



City Manager Report: December 2015

Distributed: January 21, 2016



Contents:

Monthly activities of City Manager and all departments, presented to the Goodlettsville Board of Commissioners and the citizens of Goodlettsville

Reporting Schedule:

Published monthly on the City of Goodlettsville website.

Featured Picture:

Goodlettsville City Hall decorated for the Christmas season.

Management

- City Manager.....2-5
- Public Information Office/City Recorder.....6

Finance & Administration Division

- Finance, HR.....7-9
- Municipal Court.....10
- Admin. Assistant to the City Manager.....11-12

Public Safety

- Police.....13-18
- Fire.....19-22

Public Services

- Public Works.....23-27
- Parks, Recreation & Tourism.....28

Community Development Services

- Economic Development.....29
- Planning and Development Services.....30
- Codes.....31-32



Tim Ellis, City Manager

January 11, 2016

To: Board of Commissioners, City Staff and Residents of Goodlettsville

The City of Goodlettsville began the practice of producing the City Manager's Monthly Report in December 2011 to provide general and performance information to the Board of Commissioners and the public on City services and programs. The City utilizes performance data to identify efficiencies and potential inefficiencies for the purpose of improving services, responsible budgeting and enhancing transparency in local government. The information in this report is compiled internally by each department/division that comprises City Services. The information is then analyzed and organized for presentation by myself and the Public Information Officer.

I am proud of the City's efforts toward becoming more transparent, performance driven and the direction in which our community is headed. City staff and I will continue to work diligently to increase efficiencies in City services and achieve the goals of our Board of Commissioners as we proudly serve the citizens of Goodlettsville.

I am pleased to present to you the December, 2015 City Manager's Monthly Report. I hope that you continue to stay informed on City issues and progress.

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

Sincerely,

Tim Ellis, City Manager

City Hall • 105 S. Main Street • Goodlettsville TN 37072

Email: tellis@cityofgoodlettsville.org • Phone: 615.851.2200 • Fax: 615.851.2212

A government committed to operating with efficiency and integrity in all we do as we strive to enhance the quality of life for the community we serve.

City Manager

Management Report: December, 2015

Legislative Accomplishments

- Board of Commissioners took action following the following ordinances:
 - No Ordinances were adopted on final reading during the month of December
- The Board of Commissioners also took action on the following resolutions:
 - Approved Resolution 15-663, a resolution to adopt the 2016 Legislative Policy of the City of Goodlettsville as it relates to the 109th General Assembly of the State of Tennessee.
 - Approved Resolution 15-664, a resolution to establish new rental rates for the Goodlettsville Event Center.
 - Approved Resolution 15-665, a resolution to amend the Utility Billing Policies and Procedures as it relates to temporary service.
 - Approved Resolution 15-666, a resolution declaring 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 15-667, a resolution ratifying membership and appointments to the Goodlettsville Regional Planning and Zoning Board, Board of Zoning and Sign Appeals, Beer Board, Industrial Development Board and the Parks, Recreation and Tourism Board.

Other Items Considered by the Board

None

Legislative Matters Forthcoming

- Ordinance approving general obligation bonds for certain public work improvements.
- Ordinance approving a budget amendment.
- Ordinance to amend supplementary district regulations relative to accessory buildings.
- Ordinance to amend certain zoning changes.
- Ordinance creating new regulations for street side parking.
- Resolution approving TDOT contracts for CMAQ and high mast lighting projects.
- Resolution declaring property surplus.
- Resolution approving a contract for city wide vending services.

Commissions and Boards

- **Planning Commission**
 - Approved the rezoning of 7.67 acres from LDRPUD, Low Density Residential Planned Unit Development to A, Agricultural. Properties are referenced as lots 3, 4, and 5 of the Truevine P.U.D Subdivision Plat that was reviewed by the Planning Commission at the September 14, 2015 meeting. The properties are referenced as Sumner County Tax Map 143 F Group A, Portion of Parcels 35 and 38. The request will also be an amendment to the development master plan and will require the three lots referenced above to be combined into one lot. Property Owner: Villa Property, LLC
 - Approved final subdivision plat approval to add a twenty-five (25) feet section of an adjoining subdivision tract to the property at 203 Hollywood Street to create an 11,250 square feet lot. Property is referenced as Davidson County Map and Parcel 02605009900. Property is zoned R-10, Medium Density Residential. Property Owner: Gayle C. Bryant.

- Deferred site plan approval for a five (5) story, ninety-two (92) room, 61,879 square feet hotel facility on 1.81 acres. Property is referenced as Davidson County Tax Map and Parcel 0260001600 and is zoned CSL, Commercial Services Limited. Property Owner: Raman G and Suresh G. Dayal.
- Deffered conceptual development plan for 2.6 acres on Long Hollow Pike between 314 and 328 Long Hollow Pike. The development plan includes a Taco Bell restaurant facility. Property is referenced as Davidson County Tax Map and Parcel 01900002000 and is zoned CSL, Commercial Services Limited. Property Owner: Prakash Jaju /Pank Partners.
- Disapproved to amend the zoning ordinance to permit the construction sales and services use in the CSL, Commercial Services Limited Zoning District including the property at 821 Wren Road.
- Discussed a request of Mr. Billy Barnfield to review the construction requirements for accessory buildings.
- **Board of Zoning Appeals**
 - Board of Zoning Appeals did not meet during the month of November.
- **Beer Board**
 - Beer Board did not meet during the month of November.
- **Industrial Development Board**
 - Industrial Development Board did not meet during the month of October.
- **Parks, Recreation & Tourism Advisory Board**
 - Parks, Recreation & Tourism Board met during the month of November but no action items were considered.

Ongoing Work

- Overall Capital Improvements Program.
- “My Goodlettsville” Program.

- Traffic congestion mitigation.
- Conference Drive Enhancements.
- Main Street Stakeholders creation.
- Economic Development Projects.
- Conference Drive Enhancements.
- Roadway lighting improvements.
- Main Street Streetscape Project.
- CSX/ North Main Street congestion mitigation.
- Peay Park redevelopment conceptual plan.
- Sewer pump station elimination.
- City Ambassador Program.
- Goodlettsville Tomorrow Vision 2025.
- Main Street Stakeholders Organization.
- Main Street Streetscape Project.
- Streambank stabilization of Manskers and Madison Creeks.
- City-wide Beautification.
- Utility Billing Start-up.
- CMAQ Projects.

Public Information Office / City Recorder Monthly Report December 2015

News & Announcements

Posted on the city's website, facebook, twitter, Notify Me email lists, and mobile app:

- “Daniel Knalls, Goodlettsville Police Officer, Selected as G.H.S.O.’s Middle TN Officer of the Year”
- “Reeves Chosen as Goodlettsville Fire Chief”
- “Decorate for a Cure”
- “Liz’s Kitchen to be Featured in Upcoming Episode of Food Network’s American Diner Revival”
- “Board of Commissioners Meetings Posted for Online Viewing”
- “City of Goodlettsville January Newsletter”
- All board meeting agendas for December and approved minutes

Meetings/Events

- Met with the GIST Committee
- Attended the City’s Christmas Tree Lighting and Christmas Parade

Admin

- Prepared for the regularly scheduled December 10th commission meeting. The December 24th meeting was cancelled due the Christmas Eve holiday.
- Performed website administrator job functions as needed: developed and reviewed web content.

Finance and Administration Monthly Report

December 2015

FINANCE

- Worked on statistical schedules for the CAFR, due December 31
- Met with Steve Parker, Karen Stephens, and the City Manager for the Audit Exit Conference. We reviewed the audited financials and discussed the Board presentation in January.
- Provided assistance and support to the Utility Billing process
- Concluded the interviews for the Administrative Services Coordinator, and made a job offer. Julie Smith will join the City of Goodlettsville in January.
- Discussed Tyler Content Manager with Tyler representatives. TCM is a document management software, which would help us streamline our processes and reduce paper, thus increasing efficiency.
- Worked with Municipal Leasing Consultants on finalizing payment to two vendors for vehicle purchases.
- Completed the insurance renewals for TML for 2016
- Attended “Active Killer” training conducted by GPD
- Worked on City’s Vision Plan

Human Resources

- 12/8/15 Met with Tri-Star on wellness and announced wellness winners
- 12/10/15 chamber brunch
- 12/14/15 new hire orientation for Utility Worker at Public Works
- 12/23/15 Helped set up/clean up the Employee Christmas Breakfast
- 12/28/15 collected data for insurance renewal
- 12/28/15 new hire orientation for Fire Chief
- 12/30/15 interviewed mechanic
- Hired: 1 fire chief, 1 utility worker, and one part-time utility worker
- Terms during the month: 1 police officer.
- Worker’s Compensation accidents in the month:
- Full-time employees: 129; Part-time employees: 29.
- Job opening: mechanic.

**City of Goodlettsville
Financial Summary
December 2015 (Unaudited)**

UNASSIGNED FUND BALANCE

Operating Fund	Current Month	Budget 06/30/2016	%
General Fund	3,096,497	1,617,218	191%
Sanitation	66,174	9,737	680%
Tourism	743,984	273,413	272%

CASH IN BANK

General Fund	4,119,642
Sanitation	811
Tourism	661,912
Sewer	10,620,466
Stormwater	1,337,043
Total Cash	16,739,874

SALES TAX COLLECTIONS

Month Received	Sumner Current Year	Sumner Prior Yr	Davidson Current Yr	Davidson Prior Year	Total Current Year	Total Prior Year
Aug	53,696	40,852	301,770	301,966	355,467	342,818
Sep	53,887	44,928	273,542	231,297	327,429	276,225
Oct	43,086	38,647	276,764	224,144	319,850	262,791
Nov	48,095	44,181	306,882	225,317	354,977	269,499
Dec	50,706	46,808	280,760	198,245	331,466	245,054
Jan					0	0
Feb					0	0
Mar					0	0
Apr					0	0
May					0	0
Jun					0	0
Jul					0	0
YTD	249,471	215,416	1,439,718	1,180,970	1,689,189	1,396,386
						20.97%

*Governmental Revenues are typically received in arrears, i.e., July revenues are received in August.
The revenues collected in July, were for the month of June, and were recorded in prior year financials.*

**City of Goodlettsville
Financial Summary
December 2015 (Unaudited)**

<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	
General Fund	Revenues	963,804	3,874,805	14,098,749	27.48%
General Fund	Expenditures	1,232,449	6,459,450	16,402,407	39.38%
Net Increase/Decrease		(268,645)	(2,584,645)	(2,303,658)	
Sanitation Fund	Revenues	89,689	438,179	958,000	45.74%
Sanitation Fund	Expenditures	94,438	374,095	948,655	39.43%
Net Increase/Decrease		(4,749)	64,084	9,345	
Tourism	Revenues	52,672	348,522	534,600	65.19%
Tourism	Expenditures	10,258	83,906	659,249	12.73%
Net Increase/Decrease		42,414	264,616	(124,649)	
Sewer	Revenues	474,413	2,387,112	5,155,000	46.31%
Sewer	Expenses	263,129	1,624,766	5,674,161	28.63%
Net Increase/Decrease		211,284	762,346	(519,161)	
Stormwater Utility	Revenues	89,941	611,895	604,000	101.31%
Stormwater Utility	Expenses	12,508	39,244	662,264	5.93%
Net Increase/Decrease		77,433	572,651	(58,264)	

OPERATIONS EXPENDITURE SUMMARY

<u>General Fund Operating Dept</u>	<u>Month</u>	<u>YTD</u>	<u>Budget</u>	<u>% of Budget</u>
General Government	156,377	789,279	1,626,716	49%
Community Development	59,433	354,606	709,492	50%
Police	459,710	2,252,165	4,954,235	45%
Fire	209,231	886,171	2,313,092	38%
Hwys & Streets	93,316	474,285	2,452,240	19%
Parks/Recreation	145,868	800,712	2,226,318	36%

MONTH OF DECEMBER 2015

MONTHLY MANAGEMENT REPORT

COURT

NUMBER OF CITATIONS ISSUED IN DECEMBER 2015 - 318

NUMBER OF DEFENDANTS APPEARING IN COURT

DECEMBER 8	9:00	A.M.	70
DECEMBER 8	1:00	P.M.	23
DECEMBER 15	9:00	A.M.	112

TOTAL FOR MONTH **205**

DECEMBER 15	1:00	P.M.	7
-------------	------	------	----------

CONTESTED COURT SESSION

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

CODES	0
-------	---

MISDEMEANORS	0
--------------	---

NUMBER ASSIGNED TO TRAFFIC SCHOOL

FOUR HOUR SCHOOL	83
------------------	-----------

EIGHT HOUR SCHOOL	6
-------------------	---

Administrative Assistant to the City Manager's Office
December 2015

Administrative

- Organized weekly staff meetings
- Assembled IT issues city-wide for Roger Lancina
- Filmed Board of Commissioners Meeting on 12/10 and uploaded videos to website and distributed them through Notify Me emails
- Assembled and distributed the City Manager's monthly report for November
- Attended update meeting for the Main Street Project
- Organized the annual Christmas Parade and Tree Lighting

Assistance to Firefighters Grant

Grant Description: Federal grant to fund 95% of project with 5% match

Project Description: To purchase 31 4500 psi Self Contained Breathing Apparatus' and an air compressor/cascade system and 2 cylinder fill station with CO monitor

Project Cost: \$243,295

Funds Requested: \$231,710

City Match: \$11,585

Status: **Awarded** – In the process of ordering the air tanks and cascade system. Anticipated completion date: January 2016.

TAEP Grant

Grant Description: Tennessee Agricultural Enhancement Program matching grant

Project Description: To fund tree planting project along NorthCreek Boulevard

Project Cost: \$8,604

Funds Requested: \$4,302

City Match: \$4,302

Status: **Awarded** – Awaiting contract

TDEC Recycling Rebate

Grant Description: State rebate to assist local governments in reducing waste

Project Description: To offset recycling program costs

Project Cost: \$1,808.00

Funds Requested: \$904.00

City Match: \$904.00

Status: **Awarded** – Reimbursement received

TDOT Congestion Mitigation and Air Quality Improvement Grant

Grant Description: Federal grant to cover 100% of project

Project Description: Construct phase II of the Long Hollow Pike signalization project and to further enhance a previously awarded grant for traffic enhancements along the Conference Drive corridor

Project Cost: \$1,885,000

Funds Requested: \$1,885,000

City Match: \$0

Status: **Awarded** – Contract issued

Goodlettsville Police Department

Chief Goodwin's Monthly Report

December 2015

On December 1st Chief Goodwin and Commander Cherry attended the initial meeting of the Page Heights Neighborhood Watch. On December 3rd Chief Goodwin attended the TACP meeting in Nashville. On December 3rd Commander Okert attended the MADD Night of Remembrance Banquet at the Hotel Preston. Officer Jason Ayers received the MADD Bronze Award for DUI arrests in 2014. On December 5th the department provided security for the City Christmas Parade. On December 10th Chief Goodwin attended the Chamber of Commerce Christmas Brunch and the Burton Heights Neighborhood Watch Christmas Party. On December 16th Chief Goodwin and members of the department attended an appreciation breakfast at Rivergate Mall provided by Mall Management. On December 17th Sgt. Deloach and Chief Goodwin attended the Christmas Program at Gateway Elementary. Chief Goodwin attended the Chamber Luncheon on December 17th. On December 18th Chief Goodwin and Commander Okert attended the Middle Tennessee GHSO meeting in Murfreesboro. Officer Daniel Knalls was recognized as the Middle Tennessee Officer of the Year for the 3rd year and the department was recognized for our seat belt enforcement efforts in 2015. On December 18th Chief Goodwin, Commander Cherry and Commander Driver hosted a meeting and appreciation reception for our Hotel/Motel and Apartment managers at the Mall Sub-station.

The Pharmaceutical Bin provided by the State of Tennessee Department of Environment & Conservation was in the lobby during the month of December and 39 pounds of unwanted pharmaceuticals were deposited. YTD 379.8 pounds of unwanted pharmaceuticals have been deposited.

In review of the TIBRS data comparing December 2015 to December 2014 Crime Against Person increased from 15 to 23 a 53.33% increase, and Crime Against Property decreased from 71 to 64 a 9.86% decrease and overall we had a 1.15% increase. YTD TIBRS Crime Against Person decreased from 271 to 201 a 25.85% reduction. TIBRS Crime Against Property decreased from 990 to 779 a 22.28% reduction. Overall there has been a 22% decrease YTD. Our UCR total for the year is a 21.84% decrease in UCR Crimes.

Our proactive efforts were excellent for the month of December. As a result our officers made 954 Traffic Stops and 15 Terry Stops. They made 89 Traffic Arrests and 12 DUI Arrests. From these Traffic Stops resulted 13 Felony charges, 114 Misdemeanor charges, and 15 warrants were served. They had 22 drug confiscations (10 from traffic stops). They issued 12 Misdemeanor Citations, made 61 Physical Arrests with 53 Misdemeanor charges and 11 Felony charges. They made 12 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 18 Warrant Service Attempts. They served 12 Felony Warrants and 30 Misdemeanor Warrants.

Our officers continue to check our apartments, neighborhoods, businesses and parks. They conducted 201 apartment checks, 465 checks of neighborhoods, 538 businesses checks (found 1 open door) and 200 park checks. They had 1045 Community Contacts. They issued 205 Park Smarts.



DECEMBER TIBRS

TIBRS Group A Offenses

	2015 Offenses Reported	2014 Offenses Reported
Crimes Against Persons	23	15
Murder	0	0
Negligent Manslaughter	0	0
Kidnaping/Abduction	1	0
Forcible Rape	0	0
Forcible Sodomy	0	0
Sexual Assault W/Object	0	0
Forcible Fondling	0	1
Incest	0	0
Statutory Rape	0	0
Aggravated Assault	3	2
Simple Assault	16	12
Intimidation	2	0
Stalking	1	0
Crimes Against Property	64	71
Arson	0	0
Bribery	0	0
Burglary	8	4
Counterfeiting/Forgery	0	4
Destruction/Damage/ Vandalism	7	4
Embezzlement	1	2
Extortion/Blackmail	0	0
Fraud - False Pretenses	5	4
Fraud - Credit Card/ATM	1	2
Fraud - Impersonation	1	1
Fraud - Welfare	0	0
Fraud - Wire	0	0
Motor Vehicle Theft	2	2
Robbery	0	1
Stolen Property Offenses	0	0
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	21	38
Theft From Building	6	7
Theft From Coin Machine	0	0
Theft From Motor Vehicle	4	1
Theft of Motor Vehicle Parts	3	1
Theft - All Other Larceny	5	0
Total Group A Offenses	87	86

YTD TIBRS - 2015 VS 2014



TIBRS Group A Offenses	2015	JAN 2015	JAN 2014	FEB 2015	FEB 2014	MAR 2015	MAR 2014	APR 2015	APR 2014	MAY 2015	MAY 2014	JUN 2015	JUN 2014	JUL 2015	JUL 2014	AUG 2015	AUG 2014	SEP 2015	SEP 2014	OCT 2015	OCT 2014	NOV 2015	NOV 2014	DEC 2015	DEC 2014	2014 Offenses TOTAL	% CHANGE				
Crimes Against Persons	200	15	24	14	20	19	23	18	22	17	27	18	19	15	17	14	28	20	32	13	20	19	24	23	15	271	-25.83%				
Murder	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	100.00%			
Negligent Manslaughter	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0		
Kidnaping/Abduction	2	0	1	0	1	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0		
Forcible Rape	4	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	4	50.00%			
Forcible Sodomy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Sexual Assault w/Object	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Forcible Fondling	3	0	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	0	0	0	
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Aggravated Assault	32	5	6	4	5	3	4	2	5	1	6	4	4	1	2	1	4	4	0	0	0	0	0	0	0	0	42	-23.81%			
Simple Assault	131	8	14	8	10	9	14	12	15	12	18	10	13	12	11	9	18	15	22	7	13	13	16	16	12	176	-25.87%				
Intimidation	22	0	3	2	2	2	2	4	0	2	2	3	1	2	1	1	5	0	0	2	6	2	2	2	0	0	33	-33.33%			
Stalking	3	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	2	50.00%			
Crimes Against Property	779	82	64	44	65	65	83	52	83	55	87	63	90	69	85	68	89	62	83	77	94	78	86	64	71	900	-21.31%				
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Burglary	66	6	5	3	5	5	5	6	3	5	8	9	6	3	6	7	9	7	4	5	8	2	6	8	4	4	69	-4.35%			
Counterfeit/Forger	25	2	2	0	1	3	3	0	5	2	0	3	0	3	3	1	6	3	6	3	7	5	3	0	4	40	-37.50%				
Destruction/Damage/Vandalism	108	11	5	7	7	7	6	10	7	4	19	2	7	16	7	9	9	9	8	15	10	11	8	7	4	97	11.34%				
Embezzlement	20	2	0	2	3	4	0	0	1	1	4	4	6	2	2	0	2	1	2	1	2	2	2	1	2	24	-16.57%				
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	0	0	0	
Fraud - False Pretenses	55	11	5	3	7	6	5	0	4	4	1	3	3	5	8	4	0	0	5	8	1	6	8	2	5	4	53	3.77%			
Fraud - Credit Card/ATM	5	1	0	1	2	0	3	0	2	0	0	0	1	0	1	1	0	1	1	0	0	0	1	1	2	13	-61.54%				
Fraud - Impersonation	23	1	2	4	7	6	6	1	3	2	1	1	5	1	2	1	1	0	0	2	1	1	4	1	1	37	-37.84%				
Fraud - Welfare	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Fraud - Wire	2	0	0	1	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Motor Vehicle Theft	17	1	2	1	0	1	3	2	2	2	1	1	2	2	1	2	3	1	2	2	3	3	0	2	2	2	23	-26.09%			
Robbery	20	4	1	0	0	0	1	1	3	1	3	1	1	1	2	2	3	4	1	2	1	1	0	5	0	1	18	11.11%			
Stolen Property Offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Theft - Pocket-Picking	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Theft - Shoplifting	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Theft - Purse Snatching	227	30	25	11	21	17	31	14	39	20	27	19	36	13	31	24	34	13	37	22	35	23	31	21	38	388	-100.00%				
Theft From Building	75	7	6	4	7	6	4	8	6	4	7	10	7	3	8	6	8	5	6	8	8	8	5	6	7	79	-5.06%				
Theft From Coin Machine	3	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Theft From Motor Vehicle	70	4	8	4	4	2	2	5	6	4	14	4	10	15	8	6	8	7	7	9	6	6	11	4	1	93	200.00%				
Theft of Motor Vehicle Parts	19	0	2	0	0	4	4	3	1	2	5	1	2	3	3	2	2	1	1	0	2	2	0	2	0	0	28	-24.73%			
Theft - All Other Larceny	43	2	1	0	1	4	2	2	3	1	1	3	3	4	4	3	4	3	6	7	7	9	4	5	1	0	34	26.47%			
Total Group A Offenses	980	97	88	58	85	80	106	70	105	72	114	81	109	84	102	82	117	82	125	90	114	97	110	87	86	1261	-22.28%				

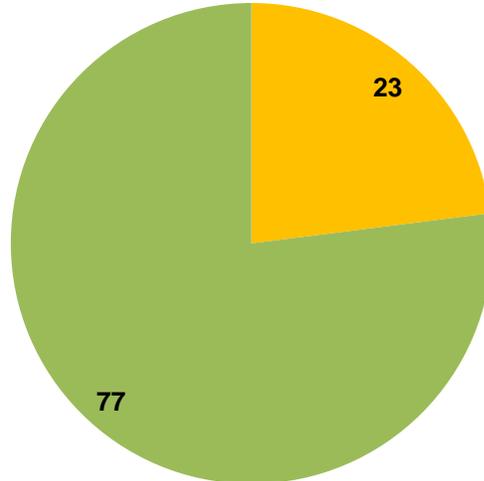
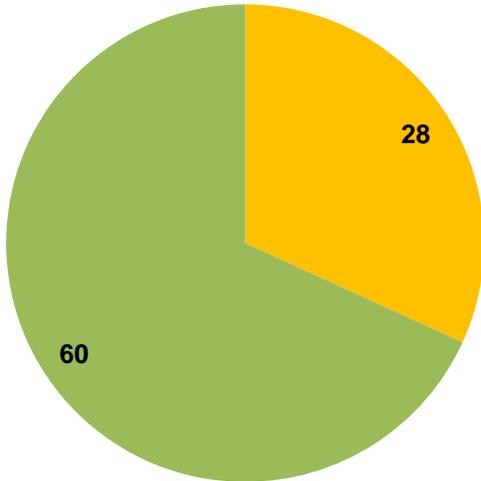
TITAN CRASH REPORTS

■ Fatal ■ Injury ■ Property Damage

2015
88

DECEMBER

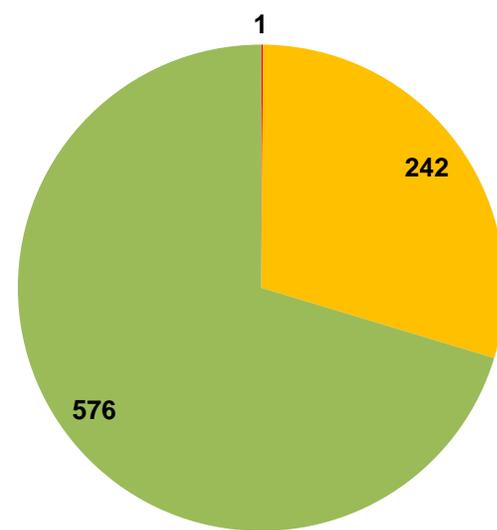
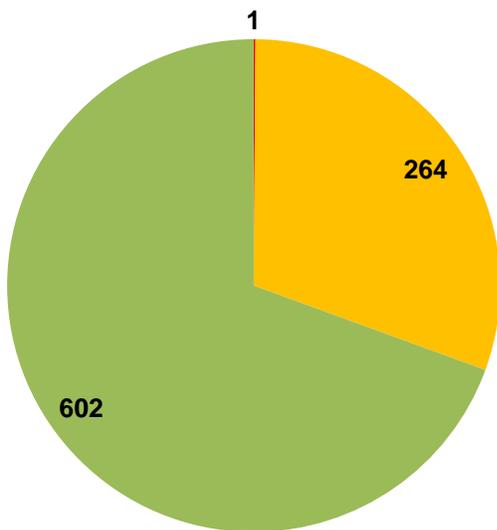
2014
100



2015
867

Year To Date

2014
819





**DECEMBER COMPSTAT
WEEKS 49 THRU 53**

	CURRENT 2015	CURRENT 2014	2015 YTD		2014 YTD		% change	2014 TOTAL
Murders	0	0	YTD	2	YTD	1	100.00%	1
Rape	0	0	YTD	4	YTD	1	300.00%	1
Robbery (Commercial)	0	1	YTD	12	YTD	8	50.00%	8
Robbery (Street)	0	0	YTD	9	YTD	11	-18.18%	11
Aggravated Assault	1	0	YTD	26	YTD	23	13.04%	23
Aggravated Assault - Dom Viol	2	2	YTD	12	YTD	17	-29.41%	17
Burglary (Commercial)	1	0	YTD	22	YTD	15	46.67%	15
Burglary (Residential)	6	4	YTD	45	YTD	51	-11.76%	51
Auto Burglaries	6	2	YTD	74	YTD	89	-16.85%	89
Larceny	15	8	YTD	139	YTD	140	-0.71%	140
Shoplifting	22	36	YTD	232	YTD	385	-39.74%	385
Motor Vehicle Theft	3	1	YTD	17	YTD	19	-10.53%	19
Total Offenses	56	54	TOTAL YTD	594	TOTAL YTD	760	-21.84%	760



Summary of Month's Activities – Dec. 1 thru Dec. 31 , 2015

Fire Operations

The Department responded to 260 calls for service for the month of December.

Fire Administration

Administration:

The month of December saw completion of the largest and one of the most beloved activities of the year. The Goodlettsville Firefighters "Kid's Christmas" for 2015 was a joyful event and a tremendous success. The Firefighters look forward to the event each year and are sincerely grateful to the many business and individual partners whose support help make the event so special to all involved.

As mentioned in the November posting, special thanks are due to the Goodlettsville K-Mart whose support has been long standing and most appreciated. Also a prime partner, Simmons Bank used proceeds from their 5K run to support the event and Simmons employees give of their time and join in the shopping event with the kids.

The new Fire Chief joined our ranks on December 28th and spent the week getting introduced to Goodlettsville business processes, members of the Department and City government. Chief Kenneth Reeves and family have completed their move to Goodlettsville and are currently living in a rental home until a permanent place can be found that meets the needs of their blended family.

Chief Reeves is tremendously excited for the opportunity to serve the City of Goodlettsville and looks forward to working in the community for many years to come. His passions involve delivering excellence for our citizens in emergency response, firefighter safety, and personal / community preparedness to build a more resilient City.

2015 Skills and Drill Plan

Jan- PPE, Turn-out gear PS001

Feb- Mayday PS002, Firefighter Disorientation, SCBA Confidence

March- PS005 SCBA, Vent – Enter - Search Training, Forcible Entry

April-PS003 1 ¾, PS004 2 ½, Modern Residential Fire Attack, Hot Weather ops.

May- PS006 Ground ladders, Fire Ground Command Simulation

June-PS007 Master Streams (new) Search and Rescue Training

July-Building Construction-Residential, Residential Fire Behavior

August- Building Construction- Commercial, Commercial Building Fire Behavior

September- PS008 Pump Ops (new), Saw Training

October-Truck Ops, Ventilation

November- Cold weather Ops, Extrication Training, MVA, Firefighter Survival

December- Radio Procedures (emergency and Non-emergency) annual Territory/Hydrants Test

Training hours completed by firefighters – 210.5

Public Education Hours

2 Tours through hall for children – (1 hr. each)

December 2015 Maintenance Report

1 Scheduled Service

18 Repairs

Special Projects

Contractor came in to do service on the generator at the Fire Hall and the radio tower

Outstanding Issues

Meeting with reps from insurance coverage to get repairs made to 41-7 after it was involved in a wreck over the Thanksgiving Holiday

Sent gas monitor back to Drager- possible sensor issue

Cost Savings

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

5 Building Repairs

- Painting the bay and cleaning and painting floors in the bay
- Working on finalizing proper location of cabinets in the SCBA repair room
- Obtained pricing to repair Utility Pole from City Hall to the Fire Hall
- Worked with Nashville IT Department to attempt to run fiber optic lines for the Metro phones- hold on project at this time
- Obtained pricing for fencing in the bay for Turn Out Gear storage

Fire Special

Kid's Christmas

Christmas Parade

New SCBA fill station arrived, installed and trained with factory rep

Training hours- Target Safety

Public Works Report – DECEMBER 2015

SOLID WASTE:

- Convenience center solid waste collected: 23.82 tons
- Solid waste tonnage collected: 410.42 tons
- Recycled materials collected: 50.83 tons
- PIT C&D: 120 cy
- Chips: 180 cy

STAFF:

- Jason Wilton, mechanic has joined Public Works.

SEWER:

- MONTHLY EQUIPMENT AND DAILY PUMP STATION INSPECTION, MAINTENANCE AND REPAIRS
- MONTHLY BIOXIDE TANK FILLING
- TIVING OF LINE SEGMENTS
- DAILY PUMP STATION, SERVICE CONNECTION, AND MANHOLE INSPECTIONS
- CLEANED SEWER LINE SEGMENTS
- CLEANED WET WELL WALLS
- CONSTRUCTION AND NEW SEGMENT INSPECTIONS, MAINTENANCE AND REPAIRS
- RAINFALL FOR MONTH: 3.26"

Public Works Selected Performance Indicators	Total	YTD
Bulk Item Pickup	59	233
Cart Repairs	15	234
New Residents	13	51
Tennessee One Calls	95	1391

PUBLIC WORKS FACILITY, OUTREACH, & PROJECT REVIEW:

- Participated in City-wide weekly staff meetings
- Daily underground storage tank testing
- Monthly fuel pump inspection and cleaning
- Traffic signal inspection and maintenance
- Participated in Planning Commission, Board work sessions and Board of Commission meetings
- Various meetings with residents and business owners
- Received calls from developers on policies, procedures, and ordinances related to land development, stormwater, and sewer.
- Utility billing conference calls
- WKU continues in monitoring project (MS4 permit requirement)
- Monthly safety meeting
- Main Street Utility relocation
- Wood waste pick-up running in each county, monthly
- Proceeding with design on two drainage projects
- Working with Rogers Group to finalize and proceed with Paving Contract on streets we have submitted
- Main Street Project meeting Thursday, January 15 at 5 p.m.

MONTHLY STORMWATER UPDATE

December 31, 2015

1. Illicit Discharge Detection and Elimination

- a. 12/11/2015 assisted Dr. Taylor, Matthew and Rebecca from WKU on Madison Creek evaluation from headwaters on Happy Hollow Rd., to Madison Creek Rd.
- b. 12/11/2015 spotted illegal dumping at stream bank of Madison Creek on Hogans Branch Rd.
- c. 12/11/2015 Public Works crew notified stormwater of illicit discharge and illegal dumping in Madison Creek tributary on Patton Branch Rd.
- d. Visited six sites and issued warning letters.
- e. December 7, 2015 Observed private landscaping company @ Kabuto's and Twelve Stones blowing grass and leaves onto roadway and storm drains. Took the opportunity to address the MS4 requirements.
- f. December 8, 2015 completed a webinar for Best Practices for Stormwater Management.

2. Pollution Prevention/Good Housekeeping

- a. Public Works Yard is being swept monthly.
- b. I am working on a new street sweeping form that will track lane miles as well as tonnage.
- a. When litter pick-up is assigned for a minimum of 4 hrs. Crew will inform me of man hours and volume of trash collected. 12/2/2015 Sent email to Ginger Bobel from Copper Creek to address NOV issues. She has notified builder to get it corrected. 12/7/2015 met with Ginger and Thomas Steffen to address issues personally. They are currently taking steps to correct this with the builders and utility company.
- b. Open Work Orders;
 - 203 West Cedar
 - 300 West Monticello Ave.
 - Shevel Dr. / 42" culvert failure
 - Cross culvert on W. Monticello 42"x40' HDPE
- c. Closed Work Orders;
 - Fannin Dr./42" culvert failure-repair only, materials used (2) 54" metal culvert bands, (3) cans spray foam sealant, (7) tons of 1" rock, (4) tons asphalt, 16 man hours.

- 210 East Ave.
- 1183 Madison Creek Rd.
- 3050 Patton Branch Rd.
- 1253 Hitt Ln.
- Conference Dr. @ Windsor Green
- 3372 Patton Branch Rd.
- Cross culvert on Monticello Ave. 15"x95' HDPE

3. 2016 SCSG meetings. Schedule listed below;

- a. January 6, 2016 Portland Tn.
- b. February 3, 2016 White House Tn.
- c. March 2, 2016 Gallatin Tn.
- d. April 6, 2016 Hendersonville Tn.
- e. May 4, 2016 Goodlettsville Tn.
- f. June 8, 2016 Portland Tn.
- g. July 6, 2016 White House Tn.
- h. August 3, 2016 Gallatin Tn.
- i. September 7, 2016 Hendersonville Tn.
- j. October 5, 2016 Goodlettsville Tn.
- k. November 2, 2016 Portland Tn.
- l. December 7, 2016 White House Tn.

Monthly Stormwater Inspection Report:

<i>Construction Sites:</i>	<i>Permit #:</i>	<i>NOV's:</i>
<i>Cobblestone Townhomes</i>	<i>N/A</i>	<i>0</i>
<i>Conference Drive Sewer Expansion</i>	<i>N/A</i>	<i>0</i>
<i>Copper Creek Phase I</i>	<i>14</i>	<i>1</i>
<i>Copper Creek Phase II</i>	<i>53</i>	<i>4</i>
<i>Goodlettsville Middle School</i>	<i>52</i>	<i>1</i>
<i>Kroger Expansion</i>	<i>N/A</i>	<i>0</i>
<i>Loden Vision Center</i>	<i>55</i>	<i>0</i>
<i>Northcreek Stockpile</i>	<i>45</i>	<i>0</i>
<i>Town Place Suites</i>	<i>58</i>	<i>1</i>

<i>New Residential Permits:</i>	<i>Lot #:</i>	<i>NOV's:</i>
<i>3093 Patton Branch Road</i>	<i>N/A</i>	<i>0</i>
<i>237 Sydney Drive</i>	<i>25</i>	<i>0</i>
<i>245 Sydney Drive</i>	<i>23</i>	<i>0</i>
<i>241 Sydney Drive</i>	<i>24</i>	<i>0</i>
<i>703 Burgess Drive</i>	<i>82</i>	<i>4</i>
<i>209 Solitude Circle</i>	<i>89</i>	<i>0</i>
<i>213 Solitude Circle</i>	<i>88</i>	<i>0</i>
<i>326 Old Stone Road</i>	<i>101</i>	<i>4</i>
<i>322 Old Stone Road</i>	<i>102</i>	<i>4</i>
<i>318 Old Stone Road</i>	<i>103</i>	<i>4</i>
<i>117 West Twelve Stones</i>	<i>170</i>	<i>0</i>
<i>432 Buffalo Run</i>	<i>101</i>	<i>2</i>
<i>186/188 Tara Lane</i>	<i>25 A/B</i>	<i>1</i>
<i>107 Elizabeth Court</i>	<i>N/A</i>	<i>0</i>
<i>421 Buffalo Run</i>	<i>N/A</i>	<i>4</i>

Total Inspections:

36 Commercial and New Subdivision inspections performed

32 New Residential inspections performed

68 Total Inspections



December 2015

Projects - Administration

- Streambank Stabilization in Moss-Wright Park
- Attended 2016 LPRF Grant Workshop
- Attended Municipal Management Academy

Projects – Parks and Recreation

- Completed the renovation of a meeting room at the Community Center including installation of flooring, drywall repairs, painting, hanging/staining doors, ordering furnishings
- Began the installation of siding on a storage building in Peay Park
- Began the installation of wooden posts on the overflow soccer area, to replace the metal fence posts that have been used previously
- Fence repair and net installation at the quad
- Top dressed soccer fields with 22 tons of sand
- Installed playground wood fiber to all playgrounds in the park system
- Completed maintenance on greenspace including trimming trees, weeding, litter pickup
- Conducted repairs on several pieces of equipment

Facility and Rental Information

	Resident Usage/Rentals	Non-Resident Usage/Rentals	Attendance	Volunteer Hours
Community Center	572/7	448/3		
Goodlettsville Event Center	5	0		
Senior Adult Program			513	16
Shelters	0	0		
Fields	0	0		
Programs Requiring Registration			529	8
Historic Mansker's Station	0	0		
Pleasant Green Pool	n/a	n/a		
Tennis Courts	n/a	n/a		

Special Events

Special Event Applications Submitted:

None

Event Applications Approved:

None

Events Conducted by third parties:

None

Events or programs conducted by P&R:

Yulefest – December 5 at Historic Mansker's Station

Donuts with Santa – December 5 at the Community Center

Fitness Classes at Community Center

Athletics

Current leagues operating in Goodlettsville Parks

Boys' Futsal League

COMMUNITY DEVELOPMENT DEPARTMENT

Sub-group: Economic Development

Monthly Management Report: December 2015

Business Recruitment / Retention & Expansion

Worked with Dr. Loden's team on various construction issues in regards to new building.

Worked with landowner, design and engineering team for new TownPlace.

Worked with landowner, design and engineering team for new Candlewood Suites.

Worked with design and engineering team in regards to a new Holiday Inn Express.

Worked with design and engineering team in regards to a new Hampton Inn & Suites.

Sent out packets of information and communicated with company real estate personnel in an effort to establish interest in the Goodlettsville market area for their companies to locate a business.

Met with a local developer in regards to the redevelopment of a property in Goodlettsville.

Worked with various commercial real estate agents and property owners in an effort to get information on available property and buildings to add to data base and city website.

Worked with design and engineering team in regards to a new Taco Bell.

Worked with design and engineering team in regards to Main Street enhancements.

Worked with a business interested in building a facility in Goodlettsville.

Meetings Attended

Goodlettsville City Commission

Goodlettsville Planning Commission

Goodlettsville BZA

Leadership Sumner

MTIDA

Planning and Development Services Department

December 2015

Summary of Month Activities:

Staff completed site development inspections for the Kroger Expansion Project

Staff met with zoning and land use consultants regarding non-conforming zoning issues associated with industrial property sales.

Staff attended preliminary development meetings for the following projects:

- Proposed 10,000 square feet commercial site development on North Main Street
- Proposal for cellular service antenna installation on public right-of-way and structures
- Proposal for small scale private assisted living residential unit including building code and zoning requirements
- Connell Street automobile sales business

Meetings Attended:

Goodlettsville Regional Planning Commission

Goodlettsville Board of Zoning and Sign Appeals

Main Street Project Status Meeting

Nashville Metropolitan Planning Organization (MPO) Technical Coordinating Committee

Nashville Metropolitan Planning Organization (MPO) Multi-Modal Grant Workshop

Nashville Metropolitan Planning Organization (MPO) Annual Lunch and Awards Meeting

Middle Tennessee Codes Officials Association (MTCOA) Annual Lunch and Awards Meeting

Goodlettsville Police Department- City Employee Active Killer Education Session

Goodlettsville Building/Codes Department Activity Report December 2015

DEPARTMENT OF 4 EMPLOYEES:

Larry DiOrio-Codes Director/Fire Marshal
 Mike Bauer-Senior Inspector/Fire Marshal
 Kerry Jackson/Property Standards
 Rhonda Carson-Administrative Assistant/Permit Technician

The purpose of the Codes Department is ensure that all citizens and contractors are assisted concerning the issues of: Building Codes and 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	27 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	4 inspections
Fire Investigations	Duties of Fire Marshal involving fires in the city limits	0 investigations
Building Inspections	Building Related	40 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	18 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	24 inspections
Signs Removed	Illegal signs removed from city limits	20 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	6 hrs./testing inc.
Storm Water Training	EPSC training and certification	2 hours
Fire Inspection Training	L. DiOrio and M. Bauer required training on Fire Code (Arson Training)	10 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	3
Flood Event/FEMA	M. Bauer assisting flood properties and FEMA requirements. Includes all documentation	Completed project
Issuing of Addresses	Assisting Metro/Davidson County 911 with assigning addresses for the city	2 addresses
Plan Reviews	In-house plan review by M. Bauer/Assisted also with outsourced plan reviews	2properties
Storm Water Report	Monthly Storm Water Report for Administrative Building/	1 Report
Unsafe Structure Abatement	Demolition of unsafe structure	0 structure
Citations to Court	Municipal Code Violations	0 citations
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	daily

