

2012



GOODLETTSVILLE
TENNESSEE

City Manager Report

Report of monthly activities of City Manager and all Departments presented to the Goodlettsville Board of Commissioners and the Citizens of Goodlettsville.

Tim Ellis
City Manager Report
January 12, 2012

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City Manager

Management Report: December 2011

Legislative Accomplishments

- Board of Commissioners passed on final reading ordinance 11-766 an ordinance that creates the office of Administrative Hearing Officer in order to hear codes related cases that use to be heard by our city court system. This ordinance took effect on December 23, 2011.
- Board of Commissioners passed on final reading ordinance 11-765 an ordinance that will further regulate the construction and use of wind turbine facilities within our city. This ordinance took effect on December 23, 2011.
- Board of Commissioners passed on first reading ordinance 11-767 an ordinance that adopts the Goodlettsville Design Standards. Second reading of this ordinance along with a public hearing will be conducted during the January 12, 2012 meeting of the Board of Commissioners.
- The Board of Commissioners also took action on the following resolutions:
 - Resolution 11-499 – Authorizes the City Manager to conduct a random survey of Goodlettsville residents.
 - Resolution 11-500 – Declared certain property as surplus and authorized its disposal by online auction.
 - Took action in authorizing city staff to accept bids for repairs to Pleasant Green Pool.

Legislative Matters Forthcoming

- Ordinance to further define the duties of the fire marshal
- Fiscal Year 2013 Budget
- Ordinance in regards to the Municipal Planning Commission being a “Regional Planning Commission”

External Meetings

- Met with Mr. David Gillihan (Imagine Goodlettsville), Mrs. Susan Edwards (Imagine Goodlettsville) and Mrs. Kimberly Lynn (Goodlettsville Chamber of Commerce) in regards to the redevelopment of Main Street. It was agreed that we would conduct a public meeting of all business and property owners along Main Street most likely in the month of February.
- Attended a meeting with Metropolitan Nashville Mayor Karl Dean and other City Managers of the Davidson County satellite city’s to discuss current cooperation between all government entities. I am working with the other satellite cities and Shanna Hughey of Mayor Dean’s to possibly hold similar meetings on a quarterly basis.
- Attended the quarterly meeting of the Sumner County Joint Economic Development Committee in Gallatin.
- Attended the annual District 5 meeting of the Tennessee Municipal League.
- Met with Mr. Steve Brophy, Vice President of Governmental affairs for Dollar General in order to discuss the relationship of the City and Dollar General. We are

planning on having a meeting of key Dollar General Staff and key City staff after the first of the new year.

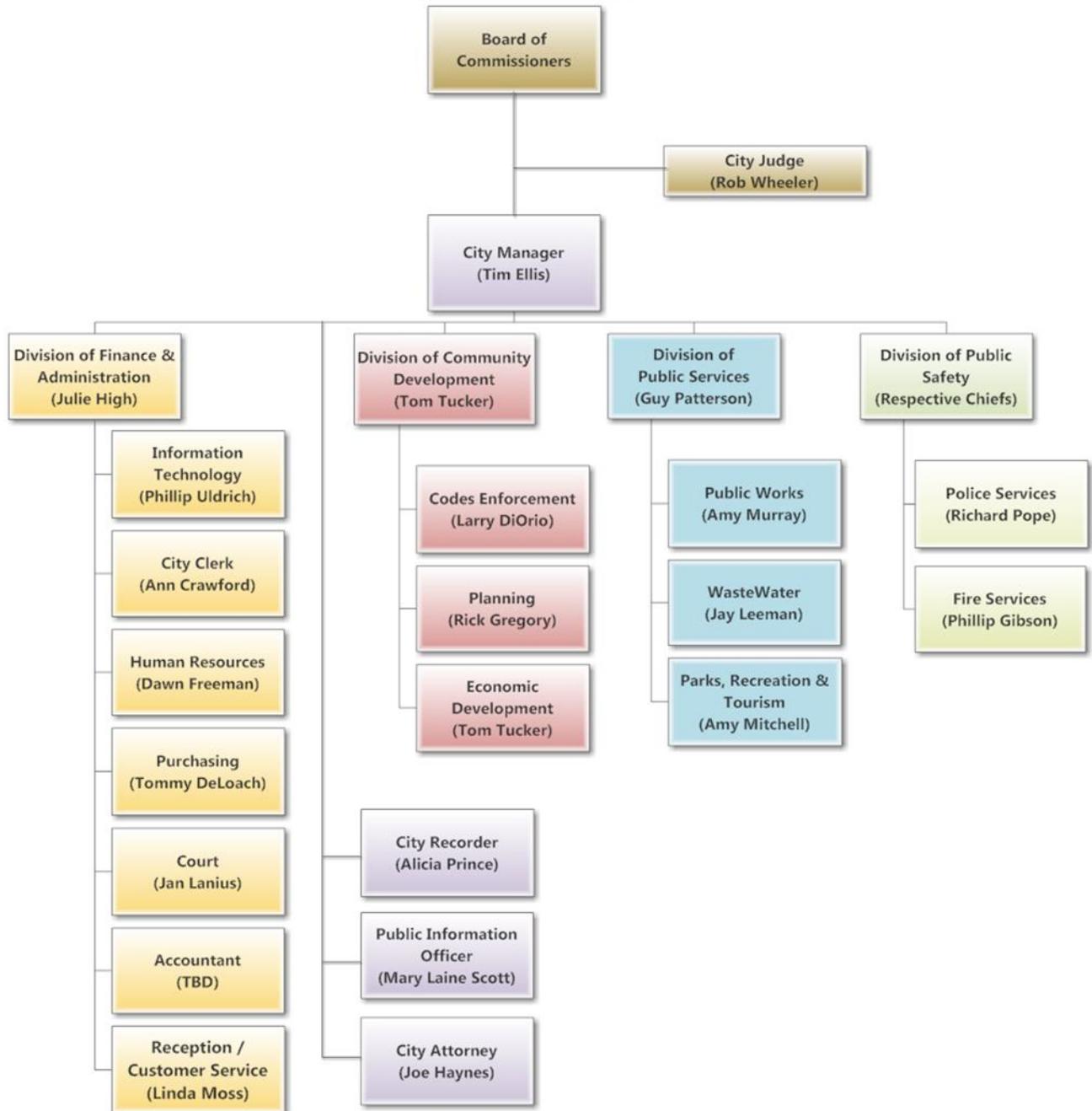
Internal Meetings

- The monthly sewer rehabilitation progress meeting was conducted. This project is continuing with very little if no issues at all. The contract for completing all work is June 30, 2012. The builders risk insurance policy was extended to cover the term period of the contract.
- Met with Mr. Steve Thompson of Burris, Thompson and Associates to review the Employee Compensation Plan that his firm has formulated for the city.
- Guy Patterson and myself met with a local resident who wants the city to once again permit residents to take items from the recycling / trash yard of Public Works.
- Attended the Planning Commission meeting held on December 5, 2011. The Commission approved a lot amendment to the Mallard Creek Subdivision on Hogans Branch Road. Ms. Michelle Kendall and Ms. Amanda Watson gave the Planning Commission a presentation on Transit Oriented Design.
- Attended and took part in the Goodlettsville Beer Board Meeting held on December 14, 2011. The Beer Board approved an off-premises beer permit to RBS Tiedt Market, 943 Louisville Hwy, Goodlettsville, TN. The applicant is Sherry Tiedt of Gallatin, TN.
- Met with various insurance brokers about the City's health insurance renewal. The current insurance policy is set to expire on March 30, 2012.
- Guy Patterson, Rick Gregory and I met in regards to various MPO Transportation projects and their current status.
- The monthly sewer equalization tank progress meeting was conducted. This project is currently 10 months behind schedule and the contractor was made aware of the city's displeasure in the ability to complete the project.
- Took part in a webinar the ICMA's Center for Performance Measurement. The city is going to take part in this evaluation program of our operations.
- Met with various employees on regards to restructuring of City operations. The restructure took effect on January 1, 2012 and the organizational chart is attached to this report. **ATTACHMENT 1**
- Met with Mr. Johnny Roberson in regards to CPR certifications for all city employees
- Met with various public safety staff in reference to the new two-way radio requirements as it relates to Metro Nashville.
- Met with Mrs. Amy Mitchell in reference to the Pleasant Green Pool Renovation bid specifications.

ATTACHMENT 1



CITY OF GOODLETTSVILLE



Ongoing Work

- Implementation of the Compensation Plan
- Efficiency Review Committees (Committee of Employees)
- Telephone – has completed their assigned task and will made recommendations that will result in approximately \$10,000 of savings to the city annually.
- Overtime – has completed their assigned task and will be working with respective department heads to review their recommendations. It is anticipated that this will create a cost savings to the city by a reduction in overtime.
- Uniform / Clothing – has not met yet but will be studying and making recommendations in how we procure and utilize non-safety employees uniforms.
- City departments will be taking part in the International City Managers Association's (ICMA) Center for Performance Measurement study.
- This city is working on phase I (Application Phase) of the Baldrige National Performance Program.
- Work continues on the sewer rehabilitation project and sewer equalization tank.
- Staff will be meeting with Metro Water Services in regards to utilization of sewer line capacity within their sewer trunk line. Hendersonville Utility District has given the city notice that they will cease to provide sewer line capacity in 2016.
- Work continues on the future needs of 2 way radio communications within all departments of the city but most importantly public safety.
- The greenway / bike / pedestrian project is currently in the environmental assessment phase. There has been some preliminary survey work performed.
- The Long Hollow Pike synchronization project recently had the environmental assessment approved by the state is awaiting Notice to Proceed to the design phase.
- The roadscape project was advertised for bids on December 28, 2011.
- Work is ongoing in creating a Leadership initiative program for the city. This would be a program of the city but would be inclusive of all city functions and operations.
- Planning for a Media Relations meeting with all local media outlets is being planned for February.
- Preliminary work is being done in regards to creating a program that would encourage and broaden pride in Goodlettsville. This program would most likely be called "My Goodlettsville".
- Work continues to compile all data obtained in a recent employee survey.
- Work will begin within the next two weeks on a citizen's satisfaction survey. This will be a scientific survey in which a random sampling of Goodlettsville homes will be asked to take part.

Finance & Administration Division

Finance

Human Resources

Information Technology

Court

Purchasing

The Finance Director spent most of the month of December working with the auditors who are putting the finishing touches on our annual audit report. The Finance Director completed the renewal packet due January 1 for the City's Workers' Compensation Insurance, General Liability and Property Insurance and forwarded to TML. Group Benefits, the City's third party administrator for employee benefits, presented our quarterly report to the City Manager, Finance Director and Human Resources Director; and discussed the upcoming renewal in April. The Finance Director also participated in a meeting with W.E. Shaw and Associates, employee benefits consultants, with the City Manager and Human Resources Director. The Finance Director, along with the City Manager and Human Resources Director, attended a webinar conducted by the ICMA and the Center for Performance Management about participation in a performance management survey/program.

The Human Resources Director conducted an informational meeting with retirees over the age of 65 regarding the Blue Cross 65 supplement. The Finance Director attended this meeting as well.

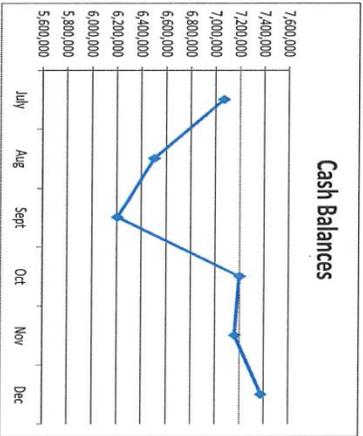
The Finance Director attended the monthly Chamber of Commerce luncheon as well as a holiday open house event at a local business, Bus For Sale.

Staff along with IT worked to get the on-line property tax payment option on the City's website. It is up and running, and working well. This should be a great benefit to citizens, as well as staff. The Finance staff was busy the last week of the month processing property tax payments as citizens hurried to make payments by the year's end.

CITY OF GOODLETTSVILLE
MONTHLY FINANCIAL SUMMARY
DECEMBER 2011

UNASSIGNED FUND BALANCE

Operating Fund	Ending Balance	Ending Balance	Budgeted Balance	Projected Balance	% of Operating	
	FY 11	Current Month	6/30/2012	6/30/2012	Budget	
General Fund	2,032,866	746,959	600,771	966,000	9.07%	
Sanitation	123,761	113,818	13,179	13,000	1.47%	
Tourism	939,621	1,003,707	612,096	612,000	165.62%	
CASH IN BANK						
	July	Aug	Sept	Oct	Nov	Dec
General Fund	1,701,998	1,523,320	1,241,225	672,779	632,948	767,395
Sanitation	127,467	134,167	137,546	139,597	126,531	137,014
Tourism	981,514	1,002,217	1,000,848	1,023,800	1,014,424	1,016,506
Sewer	4,259,084	3,845,352	3,827,583	5,364,544	5,389,042	5,453,936
Total Cash	7,070,063	6,505,056	6,207,202	7,200,720	7,162,945	7,374,851



KEY REVENUE INDICIES

Operating Fund	Indicator	Month	YTD	Annualized	Target	Projected Over/Under Budget
General Fund	Local Sales Tax	342,215	1,602,729	3,205,458	3,708,000	(505,572)
	State Shared Tax	125,416	756,288	1,512,576	1,676,000	(163,424)
	Property Tax	615,603	947,235	3,078,514	3,123,000	(46,486)
	Court Fines/Fees	2,537	118,718	237,436	220,000	17,436
Tourism	Hotel/Motel Tax	28,997	229,553	459,106	360,000	99,106
	Sewer User Fees	378,004	2,161,853	4,323,706	4,100,000	223,706
Sanitation	Sanitation Fees	64,538	324,851	649,702	711,000	(61,298)

Revenue Summary			
General Fund Collected YTD	4,216,168	Wastewater Fund Collected YTD	2,226,309
General Fund Target	10,656,740	Wastewater Fund Target	4,305,000
Difference	6,440,572	Difference	2,078,691
	60%		48%

EXPENDITURE SUMMARY

Operating Dept	Month	YTD	Annualized	Budget	Projected Over/Under Budget
General Government	190,737	1,021,004	2,042,008	1,981,115	60,893
Police	337,884	1,693,406	3,386,812	3,632,696	(245,884)
Fire	131,045	690,767	1,381,534	1,426,783	(46,249)
Hwy's & Streets	70,987	422,484	844,968	977,587	(132,619)
Parks/Recreation	92,991	552,342	1,104,684	1,286,748	(182,064)
Police Drug Fund	20,685	104,196	208,392	288,214	(79,822)
Sanitation	56,113	351,790	703,580	886,582	(183,002)
Tourism	26,471	178,987	357,974	703,525	(344,551)
Wastewater	231,321	1,654,520	3,309,040	4,806,590	(1,497,550)

Total Expenditures YTD w/ Projections:

Fund	MTD	YTD	Target	Annualized	Projected Over/Under Budget
General	966,318	5,502,075	12,077,874	11,004,150	(1,073,724)
Sanitation	56,113	351,790	886,582	703,580	(183,002)
Wastewater	231,321	1,654,520	4,806,590	3,309,040	(1,497,550)

**City of Goodlettsville
Capital Expenditures
Fiscal Year 2011-2012**

GENERAL FUND

Description		Budgeted Amount	Actual Exp thru Dec 2011
Admin	Repl UPS (Power Supply)	\$14,000	\$9,167
Admin	Repl Roadmaster for City Hall Use	\$20,000	\$0
Police	Repl 4 Police Cruisers-\$32,000 each	\$128,000	\$66,091
Fire	Repl Chief's Response Vehicle	\$28,540	\$10,420
Parks	Parks Vehicle	\$21,000	\$7,746
Parks	Filtration system at PG Pool	\$20,000	\$0
Parks	PVC Membrane interior of the PG Pool	\$68,200	\$0
Parks	Track Renovation at Delmas Long Comm Center	\$25,000	\$0
Parks	Repl deck of PG Pool	\$35,000	\$0
PW	30 CY Knuckleboom Refuse Truck-debris and brush	\$130,000	\$0
PW	Repl Wrecked Dump Truck-Budget Amendment		\$33,035
Engineering	StormWater Fee Rate Study	\$35,000	\$0
Street Aid	Paving/Striping/Signalization	\$620,000	\$470,837
Total General Fund Capital Expenditures		\$1,144,740	\$597,296

POLICE DRUG FUND

Police	Repl K-9 vehicle	\$36,003	\$10,269
Total Police Drug Fund Capital Expenditures		\$36,003	\$10,269

SANITATION FUND

TOURISM FUND

Parks	Infield renovation quads at MW Park	\$25,000	\$30,250
Parks	Replace shingles on Blockhouse Cabin at Fort	\$25,000	\$0
Parks	Replacement lights-4 fields	\$250,000	\$0
Parks	Paving-Moss Wright	\$33,000	\$0
Total Tourism Fund Capital Expenditures		\$333,000	\$30,250

CAPITAL PROJECTS FUND

Admin	Landscaping improvements Exit 96 (80/20)	\$102,000	\$10,837
Admin	Landscaping improvements Exit 97 (80/20 Grant)	\$55,000	\$0
Admin	Flood Home Buyout	\$771,618	\$1,080
Admin	Bicycle Pedestrian/Greenway Connector	\$3,000,000	\$30,085
Admin	Traffic Signalization	\$490,000	\$8,037
	Phase 5 Rehab-ARRA Project	\$1,200,000	\$982,707
Sewer	EQ Tank-ARRA Project	\$2,800,000	\$761,921
Total Capital Projects Fund Expenditures		\$8,418,618	\$1,794,667

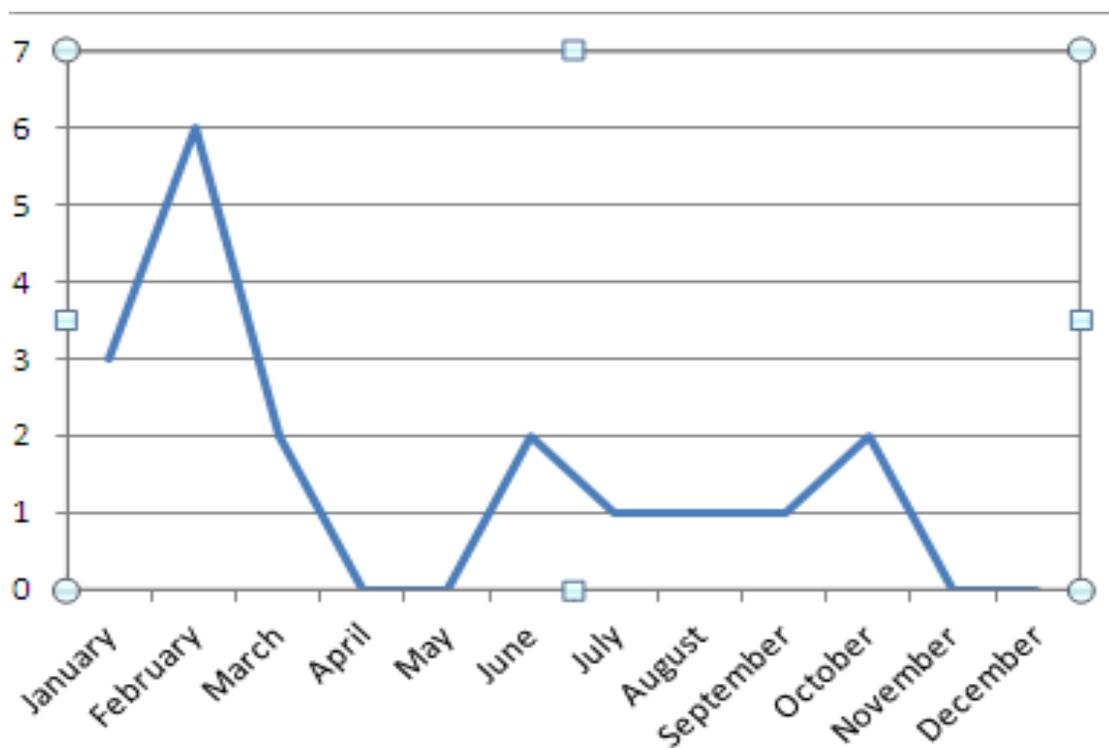
SEWER FUND

Sewer	Engineering for Sewer line relocation	\$75,000	\$0
Sewer	Paving due to Rehab Project		\$124,202
Sewer	Phase 6 Sewer System Rehab Planning and Design	\$400,000	\$0
Total Sewer Fund Capital Expenditures		\$475,000	\$124,202

Human Resources Monthly Report – December 2011

- Met with former TUCA (TN Urgent Care – on worker’s comp doctor panel), now US Health Works on worker’s comp accidents and what the new company can offer the City. Updated information and procedures to handle our w/c accidents.
- Attended annual Storm Water training.
- Assisted Overtime Committee with reports and information.
- Collected door prizes from area stores for Annual Christmas Breakfast Drawing.
- Coordinated post-offer testing for new patrol officer - Shoesmith.
- Posted Events and Program Coordinator position for the Parks Department.
- Completed changeover of BC 65 retiree insurance payment project.

Worker’s Comp Accidents: 2011 Overview



Upcoming projects:

- January 24 & 25 Supervisor training on performance evaluations.
- Year end Safety Committee Meeting January 11 and OSHA 300 log.

Positions		Budget		Actual
Public Services		Public Works	13	11
		Sewer	6	5
		Sanatation	6	6
Employee	RFL	Term Date	Replacement	Hire Date
Danny Elmore	quit	10/29/2010	n/a	
William Brasier	Retired	10/01/2011	n/a	
Johnny Pence	Retired	11/30/2011	n/a	
Parks		Parks	16	14
		Tourism	2	1
Employee	RFL	Term Date	Replacement	Hire Date
Cohea	transfer fire	05/31/2011	J Proctor pt to ft	06/14/2011
Freeman	passed away	09/14/2011	n/a	
Blankenship	quit	12/03/2011	n/a	
Police			57	52
Employee	RFL	Term Date	Replacement	Hire Date
T Palmer	Retired	01/01/2012	n/a	
Harry Bell	retired	10/01/2011	n/a	
Richard Peery	retired	09/01/2011	Knalls	11/28/11
DJ Wilhoite	moved	07/29/2011	Forbes	11/28/11
Tony Cline	moved	06/10/2011	Colburn	09/07/2011
Bil Vaughn	retired	10/31/2010	Vaughan	05/16/2011
Bryan Harris	quit	08/24/2010	Baker	01/24/2011
Walter Williams	retired	07/31/2010	n/a	
Fire			19	19
Firefighter	RFL	Term Date	Replacement	Hire Date
Matthew Burge	metro	05/16/2011	Jamie Cohea (park)	05/31/2011
J Robertson	training officer	03/23/2011	Jake Hille	08/27/11
Ed Hendericks	retired	08/12/2011	Jason Davis (pt to ft)	11/14/2011
Admin			19	17
Employee	RFL	Term Date	Replacement	Hire Date
Jim Thomas	Retired	10/31/2011	Tim Ellis	promoted
Vicky Ignatz	Retired	11/18/2011	frozen	
Tim Ellis	promoted	11/01/2011	frozen	

MONTH OF DECEMBER 2011**MONTHLY MANAGEMENT REPORT****COURT**NUMBER OF TICKETS ISSUED IN DECEMBER 2011 -NUMBER OF DEFENDANTS APPEARING IN COURT

DEC. 6, 10:00 A.M.	58
DEC. 6 2:00 P.M.	28
DEC. 13 10:00 A.M.	54

TOTAL FOR MONTH	140
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NUMBER OF DEFENDANTS CONTESTING CITATIONS

DEC. 13 2:00 P.M.	11
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NUMBER OF NON-TRAFFIC CITATIONS (i.e. codes / misdemeanors violations)

CODES	0
MISDEMEANORS	2

NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL	82
EIGHT HOUR SCHOOL	6

Public Safety

Police

Fire

Goodlettsville Police Department
Chief Pope's Monthly Report
January 9, 2012

The attached figures for all reported crime in the month of December 2011 are not completely up-to-date. Kim Campbell, our records clerk, has been out on medical leave for most month of December and will continue to be out until January 23rd. A good deal of December's data has not been entered into the system.

We responded to 26,820 calls for service in 2011. This is a slight increase over 2010 (102 calls). Our calls for service stays fairly consistent in this range from year to year. However many of our calls require more man-hours to complete than in years past.

Each month I will try to only highlight certain incidents of interest to report to the commission.

In the month of December 2011:

Several townhomes on Canton Court in Windsor Green were vandalized. These are the townhomes the developer is trying to complete for sale. There are no suspects.

Patrol responded to a theft from motor vehicle in the Kroger's parking lot on 12/4. About the same time Metro PD broadcast a description of a vehicle involved in car burglaries near Rivergate. A patrol unit spotted his vehicle in the K-Mart parking lot. A stop was made and stolen property from the Metro thefts was recovered as well as the property that had just been stolen from Kroger's.

On 12/13 the Old Hickory Credit Union on Rivergate Pky was robbed. The suspect was a male black. No vehicle was seen leaving the area. CID and the FBI conducted a preliminary investigation. Later in the month our detectives received information that the suspect had been arrested in Florida. The suspect and a female accomplice robbed a bank in Florida and were apprehended. The suspects' implicated themselves in the robbery of the Old Hickory Credit Union. Charges are pending.

The defendant who was identified earlier this year in the armed robbery of the U.S. Bank and the Holiday Inn Express was convicted in Federal Court and received 22 years.

On 12/10 patrol recovered property near the walking trail at Pleasant Green Park. CID later determined the property had been taken in a burglary in Williamson County. A suspect was in custody in Williamson County. CID is working with Williamson County to determine if suspect is involved in any burglaries here.

On 12/22 patrol arrested two suspects for shoplifting at several stores in Rivergate Mall. The interesting aspect of this case was the fact that the suspects left their car unlocked and reported items (that had not been shoplifted) had been stolen from their car. I guess the old adage "no honor among thieves" is true.

On 12/26 patrol responded to a home invasion at Colony Manor Apartments on S. Dickerson Road. The suspects forced their way into an apartment and demanded pills. The preliminary investigation indicated the victim had been selling narcotics from this apartment. CID and CSU are investigating.

On Going Projects:

We are continuing the process of hiring officers to replace retiring officers. We have two new officers who will be going on the streets this month, January 2012. We will be hiring another officer later this month who will then begin a six-week training program before going on the streets as a solo officer.

Both the police and fire departments are continuing to work on the upgrading of our radio system. We must meet certain federal requirements in the upcoming year. We are looking at various options, but all will require us to purchase new equipment. Most of our equipment is over 10 years and in some cases 15 years old. This will require a large capital outlay in the relatively near future.

Sgt Peterson has begun accepting applications for this year's Citizen's Police Academy. At this point there are still vacancies in this year's class.

Training:

Sgt Peterson already has several officers signed up for 2012 In-Service training classes. Eight officers are scheduled to attend trainings that are no-cost to the department.

Law Enforcement Fatalities:

Nationwide there were 173 law enforcement officers killed in the line of duty in 2011. This is a 13% increase over 2010 and the second consecutive year for an increase. Gunfire deaths were the 2nd highest in the past ten years.

Fire Department December 2011

Summary of Month's Activities

Fire Operations

The Department responded to 236 calls for service for the month of December with a year-end total of 2647 calls.

Fire Administration

Chief Gibson received notification from ISO that Goodlettsville Fire Department Fire Classification is a Class 5/9.

Chief Gibson, Johnny Roberson, Tom Tucker, Mike Bauer and Larry DiOrio met on site at Space Park North with a representative from Robison Tire Company to discuss Fire Code requirements for a new tire warehouse.

Chief Gibson is using the Target Safety Training System for continuing education credits.

Chief Gibson took time off for the holidays.

Update on the Department's Goals and Objectives

- Pressing issue of P25 radio switch that is forthcoming. We have applied for an AFG grant totaling nearly \$240,000.00. It may be mid 2012 before we hear if that grant has been awarded. These funds can only be used to purchase radios to facilitate fire communications and dispatch. We cannot buy Police radios with these funds. We have some portables that can be flashed to work on the P25 system at an estimated cost of \$900.00 each. I have requested pricing for a short term lease of radio equipment to sustain us until we hear from AFG reference approval.
- Continue our positive growth of training in the upcoming year. We are currently averaging 10 hours per month per firefighter recorded training. This does not include driver training and our mandatory 40 hour annual in-service. To help accomplish and continue this goal; a fire officer appointed to assist the training officer would be a great benefit. This person could help with organizing and conducting trainings at the discretion or request of the Chief and/or the training officer. This would allow the training officer to continue with the creation and development of trainings to meet our needs after identifying needs. This person(s) could be given a small pay increase or overtime approvals to offset the extra work required; I believe we would see great returns on that investment through better trained and knowledgeable firefighters. This would ultimately result in increased property conservation, improved service to citizens and safer environment for firefighters

- Some type incentive for firefighters receiving certain certifications such as FFI, FFII, Driver/Operator and Officer. Right now an 8 year firefighter with FFII and driver/operator makes the same as a rookie firefighter with FFI only.
- Declare the salvage and tanker as excess property and place on auction site. We receive no ISO credit for these vehicles, they are both considered unusable by NFPA due to seatbelts and their limited use in the last few years is not justifying the insurance, maintenance and upkeep costs.
- Replace antiquated equipment with newer, modern equipment that would provide for safer firefighters and their responses. I.E. Turnout gear, extractor machine, nozzles and hose. Our current turnout gear is 6 years old and has reached the end of service according to NFPA. We are not getting the full life span due to our extractor not meeting the requirements for deconning the new turnout gear, resulting in shorter life. PPE \$1800.00 x 24 = \$43,000.00; extractor \$17,000.00.
- Develop a training program to incorporate into dispatch. State Law requires 40 hours of initial training for any dispatcher that receives any 911 call. I would like to assist in helping with this and providing the dispatchers with the knowledge, skills and abilities to provide for effective fire/medical dispatching. ProQa for dispatch
- Work with the Fire Marshall's office in developing a safety education program for our senior citizens. The initial program is in the creation stage and hopefully we will be presenting the program in early 2012 after working with the Park's department. We initially would like to present this program semi-annually and alter that schedule after evaluation of reception by attendees. We would also like to work with the Fire Marshall's office in creating and presenting a fire prevention program to elementary school children during fire prevention week annually.
- Start an engine replacement program. Our engines are aging and are a minimum 16 years old and starting to encounter mechanical issues that are getting expensive. We have recently assigned each shift an engine in attempts to prolong the longevity of each apparatus. A replacement engine would cost \$300,000.00 to \$400,000.00 at today's value.

Departmental Highlight

On December 3rd the Fire Department held the Annual Christmas Party for Kid. Firefighter's, Family and volunteer's took 26 children shopping. We also donated around 200 toys that citizen's dropped off at the Fire Hall to Millersville Fire Department and helped another Goodlettsville Family with toys.

The Employee Christmas Breakfast was held at the Fire Department on December 21st and turned out to be a success.

Fire Department December 2011

Department Cost Saving Report

Stopped using private Vendors and started purchasing hall supplies from Sam's Wholesale. Set up a dispensing unit in the bay for cleaning supplies that allows a certain amount of fluid to be used at one time.

Monthly Performance Indicators

Incident Responses

Structure Fires	0	MVA / No Injury	12
Cooking /Electrical Fires	1	Rescue	1
Vehicle Fires	1	False Alarms/Calls	31
Grass /Brush /Trash Fires	0	Assist Other Government Agency	1
Hazmat	2		
Other Calls / Assist	23		
Emergency Medical Calls	149	Total Responses for the Month	236
Vehicle Accidents with Injuries	15	Total Responses for the Year	2647

Fire Fighter Training

Total Training Man Hours for the Month	25
Total Training Man Hours YTD	2152

Fire Inspection

	This Month	YTD
Fire Investigations	0	0
Plat/Plan Review	0	?

Public Fire Education

	This Month	YTD
Participants		
Education Hours		
Number of Occurrences		

Fleet Maintenance

Routine Scheduled Maintenance	1
Unscheduled Repairs	21

Outstanding Issues None

Special Projects

Prepare and Help with Annual Kid's Christmas

Prepare Vehicles and drove in City Christmas Parade

Prepare and Cook for Employee Breakfast

Attended City wide Storm water meeting

Fire Maintenance Cost Savings Report

Saving on the Maintenance end came from In-house repairs, but the following are above and beyond the normal savings. I had seats on three of the Fire trucks reupholstered for a saving of about \$750, instead of ordering the seat covers from the manufacturer. I went with an aftermarket fuel pump for the Command Post for a saving of \$300. I also did a brake job on 41-8 for at least a \$400 savings. The Command Post and 41-8 are just the parts value saved.

Public Services

Public Works

Parks, Recreation & Tourism

Public Works Monthly Report

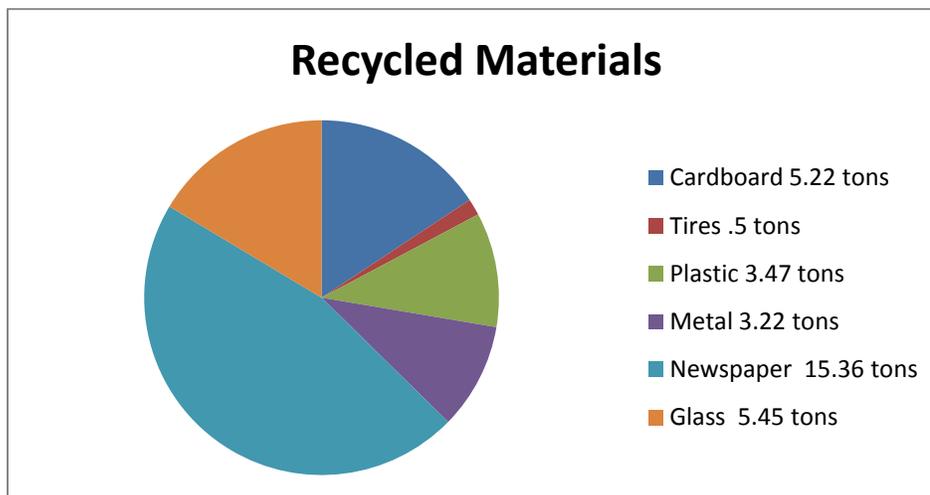
December 2011

RIGHT-OF-WAY, INFRASTRUCTURE, STORMWATER, AND STREETS & HIGHWAYS

MAINTENANCE PROJECTS AND INSPECTIONS:

- Mixed salt and sand
- Hot Spot and Long-Term Maintenance reports received
- Stormwater Construction Inspections:
 - ★ Weir Dam on Dry Creek
 - ★ Cobblestone Condos
 - ★ Metro Baptist Church
 - ★ Copper Creek
 - ★ Cottage Grove
 - ★ Dry Creek Road
 - ★ Retreat at Dry Creek Farms
 - ★ Vineyards
 - ★ Dollar General (S. Dickerson Road location)

SOLID WASTE:



- Monthly tonnage residential solid waste collected: 299
- Monthly tonnage convenience center solid waste collected: 166
- Monthly cubic yards of wood chips removed from lot: 448
- Delinquent sanitation accounts sent to collection: 13

Services Provided	Total
Brush Pick-Up Areas Covered	5
Curb – Repair/Install/Remove	0
Dead Animal Pick-Up Requests	6
Drainage Inspection Requests	2
Driveway Permits Issued	1
Emissions Testing/License Plates for Vehicles	0
Exemption Route Requests	2
Graffiti Removal	0
Land Disturbance Permits Issued	0
Litter Pick-Up Requests	2
Mowing Requests	0
Potholes/Street Repair Requests	6
Public Works Service Calls Received	1,758
Salt Truck Requests	0
Sanitation Cart Repairs	45
Sanitation Junk Pick-Up Request	2
Second Sanitation Cart Request	1
Signs Repaired/Installed	10
Storm Drains Cleaned	87
Storm Drains Replaced (Theft)	30
Street Cut Requests/Permits Issued	0
Tennessee One Calls	66
Traffic Signal	3
Tree Trimming	0
Vehicle Maintenance – Routine	42
Vehicle Maintenance – Unscheduled	57
Water Quality-Related Outreach Events	1

PUBLIC WORKS FACILITY:

- Monthly departmental fuel reports
- Building cleaning and maintenance
- Monthly underground tanks testing
- Fuel inventory as of 12/31/2011: Unleaded 4,104 gallons | Diesel 3,931 gallons
- Provided annual good housekeeping stormwater training to City personnel
- Established body work/painting area
- Replaced non-operating doors on chipper truck
- TDEC Level 2 training (stormwater permit requirement)
- Monthly staff and safety meeting
- Retro-reflectivity requirements; memo to file
- Public Works section of website updates

SEWER:

- Daily maintenance MCPS
- Daily inspection E Q Tank at MCPS
- Sewer Rehabilitation (Dig Crew and TV and Liner Crews)
- Replaced manhole lid @ 120 Cheshire Court
- Inspection house service 119 Copper Creek Blvd.
- Helped City of Millersville with their pump station on Williamson Rd.
- Worked on truck #88 /sent truck to International and picked up
- Filled up portable bioxide tanks
- Collected an anytime bypass sample and carried the sample to Mt. Juliet
- Did maintenance and operating sluice gate at Mansker Creek Pumping Station
- Pulled out and inspected pump #2 at MCPS and pump #1
- Tv'ed house service @ 226 McCoin Drive
- Rain Fall: 4.75"
- Monthly operating report submission
- Delinquent sewer accounts sent to collection: 11

OUTSTANDING ISSUES:

- Stormwater utility
- Draft of new stormwater ordinance
- Pam's underground storage tank training and certification (due August 2012)

Parks and Recreation - December					
Recreation Programs					
Program Name	# Enrolled	R	NR	Total Revenue	Total Expenditure
Zumba (contract)	100			\$100.00	0
Yoga (contract)	6			\$12.00	0
Book Club	10			0	0
Winter Break Activities	95			0	0
Letters to Santa	91			0	\$31.90
Tot-time	80			0	0
Irish Step Dance (contract)	4	4	0	\$42	0
	386	4		\$154	31.9
Sports Leagues					
Futsal	78 paid, 3 scholarship	16	62	\$4,680	\$3,854
Senior Spirits					
	Participation Numbers				
December 1-2	18				
December 5-9	92				
December 12-16	72				
December 19-23	68				
December 26-30	24				
Community Center					
	Total Number	R	NR	Total Revenue	
Track Passes Scanned	99	72	27	0	
Dollar General Users Scanned	20			0	
# Youth Scanned	119	119	0	0	
# Senior Adults Scanned	214	103	111	0	
Walk In Users	371			1,000	
New Passes Sold 17 & Under	28	28	0	0	
New Passes Sold 18 - 59	0	0	0	0	
New Passes Sold 60+	5	2	3	0	
New Track Passes Sold	13	6	7	\$200	
	869	330	148	\$1,200.00	
Reservations					
		R	NR	Total Revenue	
Total # Permits Created	13				

Community Center		8	5	\$375	
Shelters		0	0	0	
Fields		0	0	0	
Special Events	Estimated Participation				
Yulefest	1,200				
Parks Projects					
Tore down closet at Community Center					
Installed 40 posts at Shelter # 3 parking lot					
Improved drainage at Field 7					
Painting Projects - offices, signage					
Lighting Project began for Fields 1 and 2					
Reported Parks Problems					
Bathrooms backing up at Field 1 and Comfort Station					
Historic Sites Projects (currently in shut down phase)					
Obtaining quotes for repair work to House and Fort					
Creating Program Plan for 2012					
Re-set House time periods					
Establishing new educational tour program for school groups					
Updating Volunteer Manual and Program					

Community Development Services

Economic Development

Planning

Codes

COMMUNITY DEVELOPMENT

Sub-group: Economic Development

Management Report: December 2011

Business Recruitment / Retention & Expansion

- Boyle Investment Company is working with Oak Point Properties to possibly sell Regions Bank to Oak Point. Oak Point has met with me and they want to get actively involved with the recruiting for a tenant for the bank. This is a slow, drawn-out, process.
- Received a couple of calls from a site selector representing J.P. Morgan – Chase (a large New York bank). They are expanding and are interested in our area.
- I talked with the top person regarding Costco being “interested” in Goodlettsville and he told me “the answer is unequivocally no.” His reasoning was that Sam’s has committed to Hendersonville and by doing so, they (Sam’s) has “intercepted the money” and so there is no justification for Costco to ever look in this area.
- I talked with the top real estate person at Dollar General Corporation two times during the month. One was to re-introduce the idea of DG putting a “Market” store of theirs in at the current North Main location ... making it a showplace for their hometown. Besides, the entire Gibson Boat property in back has been reduced to ¼ the price of what it had been listed for, and, Mr. Clendenin told me to tell Dollar General that he would “work with them” regarding a sale of the Fred’s building to DG. I also pitched the idea again of Dollar General having some interest for Wade Circle (as they once did). DG made no comment whatsoever on the idea of a Market showplace at the Fred’s / Gibson properties. DG said they have no interest at all in the Wade’s Circle properties.
- We are at the 80%-complete level for bringing in Robison Tire from Laurel, Mississippi. If they come, they will occupy 80,000 square feet in Space Park North and will employ about 12 new employees. Before they can get to second base, they must satisfy strict Fire Marshall codes regarding the storage of tires and must show that their space has the proper fire protection equipment (specifically for the storage of tires). This is a strict requirement.

Statistics

- No real statistics of any kind for December 2011.

Meetings

- For the month of December 2011, the ECD Department participated in numerous meetings, as usual. The following were the most significant.
 - Goodlettsville ECD hosted the 12-county P2020 Regional Economic Development Partners quarterly planning session at Incredible Dave’s on December 5th from 2pm until 7:30 pm. Dave did a magnificent job with the food and, to boot, “threw in” a \$20-dollar player’s card for everyone to “play” games after the meeting was done. It was a smashing success in the strictest interpretation of the phrase.
 - Met with the leaders of Nashville’s “The Entrepreneur Center” to set up a tour for our City Manager and Board of Commissioners for January 11, 2012.

- **Attended the annual Christmas shindigs** for the following organizations: MTIDA, Nashville Chamber, TVA, First Bank, First State Bank, BusforSale.com, Sumner Bank Trust, Sumner County Board of Tourism, Leadership Middle Tennessee, Goodlettsville Chamber, Prevost Motorcar, C. David Pitzer, CPA, Gallatin EDA, Goodlettsville City Employees, and the Hendersonville Chamber of Commerce.
- Attended and participated in the quarterly Sumner County Joint Economic and Community Development board meeting, held at the County Administration Building, Room 112.
- Met with Rob Wilkey, General Counsel for Commonwealth Industries, regarding any “hanging” legal matters with the Commonwealth move and cancelation.

Special Projects

- Claudia Davis and I are getting ready (first of the year) to start on the commercial real estate locator for our website. Our website software company, CivicPlus, has had the software in *beta* test virtually all last year. They were supposed to have had it ready for us in March of 2011. The good thing is: it will be almost free whereas before, we were going to have to incur several thousands of dollars of expense.
- Claudia Davis will also be working with me on getting the annual MTIDA ECD data profile done before the end of February. It is a very extensive document.
- Tried out a retail search product called Retail Track for three days. I deemed it is not worth the \$1,000 per year that they want as a license fee.

Outstanding Issues

- City Manager Ellis and I met in November 2011 with ECD attorney, Tom Trent, at the offices of Bradley Arant Boult Cummings. We are working on getting the whole Industrial Development Board “house in order.” Many things need to be planned, organized, voted upon, etc. before any appointments to a “new” IDB can be put in place.
- I met with Michelle Williams of the Mount Pleasant Main Street revitalization program. Mount Pleasant is in Maury County. I told Ms. Williams that I would try to get our City Manager and a contingent of people together to come and see her presentation in January of 2012.

Planning Monthly Management Report

2011 (year to date)

Ordinances/Initiatives:

- Wind Turbine Ordinance
- Amend By-Laws
- Design Review Guidelines

Rezoning/Annexations:

- Two Mile Pike
- Willis Branch/Vineyards

Site Plans:

- Kroger Fuel Center
- Metro Baptist/Metro Christian Academy
- Northgate Park Retail Center
- Dollar General Corporate Signage Plan

Master Plans/Preliminary Master Plans

- Caldwell Square/Fifth Third Bank Final Master Plan
- Vineyards Preliminary Master Plan
- Retreat @ Dry Creek Farms Final Master Plan

Subdivision Plats:

- Northcreek Commons
- Copper Creek Resubdivision
- Mallard Creek Resubdivision

Letters of Credit Renewed, Reduced and/or Released:

- 4 @ \$280,380
- 3 @ \$486,200
- 2 @ \$610,000
- 1 @ \$145,500
- 1 @ \$4,000
- 2 @ \$217,769
- 13 @ \$ 1,743,849

GODLETTSVILLE CODES DEPARTMENT ACTIVITY REPORT DECEMBER 2011

DEPARTMENT OF 4 EMPLOYEES:

Larry DiOrto-Codes Director/Fire Marshall
 Mike Bauer-Senior Inspector/Fire Marshall
 Greg Waite-Inspector/Property Standards
 Rhonda Carson-Administrative Assistant/Permit Technician

The purpose of the Codes Department is ensure that all citizens and contractors are assisted concerning the issues of: Building Codes and Safety, Fire Marshall 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.), Burrn, Demolition, Blasting, Sign, Fireworks, Pool, Yard Sale	23 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	3 inspections
Fire Investigations	Duties of Fire Marshall involving fires in the city limits	2 investigations
Building Inspections	Building Related	14 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	22 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	22inspections
Signs Removed	Illegal signs removed from city limits	43 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	26 hours/ testing included
Storm Water Training	EPSC training and certification	2 hours
Fire Inspection Training	L. DiOrto and M. Bauer required training on Fire Code	8 hours

Property Maint. Liens	Unpaid property maint. issues including grass cutting, demo of unsafe structures, etc.	0 liens
Building and Codes Report	Report issued monthly for permit information-listed on City website	1 Report
Sumner County Impact Fee	Collect and Distribute Tax collected for Sumner County New Residential Homes	2 homes/collected
Flood Event/FEMA	M. Bauer assisting flood properties and FEMA requirements. Includes all documentation	7 hours
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/G. Waite	1 Report
Unsafe Structure Abatement	Demolition of unsafe structure/Hwy. 31 North Truck Stop	1 structure
Citations to Court	Municipal Code Violations	0 citations
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	daily

City Projects

Capital Improvements

Special Projects

EQUALIZATION TANK

Project Cost: \$7,014,268.29

Engineer / Architect / Consultant: CDM, Inc.

Contractor: W.L. Hailey, Inc.

Status: 98% Complete

Completion Date: Substantial – January 30, 2012
Final – January 30, 2012

Notable outstanding issues:

- 1. Extended Warranties**
- 2. Liquidated Damages**
- 3. Contractor completing the project**



EXTERIOR



INTERIOR

PHASE V SEWER REHABILITATION

Project Cost: \$4,427,954.34

Engineer / Architect / Consultant: GRW, Inc.

Contractor: Moore Construction

Status: Work Complete 73% Approximate
Time Complete 82% Approximate

Completion Date: June 30, 2012

Notable outstanding issues: None noted

ROADSCAPE PROJECT

Project Cost: \$157,000.00

Engineer / Architect / Consultant: Kimley-Horn and Associates

Status: Bid Opening January 22, 2012

Completion Date: March 30, 2012 *ESTIMATED*

Notable outstanding issues: NONE

Goodlettsville Roadscapes Grant

			Opinion of Probable Cost		
			Kimley-Horn and Associates, Inc.		
Item No.	Item Description	Unit	Quantity	Unit Price	Amount
105-01.50	Construction Layout	LS	1	\$ 2,000.00	\$ 2,000.00
209-09.37	Silt Sack Inlet Protection	EA	10	\$ 250.00	\$ 2,500.00
209-08.03	Temporary Silt Fence (without backing)	LF	3400	\$ 4.00	\$ 13,600.00
709-05-10	Machined Rip-Rap	CY	10	\$ 50.00	\$ 500.00
714-40	Locating Utilities	LS	1	\$ 3,000.00	\$ 3,000.00
717-01	Mobilization	LS	1	\$ 10,000.00	\$ 10,000.00
740-10.01	Geotextile (Type 1)	SY	10	\$ 10.00	\$ 100.00
201-05.10	Vegetation Removal	LS	1	\$ 1,000.00	\$ 1,000.00
203-07	Furnishing & Spreading Topsoil	CY	2000	\$ 5.00	\$ 10,000.00
801-06.10	Shredded Hardwood Mulch (Landscaping)	CY	35	\$ 50.00	\$ 1,750.00
801-01.04	Seeding (Wildflower Mixture)	ACRE	1.5	\$ 2,178.00	\$ 3,267.00
801-02	Seeding (Little bluestem grass)	ACRE	0.5	\$ 2,178.00	\$ 1,089.00
801-02.15	Fertilizer	TON	3.5	\$ 200.00	\$ 700.00
802-01.02	Trees (Liriodendron Tulipi)(1.5-2" Cal. B&B)	EA	6	\$ 200.00	\$ 1,200.00
802-01.10	Trees (Quercus shumardii, Shumard Oak, 2" Cal. B&B)	EA	3	\$ 200.00	\$ 600.00
802-01.11	Trees (Ilex opaca, American Holly, 2" Cal. B&B)	EA	22	\$ 200.00	\$ 4,400.00
802-01.12	Trees (Juniperus virginiana 'Glauca', Glauca Juniper, 6-8' ht. B&B)	EA	64	\$ 150.00	\$ 9,600.00
802-03.01	Shrubs (Euonymus alatus, Burning Bush, 3 gal.)	EA	25	\$ 75.00	\$ 1,875.00
802-03.02	Shrubs (Forsythia intermedia, Border Forsythia, 3 gal.)	EA	152	\$ 75.00	\$ 11,400.00
802-03.03	Shrubs (Rhus aromatica, Fragrant Sumac, 3 gal.)	EA	67	\$ 75.00	\$ 5,025.00
802-07.01	Flower (Hemerocallis 'Stella de Oro', Stella de Oro Daylily, 1 gal.)	EA	700	\$ 18.00	\$ 12,600.00
802-05.03	Refillable Drip Irrigation Flexible Bag	EA	31	\$ 25.00	\$ 775.00

LANDSCAPE LAYOUT PLAN

TWO MILE PARKWAY & I-65

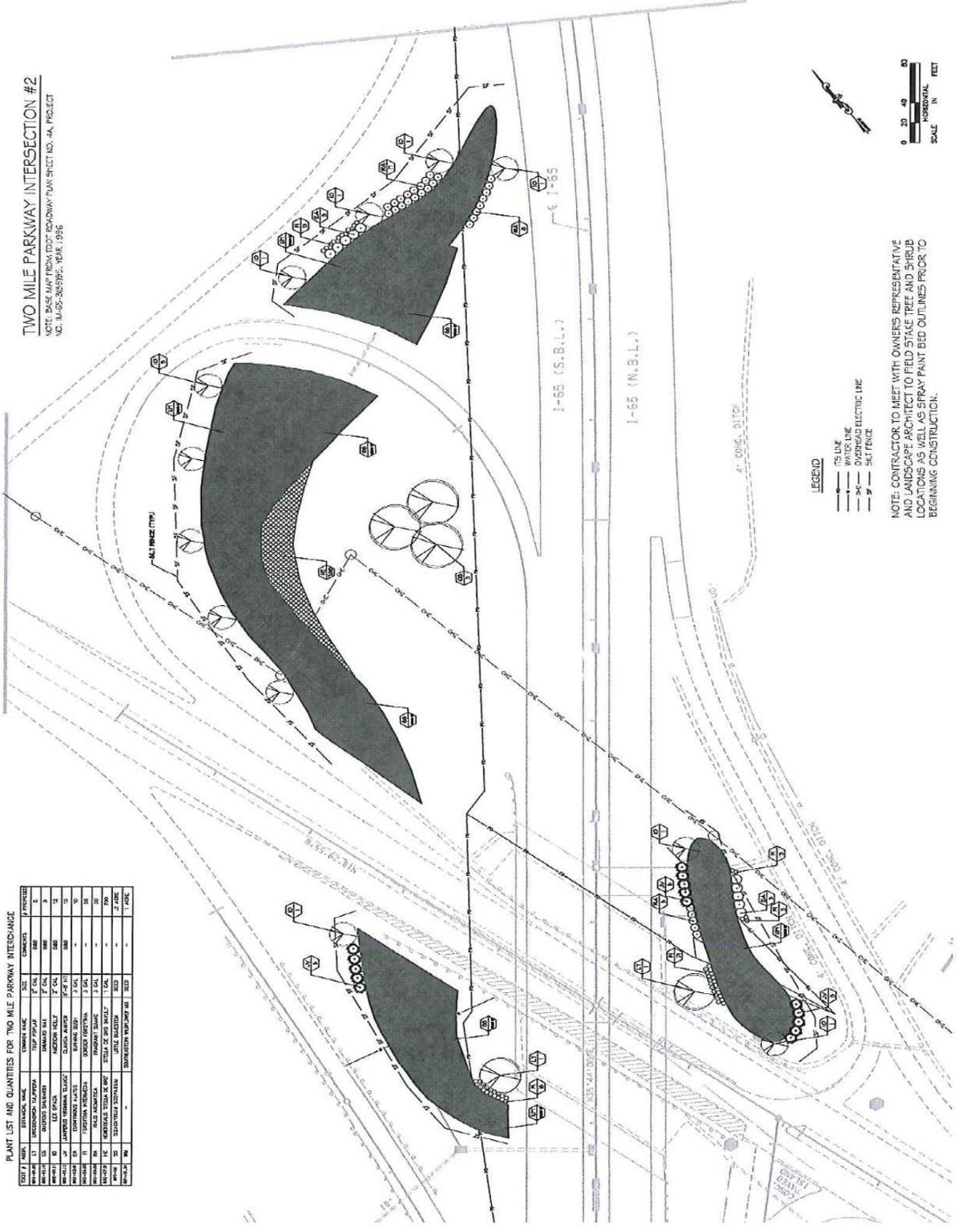
GOODLETTSVILLE

GRANT PROJECT

© 2011 Kimley-Horn and Associates, Inc.
209 North Avenue South
Nashville, TN 37203
Tel: (615) 564-7701
Fax: (615) 564-7292

KIMLEY-HORN
and Associates, Inc.

DESIGNED BY:	AWC
DRAWN BY:	AWC
CHECKED BY:	AWC
DATE:	07/27/11
PROJECT NO.:	1000000
SHEET NUMBER:	1-2



TWO MILE PARKWAY INTERSECTION #2

NOTE: BASE MAP FROM DOT HIGHWAY PLAN SHEET NO. 44, PROJECT NO. 14-60-365395, YEAR 1996

PLANT LIST AND QUANTITIES FOR TWO MILE PARKWAY INTERSECTION

ITEM #	SYMBOL	PLANT NAME	COMMON NAME	SIZE	QUANTITY	REMARKS
001	11	INDIAN CHERRY	SHRUB	2' OAL	100	
002	12	DOGWOOD	SHRUB	2' OAL	100	
003	13	DOGWOOD	SHRUB	2' OAL	100	
004	14	DOGWOOD	SHRUB	2' OAL	100	
005	15	DOGWOOD	SHRUB	2' OAL	100	
006	16	DOGWOOD	SHRUB	2' OAL	100	
007	17	DOGWOOD	SHRUB	2' OAL	100	
008	18	DOGWOOD	SHRUB	2' OAL	100	
009	19	DOGWOOD	SHRUB	2' OAL	100	
010	20	DOGWOOD	SHRUB	2' OAL	100	
011	21	DOGWOOD	SHRUB	2' OAL	100	
012	22	DOGWOOD	SHRUB	2' OAL	100	
013	23	DOGWOOD	SHRUB	2' OAL	100	
014	24	DOGWOOD	SHRUB	2' OAL	100	
015	25	DOGWOOD	SHRUB	2' OAL	100	
016	26	DOGWOOD	SHRUB	2' OAL	100	
017	27	DOGWOOD	SHRUB	2' OAL	100	
018	28	DOGWOOD	SHRUB	2' OAL	100	
019	29	DOGWOOD	SHRUB	2' OAL	100	
020	30	DOGWOOD	SHRUB	2' OAL	100	
021	31	DOGWOOD	SHRUB	2' OAL	100	
022	32	DOGWOOD	SHRUB	2' OAL	100	
023	33	DOGWOOD	SHRUB	2' OAL	100	
024	34	DOGWOOD	SHRUB	2' OAL	100	
025	35	DOGWOOD	SHRUB	2' OAL	100	
026	36	DOGWOOD	SHRUB	2' OAL	100	
027	37	DOGWOOD	SHRUB	2' OAL	100	
028	38	DOGWOOD	SHRUB	2' OAL	100	
029	39	DOGWOOD	SHRUB	2' OAL	100	
030	40	DOGWOOD	SHRUB	2' OAL	100	
031	41	DOGWOOD	SHRUB	2' OAL	100	
032	42	DOGWOOD	SHRUB	2' OAL	100	
033	43	DOGWOOD	SHRUB	2' OAL	100	
034	44	DOGWOOD	SHRUB	2' OAL	100	
035	45	DOGWOOD	SHRUB	2' OAL	100	
036	46	DOGWOOD	SHRUB	2' OAL	100	
037	47	DOGWOOD	SHRUB	2' OAL	100	
038	48	DOGWOOD	SHRUB	2' OAL	100	
039	49	DOGWOOD	SHRUB	2' OAL	100	
040	50	DOGWOOD	SHRUB	2' OAL	100	
041	51	DOGWOOD	SHRUB	2' OAL	100	
042	52	DOGWOOD	SHRUB	2' OAL	100	
043	53	DOGWOOD	SHRUB	2' OAL	100	
044	54	DOGWOOD	SHRUB	2' OAL	100	
045	55	DOGWOOD	SHRUB	2' OAL	100	
046	56	DOGWOOD	SHRUB	2' OAL	100	
047	57	DOGWOOD	SHRUB	2' OAL	100	
048	58	DOGWOOD	SHRUB	2' OAL	100	
049	59	DOGWOOD	SHRUB	2' OAL	100	
050	60	DOGWOOD	SHRUB	2' OAL	100	
051	61	DOGWOOD	SHRUB	2' OAL	100	
052	62	DOGWOOD	SHRUB	2' OAL	100	
053	63	DOGWOOD	SHRUB	2' OAL	100	
054	64	DOGWOOD	SHRUB	2' OAL	100	
055	65	DOGWOOD	SHRUB	2' OAL	100	
056	66	DOGWOOD	SHRUB	2' OAL	100	
057	67	DOGWOOD	SHRUB	2' OAL	100	
058	68	DOGWOOD	SHRUB	2' OAL	100	
059	69	DOGWOOD	SHRUB	2' OAL	100	
060	70	DOGWOOD	SHRUB	2' OAL	100	
061	71	DOGWOOD	SHRUB	2' OAL	100	
062	72	DOGWOOD	SHRUB	2' OAL	100	
063	73	DOGWOOD	SHRUB	2' OAL	100	
064	74	DOGWOOD	SHRUB	2' OAL	100	
065	75	DOGWOOD	SHRUB	2' OAL	100	
066	76	DOGWOOD	SHRUB	2' OAL	100	
067	77	DOGWOOD	SHRUB	2' OAL	100	
068	78	DOGWOOD	SHRUB	2' OAL	100	
069	79	DOGWOOD	SHRUB	2' OAL	100	
070	80	DOGWOOD	SHRUB	2' OAL	100	
071	81	DOGWOOD	SHRUB	2' OAL	100	
072	82	DOGWOOD	SHRUB	2' OAL	100	
073	83	DOGWOOD	SHRUB	2' OAL	100	
074	84	DOGWOOD	SHRUB	2' OAL	100	
075	85	DOGWOOD	SHRUB	2' OAL	100	
076	86	DOGWOOD	SHRUB	2' OAL	100	
077	87	DOGWOOD	SHRUB	2' OAL	100	
078	88	DOGWOOD	SHRUB	2' OAL	100	
079	89	DOGWOOD	SHRUB	2' OAL	100	
080	90	DOGWOOD	SHRUB	2' OAL	100	
081	91	DOGWOOD	SHRUB	2' OAL	100	
082	92	DOGWOOD	SHRUB	2' OAL	100	
083	93	DOGWOOD	SHRUB	2' OAL	100	
084	94	DOGWOOD	SHRUB	2' OAL	100	
085	95	DOGWOOD	SHRUB	2' OAL	100	
086	96	DOGWOOD	SHRUB	2' OAL	100	
087	97	DOGWOOD	SHRUB	2' OAL	100	
088	98	DOGWOOD	SHRUB	2' OAL	100	
089	99	DOGWOOD	SHRUB	2' OAL	100	
090	100	DOGWOOD	SHRUB	2' OAL	100	

BASEBALL / SOFTBALL FIELD RENOVATION

Project Cost: \$24,000.00

Contractor: Warner Athletic Construction

Status: Project Under Construction

Completion Date: To Be Determined

Notable outstanding issues: Additional Scope funded by Baseball League

GREENWAY / BICYCLE / PEDESTRIAN DEVELOPMENT

Project Cost: \$3,000,000.00

Engineer / Architect / Consultant: Lose and Associates

Status: Currently completing Environmental and Archaeological Clearances

Completion Date: To Be Determined

Notable outstanding issues: None Noted

SIGNALIZATION & SYNCHRONIZATION IMPROVEMENTS

Project Cost: \$495,000.00

Engineer / Architect / Consultant: Gresham Smith and Partners

Status: Environmental Documentation has been Approved
Awaiting TDOT Notice to Proceed for Design

Completion Date: September 2012

Notable outstanding issues: MPO Administrative Project Amendment

SPORTS LIGHTING IMPROVEMENTS

Project Cost:	\$250,000.00
Contractor:	Reynolds, Inc.
Status:	Currently Accepting Bids
Completion Date:	March 2012
Notable outstanding issues:	None Noted

PAVING IMPROVEMENTS

Project Cost: \$620,000.00

Contractor: Sessions Paving

Status: 90% of all paving is now completed

Completion Date: See Below

Notable outstanding issues: None Noted

<u>STREET</u>	<u>DATE (Tentative)</u>
Highland Heights (Long Side)	September 9, 2011
Pleasant Green Drive	September 12, 2011
Garrett Drive	September 12, 2011
Moss Trail (Pleasant Green to Main Street)	September 12, 2011
Angela Circle	September 19, 2011
Mason Circle	September 20, 2011
Mason Court	September 20, 2011
Mason Lane (North of Loretta)	September 20, 2011
North Cartwright (Tyson to Long Hollow)	September 21, 2011
Two Mile Pike	September 22, 2011
Dorothy Drive	September 23, 2011
Ellen Drive	September 23, 2011
Dorchester Court	September 26, 2011
Butleigh Court	September 26, 2011
Corbridge Court	September 26, 2011
Hanover Court	September 26, 2011
Hollis Court	September 26, 2011
Moncrief Avenue	September 27 & 28 2011

PLEASANT GREEN POOL

Project Cost: **Unknown**

Status: **Bids are now being accepted for various renovations to the pool**

Completion Date: **May 15, 2012**

Notable outstanding issues: **None Currently**

COMPENSATION STUDY

Project Cost: \$9,000.00

Engineer / Architect / Consultant: Burriss and Associates

Status: All work has been completed awaiting City Commission Approval

Completion Date: January 12, 2012

Notable outstanding issues: Further study as how to calculate the compression figures of long term employees is currently being performed.

EMPLOYEE EVALUATION / GOALS & OBJECTIVES DEVELOPMENT

Project Cost: -0-

Engineer / Architect / Consultant: Municipal Technical Advisory Service

Status: Supervisor Training Will Begin on January 24 and 25, 2012

Completion Date: March 1, 2012 *Estimated*

Notable outstanding issues: None Noted

STORMWATER FEE STUDY

Project Cost: \$35,000.00

Engineer / Architect / Consultant: None Chosen

Status: Assigned to BOC Study Session

Completion Date: June 30, 2012

Notable outstanding issues: None Noted