They issued 562 Park Smarts and found 1 Open Door.



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	JUL 2019	JUL 2018	AUG 2019	AUG 2018	SEP 2019	SEP 2018	OCT 2019	OCT 2018	NOV 2019	NOV 2018	DEC 2019	DEC 2018	2018 Offenses TOTAL	% CHANGE	
TIBRS Group A Offenses																												
Crimes Against Persons	120	21	20	17	19	15	17	9	8	10	20	16	16	10	22	22	18	0	17	0	14	19	0	16	206	-41.75%		
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	NC	
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	NC	
Kidnaping/Abduction	2	0	0	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	100.00%		
Forcible Rape	1	1	3	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	6	-83.33%		
Forcible Sodomy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	-100.00%		
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	NC	
Forcible Fondling	3	0	0	0	0	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	1	200.00%		
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC	
Statutory Rape	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	2	-100.00%	
Aggravated Assault	23	2	2	4	5	2	4	0	1	7	3	1	2	2	3	5	1	1	1	1	2	1	1	3	28	-17.86%		
Simple Assault	77	17	13	11	12	9	10	5	6	2	13	12	13	6	13	15	15	15	15	15	12	14	14	10	146	-47.26%		
Intimidation	14	1	2	1	0	1	2	4	0	1	2	2	1	2	5	2	2	2	1	1	0	3	3	1	19	19	-26.32%	
Stalking	0	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	-100.00%	
Crimes Against Property	485	64	65	51	63	49	61	60	58	55	68	79	63	68	66	59	69	0	66	0	73	0	54	0	78	784	-38.14%	
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	NC
Bribery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Burglary	17	4	5	1	3	0	6	2	2	2	2	3	1	2	1	3	5	3	3	3	3	5	5	3	39	39	-56.41%	
Counterfeiting/Forgery	11	0	4	1	4	1	4	2	4	1	4	1	2	4	4	1	1	1	1	1	4	1	1	10	43	43	-74.42%	
Destruction/Damage/Vandalism	64	11	12	8	9	4	8	8	2	7	8	7	8	10	8	9	4	4	7	7	12	3	3	6	87	87	-26.44%	
Embezzlement	13	2	1	2	2	1	1	2	2	2	2	2	1	1	2	2	1	1	1	1	1	1	1	0	15	15	-13.33%	
Extortion/Blackmail	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Fraud - False Pretenses	30	2	2	4	5	6	5	1	6	2	5	6	5	5	4	4	7	5	5	5	5	6	6	3	58	58	-48.28%	
Fraud - Credit Card/ATM	3	0	1	0	0	0	0	1	0	0	0	0	0	0	1	2	4	4	0	0	0	2	2	0	0	8	8	-62.50%
Fraud - Impersonation	21	2	2	1	3	1	1	3	3	4	1	5	1	1	0	4	2	2	1	1	3	2	2	2	21	21	0.00%	
Fraud - Welfare	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	-100.00%
Fraud - Wire	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	3	3	-66.67%	
Motor Vehicle Theft	42	7	2	3	1	5	4	1	5	4	4	11	5	5	2	5	2	2	3	3	7	0	0	5	40	40	5.00%	
Robbery	10	2	3	2	3	1	1	1	3	1	0	1	0	1	4	1	1	1	2	2	2	1	1	3	23	23	-56.52%	
Stolen Property Offenses	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	-100.00%
Theft - Pocket-picking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	0	0	0	0	2	2	2	-100.00%
Theft - Purse Snatching	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Theft - Shoplifting	135	11	13	13	19	23	13	19	15	13	19	18	20	24	21	14	14	16	16	16	16	15	15	19	200	200	-32.50%	
Theft From Building	31	6	7	4	5	1	4	6	4	5	6	3	5	5	3	1	3	6	9	9	6	5	5	7	64	64	-51.56%	
Theft From Coin Machine	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	1	1	-100.00%
Theft From Motor Vehicle	55	12	8	5	5	3	11	11	6	6	10	8	8	6	10	4	18	8	8	8	8	8	8	11	111	111	-50.45%	
Theft of Motor Vehicle Parts	13	3	2	3	1	2	1	0	2	2	2	1	1	0	5	2	2	2	5	5	2	3	3	3	29	29	-55.17%	
Theft - All Other Larceny	39	2	2	4	3	1	2	3	3	6	4	13	5	4	1	6	5	3	3	3	3	2	2	5	38	38	2.63%	
Total Group A Offenses	605	85	85	68	82	64	78	69	66	65	88	95	79	78	88	81	87	0	83	0	87	0	73	0	94	990	990	-38.89%



AUGUST TIBRS

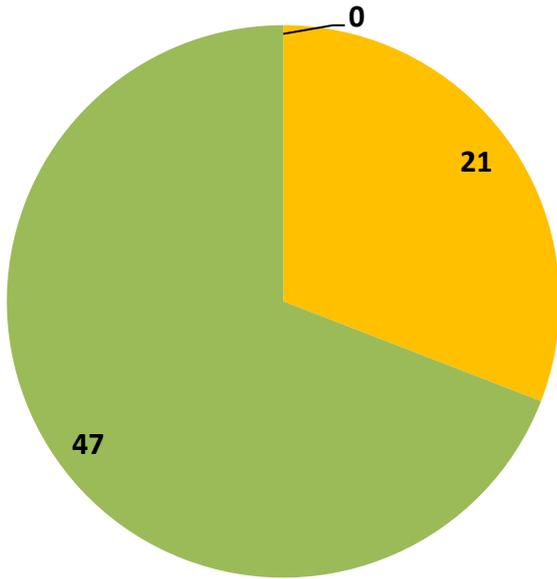
TIBRS Group A Offenses

	2019 Offenses Reported	2018 Offenses Reported
Crimes Against Persons	22	18
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	0
Aggravated Assault	5	1
Simple Assault	15	15
Intimidation	2	2
Stalking	0	0
Crimes Against Property	59	69
Arson	0	0
Bribery	0	0
Burglary	3	5
Counterfeiting/Forgery	1	1
Destruction/Damage/ Vandalism	9	4
Embezzlement	2	1
Extortion/Blackmail	0	0
Fraud - False Pretenses	4	7
Fraud - Credit Card/ATM	2	4
Fraud - Impersonation	4	2
Fraud - Welfare	0	0
Fraud - Wire	1	0
Motor Vehicle Theft	5	2
Robbery	1	1
Stolen Property Offenses	0	0
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	14	14
Theft From Building	1	3
Theft From Coin Machine	0	0
Theft From Motor Vehicle	4	18
Theft of Motor Vehicle Parts	2	2
Theft - All Other Larceny	6	5
Total Group A Offenses	81	87

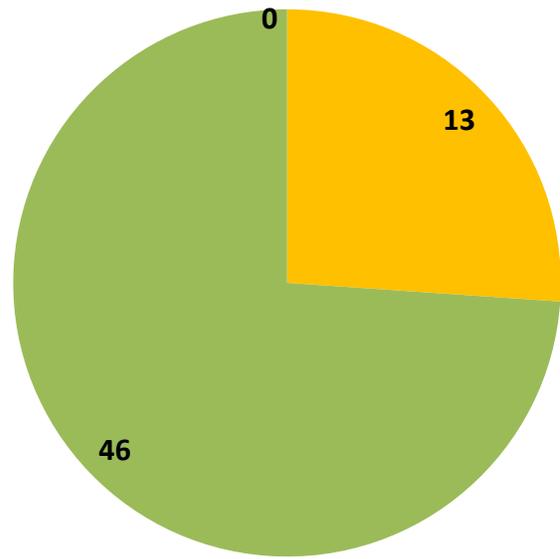
August & YTD TRAFFIC CRASHES

■ Fatal ■ Injury ■ Property Damage

2019
68



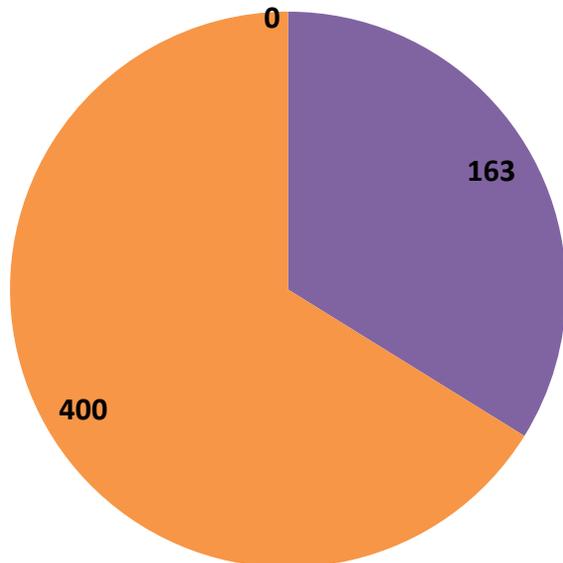
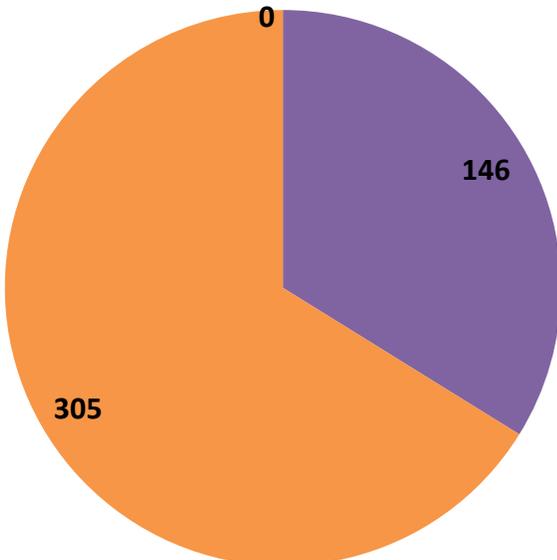
2018
59



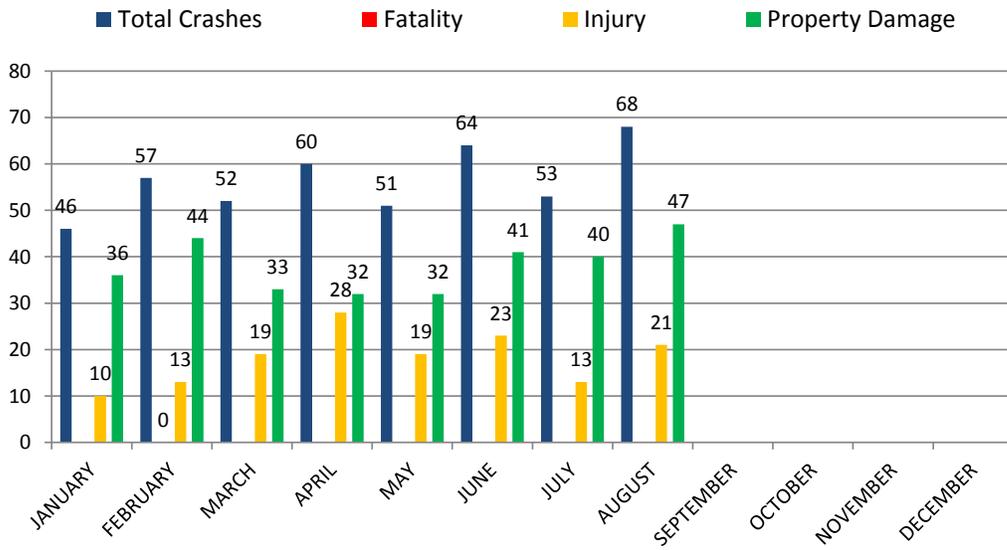
2019
451

YEAR TO DATE

2018
563



2019 YTD TITAN CRASH REPORTS



Goodlettsville Police Department
AUGUST 2019 COMPSTAT

	WEEK 31	WEEK 32	WEEK 33	WEEK 34	WEEK 35	TOTAL	2019 YTD	2018 YTD	% change	2018 TOTAL
Murders	0	0	0	0	0	0	0	0	NC	0
Rape	0	0	0	0	0	0	1	4	-75.00%	5
Robbery (Commercial)	0	0	0	0	0	0	2	3	-33.33%	7
Robbery (Street)	0	0	0	1	0	1	11	16	-31.25%	22
Aggravated Assault	0	1	1	0	0	2	12	28	-57.14%	35
Aggravated Assault - Dom Viol	2	0	0	0	1	3	9	8	12.50%	11
Burglary (Commercial)	0	0	0	0	0	0	6	8	-25.00%	15
Burglary (Residential)	2	0	0	1	0	3	11	15	-26.67%	21
Auto Burglarries	4	0	3	1	1	9	59	79	-25.32%	111
Larceny	3	1	2	2	3	11	78	81	-3.70%	141
Shoplifting	7	1	3	2	5	18	138	138	0.00%	205
Motor Vehicle Theft	3	1	0	1	2	7	41	37	10.81%	51
Total Offenses	21	4	9	8	12	54	368	417	-11.75%	624



**AUGUST COMPSTAT
WEEKS 31 THRU 35**

	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	0	0	1	1	4	4	-75.00%	5
Robbery (Commercial)	0	0	1	1	2	2	3	3	-33.33%	7
Robbery (Street)	1	1	1	1	11	11	16	16	-31.25%	22
Aggravated Assault	2	2	1	1	12	12	28	28	-57.14%	35
Aggravated Assault - Dom Viol	3	3	0	0	9	9	8	8	12.50%	11
Burglary (Commercial)	0	0	2	2	6	6	8	8	-25.00%	15
Burglary (Residential)	3	3	4	4	11	11	15	15	-26.67%	21
Auto Burglaries	9	9	17	17	59	59	79	79	-25.32%	111
Larceny	11	11	13	13	78	78	81	81	-3.70%	141
Shoplifting	18	18	17	17	138	138	138	138	0.00%	205
Motor Vehicle Theft	7	7	3	3	41	41	37	37	10.81%	51
Total Offenses	54	54	59	59	368	368	417	417	-11.75%	624



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

William R. Snodgrass Tennessee Tower
312 Rosa L. Parks Avenue; 2nd 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: **August 2019**

Pounds Received: **56.12 lbs.**

Comments or questions:

Change in Contact: **Officer Stan Hilgadiack**

Website: **www.goodlettsville.gov**

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



Summary of Month's Activities August 1 – August 31, 2019

Fire Operations

The Department responded to 324 calls for service in the month of August.

Fire Administration

August was a month of meetings and training for the Fire Department. Chief Becknal attended a training development symposium at the TN Fire Academy and Chief Reeves received a hand off train-the-trainer from TN Emergency Management on hazardous materials. Firefighters attended Swiftwater rescue training on the Hiwassee River, Fire Investigator recertification, Fire Officer Development, Critical Incident Stress Management, and a course on decision making designed to challenge our deeper analytical skills around personnel and emergency incidents.

Meetings were held with The TN Fire Chiefs Board of Directors, the North of Nashville Chiefs, and Box 55 which provides rehab services to emergency scenes and who have graciously volunteered to assist the department administering our annual 5K race to raise money for the Kids Christmas fund. Last but not least, we met the new Minister at Connell Methodist for the purpose of identifying ways the church and city staff can work together to benefit the City.

Under the heading of annual required maintenance, all the firefighters were run through pressure testing to verify proper fit and function of their respirators.

Training hours completed this month by department – 502

Public Education Hours - 15

Please consider allowing us to review your home smoke alarms to insure you have enough that are properly placed in the home and NOT older than 10 years old. To request an install of smoke alarms at no cost for any city resident, please call 615-851-2245 or email jlanius@goodlettsville.gov.

AUGUST MAINTENANCE

0 Scheduled Services

19 Repairs

Special Projects

Looking at figures for Budget items

Outstanding Issues

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

Cost Savings

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

6 Building Repairs

Fire Special

Training hours- Target Safety, Vanessa K Free

Working at Training Tower to try and get things finished to do training in the next month or so

5k- making preps for the upcoming race

Rode on Engine a few days to fill in

Taught EVT Study class

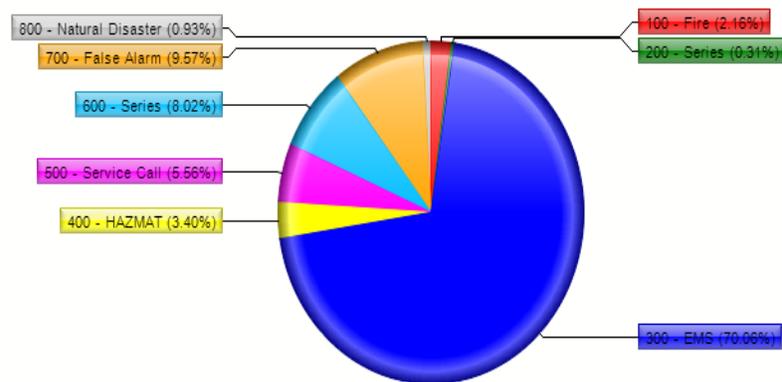
Department Fit Testing- worked with Mid South

Fire - Incident Types

Incident Date between 2019-08-01 and 2019-08-31

Fire Incident Type Breakdown

Incident Type Group	Number of Calls
100 - Fire	7
200 - Overpressure Rupture, Explosion, Overheat (No Fire)	1
300 - EMS	227
400 - HAZMAT	11
500 - Service Call	18
600 - Good Intent Call	26
700 - False Alarm	31
800 - Natural Disaster	3
Total Calls	324



Public Works Report – AUGUST 2019

SOLID WASTE:

- Solid waste tonnage collected: 388.69 tons
- Recycled materials collected: 19.8 tons
- Convenience Center solid waste collected (Pit): 19.70 tons
- PIT Construction & Debris: 4.29 tons
- Compactor: 19.52 tons
- Metals: 13.86 tons
- Bulk Item Pick Ups: 50
- Cart Repairs/Replace: 72
- New Residents: 42
- Cardboard: 2.42 tons
- Used Oil Gallons 27.75
- TDEC Audit

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: 5.27"
- WORKED 197 TN ONE CALLS 13 EMERGENCY CALLS

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
- Sweeping Miles: 73
- Cans of Litter Picked Up: 4
- Traffic Signals Repaired 2
- Road Signs Repaired/Replaced 3
- Culvert Removal and Abandonment Stephanie Place @ Caldwell Dr.

STORM WATER:

Commercial Inspection Conducted for Construction Projects	36
Residential Inspection Conducted for Construction Site's	7
Active Construction Sites (Commercial)	9
Active New Residential Home Sites	7
Land Disturbance Permits issued	0

- WKU continues in monitoring project (MS4 permit requirement)
- MTSG, Middle Tennessee Stormwater Group Monthly Meeting
- CAP Meeting
- CEC Meeting

- Vol State Welcome
- Urban Runoff 5K
- TDEC Audit
- Contractor Education Workshop
- WQENT Meeting
- Education Video Meeting
- Adopt – A – Street (Alta Loma – Christopher Matthews)
- Adopt – A – Street (Old Dickerson – Denver Schimming)

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
- Metro Solid Waste Meeting

PARKS DIVISION UPDATE

Brooks Park, 302 Mason Lane

- Routine Maintenance Completed

Delmas Long Community Center, 200 Memorial Drive

- Installed kitchenette for renter’s use

Gateway Park, 425 Janette Avenue

- Routine Maintenance Completed

Moss-Wright Park, 745 Caldwell Drive

- Installed a 3-compartment sink and replaced a water heater at field one concession and restrooms
- Replaced security light at trail head
- Repaired split rail fencing
- Removed debris and downed trees from storm
- Prepared event field for Bowen Campbell Car Show
- Routine mowing and maintenance

Peay Park, 200 Memorial Drive

- Playground area maintenance
- Made improvements to parking areas by re-striping lines and painting light poles

Pleasant Green Park, 360 Pleasant Green Drive

- Removed debris and downed trees from storm
- Started winterization process for Pleasant Green Pool including removing diving boards, lifeguard stands, handrails, lift, and ladders
- Had leak detection done on pool to determine cause and found it had a leak in a return line
- Beautification of entrance area and flower beds

Splash Pad @ Peay Park, 111 Memorial Drive

- Finished grading around sidewalks
- Laid sod and seed/straw
- Completed restroom renovation
- Installed parking lot signage
- Installed benches and trashcans

Equipment Problems and Repairs

- Hustler mower had electrical issues.
- Toro field drag main hydraulic pump leaking.



RECREATION DIVISION UPDATE

Events and Activities in August			
Date	Time	Event	Location
August 1, 2019	6:30pm	Music on Main – Moonshine Outlaws	Grounds of City Hall
August 6, 2019	10:30am	Summer Concert for Sr Adults	Community Center
August 8, 2019	6:00pm	Family Bingo Night	Community Center
August 31, 2019	10:00am	Splash Pad Dedication and Grand Opning	Peay Park
Upcoming Events and Activities			
Date	Time	Event	Location
October 26, 2019	1:00pm-3:00pm	Halloween in the Park	Moss-Wright Park

Visit www.goodlettsvilleparks.com for a full list of programs, activities, and events.



PARKS & RECREATION MONTHLY UPDATE – AUGUST

CURRENT INITIATIVES AND PROJECTS

2016 LPRF GRANT – SPLASH PAD AND RESTROOMS

The project is complete and the Splash Pad was dedicated and opened on Saturday, August 31st.

COMPREHENSIVE PARKS & RECREATION MASTER PLAN

Complete and will be presented to the Board of Commissioners for approval in September.

RACHEL'S GARDEN PLAYGROUND

Rachel's Garden will be an inclusive playground built in Peay Park. More information can be found at rachelsgardenplayground.com. Sponsors and donors are needed to make this project happen.

PARK OF THE MONTH

This initiative highlights a park or a park amenity each month on the [Goodlettsville Parks and Recreation Facebook page](#).

BENCHMARKING

The department is working towards becoming benchmarked with a Tier 2 status with the Parks and Recreation Benchmarking Program through the Tennessee Department of Environment and Conservation.

MOSS-WRIGHT PLAYGROUD IMPROVEMENTS

In September, improvements will be made to the Moss-Wright Park playground section that includes the swings and the shade structure. The footprint is being reduced so that funds are not continually expended on safety surfacing for areas that are not necessary. A concrete pad will be added under the shade structure for picnic tables.

ATHLETICS INFORMATION

Current leagues operating in Goodlettsville parks:

Goodlettsville Little League
 Goodlettsville Girls Fastpitch Softball
 Goodlettsville Youth Football
 MTFC / Quest Soccer
 TN United Soccer
 Adult Coed Indoor Volleyball
 Fall Recreational T-Ball
 Adult Coed Sand Volleyball
 Girls Youth Volleyball

of games:

7 Games- Adult Sand Volleyball, 4 Games- Adult Indoor Volleyball, 8 Games- Girls Youth Volleyball, 30 Games- MTFC/Quest Soccer, 9 Games- TUSC, 3 Games- Football

of practices:

12 Practices- T-Ball, 66 Practices- Football, 40 Practices- Girls Youth Volleyball, 179 Practices- MTFC/Quest Soccer, 90 Practices- TUSC, 54 Practices- Baseball, 10 Practices- Softball

High School Soccer Practices at Moss-Wright Park:
 Goodpasture Girls High School Team Practices- 14

Goodlettsville Youth Football Jamboree

SPLASH PAD DEDICATION



Rental Information August 2019	Resident Rentals	Non- Resident Rentals
Community Center	3	0
Shelters	11	7
Fields/Courts	0	1
Pool	1	0

Planning and Development Services Department

August 2019

Summary of Month Activities:

Site Development Meetings Attended:

- Long Hollow Pike/Willis Branch conceptual residential development proposal
- Echo Hills- Staff plan review of proposal to expand original master plan and phase five approvals
- 755 Long Hollow Pike- meeting with property owner to discuss residential design requirements
- Dry Creek Farms/Dry Creek Boulevard conceptual residential development proposal
- Copper Creek 1-2 revised drainage construction plan review
- Hill Place- Old Brick Church- conversion of first floor areas to units

Building and Site Inspections Completed:

- Windsor Green sidewalk and curb inspections
- 403 Windsor Green Ct- Building site improvements
- Professional Park Drive/Conference Drive signage proposal
- Jackson Crossing- parking lot and landscaping alteration proposal

Administration Meetings Attended:

- City Attorney meeting to discuss Ellen Drive code enforcement notification process
- City of Hendersonville representatives- Sumner County Growth Boundary expansion proposal

Organizational Meetings Attended:

- Goodlettsville Regional Planning Commission
- Nashville Greater Regional Council (GNRC) Transportation Coordinating Committee
- Goodlettsville Citizen Leadership Academy Department presentation

AUGUST 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.

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 begin in the summer of 2022 with completion by the end of 2024.**

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. Application for environmental clearance is underway. Design will begin in the first quarter of 2020 with construction scheduled for 2021. A new grant application for a sidewalk around the city hall property has been submitted. Budgeting and preliminary design are ongoing on other projects as well. ADA accessibility deficiencies have been identified and a corrective action plan has been prepared and is awaiting approval.**

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. The city is awaiting funding for construction to be released by TDOT. Construction is expected to begin in fall of 2019 with completion by the end of 2020.**

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 of the project is complete. The city is awaiting funding for construction to be released by TDOT. Construction inspection services have been solicited. Construction is expected to begin in the fall of 2019 with completion by the end 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 and ready for bid. A feasibility study for storm water control in the area of city hall and negotiations is scheduled to begin in the fall of 2019. Two other culvert replacement projects on Bluebird Drive and Wren Road are designed and awaiting bids. Construction for the replacement culverts is scheduled for completion in the summer of 2020.**

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

Goodlettsville Codes Department Building Report August 2019

<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>License</u>	<u>Type Str</u>	<u>County</u>
<u>New Residential</u>										
20190250	8/2/2019	715,591.00	121	160		1383 Madison Creek Rd.	Matt Hudson	70795/Southern Ground	New Residential	Summer
20190251	8/5/2019	331,686.00	143		55	424 Old Stone Road	Meritage	58003/Meritage	New Residential	Summer
20190252	8/5/2019	331,686.00	143		215	506 Fall Creek Circle	Meritage	58003/Meritage	New Residential	Summer
20190253	8/5/2019	256,373.00	143		69	429 Old Stone Road	Meritage	58003/Meritage	New Residential	Summer
20190254	8/5/2019	256,373.00	143		56	428 Old Stone Road	Meritage	58003/Meritage	New Residential	Summer
20190263	8/16/2019	387,962.00	143		76	399 Old Stone Road	Meritage	58003/Meritage	New Residential	Summer
Total		2,279,671.00								
<u>New Commercial</u>										
Total		0								
<u>Additions & Remodeling</u>										
20190258	8/8/2019	0.00	143	67	SUITE 104	401 Long Hollow Pike	Campones Restr.	ACT security	Fire Alarm System	Summer
20190260	8/7/2019	5,000.00	25.16	11	11	210 Moss Trail	Carlos Valencia	Homeowner	Pool	Davidson
20190262	8/6/2019	0.00	143A	26	27	704 Park Drive	Belinda Williams	ARS/21520	Mechanical Changeout	Summer
20190267	8/13/2019	50,000.00	143K	18	3	126 Bella Vista Drive	Joni Hardwick	55863/Pettis Bldg.	Pool	Summer
20190268	8/14/2019	7,000.00	33.08	48		104 Marita Ave.	Cynthia Watts- Arhelger	7776/BSStar	Residential Remodel	Davidson
20190270	8/15/2019	50,000.00	19.14	6		304 Long Hollow Pike	McDonald's Restr.	11943/Venture	Commercial Remodel	Davidson
20190272	8/16/2019	0.00				City of Goodlettsville Event	Paninis and More	Owner	Food Vendor/Truck	Davidson
20190277	8/20/2019	100.00	25.12	26		708 S. Dickerson Road	Thomas Anderson/Daycare Fac.	Owner	Access. Structure	Davidson
20190279	8/20/2019	0.00				City of Goodlettsville Event	Bizakaya Food	Owner	Food Vendor/Truck	Davidson
20190280	8/21/2019	11,000.00	143N	H23	105	125 W. Twelve Stones Crossing	Marcus Hampton	Homeowner	Patio-Covered	Summer
20190281	8/21/2019	0.00				City of Goodlettsville Event	Cousin's Lobster/Seafood	Owner	Food Vendor/Truck	Davidson
20190282	8/22/2019	51,000	143K	23	8	146 Bella Vista Drive	Jon Peeler	RNH/57903	Pool	Summer
20190283	8/22/2019	500.00				302 Andover Court	Sweet Tea and Shopping	Owner	Sign Changeout only	Davidson
20190284	8/23/2019	61,000	143D	25	25	City of Goodlettsville Event	Alfonso Meza	RNH/57903	Pool	Summer
20190285	8/23/2019	0				City of Goodlettsville Event	Ray's BBQ	Owner	Food Vendor/Truck	Davidson
20190286	8/23/2019					City of Goodlettsville Event	4 Paws Pastries	Owner	Food Vendor/Truck	Davidson
20190287	8/27/2019	20,000	26	3		1000 S. Cartwright St.	Outfront Media	Meadow/48677	Sign Change-Digital	Davidson
20190288	8/27/2019	37,000.00	34.1	58		909 Meadow Lark Lane	Pest Inc.	The Barn Store	Access. Structure	Davidson
20190290	8/28/2019	0	26	129		100 Mission Ridge	Dollar General Hdqts.	Vulcan/214	Fire Suppression	Davidson
20190292	8/28/2019	0				City of Goodlettsville Event	Zander's Woodfired Pizza	Owner	Food Vendor/Truck	Davidson
20190293	8/30/2019	0				City of Goodlettsville Event	Lisa's Kettle Corn	Owner	Food Vendor/Truck	Davidson
Total		292,600.00								

<u>Single Family Dwellings</u>	
Total New Residential	0
Total New Commercial	6
Total Add/Remodels	6
Total All Permits	2,572,271.00

Goodlettsville Codes/Building Activity Report August 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	58 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	5 inspections
Fire Investigations	Duties of Fire Marshal involving fires/inspections in the city limits	2 investigations
Building Inspections	Building Related	111 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	75 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	60 inspections
Signs Removed	Illegal signs removed from city limits	82 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	10 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)	40 hours
Property Maint. Liens	Unpaid property maint.issues including grass cutting, demo of unsafe structures, etc.	0
Building and Codes Report	Report issued monthly for permit information-listed on City website	1 Report
Sumner County Impact Fee	Collect and Distribute Tax collected for Sumner County New Residential Homes	6
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	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	4 citations
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	daily